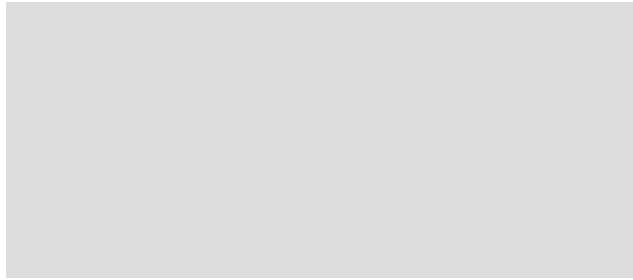




City of Redwood City



Adopted Budget **FY 2016-17**



**Redwood City,
California**



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CITY OF REDWOOD CITY
REDWOOD CITY, CALIFORNIA

ADOPTED BUDGET
2016-2017

CITY COUNCIL

John D. Seybert, Mayor
Ian Bain, Vice Mayor
Alicia C. Aguirre, Council Member
Janet Borgens, Council Member
Jeffrey Gee, Council Member
Diane Howard, Council Member
Shelly Masur, Council Member

CITY MANAGER

Melissa Stevenson Diaz

DIRECTOR OF FINANCE

Starla Jerome-Robinson (Interim)

COMPILED BY

Alison Freeman, Financial Services Manager
Jennifer Chang, Carlyne Kerans, Jun Nguyen, Senior Accountants
Antonia Saldou, Accountant
Sylvia Bravo Peters, Management Analyst
Nancy Murguia, Secretary

CITY OF REDWOOD CITY

DEPARTMENT DIRECTORS

City Manager	Melissa Stevenson Diaz
Assistant City Manager of Development	Aaron Akin
City Attorney (acting)	Michelle Kenyon
City Clerk	Silvia Vonderlinden
Finance (acting)	Starla Jerome-Robinson
Fire	Chief Stan Maupin
Library	Derek Wolfgram
Parks, Recreation, and Community Services.....	Chris Beth
Police	Chief JR Gamez
Public Works	Ramana Chinnakotla

CITY OF REDWOOD CITY

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CITY OF REDWOOD CITY

ADOPTED BUDGET - PREFACE

The staff report that follows was submitted Council on June 27, 2016 along with the resolution that, upon approval by the City Council, adopted the FY 2016-17 budget.

This document includes minor revisions to correct clerical errors in some of the supporting documents; the changes did not affect the recommended appropriations for FY 2016-17.

REPORT

To the Honorable Mayor and City Council
From the City Manager

June 27, 2016

SUBJECT

Fiscal Year 2016-17 Budget Adoption

RECOMMENDATION

Adopt a resolution adopting the Fiscal Year 2016-17 Budget

BACKGROUND

On February 22, 2016, the City Council provided direction on the development of the Fiscal Year (FY) 2016-17 budget, asking staff to develop budget recommendations which addressed Council interests in five major categories: housing, transportation, maintaining and enhancing community services, community engagement and funding long term liabilities. At the April 25, 2016 budget study session, staff provided updated budget assumptions, a five year general fund forecast, and received Council endorsement for a four-phase budget strategy (the report is available at [Budget Study Session 4-25-16.PDF](#)). On June 13, 2016, the City Council held a study session for the Council to review the published recommended FY 2016-17 budget ([Recommended Budget FY 16-17](#)) submitted by the City Manager. After reviewing the recommended budget, the City Council directed no changes to the budget as submitted.

ANALYSIS

The proposed general fund budget of \$111,728,844 and other funds budget of \$112,225,009 is now submitted for City Council adoption. The recommended budget reflects the Council's priorities and provides the resources to advance the City's Strategic Initiatives. In addition, the Capital Improvement Program is summarized in the Recommended Budget document, and totals \$32,339,226.

The recommended budget includes the addition of a net 7.5 positions, of which 3.5 full time equivalent would be ongoing positions, while 4 FTE would provide short term assistance. The funding recommendations used to frame this budget are to provide sufficient resources for each Department to accomplish their individual missions. Detailed revenue, expenditure and economic vulnerabilities are available in the Recommended FY 2016-17 Budget and discussed in the Transmittal Letter.

A copy of the recommended budget is on file with the City Clerk for public review and is also available on the City's website at www.redwoodcity.org/budget.

ALTERNATIVES

The City Charter requires that the Council adopt a budget by resolution. Not adopting a budget would place the City out of compliance with the City Charter. City Council may direct staff to adjust the Recommended FY 2016-17 Budget, if changes are desired.

FISCAL IMPACT

Adopting the FY 2016-17 budget will provide authority for staff to continue municipal operations, including the development and construction of capital projects this coming fiscal year. The FY 2016-17 recommended budget would result in a general fund expenditure budget of \$111,728,844 million which is an increase of 9.26% over the 2015-16 adopted budget. In addition, the recommended budget includes \$143,564,235 million in additional spending in all funds.

ENVIRONMENTAL REVIEW

This activity is not a project under CEQA as defined in CEQA Guidelines, section 15378, because it has no potential for resulting in either a direct or reasonably foreseeable indirect physical change in the environment.



STARLA JEROME-ROBINSON
INTERIM FINANCE DIRECTOR



MELISSA STEVENSON DIAZ
CITY MANAGER

ATTACHMENTS

1. Resolution Adopting the Final Budget for FY 2016-17

RELATED DOCUMENTS IN CITY CLERK'S OFFICE

1. City of Redwood City FY 2016-17 Recommended Budget
www.redwoodcity.org/budget

RESOLUTION NO. 15509

A RESOLUTION OF THE CITY OF REDWOOD CITY ADOPTING THE BUDGET OF THE CITY OF REDWOOD CITY FOR FISCAL YEAR JULY 1, 2016 - JUNE 30, 2017 AND PROVIDING FOR THE APPROPRIATION AND EXPENDITURE OF ALL SUMS SET FORTH IN SAID BUDGET

WHEREAS, in accordance with the Charter of the City of Redwood City, the City Manager has submitted to the Council of Redwood City a proposed annual budget for Fiscal Year July 1, 2016 - June 30, 2017; and

WHEREAS, pursuant to the Charter, after duly noticed public hearing, the Council has approved the budget and it has been certified as the Budget of the City for Fiscal Year 2016-2017; and

WHEREAS, it is the intention of the Council of Redwood City to adopt the certified copy of the Budget presently on file in the office of the City Clerk.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF REDWOOD CITY AS FOLLOWS:

SECTION 1. Adoption of Budget. The Budget for the Fiscal Year July 1, 2016 - June 30, 2017, approved by the Council and certified by the City Clerk and City Manager, presently on file in the office of the City Clerk, is adopted. The Budget is contained in the document entitled "Recommended Budget FY 2016-2017."

SECTION 2. Appropriations. The amounts designated for subprograms in the Budget document's "Operating Programs" section are appropriated to each designated subprogram (excepting the Successor Agency subprogram which is being adopted and appropriated by separate action of the City Council acting in its capacity as the Successor Agency to the dissolved Redwood City Redevelopment Agency) and the amounts designated for capital projects listed in the Budget document's "Capital Improvement Projects" section are appropriated. The Beginning Balance in the Budget document's "Analysis of Budget by Fund" and the Revenue Estimates for 2016 in the Budget document's "Budget Summary", including those for the Redwood City Public Financing Authority and assessment and improvement districts but excepting those for the Successor Agency, are appropriated.

SECTION 3. Provision for Interim Expenditures After June 30, 2017: Reappropriations. The City Manager and Finance Director are authorized and directed to charge expenses incurred prior to July 1, 2017 to the appropriations of Fiscal Year 2016-2017. The City Manager and Finance Director are further authorized to pay all contractual obligations, including but not limited to payroll, contracts, and other

06/27/2016

expenses, incurred between July 1, 2017 and the date that the appropriations are adopted for Fiscal Year 2017-2018; to this end the City Council, on behalf of the City, appropriates 1/12 of the amounts that were appropriated for operating purposes in Fiscal Year 2016-2017 to each fund, to be effective July 1, 2017. Upon adoption of a budget for Fiscal Year 2017-2018 this appropriation shall be superseded.

SECTION 4. Effective Date and Operative Date. In accordance with Section 51.5 of the Charter of the City of Redwood City, this resolution shall be effective immediately upon adoption.

* * *

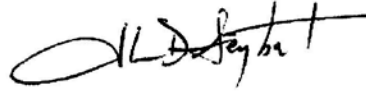
Passed and adopted by the Council of the City of Redwood City at a
Joint City Council/Successor Agency Board/Public Financing Authority Meeting
thereof held on the 27th of June 2016 by the following votes:

Council Members: Aguirre, Bain, Borgens, Gee, Howard, Masur, and
Mayor Seybert

NOES: None


ABSENT: None

ABSTAINED: None



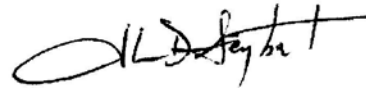
John D. Seybert
Mayor of the City of Redwood City

Attest:



Melissa Thurman
Deputy City Clerk of Redwood City

I hereby approve the foregoing
resolution this 28th day of June 2016.



John D. Seybert
Mayor of the City of Redwood City

RESO. # 15509
MUFF # 501



June 6, 2016

TRANSMITTAL OF THE FISCAL YEAR 2016-17 RECOMMENDED BUDGET

Honorable Mayor Seybert and City Council Members:

Enclosed is the proposed budget for fiscal year 2016-2017. On February 22, 2016, the City Council provided direction on the development of the FY 2016-17 budget, asking staff to develop budget recommendations which address Council interests in five major categories: housing, transportation, maintaining and enhancing community services, community engagement, and funding long term liabilities.

On April 25, 2016 the City Council held a budget study session meeting. Staff provided updated budget assumptions, a five year general fund forecast, and received Council endorsement for a four-phase budget strategy:

1. Propose a FY 2016-17 general fund budget which:
 - a) Continues current initiatives to address Council Priorities
 - b) Adjusts departments' operating budgets to reflect actual expenditures over the last few years
 - c) Provides both ongoing service enhancements (such as ongoing staffing in the Police and Fire Departments) and short term service enhancements (such as one-time limited-term staffing for building inspection, housing, and legal services)
 - d) Ensures appropriate general fund revenue is being received through a transient occupancy tax audit, and by evaluating whether development processing and other fees are set at the appropriate level to meet cost-recovery and policy goals.
2. Present a five-year Capital Improvement Program in fall 2016 which will identify desirable projects that could not be funded in FY 2016-17, and will include a list of community-requested projects for Council consideration for future budget years.
3. Support, during the mid-year budget discussion in February 2017, the dedication of any net operating surplus from FY 2015-16 as follows:
 - a) 50% to unfunded liabilities
 - b) 50% to one-time service enhancements such as increasing the library materials budget or one-time funds to support historic preservation initiatives
4. Prioritize, in developing the FY 2017-18 budget, public safety and neighborhood-serving services for enhancement, should resources permit. In particular, consideration should be given to increasing sworn fire staffing, increasing sworn and civilian police staffing, and neighborhood services.

This letter provides an economic overview, summarizes key provisions of the recommended FY 2016-17 general fund budget, discusses revenues and potential threats to the City's currently strong fiscal standing, describes ongoing activities to wind down the former Redevelopment Agency, and identifies major work funded by the Capital Improvement Program, Community Facilities Districts, and Enterprise Funds.

Economic Overview

The economic picture in the State of California is steady, but slowing. According to MuniServices the tech boom and the sturdy job market in Silicon Valley and the Bay Area should help the State ward off a recession until 2018. The number of California jobs grew by 3% in 2015 but the UCLA's quarterly Anderson Forecast for the State of California predicts that job growth will slow to 2.4% in 2016. Total jobs are expected to grow by only 1.5% in 2017 in California and even less in 2018 (under 1%). Even so, this forecast does not project a recession in the next 18 months.

In Redwood City, development continues in the downtown area including 1,100 apartment units, over 300 of which are now available to rent. The influx of new residents is expected to further expand Downtown's economic and social vitality. According to the latest information from CoStart, the Redwood City and Redwood Shores commercial office real estate markets have 582,485 square feet of available office space with a combined vacancy rate averaging less than 4.9%, well below many of the surrounding communities in San Mateo County.

The City's economic climate currently is strong, allowing the City to assess and address factors that impact long-term fiscal sustainability. Targeted investments can be made in City programs, services, and infrastructure in order to respond to community needs.

Key Provisions of Recommended FY 2016-17 Budget

As noted above, the fiscal outlook for FY 2016-17 is positive and can support limited new expenditures to expand current services. In recent years, the City responded to significant budget constraints with staffing reductions and restructuring. Throughout, service levels were maintained to the extent possible and continued progress was made on the Council's priorities. During this coming fiscal year the intent will be to further align the budget to the City Council's priorities, and to develop qualitative and quantitative measurements to assist in evaluating service excellence and service gaps.

The proposed FY 2016-17 budget seeks to build on the prior year's accomplishments and respond to changing and increasing demands. The FY 2016-17 budget includes the following changes:

- Provides full funding for each department based on currently anticipated services and actual expenses over the last few years. Including this funding in the initial budget will reduce the need for mid-year budget amendments. This change accounts for \$2.4 million, or about half of the total \$4.9 million budget increase for FY 2016-17. The most significant increase is public safety overtime of \$2 million, which represents 82% of the true up costs.
- Recommends a total of 7.5 new positions: one Police Officer, one Communications Dispatcher, one Fire Prevention Officer (to be shared with the City of San Carlos), one Senior Engineering Technician, all of which will provide ongoing services. In addition, one contract Attorney (for one year), one contract Housing Secretary (for one year), and two

Building Inspectors (for two years), resulting in 565.93 Full Time Equivalent (FTE) employees.

**Full Time
Equivalents
565.93**

- Provides one time appropriations for a number of services such as \$50,000 seed funding for Sesquicentennial events, \$30,000 in additional funds for backfilling the City Attorney position while the recruitment is underway, \$60,000 for Police Department training due to a large number of vacancies to be filled, \$12,000 for summer interns in Community Development, \$25,000 for a Transient Occupancy Tax audit, \$25,000 for a new copier in Park, Recreation and Community Services, and \$25,000 to participate in the County Homeless Outreach Team project.
- Provides ongoing appropriations for endeavors such as the San Mateo County Parking lease payments of \$86,000, the annual contribution to fund Housing Endowment and Regional Trust (HEART) dues of \$25,000, a centralized budget for Police Department community outreach of \$71,500, \$50,000 for additional training (mostly in the Fire Department), and over \$136,000 in increased service and supplies budgets across most departments.
- Provides \$265,000 additional funding for vehicle maintenance costs for the City and contracted agencies, as well as additional utility funding for, and maintenance of, new vehicle charging stations.

In the budget discussions this spring, the City Council expressed interest in ensuring the City's financial stability through maintaining adequate reserves and tackling unfunded liabilities. This budget employs the following strategies to address this priority:

- Maintains general fund reserve at 20% of estimated revenues
- Maintains sufficient reserves for operating and capital needs for utility functions
- Sets aside equipment replacement funds for vehicles and other high-cost equipment
- Reduces unfunded CalPERS liability as funds are available
- Reduces unfunded Workers' Compensation liability through additional funding, claims management, and safety and injury prevention programs
- Continues to manage pension costs by maintaining a three-tier retirement benefit structure approach and employee contributions to the pension cost, while developing additional strategies to further reduce the unfunded liability

**General Fund
Expenditures
\$113.6 Million**

The recommended FY 2016-17 general fund expenditure budget (including transfers out) is \$113.6 million which is about \$9.6 million, or 9.2% more than the budgeted general fund expenditures of \$104 million in FY 2015-16, and \$4.3 million, or 4% more than the projected FY 2015-16 expenditures of \$109.3 million.

Salaries, wages, and benefits are 73.7% of the proposed budgeted expenditures. The Police and Fire Departments, as in most California cities, will utilize a significant share of available budgeted resources to adequately protect the public, amounting to approximately \$68.4 million or 60% of operating expenditures.

The increasing expenditures in the workers' compensation fund continue to require additional resources. Each year the resources required to maintain the expenses of this fund continue to grow. Even with a \$6 million transfer at the end of FY 2013-14, and another \$2.2 million transfer at the end of FY 2014-15, we recommend a \$1.7 million transfer at FY 2015-16 year-end to close

the funding gap based on projected estimates of a deficit. Staff are working to more actively manage this program, and adding programmatic improvements to reduce costs.

The general liability fund has similar if not as significant draws on cash. A year-end transfer of approximately \$800,000 most likely will be required, and the proposed budget for FY 2016-17 increases the budget by \$1.1 million to almost \$3 million. Reporting on general liability has been severely delayed as the new third party claims administrator transfers files, which reduces staff's ability to gauge the year end position accurately.

The City's annual retirement expense is determined by CalPERS based on actuarial methods that consider the number of FTEs among other factors. In July of 2015, the City prepaid the CalPERS FY 2015-16 annual retirement cost, saving the City approximately \$525,000. In addition, due to timing and other differences between CalPERS and City budgeted FTE data, a credit or savings of approximately \$2 million will accumulate in our payroll and record keeping systems after recording the actual retirement expenses for FY 2015-16. As part of CalPERS' annual actuarial examination, the difference would be recognized in subsequent years as an increase in Redwood City's unfunded liability. Staff is proposing to submit the approximate \$2 million payment to CalPERS to mitigate a future increase in unfunded liability, in addition to prepaying the FY 2016-17 contributions at a discounted amount.

General Fund Revenues

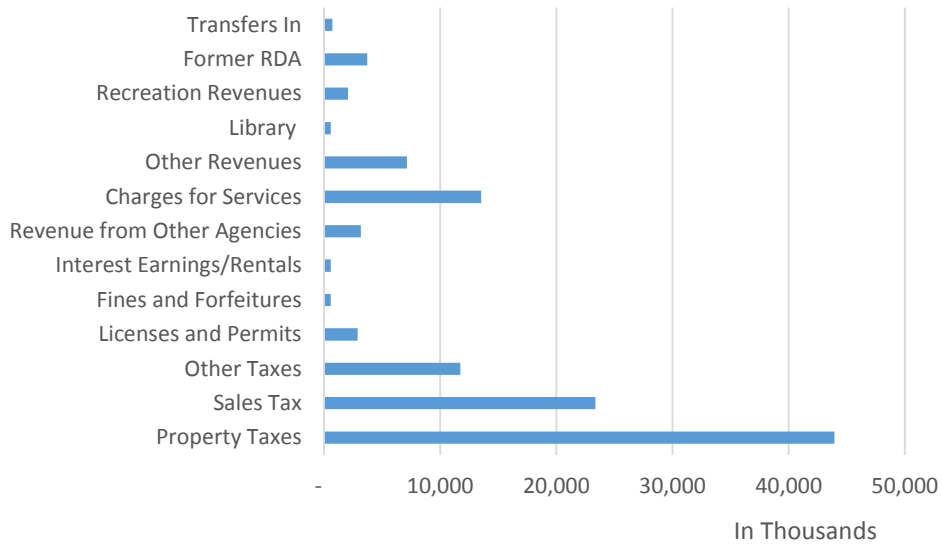
General fund revenues (including transfers into the general fund) are expected to increase to \$113.9 million in FY 2016-17, which is approximately 7% above last years' budgeted general fund revenues of \$106.4 million. Most of the City's general fund revenues continue to derive from property, sales, and transient occupancy taxes (TOT). Highlights of the assumptions behind the FY 2016-17 revenue projections are:

- Secured property taxes are expected to increase a net of 5% to \$32.5 million in FY 2016-17
- Sales tax is expected to increase only modestly, or about 3.5% to \$23.4 million for FY 2016-17 due to several large sales tax producers moving out of the City (Lyngso, Office City, and Honda)
- Transient occupancy tax is expected to increase 3% annually, with an additional \$100,000 assumed in FY 2016-17 for the new One Marina hotel, and an additional \$550,000 for the One Marina hotel in FY 2017-18 and beyond
- Excess ERAF revenue budget is estimated at \$2.5 million for FY 2016-17, although in past years we have received closer to \$5 million. There is uncertainty regarding the future availability of these funds which is discussed in more detail below

As shown below, the major revenue source will continue to be property tax. The next largest source of revenue is sales tax, which is expected to make up 21% of all general fund revenue compared to property tax which comprises 39% of general fund revenue.

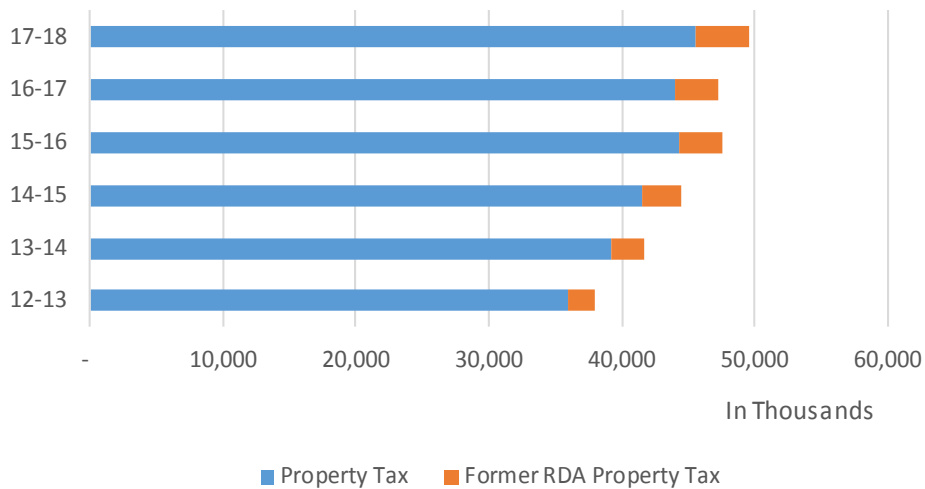
**General Fund
Revenues
\$113.9 Million**

16-17 Budgeted General Fund Revenues



If property tax from the former RDA areas is added to other property taxes, the combined revenue is 42% of all general fund revenue. Shown below is the increasing proportion of property tax received from the former Redevelopment Agency areas.

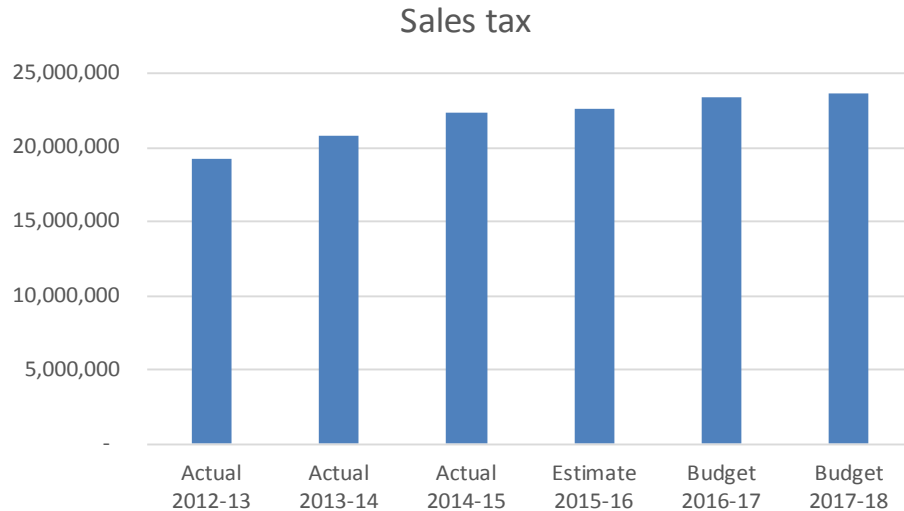
Total Property Tax



**Property Tax
Revenue
\$44 Million**

Sales tax continues to sustain its importance to the overall revenue picture, with sales tax from the purchase of new automobiles still leading the way. Although retail sales continue to be strong, there appears to be less growth in the overall sales tax revenue stream than in the past three calendar years. Based on the best information available to us during the budget preparation we estimate minimal growth in sales tax during 2016 and 2017.

**Sales Taxes
\$23.3 Million**



Potential Threats to the City's Financial Stability

The City's continued fiscal stability may be compromised by reductions in revenue and by insufficient funding of long term liabilities. Major areas of concern are described in this section.

Excess Educational Revenue Augmentation Fund Refunds

As has been discussed in the past, Excess Educational Revenue Augmentation Fund (ERAF) refunds cannot be counted on indefinitely. In FY 2015-16 the City received \$4.8 million, or \$2.3 million more than the \$2.5 million budgeted. This revenue stream continues to be vulnerable both to a reduction in the availability of funds (as schools' spending caps increase, the pool available for refunds to San Mateo County cities decreases) and State manipulation. While the County advises that at least "some" of the funds will probably continue to be available for the next few years, there is no certainty. Providing reasonable projections is not possible since the County will not have sufficient data to provide estimates until December 2016 (for the FY 2016-17 budget year).

Since this revenue source represents over 4% of all general fund revenues, the total loss of this revenue would be significant. To take a moderately conservative approach, for FY 2016-17 and the foreseeable future, staff recommends budgeting Excess ERAF revenue at \$2.5 million. The timing of the revenue distribution is such that the City will know six to twelve months in advance of the curtailment of the funds if funds will no longer be available.

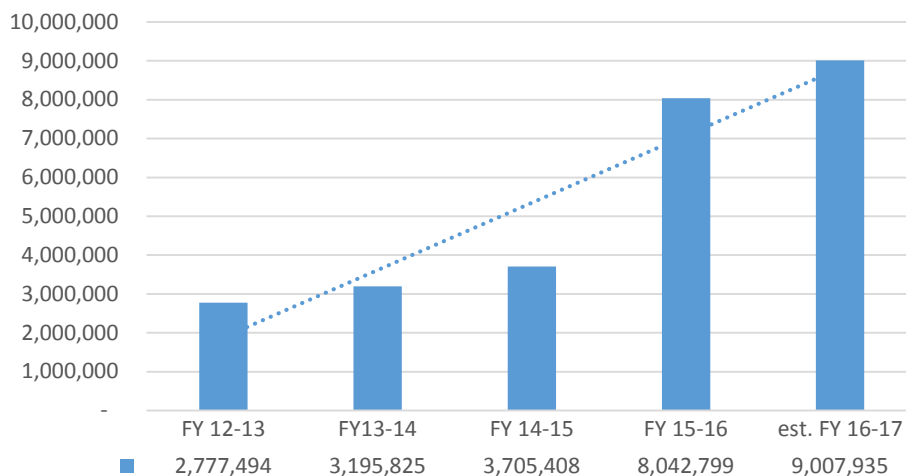
Unanticipated Consequences of the Elimination of Redevelopment Agencies

The structure of the property values and distribution of secured property tax for properties located in the former Redevelopment Agency (RDA) area differs from the non-Redevelopment areas of the City. Previously, Redevelopment areas were created to provide a funding mechanism through property tax to encourage development of underutilized property. Those same properties are now stuck in a limbo between the "normal" approach to property tax distribution and the approach used for former RDA areas.

On average the City receives approximately 17% of assessed property tax with the remainder distributed to the schools, the County, and special districts. With the former RDA properties, many

of which have been developed in the last few years, there are a number of overriding reductions to the property tax revenue before the distribution base is set. Specifically, former RDA-secured property tax is reduced by the amount needed to pay outstanding RDA obligations (typically bond debt service), administrative costs, and pass through agreements that were negotiated at the time the RDA area was amended or expanded. The pass through agreements became particularly noticeable this year, as an obligation to make additional property tax pass through payments to San Mateo County was triggered. This pass through expense reduced City property tax receipts by an estimated \$1.2 million and is ongoing.

Growth in Pass-Through Agreements



Sales Tax Vulnerabilities

Redwood City, like all cities in California, experiences volatility of sales tax revenues as economic cycles ebb and flow. Additionally, burgeoning trends toward online purchasing impact our sales tax revenue, since the method of distributing the tax varies.

For purchases made at physical establishments located in Redwood City, sales tax is distributed based on “point of sale.” For on-line purchases, the tax is treated as a “use” tax. A use tax is charged on goods sold to California customers from out-of-state retailers. Use tax is allocated to countywide pools where the goods are used. The tax is distributed proportionately county-wide based on the City’s pro rata share of sales tax.

As consumers and businesses buy more products online rather than in person, the City’s sales tax revenue will decline. Two categories in which the City currently receives significant sales tax revenue are transportation and general retail, but as the models for these businesses change, City sales tax revenue will weaken in these categories. New auto sales, a segment of the transportation category, are a strong contributor to sales tax, and one of the main contributors to the overall positive health of our sales tax numbers. However, auto sales are also very volatile and associated revenue is vulnerable during poor economic times. In addition, auto dealers increasingly rely on freeway visibility for their sales locations, rather than locations on thoroughfares such as El Camino Real.

FY 2015-16 was the final year of “Triple Flip” payments, eliminating the attendant uncertainty. With the Triple Flip, the City received property tax in lieu of subverted sales tax revenue. For FY 2016-17, the City will receive the full share of sales tax, with no backfill from property tax.

Long –Term Unfunded Liabilities: California Public Employees Retirement System (CalPERS) and Retiree Medical Benefits

For both of these obligations, it is necessary to establish an annual budget to meet current year expenses and also to set aside sufficient funding for the long-term liability. As discussed in this letter, our proposal is to use 50% of any net operating surplus for FY 2015-16 (after the 20% Reserve maximum is met) to reduce long-term unfunded liabilities. Staff will also develop new strategies to reduce unfunded liabilities.

In accordance with GASB 68, the City now reports pension liabilities on the entity-wide balance sheet. At the same time, CalPERS is changing its actuarial methods in an effort to fully fund the State pension system in 30 years. Staff will continue to monitor these developments and analyze the implications for the City’s budget and financial reports.

The City continues to pursue strategies to provide pension benefits in a fiscally sustainable manner. All labor groups continue to contribute to the Employer Cost in addition to contributing to the Employee Contribution. In 2010 the City adopted a lower (Tier 2) pension benefit formula. Following this, the Public Employee Pension Reform Act (PEPRA) was enacted by the State to further control pension costs. While these actions will ultimately result in reduced pension expenditures, it will take many years for this to be reflected in the City’s annual budget and long-term liability. The City is working cooperatively with our employee groups to achieve a fair, competitive, and sustainable compensation package that includes employees as partners in sharing the costs associated with these pension liabilities.

Redwood City’s annual expense and long-term liability for pension and retiree medical benefits are determined through actuarial analysis performed by the California Public Employees Retirement System (CalPERS) and an actuarial consultant working in conjunction with the California Employees’ Retirement Benefit Trust (CERBT) respectively. The City’s cost is influenced by our employee population, market performance, and the actuarial methods used by CalPERS. In the recent past, the CalPERS Board and CERBT have adopted more conservative practices in order to improve the funding level for these benefit programs. CalPERS’s goal with these changes is to fully fund the pension program within 30 years. Actual Employer CalPERS rates are high, but increases to the FY 2016-17 rates, were not as impactful as originally anticipated for public safety. Long term cost impacts, however, remain an important concern.

Winding Down the Former Redevelopment Agency

Successor Agency to the Redevelopment Agency

The City, acting as the Successor Agency, will continue to staff the Oversight Board as it works to complete the close out of Redevelopment Agency business and pay the Agency’s debts. The Oversight Board must review and approve the Recognized Obligations Payment Schedule for each period beginning January 1, 2012, until the close out is completed. After the Recognized Payment Obligation Schedule is approved by the Oversight Board it must be submitted to the State Department of Finance for review and approval before the Successor Agency receives any funds

to pay the debts of the former Redevelopment Agency. In 2018 all individual Oversight Boards in each county will be merged to one county-wide Oversight Board.

Affordable Housing Funds

Another lingering issue is the disposition of the Legal Aid Society funds. These funds (\$10.3 million) had been in the possession of the former Redevelopment Agency (RDA), and were earmarked for below-market housing. The control of these funds has been in dispute with the State of California Department of Finance since the Redevelopment Agency was dissolved in FY 2011-12. During this past year, the Department of Finance required the City to remit all funds to San Mateo County to divide between the taxing entities. The City received almost \$2.5 million from the distribution of the \$10.3 million, and the Parking Fund received almost \$82,000.

The City filed suit against the State challenging the State's position that these funds be remitted to the County Controller. Although the State prevailed in the Superior Court trial the City has filed an appeal. We expect that the appellate court will render a decision in the next few months. The City is holding the \$2.6 million in funds in a liability account until a final determination is made regarding our appeal.

In FY 2016-17, the City's Housing Successor Agency will be repaid \$1.7 million for the outstanding deferred loan from the former RDA low and moderate income housing fund for the purpose of making a payment to the supplemental educational revenue augmentation fund in 2010. The proceeds will be paid to the low and moderate income housing asset fund, for future housing opportunities.

Long Range Property Management Plan and the Conveyance of RDA properties to the Successor Agency

The Successor Agency received their Finding of Completion from the Department of Finance (DOF) December 10, 2015. The Finding of Completion is a technical requirement that must be achieved prior to taking action on property previously owned or controlled by the RDA. The next step in the process is submittal of the Long Range Property Management Plan (Plan). The Plan was provided to the DOF in May 2016 to convey RDA assets from the Successor Agency to the City. An alternative approach was also approved by the Oversight Board if the DOF does not approve the Plan.

Transfers

Included in the recommended budget are the usual transfers from the general fund to the traffic safety fund (\$1.4 million), and the water fund (\$173,278), in FY 2016-17. The budget also includes a recommendation to transfer \$163,342 from the general fund to support the parking fund, and \$123,337 to support the docktown marina fund. General fund transfers will occur only if revenues are insufficient to cover expenses in the parking fund and the docktown marina fund.

In January 2016, the City transferred \$4.5 million from reserves to settle litigation involving the Docktown Marina. The settlement agreement resolved all outstanding issues related to the lawsuit filed by the Citizens for Public Trust. Settlement terms include: the creation of a docktown fund in which \$3 million was provided to address environmental issues and possible relocation assistance; a \$1.5 million payment to Citizens for Public Trust and Ted J. Hanning for reimbursement for fees, costs, and damages; and an agreement to adopt a plan to conform to the

State Lands Commission's policies concerning residential use of the public trust portion of Docktown.

Reserves

The City's policy on general fund reserves is to maintain reserves of not less than 15% and not more than 20% of anticipated revenues. According to current FY 2015-16 year-end projections, without consideration of GASB 68, and notwithstanding any further Council actions other than the transfers recommended below, the general fund reserve would increase to an estimated \$23.5 million. At 21%, this would still be above the City's 20% reserve policy.

Given the projected negative fund balance positions for workers' compensation fund and the general liability fund, year-end contributions would be consistent with the proposed policy to transfer funds to bring the fund balances as close to zero as possible.

As a result, the following year-end transfers are recommended:

- Estimated \$1.7 million to the workers' compensation fund to offset an anticipated negative year-end fund balance;
- Estimated \$800,000 to the general liability fund to offset an anticipated negative year-end fund balance.

*CIP Budget
\$32.3 Million*

CAPITAL IMPROVEMENT PROGRAM

The recommended Capital Improvement Program (CIP) budget of \$32.3 million for FY 2016-17 is a one-year program budget and includes funds from the capital outlay fund, transportation fund, transportation grants fund, traffic mitigation fees fund, parks impact fees and in lieu fees fund, water capital projects fund, and sewer capital projects fund.

Major CIP projects are described more fully in the CIP section of the budget document.

Capital Outlay Fund

The utility users tax is the primary funding source for the capital outlay fund budget. In prior years, these funds have been used to support and improve upon existing facilities through ongoing capital projects, and to provide new or completely upgraded facilities. The proposed projects for FY 2016-17 serve the following areas: Building/Facilities/Systems; Parks, Play Fields and Public Spaces; System Automation/Software; Transportation; Library; Storm Drainage System; and Others (miscellaneous). The total capital outlay fund budget for FY 2016-17 is \$12.6 million, including \$4 million for Middlefield Road undergrounding project to be reimbursed by PG&E.

*Middlefield
Utility Project
\$4 Million*

Projects of note include \$690,000 to fund the 101/84 Highway Interchange project and \$500,000 for the Citywide Transportation Plan.

Transportation Fund/Transportation Grants Fund/Traffic Mitigation Fees Fund

Similar to previously approved budgets, transportation fund/Measure A funds have been budgeted for the City's Roadway Pavement Management Program. Total funds budgeted for FY 2016-17 are \$1.4 million.

The transportation grants fund will support two projects in FY 2016-17 for a total of \$1.4 million, with \$860,000 budgeted for the Section 130 Grade Crossing Improvement Project and \$500,000 budgeted for Kennedy Middle School Safe Routes to School.

The traffic mitigation fees funds, which are generated from new development and augmented by grants and local funds, are restricted to uses included in the transportation impact mitigation fee nexus study. In FY 2016-17, funds budgeted for two projects include \$150,000 for Kennedy Safe Routes to School, and \$15,000 for Alameda de las Pulgas Bike and Pedestrian Improvements. Total funds budgeted for traffic mitigation fees are \$165,000.

Parks Impacts Fees Fund/Parks In Lieu Fee Fund

The two parks funds will support ten different projects in FY 2016-17. Major projects include \$5 million for the Veterans Memorial Senior Center-YMCA project, \$1.1 million for the Red Morton Armory Play Picnic Area renovation, and \$450,000 for the Redwood Shores Library Art Play Structure and Playground. The total FY 2016-17 budget for these two funds is \$7.7 million.

Water Capital Projects Fund

In year five of its 20-year Water Master Plan, the City anticipates work on distribution improvements, seismic improvements, and supply improvements. The capital improvement program provides projects throughout the City to raise the whole system in a balanced manner, rather than focusing solely on one element of the system, or one area of the City. The goal of the program is to assure supply and pressure for adequate fire and drinking water not only for daily use and planned growth, but to protect the City in the event of a major disaster. FY 2016-17 recommendations include \$3.6 million for system-wide pipeline replacement and miscellaneous water system equipment replacement, \$250,000 for a recycled water chlorine residual control system, and \$200,000 for a water distribution system survey. A total of \$4 million has been budgeted for Water Capital projects in FY 2016-17.

Sewer Capital Projects Fund

Total funding for improvements to the City's sanitary sewer system is \$5.1 million for FY 2016-17. Of the total, \$3.5 million is budgeted for the replacement and rehabilitation of existing sanitary sewer pipeline and miscellaneous collection system repair and replacement. Another \$1.25 million is budgeted for pump station rehabilitation during the fiscal year.

***Veterans
Memorial –
YMCA Project
\$5 million***

COMMUNITY FACILITIES DISTRICTS

Sufficient resources will be raised from the special taxes levied on properties in the Redwood Shores Transportation Community Facilities District (CFD), and the One Marina CFD to finance the debt service and related expenditures required in FY 2016-17.

As the budget is being prepared, the One Marina CFD is in the process of refinancing the outstanding debt. Interest rates are more favorable, and the land security is improved with the completion of all of the buildings and units. In addition, a new development in the district (Blu Harbor) has been issued building permits, which results in a developer contribution of \$1.4 million to further reduce the existing debt of \$6 million. The contribution and refinance will result in a significant reduction in the CFD annual tax levy to the property owners.

ENTERPRISE FUNDS

Water Fund

The proposed budget is based on a recommended 6.8% average increase in the cost of delivering water service for the next three fiscal years, FY 2016-17, FY 2017-18, and FY 2018-19. These rate changes are tied to the San Francisco Public Utilities Commission (SFPUC) wholesale water rates (including the BAWSCA bond surcharge) which have more than doubled over the past five years, including a 52% increase over the past two years. The wholesale water rates are projected to increase by an additional 37% from current levels over the next four years. The City relies on imported water from the SFPUC for 100% of the community's drinking water supply, and water supply costs account for nearly 45% of the City's total water utility expenses. A continuous increase to the cost of wholesale water from SFPUC translates into necessary water rate increases by the City in order to meet the revenue requirements of the Water Enterprise Fund.

The City's program for water rate increases minimizes the spikes that occur with large increases for wholesale water purchases. The City's multi-year financing plan is built around this goal, with an average rate increase of 8.6% from FY 2011-12 to FY 2018-19. In FY 2019-20, rate increases will be needed primarily for inflationary purposes.

