



ADOPTED BUDGET AND RESOURCE ALLOCATION PLAN

Fiscal Year 2003/2004
Twenty-Year Financial Plan

VOLUME I Budget Overview & Operating Budget

Introduction; Budget Overview; and Operating Budget





**Adopted 2003/2004 Budget
and
Ten-Year Resource Allocation Plan**

**City Manager's
Adopted Budget Message**

CITY MANAGER'S ADOPTED BUDGET MESSAGE

I am pleased to present the FY 2003/2004 Budget and accompanying Ten-Year Resource Allocation Plan, as adopted on June 17, 2003 by the Sunnyvale City Council. The specifics of the budget as recommended to Council are discussed in detail beginning on the next page. This addendum addresses the adoption of budget reductions and amendments to the Recommended Budget. Due to the financial crisis the City currently faces, a 6-Point Action Plan was developed to undertake a comprehensive review of the budget. The 6-Point Action Plan included a review of:

- Current Projects Plan,
- Rental Rate Schedules and Formulas,
- Job Recruitment and Vacancies,
- In-Lieu Fees and Inter-Fund Transfers,
- Tax and Fee Increases and
- Reductions to Services, Levels of Service and Staffing.

When the reviews were completed on each point, a report was presented to the City Council and preliminary policy direction was given. Numerous community meetings were also held to obtain comment and feedback. The recommendations developed out of the preliminary policy direction were prepared in a separate volume of the FY 2003/2004 Recommended Budget.

As part of the adoption of the budget, the City Council approved the proposed budget reductions and tax and fee increases with one substitution. A proposed new sidewalk repair fee was removed. Equivalent savings were achieved through the reduction of staff hours, a reduction in the annual concrete replacement contract budget, and an increase in a proposed new rental revenue of City property.

In addition to the substitution, the City Council approved one year funding for the special extension of benefits and supplemental salary to employee reservists called to Active Duty. This extension increased the length of the benefit from six months to one year. The additional one-time costs will be funded from savings associated with the cancellation of management bonuses for FY 2002/2003.

The adopted budget incorporates the final policy direction provided by the City Council in the operating budget, project budget and long-range financial plans. Attached to this budget message is the Service Reduction Implementation Plan, which details the implementation steps for the 6-Point Action Plan.

The FY 2003/2004 Adopted Budget is a culmination of a difficult process to confront a challenging fiscal reality. Unfortunately, several key factors that created the City's budget crisis remain present. Staff continues to closely monitor our local economic conditions, revenue patterns and expenditure trends, and State legislative actions.

However, Sunnyvale's planning and financial management systems are providing the foundation on which we are building the solutions to the City's budget crisis, and will continue to guide us in crafting solutions that provide the community the highest level of service possible in these tough financial times.

Respectfully,

/s/ROBERT S. LASALA
Robert S. LaSala
City Manager

August 26, 2003



***SERVICE REDUCTION
IMPLEMENTATION PLAN***

Executive Summary

This report describes the steps City staff has taken to implement reductions to City services, levels of service, and the size of the City's workforce. These actions were taken in light of policy direction provided by the City Council when it adopted the FY 2003/2004 budget and in reviewing and responding to the 6-Point Action Plan.

Service Reductions. Service and levels of service reductions account for \$10.4 million needed to fill the projected \$14-\$15 million annual gap in the City's General Plan. These reductions will be phased during this and the next fiscal year. A description of the service reductions by department, and the date they were implemented or are planned to be implemented, are included on pages 6 - 11. It should be noted the service reductions that are listed later in the report are the most visible to residents, businesses, visitors, and co-workers. Service reductions in all City departments (except the Department of Employment Development) are described.

Work Force Reductions. Position eliminations are phased during this and next fiscal year. This year, a total of 53.6 full time, 5.6 part time, and 6.5 season/casual positions have been eliminated. Most of these positions were vacant. City staff continues to work with the City's four employee associations to create a bank of work hours to be donated by City employees. If successful, these work hours may be used to retain the five City employees who have received 60-day notifications of layoffs. An additional 12.8 full time and 3.0 part time positions were deferred to next year. It is hoped that vacancies will occur to allow City employees currently in these positions to be reassigned during this fiscal year.

Increases to Fees and Charges. Fee and charge increases account for \$1.5 needed to fill the projected \$14-\$15 million annual gap in the City's General Plan. The SMaRT Station Ground Lease Rental fee will require final action by the City Council. City staff continues to explore three new fees: emergency 911 fees, trench cut fees, and a municipal utility infrastructure fee. Staff also plans to submit an amendment to the fee schedule for Council consideration. The amendment will include new or revised fees for temporary traffic controls, shopping carts, and engineering permit review fees.

10-Year Capital Projects Plan. Revisions to the 10-Year Capital Projects Plan account for \$1.8 million of the amount needed to fill the projected \$14-\$15 million annual gap in the City's General Plan. A total of 66 projects were deleted or appropriated with reduced funding.

The \$1.2 million balance of the projected annual gap in the City's General Plan was filled through changes in rental rates, in-lieu fees/inter-fund transfers, and reductions to set-asides. These changes were implemented through the adoption of this year's budget.

Background

In January 2003, the City Manager introduced a 6-Point Action Plan to close an estimated \$14-\$15 million gap between revenues and expenses in the City's General Fund. The City's budget crisis roared to life in the second half of FY 2000/2001, as the health of the local economy changed seemingly overnight from boom to bust. Three factors combined to create this budget crisis. They were:

1. A Worsening Local Economic Condition. Staff reduced revenue estimates for key City revenue sources such as Sales Taxes, Transient Occupancy Taxes (TOT), and Construction Taxes beginning in FY 2001/2002. These actions were taken in light of the recession-like economic conditions in many key industries within Silicon Valley. Despite the adjustments, revenues from Sales Tax and TOT continued to fall below the revised projections.
2. City Employee Personnel Costs. The City projects its future costs (including personnel expenses) in both its 10-Year Resource Allocation Plan and its 20-Year Financial Plan. Future costs for employee base wages and retirement programs are now expected to be higher than initially thought. Employee base wage rates are determined by formulas included in memoranda of agreement with the City's four recognized employee associations. These contracts can be changed only by mutual agreement of both the City and the employee associations. City costs for retirement programs are determined by contribution rates set by the California Public Employees' Retirement System (PERS). The City cannot opt out of PERS because of City charter requirements.
3. City Revenues Provided by the State of California. Sunnyvale receives significant revenues from the State of California through various sources such as Motor Vehicle License Tax Fees and Gas Tax Fees. The State collects these fees on behalf of cities and counties, and distributes them based on formulas. In past economic downturns, the State has taken revenues from these sources to solve its budget problems. Given a State budget deficit of \$38 billion, it appeared very likely that the State would again take revenues away from cities and counties. The Governor signed legislation adopting the FY 03/04 State budget in August. The budget that was approved by the State Senate differs from the budget approved by the State Assembly. Both versions reduce State provided revenues to cities and counties. State provided revenues to Sunnyvale's General Fund could be reduced by as much as \$1.8 million on a one-time basis. A more exact reduction can not be determined until the State Senate and State Assembly versions of the budget are reconciled.

The City Council adopted a budget for FY 2003/2004 that reduced the gap in the General Fund by \$14.9 million annually. This was accomplished by reducing expenses for capital projects, reducing service levels for City provided programs, cutting the size of the City's workforce, increasing fees and charges, and changing amounts of financial "set-asides" for special, designated purposes.

Current Financial Condition

A. State of California FY 2003/2004 Budget

After more than nine months of furious debate, the California Senate and Assembly approved in August a State budget for FY 2003/2004. The Senate adopted a budget that reduced to a larger degree the amount of State-provided revenues to cities and counties. Reductions were slightly more limited in the budget approved by the State Assembly. The Governor signed legislation establishing the State's FY 2003/2004 in August. Funding levels for the redevelopment agency property tax shift and booking fees will need to be reconciled when the Senate reconvenes in August.

The approved State budget will reduce the amount of State provided revenue to Sunnyvale. However, two factors mitigate the effect of this reduction. First, City staff anticipated that some State-provided revenues would be reduced, and did not include revenues from the following sources in the City's FY 2003/2004 budget:

- State mandated reimbursements
- California Law Enforcement Equipment Program grants
- Peace Officers Standards and Training reimbursements
- Public library grants

Second, the largest reduction is in Vehicle License Fee (VLF) revenues. The VLF "backfill" was eliminated from the approved State budget, while the increased VLF fees will not take effect until October 1, 2003. This creates a gap of about \$1.5 million in VLF revenues for Sunnyvale. The State pledged to repay these funds within three years. More importantly, this represents a one-time take away of VLF revenues, as opposed to a permanent take away. Assuming that the State does not honor its pledge to replace these revenues, this represents an annual reduction of about \$100,000 over the City's 20-year financial planning period. The State budget also reduces revenues to the City's redevelopment agency. The amounts range from \$163,000 to \$300,000. Redevelopment agency revenues also represent a "one-time" reduction. The actual reduction for Sunnyvale will be determined after the Assembly and Senate versions of the State budget are reconciled.

In addition to the reductions that affect General Fund revenues, the adopted State budget includes reductions to a variety of traffic and transportation, library, and law enforcement revenues. Details of the reductions in these areas and the effect on Sunnyvale are currently being determined.

In resolving its budget crisis this year, the State included a number of one-time solutions that will not be available again. Further, the State created a reported \$8.9 million deficit in next year's State budget. This figure may grow even larger, based on state and national economic conditions and legislative decisions made in Sacramento. State provided revenues to cities and counties may again be at risk as State officials attempt

to find ways to adopt a balanced budget. City staff will continue to monitor this situation. More definitive information may be available by January and reported to Council at the Future Fiscal Issues workshop.

B. Preliminary FY 2002/2003 Year End Financial Position

City staff is waiting for final information on revenues and expenses, along with the final adjustments to Sales Tax revenues provided by the State Board of Equalization, before closing the books for last fiscal year. Several preliminary conclusions can be drawn based on the information currently available. First, revenue totals for many key sources will be at or near the revised estimates that were provided to Council as part of this year's budget process. The May revised revenue estimates reduced total General Fund revenues from \$84.7 million to \$81.1 million. Based on this revision, Sales Taxes, Property Taxes, and Motor Vehicle License Fees will meet or exceed estimates. Utility Users' Taxes and Franchise Fees appear to be slightly below the revised budget projections. Transient Occupancy Tax revenues are expected to fall significantly below projections. Combined General Fund revenues from all sources are expected to total slightly more than 100% of the revised projections.

Second, the combined General Fund expenses for last fiscal year are projected to be approximately \$2.5 million lower than expected. These savings can be attributed to careful spending on goods and services, and the selective hiring freeze that left vacant positions unfilled during the fiscal year.

Third, these lower than expected costs represent one-time savings. Department directors and program managers included many of these vacant positions in recommended budget reduction packages. By policy, these savings are placed in the General Fund 20-Year Resource Allocation Reserve. For financial planning purposes, this can be used to offset the one-time \$1.8 million reduction in State provided revenue that resulted from the approved FY 2003/2004 California budget. The remaining savings not used to offset the State budget reductions may be used to defray further State funding reductions as they become known.

Finally, staff plans to provide the final FY 2002/2003 revenue and expenditure totals in November as part of Year-End Report. **Any required policy direction that results from this action will be identified and requested at that time.**

C. Local Economic and Market Conditions

We continue to receive mixed signals regarding local economic and market conditions. These mixed signals will require continued close monitoring and analysis. On the one hand, local business leaders are reporting that we may have reached the bottom of this economic downturn, with early signs of slight improvement. Room occupancy rates at some hotels may be stabilizing. Some technology related companies are reporting

improvements in either sales and/or profits. However, it is far too early to declare that the local economy has moved into a full, broad based upswing. Further, the California Public Employees Retirement System (PERS) reported that it ended the year with a net 3.9% increase in market performance. Although the increase is lower than PERS actuarial assumptions, this increase ended two straight years of negative market performance. This may lessen expected increases in future year's PERS contribution rates.

On the down side, four other factors could exert a negative pull on local economic and market conditions in general and the City's revenue and expenditure patterns. First, the economic recovery both on a national and local basis does not seem to be reducing the unemployment rate. As of July 2003, the unemployment rate in Santa Clara County is at 8.4%. At the moment, we are in a "jobless economic recovery". Second, office and commercial vacancy rates remain high. Again, companies and business seem unwilling to expand until solid signs emerge that this is a long-term economic recovery. Third, changes in property tax revenues historically are the last to be affected, either by economic downturns or upswings. Rising interest rates and office and commercial vacancy rates may combine to reduce future property tax revenue totals. Staff is working with the County Assessor's Office to watch for early signs of this potential trend. Finally, the pace of redevelopment at the Sunnyvale Town Center, and the downtown in general, will affect future Sales and Property Tax totals.

Staff will be watching both the positive and negative economic indicators, and will provide updated information as part of the January 2004 Future Fiscal Issues workshop.

Implementation Plan: FY 2003 / 2004 Phase

Based on Council policy direction and the adopted FY 2003/2004 budget, staff has developed an implementation plan to close the estimated \$14-\$15 million gap between revenues and expenses in the General Fund. This plan follows the steps contained in the 6-Point Action Plan. Selected capital projects have been deleted. City service and workforce reductions have been identified, and will be phased in during a two-year period. Changes to rental rate formulas, in-lieu fees, and inter-fund transfers have reduced costs. Increased or new fees and charges have been approved. Taken together, these changes will close about 85% of the gap during this fiscal year.

A. Reductions to City Services and Levels of Service (Point 6) .

The following are the reductions to services and levels of service by department that may be most noticeable by residents, businesses, or visitors to the City. It should be noted that the tangible, visible effects of some of these service reductions might be difficult to notice at first. For example, there may be no noticeable difference to residents of lengthening the street tree pruning cycle from 4.5 to 5.5 years. The effects of the reduction of the number of work hours for this service may be gradually felt. In addition, as this service reduction is implemented, staff will be better able to assess the anticipated, and unanticipated, results of service level reductions such as this one.

- Public Works. The Department manages a total of 11 programs. Five are funded through the General Fund. Three are funded through the Utility Enterprises Fund. The remaining three programs are funded through the Parking District, SMaRT Station, and General Services Funds. All reductions without an existing or scheduled implementation date will be enacted before the end of this fiscal year.

Service	Implementation Date
<ul style="list-style-type: none"> ■ reduce the frequency of street sweeping from two weeks to four weeks 	September 30, 2003
<ul style="list-style-type: none"> ■ reduce City tree maintenance service <ul style="list-style-type: none"> - change tree pruning cycle from 4.5 to 5.5 years - eliminate roadway tree watering for new and recently planted trees - eliminate roadway tree root and pest mitigation - reduce single service request pruning 	July 1, 2003
<ul style="list-style-type: none"> ■ reduce landscape maintenance in street medians <ul style="list-style-type: none"> - eliminate annual flower planting - reduce weeding frequency - reduce litter pick up - reduce groundcover edging - reduce tree and plant replacement by 50% 	July 1, 2003
<ul style="list-style-type: none"> ■ eliminate surveying 10% of sidewalks for defects 	December 31, 2003
<ul style="list-style-type: none"> ■ eliminate sewer lateral and cleanout repairs 	July 1, 2003
<ul style="list-style-type: none"> ■ reduce environmental education activities provided at the Water Pollution Control Plant 	July 1, 2003
<ul style="list-style-type: none"> ■ reduce storm drain preventive maintenance 	July 1, 2003
<ul style="list-style-type: none"> ■ increase wait times for concrete sidewalk repairs to five years 	July 1, 2003
<ul style="list-style-type: none"> ■ reduce the frequency of sewer main maintenance 	December 31, 2003
<ul style="list-style-type: none"> ■ lengthen preventive maintenance cycles on the water distribution system 	September 30, 2003
<ul style="list-style-type: none"> ■ eliminate the demand management program used to promote water conservation 	July 1, 2003
<ul style="list-style-type: none"> ■ reduce staff participation in after working hours meetings, discretionary bike inquiries, and traffic calming studies 	July 1, 2003

- Parks and Recreation. The department manages seven programs. Three are funded through the General Fund. The other four are included in the Community Recreation and General Services Funds.

Service	Implementation Date
For Baylands Park	
■ reduce turf cutting and care and plant maintenance	July 7, 2003
■ close one set of restrooms	July 7, 2003
■ stop planting color annuals and native grass ground covers	July 7, 2003
■ no longer replace dead or diseased trees	July 7, 2003
■ reduce litter and debris pick up	July 7, 2003
■ reduce the number of on-site staff presence	July 7, 2003
For Neighborhood Parks and Open Space	
■ stop operating ornamental water features at all parks except the Community Center	July 7, 2003
■ reduce turf cutting and care, and ground cover maintenance	July 7, 2003
■ reduce litter and debris pick up	July 7, 2003
■ stop providing free materials to co-sponsored sports groups to prepare fields for events	July 7, 2003
For other programs	
■ close Creative Arts Center Gallery	July 1, 2003
■ reduce therapeutic recreation direct programming	September 1, 2003
■ reduce janitorial service levels by 40% for City maintained buildings	July 1, 2003
■ eliminate summer picnic ambassadors from neighborhood parks	July 1, 2003
■ drop the cultural diversity special event, and reduce significantly the July 4 th special event	July 1, 2003

- Libraries. The department manages four programs. Three are funded through the General Fund; Sc[ij]³ is funded through a Special Revenue Fund.

Service	Implementation Date
■ eliminate bookmobile services	August 21, 2003
■ reduce programs targeted for adults and longer wait times for assistance with reference questions	July 1, 2003

- Community Development. The department manages five programs. Three are funded through the General Fund, and two are funded through the Redevelopment Agency Fund or the Community Development Block Grant Fund. All reductions without an existing or scheduled implementation date will be enacted before the end of this fiscal year

Service**Implementation Date**

- reduce by 25% the administrative support provided to outside contracts July 1, 2003
- longer wait times at peak demand times at the one-stop counter
- limit the planned expansion of the Lakewood Village Neighborhood Enhancement Program to 200 properties July 1, 2003
- streamline the City Council appeal process July 1, 2003
- eliminate the City Council pre-appeal process
- reduce by about 75% marketing and "Shop Sunnyvale" advertising efforts
- reduce neighborhood dumpster clean up days to Saturday only July 1, 2003

- Public Safety. This department manages five programs, which are primarily funded through the General Fund, with supplemental funding provided through State grants or asset forfeiture monies.

Service**Implementation Date**

- reduce vice & narcotics unit supervision and staffing August 4, 2003
- reduce the number of hazardous materials inspections at permitted facilities July 1, 2003
- longer wait times (from 3 to 5 days) for issuing hazardous materials permits July 1, 2003
- longer wait times for investigations into citizen complaints and internal discipline cases (if grant funding is no longer available) July 1, 2004
- reduce number of fire prevention inspections July 1, 2003
- increased turn around time for completing fire related portions of building inspections July 1, 2004
- restructure top command staff with a net reduction of one management position September 30, 2003
- elimination of work hours and costs allocated to staff positions unused because of vacancies or assignments of specialty positions to fire or police shifts July 1, 2003

Services and levels of service provided through the City's support departments were also reduced. Frequently, these reductions will be less noticeable to residents, businesses, and visitors because these departments provide services and activities that

support other operating departments. The following are the principal service reductions for these support departments.

- Information Technology. This department manages two programs; both are funded through the General Services fund.

Service	Implementation Date
■ eliminate technical assistance provided at City Council, Planning Commission, and other meetings broadcast live over cable TV	October 1, 2003
■ longer wait times for responding to customer complaints about Cable TV services	October 1, 2003
■ outsource a portion of IT training	January 2004
■ longer response times for providing one-on-one technical assistance	October 1, 2003
■ reduce after hours computer room operations support	October 1, 2003
■ slower response times for solving computer hardware and software problems	October 1, 2003
■ longer turnaround times for completing vendor printing jobs	July 1, 2003
■ longer response times for moving and installing equipment	October 1, 2003

- Finance. The department manages eight programs; all are funded through the General Fund, with one program fully reimbursed by the Utilities Funds

Service	Implementation Date
■ reduce from 7 to 4 the financial and operational audits completed each year	July 1, 2003
■ reduce follow up audits from 7 to 4	July 1, 2003
■ reduce by one-third the capacity to provide fiscal and legislative analysis for the City Council and City staff	July 1, 2003
■ drop implementation of the fixed assets module of the new Financial system	July 1, 2003
■ reduce City purchasing staff hours and reduce purchasing cards	July 1, 2003
■ longer wait times (from 30 to 60 days) for processing Business License Tax certificates	July 1, 2003
■ update fixed assets annually rather than every accounting period (13 times per year)	July 1, 2003

- Human Resources. This department manages five programs; only one is funded through the General Fund. The remaining four are funded through the Employee Benefits and Liability and Property Insurance Funds.