FY 2016-17 is anticipated to begin with a fund balance of \$12.6 million and end with a fund balance of \$12.2 million.

Sewer Fund

The proposed budget is based on a recommended 3% average rate increase per year over the next three fiscal years, FY 2016-17, FY 2017-18, and FY 2018-19. As has been the case over the last several years, these rate increases are tied directly to capital improvement projects by and through Silicon Valley Clean Water or SVCW (formerly South Bayside System Authority). SVCW is in the middle of a \$790 million capital replacement program, and Redwood City is responsible for financing approximately 48.6% of the total project costs. Annual debt service payments are projected to increase substantially in future years.

The City's program for sewer rate increases minimizes the spikes that occur with large capital projects, as envisioned by SVCW. Consequently, the City's multi-year financing plan is built around this goal, with an average rate increase of 6.7% from FY 2011-12 to FY 2018-19.

Parking Fund

With the sale for development of the City-owned property on Middlefield Road in FY 2013-14, the parking fund received an influx of \$14 million. After reimbursements to the capital outlay fund for improvements, loans to the parking fund, and funding for capital projects, the balance of these sale proceeds is estimated at \$7.5 million at the end of FY 2015-16.

APPROPRIATIONS LIMIT

Article XIII B of the California Constitution defines and establishes the City's appropriations limit. No city in California may spend from its "proceeds of taxes" more than the amount of its "appropriations limit". The appropriations limit is determined by a formula contained within Article XIII B of the State Constitution. Redwood City's appropriations limit for FY 2016-17 is estimated to be \$648 million. The FY 2016-17 appropriations subject to limitations are \$97.7 million. The City is well within the legal limit.

ACKNOWLEDGMENTS

I would like to take this opportunity to thank the City Council for their guidance and support throughout the budget process. I am particularly grateful to Interim Finance Director Starla Jerome-Robinson, the Executive Team, and the Finance team for their tremendous support in developing this year's proposed budget: Alison Freeman, Financial Services Manager; Sylvia Bravo Peters, Management Analyst; Senior Accountants Jennifer Chang, Carolyne Kerans and Jun Nguyen; Toni Saldou, Accountant; Sabrina Gilham, Account Clerk; Information Technology Manager Tony Gelpman; and Senior Information Technology Analyst Debbie Matsuura. In addition, Deanna La Croix, Management Analyst, has been essential to providing support and coordination to keep the budget process running smoothly.

Respectfully submitted on behalf of the Executive Team,



Melissa Stevenson Diaz
City Manager

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GENERAL FUND

FIVE YEAR PROJECTIONS

Financial Assumptions
Five Year Projections

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FINANCIAL ASSUMPTIONS

1. Secured property tax is expected to experience a net increase of 5% to \$32.5 million (+ \$1,593,010) in FY 2016-17, increasing 4.5% in FY 2017-18, and 4% annually thereafter.
2. Sales tax is expected to increase 3.5% to \$23.4 million (+ \$790,037) in FY 2016-17, increase 1.2% in FY 2017-18, and 3% annually thereafter.
3. Transient occupancy tax is expected to increase 3% to \$6.9 million (+ \$297,032) in FY 2016-17, and 5% annually thereafter. Revenue estimates include an extra \$100,000 in FY 2016-17 and \$550,000 in FY 2017-18 for the new One Marina Hotel.
4. Development revenues are updated to reflect current anticipated projects which increase significantly based on activity in FY 2016-17 and in 2017-18, and then normalizing to traditional permitting level of activity.
5. No effects of Federal Government deficit reduction efforts.
6. Excess ERAF refunds continue at \$2.5 million annually.
7. No other effects from the State budget.
8. No general fund support for capital projects other than transfers of utility users' taxes.
9. No savings were assumed from the retirement system tiers two and three.

City of Redwood City Adopted Budget 2016-2017

General Fund Five Year Projections 2016-17 through 2020-21 (in thousands)

	2011-12 ACTUAL	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 ACTUAL
REVENUES				
Property Taxes	34,545	35,921	39,217	41,508
Sales Tax	16,998	19,240	20,782	22,373
Other Taxes	7,590	8,416	9,594	11,599
Licenses and Permits	1,268	1,900	2,561	1,470
Fines and Forfeitures	623	550	629	612
Interest Earnings/Rentals	615	573	768	578
Revenue from Other Agencies	2,853	3,323	3,231	4,221
Charges for Services	8,468	7,042	12,410	13,395
Other Revenues	7,343	6,983	6,904	6,785
Library	710	640	509	699
Recreation Revenues	1,720	1,803	1,918	2,104
Former Redevelopment Agency Residual	1,891	2,458	2,909	3,455
Total Revenues	84,624	88,849	101,432	108,801
Transfers-In:				
Interest from other funds	188	135	167	217
Others	520	459	158	163
GID 1-64 Maintenance District	250	250	260	300
Total operating revenues and transfers-in	85,582	89,693	102,017	109,481
EXPENDITURES				
City Council	452	405	361	363
City Manager*	2,265	2,446	3,042	3,593
City Attorney	912	970	1,211	1,546
City Clerk	635	604	759	727
Administrative Support Services*	2,795	4,065	2,576	2,316
Police	29,145	31,896	32,364	34,661
Fire	19,563	17,148	23,365	26,817
Community Development	9,816	7,718	7,634	7,335
Building, Infrastructure, & Transp. Planning, Housing, & Econ. Devel.				
Parks & Recreation	12,413	13,146	13,455	14,584
Library	6,882	6,811	7,129	7,664
Public Works Services				1,235
Total Expenditures	84,878	85,209	91,896	100,841
Transfers-Out				
Total operating expenditures and transfers-out	86,785	87,236	93,775	102,360
Net operating gain/(loss)	(1,203)	2,457	8,242	7,121
Budgeted one-time use of reserves			(6,000)	(2,200)
Changes in other reserves	733	(229)	(210)	(168)
Net surplus (deficit)	(470)	2,228	2,032	4,753
Net surplus (deficit) as a percentage of general fund revenues and transfers-in:	-0.55%	2.48%	1.99%	4.34%
Detail of operating transfers-out:				
gas tax operations				
gas tax construction				
traffic safety	1,100	1,097	1,264	1,282
lido landscape district	29	29	30	31
capital projects				
others	778	901	585	206
TOTAL	1,907	2,027	1,879	1,519

*In fiscal year 2016-17, the Finance Department became the Administrative Services Department, and Human Resources was moved from the City Manager Department to the new Administrative Services Department.

City of Redwood City Adopted Budget 2016-2017

General Fund Five Year Projections 2016-17 through 2020-21 (in thousands)

2015-16 ESTIMATE	2016-17 BUDGET	2017-18 ESTIMATE	2018-19 ESTIMATE	2019-20 ESTIMATE	2020-21 ESTIMATE
44,243	43,940	45,608	47,332	49,126	50,991
22,572	23,363	23,648	24,358	25,088	25,841
11,592	11,742	12,538	13,067	13,619	14,196
2,717	2,886	2,766	1,754	1,754	1,754
580	581	581	581	581	581
576	563	573	573	573	573
3,414	3,164	3,165	3,260	3,358	3,458
13,822	13,511	13,858	13,759	13,934	14,332
6,974	7,120	7,146	7,146	7,146	7,146
691	577	577	594	612	631
2,072	2,061	2,103	2,166	2,231	2,298
3,686	3,715	4,348	4,689	4,935	5,132
112,940	113,224	116,910	119,279	122,958	126,933
232	212	546	212	212	212
165	170	175	180	185	190
306	338	364	377	390	404
113,643	113,944	117,996	120,048	123,745	127,739
364	400	389	400	412	424
3,703	2,529	2,572	2,640	2,710	2,782
2,112	1,834	1,714	1,764	1,817	1,871
886	822	937	887	988	939
2,730	4,277	4,548	4,651	4,758	4,869
37,548	39,659	41,402	42,678	43,995	45,357
27,300	28,783	30,246	31,222	32,230	33,274
7,949	7,178	7,498	7,069	7,120	7,287
15,297	16,336	16,853	17,285	17,731	18,191
8,244	8,449	8,802	9,042	9,291	9,547
1,490	1,461	1,488	1,518	1,548	1,579
107,623	111,728	116,449	119,155	122,599	126,120
1,704	1,877	1,983	2,059	2,138	2,220
109,327	113,605	118,432	121,214	124,737	128,340
4,316	339	(436)	(1,167)	(993)	(601)
(4,500)					
(184)	339	(436)	(1,167)	(993)	(601)
-0.16%	0.30%	-0.37%	-0.97%	-0.80%	-0.47%
1,369	1,384	1,410	1,463	1,519	1,576
32	33	34	36	37	38
303	460	538	560	582	606
1,704	1,877	1,983	2,059	2,138	2,220

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Budget Summary

Total Operating Budget
General Fund Summary Graphs
Analysis of Budget by Fund
Summary of Recommended Changes
Budget Summary by Department
Operations by Program
Revenue Estimates
Property Tax
Utility Users' Tax
Sales Tax
Appropriation Limit
Personnel Allocations by Department

City of Redwood City Adopted Budget 2016-2017

Budget Summary

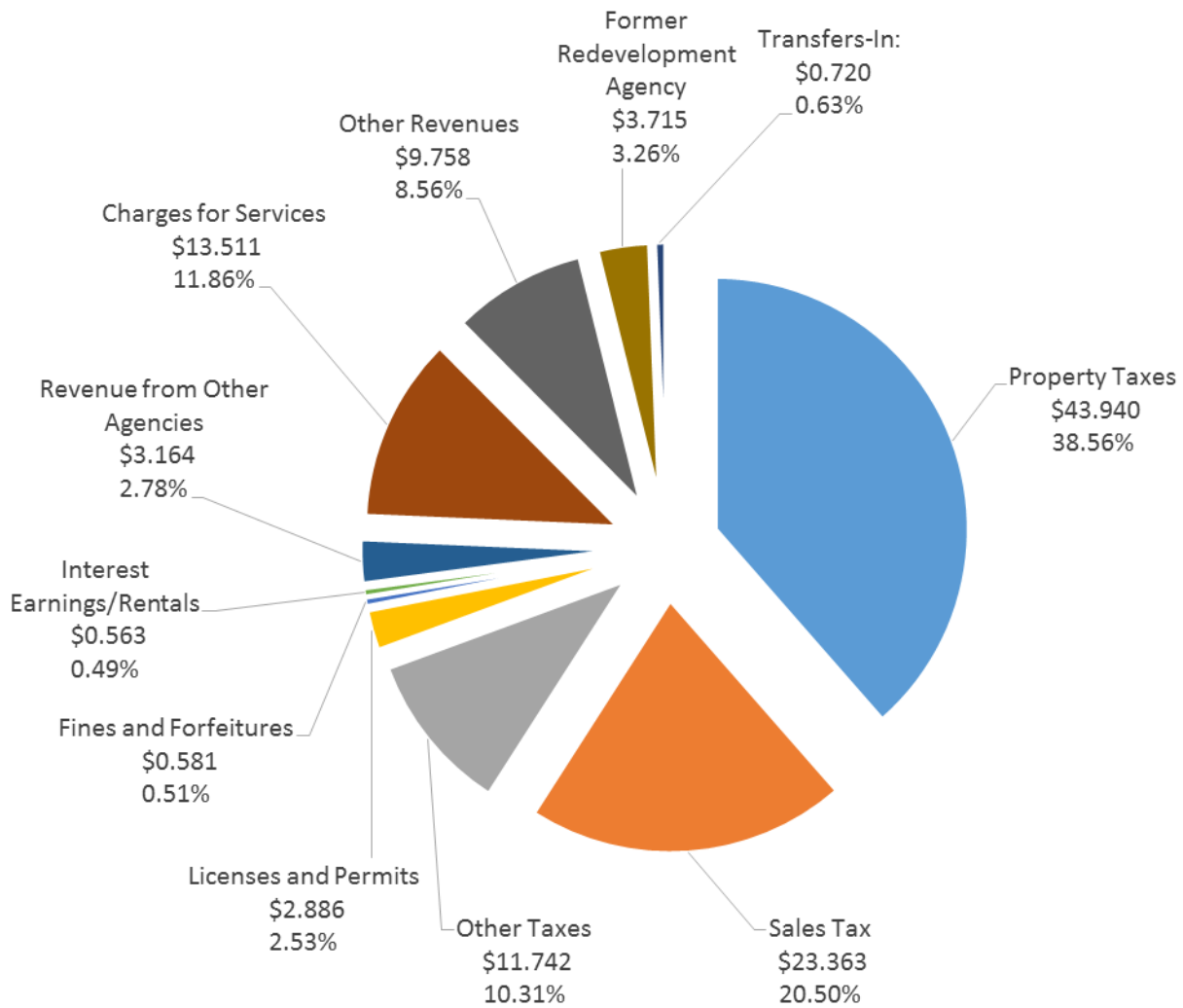
Total Operating Budget

Department	City Manager Recommended ⁽¹⁾
	2016-17 \$
CITY COUNCIL	400,579
CITY MANAGER	2,529,128
CITY ATTORNEY	1,833,705
CITY CLERK	821,747
ADMINISTRATIVE SERVICES	7,035,444
COMMUNITY DEVELOPMENT	11,451,338
FIRE	28,782,681
LIBRARY	8,449,221
PARKS, RECREATION, & COMMUNITY SERVICES	16,831,488
POLICE	40,690,833
PUBLIC WORKS	62,524,652
TOTAL	181,350,816

(1) Excludes Debt Service, Capital Projects, Successor Agency, and Internal Service Funds

General Fund Revenues and Transfers-In ⁽¹⁾

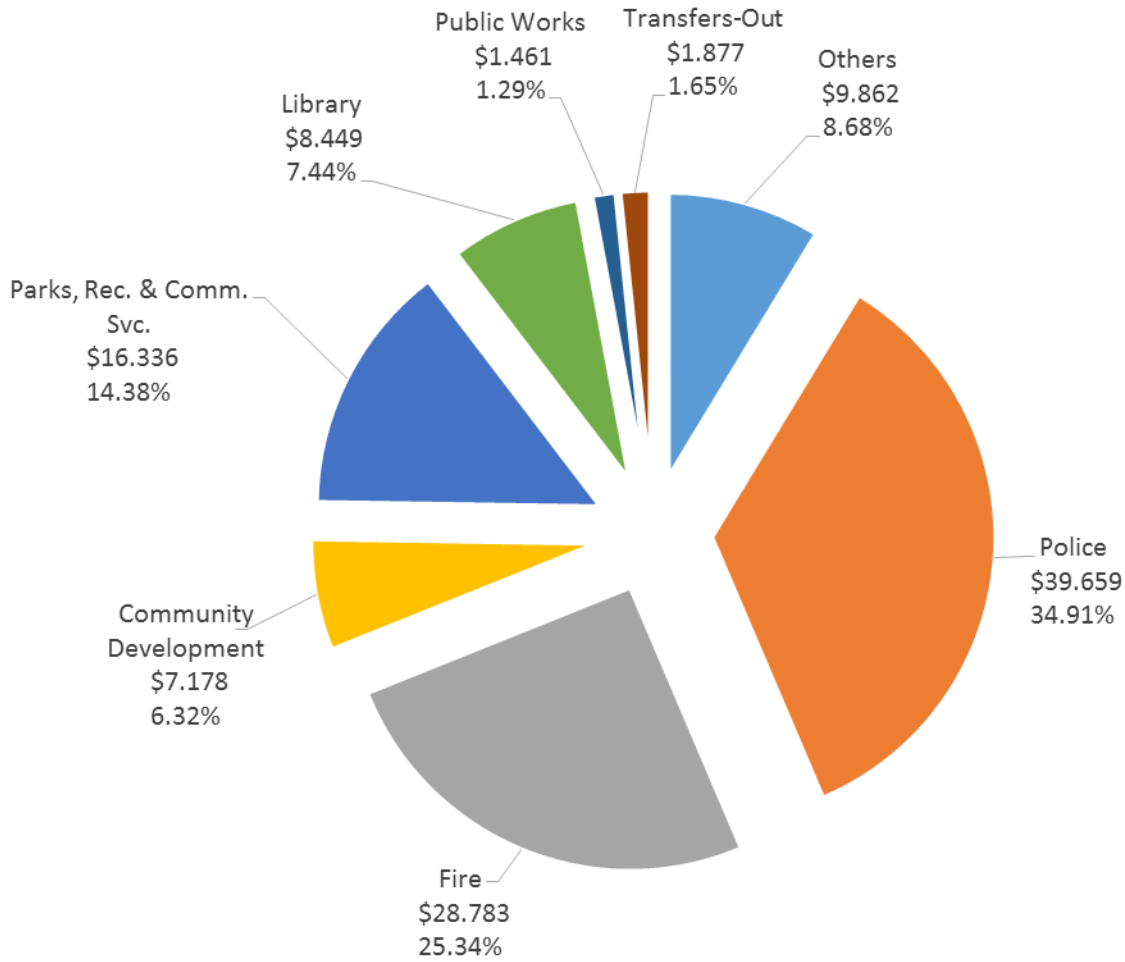
FY 2016-17
\$113.943 Million



⁽¹⁾ In millions.

General Fund Expenditures and Transfers Out ⁽¹⁾

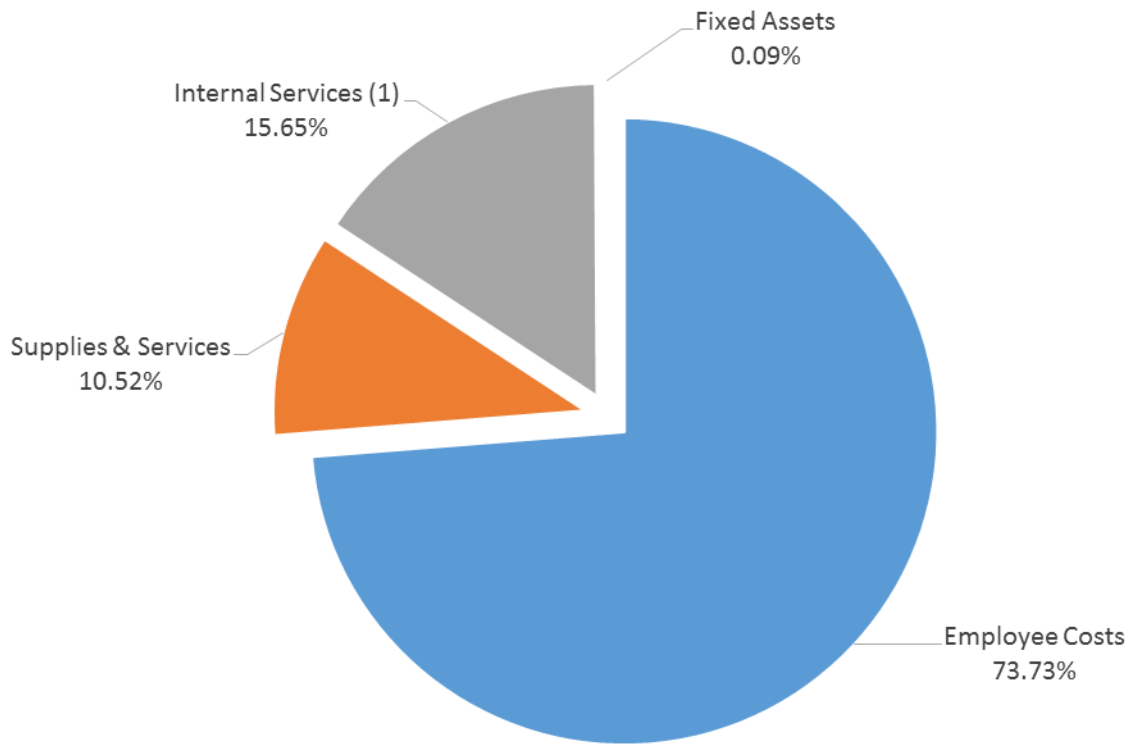
FY 2016-17
\$113.605 Million



⁽¹⁾ In millions.

General Fund Where \$ Spent

FY 2016-17



⁽¹⁾ 32.16% of internal service fund expenses are attributable to employee costs, resulting in total general fund employee costs of 78.77%.

City of Redwood City Adopted Budget 2016-2017

Budget Summary

Analysis of Budget by Fund

	BEGINNING BALANCE	ESTIMATED REVENUES	TRANSFER IN/(OUT)	TOTAL AVAILABLE
GENERAL OPERATING FUNDS				
General Fund	26,049,400	110,585,561	(8,954,382)	127,680,579
Library Fund		577,000	7,872,221	8,449,221
Recreation Program Fund		2,061,284	(244,580)	1,816,704
Shores Childcare Loan Repayment				
<i>Subtotal</i>	26,049,400	113,223,845	(1,326,741)	137,946,504
SPECIAL REVENUE FUNDS				
Traffic Safety Fund	40,673	267,000	1,384,147	1,691,820
Special Gas Tax Fund	1,397	1,438,500	995,420	2,435,317
GID-64 Maintenance District	440,235	831,200	(338,564)	932,871
Seaport Centre Maintenance	1,275,226	202,000		1,477,226
Seaport Blvd.Landscape Maintenance	539,781	216,500		756,281
Lido Maintenance District	60,306	243,475	33,201	336,982
Grants	1,084,551	1,490,677		2,575,228
Human Services Financial Assistance	911,537	9,000		920,537
S.L.E.S.F. Grant	40,073	125,000		165,073
Planning Cost Recovery Fund	-	800,000		800,000
Community Benefits Fund	954,021	9,000		963,021
Affordable Housing & Other Revenues Fund	1,702,486	3,914,000	100,000	5,716,486
Low Moderate Income Housing Asset	90,438	1,705,203	165,668	1,961,309
Successor Agency Fund	1,512,077	6,057,483	(3,509,563)	4,059,997
<i>Subtotal</i>	8,652,801	17,309,038	(1,169,691)	24,792,148
CAPITAL IMPROVEMENT FUNDS				
Utility Users Tax	-	9,553,135	(8,808,457)	744,678
Gas Tax Construction	5,176	193,025	(193,025)	5,176
Transportation Fund	77,762	1,779,800		1,857,562
Capital Outlay Fund	89,749	5,253,339	7,540,394	12,883,482
GID Facilities Fees Fund	349,949	3,000		352,949
Water Capital Projects Fund	265,168	-	4,000,000	4,265,168
Sewer Capital Projects Fund	283,997	-	5,146,000	5,429,997
Grants & Bond Proceeds	91,407	5,000		96,407
Transportation Grants Fund	(4,088)	1,360,000		1,355,912
Traffic Mitigation Fees Fund	3,843,801	530,000		4,373,801
Parking In-Lieu Fees Fund	788,775	250,000		1,038,775
Traffic Impact Fees Fund	3,419,133	51,000		3,470,133
Parks Impact and In-Lieu Fees Fund	17,918,643	2,215,000		20,133,643
One Marina Construction Fund	3,668	10,000		13,668
<i>Subtotal</i>	27,133,140	21,203,299	7,684,912	56,021,351
DEBT SERVICE FUNDS				
Assessment Districts Fund	3,674,436	1,321,268		4,995,704
Public Financing Authority Fund	77,987	713,119	3,509,563	4,300,669
<i>Subtotal</i>	3,752,423	2,034,387	3,509,563	9,296,373
ENTERPRISE FUNDS				
Parking Fund	7,778,424	2,306,614	163,342	10,248,380
Water Fund	12,681,898	36,647,000	(3,308,887)	46,020,011
Recycled Water	-			-
Sewer Fund	15,838,739	36,520,000	(5,663,835)	46,694,904
Docktown Marina Fund	2,963,000	654,400	123,337	3,740,737
<i>Subtotal</i>	39,262,061	76,128,014	(8,686,043)	106,704,032
TOTAL ALL FUNDS <i>(excluding Internal Service)</i>	104,849,825	229,898,584	12,000	334,760,409
INTERNAL SERVICE FUNDS				
Equipment Services Fund	11,102,595	4,841,663		15,944,258
Internal Services Fund	29,587	10,257,546	(12,000)	10,275,133
Workers' Compensation Ins. Fund	(1,685,897)	6,114,798	-	4,428,901
General Liability Insurance Fund	(719,662)	2,956,211		2,236,549
Employee Benefits Fund	700,891	8,185,609	-	8,886,500
<i>Subtotal</i>	9,427,514	32,355,827	(12,000)	41,771,341
TOTAL ALL FUNDS	114,277,339	262,254,411	(0)	376,531,750

City of Redwood City Adopted Budget 2016-2017

Budget Summary

Analysis of Budget by Fund

OPERATIONS DEBT SERVICE	CAPITAL IMPROVEMENTS	TOTAL EXPENDITURE	ENDING BALANCE
101,462,919		101,462,919	26,217,660
8,449,221		8,449,221	-
1,816,704		1,816,704	-
			170,000
111,728,844	-	111,728,844	26,387,660
1,651,147		1,651,147	40,673
2,433,920		2,433,920	1,397
492,636		492,636	440,235
122,028		122,028	1,355,198
233,354		233,354	522,927
276,676		276,676	60,306
1,465,884		1,465,884	1,109,344
		-	920,537
125,000		125,000	40,073
800,000		800,000	-
		-	963,021
41,362		41,362	5,675,124
212,442		212,442	1,748,867
3,061,261		3,061,261	998,736
10,915,710	-	10,915,710	13,876,438
744,678		744,678	-
		-	5,176
418,779	1,400,000	1,818,779	38,783
13,647	12,568,226	12,581,873	301,609
	-	-	352,949
	4,000,000	4,000,000	265,168
	5,146,000	5,146,000	283,997
	-	-	96,407
	1,360,000	1,360,000	(4,088)
17,627	165,000	182,627	4,191,174
		-	1,038,775
		-	3,470,133
6,997	7,700,000	7,706,997	12,426,646
	-	-	13,668
1,201,728	32,339,226	33,540,954	22,480,397
2,745,144		2,745,144	2,250,560
4,209,782		4,209,782	90,887
6,954,926	-	6,954,926	2,341,447
2,469,956		2,469,956	7,778,424
33,854,205		33,854,205	12,165,806
		-	-
23,438,309		23,438,309	23,256,595
803,325		803,325	2,937,412
60,565,795	-	60,565,795	46,138,237
191,367,003	32,339,226	223,706,229	111,224,180
4,029,863		4,029,863	11,914,395
10,238,713		10,238,713	36,420
6,177,214		6,177,214	(1,748,313)
2,970,451		2,970,451	(733,902)
8,170,609		8,170,609	715,891
31,586,850	-	31,586,850	10,184,491
222,953,853	32,339,226	255,293,079	121,408,671

City of Redwood City Adopted Budget 2016-2017

Budget Summary

Summary of Recommended Changes

Department - Description	FTE	Hours	Amount (\$)
City Council			
Add funds for Homeless Outreach Team project			25,000
City Manager			
Add funds for Sesquicentennial Celebration			50,000
Reclass: Add Deputy City Manager (Class Code C855)	1.00		293,008
Reclass: Delete Assistant City Manager (class Code C110)	(1.00)		(336,399)
Add Communications Manager NAVL *			12,728
Subtotal	-		19,337
City Attorney			
Add Contract Attorney (class code X105) - 1 year only	1.00		157,161
Add funds for Contract City Attorney			30,000
Reclass: Add Sr. Assistant City Attorney (class code C414)	1.00		298,041
Reclass: Delete Assistant City Attorney (class code C415)	(1.00)		(261,387)
Subtotal	1.00	-	223,815
City Clerk			
Add funds for Professional development for Council Members			18,772
Reclass: Add Assistant City Clerk (class code C675)	1.00		149,754
Reclass: Delete Deputy City Clerk (class code C670)	(1.00)		(149,767)
Subtotal	-	-	18,759
Administrative Services			
Add funds for Investment Advisory Services Contract			75,000
Add funds for Transient Occupancy Tax Audit			25,000
Reclass: Add Assistant City Manager (class code C110)	1.00		336,399
Reclass: Delete Finance Director (class code B135)	(1.00)		(325,352)
Reclass: Add HR Analyst (class code C741)	1.00		157,782
Reclass: Delete Hr Technician (class code C740)	(1.00)		(151,237)
Subtotal	-	-	117,592
Community Development			
Add Contract Official/Exec for Bldg. Inspectors (class code X105)	2.00		314,322
Add Contract Sr. Engineering Tech (class code X105)	1.00		157,162
Add funds for San Mateo County Parking lot lease payments *			86,000
Add Contract Secretary (class code X121) - 1 year only	1.00		59,996
Add funds to Building Regulation Supplies & Services Budget			58,943
Contribution to Housing Endowment & Regional Trust of San Mateo County *			25,268
Add funds to Planning Supplies & Services Budget			19,075
Add casual hours for summer intern (class code X150)		785	12,003
Reclass: Add Management Analyst II (class code C516)	1.00		183,602
Reclass: Delete Comm Dev Specialist (class code H790)	(1.00)		(137,445)
Subtotal	4.00	785	778,926
Fire			
Add funds to Overtime Hours Budget *		18,928	1,215,933
Add a Fire Prevention officer (class code K715)	1.00		175,454
Add funds to fire equipment replacement program			34,715
Add funds to training budget			32,500

* True up items - reflect obligations that were not budgeted in the past.

City of Redwood City Adopted Budget 2016-2017

Budget Summary

Summary of Recommended Changes

Department - Description	FTE	Hours	Amount (\$)
Fire Continued			
Add funds to supplies and services budget			28,723
Add funds for new tablet subscription plans			4,500
Add funds for Dashboard Data Viewing			2,076
Reclass: Add Admin Assistant (class code C715)	1.00		149,763
Reclass: Delete Admin Secretary (class code C710)	(1.00)		(141,693)
Subtotal	1.00	18,928	1,501,971
Library			
Add casual hours (class code X150) *		7,194	109,997
Add funds to supplies and services budget			30,000
Reduce Literacy Tutor (class code L690)	(0.50)		(67,667)
Subtotal	(0.50)	7,194	72,330
Parks, Recreation, and Community Services			
Adjust middle school sports and PE plus budgets *			122,955
Add casual hours to teen budget (class code X150)		2,017	38,000
Add funds to purchase a copier			25,000
Add building attendants at Red Morton Casual (class code X150)		889	16,750
Add building attendants at Comm Activities Building (class code X150)		850	16,000
Add funds for AED supplies for battery/pad replacement			15,000
Add admin services at Red Morton (class code X150)		703	13,250
Add staffing for Dignity on Wheels at Hoover Shower (class code X150)		212	4,000
Subtotal	-	4,671	250,955
Police			
Add funds to cover overtime hours to Patrol Division *		5,629	611,028
Add Police Officer (class code P700)	1.00		248,561
Add funds to Communications Internal Services Allocation			181,783
Add funds to cover overtime hours to investigations *		1,529	165,973
Add Communications Dispatcher (class code E670)	1.00		155,760
Add funds to community outreach budget *			71,500
Add funds for FY 16-17 recruiting costs - 1 year only			60,000
Subtotal	2.00	7,158	1,494,605
Public Works			
Add funds to supplies and services budget			372,170
Add funds for preventative maintenance carpet cleaning			3,500
Reclass: Add Admin Secretary (class code C710)	1.00		141,693
Reclass: Delete Secretary (class code E600)	(1.00)		(119,214)
Reclass: Add Public Works Superintendent (class code C525)	1.00		212,340
Reclass: Delete Utilities Field Supervisor (class code C520)	(1.00)		(180,225)
Subtotal	-	-	430,264
	FTE	Hours	Total
Total all Departments	7.50	38,736	4,933,554

* True up items - reflect obligations that were not budgeted in the past.

City of Redwood City Adopted Budget 2016-2017

Budget Summary

Budget Summary by Department

	General Fund \$	Other Funds \$	Total All Funds \$	Internal Services \$
City Council				
Legislative/Policy	340,779		340,779	
Human Services	59,800		59,800	
Total	<u>400,579</u>		<u>400,579</u>	
City Manager				
Management/Policy Execution	1,109,222		1,109,222	
Communications/Community Engagement	1,018,277		1,018,277	
Economic Development	401,629		401,629	
Total	<u>2,529,128</u>		<u>2,529,128</u>	
City Attorney	1,833,705		1,833,705	
City Clerk	821,747		821,747	
Administrative Services				
Revenue Services		1,694,464	1,694,464	
Financial Services/Debt Svc.	1,497,559	6,954,926	8,452,485	
Administrative Support	1,254,393	1,063,896	2,318,289	14,251
Employee Health Benefits				8,170,609
General Liability/Risk Management				2,970,451
Human Resources	1,525,132		1,525,132	
Workers' Compensation				6,168,243
Info. Tech./Telephone Services				3,554,913
Total	<u>4,277,084</u>	<u>9,713,286</u>	<u>13,990,370</u>	<u>20,878,467</u>
Community Development Services				
Community Development Admin.	305,747		305,747	
Building and Inspection	3,839,609		3,839,609	
Engineering and Construction	870,931	180,230	1,051,161	
Downtown Facilities Operation		1,069,719	1,069,719	
Docketown Marina		803,325	803,325	
Housing:CDBG/HOME/Affordable Housing		1,207,569	1,207,569	
Low & Mod Income Housing Asset		212,442	212,442	
Planning, Successor Agency	2,161,766	3,861,261	6,023,027	
Total	<u>7,178,053</u>	<u>7,334,546</u>	<u>14,512,599</u>	
Fire	28,782,681		28,782,681	103,486
Library Services	8,449,221		8,449,221	
Parks, Recreation, & Comm. Svcs.				
Human Services	1,403,556		1,403,556	
Administration/Parks/Recreation	10,101,404	15,125	10,116,529	
Landscape Maintenance	4,004,445	479,201	4,483,646	
Downtown Landscape Maintenance	827,757		827,757	
Total	<u>16,337,162</u>	<u>494,326</u>	<u>16,831,488</u>	
Police	39,658,448	1,032,385	40,690,833	2,798,933
Public Works				
Fleet, Facilities, & Custodial Maint.				7,805,964
Right-of-Way Maintenance	1,188,278	3,892,338	5,080,616	
Wastewater Mgmt. Services	272,758	24,941,868	25,214,626	
Water Utility Services	1,461,036	32,229,410	32,229,410	
Total	<u>1,461,036</u>	<u>61,063,616</u>	<u>62,524,652</u>	<u>7,805,964</u>
GRAND TOTAL	<u><u>111,728,844</u></u>	<u><u>79,638,159</u></u>	<u><u>191,367,003</u></u>	<u><u>31,586,850</u></u>

City of Redwood City Adopted Budget 2016-2017

Budget Summary

Operations by Program

GENERAL FUNDS	Employee Costs	Supplies & Services*	Capital Outlay	Total
CITY COUNCIL				
City Council (61110)	270,116	70,663		340,779
Human Svcs. Assistance (64213)		59,800		59,800
Total	270,116	130,463		400,579
CITY MANAGER				
Management/Policy Execution (61210)	818,813	290,409		1,109,222
Communications/Community Engagement (61220-222)	704,753	313,524		1,018,277
Economic Development (61240)	241,511	160,118		401,629
Total	1,765,077	764,051		2,529,128
CITY ATTORNEY				
Legal Services (61510)	1,479,934	353,771		1,833,705
Total	1,479,934	353,771		1,833,705
CITY CLERK				
Legisl. Svcs./Records Mgmt. (61310)	547,500	172,099		719,599
Elections (61320)	62,356	4,435		66,791
Council Support (61330)		35,357		35,357
Total	609,856	211,891		821,747
Administrative Services				
Financial Services (61430)	1,180,157	317,402		1,497,559
Admin. Supp. Svcs. (61710)	383,106	871,287		1,254,393
Human Resources (61610)	1,025,036	500,096		1,525,132
Total	2,588,299	1,688,785		4,277,084
COMMUNITY DEVELOPMENT				
Community Development Administration (63010)	233,799	71,948		305,747
Building Regulation (63110)	1,649,158	1,153,841		2,802,999
Code Enforcement (63310)	748,826	287,784		1,036,610
General Engineering (65121)		355,179		355,179
Subdivision Engineering (65122)		515,752		515,752
Planning (63210)	1,076,610	348,658		1,425,268
Strategic Planning (63220)	698,871	37,627		736,498
Total	4,407,264	2,770,789		7,178,053
FIRE				
Administration (62210)	619,944	531,768		1,151,712
Operations (62220)	16,257,188	2,789,453		19,046,641
San Carlos Fire (62225)	6,381,634	681,473		7,063,107
Prevention (62230)	1,020,648	55,624		1,076,272
Training (62240)	217,871	66,166		284,037
Emergency Medical Services (62245)		29,155		29,155
Emergency Operations (62260)	102,988	28,769		131,757
Total	24,600,273	4,182,408		28,782,681
LIBRARY				
Administrative Svcs. Unit (66251)	790,967	786,763		1,577,730
Downtown Library (66261)	1,981,981	1,443,565		3,425,546
Literacy Services Unit (66281)	1,093,155	62,020		1,155,175
Children's Services & Community Outreach (66282)	774,211	9,408		783,619
Neighborhood Libraries and Outreach (66290)	1,196,058	311,093		1,507,151
Total	5,836,372	2,612,849		8,449,221

*Supplies and services includes internal services charges.

City of Redwood City Adopted Budget 2016-2017

Budget Summary

Operations by Program

GENERAL FUNDS (Cont'd)	Employee Costs	Supplies & Services*	Capital Outlay	Total
PARKS, RECREATION AND COMMUNITY SERVICES				
Fair Oaks Community Center (64211)	546,518	443,969		990,487
Information/Referral (64212)	384,820	20,935		405,755
Fair Oaks Senior Services (64218)		7,314		7,314
Administration (66110)	793,094	142,351	25,000	960,445
Civic Cultural Commission (66111)		58,896		58,896
Landscape Maintenance-City (66121)	1,426,534	1,132,161		2,558,695
Landscape Mtc.-Redwood Shores (66122)	667,814	777,936		1,445,750
Landscape Maintenance - Downtown (66124)	491,622	336,135		827,757
Youth and Teen Services (66131)	198,201	141,937		340,138
Elementary Activities (66133)	556,448	97,137		653,585
Teen Activities (66135)	147,562	36,964		184,526
After School Program Grant (66137)	1,459,245	105,636		1,564,881
Red Morton Community Center (66142)	558,686	643,192		1,201,878
Aquatics Program (66145)	83,273	116,491		199,764
Adult Sports (66147)	16,956	108,272		125,228
Middle School Sports (66148)	317,971	119,185		437,156
PE Plus	441,567	19,675		461,242
Special Interest Classes (66161)	97,191	802,332		899,523
Sandpiper Community Center (66162)	244,013	216,844	15,000	475,857
Sandpiper Youth Club (66163)	257,645	7,842		265,487
Community Services (66172)	964,042	509,841	12,200	1,486,083
Senior Services (66173)	174,001	21,525		195,526
Senior Shuttle and Events (66179)		10,000		10,000
Downtown Development Program (66429)	333,919	247,270		581,189
Total	10,161,122	6,123,840	52,200	16,337,162
POLICE				
Administration (62111)	917,014	6,950,057	14,250	7,881,321
Records (62112)	1,072,139	86,046		1,158,185
Training (62113)	401,666	216,919		618,585
Property/Evidence (62114)	312,701	35,306		348,007
Police Activities League (62115)	24,748	103,487		128,235
Patrol Services (62131)	22,566,097	1,557,143	9,304	24,132,544
Criminal Investigation (62134)	5,005,244	374,927	11,400	5,391,571
Total	30,299,609	9,323,885	34,954	39,658,448
PUBLIC WORKS SERVICES				
Street System Maintenance (65132)		281,932	15,000	296,932
Street Cleaning (65133)		256,192		256,192
Sidewalk Maintenance/Replacement (65134)		21,592		21,592
Street Tree Maintenance (65135)	363,581	473,309	975	837,865
Downtown/Entry Feature Maintenance (65136)		31,889		31,889
Storm Water Collection/Disposal (65161)		16,566		16,566
Total	363,581	1,081,480	15,975	1,461,036
TOTAL GENERAL FUNDS	82,381,503	29,244,212	103,129	111,728,844

*Supplies and services includes internal services charges.