Service

Implementation Date

- reduce reimbursement for travel expenses of job candidates July 1, 2003
- eliminate ECO pass program for employee commuting July 1, 2003
- restructure the City's training program July 1, 2003
- revise and reintroduce the employee suggestion awards program July 1, 2003
- reduce use of outside executive search firms July 1, 2003
- reduce the use of consultant and legal services July 1, 2003
- reduce advertising and printing services related to job recruitment July 1, 2003

- Office of the City Manager. This office manages eight programs; seven are funded through the General Fund, with the Columbia Neighborhood Services program funded through the Youth and Neighborhood Services Fund.

Service

Implementation Date

- drop the expansion of services provided through “Fun on the Run” activities, and consolidate “Fun on the Run” with the Parks and Recreation Department September 1, 2003
- drop or significantly reduce 7 organizational effectiveness activities July 1, 2003
- limit CAPE assessments of organizational effectiveness July 1, 2003
- rely more heavily on LCC grassroots efforts for intergovernmental relations and advocacy September 1, 2003
- eliminate Community Events Grants Program funding July 1, 2003
- drop planned enhancements to KSUN July 1, 2003
- reduce the number of words to 200 for the candidate statements for municipal elections July 1, 2003

- Office of the City Attorney. This office manages one program. About \$154,000 in operating expenses were eliminated, beginning in FY 2004/2005.

Staff has previously provided Council with the effects these service reductions have on goals for outcome measures and work activities.

B. Reductions to the City's Workforce (Point 6 continued)

These service reductions will result in a smaller City workforce. A total of 66.4 full time, 8.6 part time, and 6.5 casual/seasonal positions will be eliminated during the next two years.

This fiscal year, 53.6 full time, 5.6 part time, and 6.5 casual/seasonal positions will be dropped. Most of these positions are currently vacant; as of this date, only seven positions are filled with full time, regular employees. City staff has been working to find alternative positions within the City for these employees; two employees have accepted or are planning to accept alternative placements, reducing the number of potential layoffs to five.

The City Council approved a budget modification that created a 90-day moratorium before these layoffs become effective. This allowed staff additional time to work to place these employees in other City positions as vacancies occur. City staff is also working with representatives from the four employee associations to develop a pool of work hours generated through donations of employee vacation and PTO leave. The intent of this effort is to create an additional 90-day delay in mandatory employee layoffs. If successful, this effort will be put in place no later than August 30, 2003.

An additional 12.8 full time and 3.0 part time positions are scheduled to be eliminated next fiscal year. By carefully using the City's financial reserves, these position eliminations can be delayed until next year. Staff anticipates that normal vacancies will occur in these job classifications so that these positions can be eliminated without any layoffs of full time or part time employees. Staff will monitor these positions and vacancies carefully during the fiscal year.

C. 10-Year Capital Projects Plan (Point 1)

A \$1.8 million reduction has been implemented this fiscal year to the City's 10-Year Capital Improvements Plan. The City Council provided preliminary policy direction in February 2003 when it reviewed proposed revisions to the 10-Year Plan. A total of 66 projects were deleted or appropriated with reduced funding. Associated operating expenses were reduced by \$154,000. Together, this closed \$1.8 million of the gap in the General Fund. Council approved these revisions when it adopted a new 10-Year Capital Projects Plan as part of its review and adoption of this year's budget.

D. Increases to Fees and Charges (Point 5)

In addition to examining ways to reduce expenses, City staff also identified options for increasing current or creating new fees and charges. In adopting the FY 2003/2004 budget and fee schedule, Council further closed the gap in the General Fund by an additional \$1.5 million. Three factors make up this total:

- FY 2003/2004 fee schedule \$150,000
(reflects adjustment to full cost for most existing fees over a two-year period)

- New fees and charges

False Fire Alarm Fee:	\$100,000	
Ground Lease Rent for SMaRT Station	\$325,000	
		\$425,000

- Council authorized staff to continue to explore three other new fees

Emergency 911 Fee	\$250,000 (est.)	
Trench Cut Fee	\$ 50,000 (est.)	
Municipal Utility Infrastructure Fee	\$626,000 (est.)	
		\$926,000

About \$600,000 in new or increased fees were proposed by departments as part of their budget reduction packages. These were:

Business License Processing Fee	\$157,690
Community Planning Fee-General Plan Maintenance	\$ 75,000
DVD/Video Rentals at the Library	\$318,270
Temporary Traffic Controls	\$ 24,847
Shopping Cart Fee	\$ 8,500
Engineering Permit Review Fee	\$ 30,000

The Business License Processing Fee, the Community Planning Fee, and the False Fire Alarm Fee are currently in place. The DVD/Video fees are scheduled to become effective in FY 2004/2005. The SMaRT Station Ground Lease Rental fee requires final Council action, which is planned this fiscal year. The fees for temporary traffic controls, shopping carts, and engineering permit reviews will be brought to Council in January 2004 for consideration. Staff plans to complete its research and present findings on fees for emergency 911, trench cut, and municipal utility infrastructure by the end of the year for consideration by the City Council.

E. Increasing Current or Establishing New Local Taxes (Point 5 continued)

Council established a 17-member Ad Hoc Advisory Committee to explore in detail the potential for increasing current or establishing new local taxes. Council accepted the Committee's final report on June 15th, and directed staff to take preliminary steps to place two special ballot measures on the November 4, 2003 regular City election. One ballot measure called for Sunnyvale voters to consider increasing the Business License Tax; the second ballot measure called for voters to consider raising the Transient

Occupancy Tax from 8.5% to 10.0%. At a special meeting on August 6th, Council decided not to place either special ballot measure on to the November 4, 2003 election.

F. Rental Rates and In-Lieu Fees/Inter-Fund Transfers (Point 2 & 4)

Council provided initial policy direction regarding changes to rental rates and in-lieu fees/inter-fund transfers in March 2003. This direction was incorporated into the FY 2003/2004 budget. Savings generated by these changes closed an additional \$445,000-\$535,000 of the gap in the General Fund. Additional savings in operating costs were included in reductions to services and levels of service.

G. Job Recruitment and Vacancy Review (Point 3)

A selective hiring freeze on filling new vacancies will continue this fiscal year, for two reasons. Last year's efforts contributed to an estimated \$2.5 million in operating savings for all departments in the General Fund. Normal turnover will create additional vacancies this fiscal year. Carefully using these vacancies can help to avoid layoffs next year fiscal year and to offset potential future reductions in State-provided revenues. Any reductions to service levels anticipated by holding positions vacant will be brought to the City Council for policy direction.

Implementation Plan: FY 2004/2005 Phase

As indicated earlier, the implementation of the 6-Point Action plan this fiscal year will close the \$14-\$15 million gap in the General Plan. Most of the planned elimination of full time, part time, and casual/seasonal positions were taken this fiscal year. However, the careful use of our financial reserves allows for 12.8 full time and 3.0 part time position eliminations to be deferred to FY 2004/2005. Many of these positions are currently filled. We hope that vacancies will emerge in similar job classifications so that City staff members in positions slated to be eliminated can be reassigned to vacancies to avoid actual layoffs.

City staff is closely watching the effects of the service level reductions that were described earlier in this report. The actual effects of these changes will become clearer as changes to work hours, operating practices, and procedures become more engrained. It is possible that unanticipated effects of the service level reductions could also emerge over time. If the planned reductions result in different or unanticipated results that affect service levels, staff will report these situations and request policy direction for the City Council.

Summary

The City's overall financial condition remains very fluid. Regional economic and local market conditions, along with decisions made in Sacramento, can affect the revenue side of the City's financial picture. Staff will continue to carefully watch expenditures to insure that we continue to use scarce local resources as efficiently as possible to deliver

City services at levels set by City Council. Staff will also closely monitor national, regional, and local factors that affect our financial condition, and provide Council with options for setting both short term and long term policy.

**City Manager's
Letter of Transmittal**

Chipboard Page



**Adopted 2003/2004 Budget
and
Ten-Year Resource Allocation Plan**

**City Manager's
Letter of Transmittal**

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Honorable Mayor and Members of the City Council:

CITY MANAGER'S MESSAGE

INTRODUCTION

I am presenting for your review and consideration the recommended FY 2003/2004 Budget and accompanying Ten-Year Resource Allocation Plan (RAP). In addition, financial projections are provided for a second ten years, ensuring a full 20-year perspective for financial planning. In keeping with Council policy, each fund is balanced to the twentieth year. This has been an especially difficult result to achieve this year.

FY 2003/2004 is the second year of the two-year operating budget cycle. In normal times, the two-year cycle for operating programs was established to recognize the fact that service levels change only modestly from year to year, and that resource requirements can be effectively planned over a two-year time frame. Since most operating programs are not normally reviewed extensively for the second year, a significant amount of staff time is saved. This staff time can be directed toward service delivery, continuous improvement efforts, and Council study items. However, certain key factors in the operating budget, such as major revenue sources, personnel costs and enterprise activities, are reviewed each year in order to ensure the accuracy of our long-term projections. These factors are discussed in more detail later in this Transmittal Letter.

However, we know that these are not normal times for cities, counties, and school districts in California. As we end FY 2002/2003 and plan for FY 2003/2004 and beyond, Sunnyvale is faced with a financial situation that is more difficult than any in recent memory. In the late 1970s, Proposition 13 dramatically reduced property tax revenues to California cities, including Sunnyvale. In the early 1990s, the last economic recession reduced revenues to the City and the State shifted more than \$5 million in our property tax revenues to school districts to solve their own budget shortfall. During both of these earlier situations, the City's planning and financial management system allowed us to absorb these substantial reductions without dramatic, long-term effects on services.

Today, the City is faced with three threats to our financial stability:

- The worst economic downturn in the Silicon Valley since the Great Depression, as measured in job loss, has had a dramatic effect on the City's revenues
- Personnel costs are increasing at rates substantially higher than inflation and higher than we previously included in budget projections
- The State is undergoing the most severe budget crisis that it has ever experienced and will be reducing revenues to local governments as part of the solution.

These three factors are beyond the capacity of our planning and financial management system to resolve. Additional approaches and strategies are needed to supplement our systems so that the City can continue to provide a set of services that meet the

requirements of our residents, businesses, and community groups at the lowest costs possible.

As the City began FY 2002/2003, we had projected the significant downturn in the local and regional economy and expected to use our existing fiscal strategies to maintain current service levels. These strategies of long-range financial planning, our commitment to setting service levels based on predictable amounts of revenue (“living at the trend line”) and our preservation of excess revenues during robust economic times for nonrecurring events and reserves have served us well during previous economic downturns. Unfortunately, economic and fiscal conditions have worsened during FY 2002/2003. This has created a structural gap between ongoing revenues and ongoing expenses in the General Fund. This gap is projected to be \$14-15 million annually for the next 20 years. It could grow even larger if revenue projections do not hold, if personnel expenses grow faster than estimated, and if the State of California reduces state-provided funding to cities and counties as a means to solve its budget crisis. Reducing one-time expenses can not close this structural gap. Rather, it requires a fundamental re-examination of the services that we provide, a resetting of levels of services, increases to fees, charges, and potentially local taxes, and a reduction in our workforce. These changes will create the on-going reductions in expenses and increases in revenues that are required to resolve this budget crisis. This new fiscal reality required that the City develop a new fiscal and budget strategy to reduce the size of city government in Sunnyvale.

BUDGET REDUCTION PROCESS

Because of the City’s new fiscal reality, we used a different approach to preparing the recommended FY 2003/2004 Budget, Ten-Year Resource Allocation Plan, and Long-Term Financial Plan. Even though the focus should have been primarily on the project budget, the budget crisis demanded that we undertake a comprehensive review of both the project and the operating budgets. The approach for accomplishing this was a 6-Point Action Plan. This action plan was presented and discussed with Council at the Future Fiscal Issues Study Session in January 2003.

The 6-Point Action Plan addressed these topics:

- Point 1: Current Capital Projects Plan
- Point 2: Rental Rate Schedules and Formulas
- Point 3: Job Recruitment and Vacancies Review
- Point 4: In-Lieu Fees and Inter-Fund Transfers
- Point 5: Tax and Fee Increases
- Point 6: Reductions to Services, Levels of Service, and Staffing.

Through this effort, staff throughout the organization identified potential ways to reduce the size of city government in Sunnyvale. This resulted in recommendations that are designed to reduce the "basket of services" that are provided, to reset service levels for those remaining City services, and to reshape and reduce the size of the workforce. The 6-Point Action Plan also examined the fees, charges, and local taxes that produce the revenues needed to provide City services. This effort identified potential increases to existing and new fees, charges, and local taxes that could be

enacted in order to raise revenues. The 6-Point Action Plan resulted in a series of reports and recommendations to establish a revised set of City services that are provided by a sustainable workforce for the foreseeable future.

Since January, a series of special reports has been presented to Council at regular and special meetings on the various elements of the 6-Point Action Plan. Council has provided preliminary policy guidance, which has been incorporated into the recommended FY 2003/2004 Budget and Ten-Year Resource Allocation Plan. Community meetings on the budget were conducted to encourage citizen input on the various recommended actions. *Volume IV* of this budget document contains the 6-Point Action Plan and the four special reports.

In addition to these special reports, staff also engaged a market research firm to determine residents' preferences regarding potential service reductions in 45 City services. The community assessment also gathered information regarding residents' tolerance for potential increases to fees, charges, and local taxes rather than reducing service levels. Several meetings were also held with business groups to discuss the budget crisis and the 6-Point Action Plan.

Staff undertook these efforts to give Council additional data and information that can be used in providing preliminary and final policy direction on budget related issues. Several key findings emerged from the community assessments, such as:

- Residents prefer to maintain current service levels and raise fees, rather than reduce service levels and
- Seventy-three percent (73%) of residents would support at least a minor increase to fees, charges, or local taxes in order to maintain services and service levels. Only 27% reported that they did not support any increase.

Volume IV also contains a report that describes other results and key findings in more detail.

I am pleased to report that we have taken significant steps to close the estimated \$14-\$15 million structural gap between revenues and expenses in the General Fund. This has resulted from the examination and recommendations regarding each point in the 6-Point Action Plan, and the preliminary policy direction that the City Council has provided.

The following chart summarizes how the structural gap can be closed:

<u>Estimated Savings to Reduce Ongoing Revenue to Expense Gap</u>		<u>Amount</u>
Capital Projects Plan		\$1,800,000
Rental Rates/In-Lieu Fees (Equipment)		\$500,000
Department Service Level/Expense Reductions		\$8,455,059
Rental Rates (Operating Expenses)		\$1,427,019
Set-Asides		\$1,250,000
New Revenues		\$1,426,000
	Grand Total	\$14,858,078

Following final Council direction, staff will prepare an implementation plan that will be reflected in the Adopted Budget.

The City Council needs to be acknowledged for its recognition and understanding of the depth and severity of the budget crisis we are facing, and for its commitment to identifying a solution to it.

OVERVIEW OF THE PROPOSED PROJECTS BUDGET

In keeping with the separation of the operating and project budget cycles, FY 2003/2004 is the first year of a two-year projects budget. I am recommending \$20,213,310 in projects in FY 2003/2004 and a total of \$84,173,206 in projects over the ten-year planning period. These figures include the reductions to the Ten-Year Projects Plan that were developed through the 6-Point Action Plan. All projects proposed for the Ten-Year Resource Allocation Plan underwent a thorough review by the Projects Review Committee prior to being recommended to the City Manager. Below is a table containing project expenditures by fund. It should be noted that only new appropriations are reflected within the table.

<i>Project Expenditures by Fund</i>		
Fund	FY 2003/2004 Recommended Budget	10 Year Recommended Budget
Infrastructure Renovation & Replacement	11,033,123	37,506,550
Utilities	2,120,216	13,457,920
Capital Projects	2,056,980	12,006,006
General Fund	806,026	10,325,268
SMaRT Station	437,719	5,651,768
Housing	1,594,185	1,793,180
Community Development Block Grant	1,479,881	1,479,881
Gas Tax	49,508	763,783
General Services	537,466	595,287
Redevelopment Agency	31,620	346,229
Park Dedication	12,000	154,162
Public Safety Forfeiture	54,586	93,172
TOTAL	\$20,213,310	\$84,173,206

Details of the projects budget are included in the *Major Project Efforts* section of this Transmittal Letter, in discussion of the individual funds, and in *Volume II Projects Budget*.

THE SUNNYVALE APPROACH TO BUDGETING

As we begin review of the recommended FY 2003/2004 Budget, it is important to understand the key financial and planning systems that Sunnyvale uses to chart its future both in the good times and the bad times. Sunnyvale's approach to budget preparation is a central part of the City's Planning and Management System (PAMS). Key elements of the PAMS framework include:

- Long-range strategic planning (the General Plan Elements and Sub-Elements),
- Long-term financial planning (the Ten-Year Resource Allocation Plan, which includes projections over a 20-year time frame),
- Short-term allocation of resources (the two-year action budget),
- The Council Study Issues process,
- Performance "contracts" for Management, and
- Annual performance reporting and evaluation.

This integrated framework has enabled the City, over time, to accomplish the long-range strategic goals established by Council in the General Plan Elements and Sub-Elements. PAMS has assisted the City in maintaining, and even expanding, services during times of numerous Federal/State mandates and revenue restrictions or reductions. PAMS has also served as a valuable tool in producing and capturing remarkable gains in efficiency and productivity.

The Fiscal Sub-Element of the General Plan requires that the City Manager annually propose a budget that is balanced not only for the budget year, but also for the Ten-Year Resource Allocation Plan. Since FY 1993/1994, Council has approved a financial plan that has been balanced to the twentieth year. The long-term nature of the City's financial planning system allows decision-makers to better understand the true effect of policy decisions. Because City practice has been to prepare a fully balanced 20-year financial plan, it effectively requires that decisions made today guarantee that the resources will be available to provide quality services in the future. The Ten-Year Resource Allocation Plan prevents wild swings in service levels during the upturns and downturns of economic cycles.

Annual budget review and approval is a sound business practice and is required by the City Charter. However, an understanding of the City's long-term financial picture is more important to the process than just looking at a one-year or two-year snapshot. Therefore, much of the discussion in this Transmittal Letter will focus on long-term strategic planning and fiscal issues.

OPERATING BUDGET PROCESS

Sunnyvale has practiced two-year budgeting for our operating programs for a number of years. This is in recognition of the tremendous effort needed to develop budgets, particularly with the City's sophisticated outcome-based budget system. In normal times, service levels remain relatively constant from year to year. By doing two-year budgeting, staff time is maximized and more in-depth review of each budget element can be accomplished.

As indicated earlier, FY 2003/2004 is the second year of a two-year operating budget cycle. Therefore, operating budgets were not prepared. However, because of the budget reduction process discussed earlier, all programs were reviewed to identify potential service level reductions. Program managers developed four reduction packages, representing a 10% reduction and three 5% reductions. This information was reviewed by the City Manager, and used to develop the City Manager's recommended reductions to services and levels of service. These recommendations were presented to City Council on May 2, 2003, at which time Council provided preliminary policy guidance. This guidance was incorporated into the recommended FY 2003/2004 Budget and Ten-Year Resource Allocation Plan.

Further, as is our practice in the "off year" for operating, a number of other components of the operating budget were analyzed and updated to reflect current conditions. Rental rates and salary additive rates for the internal service programs were reviewed, with new rates applied to recover costs. Current salary levels for City employees were adjusted based on existing Memoranda of Understanding or estimated salary increases. For enterprise funds, significant cost components, such as purchased water, chemicals or landfill charges were updated with current information, and utility rates were adjusted as appropriate. Additionally, major revenue sources were updated for all funds.