City of Redwood City Adopted Budget 2016-2017

Budget Summary

Operations by Program

SPECIAL REVENUE FUNDS	Employee Costs	Supplies & Services*	Capital Outlay	Total
TRAFFIC SAFETY FUND				
Public Works				
Traffic Control Maint. (65131)	117,316	1,091,807		1,209,123
Paint and Sign Maint. (65137)	313,009	129,015		442,024
Fund Total	430,325	1,220,822		1,651,147
SPECIAL GAS TAX STREET IMPROVEMENT FUND				
Public Works				
Street System Maint. (65132)	547,605	381,888		929,493
Street Cleaning (65133)	285,290	13,882		299,172
Sidewalk Maint. & Replacement (65134)	141,802	768,948		910,750
Storm Water Coll. & Disposal (65161)	225,993	68,512		294,505
Fund Total	1,200,690	1,233,230		2,433,920
GID 1-64 MAINTENANCE & OPERATION				
Public Works				
Storm Water Coll. & Disposal (65161)	92,054	400,582		492,636
Fund Total	92,054	400,582		492,636
SEAPORT CENTRE MAINTENANCE DISTRICT				
Community Development				
General Engineering (65121)	4,192	27		4,219
Public Works				
Water Supply & Distr. (65144)		6,774		6,774
Sewer System Maint. (65152)	23,997	31,285		55,282
Storm Water Coll. & Disposal (65161)	28,229	27,524		55,753
	52,226	65,583		117,809
Fund Total	56,418	65,610		122,028
SEAPORT LANDSCAPING MAINTENANCE DISTRICT				
Community Development				
General Engineering (65121)	4,192	27		4,219
Public Works				
Storm Water Collection and Disposal (65161)	10,910	15,700		26,610
Parks/Recreation				
Seaport Blvd. Landscape Maint. (65184)	140,810	61,715		202,525
Fund Total	155,912	77,442		233,354
REDWOOD SHORES LANDSCAPE MAINTENANCE DISTRICT				
Parks/Recreation				
Lido Landscape Maint. (66123)	194,813	81,863		276,676
Fund Total	194,813	81,863		276,676
GRANTS FUND				
Federal Grants Program				
Community Development				
Admin - Housing Employees (66310)	206,219	457,456		663,675
Housing Rehabilitation (66320)	12,904	2,318		15,222
HOME Administration (66354)	13,450	198,860		212,310
	232,573	658,634		891,207
Rental Income Program				
Community Development				
Rental Rehabilitation Administration (66380)	94,515	180,485		275,000
Measure M Motor Vehicle License Fee				
Public Works				
Storm Water Col. & Disposal (65161)		299,677		299,677
Grants Fund Total	327,088	1,138,796		1,465,884

*Supplies and services includes internal services charges.

City of Redwood City Adopted Budget 2016-2017

Budget Summary

Operations by Program

SPECIAL REVENUE FUNDS (Cont'd)	Employee Costs	Supplies & Services*	Capital Outlay	Total
SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY				
Community Development				
Debt Service (61423)		417,362		417,362
Administration (66410)	101,170	26,687		127,857
RDA Loan Repayment		2,516,042		2,516,042
Fund Total	101,170	2,960,091		3,061,261
LOW & MODERATE INCOME HOUSING ASSET FUND				
Community Development				
Administration (66410)	176,918	10,256		187,174
Housing Projects		25,268		25,268
Fund Total	176,918	35,524		212,442
AFFORDABLE HOUSING AND OTHER REVENUE				
Community Development				
Housing Projects (66457)	41,362			41,362
Fund Total	41,362			41,362
PLANNING COST RECOVERY				
Community Development				
Current Projects Planning (63210)		800,000		800,000
Fund Total		800,000		800,000
LAW ENFORCEMENT GRANTS				
Police				
Citizen's Option for Public Safety (62131)		125,000		125,000
Fund Total		125,000		125,000
TOTAL SPECIAL REVENUE FUNDS	2,776,750	8,138,960		10,915,710
DEBT SERVICE FUNDS	Employee Costs	Supplies & Services*	Capital Outlay	Total
ASSESSMENT DISTRICTS				
Administrative Services				
Redwood Shores Traffic Improvement District Bonds Administrative Expense Fund (61421)		34,320		34,320
Redwood Shores Traffic Improvement District Bonds Debt Service Fund (61423)		726,000		726,000
Pacific Shores Bonds Debt Service Fund (61423)		1,444,300		1,444,300
Pacific Shores Bonds Admin. Expense Fund (61421)		6,645		6,645
One Marina Debt Service Fund (61423)		505,725		505,725
One Marina Administrative Expense Fund (61421)		28,154		28,154
Fund Total		2,745,144		2,745,144
PUBLIC FINANCING AUTHORITY				
Administrative Services				
2013 PFA Refunding Lease (61423)		700,219		700,219
Fund Total		700,219		700,219
FORMER REDEVELOPMENT AGENCY				
Administrative Services				
2003 RDA Tax Allocation Bonds (61423)		3,509,563		3,509,563
Fund Total		3,509,563		3,509,563
TOTAL DEBT SERVICE FUNDS		6,954,926		6,954,926

*Supplies and services includes internal services charges.

City of Redwood City Adopted Budget 2016-2017

Budget Summary

Operations by Program

CAPITAL IMPROVEMENT FUNDS	Employee Costs	Supplies & Services*	Capital Outlay	Total
UTILITY USERS TAX FUND				
Administrative Services				
Public Financing Authority Lease Payments (61710)		744,678		744,678
Fund Total		744,678		744,678
TRANSPORTATION FUND				
Administrative Services				
Admin. Supp. Svcs. (61710)		246,987		246,987
Community Development				
Engineering (65121)	170,711	1,081		171,792
Fund Total	170,711	248,068		418,779
CAPITAL OUTLAY FUND				
Administrative Services				
Admin. Supp. Svcs. (61710)		13,647		13,647
Fund Total		13,647		13,647
TRAFFIC MITIGATION FEES FUND				
Administrative Services				
Admin. Supp. Svcs. (61710)		2,502		2,502
Parks/Recreation				
Shuttle Services (72623)	14,997	128		15,125
Fund Total	14,997	2,630		17,627
PARKS IMPACT AND IN-LIEU FEES FUND				
Administrative Services				
Admin. Supp. Svcs. (61710)		6,997		6,997
Fund Total		6,997		6,997
TOTAL CAPITAL IMPROVEMENT FUNDS	185,708	1,016,020		1,201,728

*Supplies and services includes internal services charges.

City of Redwood City Adopted Budget 2016-2017

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Operations by Program

ENTERPRISE FUNDS	Employee Costs	Supplies & Services*	Capital Outlay	Total
PARKING DISTRICT FUND				
Administrative Services				
Revenue Services (61410)	78,317	6,217		84,534
Admin. Support Svcs. (61710)		7,370		7,370
	<u>78,317</u>	<u>13,587</u>		<u>91,904</u>
Police				
Patrol Services (62131)	854,233	53,152		907,385
Public Works				
Street System Maint. (65132)	235,980	164,968		400,948
Community Development				
Downtown Facilities Operations (65175)	137,256	932,463		1,069,719
Fund Total	1,305,786	1,164,170		2,469,956
WATER FUND				
Administrative Services				
Revenue Services (61410)	972,797	637,133		1,609,930
Admin. Support Svcs. (61710)		21,639		21,639
	<u>972,797</u>	<u>658,772</u>		<u>1,631,569</u>
Public Works				
Water Customer Services (65142)	1,210,417	2,143,023	2,800	3,356,240
Water Supply & Distribution (65144)	2,460,634	4,310,245	9,700	6,780,579
SFWD Water Purchases (65145)		15,036,000		15,036,000
Water Resources Management (65146)	691,228	590,684		1,281,912
Recycled Water (65147)	390,453	5,066,952	5,500	5,462,905
Debt Service (61423)		305,000		305,000
	<u>4,752,732</u>	<u>27,451,904</u>	<u>18,000</u>	<u>32,222,636</u>
Fund Total	5,725,529	28,110,676	18,000	33,854,205
SEWER FUND				
Administrative Services				
Admin. Support Svcs. (61710)		20,076		20,076
Public Works				
Sewer System Maint. (65152)	2,542,877	3,728,086	3,000	6,273,963
Waste Water Treat. & Disposal (65154)		16,259,000		16,259,000
Storm Water Coll. & Disposal (65161)	389,209	496,061		885,270
	<u>2,932,086</u>	<u>20,483,147</u>	<u>3,000</u>	<u>23,418,233</u>
Fund Total	2,932,086	20,503,223	3,000	23,438,309
DOCKTOWN MARINA				
Community Development				
Docktown Administration (66433)	125,662	652,075		777,737
Docktown Special Projects (75607)	25,588			25,588
Fund Total	151,250	652,075		803,325
TOTAL ENTERPRISE FUNDS	10,114,651	50,430,144	21,000	60,565,795
TOTAL ALL FUNDS, EXCLUDING INTERNAL SERVICES FUNDS	95,458,612	95,784,262	124,129	191,367,003

*Supplies and services includes internal services charges.

City of Redwood City Adopted Budget 2016-2017

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Operations by Program

<u>INTERNAL SERVICE FUNDS</u>	<u>Employee Costs</u>	<u>Supplies & Services*</u>	<u>Capital Outlay</u>	<u>Total</u>
EQUIPMENT SERVICES FUND				
Public Works				
Equipment Services (67230)	1,335,867	1,443,291	1,245,425	4,024,583
Administrative Support (61710)		5,280		5,280
Fund Total	1,335,867	1,448,571	1,245,425	4,029,863
INTERNAL SERVICES FUND				
Administrative Services				
Information Technology (67110)	2,807,981	333,785		3,141,766
Telephone Services (67211-212)	305,652	107,495		413,147
	3,113,633	441,280		3,554,913
Fire				
Fire Operations (62220)			103,486	103,486
Police				
Central Dispatching Svcs. (67310)	2,376,552	422,381		2,798,933
Public Works				
Custodial Services (67241)	1,606,856	264,462		1,871,318
Bldg. Maint. & Repair Svcs. (67242)	1,197,149	712,914		1,910,063
	2,804,005	977,376		3,781,381
Fund Total	8,294,190	1,841,037	103,486	10,238,713
EMPLOYEE BENEFITS FUND				
Administrative Services				
Employee Benefits (67810-840)		7,176,286		7,176,286
Leave Buyouts (67860)	994,323			994,323
Fund Total	994,323	7,176,286		8,170,609
WORKERS' COMPENSATION FUND				
Administrative Services				
Risk Mgmt. - Workers' Comp (67713)	358,792	5,809,451		6,168,243
Administrative Support (61710)		8,971		8,971
Fund Total	358,792	5,818,422		6,177,214
GENERAL LIABILITY INSURANCE FUND				
Administrative Services				
Risk Management (67711-714)	168,217	2,782,234	20,000	2,970,451
Fund Total	168,217	2,782,234	20,000	2,970,451
TOTAL INTERNAL SERVICE FUNDS	11,151,389	19,066,550	1,368,911	31,586,850

*Supplies and services includes internal services charges.

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Revenue Estimates

	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	2016-17 BUDGET	
GENERAL FUND						
A PROPERTY TAXES						
1	Current Year Secured Taxes	27,100,903	28,599,755	30,020,458	30,953,909	32,546,919
2	Current Year Unsecured Taxes	1,230,894	1,226,673	1,218,000	1,286,159	1,318,000
3	Prior Year Taxes	(74,068)	(65,295)		(20,076)	
4	Teeter Plan/ERAF Return from County	4,661,588	5,114,721	2,500,000	4,774,424	2,500,000
5	Property Tax In-Lieu of VLF	6,297,400	6,632,254	6,930,705	7,248,980	7,575,184
	Subtotal Property Taxes	39,216,717	41,508,108	40,669,163	44,243,396	43,940,103
B OTHER TAXES & FEES						
1	Sales and Use Taxes	20,781,613	22,372,756	23,000,207	22,572,475	23,362,512
2	Franchise Fees	1,676,834	1,799,129	1,749,600	1,794,593	1,831,600
3	Transient Occupancy Taxes	5,262,280	6,032,354	6,000,731	6,567,738	6,864,770
4	Property Transfer Taxes	729,522	1,404,772	675,000	775,000	675,000
5	Business License Taxes	1,925,660	2,362,517	2,240,500	2,454,827	2,370,800
	Subtotal Other Taxes	30,375,909	33,971,528	33,666,038	34,164,633	35,104,682
C LICENSES AND PERMITS						
1	Building Permits	2,545,577	1,454,137	1,889,835	2,710,000	2,880,000
2	Other Licenses and Permits	4,368	6,389	4,000	5,400	4,000
3	Fire Permits	11,105	9,822	15,000	1,500	2,000
	Subtotal Licenses and Permits	2,561,050	1,470,348	1,908,835	2,716,900	2,886,000
D FINES AND FORFEITURES						
1	Parking Fines	629,017	582,464	525,000	580,000	580,000
2	Administrative Citation Fines	100	29,840	1,000		1,000
	Subtotal Fines and Forfeitures	629,117	612,304	526,000	580,000	581,000
E USE OF MONEY AND PROPERTY						
1	Interest Income	298,945	121,783	58,000	143,137	100,000
2	Rents and Concessions	469,246	456,525	413,000	433,000	463,000
	Subtotal Uses of Money and Property	768,191	578,308	471,000	576,137	563,000
F REVENUE FROM OTHER AGENCIES						
1	Motor Vehicle In-Lieu Fee		33,099		33,020	
2	Proposition 172 Sales Tax	693,969	728,185	755,550	684,543	680,000
3	Police Officer Training Reimbursement	27,478	52,834	10,000	25,000	10,000
4	Homeowner Property Tax Relief	178,204	176,438	175,000	178,178	175,000
5	Off Highway License Fee					
6	State-Mandated Program Reimbursement	41,664	982,774		121,735	
7	Recreation Program Grants	1,348,148	1,295,163	1,209,137	1,404,253	1,353,254
8	State Contribution for Streets	70,200	70,200	70,200	70,200	70,200
9	County Fair Oaks Info. & Referral Contributions	72,440	94,762	73,510	123,504	95,516
10	Fair Oaks Center Contribution/Grants	287,369	287,369	287,369	287,369	287,369
11	Paramedic Program Contribution	100,476	97,188	104,412	93,216	93,000
12	Contribution from Port of Redwood City	409,468	403,317	392,500	392,500	400,000
	Subtotal Revenue from Other Agencies	3,229,416	4,221,329	3,077,678	3,413,518	3,164,339
G CHARGES FOR CURRENT SERVICES						
1	Planning Fees	224,781	231,700	210,000	226,000	215,000
2	Sale of Maps and Publications	2,398	1,000	1,200	1,200	1,100
3	Fire Services	5,649,235	6,694,133	6,760,371	7,316,889	7,007,731
4	Fire Inspection Fees	154,817	195,574	250,000	173,000	150,000
5	Police Services	295,653	164,682	155,000	187,460	155,000
6	Plan Checking Fees	1,515,469	1,383,602	1,086,885	1,515,000	1,615,000
7	Garbage Collection Franchise Fees	2,468,341	2,475,258	2,600,477	2,518,591	2,518,591
8	Engineering Services	854,187	711,762	512,000	512,000	512,000
9	Accounting Services	184,718	75,105	75,147	76,127	76,650
10	Miscellaneous Fees and Charges	6,638	8,784	3,600	10,800	9,500
11	Senior Advisory Council Reimbursement	114,520	126,750	90,000	90,000	90,000
12	Reimbursable Planning Contracts	10,670				
13	Shopping Cart Collection Fees	21,053	20,713	30,000	16,000	20,000
14	Planning Cost Recovery	277,352	390,948	250,000	346,000	350,000
15	Courthouse Square Rental Income	10,948	3,896	5,000	5,000	4,000
16	After School Program Fees	358,780	439,104	355,000	424,464	380,000
17	Downtown Program Revenues	259,440	418,809	200,000	350,000	350,000
18	Construction Demolition Debris Income	100	53,585	65,000	53,100	56,600
	Subtotal Charges for Current Services	12,409,100	13,395,405	12,649,680	13,821,631	13,511,172

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Revenue Estimates

	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	2016-17 BUDGET
H OTHER REVENUE					
1 Sale of Property	10				
2 Water Fund	2,262,500	2,262,500	2,262,500	2,262,500	2,262,500
3 Sewer Fund	1,865,119	1,865,119	1,865,119	1,865,119	1,865,119
4 Parking Fund	42,000	42,000	42,000	42,000	42,000
5 Interdepartmental Operating Transfers	1,787,095	1,745,460	1,917,291	1,917,291	2,168,734
6 Other Revenues	947,377	869,928	763,920	887,082	781,715
Total Other Revenue	6,904,101	6,785,007	6,850,830	6,973,992	7,120,068
I LIBRARY REVENUE					
1 Library Grants	125,357	248,251	125,000	222,093	125,000
2 County Contribution to Fair Oaks Library	290,637	323,406	290,000	329,000	329,000
3 Library Services	93,321	127,691	100,000	140,000	123,000
Total Library Revenue	509,315	699,348	515,000	691,093	577,000
J RECREATION REVENUES					
1 Recreation Program Fees	1,918,335	2,103,668	1,960,000	2,072,285	2,061,284
Total Recreation Revenue	1,918,335	2,103,668	1,960,000	2,072,285	2,061,284
K FORMER REDEVELOPMENT AGENCY					
1 Property Tax Revenue	2,491,952	3,038,046	3,049,000	3,268,750	3,297,835
2 PERS & OPEB Reimbursement	417,362	417,362	417,362	417,362	417,362
Total Former RDA Revenues	2,909,314	3,455,408	3,466,362	3,686,112	3,715,197
Total General Fund Revenues	101,430,565	108,800,761	105,760,587	112,939,697	113,223,845
SPECIAL REVENUE FUNDS					
A TRAFFIC SAFETY FUND					
1 Traffic Fines	263,072	334,190	272,000	249,421	267,000
Total Traffic Safety Fund	263,072	334,190	272,000	249,421	267,000
B GAS TAX OPERATING FUNDS					
1 Gas Tax Section 2107 and 2017.5	578,787	629,194	638,382	638,382	695,500
2 Gas Tax Section 2105	533,800	477,621	461,446	461,446	496,000
3 Gas Tax Section 2106	299,594	347,502	242,703	242,703	247,000
4 Gas Tax Interest Income	(706)	(1,035)		(3,300)	
5 Hauling Fees and Miscellaneous	92,326	9,800		33,741	
Total Gas Tax Funds	1,503,801	1,463,082	1,342,531	1,372,972	1,438,500
C MAINTENANCE DISTRICTS					
1 GID 1-64	774,415	811,861	791,120	832,884	831,200
2 Seaport Centre	199,407	201,260	202,000	202,000	202,000
3 Seaport Boulevard	216,051	216,558	216,500	216,500	216,500
4 Lido Area	218,946	226,569	235,242	235,242	243,475
Total Maintenance District Funds	1,408,819	1,456,248	1,444,862	1,486,626	1,493,175
D GRANTS					
1 Interest Income	10,722	11,512		10,000	
2 Community Development Block Grant	977,293	555,702	904,790	904,790	900,000
3 Program Income	57,790	55,994	300,000	317,000	291,000
4 Vehicle License Fee Surcharge	440,087	329,221	284,798	272,199	299,677
Total Grants	1,485,892	952,429	1,489,588	1,503,989	1,490,677
E HUMAN SERVICES FINANCIAL ASSISTANCE					
1 Interest Income		2,515	10,000	9,000	9,000
Total Human Services Financial Assistance		2,515	10,000	9,000	9,000
F SUPPLEMENTAL LAW ENFORC. SVCS. FUND GRANT					
1 S.L.E.S.F. Grant	114,765	132,837	125,000	125,000	125,000
2 Interest Income	734	767			
Total S.L.E.S.F Grant	115,499	133,604	125,000	125,000	125,000
G PLANNING COST RECOVERY FUND					
1 Reimbursable Planning Contracts	403,293	375,144	500,000	500,000	500,000
2 Planning Cost Recovery	131,815	152,527	300,000	300,000	300,000
Total Planning Cost Recovery	535,108	527,671	800,000	800,000	800,000
H LOW & MODERATE INCOME HOUSING ASSET FUND					
1 Loan Proceeds					1,687,703
2 Interest Income	21,627	18,382		18,305	17,500
3 Other Revenues	735	801	20,000		
Total Low & Mod Income Housing Asset Fund	22,362	19,183	20,000	18,305	1,705,203

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	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	2016-17 BUDGET
I AFFORDABLE HOUSING & OTHER REV. FUND					
1 Developer Contributions	550,000	875,000			
2 Affordable Housing Impact Fees					3,900,000
3 Interest Income	758	12,127	10,000	14,000	14,000
Total Affordable Housing & Others Rev. Fund	550,758	887,127	10,000	14,000	3,914,000
J SUCCESSOR AGENCY					
1 Current Year Secured Taxes	3,871,368	3,992,621	4,044,451	5,211,208	6,034,687
2 Interest Income	11,533	15,750		12,000	10,000
3 Rental Income	30,093	19,187	12,796	17,976	12,796
4 Other Revenues	315,333	32,218			
Total Successor Agency	4,228,327	4,059,776	4,057,247	5,241,184	6,057,483
K COMMUNITY BENEFITS FUND					
1 Developer Contributions		150,000			
2 Interest Income		2,372		8,500	9,000
Total Community Benefits Fund		152,372		8,500	9,000
Total Special Revenue Funds	10,113,638	9,988,197	9,571,228	10,828,997	17,309,038
CAPITAL PROJECT FUNDS					
A CAPITAL OUTLAY FUND					
1 Utility Users Taxes	9,594,403	9,336,003	9,786,054	9,431,569	9,553,135
2 Other Revenues	2,841,193	2,232,927	25,000	495,603	5,053,339
3 Interest Income	150,503	201,649	200,000	220,000	200,000
Total Capital Projects Fund	12,586,099	11,770,579	10,011,054	10,147,172	14,806,474
B TRANSPORTATION FUND					
1 Measure 'A' Funds	1,653,536	1,753,337	1,811,250	1,740,000	1,774,800
2 Miscellaneous Contributions	247,312			15,579	
3 Interest Income	9,011	11,289	10,000	8,200	5,000
Total Measure 'A' Funds	1,909,859	1,764,626	1,821,250	1,763,779	1,779,800
C GID 1-64 FACILITIES FEES FUND					
1 Facility Fees					
2 Interest Income	12,397	4,355	3,000	3,000	3,000
3 Other Revenues	171,111				
Total GID-64 Facilities Fees Fund	183,508	4,355	3,000	3,000	3,000
D CONSTRUCTION GRANTS FUND					
1 Transportation Grants	802,858	2,467,913		1,244,962	1,360,000
2 Interest Income	(382)	(3,347)			
Total Construction Grants Fund	802,476	2,464,566		1,244,962	1,360,000
E TRAFFIC IMPACT FEES FUND					
1 Developer Contributions					
2 Interest Income	39,616	40,355	51,000	46,000	51,000
Total Traffic Mitigation Fees Fund	39,616	40,355	51,000	46,000	51,000
F TRAFFIC MITIGATION FEES FUND					
1 Traffic Impact Fees	1,579,821	1,137,580	700,000	849,340	500,000
2 Interest Income	42,258	37,298	39,000	54,925	30,000
Total Traffic Impact Fees Fund	1,622,079	1,174,878	739,000	904,265	530,000
G ASSESSMENT DISTRICT INCOME					
1 Redwood Shores Traffic Improvement	4,200	4,628		5,000	5,000
Total Assessment District Fund	4,200	4,628		5,000	5,000
H PARKS IMPACT FEES FUND					
1 Developer Contributions	2,719,137	5,152,039	1,500,000	3,411,795	2,000,000
2 Interest Income	46,380	100,997	140,000	140,000	140,000
3 Other Income		8,415		107,250	
Total Parks Impact Fees Fund	2,765,517	5,261,451	1,640,000	3,659,045	2,140,000

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	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	2016-17 BUDGET
I GAS TAX CONSTRUCTION FUND					
1 Proposition 42 Replacement Revenues	1,093,928	832,247	365,845	381,640	193,025
2 Other Revenues	13,748	13,748		250,000	
Total Gas Tax Construction Fund	1,107,676	845,995	365,845	631,640	193,025
J PARKING IN-LIEU FEES FUND					
1 Parking In-Lieu Fees	2,762	3,437	250,000	350,000	250,000
Total Parking In-Lieu Fees Fund	2,762	3,437	250,000	350,000	250,000
K WATER CAPITAL PROJECT FUND					
1 Federal & State Grants		999,088			
2 Contributions		95,961		1,701,238	
Total Water Capital Project Fund		1,095,049		1,701,238	
L PARKS IN-LIEU FEES FUND					
1 Parks Impact Fees		2,616,396		283,403	50,000
2 Interest Income	742	1,550		24,000	25,000
Total Parks In-Lieu Fees	742	2,617,946		307,403	75,000
M ONE MARINA CONSTRUCTION FUND					
1 Blomquist Bridge Contribution	316,461	684,240		213,825	
2 Interest Income				9,000	10,000
Total One Marina Construction Fund	316,461	684,240		222,825	10,000
N SEWER CAPITAL PROJECT FUND					
1 Contributions		58,296			
Total Sewer Capital Project Fund		58,296			
Total Capital Project Funds	21,340,995	27,790,401	14,881,149	20,986,329	21,203,299
DEBT SERVICE FUNDS					
A PUBLIC FINANCE AUTHORITY					
1 Rental Income	356,497	713,519	700,220	713,120	713,119
2 Interest Income	7,725				
Total Public Finance Authority	364,222	713,519	700,220	713,120	713,119
B PACIFIC SHORES ASSESSMENT DISTRICT					
1 Assessments	1,312,249	1,168,315	1,485,661	890,479	
2 Interest Income	14,528	12,617	11,700	8,781	4,000
Total Pacific Shores Assess. District Fund	1,326,777	1,180,932	1,497,361	899,260	4,000
C REDWOOD SHORES TRANS. ASSESS. DISTRICT					
1 Assessments	762,515	767,512	763,447	763,447	766,520
2 Interest Income	9,668	9,312	8,800	8,344	8,300
Total Redwood Shores Trans. Assess. Dist. Fund	772,183	776,824	772,247	771,791	774,820
D ONE MARINA ASSESSMENT DISTRICT					
1 Assessments	426,874	506,716	507,956	507,956	508,494
2 Interest Income	32,062	33,062	27,602	33,434	33,954
Total One Marina Assess. District Fund	458,936	539,778	535,558	541,390	542,448
Total Debt Service Funds	2,922,118	3,211,053	3,505,386	2,925,561	2,034,387
ENTERPRISE FUNDS					
A PARKING					
1 Property Taxes	104,814	123,954	115,298	149,349	143,614
2 Parking Fees	1,453,519	2,013,428	1,730,000	2,247,389	2,077,000
3 Interest Income	49,298	76,724	74,000	86,000	86,000
4 Miscellaneous Revenues	50,000				
5 Sale of Real or Personal Property	13,700,440				
Total Parking Fund	15,358,071	2,214,106	1,919,298	2,482,738	2,306,614
B WATER UTILITY					
1 Interest Income	209,133	275,683	315,567	303,767	303,000
2 Facility Fees	561,929	1,160,029	305,627	646,716	101,800
3 Connection Fees	180,209	109,245	81,374	93,297	25,000
4 Water Capacity Fees	1,422,513	936,495	622,733	1,324,023	125,000
5 Basic Service Charges	11,678,016	12,797,308	13,936,999	13,956,765	13,981,000
6 Water Sales	21,653,915	19,915,051	22,301,000	19,543,803	21,963,000
7 Insurance Reimbursements	3,450	1,274		755	
8 Miscellaneous Revenues	158,977	117,344	240,266	224,166	148,200
9 Capital Grants/Loans	255,185				
Total Water Utility Fund	36,123,327	35,312,429	37,803,566	36,093,292	36,647,000

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	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 ESTIMATE	2016-17 BUDGET
C SEWER UTILITY					
1 Interest Income	91,046	173,663	236,000	209,000	200,000
2 Facility Fees	876,559	1,328,442	750,000	837,061	250,000
3 Sewer Connection Fees	550	1,100			
4 Sewer Service Charges	23,759,550	25,976,673	31,549,646	28,734,982	30,238,508
5 Fair Oaks District	3,409,259	3,879,379	2,370,726	3,778,183	4,291,676
6 Emerald Lakes Area	876,047	1,259,022	707,756	1,397,100	1,362,749
7 Woodside Sewer Service	101,704	50,233	49,872	93,554	102,067
8 Miscellaneous Revenues	72,427	67,456	75,000	94,102	75,000
9 Capital Grants	43,263				
Total Sewer Utility Fund	29,230,405	32,735,968	35,739,000	35,143,982	36,520,000
D DOCKTOWN MARINA					
1 Rent	665,952	681,521	572,167	653,000	654,400
Total Docktown Marina Fund	665,952	681,521	572,167	653,000	654,400
Total Enterprise Funds	81,377,755	70,944,024	76,034,031	74,373,012	76,128,014
INTERNAL SERVICE FUNDS					
A EQUIPMENT SERVICES FUND					
1 Internal Service Charges	4,000,647	4,215,778	4,377,414	4,377,414	4,515,123
2 Interest Income	66,022	88,169	107,587	109,000	107,000
3 Miscellaneous	330,413	318,622	312,100	287,889	219,540
Total Equipment Services Fund	4,397,082	4,622,569	4,797,101	4,774,303	4,841,663
B INTERNAL SERVICES FUND					
1 Facility Maintenance Services	1,685,680	1,748,638	1,825,509	1,825,509	1,909,614
2 Facility Custodial Services	1,607,496	1,724,614	1,793,572	1,804,572	1,873,197
3 Information Technology (IT) Services	1,683,563	1,696,012	1,811,992	1,811,992	2,107,096
4 IT Services - Other Agencies	1,067,445	1,025,600	1,050,943	1,067,321	1,033,588
5 Telephone Services	383,031	395,578	417,784	417,784	413,147
6 Communication Services	2,258,209	2,383,575	2,528,283	2,528,283	2,798,933
7 Fire Equipment Replacement	88,771	88,771	88,771	88,771	108,771
8 Miscellaneous	249,263	172,673	1,200	600	1,200
9 Interest Income	15,976	14,722	15,000	12,000	12,000
Total Internal Services Fund	9,039,434	9,250,183	9,533,054	9,556,832	10,257,546
C WORKERS' COMPENSATION INSURANCE FUND					
1 Workers' Comp. Insurance Charges	3,527,790	4,029,564	4,229,022	4,267,256	5,905,798
2 Charges to Port	26,552	47,031	45,000	49,127	49,000
3 Interest Income	76,389	131,186	162,038	160,000	160,000
Total Worker's Compensation Ins. Fund	3,630,731	4,207,781	4,436,060	4,476,383	6,114,798
D GENERAL LIABILITY INSURANCE FUND					
1 General Liability Insurance Charges	1,651,947	1,739,146	1,836,096	1,836,096	2,946,211
2 Insurance Pool Dividends				67	
3 Interest Income	17,731	14,188	10,000	10,000	10,000
Total General Liability Insurance Fund	1,669,678	1,753,334	1,846,096	1,846,163	2,956,211
E EMPLOYEE BENEFITS FUND					
1 Charges and Interest	5,943,025	6,387,280	7,312,538	6,523,974	8,185,609
Total Employee Benefits Fund	5,943,025	6,387,280	7,312,538	6,523,974	8,185,609
Total Internal Services Funds	24,679,950	26,221,147	27,924,849	27,177,655	32,355,827
TOTAL REVENUES ALL FUNDS	241,865,021	246,955,583	237,677,230	249,231,251	262,254,411

In 1978 Proposition 13 was approved by the voters in California to amend the State Constitution limiting the property tax to 1% of the market value of property as of July 1, 1975. The value was allowed to increase with inflation but not more than 2% a year. Properties resold after July 1, 1975 are assessed at the price paid by buyer. New construction was to be assessed at the cost of construction (if self occupied) or market sale value if sold.

The tax is collected by the County Tax Collector and apportioned to the various agencies including cities, school districts, college districts, hospital districts, etc., on a formula basis adopted by the State legislature under Assembly Bill 8. This is contained in the California Government Code Section 26912.

Secured taxes are due and payable to the County in two equal installments each fiscal year by December 10th and April 10th. The secured roll consists of taxes that become a lien against the property. The unsecured roll consists of property that is of a moveable nature such as personal property or stock in trade where a lien cannot be secured.

In 1993 and in 1994 the State Legislature changed the basis in which property taxes are allocated between local agencies and school districts. The cumulative effect of these changes is a 20% reduction in property taxes received by local agencies.

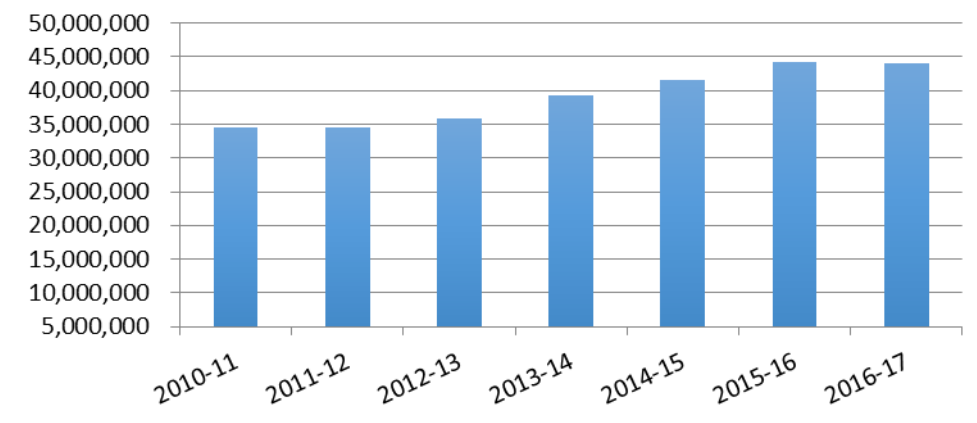
In FY 2005/06 State law was changed to provide cities with property tax revenue that was formerly received as vehicle license fees. As a result Redwood City's property taxes increased about \$4.5 million at that time although there was no net increase in the City's overall revenues due to this change.

The amounts presented below do not include the property taxes the City expects to receive that were formerly received by the Redevelopment Agency.

The County remits the property tax to the cities on a regular basis as they have been collected. Redwood City's share of the general fund property taxes for the last six years and this current budgeted year is as follows:

Year	\$ Amount
2010-11	34,513,576
2011-12	34,551,486
2012-13	35,921,207
2013-14	39,216,717
2014-15	41,508,108
2015-16	44,243,396
2016-17	43,940,103

Property Tax Revenues



A utility users' tax of 5% was imposed by Redwood City in 1983 to be collected on telecommunications charges, gas and electric charges, and cable TV charges. In November 2007 the voters approved a change to utility tax ordinance which reduced the tax rate on telecommunications and cable TV charges to 4% and also updated the telecommunications section to more accurately reflect current technology and changes in federal and state laws.

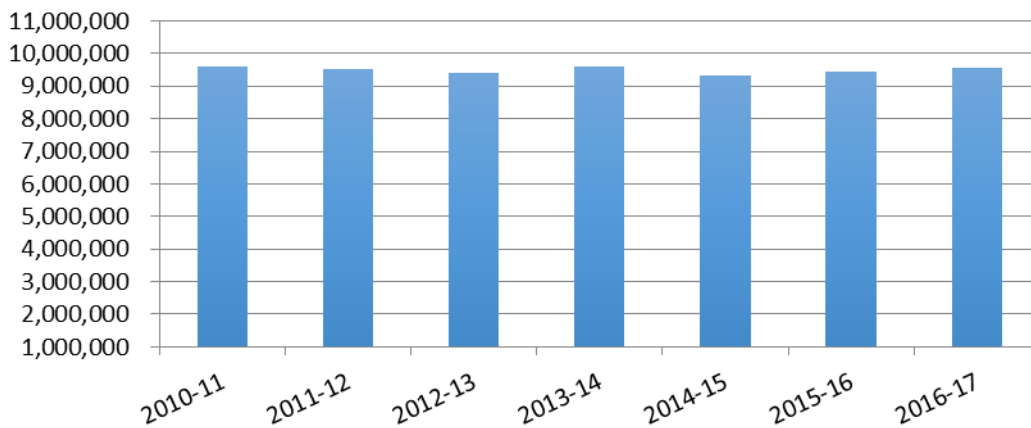
Utility users' tax is a general tax and can be used for any governmental purpose. It is the policy of the current City Council, however, to use the revenues generated from this source for capital improvements.

Over the years the City has issued debt to finance construction of City facilities, the debt service for which has been paid from the proceeds of the utility users' tax. The only debt service being paid from the utility users' tax is that for the 2013 BBVA Compass Bank private placement which will be paid off in July 2018. This debt refunded the 2003 Public Finance Authority Bonds.

Assembly Bill 1717 (AB 1717) was approved in September 2014, taking effect January 1, 2016, and ending in fiscal year 2018-19. AB 1717 provides for utility users' tax to be collected on prepaid phone services.

Year	\$ Amount	% Increase/Decrease
2010-11	9,602,211	-0.82%
2011-12	9,535,096	-0.70%
2012-13	9,416,498	-1.24%
2013-14	9,594,403	1.89%
2014-15	9,336,003	-2.69%
2015-16	9,431,569	1.02%
2016-17	9,553,135	1.29%

Utility Users' Tax Revenue



City of Redwood City Adopted Budget 2016-2017

Budget Summary

Sales Tax

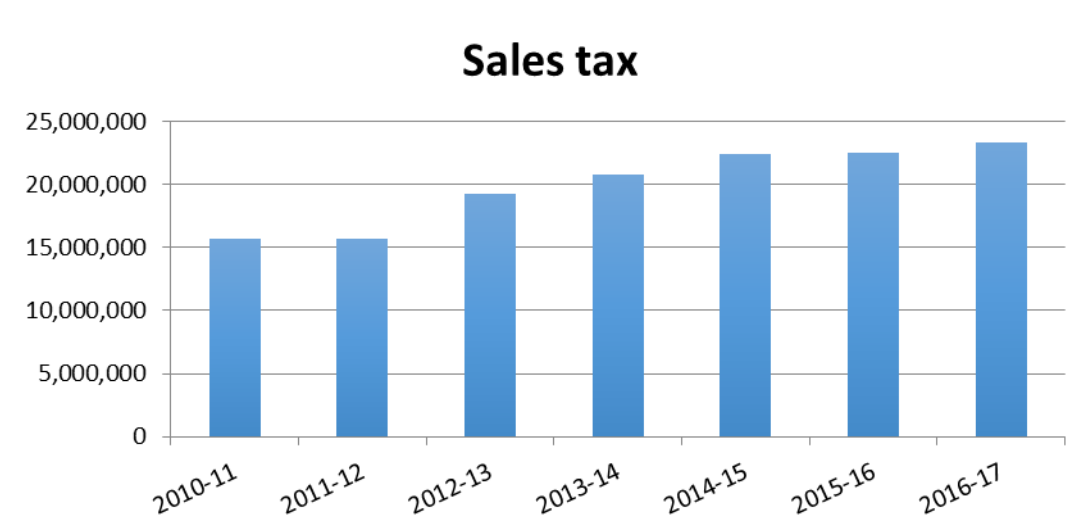
The City imposes a 1% tax on all sales originating within the City limits of Redwood City. This tax is collected by the businesses along with the County and State sales tax. The total amount collected is remitted by the retailers to the State Board of Equalization. The total sales tax rate in San Mateo County (including State, County and City) is 9%.

Under an agreement with San Mateo County, Redwood City contributes 5% of its collection to the County. Thus, Redwood City's portion of the total sales tax collected within the City limits is 0.95%.

Funds are received from the State on a monthly basis. Each month an advance is made based on estimates. An adjustment is made each quarter to reflect the actual taxable sales activity. The funds may be used for any governmental purpose.

Redwood City's share of the sales tax during the last six years and the current budgeted year is as follows:

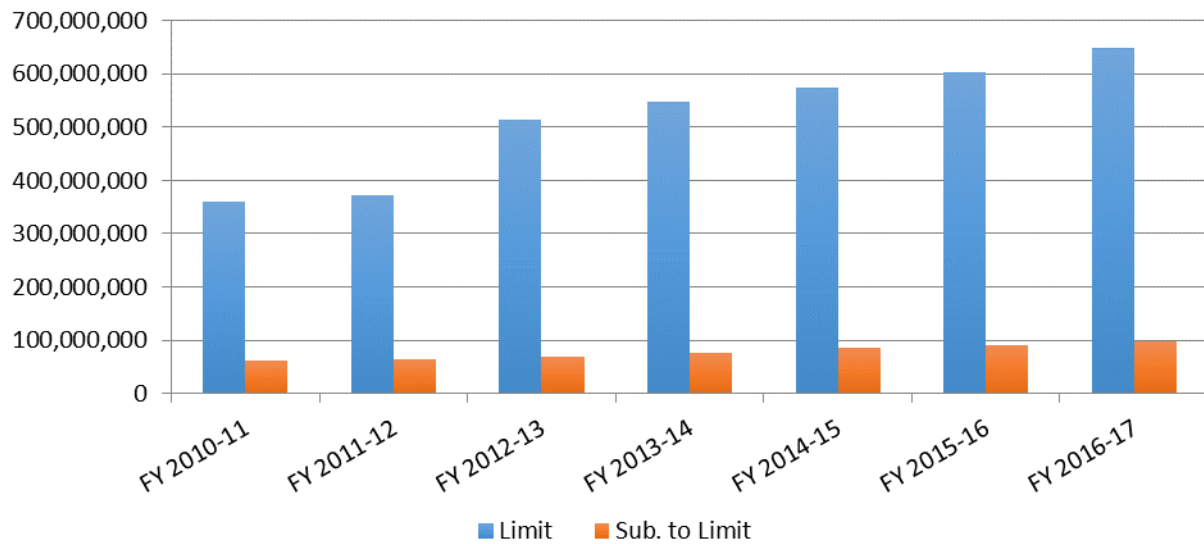
Year	\$ Amount	% Increase/Decrease
2010-11	15,671,238	4.31%
2011-12	15,695,942	0.16%
2012-13	19,240,290	22.58%
2013-14	20,781,613	8.01%
2014-15	22,372,756	7.66%
2015-16	22,572,475	0.89%
2016-17	23,362,512	3.50%



Article XIII B of the California State Constitution, which became effective in the 1979/80 fiscal year, and which was modified (by Proposition 111) in November 1989, sets an appropriation limit for governmental agencies. Using the appropriations of fiscal year 1978/79 as the base year, the limit is modified by the change in the composite consumer price index, population, and the value of commercial property development within the City limits during each fiscal year. Article XIII B also sets the guidelines as to what can be included in the appropriation limits.

The appropriation limit for Redwood City is \$648,487,000 for FY 2016-17, while the actual appropriations subject to the limit amount to \$97,696,000. The following indicates the trend in appropriations subject to limitation:

Appropriation Limit
All Funds Subject to Appropriation
Excluding General Improvement and Proprietary Funds



City of Redwood City Adopted Budget 2016-2017

Budget Summary

Personnel Allocations by Department

Department/Title	Monthly Salary Ranges (\$)	Budget 2015-16	Recommended 2016-17
City Council			
Mayor	750 - 750	1.00	1.00
Vice Mayor	750 - 750	1.00	1.00
City Council Member	750 - 750	5.00	5.00
Total		7.00	7.00
City Manager			
Administrative Secty	6,155 - 7,385	1.00	1.00
Assistant City Manager	13,474 - 19,884	1.20	0.30
City Manager	20,667 - 20,667	0.51	0.79
Communications Manager	8,702 - 13,014	1.00	1.00
Comm Multimedia Analyst	7,480 - 8,979	1.00	1.00
Deputy City Manager	8,465 - 10,158		1.00
Economic Development Manager	11,897 - 15,104	1.00	1.00
Management Analyst I	7,729 - 9,272	0.80	0.90
Real Property Manager	7,833 - 11,750 *	0.50	0.50
Total		7.01	7.49
City Attorney			
Administrative Clerk III	4,767 - 5,795	0.50	1.00
Administrative Secty	6,155 - 7,385	1.00	1.00
Assistant City Attorney	11,965 - 15,538	1.80	1.00
City Attorney	19,607 - 19,607	0.83	0.93
Deputy City Attorney	10,146 - 12,046	1.00	1.00
Contract City Attorney	6,933 - 9,532	1.00	1.00
Senior Assistant City Attorney	12,623 - 16,315 *		0.90
Total		6.13	6.83
City Clerk			
Administrative Clerk I	3,942 - 4,791	0.63	0.63
Administrative Clerk III	4,767 - 5,795	1.00	1.00
Assistant City Clerk	7,729 - 9,272 *		0.90
City Clerk	10,956 - 10,956	0.88	0.88
Deputy City Clerk	6,437 - 7,730	0.90	
Secretary	5,267 - 6,402	1.00	1.00
Total		4.41	4.41
Administrative Services			
Account Clerk II	4,734 - 5,756	7.53	7.65
Accountant	7,030 - 8,436	0.75	0.75
Accounting Technician II	5,444 - 6,616	2.00	2.00
Administrative Clerk III	4,767 - 5,795	1.00	1.00
Assistant City Manager	13,474 - 19,884	0.10	0.93
City Manager	20,667 - 20,667	0.18	
Finance Director	14,752 - 18,026	0.93	
Financial Services Manager	11,659 - 13,731	0.95	0.95
Funded Exe Director C/CAG	12,281 - 12,281	1.00	1.00
Management Analyst I	7,729 - 9,272	0.99	0.10
Management Analyst II	8,501 - 10,199		0.89
Managerial/Prof Level II	6,067 - 8,667	1.00	1.00
Parking Meter Collector	4,094 - 4,976	0.50	0.50
Secretary	5,267 - 6,402	1.00	1.00
Senior Accountant	8,478 - 10,171	2.22	2.22

Personnel under the management control of each department. Salary and Benefits (in certain situations) may be distributed to other departments.

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City of Redwood City Adopted Budget 2016-2017

Budget Summary

Personnel Allocations by Department

Department/Title	Monthly Salary Ranges (\$)	Budget 2015-16	Recommended 2016-17
Administrative Services Continued			
HR Analyst I	6,892 - 8,271		1.00
HR Analyst II	7,962 - 9,067	1.00	1.00
Human Resources Manager	9,880 - 13,623	1.00	1.00
HR Technician	6,437 - 7,730	2.00	1.00
Information Tech Analyst II	8,232 - 9,879	2.00	2.00
Info Technology Manager	11,977 - 14,372	1.00	1.00
Principal Analyst - Workers Comp	9,350 - 11,219	1.00	1.00
Senior HR Analyst	8,501 - 10,199	2.00	2.00
Senior Info Tech Analyst	9,055 - 10,865	8.00	9.00
Supervising Info Tech Analyst	10,576 - 12,690	2.00	2.00
Webmaster	9,055 - 10,865	1.00	
Total		41.15	40.99
Community Development			
Account Clerk II	4,734 - 5,756	0.23	0.23
Accountant	7,030 - 8,436	0.25	0.25
Administrative Clerk III	4,767 - 5,795	0.50	0.50
Administrative Secty	6,155 - 7,385		0.83
Assistant City Attorney	11,965 - 15,538	0.20	
Assistant City Clerk	7,729 - 9,272 *		0.10
Assistant City Manager	13,474 - 19,884	0.70	0.77
Assistant Engineer I	6,951 - 8,451		1.00
Assistant Engineer II	7,647 - 9,296	6.00	6.00
Assistant Planner	6,872 - 8,354	3.00	3.00
Associate Engineer	8,416 - 10,229	3.00	3.00
Associate Planner	7,560 - 9,191	2.00	2.00
Bldg Maint Worker	5,724 - 6,958	0.22	0.22
Building Inspector	7,072 - 8,595	3.00	3.00
CDBG/HOME Administrator	8,973 - 10,767	1.00	1.00
City Attorney	19,607 - 19,607	0.17	0.07
City Clerk	10,956 - 10,956	0.12	0.12
City Manager	20,667 - 20,667	0.31	0.21
Code Enforcement Officer II	7,072 - 8,595	1.00	1.00
Comm Dev Manager - Building	10,494 - 13,795	1.00	1.00
Comm Dev Manager - Engineering	12,179 - 15,360	1.00	1.00
Comm Dev Manager - Planning	11,480 - 14,535	1.00	1.00
Comm Dev Specialist	6,587 - 8,003	1.00	
Contract Fire Plan Checker	5,547 - 5,547	0.40	0.40
Contract Buiding Inspector	8,015 - 9,742		2.00
Contract Secretary	3,467 - 6,065		1.00
Contract Senior Engineering Technician	8,015 - 9,742		1.00
Deputy City Clerk	6,437 - 7,730	0.10	
Environmental Initiatives Coord	7,729 - 9,272	0.40	0.40
Finance Director	7,223 - 8,665	0.07	
Financial Services Manager	11,659 - 13,731	0.05	0.05
GIS Coordinator	7,410 - 9,006	0.75	0.75
GIS Technician	7,072 - 8,595	1.48	1.48
Housing & Econ Dev Spec II	7,072 - 8,595	1.00	1.00
Landscape Architect	9,566 - 11,480	2.00	2.00
Landscape Gardener	5,208 - 6,325	1.00	1.00
Management Analyst I	7,729 - 9,272	0.15	
Management Analyst II	8,465 - 10,158	2.00	3.05
Managerial/Prof Level II	6,067 - 8,667	1.00	1.00
Parking/TDM Manager	8,671 - 10,405	1.00	1.00
Parks, Rec & Comm Svcs Manager	8,654 - 10,383	0.50	
Permits Technician	5,889 - 7,159	4.00	4.00
Plan Checker	7,782 - 9,459	1.00	1.00
Principal Planner	9,692 - 11,631	2.00	2.00
Public Works Field Supervisor	7,768 - 9,437	1.56	1.56
PW Maint Wkr II	5,392 - 6,552	1.00	1.00

Personnel under the management control of each department. Salary and Benefits (in certain situations) may be distributed to other departments.

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City of Redwood City Adopted Budget 2016-2017

Budget Summary

Personnel Allocations by Department

Department/Title	Monthly Salary Ranges (\$)	Budget 2015-16	Recommended 2016-17
Community Development Continued			
Public Works Services Director	14,322 - 18,026	0.20	0.20
Real Property Manager	7,833 - 11,750 *	0.50	0.50
Rec & Comm Svcs Prog Coord II	6,093 - 7,406	1.00	
Redevelopment Project Manager	8,973 - 10,767	1.00	
Secretary	5,267 - 6,402	5.80	5.00
Senior Accountant	8,478 - 10,171	0.78	0.78
Senior Assistant City Attorney	12,623 - 16,315 *		0.10
Senior Building Coordinator	7,782 - 9,459	1.00	
Senior Building Inspector	8,496 - 10,331	3.00	3.00
Senior Civil Engineer	10,579 - 12,694	3.00	3.00
Senior Construction Technician	7,922 - 9,631	1.00	1.00
Senior Engineering Technician	7,072 - 8,595	2.00	2.00
Senior Planner	9,075 - 10,889		1.00
Senior Transportation Coordinator	10,579 - 12,694	1.00	1.00
Supv Civil Engineer	11,109 - 13,328	1.00	1.00
		68.44	70.57
Fire			
Administrative Assistant	6,437 - 7,730		1.00
Administrative Secty	6,155 - 7,385	1.00	
Battalion Chief	12,720 - 15,462	3.00	3.00
Battalion Chief - 40 Hr	13,802 - 16,774	1.00	1.00
Deputy Fire Chief	15,639 - 18,292	1.00	1.00
Deputy Fire Marshal	10,782 - 10,782	2.00	1.00
Emerg Prep & Outreach Coord	7,729 - 9,272	1.00	1.00
Fire Captain	9,381 - 11,399	24.00	24.00
Fire Chief	16,720 - 20,297	1.00	1.00
Fire Fighter/Engineer	7,204 - 9,196	54.00	54.00
Fire Marshal	13,388 - 16,272	1.00	1.00
Fire Prev Officer	7,387 - 8,982	1.00	3.00
Management Analyst II	8,501 - 10,199	1.00	1.00
Secretary	5,267 - 6,402	1.00	1.00
Total		92.00	93.00
Library			
Administrative Assistant	6,437 - 7,730	1.00	
Administrative Clerk II	4,338 - 5,269	1.00	1.00
Facility Aide	3,945 - 4,793	1.00	1.00
Librarian II	6,089 - 7,405	7.52	7.59
Library Asst II	4,590 - 5,576	6.27	6.12
Library Director	14,194 - 17,475	1.00	1.00
Library Division Manager	9,323 - 11,185	2.00	4.00
Library IT Technician	5,971 - 7,258	1.00	1.00
Library Services Supervisor	8,113 - 9,734	3.00	1.00
Literacy Tutor - Student Coord	6,089 - 7,405	6.00	5.50
Management Analyst I	7,729 - 9,272		1.00
Recreation Specialist II	2,936 - 3,237	0.82	0.93
Senior Library Asst	5,044 - 6,131	7.13	7.04
Senior Library Page	2,164 - 2,632	2.58	2.54
Specialist Librarian	6,395 - 7,775	1.00	1.00
Total		41.32	40.72

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City of Redwood City Adopted Budget 2016-2017

Budget Summary

Personnel Allocations by Department

Department/Title	Monthly Salary Ranges (\$)	Budget 2015-16	Recommended 2016-17
Parks, Recreation, and Community Services			
Administrative Assistant	6,437 - 7,730	1.00	1.00
Administrative Clerk I	3,942 - 4,791	0.53	0.53
Administrative Clerk III	4,767 - 5,795	4.00	4.00
Building Attendant III	2,793 - 3,392	0.72	0.79
Facility Aide	3,945 - 4,793	3.00	3.00
Facility Leader	4,554 - 5,535	5.00	5.00
Food Service Worker I	1,806 - 2,196	0.30	0.30
Food Service Worker II	1,989 - 2,417	0.66	0.66
Human Services Specialist II	4,335 - 5,269	2.00	2.00
Human Services Specialist III	4,767 - 5,795	1.00	1.00
Landscape Gardener	5,208 - 6,325	17.00	17.00
Landscape Supervisor	6,686 - 8,025	1.00	1.00
Lead Landscape Gardener	5,724 - 6,958	3.00	3.00
Management Analyst II	8,501 - 10,199	1.00	1.00
Office Clerical	1,733 - 3,467	0.50	0.50
Parks, Rec & Comm Svcs Manager	8,654 - 10,383	5.50	6.00
Parks, Rec & Comm Svcs Director	14,194 - 18,266	1.00	1.00
Rec & Comm Svcs Prog Coord I	5,540 - 6,734	10.00	10.00
Rec & Comm Svcs Prog Coord II	6,093 - 7,406	1.50	2.50
Recreation Leader III	2,146 - 2,485	0.11	0.02
Recreation Specialist I	2,373 - 2,848	2.00	2.00
Recreation Specialist II	2,936 - 3,237	2.66	2.66
Recreation Specialist III	3,331 - 3,672	1.65	1.70
Recreation Supervisor	7,504 - 9,002	3.00	3.00
Secretary	5,267 - 6,402	1.00	1.00
Senior Crafts Specialist	5,724 - 6,958	1.00	1.00
Total		70.13	71.66
Police			
Administrative Secty	6,155 - 7,385	2.00	2.00
Communications Dispatcher	6,843 - 8,319	9.00	10.00
Communications Supervisor	8,972 - 10,766	1.00	1.00
Community Service Officer	5,348 - 6,505	3.00	2.00
Deputy Police Chief	16,770 - 18,753	1.00	1.00
Juvenile Specialist	6,515 - 7,817	1.00	1.00
Lead Police Clerk	5,378 - 6,536	1.00	1.00
Lead Public Safety Dispatcher	7,527 - 9,151	1.00	1.00
Management Analyst I	7,729 - 9,272	1.00	1.00
Parking Enforcement Officer	3,608 - 4,384	2.00	2.00
Police Captain	14,798 - 17,048	2.00	2.00
Police Chief	17,025 - 20,628	1.00	1.00
Police Clerk	4,892 - 5,941	6.00	6.00
Evidence & Property Room Coord	6,178 - 7,511		1.00
Police Lieutenant	12,596 - 15,310	4.00	4.00
Police Officer	8,892 - 10,809	76.00	77.00
Police Sergeant Level I	11,452 - 13,916	6.00	
Police Sergeant Level II	10,672 - 12,970	6.00	12.00
Records Supervisor	7,431 - 9,023	1.00	1.00
Total		124.00	126.00

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City of Redwood City Adopted Budget 2016-2017

Budget Summary

Personnel Allocations by Department

Department/Title	Monthly Salary Ranges (\$)	Budget 2015-16	Recommended 2016-17
Public Works			
Administrative Clerk I	3,942 - 4,791	1.00	1.00
Administrative Clerk III	4,767 - 5,795	1.00	1.00
Administrative Secty	6,155 - 7,385		0.17
Assistant Engineer II	7,647 - 9,296	1.00	1.00
Assistant Public Works Director	12,694 - 15,068	1.00	1.00
Bldg Maint Worker	5,724 - 6,958	4.00	4.00
Custodial Services Supervisor	7,223 - 8,665	1.00	1.00
Environmental Initiatives Coord	6,587 - 8,003	0.60	0.60
Equipment Mechanic II	6,056 - 7,361	4.00	4.00
Equipment Service Worker	4,789 - 5,821	1.00	1.00
Fleet Supervisor	7,768 - 9,437	1.00	1.00
GIS Coordinator	7,410 - 9,006	0.25	
GIS Coordinator	7,929 - 9,636		0.25
Lead Equipment Mechanic	6,666 - 8,101	1.00	1.00
Lead Maintenance Custodian	4,768 - 5,797	3.00	3.00
Lead PW Maint Wkr	5,950 - 7,227	5.00	5.00
Lead PW Maint Wkr - Wastewater	6,068 - 7,370	3.00	3.00
Maintenance Custodian	4,341 - 5,270	10.00	10.00
Management Analyst I	7,729 - 9,272	2.00	2.00
Management Analyst II	8,501 - 10,199	1.00	1.00
Parks, Rec & Comm Svcs Manager	8,654 - 10,383	1.00	1.00
Public Works Field Supervisor	7,768 - 9,437	2.44	2.44
PW Maint Wkr I-Wastewater	4,998 - 6,075	2.00	2.00
PW Maint Wkr II	5,392 - 6,552	12.00	12.00
PW Maint Wkr II-Wastewater	5,500 - 6,682	8.00	8.00
PW Maint Wkr III/EqOp	5,666 - 6,884	3.00	3.00
Public Works Services Director	14,322 - 18,026	0.80	0.80
Public Works Superintendent	10,383 - 12,461	3.00	4.00
PW Maint Wkr III/EqOp-Wastewater	5,779 - 7,019	1.00	1.00
Secretary	5,267 - 6,402	1.20	1.00
Senior Building Maint Worker	6,294 - 7,652	3.00	3.00
Senior Water Resource Tech	5,779 - 7,019 *	2.00	2.00
Tree Maint Worker II	5,451 - 6,627	1.00	1.00
Tree Maintenance Leader	5,992 - 7,284	1.00	1.00
Utilities Field Supv	8,648 - 10,375	2.00	1.00
Utilities Specialist	6,866 - 8,348	1.00	1.00
Utilities Specialist-Wastewater	7,004 - 8,511	2.00	2.00
Utilities Worker	6,241 - 7,588	1.00	1.00
Utilities Worker - Wastewater	6,366 - 7,740	1.00	1.00
Utility Locator	5,950 - 7,227	1.00	1.00
Water Quality Specialist	6,539 - 7,950	1.00	1.00
Water Resource Specialist	5,135 - 6,240	2.00	2.00
Water Resource Technician	5,135 - 6,240	4.00	4.00
Total		97.29	97.26

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RECAP	Budget 2015-16	Recommended 2016-17
City Council	7.00	7.00
City Manager	7.01	7.49
City Attorney	6.13	6.83
City Clerk	4.41	4.41
Administrative Services	41.15	40.99
Community Development	68.44	70.57
Fire	92.00	93.00
Library	41.32	40.72
Parks, Recreation, and Community Services	70.13	71.66
Police	124.00	126.00
Public Works	97.29	97.26
Grand Total	558.88	565.93

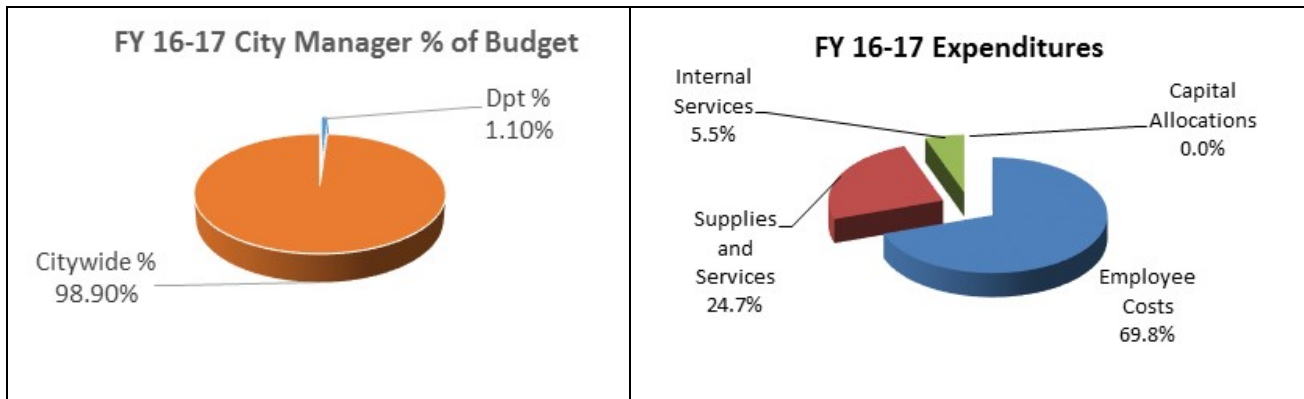
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CITY COUNCIL

Legislative and Policy Determination Human Services Assistance

BUDGET DATA



	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
RESOURCES ALLOCATED				
	\$	\$	\$	\$
Employee Costs	266,035	261,002	270,116	270,116
Supplies and Services	39,158	39,158	64,158	64,158
Internal Services	60,563	63,515	66,305	66,305
Capital Allocations				
Total	365,756	363,675	400,579	400,579
PROGRAM FINANCING				
General Fund	365,756	363,675	400,579	400,579

PROGRAM: City Council

SUB-PROGRAM: Legislative/Policy Determination (61110)

PROGRAM PURPOSE OR BUSINESS:

Determine the policy of the City, seeking the most effective use of limited resources to meet community needs.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	266,035	261,002	270,116	270,116
Supplies and Services	4,358	4,358	4,358	4,358
Internal Services	60,563	63,515	66,305	66,305
Capital Allocations				
Total	330,956	328,875	340,779	340,779
PROGRAM FINANCING				
General Fund	330,956	328,875	340,779	340,779
PERSONNEL (FTE)				
City Council Member	7.00	7.00	7.00	7.00

PROGRAM: Human Services
SUB-PROGRAM: Human Services Financial Assistance (64213)

SUB-PROGRAM PURPOSE OR BUSINESS:

Support building a strong community by providing grants to non-profit agencies whose programs respond to the human service needs of Redwood City residents as identified and prioritized by the City’s Housing and Human Concerns Committee.

SUBPROGRAM CHANGES FROM FY 2015-16:

Added funding for the Homeless Outreach Project.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs				
Supplies and Services	34,800	34,800	59,800	59,800
Internal Services				
Capital Allocations				
Total	34,800	34,800	59,800	59,800
PROGRAM FINANCING				
General Fund	34,800	34,800	59,800	59,800

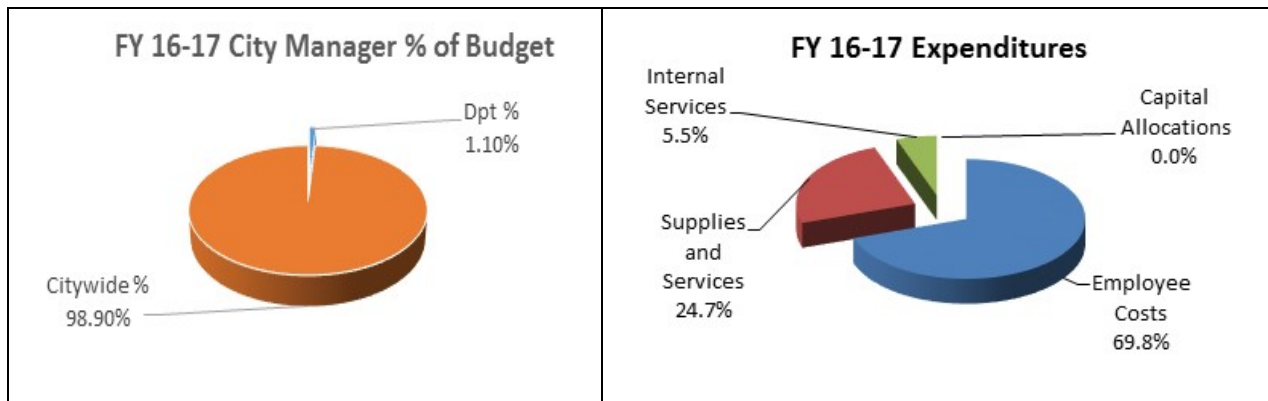
PERSONNEL (FTE)

No personnel involved in this subprogram.

CITY MANAGER

Management
Policy Execution
Communications and Community
Engagement
Economic Development

BUDGET DATA



RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	1,425,693	1,598,817	1,765,077	1,765,077
Supplies and Services	507,793	574,217	624,267	624,267
Internal Services	119,645	122,771	139,784	139,784
Capital Allocations				
Total	2,053,131	2,295,805	2,529,128	2,529,128
PROGRAM FINANCING				
General Fund	2,053,131	2,295,805	2,529,128	2,529,128

Human Resources and Information Technology were formerly organized under the City Manager’s office. As of FY 2016-17 they have moved to the new Administrative Services Department.

PROGRAM: City Manager
SUB-PROGRAM: Management/Policy Execution (61210)

PROGRAM PURPOSE OR BUSINESS:

Implement and execute City Council policy decisions and strategic initiatives; provide overall leadership and vision for the City organization; produce and recommend to Council annual budgets and alignment of resources, and assure that programs and services are provided effectively and efficiently.

SUBPROGRAM CHANGES FROM FY 2015-16:

Reclassified the Assistant City Manager position to a Deputy City Manager position and moved to subprogram 61220. Due to discontinuing the use of Redevelopment Agency funds 158 and 159, a portion of the Management Analyst I that was previously charged in those programs was shifted back to the City Manager’s Budget; there was not net impact to FTEs as a result of this change.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	960,308	1,008,125	818,813	818,813
Supplies and Services	154,259	154,543	154,593	154,593
Internal Services	118,427	120,848	135,816	135,816
Capital Allocations				
Total	1,232,994	1,283,516	1,109,222	1,109,222
PROGRAM FINANCING				
General Fund	1,232,994	1,283,516	1,109,222	1,109,222
PERSONNEL (FTE)				
City Manager	0.50	0.51	0.79	0.79
Assistant City Manager	1.50	1.20	0.30	0.30
Management Analyst I	0.80	0.80	0.90	0.90
Real Property Manager		0.50	0.50	0.50
Administrative Secty	1.00	1.00	1.00	1.00
Total	3.80	4.01	3.49	3.49

PROGRAM: City Manager
SUB-PROGRAM: Communications/Community Engagement (61220)

PROGRAM PURPOSE OR BUSINESS:

Promote and facilitate community building and civic engagement outreach and activities; foster public awareness of City actions; and provide effective communications between the City and the community in order to build a great community together.

SUBPROGRAM CHANGES FROM FY 2015-16:

Reclassified the Assistant City Manager position from Management/Policy Execution (61210) to a Deputy City Manager position. Added \$50,000 in one-time funds for the City’s Sesquicentennial celebration.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	185,978	325,209	704,753	704,753
Supplies and Services	261,434	261,434	311,434	311,434
Internal Services		722	2,090	2,090
Capital Allocations				
Total	447,412	587,365	1,018,277	1,018,277
PROGRAM FINANCING				
General Fund	447,412	587,365	1,018,277	1,018,277
PERSONNEL (FTE)				
Communications Manager	1.00	1.00	1.00	1.00
Comm Multimedia Analyst		1.00	1.00	1.00
Deputy City Manager			1.00	1.00
Total	1.00	2.00	3.00	3.00

PROGRAM: City Manager
SUB-PROGRAM: Economic Development (61240)

PROGRAM PURPOSE OR BUSINESS:

Implement programs to strengthen and sustain the City’s economic base and enhance its positive business climate. Programs include targeted business attraction and retention, utilizing a variety of tools and strategies including data collection, marketing, revitalizing commercial districts, and developing metrics to measure successful accomplishment of key economic development priorities.

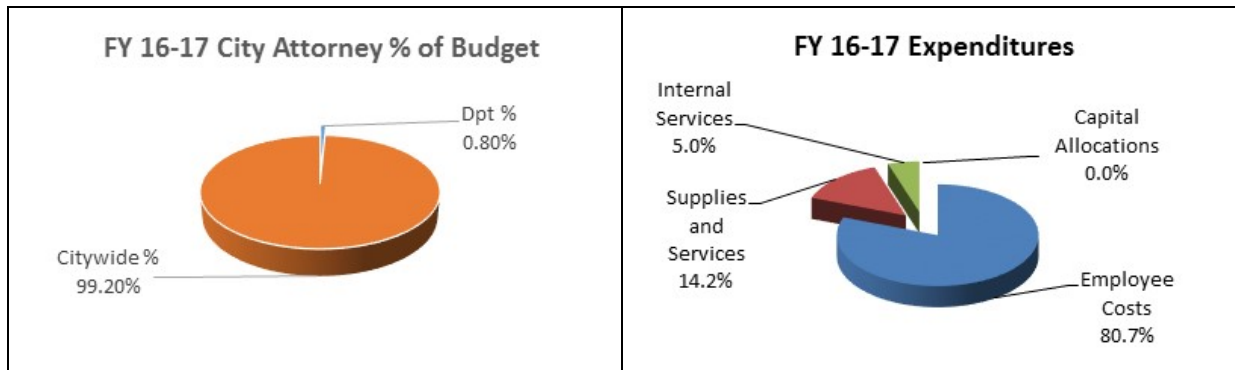
RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	279,407	265,483	241,511	241,511
Supplies and Services	92,100	158,240	158,240	158,240
Internal Services	1,218	1,201	1,878	1,878
Capital Allocations				
Total	372,725	424,924	401,629	401,629
PROGRAM FINANCING				
General Fund	372,725	424,924	401,629	401,629
PERSONNEL (FTE)				
Economic Development Manager	1.00	1.00	1.00	1.00

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CITY ATTORNEY

Legal Services

BUDGET DATA



PROGRAM: City Attorney
SUB-PROGRAM: Legal Services (61510)

PROGRAM PURPOSE OR BUSINESS:

Advise City officials, officers and employees in matters of law pertaining to their offices, and represent and appear on their behalf in matters to which they are concerned or are parties.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Increased funding to support additional staffing needs, including a one year Contract City Attorney. Reclassified an Assistant City Attorney position to a Senior Assistant City Attorney. The Administrative Clerk position was converted to a full-time position at mid-year.

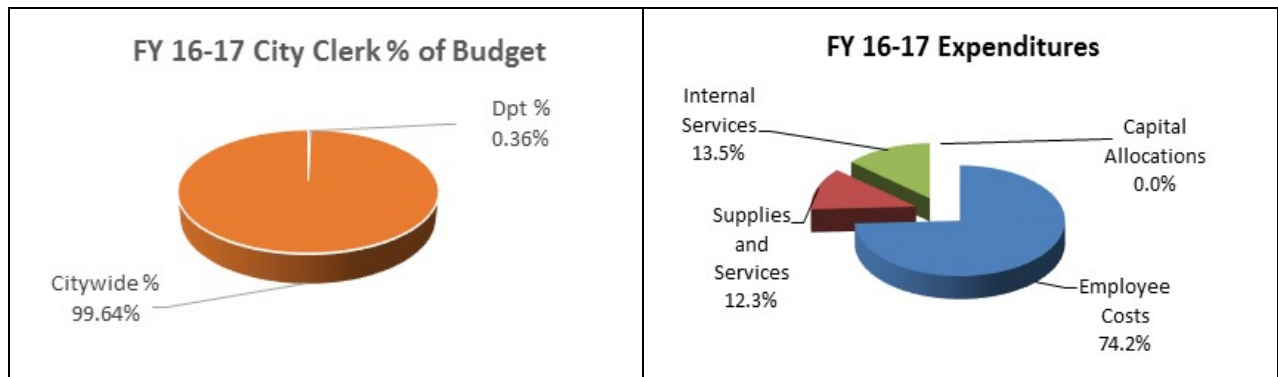
RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	1,075,504	1,278,338	1,479,934	1,479,934
Supplies and Services	219,421	231,212	261,245	261,245
Internal Services	50,196	56,724	92,526	92,526
Capital Allocations	4,000	4,000		
Total	1,349,121	1,570,274	1,833,705	1,833,705
PROGRAM FINANCING				
General Fund	1,349,121	1,570,274	1,833,705	1,833,705
PERSONNEL (FTE)				
City Attorney	0.80	0.83	0.93	0.93
Deputy City Attorney		1.00	1.00	1.00
Senior Assistant City Attorney			0.90	0.90
Assistant City Attorney	1.75	1.80	1.00	1.00
Administrative Secty	1.00	1.00	1.00	1.00
Administrative Clerk III		0.50	1.00	1.00
Official/Exec/Prof Level III	0.47			
Contract City Attorney		1.00	1.00	1.00
Managerial/Prof Level II	0.50			
Total	4.52	6.13	6.83	6.83

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CITY CLERK

**Legislative Services/
Records Management
Elections
Council Support**

BUDGET DATA



RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	547,204	589,725	609,856	609,856
Supplies and Services	82,241	163,058	100,832	100,832
Internal Services	108,462	107,049	111,059	111,059
Capital Allocations	1,000	1,000		
Total	738,907	860,832	821,747	821,747
PROGRAM FINANCING				
General Fund	738,907	860,832	821,747	821,747

PROGRAM: City Clerk
SUB-PROGRAM: Legislative Services/Records Management (61310)

SUB-PROGRAM PURPOSE OR BUSINESS:

Provide timely and accurate information and assistance to external and internal customers pertaining to City services, Council actions, and policies in the most efficient and effective manner; prepare, organize, distribute and retain Council legislative documentation; maintain complete records of the Council deliberations; protect and retain vital official City records; provide legislative research and other services to the Council and public as required; respond to public records act requests within legal timelines; oversee local requirements, established by the Fair Political Practices Commission, regarding elected and appointed officials as well as reporting obligations; and serve as official recipient and processor of all claims, summons, subpoenas and appeals against the City.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Reclassified a Deputy City Clerk position to Assistant City Clerk.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	489,013	529,240	547,500	547,500
Supplies and Services	62,384	62,201	62,203	62,203
Internal Services	107,053	106,228	109,896	109,896
Capital Allocations	1,000	1,000		
Total	659,450	698,669	719,599	719,599
PROGRAM FINANCING				
General Fund	659,450	698,669	719,599	719,599
PERSONNEL (FTE)				
City Clerk	0.65	0.68	0.68	0.68
Deputy City Clerk	0.82	0.82		
Assistant City Clerk			0.82	0.82
Secretary	0.82	0.92	0.92	0.92
Administrative Clerk III	1.00	1.00	1.00	1.00
Administrative Clerk I	0.63	0.63	0.63	0.63
Total	3.92	4.05	4.05	4.05

PROGRAM: City Clerk
SUB-PROGRAM: Elections (61320)

SUB-PROGRAM PURPOSE OR BUSINESS:

Conduct municipal elections including Charter amendments, Council seats, referenda and recalls; file documents pertaining to election proceedings with the Secretary of State and the San Mateo County; provide information to candidates, Council Members, staff and the community; and comply with all regulations established by the California Elections Code and the Fair Political Practices Commission.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Reclassified a Deputy City Clerk position to Assistant City Clerk.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	58,191	60,485	62,356	62,356
Supplies and Services	3,272	84,272	3,272	3,272
Internal Services	1,409	821	1,163	1,163
Capital Allocations				
Total	62,872	145,578	66,791	66,791
PROGRAM FINANCING				
General Fund	62,872	145,578	66,791	66,791
PERSONNEL (FTE)				
City Clerk	0.20	0.20	0.20	0.20
Deputy City Clerk	0.08	0.08		
Assistant City Clerk			0.08	0.08
Secretary	0.08	0.08	0.08	0.08
Total	0.36	0.36	0.36	0.36

PROGRAM: City Clerk
SUB-PROGRAM: Council Support (61330)

SUB-PROGRAM PURPOSE OR BUSINESS:

Provide Council support and uphold the public process enabling multi-modal public participation; enable televising and streaming (live and archived) of all public Council meetings; organize and plan for Town Hall meetings; Boards, Commissions’ and Committees’ processes, and prepare celebratory documents for Council presentation (proclamations and plaques) and an informational brochure about community participation in the public process.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Additional funding to support the professional development of Council Members.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs				
Supplies and Services	16,585	16,585	35,357	35,357
Internal Services				
Capital Allocations				
Total	16,585	16,585	35,357	35,357
PROGRAM FINANCING				
General Fund	16,585	16,585	35,357	35,357

PERSONNEL (FTE)

No personnel are involved in this subprogram.

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Administrative Services

Financial Management

Administrative Support

Employee Benefits

Risk Management and Insurance

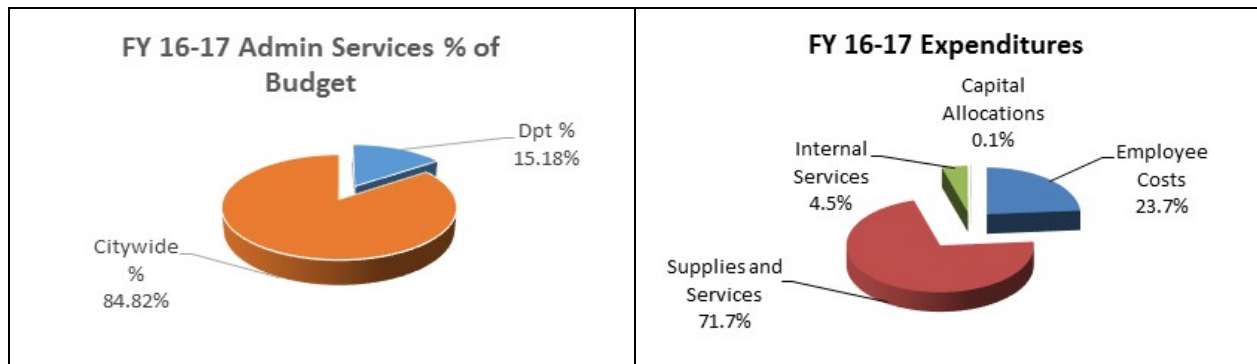
Human Resources

Worker's Compensation

Information Technology

Debt Service

BUDGET DATA



RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	6,826,573	7,065,784	8,274,378	8,274,378
Supplies and Services	20,542,474	21,124,129	25,015,828	25,015,828
Internal Services	1,374,968	1,337,473	1,558,631	1,558,631
Capital Allocations	20,000	20,000	20,000	20,000
Total	28,764,015	29,547,386	34,868,837	34,868,837
PROGRAM FINANCING				
General Fund	4,400,987	4,264,158	4,450,362	4,450,362
Water Fund	878,681	924,813	940,456	940,456
Sewer Fund	497,932	524,383	537,911	537,911
Parking Fund	88,491	84,929	91,904	91,904
Utility Users Fund	745,429	744,679	744,678	744,678
Transportation Fund	280,579	246,987	246,987	246,987
Internal Services Fund	15,207,281	15,842,389	20,878,467	20,878,467
Special Assessments	2,684,009	2,774,915	2,745,144	2,745,144
Public Financing Authority	700,970	700,220	700,219	700,219
Former Property Tax Increment	3,279,656	3,439,913	3,509,563	3,509,563
Traffic Mitigation Fees Fund			2,502	2,502
Capital Projects Fund			20,644	20,644
Total	28,764,015	29,547,386	34,868,837	34,868,837

This new department was formed in FY 2016-17 combining Finance, Human Resources, and Information Technology. Human Resources, and Information Technology were formerly a part of the City Manager's office.