PROJECT BUDGETING PROCESS

In the City of Sunnyvale the term "project" refers to non-operating activities. Beginning in FY 1999/2000, the City segregated each project into one of four possible categories: Capital, Special, Infrastructure and Outside Group Funding. These categories are defined as follows:

Capital Projects are major expenditures related to construction, improvement or acquisition of capital assets. This category includes feasibility studies, preliminary plans and other projects that are related to design, construction, capital improvement or acquisition. The construction of a traffic signal would be a capital project. Other examples include adding a room to an existing facility (capital improvement) or purchasing a piece of property (acquisition).

Special Projects are one-time only in nature and are set up to eliminate the impact that such costs would have on unit costs in operating programs. This category includes studies and other projects that are not related to construction, capital improvements, renovation/ replacement or acquisition of a capital asset. For example, the preparation of a new sub-element of the General Plan would be a special project.

Infrastructure Projects are inherently related to capital projects. This category includes the renovation and/or replacement of a capital asset. After a capital project is complete, the City has an asset that must be maintained through the operating budget until the asset reaches a point where maintenance costs exceed renovation/ replacement costs. An infrastructure project is developed in order to provide future funds at the time that replacement or renovation is required. An example would be the

replacement of major components of the Water Pollution Control Plant or the replacement of the Heating, Ventilation and Air Conditioning (HVAC) system in City Hall.

Outside Group Funding Projects are essentially special projects; however, they are established to identify contributions made to local community-based organizations.

As mentioned earlier, the City's process for budget preparation places the project budget on a two-year cycle alternating with the operating budget. FY 2003/2004 is an "on year" for the project budget cycle.

The project budgeting process began in August as department directors and program managers started to review all existing projects and formulate any new projects that they felt were needed. As this process was underway, the City's severe financial situation became clearer, which required a change in focus.

In January, a 6-Point Action Plan in response to the budget crisis was presented at the Future Fiscal Issues Study Session. The report outlined strategies to address the City's fiscal problems. The first point of the 6-Point Action Plan called for staff to re-examine the Ten-Year Projects Budget and to make revisions that would help close the projected annual gap between revenues and expenditures. Departments were given four criteria to determine whether existing projects should be retained at current funding levels, retained at changed funding levels, or deleted from the Ten-Year Projects Budget. These same criteria were used in recommending new projects. The criteria are:

- Projects that preserved the integrity of the City's existing infrastructure systems
- Projects that addressed a life safety issue
- Projects that leveraged outside funding
- Projects that were currently under construction, were expected to be completed this fiscal year, or where suspending construction work now would jeopardize the integrity of the project.

The projects submitted by the departments then began the review process. All projects went through an initial review process conducted by Finance Department staff. This detailed review with project managers and department directors looked at every existing project and all new projects with the above criteria in mind.

Following the first review, the Project Review Committee began its work. As Council will recall, this Committee was created in FY 1999/2000 to evaluate and prioritize all project requests and make recommendations to the City Manager for approval. This Committee is staffed with members who are key to the project process, including the directors of Public Works, Community Development, Finance and Parks and Recreation. The Project Review Committee puts each new or changed project proposal through a rigorous evaluation process. Those new projects that have substantial and significant merit are forwarded to the City Manager for consideration in the recommended Budget and Ten-Year Resource Allocation Plan.

The Project Review Committee then considered each project in light of the four additional criteria discussed above. Based on those considerations, a total of 68 projects were not recommended for funding in the FY 2003/2004 Projects Budget. Of these, 40 are existing projects and 28 are new project proposals. A complete listing of all unfunded projects is included in a new section of *Volume II, Projects Budget*. This listing will be maintained and at such time as the City's financial position improves, they will re-evaluated for funding. The Committee did recommend 26 new project proposals for funding; more information on those projects is included below either in the *Major Project Efforts* section of this Transmittal Letter, in the *Detailed Fund Reviews*, or in *Volume II Projects Budget*.

As discussed earlier in this Transmittal Letter, the reevaluation of all projects included in the Ten-Year Resource Allocation Plan was conducted as part of the budget reduction process. The City Council adopted six criteria in March 2003 for reviewing recommended changes to the Ten-Year Projects Budget. Council considered the FY 2003/2004 recommended Ten-Year Projects Plan Report at a special meeting later in March 2003, and provided preliminary policy guidance. Based on this initial direction, changes to the Ten-Year Projects Budget will generate approximately \$1.8 million annually towards reducing the gap between expenses and revenues in the General Fund.

OUTCOME-BASED BUDGETING

The City began to implement the outcome management system in FY 1995/1996 as part of a continuing effort to improve the City's Planning and Management System (PAMS). Since then, nearly all programs in the City's various funds have migrated to the outcome management system. A number of programs were delayed in their migration to outcome management in FY 2002/2003, given the staff resources required to develop the 6-Point Action Plan in responding to the City's budget crisis.

When designed in the mid-1990's, outcome management was created to address three purposes. They were:

- Identify high-level, fundamental results for each program included in the City's operating budget. Through this system, the focus would shift from the outputs generated by staff to the outcomes that are achieved by staff.
- Allocate scarce resources through the budget process so those program outcomes can be accomplished. Through this system, Council sets the high-level outcomes for each program, and staff determines how the outcomes can be achieved. Then Council sets budget allocations for each program.
- Report program performance annually, comparing the actual results achieved for programs with planned performance goals. Initially this was done annually through the Performance Outcome Agreement process, but now results for program outcome measures are reported more regularly.

This year, the City Council is requesting that staff undertake a comprehensive review of the outcome management system. This review will focus on the degree these original purposes are being met by the outcome management system. It will also

identify any new purposes that the system should be redesigned to achieve. The review will also examine whether better use of information technology can lead to improve efficiencies and quicker turn around times in preparing performance reports and other "products" generated by the system. Finally, the review will address the training required so that program managers and other City employees can use the outcome management system as an effective tool in managing their programs. Current manuals and training programs will need to be updated by City staff so that new managers can learn how to use the system, and existing staff can brush up on their skills.

The outcome management system is an important component of PAMS. As such this review will begin a systematic assessment of PAMS. Additional opportunities will be identified to update and improve PAMS. This effort will also examine existing training and resources that need to be updated so that this vital system remains an effective planning and management tool.

BUDGET FORMAT AND AWARDS

Sunnyvale has an extremely complex and detailed budget preparation, review and adoption process. Staff has traditionally presented to Council the City Manager's recommended Budget in the form of a workbook. This workbook is used to guide the Council through the budget workshop, the public hearing and finally the official adoption of the budget for the upcoming fiscal year.

The recommended Budget document is divided into four stand-alone volumes this year. *Volume I* includes documents that staff provides to Council on an annual basis. The *City Manager's Transmittal Letter*, *Budget Summary*, *Long-Term Financial Plans*, *Revenues*, and *User Fees* can be found in this volume. *Volume I* is useful as a summary document, with more detailed information found in the other three volumes.

Volume II Projects Budget contains all of the City's capital, infrastructure, special and outside group funding efforts. This volume begins with a *Projects Budget Guide* that describes what a project is in the City of Sunnyvale and how projects are prioritized in the budget process. This volume receives detailed attention during the "on year" for projects, which is FY 2003/2004.

Volume III Operating Budget contains all of the City's programmatic efforts. This volume also begins with an *Operating Budget Guide* that describes Sunnyvale's unique Planning and Management System. This guide is extremely useful in understanding the mechanics of the City's efforts to move from performance-based to outcome-based budgeting. The Operating Budget is organized around the seven elements of the General Plan. Each element contains the General Plan's Goals, Policies and Action Statements, Community Condition Indicators, and the budget of each operating program that is tied to that particular element. This volume receives detailed attention during the "on year" for operating, as was the case for FY 2002/2003.

Volume IV, Recommended Reductions, contains the 6-Point Action Plan and four special reports to the City Council. The four special reports consist of:

- Review of the City’s 10-Year Capital Projects Plan
- Points 2 and 4 of the City Manager’s 6-Point Action Plan in Response to the City’s Fiscal and Budget Crisis: In-Lieu Fees/Inter-Fund Transfers
- Recommended Reductions to City Services and Levels of Service Report
- Potential Fee, Charge and Tax Increases

In addition, there are two companion reports and several related attachments that outline proposed criteria for evaluating reductions to capital projects and city services, and one report regarding the formation of an ad hoc advisory committee to study potential tax increases.

In prior years staff has received positive feedback from Council members and citizens regarding the Budget-in-Brief booklet. This is an effort to highlight the important aspects of the particularly large and complex recommended budget document. This year, staff will again prepare this summary containing the City Manager’s Transmittal Letter and Budget Summary.

In April 2003 the Department of Finance was notified that the City’s adopted FY 2002/2003 Budget and Ten-Year Resource Allocation Plan had received the Distinguished Budget Presentation Award from the Government Finance Officers Association (GFOA), a national organization of finance professionals. This award program, established in 1984, “recognizes exemplary budget documentation by state, provincial and local government, as well as public universities and colleges.” The City of Sunnyvale has received this award for 14 consecutive years.

FISCAL YEAR 2003/2004 BUDGET

OVERVIEW

I am once again presenting a balanced budget for this upcoming fiscal year. The Ten-Year Resource Allocation Plan and 20-year financial plan are in balance as well. As discussed earlier, the recommended FY 2003/2004 Budget contains a number of reductions to service and service levels or increases to revenues that were made in response to the City’s current fiscal crisis.

Table I, below, is a summary of the recommended expenditures for all City funds. This table provides a comparison of the recommended FY 2003/2004 Budget with the current fiscal year and the latest actual fiscal year.

Table I Recommended Expenditures – Citywide*

Expenditure Character	2001/2002 Actual	2002/2003 Revised Budget	2003/2004 Recommended Budget	% Growth 2003/2004 over 2002/2003
Operating	145,154,918	156,448,303	168,245,562	
Recommended Operating Reductions			(8,968,471)	
Recommended Rental Rate Reductions			(1,499,562)	
SMaRT Station Operations**	10,901,599	10,078,158	9,511,077	-5.63%
Operating Sub-Total	156,056,517	166,526,461	167,288,606	0.46%
Projects	33,682,267	97,715,023	19,675,844	
Recommended Project Reductions		(8,677,650)		
Projects Sub-Total	33,682,267	89,037,373	19,675,844	-77.90%
Debt	6,973,449	5,226,271	6,978,123	33.52%
Lease Payments	1,218,753	1,215,678	1,216,678	0.08%
Equipment	282	300,000	0	-100.00%
SUB-TOTAL	197,931,268	262,305,783	195,159,251	-25.60%
Employment Development Grant Programs	11,572,804	12,454,155	12,430,000	-0.19%
TOTAL	209,504,072	274,759,938	207,589,251	-24.45%

* This table excludes internal service fund expenditures.

** SMaRT Station Expenses represent Mountain View and Palo Alto's shares of SMaRT Station expenses. Sunnyvale's share of expenses is represented in the Operating line.

The overall recommended FY 2003/2004 Budget is 24.45% below the adopted FY 2002/2003 Budget. However, the inclusion of the Employment Development Grant programs and project-related expenditures can be misleading when making year-to-year comparisons.

The recommended FY 2003/2004 Budget for operating-related expenditures is .46% higher than the Revised FY 2002/2003 Budget. These figures include almost

\$9 million in operating reductions and \$1.5 million in rental rate savings. In normal times, the budget would have increased by 7.5% due primarily to increases in the cost of salaries and benefits. This year these costs were offset by the reductions mentioned above. This issue will be discussed in more detail in the *General Fund* section of the *Detailed Fund Reviews* and in the *Employee Benefits Fund* review.

As you may note, the project line item has seen a dramatic decrease from FY 2001/2002 Actual and FY 2002/2003 Revised Budget to the recommended FY 2003/2004 Budget. Although this type of yearly comparison is difficult to make because of the one-time nature of projects, the substantial reduction is due to the elimination of a number of projects due to the City's budget crisis.

Additionally, in the prior year, the City had a number of large projects funded from outside organizations or debt financing. Examples of these projects are the Multimodal Transit Station, construction of the new Senior Center, and various Wastewater infrastructure projects funded by a Wastewater Revenue Bond. Several important capital projects have been completed during FY 2002/2003. These will be discussed in the *Major Projects Efforts* section of this Transmittal Letter.

Because of the appropriation pattern for projects discussed above, project funds are often carried over from year to year. This can be seen in the FY 2002/2003 Revised Budget number of \$89 million for projects. Of this amount, approximately \$31 million represents carryover of funds for projects in progress from FY 2001/2002.

Below are listed some of the largest project efforts that make up the \$20,213,310 in the recommended FY 2003/2004 Budget. Please note that some of these projects are multi-year and the dollar amounts represented are only the FY 2003/2004 appropriations.

- Borregas Sanitary Trunk Sewer Replacement (\$2.6 million) – Wastewater Fund
- Civic Center Buildings HVAC (\$1.2 million) – Infrastructure Fund
- Storm Pump Station No. 1 Rehabilitation (\$1.2 million) – Wastewater Bonds
- Water/Sewer Supervisory Control System (\$1.1 million) -Water Fund
- Public Safety Building HVAC (\$1 million) – Infrastructure Fund

As Council can see, it is important to understand that the City's budget is comprised of multiple budgets or funds, with the real short-term and long-term position of the City contained in the respective position of each of these funds. This Transmittal Letter will discuss each fund in detail, but places emphasis on the General Fund.

Finally, any long-range financial or strategic plan must make certain assumptions in establishing the basis for projections. The next section discusses the assumptions that staff has developed for this particular recommended Ten-Year Resource Allocation Plan and its accompanying 20-year financial plan.

BUDGETARY INFLATION FACTOR

Inflation of budgeted costs for the recommended Ten-Year Resource Allocation Plan and 20-year financial plan is assumed to be unchanged at 3% per year for the first ten

years, and 4% for the second ten years. Certain selected budget components, such as purchased water, gasoline, or electricity are increased according to their individual cost characteristics. Salary projections are based on current memoranda of understanding (“MOU”s) with employee associations. Beyond the MOUs, assumptions for employees represented by the Public Safety Officers Association (“PSOA”) are that salaries will increase by 5% for FY 2004/2005, 3% through FY 2008/2009, and then 4% thereafter. For all other employees, it is projected that salaries will increase by the budgetary inflation factor.

Projections for major revenues are based on detailed analyses of their unique characteristics and therefore they do not necessarily reflect a simple inflation pattern. The assumptions for each major revenue source will be detailed in the discussions of each appropriate fund.

The budgetary inflation factor is a critical assumption and has the following long-term consequences:

- The City’s financial position is improved overall when inflation is low. This is because, in general, the City’s major revenue sources grow at a rate slower than inflation over time, while expenses grow at inflation or greater. Should inflation occur at a higher rate than projected, the financial plan would be negatively affected.
- Expenditure growth has to be limited to the growth of inflation, or the projections in the financial plan will not hold. The most significant portion of the operating budget is labor costs. This amounts to 64% of the Citywide annual budget and 77% of the annual General Fund budget. The extremely low unemployment rate that our area enjoyed during the economic boom has resulted in recent salary and benefit increases for our employees that have been substantially higher than inflation. Our budgetary assumptions have incorporated the projected increases to above market for our employee associations. If labor costs increase in the future substantially beyond these assumptions, the long-term expenditure projections may be understated.

FUTURE FISCAL ISSUES

Each year in January a Council Study Session is held that identifies factors in the City’s current environment and in the near-term that could impact our fiscal security. This year, the Study Session was held to further outline and clarify a significant ongoing structural imbalance between revenues and expenditures in the City’s General Fund that was identified in the previous fiscal year. This structural imbalance is the result of two converging factors. First, a deep and continuing economic downturn, especially in the Silicon Valley area, has substantially reduced our revenue base. Second, employee costs, including base wages and retirement costs, continue to sharply increase. A third factor, the State budget situation, poses a continued threat to our revenues that could further negatively impact our fiscal position.

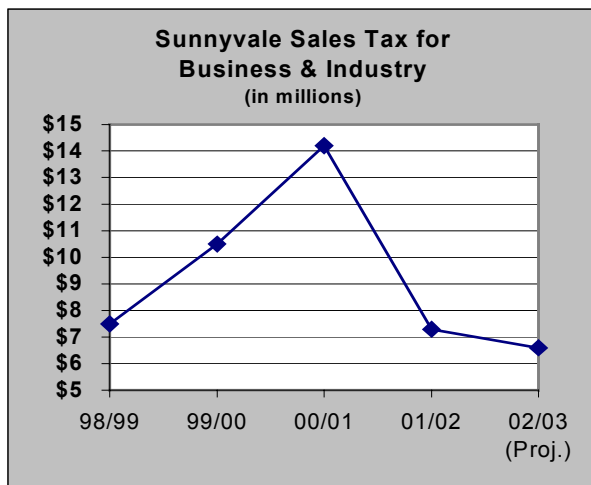
CURRENT ECONOMIC CONDITIONS AND OUTLOOK

Just three years ago, the nation was in the longest economic expansion in U.S. history. The Silicon Valley was booming and Sunnyvale's finances were buoyed by significant increases in General Fund revenues. Since that time a number of events have occurred nationally and locally that have dramatically altered our financial position.

On a national basis, the U.S. economy decelerated sharply beginning in late 2000 after experiencing nearly ten years of sustained economic growth. Gross domestic product (GDP) growth slowed from over 5% in the first half of 2000 to 1.4% by the fourth quarter of the year. After September 11th the downturn intensified. Especially significant for Sunnyvale and Silicon Valley was the dot.com bust and resulting spillover effects of reduced business expenditure on computer hardware and software. This condition continues to persist in 2003.

Since the economic downturn began, the Silicon Valley has lost nearly 200,000 jobs. To better put this into perspective, one noted California economist has said that if measured in terms of job loss, what we are experiencing here is on par with losses suffered during the Great Depression. After falling to record lows of around 1.3% in 2000, unemployment in Silicon Valley stands at 8.3% versus 6% nationwide. Some areas in the Valley currently are experiencing unemployment rates higher than 10%. Due to the tech-heavy concentration in our region, unemployment will likely remain higher here than the rest of the country for the near future, further slowing the pace of an economic turnaround.

Effect on Sunnyvale Revenues



One result for Sunnyvale has been a decline in General Fund revenues, fueled by sharp drops in Sales Tax and Transient Occupancy Tax (TOT) receipts. By the end of FY 2001/2002 Sales Tax and TOT revenues dropped by 30% and 40% respectively from the records highs of FY 2000/2001. Initially, revenue projections for these and other revenue sources were anticipated to level out in FY 2002/2003, but it appears this will not be the case. For example, TOT is expected to be 23% lower than projections, while construction-related revenue is projected to be 20% lower than budgeted. Sales Tax revenues are trending

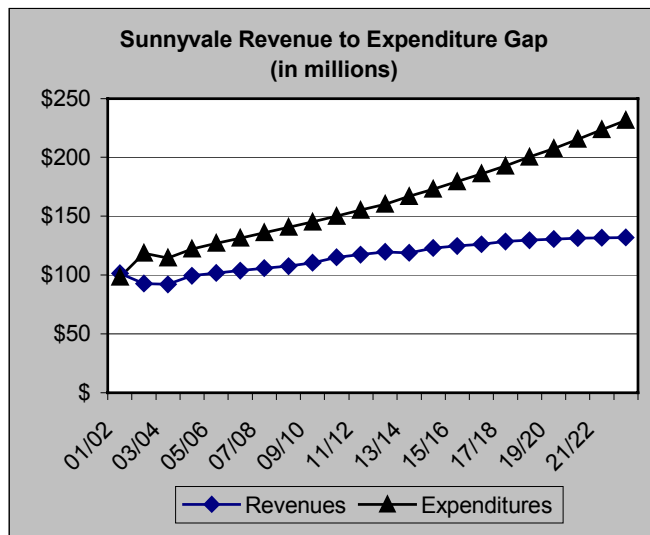
to be 11% lower than expected. Overall, we expect to receive \$3.8 million, or 7% less, in revenues than expected in FY 2002/2003.