PROGRAM: Financial Management

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	2,111,808	2,213,002	2,231,271	2,231,271
Supplies and Services	329,399	334,929	335,032	335,032
Internal Services	583,423	605,257	625,720	625,720
Capital Allocations				
Total	3,024,630	3,153,188	3,192,023	3,192,023
PROGRAM FINANCING				
General Fund	1,582,975	1,637,312	1,670,837	1,670,837
Water Fund	870,584	916,716	918,817	918,817
Sewer Fund	489,835	516,286	517,835	517,835
Parking Fund	81,236	82,874	84,534	84,534
Total	3,024,630	3,153,188	3,192,023	3,192,023

PROGRAM: Financial Management
SUB-PROGRAM: Revenue Services (61410)

SUB-PROGRAM PURPOSE OR BUSINESS:

Oversee the collection and deposit of all City revenues and generate utility bills.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Reclassified the Finance Director position to Assistant City Manager position due to the department reorganization.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	990,800	1,023,993	1,051,114	1,051,114
Supplies and Services	272,651	272,920	272,968	272,968
Internal Services	342,113	391,723	370,382	370,382
Capital Allocations				
Total	1,605,564	1,688,636	1,694,464	1,694,464
PROGRAM FINANCING				
General Fund*	163,909	172,760	173,278	173,278
Water Fund	870,584	916,716	918,817	918,817
Sewer Fund*	489,835	516,286	517,835	517,835
Parking Fund	81,236	82,874	84,534	84,534
Total	1,605,564	1,688,636	1,694,464	1,694,464
PERSONNEL (FTE)				
Finance Director	0.14	0.14		
Assistant City Manager			0.14	0.14
Financial Services Manager	0.25	0.25	0.25	0.25
Senior Accountant	1.06	1.06	1.06	1.06
Account Clerk II	5.02	5.02	5.02	5.02
Accounting Technician II	1.00	1.00	1.00	1.00
Parking Meter Collector	0.50	0.50	0.50	0.50
Total	7.97	7.97	7.97	7.97

*Transfer from the General Fund and the Sewer Fund into the Water Fund.

PROGRAM: Financial Management
SUB-PROGRAM: Financial Management Services (61430)

SUB-PROGRAM PURPOSE OR BUSINESS:

Manage a financial system pursuant to federal, state, and city statutes in accordance with generally accepted accounting principles; maximize earnings on cash resources within the framework of the City Investment Policy.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Reclassified the Finance Director position to Assistant City Manager position due to the department reorganization. Reclassified the Management Analyst I position to a level two at mid-year.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	1,121,008	1,189,009	1,180,157	1,180,157
Supplies and Services	56,748	62,009	62,064	62,064
Internal Services	241,310	213,534	255,338	255,338
Capital Allocations				
Total	1,419,066	1,464,552	1,497,559	1,497,559
PROGRAM FINANCING				
General Fund	1,419,066	1,464,552	1,497,559	1,497,559
PERSONNEL (FTE)				
Finance Director	0.46	0.54		
Assistant City Manager			0.30	0.30
Financial Services Manager	0.55	0.60	0.60	0.60
Accountant	0.75	0.75	0.75	0.75
Senior Accountant	1.09	1.16	1.16	1.16
Management Analyst I	0.34	0.39		
Management Analyst II			0.39	0.39
Secretary		1.00	1.00	1.00
Account Clerk II	2.38	2.28	2.40	2.40
Accounting Technician II	1.74	1.00	1.00	1.00
Total	7.31	7.72	7.60	7.60

PROGRAM: Administration

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	597,885	592,068	1,545,646	1,545,646
Supplies and Services	9,458,564	9,546,241	11,732,990	11,732,990
Internal Services	108,308	114,971	174,964	174,964
Capital Allocations	20,000	20,000	20,000	20,000
Total	10,184,757	10,273,280	13,473,600	13,473,600
PROGRAM FINANCING				
General Fund	1,338,775	1,219,356	1,254,393	1,254,393
Utility Users Fund	745,429	744,679	744,678	744,678
Parking Fund	2,055	2,055	7,370	7,370
Transportation Fund	280,579	246,987	246,987	246,987
Water Fund	8,097	8,097	21,639	21,639
Sewer Fund	8,097	8,097	20,076	20,076
Internal Services Fund	7,801,725	8,044,009	11,155,311	11,155,311
Traffic Mitigation Fees Fund			2,502	2,502
Capital Projects Fund			20,644	20,644
Total	10,184,757	10,273,280	13,473,600	13,473,600

PROGRAM: Administration
SUB-PROGRAM: Administrative Support Services (61710)

PROGRAM PURPOSE OR BUSINESS:

Support policy formation and administrative programs not directly assigned to any one department, such as the external audit of the City’s financial affairs, animal control services, lease payments related to Public Financing Authority bonds, City membership in various organizations, and payroll and benefit services for City/County Association of Governments employees that are reimbursed on a cost plus basis.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Additional funding for a Transient Occupancy Tax audit and an Investment Advisory Services contract.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	414,093	402,119	383,106	383,106
Supplies and Services	1,954,183	1,815,809	1,938,192	1,938,192
Internal Services	14,756	11,343	11,242	11,242
Capital Allocations				
Total	2,383,032	2,229,271	2,332,540	2,332,540
PROGRAM FINANCING				
General Fund	1,338,775	1,219,356	1,254,393	1,254,393
Utility Users Fund	745,429	744,679	744,678	744,678
Parking Fund	2,055	2,055	7,370	7,370
Transportation Fund	280,579	246,987	246,987	246,987
Water Fund	8,097	8,097	21,639	21,639
Sewer Fund	8,097	8,097	20,076	20,076
Internal Services Fund			14,251	14,251
Traffic Mitigation Fees Fund			2,502	2,502
			20,644	20,644
Total	2,383,032	2,229,271	2,332,540	2,332,540
PERSONNEL (FTE)				
Funded Exe Director C/CAG	1.00	1.00	1.00	1.00
Managerial/Prof Level II	1.00	1.00	1.00	1.00
Total	2.00	2.00	2.00	2.00

PROGRAM: Administration
SUB-PROGRAM: Employee Benefits (67810-60)

PROGRAM PURPOSE OR BUSINESS:

Account for payments made for employee benefits, including health insurance coverage for retirees, payments made to terminated employees for leave accruals; and dental, vision, and unemployment insurance for active employees.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Payments for accumulated leave accruals for terminated employees are being centralized in the City’s employee benefits fund beginning in FY 2016-17.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs			994,323	994,323
Supplies and Services	6,059,453	6,208,577	7,176,286	7,176,286
Internal Services				
Capital Allocations				
Total	6,059,453	6,208,577	8,170,609	8,170,609
PROGRAM FINANCING				
Internal Services Fund	6,059,453	6,208,577	8,170,609	8,170,609

PERSONNEL (FTE)

No personnel involved in this subprogram; employee costs represent anticipated payments of accrued leave hours to terminated employees.

PROGRAM: Administration
SUB-PROGRAM: Risk Management and Insurance (67711-14)

PROGRAM PURPOSE OR BUSINESS:

Manage risk situations and provide insurance protection and self-insurance levels to adequately protect the City against loss.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Reclassified the Finance Director position to Assistant City Manager position due to the department reorganization. Reclassified the Management Analyst I position to a level two at mid-year. Increased funding in supplies and services budget used to pay for escalating costs related to claims.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	183,792	189,949	168,217	168,217
Supplies and Services	1,444,928	1,521,855	2,618,512	2,618,512
Internal Services	93,552	103,628	163,722	163,722
Capital Allocations	20,000	20,000	20,000	20,000
Total	1,742,272	1,835,432	2,970,451	2,970,451
PROGRAM FINANCING				
Internal Services Fund	1,742,272	1,835,432	2,970,451	2,970,451
PERSONNEL (FTE)				
Finance Director	0.25	0.25		
Assistant City Manager			0.15	0.15
Financial Services Manager	0.10	0.10	0.10	0.10
Management Analyst I	0.50	0.50		
Management Analyst II			0.50	0.50
Total	0.85	0.85	0.75	0.75

PROGRAM: Human Resources

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	1,222,266	1,256,781	1,383,828	1,383,828
Supplies and Services	3,926,446	4,169,352	5,834,263	5,834,263
Internal Services	445,781	360,645	475,284	475,284
Capital Allocations				
Total	5,594,493	5,786,778	7,693,375	7,693,375
PROGRAM FINANCING				
General Fund	1,479,237	1,407,490	1,525,132	1,525,132
Internal Services Fund	4,115,256	4,379,288	6,168,243	6,168,243
Total	5,594,493	5,786,778	7,693,375	7,693,375

PROGRAM: Human Resources
SUB-PROGRAM: Human Resources (61610)

SUB-PROGRAM PURPOSE OR BUSINESS:

Facilitate alignment of organizational resources, initiatives, and programs with the City Council’s strategic initiatives; attract, retain, and develop the workforce that serves the community of Redwood City; promote and foster positive management and labor relations; ensure compliance with local, state and federal employment laws; assist individual employees and work units achieve their objectives through group facilitation and organizational development programs.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Added a portion of the Assistant City Manager position to oversee the program due to the department reorganization. Reclassified HR Technician position to a HR Analyst I.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	898,019	926,353	1,025,036	1,025,036
Supplies and Services	358,339	358,629	358,680	358,680
Internal Services	222,879	122,508	141,416	141,416
Capital Allocations				
Total	1,479,237	1,407,490	1,525,132	1,525,132
PROGRAM FINANCING				
General Fund	1,479,237	1,407,490	1,525,132	1,525,132
PERSONNEL (FTE)				
Assistant City Manager			0.10	0.10
Human Resources Manager	0.80	0.80	0.80	0.80
Human Resources Representative	1.00			
Senior HR Analyst	2.00	2.00	2.00	2.00
Administrative Assistant	1.00			
HR Technician	0.50	1.50	0.50	0.50
HR Analyst I			1.00	1.00
HR Analyst II		1.00	1.00	1
Total	5.30	5.30	5.40	5.40

PROGRAM: Human Resources
SUB-PROGRAM: Worker’s Compensation (67713)

SUB-PROGRAM PURPOSE OR BUSINESS:

Ensure that safe work practices are followed and enforced; oversee effective claims management and ensure that return-to-work programs are implemented and utilized; and manage the processing of worker’s compensation claims and investigations.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Increased funding in supplies and services budget used to pay for escalating costs related to past and current worker’s compensation claims.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	324,247	330,428	358,792	358,792
Supplies and Services	3,568,107	3,810,723	5,475,583	5,475,583
Internal Services	222,902	238,137	333,868	333,868
Capital Allocations				
Total	4,115,256	4,379,288	6,168,243	6,168,243
PROGRAM FINANCING				
Internal Services Fund	4,115,256	4,379,288	6,168,243	6,168,243
PERSONNEL (FTE)				
Assistant City Manager	0.10	0.10	0.10	0.10
Human Resources Manager	0.20	0.20	0.20	0.20
Principal Analyst -Wkrs Comp	1.00	1.00	1.00	1.00
HR Technician	0.50	0.50	0.50	0.50
Total	1.80	1.80	1.80	1.80

PROGRAM: Information Technology Summary

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	2,894,614	3,003,933	3,113,633	3,113,633
Supplies and Services	158,230	158,559	158,617	158,617
Internal Services	237,456	256,600	282,663	282,663
Capital Allocations				
Total	3,290,300	3,419,092	3,554,913	3,554,913
PROGRAM FINANCING				
Internal Services Fund	3,290,300	3,419,092	3,554,913	3,554,913

PROGRAM: Information Technology
SUB-PROGRAM: Data Services (67110)

SUB-PROGRAM PURPOSE OR BUSINESS:

Assist Redwood City operating departments and other client agencies in the delivery of their services utilizing cost effective data technologies.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Removed the City Manager position and added Assistant City Manager position to reflect the department reorganization. The position of Webmaster was reclassified to a Senior Information Tech Analyst at mid-year.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	2,592,258	2,691,273	2,807,981	2,807,981
Supplies and Services	88,105	88,332	88,372	88,372
Internal Services	205,152	221,923	245,413	245,413
Capital Allocations				
Total	2,885,515	3,001,528	3,141,766	3,141,766
PROGRAM FINANCING				
Internal Services Fund	2,885,515	3,001,528	3,141,766	3,141,766
PERSONNEL (FTE)				
City Manager	0.13	0.13		
Assistant City Manager			0.14	0.14
Info Technology Manager	0.80	0.80	0.80	0.80
Senior Info Tech Analyst	7.80	7.80	8.80	8.80
Supervising Info Tech Analyst	1.80	1.80	1.80	1.80
Information Tech Analyst I	1.00			
Information Tech Analyst II	1.00	2.00	2.00	2.00
Webmaster	1.00	1.00		
Total	13.53	13.53	13.54	13.54

PROGRAM: Information Technology
SUB-PROGRAM: Voice Services (67211-12)

SUB-PROGRAM PURPOSE OR BUSINESS:

Assist Redwood City operating departments and other client agencies in the delivery of their services utilizing cost effective voice technologies.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Deleted the portion of the City Manager position previously assigned to this program due to the department reorganization.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	302,356	312,660	305,652	305,652
Supplies and Services	70,125	70,227	70,245	70,245
Internal Services	32,304	34,677	37,250	37,250
Capital Allocations				
Total	404,785	417,564	413,147	413,147
PROGRAM FINANCING				
Internal Services Fund	404,785	417,564	413,147	413,147
PERSONNEL (FTE)				
City Manager	0.05	0.05		
Info Technology Manager	0.20	0.20	0.20	0.20
Senior Info Tech Analyst	0.20	0.20	0.20	0.20
Supervising Info Tech Analyst	0.20	0.20	0.20	0.20
Account Clerk II	0.23	0.23	0.23	0.23
Management Analyst I	0.10	0.10	0.10	0.10
Administrative Clerk III	1.00	1.00	1.00	1.00
Total	1.98	1.98	1.93	1.93

PROGRAM: Debt Service Summary

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs				
Supplies and Services	6,669,835	6,915,048	6,954,926	6,954,926
Internal Services				
Capital Allocations				
Total	6,669,835	6,915,048	6,954,926	6,954,926
PROGRAM FINANCING				
Special Assessments	2,684,009	2,774,915	2,745,144	2,745,144
Public Financing Authority	700,970	700,220	700,219	700,219
Former Property Tax Increment	3,279,656	3,439,913	3,509,563	3,509,563
Parking Fund	5,200			
Total	6,669,835	6,915,048	6,954,926	6,954,926

Administrative Services

Sub-Programs

PROGRAM: Debt Service
SUB-PROGRAM: 2012 Redwood Shores Traffic Improvement District Bonds (409-61421 and 415-61423)

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs				
Supplies and Services	757,912	760,846	760,320	760,320
Internal Services				
Capital Allocations				
Total	757,912	760,846	760,320	760,320
PROGRAM FINANCING				
Special Assessments	757,912	760,846	760,320	760,320

PROGRAM: Debt Service
SUB-PROGRAM: 2012 Pacific Shores Infrastructure Bonds (423-61423 and 425-61421)

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs				
Supplies and Services	1,472,080	1,479,761	1,450,945	1,450,945
Internal Services				
Capital Allocations				
Total	1,472,080	1,479,761	1,450,945	1,450,945
PROGRAM FINANCING				
Special Assessments	1,472,080	1,479,761	1,450,945	1,450,945

Administrative Services

Sub-Programs

PROGRAM: Debt Service
SUB-PROGRAM: 2013 Public Financing Authority Private Placement Bonds (428-61423)

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs				
Supplies and Services	700,970	700,220	700,219	700,219
Internal Services				
Capital Allocations				
Total	700,970	700,220	700,219	700,219
PROGRAM FINANCING				
Public Financing Authority	700,970	700,220	700,219	700,219

PROGRAM: Debt Service
SUB-PROGRAM: 2003 Redevelopment Agency Tax Allocation Bonds (294-61423)

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs				
Supplies and Services	3,279,656	3,439,913	3,509,563	3,509,563
Internal Services				
Capital Allocations				
Total	3,279,656	3,439,913	3,509,563	3,509,563
PROGRAM FINANCING				
Former Property Tax Increment	3,279,656	3,439,913	3,509,563	3,509,563

Administrative Services

Sub-Programs

PROGRAM: Debt Service
SUB-PROGRAM: 2011 One Marina Community Facilities District Bonds
(439-61423 and 441-61421)

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs				
Supplies and Services	454,017	534,308	533,879	533,879
Internal Services				
Capital Allocations				
Total	454,017	534,308	533,879	533,879
PROGRAM FINANCING				
Special Assessments	454,017	534,308	533,879	533,879

PROGRAM: Debt Service
SUB-PROGRAM: Parking (681-61423)

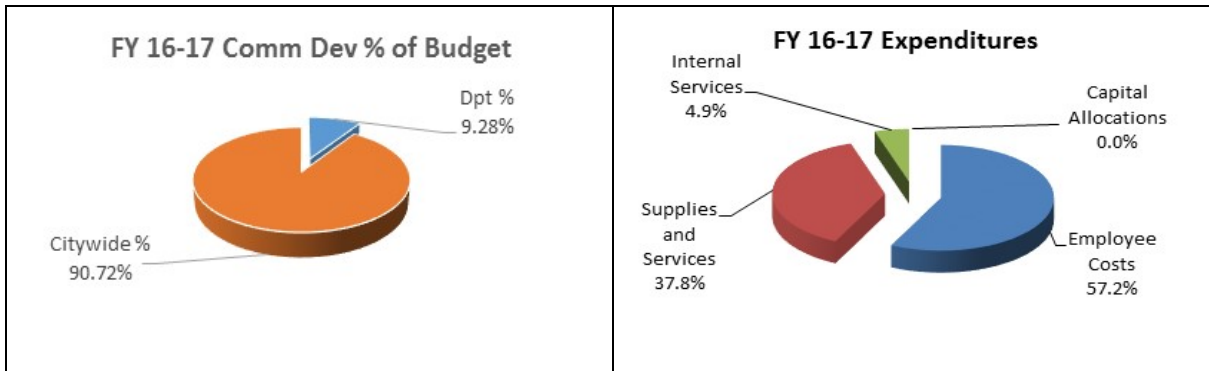
RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs				
Supplies and Services	5,200			
Internal Services				
Capital Allocations				
Total	5,200			
PROGRAM FINANCING				
Parking Fund	5,200			

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Community Development

Administration
Building and Inspection
Engineering and Construction
Docktown Marina
Planning
Successor Agency
Affordable Housing
Former Redevelopment
CDBG/HOME

BUDGET DATA



RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	10,099,166	11,471,561	12,201,737	12,201,737
Supplies and Services	4,696,766	4,913,951	8,068,883	8,068,883
Internal Services	891,559	896,608	1,048,684	1,048,684
Capital Allocations				
Total	15,687,491	17,282,120	21,319,304	21,319,304
PROGRAM FINANCING				
General Fund	4,387,065	4,923,869	7,178,053	7,219,415
Parking Fund	888,090	894,098	1,069,719	1,069,719
Water Fund	546,617	559,828	648,046	648,046
Sewer Fund	102,354	104,131	168,360	168,360
Docktown Marina Fund	749,265	782,744	803,325	803,325
Transportation Fund	163,388	168,307	171,792	171,792
Capital Projects Fund	4,451,675	5,552,652	5,990,299	5,990,299
Seaport Ctr. Mtc. District	4,111	4,166	4,219	4,219
Seaport Landscape Mtc. Distr.	4,111	4,166	4,219	4,219
Planning Cost Recovery Fund	800,000	800,000	800,000	800,000
Low & Mod Income Housing Asset		54,553	212,442	212,442
Former Redevelopment Agency	1,702,540	1,693,963		
Successor Agency	654,672	534,853	3,061,261	3,061,261
Affordable Housing & Other Rev Fund			41,362	
CDBG Funds	692,372	693,622	678,897	678,897
CDBG Program Income Funds	300,000	300,000	275,000	275,000
HOME Funds	241,231	211,168	212,310	212,310
Total	15,687,491	17,282,120	21,319,304	21,319,304

PROGRAM: Community Development
SUB-PROGRAM: Administration (63010)

SUB-PROGRAM PURPOSE OR BUSINESS:

Coordinate the application of General Plan programs and policies through the planning of and implementation of physical improvements to the City.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Various FTE shifts across programs due to reorganization (discontinuing the use of Redevelopment Agency funds 158 and 159); no net impact to FTEs due to this change.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	208,137	180,947	233,799	233,799
Supplies and Services	47,049	47,115	47,127	47,127
Internal Services	39,747	34,352	24,821	24,821
Capital Allocations				
Total	294,933	262,414	305,747	305,747
PROGRAM FINANCING				
General Fund	294,933	262,414	305,747	305,747
PERSONNEL (FTE)				
Community Development Director	0.64			
Assistant City Manager		0.35	0.35	0.35
Real Property Manager		0.40	0.40	0.40
Secretary			0.51	0.51
Total	0.64	0.75	1.26	1.26

PROGRAM: Building and Inspection Summary

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	1,724,315	1,790,930	2,397,984	2,397,984
Supplies and Services	306,138	457,163	1,161,155	1,161,155
Internal Services	271,834	265,751	280,470	280,470
Capital Allocations				
Total	2,302,287	2,513,844	3,839,609	3,839,609
PROGRAM FINANCING				
General Fund	2,302,287	2,513,844	3,839,609	3,839,609

PROGRAM: Building and Inspection
SUB-PROGRAM: Building Regulation (63110)

SUB-PROGRAM PURPOSE OR BUSINESS:

Ensure quality development, construction, and health and safety standards by processing permit applications and performing inspections for compliance in the built environment.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Added two contract Building Inspector positions (for two years). Increased supplies and services budget for contract plan check and building inspection services as needed; these expenses are to be offset by increased revenues.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	1,243,762	1,230,134	1,649,158	1,649,158
Supplies and Services	199,353	275,020	970,099	970,099
Internal Services	135,996	143,063	183,742	183,742
Capital Allocations				
Total	1,579,111	1,648,217	2,802,999	2,802,999
PROGRAM FINANCING				
General Fund	1,579,111	1,648,217	2,802,999	2,802,999
PERSONNEL (FTE)				
Building Official	0.60			
Comm Dev Manager - Building		0.60	0.60	0.60
Contract Fire Plan Checker	0.40	0.40	0.40	0.40
Permits Technician	1.00	1.00	1.00	1.00
Secretary	0.50	0.50	0.50	0.50
Plan Checker	2.00	1.00	1.00	1.00
Senior Building Inspector	1.00	3.00	3.00	3.00
Building Inspector	3.10	1.10	1.10	1.10
Contract Building Inspector			2.00	2.00
Total	8.60	7.60	9.60	9.60

PROGRAM: Building and Inspection
SUB-PROGRAM: Code Enforcement (63310)

SUB-PROGRAM PURPOSE OR BUSINESS:

Preserve and maintain the quality of neighborhoods and businesses through enforcement of applicable federal, state and local laws.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Various FTE shifts across programs due to reorganization (discontinuing the use of Redevelopment Agency funds 158 and 159) resulted in a Code Enforcement Officer shifted to this program; no net impact to FTEs organization-wide due to this change.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	480,553	560,796	748,826	748,826
Supplies and Services	106,785	182,143	191,056	191,056
Internal Services	135,838	122,688	96,728	96,728
Capital Allocations				
Total	723,176	865,627	1,036,610	1,036,610
PROGRAM FINANCING				
General Fund	723,176	865,627	1,036,610	1,036,610
PERSONNEL (FTE)				
Building Official	0.40			
Comm Dev Manager - Building		0.40	0.40	0.40
Permits Technician	1.00	1.00	1.00	1.00
Administrative Clerk III		0.50	0.50	0.50
Building Inspector	1.90	1.90	1.90	1.90
Code Enforcement Officer II			1.00	1.00
Total	3.30	3.80	4.80	4.80

PROGRAM: Engineering and Construction Summary

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends 2016-17	City Council Approved 2016-17
	2014-15	2015-16		
	\$	\$	\$	\$
Employee Costs	5,258,768	6,382,479	6,996,685	6,996,685
Supplies and Services	1,350,525	1,351,853	1,438,172	1,438,172
Internal Services	364,006	369,106	492,728	492,728
Capital Allocations				
Total	6,973,299	8,103,438	8,927,585	8,927,585
PROGRAM FINANCING				
General Fund	812,953	816,090	870,931	870,931
Parking Fund	888,090	894,098	1,069,719	1,069,719
Water Fund	546,617	559,828	648,046	648,046
Sewer Fund	102,354	104,131	168,360	168,360
Transportation Fund	163,388	168,307	171,792	171,792
Capital Projects Fund	4,451,675	5,552,652	5,990,299	5,990,299
Seaport Ctr. Mtc. District	4,111	4,166	4,219	4,219
Seaport Landscape Mtc. Distr.	4,111	4,166	4,219	4,219
Total	6,973,299	8,103,438	8,927,585	8,927,585

PROGRAM: Engineering and Construction
SUB-PROGRAM: General Engineering (65121)

SUB-PROGRAM PURPOSE OR BUSINESS:

Provide engineering and construction services for design, permitting, traffic management, and transportation planning including the "Complete Streets" effort.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	170,907	175,967	179,095	179,095
Supplies and Services	88,881	89,632	89,764	89,764
Internal Services	212,365	214,772	266,550	266,550
Capital Allocations				
Total	472,153	480,371	535,409	535,409
PROGRAM FINANCING				
General Fund	300,543	303,732	355,179	355,179
Transportation Fund	163,388	168,307	171,792	171,792
Seaport Ctr. Mtc. District	4,111	4,166	4,219	4,219
Seaport Landscape Mtc. Distr.	4,111	4,166	4,219	4,219
Total	472,153	480,371	535,409	535,409
PERSONNEL (FTE)				
Senior Civil Engineer	0.54	0.54	0.54	0.54
Assistant Engineer II	0.40	0.40	0.40	0.40
Total	0.94	0.94	0.94	0.94

PROGRAM: Engineering and Construction
SUB-PROGRAM: Subdivision Engineering (65122)

SUB-PROGRAM PURPOSE OR BUSINESS:

Review and process subdivision maps, development plans, and construction permit applications. Inspect and verify compliance with City and regulatory requirements on development projects and construction within the City’s right-of-way.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends 2016-17	City Council Approved 2016-17
	2014-15	2015-16		
	\$	\$	\$	\$
Employee Costs				
Supplies and Services	509,144	509,144	509,144	509,144
Internal Services	3,266	3,214	6,608	6,608
Capital Allocations				
Total	512,410	512,358	515,752	515,752
PROGRAM FINANCING				
General Fund	512,410	512,358	515,752	515,752

PERSONNEL (FTE)

No personnel are involved in this subprogram.

PROGRAM: Engineering and Construction

SUB-PROGRAM: Capital Improvement Engineering (70000)

SUB-PROGRAM PURPOSE OR BUSINESS:

Plan, design, and manage the construction of City infrastructure system improvements. Infrastructure systems include buildings, parks, streets, pavement, bridges, waste water, potable water, recycled water, storm drains, lagoons, and flood protection.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Added one Contract Senior Engineering Tech position (for two years). A portion of a Parking/TDM Manager FTE was shifted to Downtown Parking Facilities 65175. Various FTE shifts across programs due to reorganization (discontinuing the use of Redevelopment Agency funds 158 and 159); no net impact to FTEs due to this change.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	5,038,188	6,154,537	6,680,334	6,680,334
Supplies and Services				
Internal Services	62,458	62,074	126,371	126,371
Capital Allocations				
Total	5,100,646	6,216,611	6,806,705	6,806,705
PROGRAM FINANCING				
Capital Projects Fund	4,451,675	5,552,652	5,990,299	5,990,299
Water Fund	546,617	559,828	648,046	648,046
Sewer Fund	102,354	104,131	168,360	168,360
Total	5,100,646	6,216,611	6,806,705	6,806,705

SUB-PROGRAM: Capital Improvement Engineering (70000) Continued

PERSONNEL (FTE)	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
City Manager	0.05	0.05	0.15	0.15
City Attorney	0.05	0.05	0.05	0.05
City Clerk	0.10	0.10	0.10	0.10
Public Works Services Director	0.20	0.20	0.20	0.20
Assistant City Manager	0.40	0.30	0.30	0.30
Supv Civil Engineer	1.00	1.00	1.00	1.00
Senior Civil Engineer	2.46	2.46	2.46	2.46
Senior Planner			0.15	0.15
Principal Planner			0.29	0.29
Landscape Architect	1.00	2.00	2.00	2.00
Senior Transportation Coordinator	1.00	1.00	1.00	1.00
GIS Coordinator			0.75	0.75
Comm Dev Svcs Manager	1.00			
Comm Dev Manager - Planning			0.18	0.18
Comm Dev Manager - Engineering		1.00	1.00	1.00
Senior Assistant City Attorney			0.05	0.05
Assistant City Attorney	0.05	0.05		
Accountant	0.25	0.25	0.25	0.25
Senior Accountant	0.25	0.25	0.25	0.25
Management Analyst II	1.70	1.70	1.90	1.90
Environmental Initiatives Coord		0.40	0.40	0.40
Parking/TDM Manager		1.00	0.50	0.50
Real Property Manager		0.10	0.10	0.10
Deputy City Clerk	0.10	0.10		
Assistant City Clerk			0.10	0.10
Administrative Secty			0.83	0.83
Redevelopment Project Manager	1.00	1.00		
Public Works Field Supervisor	0.56	1.56	1.56	1.56
Permits Technician	1.00	2.00	2.00	2.00
Secretary	3.30	3.30	2.65	2.65
Associate Engineer	2.00	3.00	3.00	3.00
Assistant Engineer II	5.60	5.60	5.60	5.60
Senior Engineering Technician	2.00	2.00	2.00	2.00
Assistant Engineer I			1.00	1.00
GIS Coordinator	0.75	0.75		
GIS Technician	1.48	1.48	1.48	1.48
Associate Planner			0.23	0.23
Senior Building Coordinator	1.00	1.00		
PW Maint Wkr II		1.00	1.00	1.00
Bldg Maint Worker	0.22	0.22	0.22	0.22
Senior Construction Technician	1.00	1.00	1.00	1.00
Landscape Gardener	1.00	1.00	1.00	1.00
Contract Sr. Engineering Tech			1.00	1.00
Managerial/Prof Level II	1.00	1.00	1.00	1.00
Total	31.52	37.92	38.75	38.75

PROGRAM: Engineering and Construction
SUB-PROGRAM: Downtown Parking Facilities Operation (65175)

SUB-PROGRAM PURPOSE OR BUSINESS:

Oversee the operation and maintenance of downtown parking facilities and equipment.

SUB-PROGRAM CHANGES FROM FY 2015-16:

A portion of a Parking/TDM Manager FTE was shifted from Capital Improvement Engineering 70000. Added funds to supplies and services budget for the San Mateo County Parking lot lease.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	49,673	51,975	137,256	137,256
Supplies and Services	752,500	753,077	839,264	839,264
Internal Services	85,917	89,046	93,199	93,199
Capital Allocations				
Total	888,090	894,098	1,069,719	1,069,719
PROGRAM FINANCING				
Parking Fund	888,090	894,098	1,069,719	1,069,719
PERSONNEL (FTE)				
Management Analyst II	0.30	0.30	0.30	0.30
Parking/TDM Manager			0.50	0.50
Total	0.30	0.30	0.80	0.80

PROGRAM: Docktown Marina
SUB-PROGRAM: Administration and Special Projects (66433/75607)

SUB-PROGRAM PURPOSE OR BUSINESS:

Oversee the management of Docktown Marina.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Various FTE shifts across programs due to reorganization (discontinuing the use of Redevelopment Agency funds 158 and 159); no net impact to FTEs due to this change.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	130,300	138,938	151,250	151,250
Supplies and Services	590,534	611,352	619,706	619,706
Internal Services	28,431	32,454	32,369	32,369
Capital Allocations				
Total	749,265	782,744	803,325	803,325
PROGRAM FINANCING				
Docktown Marina	749,265	782,744	803,325	803,325
PERSONNEL (FTE)				
Account Clerk II	0.13	0.13	0.13	0.13
CDBG/HOME Administrator			0.13	0.13
Total	0.13	0.13	0.26	0.26

PROGRAM: Planning Summary

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	768,010	1,080,252	1,775,481	1,775,481
Supplies and Services	919,179	961,588	981,535	981,535
Internal Services	89,703	89,681	204,750	204,750
Capital Allocations				
Total	1,776,892	2,131,521	2,961,766	2,961,766
PROGRAM FINANCING				
General Fund	976,892	1,331,521	2,161,766	2,161,766
Planning Cost Recovery Fund	800,000	800,000	800,000	800,000
Total	1,776,892	2,131,521	2,961,766	2,961,766

PROGRAM: Planning
SUB-PROGRAM: Current Planning (63210)

SUB-PROGRAM PURPOSE OR BUSINESS:

Administer City Council priorities contained in the General Plan, zoning ordinance and specific plans; provide front-line customer service, entitlement review and permit processing to support new development and economic development. Provide staff support to the Planning Commission and its appointed advisory bodies.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Various FTE shifts across programs due to reorganization (discontinuing the use of Redevelopment Agency funds 158 and 159); no net impact to FTEs due to this change. Increased supplies and services budget.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	700,178	1,010,544	1,076,610	1,076,610
Supplies and Services	887,814	930,223	944,370	944,370
Internal Services	89,441	89,410	204,288	204,288
Capital Allocations				
Total	1,677,433	2,030,177	2,225,268	2,225,268
PROGRAM FINANCING				
General Fund	877,433	1,230,177	1,425,268	1,425,268
Planning Cost Recovery Fund	800,000	800,000	800,000	800,000
Total	1,677,433	2,030,177	2,225,268	2,225,268
PERSONNEL (FTE)				
Principal Planner	0.90	0.90	0.86	0.86
Comm Dev Svcs Manager	0.20			
Comm Dev Manager - Planning		0.20	0.37	0.37
Secretary	0.85	0.85	0.92	0.92
Associate Planner	1.60	1.60	1.56	1.56
Assistant Planner	1.00	3.00	3.00	3.00
Total	4.55	6.55	6.71	6.71

PROGRAM: Planning
SUB-PROGRAM: Strategic Planning (63220)

SUB-PROGRAM PURPOSE OR BUSINESS:

Oversee the maintenance and implementation of the 2010 General Plan, including the Housing Element. Amend and develop new regulations governing land use and urban design, including revisions to the Zoning Ordinance, for adoption by the City Council. Prepare long-range strategic land use studies, reports, and analysis such as precise plans and community benefit programs.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Various FTE shifts across programs due to reorganization (discontinuing the use of Redevelopment Agency funds 158 and 159); no net impact to FTEs due to this change. Reclassified and transferred a Community Development Specialist position (from 159-66410) to Management Analyst II. Increased supplies and services budget.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	67,832	69,708	698,871	698,871
Supplies and Services	31,365	31,365	37,165	37,165
Internal Services	262	271	462	462
Capital Allocations				
Total	99,459	101,344	736,498	736,498
PROGRAM FINANCING				
General Fund	99,459	101,344	736,498	736,498
PERSONNEL (FTE)				
Senior Planner			0.85	0.85
Principal Planner	0.25	0.25	0.85	0.85
Comm Dev Svcs Manager	0.10			
Comm Dev Manager - Planning		0.10	0.45	0.45
Management Analyst II			0.80	0.80
Secretary			0.33	0.33
Associate Planner			0.21	0.21
Total	0.35	0.35	3.49	3.49

PROGRAM: Former Redevelopment Agency – Successor Agency Summary

As part of the fiscal year 2011-12 State budget package, the California Legislature enacted and the Governor signed two companion bills addressing redevelopment, AB x 126 (“Dissolution Act”) and AB x 127 (“Voluntary Program Act”), which took effect on June 29, 2011. On July 18, 2011, the California Redevelopment Association, The League of California Cities, and others filed a Petition for Writ of Mandate in the Supreme Court of the State of California (California Redevelopment Association, et al. v. Ana Matosantos, et al., Case No. 5194861), challenging the constitutionality of the companion bills, the Dissolution Act and the Voluntary Program Act, on behalf of cities, counties and redevelopment agencies, and requesting a stay of their enforcement. A partial stay of enforcement of the companion bills was granted by the California Supreme Court, which prohibited Redevelopment Agencies from taking on any new obligations or engaging in any redevelopment activities (other than meeting prior enforceable obligations) on or after the effective date of the companion bills.

On December 29, 2011, The California Supreme Court issued its decision in California Redevelopment Association, et al. v. Ana Matosantos, et al. in which AB x 126 was upheld, and AB x 127 was struck down. This action resulted in the dissolution of redevelopment agencies effective February 1, 2012.

On January 23, 2012 the City Council adopted Resolution No. 15141, which determined the City would serve as the Successor Agency to the Redevelopment Agency of Redwood City and elect to retain the housing assets and functions previously held and performed by the Redevelopment Agency of Redwood City. The following pages contain the budget for the Successor Agency, the Housing activities of the City acting as the Housing Successor, and the former redevelopment agency funded administrative subprograms now funded by the general fund.

Until FY 2015-16, the programs previously funded by the former Redevelopment Agency in funds 158 and 159 were backfilled by the general fund. These two funds are being eliminated as of FY 2016-17 to simplify the accounting and provide a more transparent representation of funding.

PROGRAM: Housing Successor Agency of Redwood City
SUB-PROGRAM: Low & Moderate Income Housing Asset Fund (292-66410)

SUB-PROGRAM PURPOSE OR BUSINESS:

Provide direct funding for staff and financial assistance related to monitoring the affordable housing covenants and providing financial assistance for the creation and preservation of affordable housing per SB 341 new rules for Housing Successors. The low moderate housing asset fund is generated by loan repayments and interest on loans.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Various FTE shifts across programs due to reorganization (discontinuing the use of Redevelopment Agency funds 158 and 159); no net impact to FTEs due to this change. Added a portion of a Contract Secretary FTE (one year only).

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs		51,631	176,918	176,918
Supplies and Services			25,268	25,268
Internal Services		2,922	10,256	10,256
Capital Allocations				
Total		54,553	212,442	212,442
PROGRAM FINANCING				
Low & Mod Income Housing Asset Fund		54,553	212,442	212,442
PERSONNEL (FTE)				
CDBG/HOME Administrator		0.19	0.52	0.52
Senior Accountant			0.05	0.05
Secretary			0.05	0.05
Account Clerk II			0.10	0.10
Housing & Econ Dev Spec II		0.10	0.15	0.15
Contract Secretary			0.40	0.40
Total		0.29	1.27	1.27

PROGRAM: Successor Agency to the City of Redwood City Redevelopment Agency

SUB-PROGRAM: Successor Agency Fund (293)

SUB-PROGRAM PURPOSE OR BUSINESS:

Account for the activities of the Oversight Board which governs the winding down of the former Redevelopment Agency.