Projected Pace of Recovery

The basis for a projected pace of recovery begins with the premise that the intensity of the Silicon Valley technology boom in 2000 was in all likelihood an anomaly that may not ever be repeated. As the graph on the left illustrates, Sunnyvale Sales Tax in the Business and Industry sector spiked by nearly 90% from FY 1998/1999 to FY 2000/2001, before sharply returning to early 1998 levels in FY 2001/2002. This sector will sustain further losses in FY 2002/2003, with revenue projections dropping below \$7 million for the first time since FY 1990/1991. Not coincidentally, this sharp spike parallels the huge increase and subsequent drop in State General Fund revenues that was largely fueled by capital gains and stock options.

The one consistent theme from economists is that a recovery here and across the nation will be modest and slow, a theme that is echoed in our own forecasts over the Long-Term Financial Plan. Unemployment in the region remains high, but there are positive signs in the form of modest gains in earnings reports and projected increases in sales from select technology companies. Due to the tech-heavy emphasis in our region and the resulting losses in jobs, productivity and sales, the recovery here is significantly lagging the state and the rest of the country. While many other areas in California are experiencing a modest growth in Sales Tax and other revenues, Silicon Valley has not yet seen an upturn. Further, the record budget deficit at the State level will have negative effects on the State's economy in terms of reduction in employment and spending that may slow the recovery even more.

ONGOING STRUCTURAL DEFICIT



The continued decline in Sunnyvale's General Fund revenues and the sharp rise in personnel costs have led to an ongoing structural imbalance of revenues to expenditures in the City's General Fund. This gap is now estimated to be \$14-15 million annually. Over a twenty-year period, the gap will continue to widen considerably without corrective action, as the graph below depicts. The City Manager has outlined a 6-Point Action Plan to reduce the gap through a combination of service level and expenditure reductions and potential revenue enhancements. City staff has

identified approximately \$13.4 million in service level and other reductions, but a portion of this amount is comprised of purchased goods and services and non-full-time employee costs. For the foreseeable future, permanent employee costs will likely grow faster than available revenues needed to fund such expenses. To the extent rising employee costs continue to outstrip revenue growth, the \$14-15 million revenue to expense gap will continue to grow.

During the previous operating budget cycle, City staff anticipated sharp increases in the areas of worker's compensation and medical insurance for FY 2002/2003 and beyond. At the same time, staff also projected increases that were several percentage points above inflation for retirement costs and base wages (for the SEA bargaining unit). These estimates proved to be too low, as the City's retirement provider, CalPERS, continues to suffer unprecedented market losses that we must make up in the form of higher employer contribution rates. This is compounded by a significant difference between base wage projections by CalPERS (3.75%) and actual increases (9%).

Base wages have increased over and above projections due to a variety of factors. In accordance with the City's competitive compensation philosophy, adjustments had been made in recent years to move base wages to an above average position. However, due to the continued high cost of living in the Bay Area, the upward movement in the market requires additional increases to maintain the City's position. Furthermore, the current wage formula for the SEA bargaining unit calls for movement to 2% above the average by FY 2003/2004. Additionally, the market has been impacted by the same factors discussed here and particularly in medical insurance costs, which are included in the total compensation wage calculation.

STATE BUDGET SITUATION

Less than three years ago, the State government was anticipating a budget surplus of up to \$13 billion. In a stunning reversal of fortune, the State now forecasts an unprecedented \$35 billion deficit (or more) by the end of FY 2003/2004. This leads to the question: Where did all the money from the good times go? There are three main answers to this. First, State revenues sharply declined, largely due to decreases in personal income tax from capital gains and stock options. Second, as State revenues were growing throughout the 1990s, so were expenditures. From FY 1993/1994 to FY 2000/2001, State spending more than doubled, from \$39 billion to \$79 billion. The third reason lies in unplanned expenses, chiefly the fact that the State did not anticipate well, or recover well, from costs related to the energy crisis of 2000. The result of these converging factors is that the State has a significant ongoing structural deficit that will not disappear without corrective action.

To date the Governor has proposed balancing the budget with a combination of spending reductions (including reductions in ongoing funding for local governments in the form of State "shared" revenues), borrowing, and tax increases. However, Republican legislators have vowed to fight any potential tax increases. One of the Governor's proposed reductions would eliminate the Vehicle License Fee (VLF) backfill. The VLF is a Constitutionally guaranteed local revenue source, a major portion of which is "back-filled" to cities after it was legislatively reduced in the 1990s. Elimination of the backfill would mean an annual revenue loss of nearly \$5 million to Sunnyvale. The VLF was reduced by the Legislature with the proviso that if the State could no longer afford the backfill, then a "trigger" would be pulled to restore the VLF to previous levels. After legal review in late 2002, the Democratic administration concluded that the State's Finance Director could "pull the trigger" without invoking the voter approval requirements of Proposition 218. It is anticipated that the State will move in the near future to pull the trigger and restore the VLF to its full level, saving

the State several billion dollars and guaranteeing that local governments will receive full funding from this revenue source. However, the Republican Caucus has vowed to challenge this, either in court or by supporting a ballot initiative to invalidate the VLF restoration.

Current budget proposals from both houses of the Legislature call for a minimum of \$250 million in “unspecified reductions in State-shared revenues for cities.” One other unresolved issue is whether to shift property taxes from local redevelopment agencies, similar to the ongoing ERAF shifts implemented in the early to mid 1990s.

By the end of this fiscal year, the State’s revenues are projected to be \$361 million *below* projections, while expenditures are estimated to be \$2.7 billion *more* than anticipated, which will likely add to the record budget deficit. While State officials have recently agreed upon \$3.7 billion in spending cuts (none of which affect local governments), this number represents only a fraction of what is needed to close the State’s budget gap.

There are further ominous signs that the State’s budget woes are getting worse, which will ultimately mean deeper ongoing cuts to local governments. In early May 2003 the State Controller again announced, as he did last year, that the State will deplete its cash reserves this June and will have to borrow money from private lenders to meet its financial obligations. The State will seek the maximum allowable amount of \$11 billion in Revenue Anticipation Warrants (RAW) in order to pay its statutorily required bills. This amount is nearly 47% more than the RAW needed last year and marks only the sixth time the State has employed this borrowing instrument since 1939. Further, State lawmakers plan to issue nearly \$2 billion in Pension Obligations Bonds to pay for escalating employee pension contributions for the current and following fiscal years, and repay the amount plus interest over five years. Still other Republican proposals call for borrowing billions more in bond issues backed by existing sales tax revenues and *anticipated* tobacco settlement money.

California plans to borrow some \$30 billion over the next year in short-term loans to cover operating expenses, long-term general obligation bonds approved by voters and other borrowing, which has led to warnings from several prominent Wall Street Investment Firms. These firms have underscored the risks involved with such large-scale borrowing and have further warned that such financing techniques should only be carried out in conjunction with tax increases.

A better picture of the Governor’s deficit reduction strategy will be available after his revised budget is released on May 14, 2003. As with the prior year, early indications point to a protracted budget stalemate in the Legislature, especially given the enormity of the State’s budget situation.

FISCAL STRATEGIES

One of the most powerful aspects of multi-year budgeting and projection is the ability to plan for the future. Small changes now can avert large problems later. When the issues identified in the previous section are viewed in their totality, and the financial

condition of each fund is reviewed carefully, it is clear that there is little room for significant service expansion without revenue enhancement.

In previous Transmittal Letters I have outlined a number of key strategies to help us deal with future financial realities. These strategies have worked over the years to maintain our fiscal stability and allow us to continue providing high quality services. In light of the current budget crisis, these strategies will be particularly important in allowing us to provide the best possible customer service to our citizens within the resources available.

- **Emphasize economic development**

A strong, City-led economic development effort is required in these difficult economic times to reduce unemployment and to increase City revenues.

The Downtown Redevelopment Program is a key element in our economic development strategy. We need to build consensus around the new Downtown Design Plan, support Mozart Development in finding strong tenants for the two unoccupied new buildings, and negotiate a partnership with new owners of Town Center Mall for revitalization and expansion in accordance with the Downtown Design Plan. The Mall must be turned around this year, not only to support the City's sagging retail sales tax, but also to instill confidence among other Downtown businesses, property owners and developers, so that they will move ahead with their redevelopment and reinvestment plans.

Sunnyvale has developed a reputation as a business-friendly community. We must reinforce this well-earned reputation in the coming year. We have been careful in our budget cuts to not negatively affect the timeliness and helpfulness of our development services program. The Mayor has begun a series of visitations to major employers, major sales tax generators and promising start-up industries. Our economic development staff serves as ombudsmen for business within City Hall. A satisfied existing Sunnyvale business is our best marketing tool for attracting new business.

Last year we launched a marketing campaign directed internally to the Sunnyvale community. It emphasized the importance of business to the community, pointing out that approximately 70 percent of City revenues are derived from business. Next year our marketing program will be more externally directed. A strategic marketing effort will tout Sunnyvale's advantages to expanding regional firms in bio-, nano-, info- and wireless technologies. It will be a collaborative strategic marketing effort, involving local businesses and commercial brokers, and coordinating with other regional marketing programs.

- **Use cost-effective technologies to increase productivity, enhance customer service and/or reduce the cost of service**

Technology is a critical tool in supporting the delivery of high-quality services to our citizens. It has always been the City's practice to carefully review and scrutinize information technology projects in a manner that allows us to yield

the highest return on our investment. This strategy will be increasingly important as we move toward working within the City's new fiscal reality. Effective applications of technology can simplify work procedures and improve efficiencies, enhancing productivity and quality of services across the entire organization.

The City has a very solid track record of success in developing and deploying an information technology strategy that supports the needs of the community in a realistic and reasonable manner. However, the City does not operate in a static environment. As discussed earlier, recent changes in the City's fiscal environment will affect how we approach the use of information technology.

Last year, the Information Technology Director embarked on a major effort to update the City's Information Technology Strategic Plan. The plan is in final draft form and includes a strategy for implementing E-Government solutions to assist City departments in meeting increased service requirements while improving City interaction and communication with constituents. As a result of the budget crisis, the Information Technology Director will finalize the Information Technology Strategic Plan after the full implications of the budget reductions are known. It is likely that the plan will require some major modifications in order to realistically align with available resources.