SUB-PROGRAM CHANGES FROM FY 2015-16:

As a result of receiving a finding of completion from State department of Finance, the Successor Agency budget has increased given the approval to repay the Supplemental Education Revenue Augmentation Fund loan (SERAF) and the City/RDA loan, which will occur in FY 16-17.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	216,295	100,560	101,170	101,170
Supplies and Services	437,362	433,362	2,959,404	2,959,404
Internal Services	1,015	931	687	687
Capital Allocations				
Total	654,672	534,853	3,061,261	3,061,261
PROGRAM FINANCING				
Successor Agency	654,672	534,853	3,061,261	3,061,261
PERSONNEL (FTE)				
City Manager	0.02	0.01	0.01	0.01
City Attorney	0.05	0.02	0.02	0.02
City Clerk	0.05	0.02	0.02	0.02
Community Development Director	0.16			
Finance Director	0.15	0.07		
Assistant City Manager		0.05	0.12	0.12
Financial Services Manager	0.10	0.05	0.05	0.05
Senior Assistant City Attorney			0.05	0.05
Assistant City Attorney	0.10	0.05		
Senior Accountant	0.15	0.08	0.08	0.08
Management Analyst I	0.10	0.05		
Management Analyst II			0.05	0.05
Secretary	0.09	0.04	0.04	0.04
Total	0.97	0.44	0.44	0.44

PROGRAM: Affordable Housing and Other Revenues
SUB-PROGRAM: Affordable Housing and Other Revenues Fund (66457)

SUB-PROGRAM PURPOSE OR BUSINESS:

Support building a strong community by ensuring the provision or construction of safe and stable affordable housing or by providing other community benefits.

SUB-PROGRAM CHANGES FROM FY 2015-16:

New program in FY 16-17; includes a portion of a Contract Secretary FTE (one year only).

RESOURCES ALLOCATED	Prior Budgets		City Manager	City Council
	2014-15	2015-16	Recommends	Approved
	<u>\$</u>	<u>\$</u>	<u>2016-17</u>	<u>2016-17</u>
Employee Costs			41,362	41,362
Supplies and Services				
Internal Services				
Capital Allocations				
	<hr/>	<hr/>	<hr/>	<hr/>
Total			41,362	41,362
PROGRAM FINANCING				
Affordable Housing & Other Rev Fund			41,362	41,362
PERSONNEL (FTE)				
City Manager			0.05	0.05
Contract Secretary			0.40	0.40
	<hr/>	<hr/>	<hr/>	<hr/>
Total			0.45	0.45

PROGRAM: Former Redevelopment Agency
SUB-PROGRAM: Housing - Redevelopment Agency Housing Fund (158-66410)

SUB-PROGRAM PURPOSE OR BUSINESS:

Provide staff, professional service, and administrative support relating to the development, improvement, and preservation of affordable housing opportunities previously funded in whole or in part with former housing set-aside funds. Due to the Dissolution Act, this program was discontinued effective February 1, 2012. The General Fund transferred funds to cover expenses in 158 and 159 following the Dissolution of RDAs.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Discontinuing the use of Redevelopment Agency funds 158 and 159; various FTE shifts across programs but no net change in FTEs.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	239,846	193,525		
Supplies and Services		345		
Internal Services	45,479	47,330		
Capital Allocations				
Total	285,325	241,200		
PROGRAM FINANCING				
Former Redevelopment Agency	285,325	241,200		
PERSONNEL (FTE)				
City Manager	0.05	0.05		
City Attorney	0.05	0.05		
Community Development Director	0.15			
Principal Planner	0.05	0.05		
Comm Dev Svcs Manager	0.20			
Comm Dev Manager - Planning		0.20		
Assistant City Attorney	0.10	0.10		
Senior Accountant	0.05	0.05		
Management Analyst I	0.05	0.05		
Secretary	0.45	0.45		
Account Clerk II		0.10		
Accounting Technician II	0.10			
Total	1.25	1.10		

PROGRAM: Former Redevelopment Agency
SUB-PROGRAM: Economic Development - Redevelopment Agency General Fund
(159-66410/66429)

SUB-PROGRAM PURPOSE OR BUSINESS:

Provide staff, professional services, and administrative support related to the statutory redevelopment objectives of blight removal and subsequent beneficial development or redevelopment of areas including economic development efforts targeting business attraction, retention, and expansion, previously funded by the Agency’s annual tax increment revenues. Due to the Dissolution Act, this program was discontinued effective February 1, 2012. The General Fund transferred funds to cover expenses in 158 and 159 following the Dissolution of RDAs.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Discontinuing the use of Redevelopment Agency funds 158 and 159; various FTE shifts across programs but no net change in FTEs.

RESOURCES ALLOCATED	Prior Budgets		City Manager	City Council
	2014-15	2015-16	Recommends	Approved
	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
Employee Costs	1,122,462	1,154,977		
Supplies and Services	245,000	245,424		
Internal Services	49,753	52,362		
Capital Allocations				
Total	<u>1,417,215</u>	<u>1,452,763</u>		
PROGRAM FINANCING				
Former Redevelopment Agency	1,417,215	1,452,763		
PERSONNEL (FTE)				
City Manager	0.20	0.20		
City Attorney	0.05	0.05		
Community Development Director	0.05			
Principal Planner	0.80	0.80		
Comm Dev Svcs Manager	0.50			
Comm Dev Manager - Planning		0.50		
Management Analyst I	0.05	0.05		
Secretary	0.61	0.66		
Associate Planner	0.40	0.40		
Comm Dev Specialist	1.00	1.00		
Code Enforcement Officer II	1.00	1.00		
Parks, Rec & Comm Svcs Manager	0.50	0.50		
Rec & Comm Svcs Prog Coord II	<u>1.00</u>	<u>1.00</u>		
Total	<u>6.16</u>	<u>6.16</u>		

Community Development

Sub-Programs

PROGRAM: CDBG/HOME
SUB-PROGRAM: Community Development Block Grant and HOME Investment Partnership Program

Community Development Block Grant (CDBG)
 HOME Investment Partnership Program (HOME)
 Action Plan Revenue for FY 2016-17

	<u>Amount</u>
	\$
CDBG	
CDBG Entitlement Grant	678,897
TOTAL	<u>678,897</u>
CDBG REVOLVING LOAN FUND – PROGRAM INCOME	
Estimated Single Family Rehab Income – New FY 16-17	200,000
Estimated Multifamily Income – New FY 16-17	75,000
TOTAL	<u>275,000</u>
HOME	
HOME Investment Partnership Grant	212,310
TOTAL	<u>212,310</u>
TOTAL REVENUE ALL FUND SOURCES	<u><u>1,166,207</u></u>

Community Development Block Grant (CDBG)
HOME Investment Partnership Program (HOME)
Annual Action Plan Budget for FY 2016-17

	Amount
	\$
CDBG ENTITLEMENT	
<u>Fair Housing, Administration & Planning</u>	
General Planning & Administration	170,000
Project Sentinel Fair Housing Services	20,779
Subtotal	190,779
<u>Homeless Programs</u>	
Mental Health Association - Spring Street Shelter	15,450
Samaritan House - Safe Harbor Shelter	17,000
InnVision Shelter Network - Maple Street Shelter	17,000
Star Vista - Daybreak Shelter for Homeless Youth	16,800
Subtotal	66,250
<u>Human Services</u>	
Bay Area Legal Aid – Domestic Violence Legal Safety Net Project	15,000
CORA - Emergency Shelter for Domestic Violence Survivors	16,834
HIP Housing (Human Investment Project) - Home Sharing Program	15,000
Ombudsman of San Mateo Co. – Ombudsman Services	15,000
Rape Trauma Services – Sexual Abuse Services for Children	15,000
Subtotal	76,834
<u>Non-Housing Community Development</u>	
Renaissance – Entrepreneurship Program	70,034
Subtotal	70,034
<u>Housing – Minor Housing Rehab Programs</u>	
CIID - Housing Accessibility Modification Program	15,000
Rebuilding Together Peninsula – Minor Home Repair Program	15,000
Rebuilding Together Peninsula - Nation Rebuilding Day	20,000
Subtotal	50,000
<u>Housing – Capital Projects</u>	
CORA – Emergency Domestic Violence Shelter Rehab	25,000
Habitat for Humanity – Pre-Development (612 Jefferson)	200,000
Subtotal	225,000
TOTAL CDBG ENTITLEMENT	678,897
CDBG REVOLVING LOAN FUND (PROGRAM INCOME)	
Home Improvement Program Support	100,000
Single Family Rehab Loan Program	100,000
Multifamily Rehab Loan Program	75,000
TOTAL CDBG REVOLVING LOAN FUND	275,000
HOME ENTITLEMENT	
HOME Administration	21,231
CHDO Set-aside	31,847
Housing Site Acquisition/Rehab	159,232
TOTAL HOME ENTITLEMENT	212,310
TOTAL BUDGET ALL SOURCES	1,166,207

PROGRAM: CDBG/HOME

SUB-PROGRAM: Community Development Block Grant General Administration (258-66310)

SUB-PROGRAM PURPOSE OR BUSINESS:

Provide direct funding for staff and program costs related to administering the CDBG and other federal funds. The total budget is supported by two federal funding sources: 1) CDBG Entitlement funds; and 2) HOME Entitlement funds. Both budgets are limited by statute and both are required not to exceed 20% and 10% respectively of the annual entitlement amounts. This budget represents CDBG grant funds.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Various FTE shifts across programs due to reorganization (discontinuing the use of Redevelopment Agency funds 158 and 159); no net change in FTEs due to this change.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	210,252	198,027	206,219	206,219
Supplies and Services	448,524	466,413	456,140	456,140
Internal Services	729	842	1,316	1,316
Capital Allocations				
Total	659,505	665,282	663,675	663,675
PROGRAM FINANCING				
CDBG Funds	659,505	665,282	663,675	663,675
PERSONNEL (FTE)				
CDBG/HOME Administrator	0.70	0.60	0.28	0.28
Senior Accountant	0.37	0.37	0.37	0.37
Housing & Econ Dev Spec II			0.40	0.40
Total	1.07	0.97	1.05	1.05

PROGRAM: CDBG/HOME
SUB-PROGRAM: Home Improvement Program Support (258-66320)

SUB-PROGRAM PURPOSE OR BUSINESS:

Provide direct funding for staff and program costs related to administering the Home Improvement Loan Program. The total budget is supported by two federal funding sources: 1) CDBG entitlement funds; and 2) Program income received from CDBG assisted activities. This budget represents CDBG grant funds.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Various FTE shifts across programs due to reorganization (discontinuing the use of Redevelopment Agency funds 158 and 159); no net impact to FTEs due to this change.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	30,322	26,081	12,904	12,904
Supplies and Services	2,124	2,124	2,124	2,124
Internal Services	421	135	194	194
Capital Allocations				
Total	32,867	28,340	15,222	15,222
PROGRAM FINANCING				
CDBG Funds	32,867	28,340	15,222	15,222
PERSONNEL (FTE)				
CDBG/HOME Administrator	0.10	0.07		

PROGRAM: CDBG/HOME

SUB-PROGRAM: Home Improvement Program Administration (257-66380)

SUB-PROGRAM PURPOSE OR BUSINESS:

Provide direct funding for staff and program costs related to administering the Home Improvement Loan Program. The total budget is supported by two federal funding sources: 1) CDBG entitlement funds; and 2) Program income received from CDBG assisted activities. This budget represents program income revenue earned from principal and interest on loans made.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Various FTE shifts across programs due to reorganization (discontinuing the use of Redevelopment Agency funds 158 and 159); no net change in FTEs due to this change. Added a portion of a Contract Secretary FTE (one year only).

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	167,054	154,774	94,515	94,515
Supplies and Services	132,598	144,574	179,510	179,510
Internal Services	348	652	975	975
Capital Allocations				
Total	300,000	300,000	275,000	275,000
PROGRAM FINANCING				
CDBG Program Income Funds	300,000	300,000	275,000	275,000
PERSONNEL (FTE)				
CDBG/HOME Administrator	0.10	0.07	0.07	0.07
Housing & Econ Dev Spec II	1.00	0.90	0.40	0.40
Contract Secretary			0.20	0.20
Total	1.10	0.97	0.67	0.67

PROGRAM: CDBG/HOME
SUB-PROGRAM: HOME Administration (258-66354)

SUB-PROGRAM PURPOSE OR BUSINESS:

Provide direct funding for staff and program costs related to administering the HOME Investment Partnership programs and projects as a companion budget to the CDBG General Administration budget. The total budget is supported by two federal funding sources: 1) CDBG entitlement funds; and 2) HOME entitlement funds. Both budgets are limited by statute and both are required not to exceed 20% and 10% respectively of the annual entitlement amounts. This budget represents HOME grant funds.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Various FTE shifts across programs due to reorganization (discontinuing the use of Redevelopment Agency funds 158 and 159); no net impact to FTEs due to this change.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	23,405	18,440	13,450	13,450
Supplies and Services	217,733	192,638	198,742	198,742
Internal Services	93	90	118	118
Capital Allocations				
Total	241,231	211,168	212,310	212,310
PROGRAM FINANCING				
HOME Funds	241,231	211,168	212,310	212,310
PERSONNEL (FTE)				
CDBG/HOME Administrator	0.10	0.07		
Senior Accountant	0.03	0.03	0.03	0.03
Housing & Econ Dev Spec II			0.05	0.05
Total	0.13	0.10	0.08	0.08

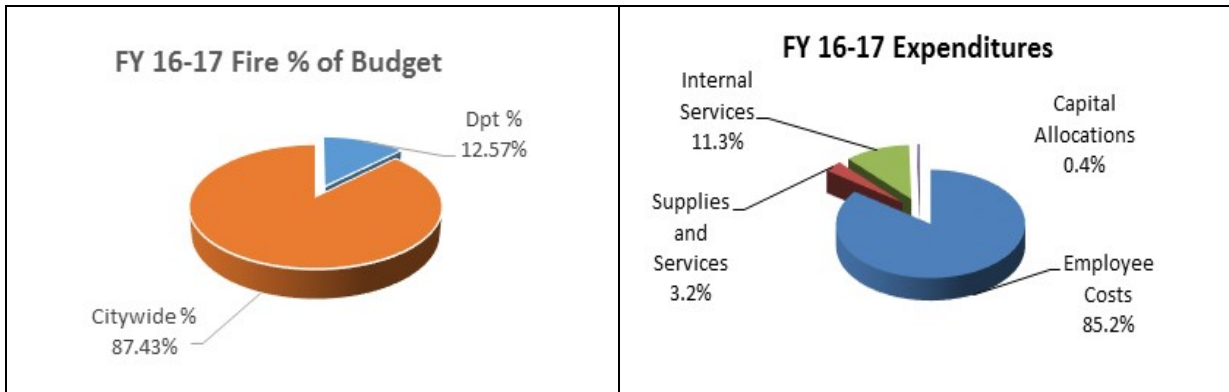
FIRE

Fire Safety

San Carlos Fire Services

Emergency Operation Center

BUDGET DATA



RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	21,345,296	22,233,292	24,600,273	24,600,273
Supplies and Services	941,799	851,573	927,459	927,459
Internal Services	2,561,717	2,657,952	3,254,949	3,254,949
Capital Allocations	92,771	92,771	103,486	103,486
Total	24,941,583	25,835,588	28,886,167	28,886,167
PROGRAM FINANCING				
General Fund	24,852,812	25,746,817	28,782,681	28,782,681
Internal Services Fund	88,771	88,771	103,486	103,486
Total	24,941,583	25,835,588	28,886,167	28,886,167

PROGRAM: Fire Safety
SUB-PROGRAM: Administration (62210)

SUB-PROGRAM PURPOSE OR BUSINESS:

Provide leadership and support for delivering of a high level of safety and protection from fires and natural or man-made emergencies to the community through education, prevention, and enforcement.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Various FTE shifts across programs due to reorganization of staff in San Carlos Fire program (62225). Reclassified an Administrative Secretary position to an Administrative Assistant.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	451,570	461,594	619,944	619,944
Supplies and Services	219,165	219,165	236,768	236,768
Internal Services	259,558	269,638	295,000	295,000
Capital Allocations	4,000	4,000		
Total	934,293	954,397	1,151,712	1,151,712
PROGRAM FINANCING				
General Fund	934,293	954,397	1,151,712	1,151,712
PERSONNEL (FTE)				
Fire Chief	0.67	0.67	0.75	0.75
Deputy Fire Chief			0.34	0.34
Management Analyst II	0.67	0.67	0.67	0.67
Administrative Secty	0.67	0.67		
Administrative Assistant			0.67	0.67
Total	2.01	2.01	2.43	2.43

PROGRAM: Fire Safety
SUB-PROGRAM: Fire Operations (62220)

SUB-PROGRAM PURPOSE OR BUSINESS:

Protect life and property from fire, hazards, and other types of emergencies and provide professional emergency response, mitigation, and hazard prevention. Respond to medical emergencies with advanced life support intervention.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Historically overtime has been added to the budget at mid-year for the current year only. As of FY 2016-17 staff is now including these anticipated costs in the recommended budget. Increased supplies and services budget, including the cost of subscriptions for new required tablets.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	13,908,593	14,329,321	16,257,188	16,257,188
Supplies and Services	275,692	287,466	304,440	304,440
Internal Services	1,932,266	1,942,144	2,485,013	2,485,013
Capital Allocations	88,771	88,771	103,486	103,486
Total	16,205,322	16,647,702	19,150,127	19,150,127
PROGRAM FINANCING				
General Fund	16,116,551	16,558,931	19,046,641	19,046,641
Internal Services Fund	88,771	88,771	103,486	103,486
Total	16,205,322	16,647,702	19,150,127	19,150,127
PERSONNEL (FTE)				
Battalion Chief	2.00	2.00	2.00	2.00
Fire Captain	18.00	18.00	18.00	18.00
Fire Fighter/Engineer	39.00	39.00	39.00	39.00
Total	59.00	59.00	59.00	59.00

PROGRAM: Fire Safety
SUB-PROGRAM: San Carlos Fire (62225)

SUB-PROGRAM PURPOSE OR BUSINESS:

Provide to the City of San Carlos fire and emergency services, such as fire suppression, prevention, investigation, training, and emergency medical services.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Various FTE shifts across programs Administration (62210) and Fire Prevention (62230) due to reorganization of staff. Add a portion of Fire Prevention Officer FTE. Reclassified an Administrative Secretary position to an Administrative Assistant. A Deputy Fire Marshal position was reclassified and transferred to a Fire Prevention Officer in Fire Prevention and Inspection (62230) at mid-year.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	6,024,940	6,251,512	6,381,634	6,381,634
Supplies and Services	342,626	240,626	246,439	246,439
Internal Services	342,731	417,103	435,034	435,034
Capital Allocations				
Total	6,710,297	6,909,241	7,063,107	7,063,107
PROGRAM FINANCING				
General Fund	6,710,297	6,909,241	7,063,107	7,063,107
PERSONNEL (FTE)				
Fire Chief	0.33	0.33	0.25	0.25
Battalion Chief	1.00	1.00	1.00	1.00
Battalion Chief - 40 Hr	0.33	0.33	0.33	0.33
Fire Marshal	0.33	0.33	0.33	0.33
Deputy Fire Chief	1.00	1.00	0.66	0.66
Management Analyst II	0.33	0.33	0.33	0.33
Administrative Secty	0.33	0.33		
Administrative Assistant			0.33	0.33
Secretary	0.33	0.33	0.33	0.33
Fire Captain	6.00	6.00	6.00	6.00
Fire Fighter/Engineer	15.00	15.00	15.00	15.00
Deputy Fire Marshal	0.33	0.33		
Fire Prev Officer			0.50	0.50
Total	25.31	25.31	25.06	25.06

PROGRAM: Fire Safety
SUB-PROGRAM: Fire Prevention (62230)

SUB-PROGRAM PURPOSE OR BUSINESS:

Provide education, planning, and training required to ensure significant focus on prevention and reduction of the consequences of fire and other disasters; sustain a team approach with other City operations, the community, and outside agencies to promote public safety, fire/emergency prevention, code enforcement, hazard abatement, and community involvement.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Various FTE shifts across programs due to reorganization of staff in San Carlos Fire program (62225). Add a portion of Fire Prevention Officer FTE. Increase in supplies and services budget. One Deputy Fire Marshal was reclassified to a Fire Prevention Officer at mid-year.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	657,270	881,183	1,020,648	1,020,648
Supplies and Services	18,389	18,389	19,309	19,309
Internal Services	24,492	26,683	36,315	36,315
Capital Allocations				
Total	700,151	926,255	1,076,272	1,076,272
PROGRAM FINANCING				
General Fund	700,151	926,255	1,076,272	1,076,272
PERSONNEL (FTE)				
Fire Marshal	0.67	0.67	0.67	0.67
Emerg Prep & Outreach Coord	0.40	0.40	0.40	0.40
Secretary	0.67	0.67	0.67	0.67
Deputy Fire Marshal	1.67	1.67	1.00	1.00
Fire Prev Officer		1.00	2.50	2.50
Total	3.41	4.41	5.24	5.24

PROGRAM: Fire Safety
SUB-PROGRAM: Fire Training (62240)

SUB-PROGRAM PURPOSE OR BUSINESS:

Provide high quality fire and life safety service delivery through practice, education, and skill development.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Increase in supplies and services budget for additional training.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	212,396	212,066	217,871	217,871
Supplies and Services	30,701	30,701	63,201	63,201
Internal Services	2,355	2,040	2,965	2,965
Capital Allocations				
Total	245,452	244,807	284,037	284,037
PROGRAM FINANCING				
General Fund	245,452	244,807	284,037	284,037
PERSONNEL (FTE)				
Battalion Chief - 40 Hr	0.67	0.67	0.67	0.67

PROGRAM: Fire Safety
SUB-PROGRAM: Emergency Medical Services (62245)

SUB-PROGRAM PURPOSE OR BUSINESS:

Provide safe and efficient deployment of a comprehensive, fire-based paramedic service to our community; improve Advance Life Support service through continual education and training in the region.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Small increase in supplies and services budget for additional dashboard data viewing.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs				
Supplies and Services	27,079	27,079	29,155	29,155
Internal Services				
Capital Allocations				
Total	27,079	27,079	29,155	29,155
PROGRAM FINANCING				
General Fund	27,079	27,079	29,155	29,155

PERSONNEL (FTE)

No FTE personnel costs in this subprogram.

PROGRAM: Fire Safety
SUB-PROGRAM: Emergency Operations Center (62260)

SUB-PROGRAM PURPOSE OR BUSINESS:

Utilize the Standardized Incident Management System (SIMS) to manage disaster incidents; provide and support well-trained City staff to assess and evaluate the situation, facilitate communications, and plan response from operationally efficient Emergency Operations Center (EOC); provide accurate information to the City Council and to the residents of Redwood City and surrounding areas.

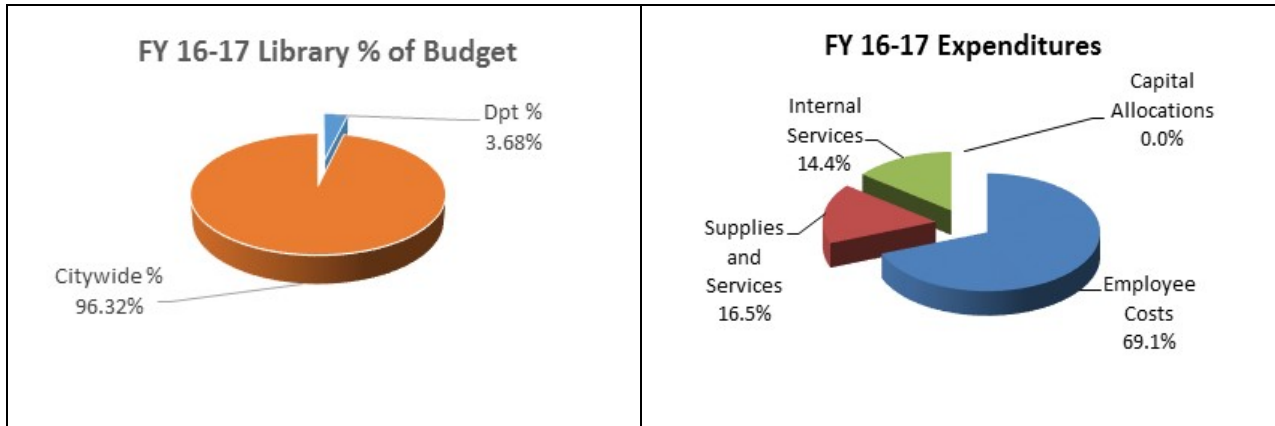
RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	90,527	97,616	102,988	102,988
Supplies and Services	28,147	28,147	28,147	28,147
Internal Services	315	344	622	622
Capital Allocations				
Total	118,989	126,107	131,757	131,757
PROGRAM FINANCING				
General Fund	118,989	126,107	131,757	131,757
PERSONNEL (FTE)				
Emerg Prep & Outreach Coord	0.60	0.60	0.60	0.60

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LIBRARY

Library Services

BUDGET DATA



RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	4,920,847	5,545,289	5,836,372	5,836,372
Supplies and Services	1,341,756	1,361,624	1,394,856	1,394,856
Internal Services	1,039,761	1,076,077	1,217,993	1,217,993
Capital Allocations				
Total	7,302,364	7,982,990	8,449,221	8,449,221
PROGRAM FINANCING				
General Fund	7,302,364	7,982,990	8,449,221	8,449,221

PROGRAM: Library Services
SUB-PROGRAM: Administrative Services Unit (66251)

SUB-PROGRAM PURPOSE OR BUSINESS:

Provide leadership and administrative support to maximize the Library’s delivery of services to fulfill our mission to connect community members of all ages through the joys of literacy and learning.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Added Senior Library Assistant position. Various FTE shifts across programs due to new subprogram and reorganization; no net change in FTEs due to this change. Reclassification of Administrative Assistant to Management Analyst I at mid-year.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	692,927	686,995	790,967	790,967
Supplies and Services	554,237	570,971	573,697	573,697
Internal Services	190,838	178,443	213,066	213,066
Capital Allocations				
Total	1,438,002	1,436,409	1,577,730	1,577,730
PROGRAM FINANCING				
General Fund	1,438,002	1,436,409	1,577,730	1,577,730
PERSONNEL (FTE)				
Library Director	1.00	1.00	1.00	1.00
Management Analyst I			1.00	1.00
Administrative Assistant	1.00	1.00		
Administrative Clerk II	1.00	1.00	1.00	1.00
Senior Library Asst			0.51	0.51
Facility Aide	1.00	1.00	1.00	1.00
Total	4.00	4.00	4.51	4.51

PROGRAM: Library Services
SUB-PROGRAM: Downtown Library (66261)

SUB-PROGRAM PURPOSE OR BUSINESS:

Deliver positive experiences to Library customers of all ages through integrated delivery of: face-to-face customer service; access to high speed wireless networks and library computers; opportunities to explore new technologies through workshops and labs; remote online access to eBooks, research databases, live online tutoring, and library information; community gathering spaces; and selection and technical processing for a robust collection of books, movies, and music that reflects the diversity of our community.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Various FTE shifts across programs due to new subprogram and reorganization; no net change in FTEs due to this change. Increase in budgeted casual hours. Increase in supplies and services budget.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	2,066,187	2,480,223	1,981,981	1,981,981
Supplies and Services	715,361	715,361	745,361	745,361
Internal Services	575,908	611,208	698,204	698,204
Capital Allocations				
Total	3,357,456	3,806,792	3,425,546	3,425,546
PROGRAM FINANCING				
General Fund	3,357,456	3,806,792	3,425,546	3,425,546
PERSONNEL (FTE)				
Library Division Manager	1.00	2.00	1.00	1.00
Library Services Supervisor	1.00	1.00	1.00	1.00
Senior Library Page	2.58	2.58	2.54	2.54
Librarian II	3.12	3.62	3.00	3.00
Senior Library Asst	4.13	4.13	4.53	4.53
Library Asst II	3.61	4.11	0.53	0.53
Library IT Technician	1.00	1.00	1.00	1.00
Recreation Specialist I	0.50			
Recreation Specialist II		0.82		
Total	16.94	19.26	13.60	13.60

PROGRAM: Library Services
SUB-PROGRAM: Literacy Services Unit – Project Read (66281)

SUB-PROGRAM PURPOSE OR BUSINESS:

Promote and support literacy and the lifelong love of reading and learning for all adults, youth, and families by leveraging community partnerships and fostering meaningful community participation; provide a safe, welcoming, nurturing space and staff to support teens in their personal and academic development.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Various FTE shifts across programs due to new subprogram and reorganization; no net change in FTEs due to this change.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	920,171	963,918	1,093,155	1,093,155
Supplies and Services	5,023	5,023	5,023	5,023
Internal Services	49,912	52,401	56,997	56,997
Capital Allocations				
Total	975,106	1,021,342	1,155,175	1,155,175
PROGRAM FINANCING				
General Fund	975,106	1,021,342	1,155,175	1,155,175
PERSONNEL (FTE)				
Library Division Manager			1.00	1.00
Library Services Supervisor	1.00	1.00		
Literacy Tutor - Student Coord	6.00	6.00	5.50	5.50
Librarian II			0.53	0.53
Recreation Specialist II			0.93	0.93
Total	7.00	7.00	7.96	7.96

PROGRAM: Library Services
SUB-PROGRAM: Children’s Services and Community Outreach (66282)

SUB-PROGRAM PURPOSE OR BUSINESS:

Provide young children in the community with the early literacy skills needed to ensure that they are ready to enter school through the 3 E's of Early Literacy: Education, Empowerment, and Encouragement, through outreach to preschools, schools, and daycares; educational and fun programs and activities that facilitate literacy and learning; and welcoming, playful environments for developing early literacy skills. Provide educational, cultural, and recreational programs for adults to encourage lifelong learning and community connections; represent the Library at community events and activities to ensure that community members of all ages have the opportunity to take advantage of the Library’s programs and services.

SUB-PROGRAM CHANGES FROM FY 2015-16:

New program in FY 2016-17. Various FTE shifts across programs due to reorganization; no net change in FTEs due to this change.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs			774,211	774,211
Supplies and Services			9,408	9,408
Internal Services				
Capital Allocations				
	_____	_____	_____	_____
Total			783,619	783,619
PROGRAM FINANCING				
General Fund			783,619	783,619
PERSONNEL (FTE)				
Library Division Manager			1.00	1.00
Specialist Librarian			1.00	1.00
Librarian II			3.06	3.06
	_____	_____	_____	_____
Total			5.06	5.06

PROGRAM: Library Services
SUB-PROGRAM: Neighborhood Libraries (66290)

SUB-PROGRAM PURPOSE OR BUSINESS:

Provide safe and welcoming spaces for youth, literacy services and programs, and gathering spaces for neighborhood residents to engage with one another; promote youth development, school success, and the joy of reading by providing learning activities for children and teens; provide access to collections, technology, and staff expertise tailored to the needs of local neighborhoods.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Various FTE shifts across programs due to new subprogram and reorganization; no net change in FTEs due to this change.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	1,241,562	1,414,153	1,196,058	1,196,058
Supplies and Services	67,135	70,269	61,367	61,367
Internal Services	223,103	234,025	249,726	249,726
Capital Allocations				
Total	1,531,800	1,718,447	1,507,151	1,507,151
PROGRAM FINANCING				
General Fund	1,531,800	1,718,447	1,507,151	1,507,151
PERSONNEL (FTE)				
Library Division Manager			1.00	1.00
Library Services Supervisor	1.00	1.00		
Specialist Librarian	1.00	1.00		
Librarian II	3.90	3.90	1.00	1.00
Senior Library Asst	2.00	3.00	2.00	2.00
Library Asst II	2.16	2.16	5.59	5.59
Total	10.06	11.06	9.59	9.59

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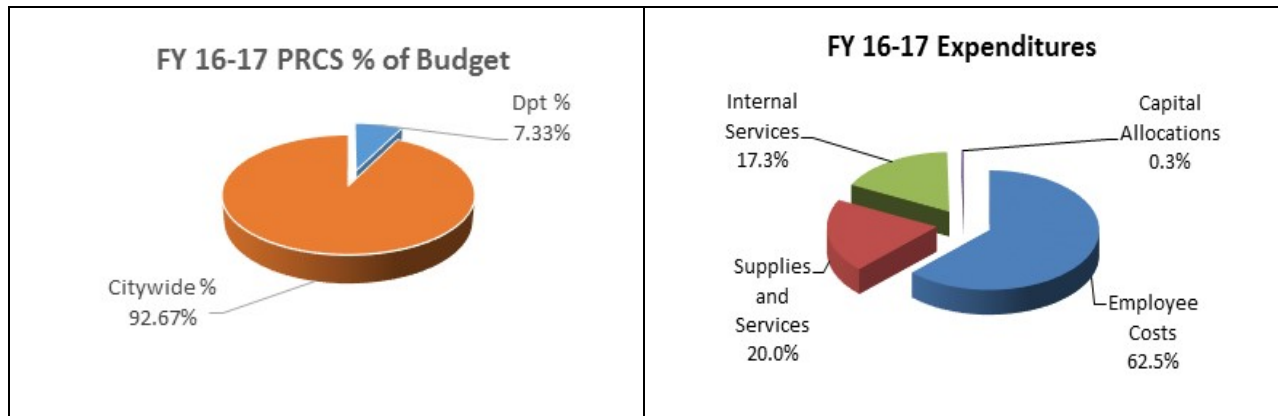
Parks, Recreation, and Community Services

Administration

Parks

Recreation and Community Services

BUDGET DATA



RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	9,170,027	9,654,245	10,511,870	10,511,870
Supplies and Services	2,728,541	2,858,573	3,363,101	3,363,101
Internal Services	2,549,594	2,686,156	2,904,317	2,904,317
Capital Allocations	27,200	27,200	52,200	52,200
Total	14,475,362	15,226,174	16,831,488	16,831,488
PROGRAM FINANCING				
General Fund	14,037,898	14,752,336	16,337,162	16,337,162
Lido Landscape District	258,280	267,320	276,676	276,676
Seaport Assessment District	179,184	191,521	202,525	202,525
Traffic Mitigation Fees Fund		14,997	15,125	15,125
Total	14,475,362	15,226,174	16,831,488	16,831,488

PROGRAM: Administration Summary

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	612,699	748,162	1,127,013	1,127,013
Supplies and Services	110,818	110,818	355,818	355,818
Internal Services	79,952	87,205	92,699	92,699
Capital Allocations	2,000	2,000	25,000	25,000
Total	805,469	948,185	1,600,530	1,600,530
PROGRAM FINANCING				
General Fund	805,469	948,185	1,600,530	1,600,530

PROGRAM: Parks, Recreation, and Community Services Administration

SUB-PROGRAM: Administration (66110)

SUB-PROGRAM PURPOSE OR BUSINESS:

Provide leadership and administrative support for delivery of service that creates a positive impact on community image and sense of place; increase safety and security; provide economic development opportunities; protect environmental resources; enhance cultural understanding; improve health and wellness; foster human development; assist in community problem solving; and provide a wide range of recreation experiences.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Increase in capital allocations budget for purchase of a new copier.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	612,699	748,162	793,094	793,094
Supplies and Services	51,922	51,922	51,922	51,922
Internal Services	79,952	87,205	90,429	90,429
Capital Allocations	2,000	2,000	25,000	25,000
Total	746,573	889,289	960,445	960,445
PROGRAM FINANCING				
General Fund	746,573	889,289	960,445	960,445
PERSONNEL (FTE)				
Parks, Rec & Comm Svcs Director	0.90	0.90	0.90	0.90
Management Analyst II	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Rec & Comm Svcs Prog Coord II	0.50	0.50	0.50	0.50
Facility Leader		1.00	1.00	1.00
Total	3.40	4.40	4.40	4.40

PROGRAM: Parks, Recreation, and Community Services Administration

SUB-PROGRAM: Civic Cultural Commission (66111)

SUB-PROGRAM PURPOSE OR BUSINESS:

Support community building by advocating, brokering, funding and directly providing top quality art, in all its forms be it visual, dramatic, music, dance, film, literature or other artistic expression, that celebrates the diversity of the Redwood City community.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs				
Supplies and Services	58,896	58,896	58,896	58,896
Internal Services				
Capital Allocations				
Total	58,896	58,896	58,896	58,896
PROGRAM FINANCING				
General Fund	58,896	58,896	58,896	58,896

PERSONNEL (FTE)

No personnel involved in this subprogram.

PROGRAM: Parks, Recreation, and Community Services Administration

SUB-PROGRAM: Downtown Development Programs (66429)

SUB-PROGRAM PURPOSE OR BUSINESS:

Support building a strong community by strengthening community image and sense of place; promoting health and wellness; fostering human development; providing recreational experiences; increasing cultural unity; and facilitating community problem solving. Provide positive events and programming for Redwood City residents from pre-school to seniors in collaboration with other community partners.

SUB-PROGRAM CHANGES FROM FY 2015-16:

New subprogram in FY 2016-17.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs			333,919	333,919
Supplies and Services			245,000	245,000
Internal Services			2,270	2,270
Capital Allocations				
Total			581,189	581,189
PROGRAM FINANCING				
General Fund			581,189	581,189
PERSONNEL (FTE)				
Parks, Rec & Comm Svcs Manager			0.50	0.50
Rec & Comm Svcs Prog Coord II			1.00	1.00
Total			1.50	1.50

City of Redwood City Budget 2016-2017
Parks, Recreation, and Community Services

Sub-Programs

PROGRAM: Parks

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	2,675,721	2,788,304	2,921,593	2,921,593
Supplies and Services	1,078,250	1,226,785	1,300,595	1,300,595
Internal Services	992,499	1,044,690	1,089,215	1,089,215
Capital Allocations				
Total	4,746,470	5,059,779	5,311,403	5,311,403
PROGRAM FINANCING				
General Fund	4,309,006	4,600,938	4,832,202	4,832,202
Lido Landscape District	258,280	267,320	276,676	276,676
Seaport Assessment District	179,184	191,521	202,525	202,525
Total	4,746,470	5,059,779	5,311,403	5,311,403

PROGRAM: Parks
SUB-PROGRAM: Landscape Maintenance (66121, 66122, 66124)

SUB-PROGRAM PURPOSE OR BUSINESS:

Support building a strong community by providing safe, clean and attractive parks and recreation spaces in adequate numbers throughout the community.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	2,367,726	2,467,500	2,585,970	2,585,970
Supplies and Services	988,872	1,131,627	1,204,936	1,204,936
Internal Services	952,408	1,001,811	1,041,296	1,041,296
Capital Allocations				
Total	4,309,006	4,600,938	4,832,202	4,832,202
PROGRAM FINANCING				
General Fund	4,309,006	4,600,938	4,832,202	4,832,202
PERSONNEL (FTE)				
Parks, Rec & Comm Svcs Manager	0.80	0.80	0.80	0.80
Landscape Supervisor	1.00	1.00	1.00	1.00
Senior Crafts Specialist	1.00	1.00	1.00	1.00
Lead Landscape Gardener	2.60	2.60	2.60	2.60
Landscape Gardener	15.00	15.00	15.00	15.00
Total	20.40	20.40	20.40	20.40

PROGRAM: Parks
SUB-PROGRAM: Lido Landscape District (214-66123)

SUB-PROGRAM PURPOSE OR BUSINESS:

Support building a strong community by maintaining the Lido Landscape area in a safe, clean, and attractive manner.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	178,760	186,329	194,813	194,813
Supplies and Services	60,378	60,073	58,230	58,230
Internal Services	19,142	20,918	23,633	23,633
Capital Allocations				
Total	258,280	267,320	276,676	276,676
PROGRAM FINANCING				
Lido Landscape District	258,280	267,320	276,676	276,676
PERSONNEL (FTE)				
Parks, Rec & Comm Svcs Manager	0.10	0.10	0.10	0.10
Lead Landscape Gardener	0.40	0.40	0.40	0.40
Landscape Gardener	1.00	1.00	1.00	1.00
Total	1.50	1.50	1.50	1.50

PROGRAM: Parks
SUB-PROGRAM: Seaport Blvd. Landscape District (215-65184)

SUB-PROGRAM PURPOSE OR BUSINESS:

Support building a strong community by maintaining the Seaport Blvd. Landscape corridor as a safe, clean, and attractive buffer between the traveled roadway and the adjacent industrial zone.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	129,235	134,475	140,810	140,810
Supplies and Services	29,000	35,085	37,429	37,429
Internal Services	20,949	21,961	24,286	24,286
Capital Allocations				
Total	179,184	191,521	202,525	202,525
PROGRAM FINANCING				
Seaport Assessment District	179,184	191,521	202,525	202,525
PERSONNEL (FTE)				
Parks, Rec & Comm Svcs Manager	0.10	0.10	0.10	0.10
Landscape Gardener	1.00	1.00	1.00	1.00
Total	1.10	1.10	1.10	1.10

PROGRAM: Recreation and Community Services Summary

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	5,881,607	6,117,779	6,463,264	6,463,264
Supplies and Services	1,539,473	1,520,970	1,706,688	1,706,688
Internal Services	1,477,143	1,554,261	1,722,403	1,722,403
Capital Allocations	25,200	25,200	27,200	27,200
Total	8,923,423	9,218,210	9,919,555	9,919,555
PROGRAM FINANCING				
General Fund	8,923,423	9,203,213	9,904,430	9,904,430
Traffic Mitigation Fees Fund		14,997	15,125	15,125
Total	8,923,423	9,218,210	9,919,555	9,919,555

PROGRAM: Recreation and Community Services
SUB-PROGRAM: Human Services (64211, 64212, 64218)

SUB-PROGRAM PURPOSE OR BUSINESS:

Utilize partnerships and leverage external funding to support building a strong community by providing the facilities, personnel, and programs necessary to coordinate human services for “at risk” populations within Redwood City and North Fair Oaks. Directly support, educate, empower, and serve as a bridge to resources for families and individuals in Redwood City, North Fair Oaks, Woodside, Atherton, and Portola Valley.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Additional casual hours to support Dignity on Wheels and the Homeless Outreach Team project.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	846,309	886,746	931,338	931,338
Supplies and Services	74,236	82,452	83,753	83,753
Internal Services	337,158	359,545	388,465	388,465
Capital Allocations	3,500	3,500		
Total	1,261,203	1,332,243	1,403,556	1,403,556
PROGRAM FINANCING				
General Fund	1,261,203	1,332,243	1,403,556	1,403,556
PERSONNEL (FTE)				
Parks, Rec & Comm Svcs Director	0.10	0.10	0.10	0.10
Parks, Rec & Comm Svcs Manager	1.00	1.00	1.00	1.00
Human Services Specialist II	2.00	2.00	2.00	2.00
Administrative Clerk III	1.00	1.00	1.00	1.00
Facility Leader	1.00	1.00	1.00	1.00
Facility Aide	1.00	1.00	1.00	1.00
Building Attendant III	0.72	0.72	0.79	0.79
Human Services Specialist III	1.00	1.00	1.00	1.00
Total	7.82	7.82	7.89	7.89

PROGRAM: Recreation and Community Services
SUB-PROGRAM: Youth and Teen Services (66130)

SUB-PROGRAM PURPOSE OR BUSINESS:

Support building a strong community by strengthening safety and security; strengthening community image and sense of place; promoting health and wellness; fostering human development; providing recreation experiences; increasing cultural unity; and facilitating community problem solving. Provide positive programming, services, and facilities for Redwood City youth from pre-school to teens in collaboration with other community partners.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Additional casual hours. Reorganization of FTEs across various subprograms; from Youth and Teen Services (66130) and Sports and Aquatics (66140) to Community Services (66170).

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	2,289,411	2,409,036	2,361,456	2,361,456
Supplies and Services	202,262	202,262	202,262	202,262
Internal Services	124,978	124,693	179,412	179,412
Capital Allocations	4,000	4,000		
Total	2,620,651	2,739,991	2,743,130	2,743,130
PROGRAM FINANCING				
General Fund	2,620,651	2,739,991	2,743,130	2,743,130
PERSONNEL (FTE)				
Parks, Rec & Comm Svcs Manager	1.00	1.00	1.00	1.00
Recreation Supervisor	2.00	2.00	1.00	1.00
Rec & Comm Svcs Prog Coord I	1.00	6.00	6.00	6.00
Rec & Comm Svcs Prog Coord II		1.00	1.00	1.00
Recreation Leader II	0.55			
Recreation Leader III	0.52	0.11	0.02	0.02
Recreation Specialist I	0.68	0.68	0.68	0.68
Recreation Specialist II	4.18	2.66	2.66	2.66
Recreation Specialist III	1.18	1.65	1.70	1.70
Paraprofessional	7.00			
Total	18.11	15.10	14.06	14.06

PROGRAM: Recreation and Community Services
SUB-PROGRAM: Sports and Aquatics (66140)

SUB-PROGRAM PURPOSE OR BUSINESS:

Support building a strong community by promoting health and wellness; strengthening community image and sense of place; fostering human development; providing recreation experiences; supporting economic development; coordinating the use of local sports fields for youth and adult teams and tournaments; programming a variety of sports and aquatics activities at various levels of competition for youth and adults aimed at supporting family and community interaction.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Additional casual hours and increase in supplies and services budget (AED supplies and other). Adjustment of middle school sports and PE Plus budgets. Reorganization of FTEs across various subprograms; from Youth and Teen Services (66130) and Sports and Aquatics (66140) to Community Services (66170).

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	1,397,967	1,406,887	1,418,453	1,418,453
Supplies and Services	412,829	368,421	451,625	451,625
Internal Services	489,907	516,232	555,190	555,190
Capital Allocations	3,000	3,000		
Total	2,303,703	2,294,540	2,425,268	2,425,268
PROGRAM FINANCING				
General Fund	2,303,703	2,294,540	2,425,268	2,425,268
PERSONNEL (FTE)				
Parks, Rec & Comm Svcs Manager	1.00	1.00	1.00	1.00
Recreation Supervisor		1.00	1.00	1.00
Secretary	1.00	1.00	1.00	1.00
Administrative Clerk III	1.00	1.00	1.00	1.00
Rec & Comm Svcs Prog Coord I		2.00	2.00	2.00
Rec & Comm Svcs Prog Coord II	1.00			
Facility Leader	1.00	1.00	1.00	1.00
Facility Aide	1.00	1.00		
Paraprofessional	1.67			
Total	7.67	8.00	7.00	7.00

PROGRAM: Recreation and Community Services
SUB-PROGRAM: Special Interest Programming/Marketing (66160)

SUB-PROGRAM PURPOSE OR BUSINESS:

Support building a strong community by providing a wide variety of fee-based recreation offerings for all that: strengthen community image and sense of place; strengthen safety and security; promote health and wellness; and fosters human development. Provide management, programming, and coordination of all Courthouse Square events to support local businesses and to brand Redwood City as the “cultural destination” of the Peninsula.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Additional casual hours. Increase in capital allocations budget for purchase of a new copier at Sandpiper Community Center. Supplies and services budget increased at mid-year.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	510,142	567,054	598,849	598,849
Supplies and Services	732,882	733,623	833,706	833,706
Internal Services	176,986	185,991	193,312	193,312
Capital Allocations	2,000	2,000	15,000	15,000
Total	1,422,010	1,488,668	1,640,867	1,640,867
PROGRAM FINANCING				
General Fund	1,422,010	1,488,668	1,640,867	1,640,867
PERSONNEL (FTE)				
Parks, Rec & Comm Svcs Manager	0.50	0.50	0.50	0.50
Administrative Clerk III	1.00	1.00	1.00	1.00
Rec & Comm Svcs Prog Coord I		1.00	1.00	1.00
Facility Leader	1.00	1.00	1.00	1.00
Recreation Specialist I	1.32	1.32	1.32	1.32
Paraprofessional	1.00			
Total	4.82	4.82	4.82	4.82

PROGRAM: Recreation and Community Services
SUB-PROGRAM: Community Services (66170)

SUB-PROGRAM PURPOSE OR BUSINESS:

Support building a strong community by promoting health and wellness; fostering human development; strengthening community image and sense of place; increasing cultural unity; providing recreational experiences; facilitating community problem solving; providing social events, expressive arts, nutrition, fitness, inclusive educational and recreational classes for seniors and people with disabilities, as well as social service support; and providing an abundance of volunteer opportunities for all ages and abilities.

SUB-PROGRAM CHANGES FROM FY 2015-16:

Reorganization of FTEs across various subprograms; from Youth and Teen Services (66130) and Sports and Aquatics (66140) to Community Services (66170).

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	837,778	833,059	1,138,043	1,138,043
Supplies and Services	117,264	124,212	125,342	125,342
Internal Services	348,114	367,800	406,024	406,024
Capital Allocations	12,700	12,700	12,200	12,200
Total	1,315,856	1,337,771	1,681,609	1,681,609
PROGRAM FINANCING				
General Fund	1,315,856	1,337,771	1,681,609	1,681,609
PERSONNEL (FTE)				
Parks, Rec & Comm Svcs Manager	1.00	1.00	1.00	1.00
Recreation Supervisor			1.00	1.00
Administrative Clerk III	1.00	1.00	1.00	1.00
Rec & Comm Svcs Prog Coord I	1.00	1.00	1.00	1.00
Administrative Clerk I	0.53	0.53	0.53	0.53
Facility Leader	1.00	1.00	1.00	1.00
Facility Aide	1.00	1.00	2.00	2.00
Food Service Worker I	0.30	0.30	0.30	0.30
Food Service Worker II	0.66	0.66	0.66	0.66
Office Clerical	0.50	0.50	0.50	0.50
Total	6.99	6.99	8.99	8.99

PROGRAM: Recreation and Community Services

SUB-PROGRAM: Community Services (66179) – Senior Shuttle and Events

SUB-PROGRAM PURPOSE OR BUSINESS:

Provide senior shuttle services from the Veterans Memorial Senior Center and the Fair Oaks Community Center to Downtown Redwood City and back to: provide easy accessibility for senior patrons; support local businesses; and provide transportations to senior shows and events throughout the year produced by PRCS or in partnership with local businesses and non-profits.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs		14,997	15,125	15,125
Supplies and Services		10,000	10,000	10,000
Internal Services				
Capital Allocations				
Total		24,997	25,125	25,125
PROGRAM FINANCING				
General Fund		10,000	10,000	10,000
Traffic Mitigation Fees Fund		14,997	15,125	15,125
Total		24,997	25,125	25,125

PERSONNEL (FTE)

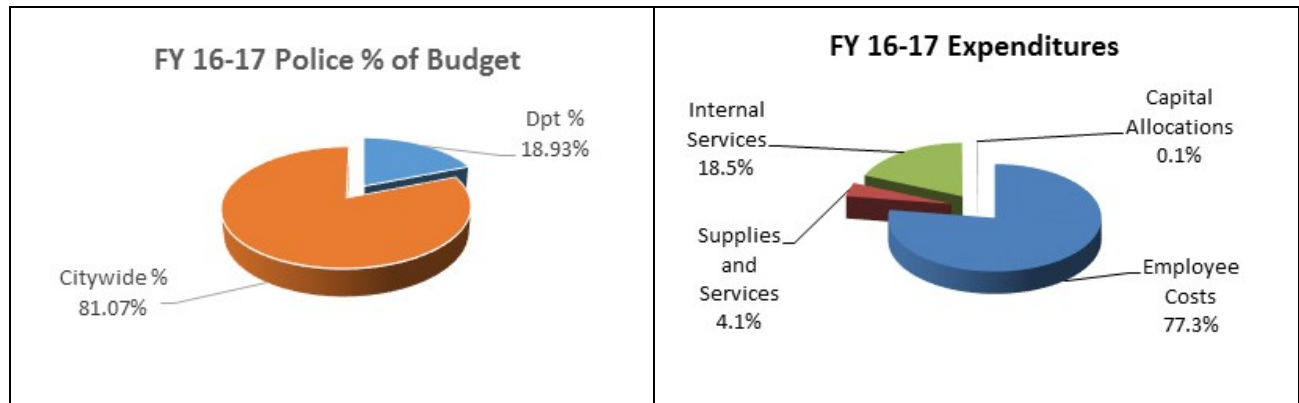
No personnel involved in this subprogram.

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POLICE

Law Enforcement

BUDGET DATA



RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	29,450,883	31,190,911	33,530,394	33,530,394
Supplies and Services	1,757,801	1,767,054	1,899,807	1,899,807
Internal Services	6,246,229	6,723,955	8,024,611	8,024,611
Capital Allocations	69,954	34,954	34,954	34,954
Total	37,524,867	39,716,874	43,489,766	43,489,766
PROGRAM FINANCING				
General Fund	34,173,385	36,178,545	39,658,448	39,658,448
Parking Fund	842,907	885,460	907,385	907,385
Internal Services Fund	2,383,575	2,527,869	2,798,933	2,798,933
C.O.P.S. Grant	125,000	125,000	125,000	125,000
Total	37,524,867	39,716,874	43,489,766	43,489,766

PROGRAM: Law Enforcement
SUB-PROGRAM: Administrative Services (62111)

SUB-PROGRAM PURPOSE OR BUSINESS:

Provide for the overall leadership and administration of the Police Department and ensure effective interaction and engagement within the Community, City organization and with regional civilian and law enforcement agencies as functionally required.

SUB-PROGRAM CHANGE FROM FY 2015-16:

Increase in funds to sustain community outreach and engagement efforts on an ongoing basis. The department sponsored programs to be supported by this increased funding include: English and Spanish language Citizen’s Police Academies, promotional opportunities for our Community Coordinating Activities Team (i.e. festivals, special events, community booths, etc.), English and Spanish language Parent Project classes, Coffee with the Cops program, S.C.A.N. (Student Community Advisory Network) program, and our volunteer programs (Cadets, Reserve Police Officers and Volunteers In Policing). One Police Sergeant II was switched with a Lieutenant in the Training (62113) program.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	780,156	811,767	917,014	917,014
Supplies and Services	821,482	830,735	903,488	903,488
Internal Services	4,680,163	5,118,478	6,046,569	6,046,569
Capital Allocations	14,250	14,250	14,250	14,250
Total	6,296,051	6,775,230	7,881,321	7,881,321
PROGRAM FINANCING				
General Fund	6,296,051	6,775,230	7,881,321	7,881,321
PERSONNEL (FTE)				
Police Chief	0.15	0.15	0.15	0.15
Deputy Police Chief	0.15	0.15	0.15	0.15
Police Captain	0.50	0.50	0.50	0.50
Police Lieutenant			1.00	1.00
Management Analyst I	1.00	1.00	1.00	1.00
Police Sergeant Level II	1.00	1.00		
Total	2.80	2.80	2.80	2.80

PROGRAM: Law Enforcement
SUB-PROGRAM: Records (62112)

SUB-PROGRAM PURPOSE OR BUSINESS:

Process crime reports, subpoenas, arrest warrants, restraining orders and all other court related documents according to established norms; report to the State all statistical data within five business days after the end of each month; ensure that all operational needs for police records are met; and interact with citizens at the front counter of the Police Department and on the telephone to assist as needed.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	1,019,501	1,043,786	1,072,139	1,072,139
Supplies and Services	55,491	55,491	55,491	55,491
Internal Services	18,940	21,011	30,555	30,555
Capital Allocations				
Total	1,093,932	1,120,288	1,158,185	1,158,185
PROGRAM FINANCING				
General Fund	1,093,932	1,120,288	1,158,185	1,158,185
PERSONNEL (FTE)				
Police Chief	0.05	0.05	0.05	0.05
Deputy Police Chief	0.05	0.05	0.05	0.05
Police Captain	0.10	0.10	0.10	0.10
Records Supervisor	1.00	1.00	1.00	1.00
Lead Police Clerk	1.00	1.00	1.00	1.00
Police Clerk	6.00	6.00	6.00	6.00
Total	8.20	8.20	8.20	8.20

PROGRAM: Law Enforcement
SUB-PROGRAM: Training (62113)

SUB-PROGRAM PURPOSE OR BUSINESS:

Plan, organize, and implement training for all police personnel; ensure compliance with state-mandated training; and maintain all training records according to State standards.

SUB-PROGRAM CHANGE FROM FY 2015-16:

Additional training budget to cover the costs associated with recruitment, background investigations, psychological examinations, polygraph examinations and promotional examinations for 10 – 12 sworn and non-sworn appointments anticipated in this year. One Lieutenant was switched with a Police Sergeant II in the Administrative Services (62111) program.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	387,818	404,863	401,666	401,666
Supplies and Services	149,774	149,774	209,774	209,774
Internal Services	4,463	4,815	7,145	7,145
Capital Allocations				
Total	542,055	559,452	618,585	618,585
PROGRAM FINANCING				
General Fund	542,055	559,452	618,585	618,585
PERSONNEL (FTE)				
Police Chief	0.05	0.05	0.05	0.05
Deputy Police Chief	0.05	0.05	0.05	0.05
Police Captain	0.10	0.10	0.10	0.10
Police Lieutenant	1.00	1.00		
Police Sergeant Level II			1.00	1.00
Total	1.20	1.20	1.20	1.20

PROGRAM: Law Enforcement
SUB-PROGRAM: Property and Evidence (62114)

SUB-PROGRAM PURPOSE OR BUSINESS:

Receive and maintain property and evidence collected by department personnel, and minimize the amount of property and evidence stored to the minimum required by law.

SUB-PROGRAM CHANGE FROM FY 2015-16:

A Community Service Officer was reclassified to an Evidence & Property Room Coordinator at mid-year.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	281,555	281,670	312,701	312,701
Supplies and Services	19,583	19,583	19,583	19,583
Internal Services	12,494	13,079	15,723	15,723
Capital Allocations				
Total	313,632	314,332	348,007	348,007
PROGRAM FINANCING				
General Fund	313,632	314,332	348,007	348,007
PERSONNEL (FTE)				
Police Chief	0.05	0.05	0.05	0.05
Deputy Police Chief	0.05	0.05	0.05	0.05
Evidence & Property Room Coord			1.00	1.00
Community Service Officer	2.00	2.00	1.00	1.00
Total	2.10	2.10	2.10	2.10

PROGRAM: Law Enforcement
SUB-PROGRAM: Police Activities League - PAL (62115)

SUB-PROGRAM PURPOSE OR BUSINESS:

Build partnerships between youth, police, and the community through educational, cultural, recreational, and outreach programs to help youth reach their full potential.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	23,165	24,039	24,748	24,748
Supplies and Services	103,273	103,273	103,273	103,273
Internal Services	139	129	214	214
Capital Allocations				
Total	126,577	127,441	128,235	128,235

PROGRAM FINANCING

General Fund	126,577	127,441	128,235	128,235
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PERSONNEL (FTE)

No full time permanent positions involved in this subprogram.

City of Redwood City Budget 2016-2017

Police

Sub-Programs

PROGRAM: Law Enforcement
SUB-PROGRAM: Patrol Services (62131)

SUB-PROGRAM PURPOSE OR BUSINESS:

Provide adequate resources to meet the demand for uniformed police services. Under a community policing philosophy, enforce laws, provide emergency response, initiate preliminary investigations and respond to community complaints on quality of life issues.

SUB-PROGRAM CHANGE FROM FY 2015-16:

Historically overtime has been added to the budget at mid-year for the current year only. As of FY 2016-17 staff is now including these anticipated costs in the recommended budget. One additional Police Officer. Police Sergeant Level I positions were reclassified to Level II at mid-year.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	20,484,999	21,837,855	23,420,330	23,420,330
Supplies and Services	331,480	331,480	331,480	331,480
Internal Services	1,172,285	1,186,401	1,403,815	1,403,815
Capital Allocations	44,304	9,304	9,304	9,304
Total	22,033,068	23,365,040	25,164,929	25,164,929
PROGRAM FINANCING				
General Fund	21,065,161	22,354,580	24,132,544	24,132,544
Parking Fund	842,907	885,460	907,385	907,385
C.O.P.S. Grant	125,000	125,000	125,000	125,000
Total	22,033,068	23,365,040	25,164,929	25,164,929
PERSONNEL (FTE)				
Police Chief	0.40	0.40	0.40	0.40
Deputy Police Chief	0.40	0.40	0.40	0.40
Police Captain	1.00	1.00	1.00	1.00
Police Lieutenant	2.00	2.00	2.00	2.00
Administrative Secty	1.00	1.00	1.00	1.00
Community Service Officer	1.00	1.00	1.00	1.00
Parking Enforcement Officer	2.00	2.00	2.00	2.00
Police Sergeant Level I	5.00	5.00		
Police Sergeant Level II	4.00	4.00	9.00	9.00
Police Officer	62.00	64.00	65.00	65.00
Total	78.80	80.80	81.80	81.80

PROGRAM: Law Enforcement
SUB-PROGRAM: Investigative Services (62134)

SUB-PROGRAM PURPOSE OR BUSINESS:

Investigate criminal violations in a manner that will best ensure suspect apprehension and prosecution or resolution; refer juveniles to diversion programs when appropriate; and identify emerging crime patterns and criminal methods of operation through partnerships within the law enforcement community.

SUB-PROGRAM CHANGE FROM FY 2015-16:

Historically overtime has been added to the budget at mid-year for the current year only. As of FY 2016-17 staff is now including these anticipated costs in the recommended budget. Police Sergeant Level I position was reclassified to Level II at mid-year.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	4,464,400	4,651,026	5,005,244	5,005,244
Supplies and Services	56,459	56,459	56,459	56,459
Internal Services	203,718	208,337	318,468	318,468
Capital Allocations	11,400	11,400	11,400	11,400
Total	4,735,977	4,927,222	5,391,571	5,391,571
PROGRAM FINANCING				
General Fund	4,735,977	4,927,222	5,391,571	5,391,571
PERSONNEL (FTE)				
Police Chief	0.20	0.20	0.20	0.20
Deputy Police Chief	0.20	0.20	0.20	0.20
Police Lieutenant	1.00	1.00	1.00	1.00
Administrative Secty	1.00	1.00	1.00	1.00
Juvenile Specialist	1.00	1.00	1.00	1.00
Police Sergeant Level I	1.00	1.00		
Police Sergeant Level II	1.00	1.00	2.00	2.00
Police Officer	12.00	12.00	12.00	12.00
Total	17.40	17.40	17.40	17.40

PROGRAM: Law Enforcement
SUB-PROGRAM: Dispatching Services (67310)

SUB-PROGRAM PURPOSE OR BUSINESS:

Provide 24-hour emergency contact for police, public works, citizens and allied law enforcement agencies, and dispatch units within prescribed guidelines.

SUB-PROGRAM CHANGE FROM FY 2015-16:

One additional Communications Dispatcher.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	2,009,289	2,135,905	2,376,552	2,376,552
Supplies and Services	220,259	220,259	220,259	220,259
Internal Services	154,027	171,705	202,122	202,122
Capital Allocations				
Total	2,383,575	2,527,869	2,798,933	2,798,933
PROGRAM FINANCING				
Internal Service Fund	2,383,575	2,527,869	2,798,933	2,798,933
PERSONNEL (FTE)				
Police Chief	0.10	0.10	0.10	0.10
Deputy Police Chief	0.10	0.10	0.10	0.10
Police Captain	0.30	0.30	0.30	0.30
Communications Supervisor	1.00	1.00	1.00	1.00
Communications Dispatcher	9.00	9.00	10.00	10.00
Lead Public Safety Dispatcher	1.00	1.00	1.00	1.00
Total	11.50	11.50	12.50	12.50

Public Works

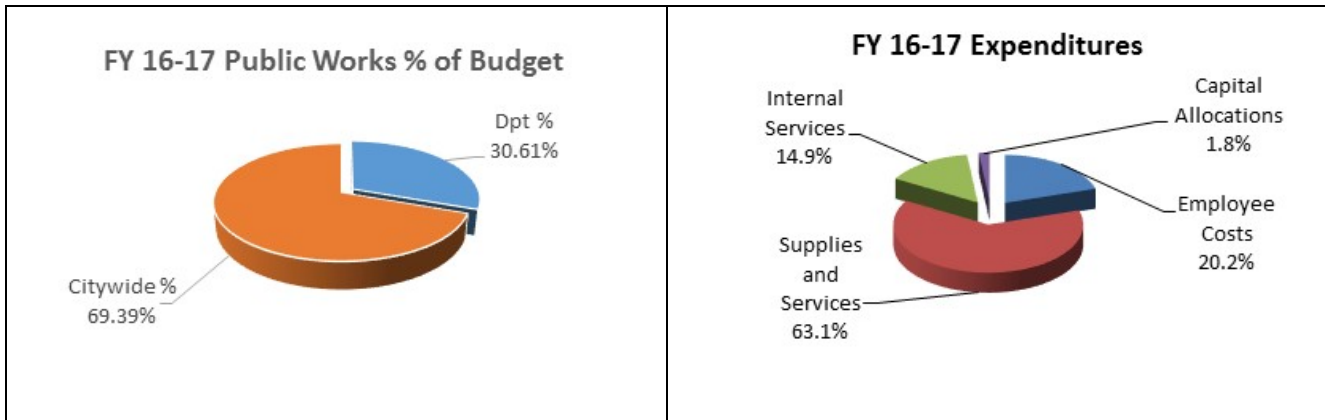
Fleet, Facilities, & Custodial Maintenance

Right-of-Way Maintenance

Wastewater Management Services

Water Utility Services

BUDGET DATA



RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	12,734,364	13,656,519	14,210,456	14,210,456
Supplies and Services	44,256,861	44,119,518	44,357,091	44,357,091
Internal Services	8,917,720	9,253,057	10,480,669	10,480,669
Capital Allocations	1,307,100	1,507,100	1,282,400	1,282,400
Total	67,216,045	68,536,194	70,330,616	70,330,616
PROGRAM FINANCING				
General Fund	1,283,847	1,439,931	1,461,036	1,461,036
Internal Services Fund	7,005,624	7,290,827	7,805,964	7,805,964
Gas Tax Fund	1,638,611	1,840,509	2,433,920	2,433,920
Water Fund	31,409,174	31,574,266	32,222,636	32,222,636
Parking Fund	367,301	387,800	400,948	400,948
Sewer Fund	23,031,964	23,485,701	23,418,233	23,418,233
Special Assessments	614,701	626,517	637,055	637,055
Traffic Safety Fund	1,592,624	1,618,444	1,651,147	1,651,147
Measure M VLF	272,199	272,199	299,677	299,677
Total	67,216,045	68,536,194	70,330,616	70,330,616

PROGRAM: Fleet, Facilities, and Custodial Maintenance Services

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	3,730,512	3,970,468	4,139,872	4,139,872
Supplies and Services	1,439,401	1,445,266	1,715,446	1,715,446
Internal Services	590,286	629,668	705,221	705,221
Capital Allocations	1,245,425	1,245,425	1,245,425	1,245,425
Total	7,005,624	7,290,827	7,805,964	7,805,964
PROGRAM FINANCING				
Internal Services Fund	7,005,624	7,290,827	7,805,964	7,805,964

PROGRAM: Fleet, Facilities, and Custodial Maintenance Services
SUB-PROGRAM: Equipment Services (67230)

SUB-PROGRAM PURPOSE OR BUSINESS:

Manage the City’s fleet operations for maximum safety and efficiency.

SUB-PROGRAM CHANGE FROM FY 2015-16:

Increase in supplies and services budget.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	1,152,900	1,272,170	1,335,867	1,335,867
Supplies and Services	936,995	938,210	1,204,007	1,204,007
Internal Services	202,015	218,456	239,284	239,284
Capital Allocations	1,245,425	1,245,425	1,245,425	1,245,425
Total	3,537,335	3,674,261	4,024,583	4,024,583
PROGRAM FINANCING				
Internal Services Fund	3,537,335	3,674,261	4,024,583	4,024,583
PERSONNEL (FTE)				
Assistant Public Works Director	0.10	0.10	0.10	0.10
Public Works Superintendent	1.00	1.00	1.00	1.00
Environmental Initiatives Coord		0.20	0.20	0.20
Fleet Supervisor	1.00	1.00	1.00	1.00
Secretary	0.30	0.30	0.30	0.30
Lead Equipment Mechanic	1.00	1.00	1.00	1.00
Equipment Mechanic II	4.00	4.00	4.00	4.00
Equipment Service Worker	1.00	1.00	1.00	1.00
Total	8.40	8.60	8.60	8.60

PROGRAM: Fleet, Facilities, and Custodial Maintenance Services

SUB-PROGRAM: Custodial Services (780-67241)

SUB-PROGRAM PURPOSE OR BUSINESS:

Provide great places for community activities by cleaning and maintaining City facilities, pools, and the downtown square so they are safe, clean, and attractive to the community.

SUB-PROGRAM CHANGE FROM FY 2015-16:

Increase in supplies and services budget for preventative carpet maintenance.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	1,485,219	1,554,100	1,606,856	
Supplies and Services	100,904	100,904	104,404	
Internal Services	124,842	136,086	160,058	
Capital Allocations				
Total	1,710,965	1,791,090	1,871,318	
PROGRAM FINANCING				
Internal Services Fund	1,710,965	1,791,090	1,871,318	
PERSONNEL (FTE)				
Custodial Services Supervisor	1.00	1.00	1.00	
Maintenance Custodian	10.00	10.00	10.00	
Lead Maintenance Custodian	3.00	3.00	3.00	
Total	14.00	14.00	14.00	

PROGRAM: Fleet, Facilities, and Custodial Maintenance Services

SUB-PROGRAM: Building Maintenance Services (780-67242)

SUB-PROGRAM PURPOSE OR BUSINESS:

Provide great places for community activities by maintaining or enhancing the physical condition of City facilities, park hardscape, and other City assets so that they are safe, comfortable, and available for use.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	1,092,393	1,144,198	1,197,149	1,197,149
Supplies and Services	401,502	406,152	407,035	407,035
Internal Services	263,429	275,126	305,879	305,879
Capital Allocations				
Total	1,757,324	1,825,476	1,910,063	1,910,063
PROGRAM FINANCING				
Internal Services Fund	1,757,324	1,825,476	1,910,063	1,910,063
PERSONNEL (FTE)				
Parks, Rec & Comm Svcs Manager	1.00	1.00	1.00	1.00
Senior Building Maint Worker	3.00	3.00	3.00	3.00
Bldg Maint Worker	4.00	4.00	4.00	4.00
Total	8.00	8.00	8.00	8.00

PROGRAM: Right-Of-Way Maintenance Summary

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	1,560,584	1,648,251	1,719,293	1,719,293
Supplies and Services	1,713,117	1,718,663	1,718,812	1,718,812
Internal Services	942,684	1,044,776	1,626,536	1,626,536
Capital Allocations	23,175	23,175	15,975	15,975
Total	4,239,560	4,434,865	5,080,616	5,080,616
PROGRAM FINANCING				
General Fund	1,104,538	1,163,252	1,188,278	1,188,278
Gas Tax Fund	1,175,097	1,265,369	1,840,243	1,840,243
Parking Fund	367,301	387,800	400,948	400,948
Traffic Safety Fund	1,592,624	1,618,444	1,651,147	1,651,147
Total	4,239,560	4,434,865	5,080,616	5,080,616

PROGRAM: Right-Of-Way Maintenance
SUB-PROGRAM: Electrical Maintenance (65131)

SUB-PROGRAM PURPOSE OR BUSINESS:

Maintain the safe movement of vehicles, bicycles, and pedestrians within the City's public right-of-ways through the operation of traffic signals and street lighting.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	98,643	107,278	117,316	117,316
Supplies and Services	1,053,153	1,053,624	1,046,871	1,046,871
Internal Services	42,997	45,097	44,936	44,936
Capital Allocations				
Total	1,194,793	1,205,999	1,209,123	1,209,123
PROGRAM FINANCING				
Traffic Safety Fund	1,194,793	1,205,999	1,209,123	1,209,123
PERSONNEL (FTE)				
GIS Coordinator	0.25	0.25	0.25	0.25
Management Analyst I	0.10	0.10	0.10	0.10
Public Works Superintendent	0.20	0.20	0.20	0.20
Administrative Clerk III	0.10	0.10	0.10	0.10
Total	0.65	0.65	0.65	0.65

PROGRAM: Right-Of-Way Maintenance
SUB-PROGRAM: Street System Maintenance (65132)

SUB-PROGRAM PURPOSE OR BUSINESS:

Maintain all streets, sidewalks, City parking lots, and parking meters in a safe condition for the movement of pedestrians and vehicles.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	719,664	760,072	783,585	783,585
Supplies and Services	304,745	308,682	308,615	308,615
Internal Services	509,949	620,034	520,173	520,173
Capital Allocations	16,800	16,800	15,000	15,000
Total	1,551,158	1,705,588	1,627,373	1,627,373
PROGRAM FINANCING				
General Fund	264,873	287,630	296,932	296,932
Gas Tax Fund	918,984	1,030,158	929,493	929,493
Parking Fund	367,301	387,800	400,948	400,948
Total	1,551,158	1,705,588	1,627,373	1,627,373
PERSONNEL (FTE)				
Public Works Superintendent	0.20	0.20	0.20	0.20
Public Works Field Supervisor	0.22	0.22	0.22	0.22
Administrative Clerk III	0.30	0.30	0.30	0.30
Lead PW Maint Wkr	2.00	2.00	2.00	2.00
PW Maint Wkr II	3.00	3.00	3.00	3.00
Total	5.72	5.72	5.72	5.72

PROGRAM: Right-Of-Way Maintenance
SUB-PROGRAM: Sidewalk Maintenance and Replacement (65134)

SUB-PROGRAM PURPOSE OR BUSINESS:

Identify areas needing sidewalk repairs and wheelchair ramps for barrier-free access and schedule appropriate construction or maintenance; and preserve existing street and private trees when practical during sidewalk repairs.

SUB-PROGRAM CHANGE FROM FY 2015-16:

Increases in internal services in this program reflect a rise in the number of claims involving the City’s sidewalks, and the costs required to litigate and settle these claims.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	128,947	135,676	141,802	141,802
Supplies and Services	6,033	6,202	6,226	6,226
Internal Services	134,529	109,030	784,314	784,314
Capital Allocations	1,800	1,800		
Total	271,309	252,708	932,342	932,342
PROGRAM FINANCING				
General Fund	15,196	17,497	21,592	21,592
Gas Tax Fund	256,113	235,211	910,750	910,750
Total	271,309	252,708	932,342	932,342
PERSONNEL (FTE)				
Assistant Public Works Director	0.20	0.20	0.20	0.20
Public Works Superintendent	0.30	0.30	0.30	0.30
Administrative Clerk III	0.20	0.20	0.20	0.20
Total	0.70	0.70	0.70	0.70

PROGRAM: Right-Of-Way Maintenance
SUB-PROGRAM: Street Tree Maintenance (65135)

SUB-PROGRAM PURPOSE OR BUSINESS:

Protect the City's investment in street trees and enhance the overall tree population within the City, resulting in a more livable urban environment.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	329,196	348,471	363,581	363,581
Supplies and Services	261,106	261,528	261,632	261,632
Internal Services	197,703	211,662	211,677	211,677
Capital Allocations	4,575	4,575	975	975
Total	792,580	826,236	837,865	837,865
PROGRAM FINANCING				
General Fund	792,580	826,236	837,865	837,865
PERSONNEL (FTE)				
Public Works Superintendent	0.30	0.30	0.30	0.30
Administrative Clerk III	0.30	0.30	0.30	0.30
Tree Maintenance Leader	1.00	1.00	1.00	1.00
Tree Maint Worker II	1.00	1.00	1.00	1.00
Total	2.60	2.60	2.60	2.60

PROGRAM: Right-Of-Way Maintenance
SUB-PROGRAM: Downtown Entry Features Maintenance (65136)

SUB-PROGRAM PURPOSE OR BUSINESS:

Maintain downtown right-of-way improvements and entry features in a safe and aesthetically pleasing manner.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs				
Supplies and Services	31,889	31,889	31,889	31,889
Internal Services				
Capital Allocations				
Total	31,889	31,889	31,889	31,889
PROGRAM FINANCING				
General Fund	31,889	31,889	31,889	31,889

PERSONNEL (FTE)

No personnel charged to this subprogram.

PROGRAM: Right-Of-Way Maintenance
SUB-PROGRAM: Paint and Sign Maintenance (65137)

SUB-PROGRAM PURPOSE OR BUSINESS:

Maintain the safe movement of vehicles, bicycles, and pedestrians within the City's public right-of-ways through the maintenance of traffic control apparatus – signs, curb painting, and pavement markings.

SUB-PROGRAM CHANGE FROM FY 2015-16:

Increase in supplies and services budget.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	284,134	296,754	313,009	313,009
Supplies and Services	56,191	56,738	63,579	63,579
Internal Services	57,506	58,953	65,436	65,436
Capital Allocations				
Total	397,831	412,445	442,024	442,024
PROGRAM FINANCING				
Traffic Safety Fund	397,831	412,445	442,024	442,024
PERSONNEL (FTE)				
Public Works Field Supervisor	0.22	0.22	0.22	0.22
Administrative Clerk III	0.10	0.10	0.10	0.10
Lead PW Maint Wkr	1.00	1.00	1.00	1.00
PW Maint Wkr II	1.00	1.00	1.00	1.00
Total	2.32	2.32	2.32	2.32

PROGRAM: Wastewater Management Services Summary

RESOURCES ALLOCATED	Prior Budgets		City Manager	City Council
	2014-15	2015-16	Recommends	Approved
	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2016-17</u>
	\$	\$	\$	\$
Employee Costs	3,087,789	3,434,787	3,598,559	3,598,559
Supplies and Services	17,985,060	17,988,732	18,009,824	18,009,824
Internal Services	3,477,080	3,600,939	3,603,243	3,603,243
Capital Allocations	<u>5,000</u>	<u>205,000</u>	<u>3,000</u>	<u>3,000</u>
Total	24,554,929	25,229,458	25,214,626	25,214,626
PROGRAM FINANCING				
General Fund	179,309	276,679	272,758	272,758
Gas Tax Fund	463,514	575,140	593,677	593,677
Sewer Fund	23,031,964	23,485,701	23,418,233	23,418,233
Special Assessments	607,943	619,739	630,281	630,281
Measure M VLF	<u>272,199</u>	<u>272,199</u>	<u>299,677</u>	<u>299,677</u>
Total	24,554,929	25,229,458	25,214,626	25,214,626

PROGRAM: Wastewater Management Services

SUB-PROGRAM: Street Cleaning (65133)

SUB-PROGRAM PURPOSE OR BUSINESS:

Sustain the City as clean, inviting, and aesthetically pleasing throughout all segments of the community by maintaining all roadway rights-of-way and parking facilities free from dirt, refuse, and litter as a component of street and road repair and maintenance in compliance with local, state, and federal laws and regulations.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	158,411	292,153	285,290	285,290
Supplies and Services	3,049	3,536	4,181	4,181
Internal Services	152,167	261,669	265,893	265,893
Capital Allocations				
Total	313,627	557,358	555,364	555,364
PROGRAM FINANCING				
General Fund	150,033	251,353	256,192	256,192
Gas Tax Fund	163,594	306,005	299,172	299,172
Total	313,627	557,358	555,364	555,364
PERSONNEL (FTE)				
Public Works Superintendent	0.10	0.10	0.10	0.10
Secretary	0.05	0.05	0.05	0.05
PW Maint Wkr III/EqOp	1.00	2.00	2.00	2.00
Total	1.15	2.15	2.15	2.15

PROGRAM: Wastewater Management Services
SUB-PROGRAM: Sanitary Sewer Maintenance (65152)

SUB-PROGRAM PURPOSE OR BUSINESS:

Maintain, repair, and operate the wastewater collection system in a safe and effective manner and in compliance with county, state, and federal regulations.

SUB-PROGRAM CHANGE FROM FY 2015-16:

Reclassified a Utilities Field Supervisor to a Public Works Superintendent.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	2,252,678	2,422,954	2,566,874	2,566,874
Supplies and Services	901,488	902,803	903,377	903,377
Internal Services	2,849,633	2,908,108	2,855,994	2,855,994
Capital Allocations	3,000	203,000	3,000	3,000
Total	6,006,799	6,436,865	6,329,245	6,329,245
PROGRAM FINANCING				
Sewer Fund	5,953,973	6,382,614	6,273,963	6,273,963
Special Assessments	52,826	54,251	55,282	55,282
Total	6,006,799	6,436,865	6,329,245	6,329,245
PERSONNEL (FTE)				
Public Works Services Director	0.40	0.40	0.40	0.40
Assistant Public Works Director	0.30	0.30	0.30	0.30
Management Analyst II	0.25	0.25	0.25	0.25
Utilities Field Supv	1.83	1.83	1.00	1.00
Public Works Superintendent	0.25	0.25	1.10	1.10
Secretary	0.60	0.60	0.60	0.60
Lead PW Maint Wkr - Wastewater	2.00	2.00	2.00	2.00
Utilities Worker - Wastewater	1.00	1.00	1.00	1.00
Utilities Specialist-Wastewater	1.00	1.00	1.00	1.00
PW Maint Wkr III/EqOp-Wastewater	1.00	1.00	1.00	1.00
PW Maint Wkr II-Wastewater	5.40	5.70	5.70	5.70
PW Maint Wkr I-Wastewater	2.00	2.00	2.00	2.00
Total	16.03	16.33	16.35	16.35

PROGRAM: Wastewater Management Services
SUB-PROGRAM: Wastewater Treatment and Disposal (65154)

SUB-PROGRAM PURPOSE OR BUSINESS:

Ensure public health and safety through the proper and effective treatment of domestic and industrial wastewater collected by the City and County sewage systems according to the standards set by the San Francisco Bay Regional Water Quality Control Board, and to pump to the wastewater treatment and outfall facilities operated and maintained by Silicon Valley Clean Water (formerly the South Bayside System Authority).

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs				
Supplies and Services	16,259,000	16,259,000	16,259,000	16,259,000
Internal Services				
Capital Allocations				
Total	16,259,000	16,259,000	16,259,000	16,259,000
PROGRAM FINANCING				
Sewer Fund	16,259,000	16,259,000	16,259,000	16,259,000

PERSONNEL (FTE)

No personnel involved in this subprogram.

PROGRAM: Wastewater Management Services
SUB-PROGRAM: Storm Drains Maintenance (65161)

SUB-PROGRAM PURPOSE OR BUSINESS:

Maintain, repair, and operate the storm drainage system in a safe and effective manner and in compliance with county, state, and federal regulations.

SUB-PROGRAM CHANGE FROM FY 2015-16:

Reclassified a Utilities Field Supervisor to a Public Works Superintendent.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	676,700	719,680	746,395	746,395
Supplies and Services	821,523	823,393	843,266	843,266
Internal Services	475,280	431,162	481,356	481,356
Capital Allocations	2,000	2,000		
Total	1,975,503	1,976,235	2,071,017	2,071,017
PROGRAM FINANCING				
General Fund	29,276	25,326	16,566	16,566
Gas Tax Fund	299,920	269,135	294,505	294,505
Sewer Fund	818,991	844,087	885,270	885,270
Special Assessment	555,117	565,488	574,999	574,999
Measure M VLF	272,199	272,199	299,677	299,677
Total	1,975,503	1,976,235	2,071,017	2,071,017
PERSONNEL (FTE)				
Utilities Field Supv	0.17	0.17		
Public Works Superintendent	0.13	0.13	0.28	0.28
Secretary	0.05	0.05	0.05	0.05
Lead PW Maint Wkr - Wastewater	1.00	1.00	1.00	1.00
Utilities Specialist-Wastewater	1.00	1.00	1.00	1.00
PW Maint Wkr II-Wastewater	2.30	2.30	2.30	2.30
Total	4.65	4.65	4.63	4.63

PROGRAM: Water Utility Services Summary

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	4,355,479	4,603,013	4,752,732	4,752,732
Supplies and Services	23,119,283	22,966,857	22,913,009	22,913,009
Internal Services	3,907,670	3,977,674	4,545,669	4,545,669
Capital Allocations	33,500	33,500	18,000	18,000
Total	31,415,932	31,581,044	32,229,410	32,229,410
PROGRAM FINANCING				
Water Fund	31,409,174	31,574,266	32,222,636	32,222,636
Special Assessments	6,758	6,778	6,774	6,774
Total	31,415,932	31,581,044	32,229,410	32,229,410

PROGRAM: Water Utility Services
SUB-PROGRAM: Customer & Support Services (65142)

SUB-PROGRAM PURPOSE OR BUSINESS:

Support and sustain a business environment by providing key services for the City’s Water Enterprise that include the collection of Water Enterprise revenues, Customer and Support Services, and the delivery of high-quality service.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	1,163,043	1,178,388	1,210,417	1,210,417
Supplies and Services	1,075,772	1,026,228	1,028,683	1,028,683
Internal Services	327,903	551,664	415,614	415,614
Capital Allocations	10,300	10,300	2,800	2,800
Total	2,577,018	2,766,580	2,657,514	2,657,514
PROGRAM FINANCING				
Water Fund	2,577,018	2,766,580	2,657,514	2,657,514
PERSONNEL (FTE)				
Assistant Public Works Director	0.10	0.10	0.10	0.10
Management Analyst II	0.20	0.20	0.20	0.20
Public Works Superintendent	0.25	0.25	0.25	0.25
Administrative Secty			0.08	0.08
Public Works Field Supervisor	2.00	2.00	2.00	2.00
Secretary	0.10	0.10		
Utility Locator	1.00	1.00	1.00	1.00
Consumer Serv Tech	5.00			
Water Resource Specialist		1.00	1.00	1.00
Water Resource Technician		4.00	4.00	4.00
Total	8.65	8.65	8.63	8.63

PROGRAM: Water Utility Services
SUB-PROGRAM: Water System Maintenance (65144)

SUB-PROGRAM PURPOSE OR BUSINESS:

Operate, maintain, and repair the City’s water distribution system consistent with county, state, and federal regulations, and maintain a high level of readiness and disaster preparedness 24 hours a day, seven days a week.

SUB-PROGRAM CHANGE FROM FY 2015-16:

Increases in internal services in this program reflect a rise in the number of claims involving the City’s water system, and the costs required to litigate and settle these claims. Reclassified a Secretary position to an Administrative Secretary.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	2,234,754	2,371,147	2,460,634	2,460,634
Supplies and Services	1,270,392	1,172,085	1,210,653	1,210,653
Internal Services	3,311,344	3,138,898	3,805,092	3,805,092
Capital Allocations	15,700	15,700	9,700	9,700
Total	6,832,190	6,697,830	7,486,079	7,486,079
PROGRAM FINANCING				
Water Fund	6,825,432	6,691,052	7,479,305	7,479,305
Special Assessments	6,758	6,778	6,774	6,774
Total	6,832,190	6,697,830	7,486,079	7,486,079
PERSONNEL (FTE)				
Public Works Services Director	0.40	0.40	0.40	0.40
Assistant Public Works Director	0.10	0.10	0.10	0.10
Management Analyst I	0.17	0.17	0.17	0.17
Management Analyst II	0.15	0.15	0.15	0.15
Public Works Superintendent	0.27	0.27	0.27	0.27
Administrative Secty			0.09	0.09
Secretary	0.10	0.10		
Assistant Engineer II	0.90	0.90	0.90	0.90
Lead PW Maint Wkr	2.00	2.00	2.00	2.00
Utilities Worker	0.75	0.75	0.75	0.75
Utilities Specialist	0.75	0.75	0.75	0.75
PW Maint Wkr III/EqOp	1.00	1.00	1.00	1.00
PW Maint Wkr II	9.00	8.00	8.00	8.00
Water Quality Specialist		1.00	1.00	1.00
Total	15.59	15.59	15.58	15.58

PROGRAM: Water Utility Services
SUB-PROGRAM: SFWD Water Purchases (65145)

SUB-PROGRAM PURPOSE OR BUSINESS:

Procure 100% of Redwood City’s drinking water supply from the San Francisco Public Utilities Commission (SFPUC) regional water system.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs				
Supplies and Services	15,036,000	15,036,000	15,036,000	15,036,000
Internal Services	737			
Capital Allocations				
Total	15,036,737	15,036,000	15,036,000	15,036,000
PROGRAM FINANCING				
Water Fund	15,036,737	15,036,000	15,036,000	15,036,000

PERSONNEL (FTE)

No personnel involved in this subprogram.

PROGRAM: Water Utility Services
SUB-PROGRAM: Water Resources Management (65146)

SUB-PROGRAM PURPOSE OR BUSINESS:

Lead by example to implement and support the City Council’s water conservation and sustainability programs.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	582,110	670,245	691,228	691,228
Supplies and Services	392,679	390,621	390,841	390,841
Internal Services	187,528	198,329	199,843	199,843
Capital Allocations				
Total	1,162,317	1,259,195	1,281,912	1,281,912
PROGRAM FINANCING				
Water Fund	1,162,317	1,259,195	1,281,912	1,281,912
PERSONNEL (FTE)				
Assistant Public Works Director	0.10	0.10	0.10	0.10
Management Analyst I	1.23	1.23	1.23	1.23
Management Analyst II	0.20	0.20	0.20	0.20
Environmental Initiatives Coord		0.40	0.40	0.40
Administrative Clerk I	1.00	1.00	1.00	1.00
Consumer Serv Tech	2.00			
Senior Water Resource Tech		2.00	2.00	2.00
Total	4.53	4.93	4.93	4.93

PROGRAM: Water Utility Services
SUB-PROGRAM: Recycled Water (65147)

SUB-PROGRAM PURPOSE OR BUSINESS:

Manage, operate, and maintain the City’s recycled water system; compliments the Council’s strategic initiatives and leads by example through the implementation and support of sustainability programs; administer the City’s Cross Connection Control Program pursuant to state regulations which protects public health by preventing possible contamination of the City’s drinking water system.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs	375,572	383,233	390,453	390,453
Supplies and Services	5,039,440	5,036,923	4,941,832	4,941,832
Internal Services	80,158	88,783	125,120	125,120
Capital Allocations	7,500	7,500	5,500	5,500
Total	5,502,670	5,516,439	5,462,905	5,462,905
PROGRAM FINANCING				
Water Fund	5,502,670	5,516,439	5,462,905	5,462,905
PERSONNEL (FTE)				
Assistant Public Works Director	0.10	0.10	0.10	0.10
Management Analyst I	0.50	0.50	0.50	0.50
Management Analyst II	0.20	0.20	0.20	0.20
Assistant Engineer II	0.10	0.10	0.10	0.10
Utilities Worker	0.25	0.25	0.25	0.25
Utilities Specialist	0.25	0.25	0.25	0.25
Recycled Water Specialist	1.00			
Water Resource Specialist		1.00	1.00	1.00
Total	2.40	2.40	2.40	2.40

PROGRAM: Water Utility Services/Debt Service
SUB-PROGRAM: Interfund Loan Repayment (687-61423)

SUB-PROGRAM PURPOSE OR BUSINESS:

Interest and principal repayment on interfund loan from the Equipment Services Fund to the Water Fund

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends	City Council Approved
	2014-15	2015-16	2016-17	2016-17
	\$	\$	\$	\$
Employee Costs				
Supplies and Services	305,000	305,000	305,000	305,000
Internal Services				
Capital Allocations				
Total	305,000	305,000	305,000	305,000
PROGRAM FINANCING				
Water Fund	305,000	305,000	305,000	305,000

PERSONNEL (FTE)

No personnel involved in this subprogram.

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GENERAL BUDGET INFORMATION

EXPLANATION OF THE BUDGET PROCESS

This budget contains the appropriations and financing for all City operating and capital budgets.

Department budget requests are submitted by department managers to the City Manager for review. The City Manager, the Director of Finance, and department heads meet to review the requests and establish program objectives. The City Manager then prepares their recommendations for submission to the City Council.

The City Council receives the proposed budget in June and schedules the necessary public study sessions to review the recommendations. Following these study sessions, a public hearing is held and the budget is adopted in June.

At study sessions held in February, the Council, the City Manager, and Department Heads meet to establish the objectives for the next two years.

Appropriations Transfer Policy – During the fiscal year, it may become necessary to transfer funds between appropriations due to emergencies or changes in circumstances. Department Heads may approve transfers within major object categories. The City Manager approves transfers between major object categories (Employee Costs, Supplies and Services, or Capital Outlay) within a single subprogram. The City Council approves transfers between subprograms and requests to establish new appropriations from unappropriated fund balance.

This budget includes all of the municipal activities and funds that are considered to be part of or controlled by the City (with the exception of the Port of Redwood City which is included separately at the end of the budget document) as defined by Governmental Accounting Standards Board Statement No. 14.

FUND DESCRIPTIONS

GENERAL OPERATING FUNDS

General operating funds are used to carry on the general operations of the City in accordance with the City Charter.

General Fund – This fund accounts for all revenues collected for the general operation of the City. Appropriations can be made for any governmental purpose, including maintenance and capital improvements that are authorized under the City Charter.

Library Fund – This fund accounts for the revenues and expenditures of the Library Department.

Recreation Fund – This fund is utilized to account for revenues and expenditures of self-supporting recreational programs. The general fund subsidizes any expenditures which are not covered by revenues collected from recreation programs. The funds are expended only for recreation-related activities.

Shores Childcare Reserve – This reserve accounts for repayment of the principal each year by the borrower of the shores childcare loan.

SPECIAL REVENUE FUNDS

Special revenue funds are used to account for revenue derived from specific taxes or other dedicated revenue sources (other than for major capital projects) that are restricted by law or administrative action to expenditures for specified purposes.

Traffic Safety Fund - Traffic fines remitted to the City through the San Mateo County Court System may only be used for traffic system activities. The revenue collected through fines is less than the amount expended, and the resulting deficit in the fund is financed by the General Fund. The funds are used for the operations and maintenance of the City's traffic control system.

Special Gas Tax Street Fund – This fund accounts for revenue received from the State of California derived from gasoline taxes. These funds may only be used for street purposes as specified in the State of California Streets and Highway Code.

General Improvement District 1-64 Maintenance Fund – This fund accounts for property taxes from the Redwood Shores area designated for the maintenance of water channels and infrastructure in the area.

Seaport Centre Maintenance Fund – This fund accounts for money provided by property owners in the Seaport Centre area for the maintenance and repair of drains and sewer lines connecting the Centre facilities to the City's systems.

Seaport Boulevard Landscape Maintenance Fund – This fund accounts for money provided by property owners in the Seaport Boulevard area for landscaping maintenance on Seaport Boulevard.

Lido Landscaping Maintenance District – This fund accounts for money provided by property owners in the Lido Landscape Maintenance area for landscaping.

Grants – These funds account for categorical grants from the State and Federal government such as federal Community Development Block Grants, and Measure M Vehicle License Fees.

Human Services Financial Assistance Fund – This fund accounts for funds committed by the City Council for human services financial assistance grants.

Affordable Housing and Other Revenues Fund – This fund accounts for housing in-lieu fees, affordable housing impact fees, and other housing related revenue received and committed by City Council for housing purposes.

Low and Moderate Income Housing Asset Fund – This fund accounts for the activities of the encumbered balances of the former Redevelopment Low and Moderate Income Housing Fund.

Planning Cost Recovery Fund – This fund accounts for fees charged for reimbursement of the expenditures associated with processing planning applications related to major projects.

Community Benefits Fund – This fund accounts for contributions received and committed by City Council for various community benefits.

S.L.E.S.F Grant – This fund accounts for the California Supplemental Law Enforcement Services Fund grant.

Successor Agency – This fund accounts for the activities of the Oversight Board which governs the winding down activities of the former Redevelopment Agency.

CAPITAL PROJECTS FUNDS

Capital projects funds are established to account for resources used for the acquisition and construction of capital facilities by the City. The source for funding these projects is the general fund, enterprise funds, special revenue funds, and special assessment districts. Currently, Redwood City has the following funds:

Utility Users' Tax Fund – This fund was created for accounting purposes only. The 5% utility users' tax (UUT) imposed on gas and electric services and the 4% UUT for telecommunications are accounted for in this fund. This is General Fund revenue, but by Council direction, the revenues are to be spent only on capital improvement projects.

Gas Tax Construction Fund – This fund is created to account for street-related capital improvement projects that are eligible to be funded either by gas tax, Federal Aid Urban, or fund transfers from the Utility Users' Tax fund.

Transportation Fund – This fund accounts for the City's share of the Countywide Measure A ½ cent sales tax for transportation system expenditures. Revenues from this source may only be used for transportation-related activities.

Capital Outlay Fund – This fund accounts for all miscellaneous capital improvement projects that are financed by the General Fund or Special Revenue Funds.

Parks Impact and In-Lieu Fees Fund – This fund accounts for fees collected from developers for park improvements and land acquisitions.

GID 1-64 Facilities Fees Construction Fund – This fund derived its revenues from fees previously collected from developers in the Redwood Shores area for improvements to roads, drainage, water, traffic lights, canals, etc., in that area.

Water Capital Projects Fund – This fund accounts for expenditures incurred for improvements to the water pumping and distribution system. The resources are derived from transfers from Water Enterprise Fund.

Sewer Capital Projects Fund – This fund accounts for expenditures incurred for improvements to the sewer transport lines and pumping stations. The resources are derived from transfers from Sewer Enterprise Fund.

Transportation Grants Fund – This fund accounts for grants received for specific transportation projects.

Traffic Mitigation Fees Fund – This fund accounts for fees collected from property owners pursuant to a citywide ordinance that levies a fee on new development to finance citywide transportation projects.

Traffic Impact Fees Fund – These funds are collected from property owners via development agreements to finance transportation projects that mitigate the effect that certain new developments will have on the City's transportation system. Often the fees collected under these agreements may only be used for projects within specified geographical areas within the City.

Parking In-Lieu Fees Fund – This fund accounts for fees collected from developers for off-street parking requirements.

Grants and Bond Proceeds and the One Marina Construction Fund – These funds account for bond proceeds and other project related revenues to be used for specific projects for which the bonds were originally issued.

DEBT SERVICE FUNDS

Debt service funds are used to account for the payment of interest and principal on debt of the City and related entities.

Assessment Districts

Shores Transportation Improvement District - This fund was established to account for transactions related to bonds issued to finance the construction of transportation system improvements in the Redwood Shores area. The source of funds to pay the debt service is assessments on the commercial properties within the district.

Pacific Shores Improvement District - This fund was established to account for transactions related to bonds issued to finance the construction of transportation system improvements required as a result of the Pacific Shores development. The source of funds to pay the debt service is assessments on the commercial properties within the district.

One Marina Community Facilities District - This fund was established to account for transactions related to Mello-Roos special tax bonds issued for certain public infrastructure improvements within the One Marina district. The source of funds to pay for the debt services is assessments on the properties within the district.

Public Financing Authority

Public Financing Authority Bonds/Lease Fund - Bonds were issued in 1991 as a financing mechanism to provide for the defeasance of the Facilities and Infrastructure Authority Bonds (issued in 1986) and for funds to construct a new Police facility. Bonds were issued in 1998 to advance refund a portion (the new money portion) of the Public Financing Authority bonds issued in 1991. In 2003, additional bonds were issued as a financing mechanism to provide for the retirement of the remaining 1991 Local Agency Revenue Bonds, Series A, and to make a loan to the City's former Redevelopment Agency for the purpose of assisting in the financing of programs, projects, and activities in the downtown area of the City. In 2013, a lease was entered into to refund the 2003 Public Financing Authority bonds.

Tax Allocation Bonds, Series 2003A - These bonds were issued in 2003 to provide funds for the Downtown Parking Garage and related Downtown improvements including restoration of the historic courthouse and creation of a public plaza.

ENTERPRISE FUNDS

Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is to recover the cost of providing goods or services to the public on a continuing basis primarily through user charges.

Water and Sewer Funds – These funds are used to account for the provision of water, recycled water, and sewer services to the residents of Redwood City and some residents of areas adjacent to the City. All activities necessary to provide such services are accounted for in these funds, including, but not limited to, administration, operations, maintenance, capital improvements, financing, and billing/collections.

Parking Fund – This fund is used to account for on-street and off-street parking operations within the boundaries of the central business district of the City. All activities necessary to provide metered parking within the district are accounted for in these funds, including, but not limited to, administration, operations and maintenance, capital improvements, meter collection, and financing including related debt service. The authority for the formation of the district and the issuance of revenue bonds are contained in the Streets and Highway Code, State of California.

Docktown Marina – This fund is used to account for the operation of the Docktown Marina including administration, operations, maintenance and billing/collections.

INTERNAL SERVICE FUNDS

Internal service funds are used to account for the financing of goods and services provided by one City department to others on a cost reimbursement basis.

Equipment Services Fund – This fund accounts for the costs of operation, maintenance, and replacement of automotive equipment used by City departments. Such costs are billed to the user departments at a rate that includes operation and maintenance, plus an amount necessary to provide replacement of the equipment at a future date. Additional new equipment, other than replacement, is budgeted by the user department and is then transferred to the Equipment Services Fund after purchase.

Internal Services Fund – This fund accounts for the costs of operation of the City’s telephone/communications service, maintenance and repair of buildings, custodial services, and information technology services. The costs are billed to the user department based on a generally accepted cost allocation system.

Workers’ Compensation Fund – This fund accounts for the City’s workers’ compensation insurance program. Included are administrative costs, the premiums for the purchase of excess insurance, settlements, and legal costs. Workers’ compensation insurance premiums are charged to the user departments based on loss experience and on departmental employee services budgets.

General Liability Insurance Fund – This fund accounts for general liability and property insurance. Included are administrative costs, premiums for the purchase of excess insurance, settlements, and legal costs. Property insurance is charged to departments based upon the amount of space occupied. Liability insurance premiums are charged to the user departments based on loss experience.

Employee Benefits Fund – This fund accounts for the costs associated with dental, vision, and unemployment insurance costs benefits for active employees; payments made to terminated employees for leave accruals; and for costs associated with retiree health insurance.

City of Redwood City Adopted Budget 2016-2017

General Budget Information

Inter-fund Transfers

	Recommended FY 2016-17	
	Transfer	
	In	Out
	\$	\$
CAPITAL OUTLAY FUND		
Utility Users Tax Fund	8,708,457	
Gas Tax Capital		(802,395)
Low and Moderate Housing		(165,668)
Interest		(200,000)
	8,708,457	(1,168,063)
DOCKTOWN MARINA FUND		
General Fund	123,337	
GAS TAX CAPITAL FUND		
Gas Tax Operations Fund		(995,420)
Capital Projects	802,395	
	802,395	(995,420)
GAS TAX OPERATIONS FUND		
Gas Tax Capital Fund	995,420	
GENERAL FUND		
Docketown Marina		(123,337)
GID 1-64 Maintenance Fund	338,564	
LIDO		(33,201)
Parking Fund		(163,342)
Water Fund		(173,278)
Capital Outlay Fund	200,000	
Internal Services Fund	12,000	
Traffic Safety Fund		(1,384,147)
	550,564	(1,877,305)
GID 1-64 MAINTENANCE FUND		
General Fund		(338,564)
AFFORDABLE HOUSING AND OTHER REVENUES FUND		
Utility Users Tax Fund	100,000	
LIDO		
General Fund	33,201	
LOW AND MODERATE HOUSING		
Capital Outlay Fund	165,668	
INTERNAL SERVICE FUND		
General Fund		(12,000)
PARKING FUND		
General Fund	163,342	
PUBLIC FINANCING AUTHORITY		
Successor Agency	3,509,563	
SUCCESSOR AGENCY		
Public Finance Authority		(3,509,563)

City of Redwood City Adopted Budget 2016-2017

General Budget Information

Inter-fund Transfers

	Recommended FY 2016-17	
	Transfer	
	In	Out
	\$	\$
Transfers Continued		
SEWER FUND		
Sewer Capital Projects Fund		(5,146,000)
Water Fund		(517,835)
		<u>(5,663,835)</u>
SEWER CAPITAL PROJECTS FUND		
Sewer Fund	5,146,000	
TRAFFIC SAFETY FUND		
General Fund	1,384,147	
UTILITY USERS TAX FUND		
Capital Outlay Fund		(8,708,457)
Affordable Housing and other Revenues Fund		(100,000)
		<u>(8,808,457)</u>
WATER FUND		
General Fund	173,278	
Water Capital Projects Fund		(4,000,000)
Sewer Fund	517,835	
	<u>691,113</u>	<u>(4,000,000)</u>
WATER CAPITAL PROJECTS FUND		
Water Fund	4,000,000	
TOTAL	26,373,207	(26,373,207)

CAPITAL IMPROVEMENT PROJECTS

The recommended Capital Improvement Program (CIP) budget of \$32.3 million for FY 2016-17 is a one-year program budget and includes funds from the capital outlay fund, transportation fund, transportation grants fund, traffic mitigation fees fund, parks impact fees and in lieu fees fund, water capital projects fund, and sewer capital projects fund. The budget transmittal letter located at the front of the budget document also includes some highlights on projects and funding source.

Major CIP projects include:

Veterans Memorial Senior Center-YMCA Project \$5,000,000

The VMSC-YMCA is a joint development project for an intergenerational recreational center in Red Morton Park. The project includes hiring a Master Architect, extensive community outreach, and developing both an MOU for future land use and an operational agreement.

Middlefield Road Utility Underground Project \$4,000,000 (PG&E reimbursement fund)

The Middlefield Road project includes construction of a joint utility trench (JUT) to accommodate new and relocated underground electrical and telecommunication lines, as well as streetscape improvements between Main Street and Woodside Road.

Water Distribution System Replacement Project \$3,500,000

The Potable Water Distribution System Replacement Program will replace miles of aging water mains to ensure the continued reliability of the water distribution system and to improve water quality and fire protection. In the next few years, the program will focus on Oak Knoll/Edgewood Park neighborhood and additional streets in the Farm Hill neighborhood.

Sewer System Replacement Project \$3,000,000

The City systematically replaces sections of aging sewer infrastructure using the traditional open cut method and rehabilitates defective pipelines using the trenchless method. Each year, staff identifies pipelines that require excessive maintenance or experience repeated service disruptions and targets those pipelines for improvement. Multiple projects are planned for the next fiscal year.

Roadway Pavement Management Project \$1,400,000

For the Roadway Pavement Management Project, failed pavement areas are removed and replaced, then resurfaced with a "slurry seal," a "chip seal," or an "overlay." ADA-compliant curb ramps are installed where they are currently missing.

Sewer Pump Stations Rehabilitation Project \$1,250,000

This project will rehabilitate existing sanitary sewer pump stations with improvements that will increase the efficiency, safety, and lifespan of the pump stations. These improvements include new submersible pumps with more horsepower, new variable speed drive controls to increase the efficiency of the pumps, new standby engine generators, pipes replacement and rehabilitation of the wet well surface, new valve vault along with pipes and other appurtenances in the valve vault, and replacement and installation of a new MCC.

Red Morton Picnic/Play Area Renovation Project \$1,100,000

Red Morton Park's largest playground (off of Valota Road and near the Armory) will be replaced, along with renovation of the picnic area. This project is also an opportunity to assess park circulation, accessibility, and pedestrian and bicycle improvements.

Kennedy Safe Routes to School Project \$965,000

This funding is to implement safety improvements around Kennedy Middle School to encourage more students to walk and bike to school. The project will have grant funding from Measure A (\$500,000) for the construction phase. The City's contribution to the project includes design and ROW costs, along with \$1MM in construction funds (maximum of \$150K can come from traffic impact fees).

Grade Crossing Improvement Project \$860,000

The project will construct various roadway safety improvements at three at-grade roadway/railway crossing locations: 1) Whipple Avenue, 2) Broadway, and 3) Main Street.

101/84 Highway Interchange Project \$690,000

The project will reconstruct the existing 101/84 interchange to improve operations and to increase safety and access for all roadway users. The project has Measure A grant funding (\$12.5MM) for the environmental and design phases, with a City match of 10% for Measure A funds. The FY 2016-17 funding request is for the final design.

Citywide Transportation Plan Study \$500,000

This program is to develop a citywide transportation plan that establishes baseline conditions (multimodal volumes) and explores opportunities for projects and programs to reduce congestion and improve mobility. The study could potentially include assessing the feasibility of a local shuttle system, identifying corridors for adaptive traffic control, and priority corridors for noon-vehicular traffic.

City of Redwood City Adopted Budget 2016-2017

Capital Improvement Projects

By Funding Source

Projects by Fund	Requested FY 16-17
Traffic Mitigation (285)	165,000
ENG	
Alameda de las Pulgas Bike and Pedestrian Improvements	15,000
Kennedy Safe Routes to School	150,000
Transp. Grants (264)	1,360,000
ENG	
Section 130 Grade Crossing Improvement Project	860,000
Kennedy Safe Routes to School	500,000
Parks Impact and In-Lieu Fees (358-359)	7,700,000
PRCS	
Community Garden - Maple & Lathrop	200,000
Downtown Park Feasibility Study	100,000
Jardin de Ninos - Phase II	350,000
Maddux Park Bridge	20,000
Redwood Shores Library Art Play Structure and Playground	450,000
Roselli Garden - Downtown Library Park	200,000
Spinas Park Play Resurfacing Project	130,000
World Trade Center Steel - Memorial	150,000
Red Morton Armory Play Picnic Area Renovation	1,100,000
Veterans Memorial Senior Center - YMCA Project	5,000,000
Transportation/Measure A (262)	1,400,000
ENG	
Roadway Pavement Management Program	1,400,000
Water CIP (686)	4,000,000
ENG	
Potable Water Distribution System Replacement Program	3,500,000
PWS	
Recycled Water Chlorine Residual Control System	250,000
Water Distribution System Survey	200,000
Water System Miscellaneous Equipment Replacement (74593)	50,000
Sewer CIP (689)	5,146,000
ENG	
Closed Circuit Television Inspection	325,000
Flow Monitoring for Inflow and Infiltration	71,000
Sewer Pump Station Rehabilitation Program	1,250,000
Sewer System Replacement/Rehabilitation Program	3,000,000
PWS	
Miscellaneous Collection System Repair and Replacement	500,000

City of Redwood City Adopted Budget 2016-2017

Capital Improvement Projects

By Funding Source

Projects by Fund	Requested FY 16-17
Capital Outlay Fund (357)	12,568,226
CD	
Community Development Department Office Improvements	100,000
GIS Program	145,000
ENG	
Middlefield Road (Utility Underground District, JUT, SS Project)	4,000,000
101/84 Highway Interchange	690,000
Alameda De Las Pulgas Sidewalk Improvement Project	376,000
Citywide Transportation Plan	500,000
Kennedy Safe Routes to School Project	315,000
Levee Predator Management Regulatory Mitigations	51,000
Neighborhood Traffic Calming Program	200,000
Pedestrian Crosswalk Enhancement Program	100,000
Storm Pump Stations Rehabilitation Program	200,000
Veterans Boulevard Median Fence	75,000
FIRE	
Fire Department Front Office Remodel	100,000
Fire Station 12 Replacement/Relocation Study	100,000
Joint Use (FIRE/POLICE) Training Facility - Feasibility Study	100,000
IT	
Data Center and PC Replacement Program	375,000
PD - PD Storage Area Network Infrastructure Upgrade	
CLK - Efficiency in Operations Related to Agenda and Contract Workflows	
LIB - Partial offset of Library PC Replacement	
LIB	
Downtown Library Network Speed Enhancement	40,000
Downtown Library Physical Improvements	25,000
Ergonomic Workstations	25,000
Fair Oaks Early Childhood Learning Center	25,000
Library PC Replacement	29,600
Peninsula Library System automated sorting system	60,000
PD	
Police Communications Equipment Upgrade	30,000
Police Radio Equipment Upgrade	41,626
PWS	
Install Battery Back Up Systems for Traffic Signal Cabinets	200,000
Street Light LED Conversion Project	200,000
Facilities Assessment Study	250,000
CIP Program Administration	3,000,000

City of Redwood City Adopted Budget 2016-2017

Capital Improvement Projects

By Funding Source

Projects by Fund	Requested FY 16-17
Capital Outlay Fund (357) Continued	
PRCS	
Fair Oaks Community Center - Facilities Upgrade & Improvements	80,000
Garrett Park Renovation	75,000
Island and Median Renovation Fund	75,000
National Guard Armory Exterior Improvements	100,000
National Guard Armory Interior Improvements	50,000
Park Shade Structure Fund	30,000
Park Water Pump Replacement	75,000
Pathway Improvement Fund	50,000
Play Equipment Replacement Program	200,000
Public Art - Mural Installations	100,000
Public Art Master Plan	75,000
Red Morton Community Center - Technology Equipment Upgrade	30,000
Synthetic Turf Replacement - Marlin and Sandpiper Fields	150,000
Tennis Court Replacement Program	100,000
Union Cemetery Renovation	25,000

Summary 2016-2017

Fund	\$
Traffic Mitigation (285)	165,000
Transp. Grants (264)	1,360,000
Parks Impact and In-Lieu Fees (358-359)	7,700,000
Transportation/Measure A (262)	1,400,000
Water CIP (686)	4,000,000
Sewer CIP (689)	5,146,000
Capital Outlay Fund (357)	12,568,226
	<u>32,339,226</u>

NOTE: For purposes of transferring existing appropriations throughout the fiscal year, all projects within a fund are considered to be a single sub-program

Port of Redwood City



PORT OF REDWOOD CITY
Serving Silicon Valley

675 Seaport Boulevard
Redwood City, California 94063-5568
650 306 4150 FAX 650 369 7636
E-mail: portofrc@redwoodcityport.com

May 13, 2016

The Honorable John Seybert, Mayor
City of Redwood City and City Council Members
1017 Middlefield Road
Redwood City, CA 94063

Subject: Port Budget Data for Fiscal Year 2016-17

Dear Mayor Seybert and City Council Members:

The Port of Redwood City annually prepares a budget for the upcoming fiscal year, which spans July 1 – June 30. The Port Budget is reviewed by the Port Commission and Budget Ordinance is introduced to the Commission at its first meeting in May; a public hearing is also held at that time. After final approval of the Budget and the Budget Ordinance by the Port Commission, typically in June – this year it will be done on May 25, copies of the Executive Summary of the Budget are provided to the members of the City Council, City Manager, City Clerk and City Finance Director.

For Fiscal Year (FY) 2016-17 the Port budget data reflects \$6.742 million in operating revenue, of which \$4.839 million, or 71.7%, is generated by maritime operations. It includes 1,642,000 metric tons of cargo, composed primarily of imported construction aggregates and exported scrap metal. Recreational boating revenue of \$550,000 is based on a 10 percent vacancy factor at the Marina and is the same as last year. Commercial rental revenue is expected at slightly over \$1.353 million.

The budget data also includes \$4.810 million in operating expenses; approximately two-thirds is attributable to operations and one-third to administration. Operating income of \$1.932 million is offset by \$235,000 in net non-operating expenses, primarily due to interest expense on the Port's Series 2012 and Series 2015 revenue bonds. Subvention of \$404,543 to the City of Redwood City is included in the budget, resulting in anticipated net income after subvention of \$1.292 million.

The FY 2016-17 Budget includes \$1.775 million for Capital Improvement Program (CIP). The major project is replacing the fender systems of wharves 3 & 4.

Respectfully,

Richard Claire, Chairman
Port Commission

Encl: Port FY2016-17 Executive Summary of the Port Budget
Port FY2016-17 Statement of Activities and Statement of Cash Flow

CC: City Manager, City Finance Director, City Clerk
Port Commissioners, Port Executive Director

Port Commissioners
Richard S. Claire
Richard "Dick" Dodge
Simms Duncan
Ralph A. Garcia, Jr.
Lorianna Kastrop

**PORT OF REDWOOD CITY
FY 2016-17 BUDGET
STATEMENT OF ACTIVITIES**

OPERATING REVENUES

Marine Terminal	\$	4,838,567	
Recreational Boating		549,939	
Commercial Rentals		1,245,439	
Other Operating Revenue		108,440	
Total Operating Revenues:		6,742,385	\$ 6,742,385

OPERATING EXPENSES

Operations

Labor		804,788	
Utilities		204,335	
Security		349,800	
Maintenance		114,867	
Insurance		287,514	
Management Fees		48,000	
Misc. Operating Expenses		84,080	
Depreciation		1,540,553	

Administration

Salaries & Benefits		741,973	
Misc. Office Expenses		44,808	
Professional Fees		268,774	
Insurance		51,238	
Promotion & Marketing		214,210	
Utilities		31,944	
Maintenance		18,171	
Depreciation		4,925	

Total Operating Expenses:		4,809,980	
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OPERATING INCOME:		1,932,405	
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NON-OPERATING REVENUES (EXPENSES)

Interest & Other Non-Operating Income		36,600	
Interest Expense		(595,825)	
Other Non-Operating Income (Grant)		323,750	
Total Non-Operating Expenses (net):		(235,475)	

NET INCOME BEFORE SUBVENTION:		1,696,930	
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Subvention to City of Redwood City		(404,543)	
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NET INCOME AFTER SUBVENTION:		\$ 1,292,387	
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**PORT OF REDWOOD CITY
FY 2016-17 BUDGET
STATEMENT OF CASH FLOWS**

CASH FLOWS FROM OPERATING ACTIVITIES

Operating Income	\$ 1,932,405	
Depreciation	1,545,478	
Net Cash Provided by Operating Activities:	\$ 3,477,883	

CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES

Subvention payment to City of Redwood City	(404,543)	
Non-Operating Revenues	323,750	
Net Cash Provided by Non-capital Financing Activities:	(80,793)	

CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES

Debt Service payment on 2012 Bonds	(742,294)	
Debt Service payment on 2015 Bonds	(607,588)	
Capital Improvement Program	(1,775,000)	
Net Cash Provided by Capital and Related Financing Activities:	(3,124,882)	

CASH FLOWS FROM INVESTING ACTIVITIES

Income Income	36,600	
Net Cash Provided by Investing Activities:	36,600	

Net Decrease in Cash and Cash Equivalents:		<u><u>\$ 308,808</u></u>
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**PORT OF REDWOOD CITY
FY 2016-17 BUDGET
CAPITAL IMPROVEMENT PROGRAM (CIP)**

<u>DESCRIPTION</u>	<u>COST</u>
RAIL SPUR IMPROVEMENT	\$ 350,000
SIDEWALK REPLACEMENT	40,000
REPAVING/SLURRY SEAL	60,000
MAINTENANCE VEHICLES (2)	40,000
INTER-AGENCY OPERATIONS CENTER ROOM/EQUIPMENT	375,000
CHANNEL DEEPENING FEASIBILTY STUDY	100,000
WHARVES 3 & 4 - FENDER SYSTEMS (Permitting & Engineering)	750,000
COMPUTER SYSTEM/OFFICE EQUIPMENT	60,000
	<u>\$ 1,775,000</u>

**PORT OF REDWOOD CITY
 FY 2016-17 BUDGET
 COMPARATIVE TONNAGE**

	<u>FY2014-15</u> <u>ACTUAL</u> <u>Metric ton</u>	<u>FY2015-16</u> <u>BUDGET</u> <u>Metric ton</u>	<u>FY2015-16</u> <u>FORECAST</u> <u>Metric ton</u>	<u>FY2016-17</u> <u>BUDGET</u> <u>Metric ton</u>
SCRAP METAL:	245,595	250,000	232,900	230,000
CEMENT:	-	-	-	-
DOMESTIC SAND (Dredged):	23,220	26,400	23,100	34,000
IMPORTED SAND:	1,342,617	1,420,000	1,383,500	1,225,000
GYPSUM:	42,402	50,000	50,000	60,000
BAUXITE:	52,797	50,000	25,000	75,000
LIMESTONE:		-	-	-
OTHER - SLAG:	9,002	18,000	18,000	18,000
	<u>1,715,633</u>	<u>1,814,400</u>	<u>1,732,500</u>	<u>1,642,000</u>