- **Pay close attention to the financial impact of policy decisions made throughout the year**

Many of the study issues initiated by Council each year can have significant long-term financial implications. Although the budget is reviewed only one time each year, decisions that affect it are made throughout the year. Unfortunately, when such decisions are made outside of the annual review of the budget, it is more likely that the long-range financial picture for the City will not receive the attention due. Further, when potential new expenditure items are reviewed independently, it is virtually impossible to put them in a context of other competing expenditure requirements. The City has entered a period of diminished economic resources, and great restraint will be required as we strive to redefine our services, levels of service, and optimum workforce.

- **Rely on multi-year financial planning for key decisions**

Continue to place emphasis on performance-based/ results-oriented budgeting, as well as strategically analyze issues from both an immediate and long-term perspective. The strength and power of Sunnyvale's long-term financial planning systems have helped us to weather previous financial downturns and has given the City a strong foundation to address our current budget crisis. Our outcome budget system allows Council to set service levels in response to needs expressed by residents, businesses, and community groups. In difficult financial times like these, the outcome management system also allows Council to reset service levels to align with reduced revenues. Of course, the principal power of the entire planning and financial management system is its ability to

identify financial trends in the future. This allows us to take orderly steps to address problems that other cities and counties may not yet have even identified. Additionally, the practice of multi-year forecasting allows the City to “live at the trend line” and not spend one-time resources on unsustainable recurring services. These systems are invaluable resources that staff relies on in these uncertain fiscal times.

MAJOR PROJECT EFFORTS

Sunnyvale’s projects budget is a complex document involving four separate and distinct categories of projects: capital, infrastructure, special, and outside group funding. The projects themselves are budgeted and accounted for in various funds, most notably the General and Gas Tax Funds, the Capital Projects and Infrastructure Funds, and the Utility Funds.

Major initiatives and actions have added to this complexity. For example, the City’s remarkable infrastructure planning and funding efforts led to the creation of long-term projects to fund major renovation and replacement efforts. The City’s debt financing strategies are also reflected in this area.

Additionally, the past few years have seen a marked increase in various grants and special funding sources available for specific project categories, such as parks and streets and transportation. These revenue streams include the Santa Clara County half-cent sales tax for transportation (Measure B), traffic mitigation fees, State park grants (Proposition 12 and Proposition 40), park dedication fees, and new monies for the Traffic Congestion Relief program (AB 2928 and Proposition 42).

Five major new projects were completed or substantially completed during FY 2002/2003. These are: the Fremont Pool, which opened in Spring 2002, the underground parking structure in Downtown Sunnyvale which opened in July 2002, the Multimodal Transit Center and the Fair Oaks Skateboard Park, both of which opened in May 2003 and the Senior Center, which will open in early July 2003. The completion of these facilities represents a significant accomplishment for the City.

The recommended FY 2003/2004 Budget includes funding for a total of 338 projects in all categories over the Ten-Year Plan. This section discusses some of the special funding sources and provides information on major project initiatives. Descriptions of other projects are included in the *Detailed Fund Review* section of this Transmittal Letter.

SPECIAL PARKS FUNDING

Proposition 12 Funds

The passage of the Safe Neighborhood Parks, Clean Water, Clean Air and Coastal Protection Bond Act of 2000 (Proposition 12) means Sunnyvale will receive more than \$1.5 million in new funds for parks over the next few years. These funds, which are

allocated to cities on a per capita basis, may be used to pay for acquisition, development, improvement, rehabilitation, restoration, enhancement and interpretation of local park and recreation lands and facilities. In FY 2001/2002 and FY 2002/2003 Sunnyvale programmed \$1.3 million of these funds for a variety of park improvements. Approximately \$250,000 remains to be allocated. These funds will be programmed in next year's two-year projects budget, pending the results of actual costs of those projects listed above.

Proposition 40 Funds

The passage of a second bond measure under the California Clean Water, Clean Air, Safe Neighborhood Parks and Coastal Protection Act of 2002 (Proposition 40) will provide the City with an additional \$1 million for park and open space projects in Fiscal Year 2003/2004 assuming the Governor's budget passes. Staff is proposing that \$500,000 of these monies be the City's contribution toward the creation of an historical museum to be constructed at Orchard Heritage Park in partnership with the Sunnyvale Historical Society and Museum Association. It is anticipated that the remainder of these monies would be used to supplement funding for the Downtown Plaza Park.

Park Dedication Funds

When developers of multi-family housing do not dedicate land for use as parks, the City collects a fee in lieu of the land dedication. These park dedication fees are then used to pay for park facilities. These fees helped to pay for the Fair Oaks Skateboard Park and will help to fund a variety of upcoming projects, including:

- The Downtown Plaza Park at Evelyn Avenue and Frances Street, and
- Improvements to the playground at Ortega Park.

TRAFFIC AND TRANSPORTATION FUNDING

Santa Clara County Measure B Pavement Management Program

In November 1996 Santa Clara County voters approved Measures A and B. These measures provided for a new general Sales Tax within our county, with proceeds earmarked specifically for transportation improvements. Following an unsuccessful legal challenge by taxpayer groups, the County Board of Supervisors and the Valley Transportation Authority (VTA) established procedures for the allocation of funds in 1999. The City of Sunnyvale has been allocated approximately \$7.7 million over a five-year period for pavement management-related capital projects from Measure B funds.

All Measure B funds have been appropriated through FY 2002/2003. Work on a number of these projects is currently underway, with completion scheduled for FY 2003/2004. A small amount attributable to interest earnings remains in this fund for future appropriation.

State Traffic Congestion Relief Program (AB 2928) and Proposition 42

The State Traffic Congestion Relief Program (AB 2928) was part of the budget trailer bill for the transportation finance package of the State's FY 2000/2001 Budget. As part of this finance package, approximately \$1 billion from the State portion of Sales Tax on gasoline sales will go directly to cities and counties for preservation, maintenance and rehabilitation of local street and road systems for the period FY 2000/2001 through FY 2005/2006. These new funds are allocated on a per capita formula. AB 2928 funds impose a maintenance of effort requirement that obligates the City to maintain a level of expenditures for street, road, and highway purposes equivalent to the average expenditures for FY 1996/1997, FY 1997/1998 and FY 1998/1999. In addition, a "use it or lose it" provision requires that the City expend these funds by June 30th of the fiscal year following the one in which they were received. The legislation also requires that the monies be held and accounted for in the City's Gas Tax Fund.

When the legislation was first passed, it was projected that the City would receive approximately \$3 million under AB 2928. In October 2000 the City received funds in the amount of \$949,530 representing the first disbursement of AB 2928 monies for FY 2000/2001. AB 2928 funds in the amount of \$338,586 were received in FY 2001/2002 and \$378,419 is estimated for FY 2002/2003. This leaves funds in the amount of about \$1.5 million unappropriated.

Due to the current State budget crisis, the remaining funds in this program are in jeopardy. Early budget proposals indicated that the monies would be defunded. Since the status of AB 2928 funds is currently unknown, no further appropriations have been made in the recommended FY 2003/2004 Budget. Should any of these funds become available, staff will program them in future years.

In March 2002, a constitutional amendment that permanently shifts the sales tax on gasoline from the State General Fund to the Transportation Investment Fund created by AB 2928 was approved by the voters as Proposition 42. The effect of this action was to indefinitely extend the allocation of Traffic Congestion Relief Program funds to cities, counties, and transit agencies beginning in FY 2008/2009. Preliminary information indicated at the time of passage that Sunnyvale's annual allocation would be approximately \$1.2 million. In the meantime, the State budget crisis has put these funds into question. The potential exists for Proposition 42 funds to be diverted from the originally intended recipients to other transportation priorities. City staff are closely monitoring the discussions and working to ensure that at least a portion of these funds will be available for the City's transportation needs. However, because of the uncertainty, these funds have not been programmed in the recommended FY 2003/2004 Budget.

Traffic Mitigation Funding

The Public Works Department is currently in the process of completing a Transportation Strategic Program as part of the Revenue Sources for Major Transportation Capital Improvement Projects Study Issue. The Transportation Strategic Program will be used to identify potential revenue sources for major transportation necessary to support the City's land use plans.

The cost of this mitigation is considerable, estimated several years ago in the Land Use and Transportation Element in excess of \$100 million. This level of funding cannot be accommodated by the City's current Resource Allocation Plan. In order to provide for planned, orderly development in Sunnyvale over the next 20 years, an interim funding mechanism has been implemented for transportation improvements. This revenue source, known as Cumulative Traffic Mitigation, will mitigate cumulative impacts of the Land Use and Transportation Element of the General Plan, and offset the potential revenue loss that would result if the City waited until the Transportation Strategic Program is completed before implementing a fee or assessment. It is anticipated that when the Transportation Strategic Program is completed and presented to Council, the interim Cumulative Traffic Mitigation would be revised.

The adopted FY 2002/2003 Budget included projects funded from Cumulative Traffic Mitigation revenues. The recommended FY 2003/2004 budget includes no new projects for the upcoming year. Since these mitigation measures are not yet finalized or identified in the current capital program, these funds will be appropriated over the next several years as the projects are developed.

INFRASTRUCTURE RENOVATION AND REPLACEMENT

Sunnyvale has traditionally provided funding in its operating budgets for optimizing maintenance of City infrastructure. Staff believes this to be the most cost-effective, long-term way to approach asset management.

Nonetheless, even with this proactive maintenance approach, eventually every infrastructure element reaches a point where maintenance is no longer a cost-effective strategy, and significant renovation and replacement is required. Planning for infrastructure requirements is no small undertaking. There are two reasons for the magnitude of the challenge. First, much of the infrastructure maintained by the City was never initially a cost to us. Most of the roads, streetlights, and utility lines were paid for by owners of the benefiting, adjacent properties at the time various areas of the City were developed. When major renovation or replacement is needed, however, this same source of revenue support is no longer available. Second, even during the time when local governments in California had considerable flexibility with revenue sources, the likelihood of gaining constituent support for tax increases or assessments for this purpose was not high. In today's far more constrained revenue raising environment, it becomes even more difficult.

Although funding of the renovation and replacement of the City's estimated \$1 billion in infrastructure assets is an enormous challenge, it is also critical to the long-term quality of life and financial condition of the City. Because of this fact, the City has undertaken an unprecedented effort to plan for this eventuality with a comprehensive Long-Range Infrastructure Plan (LRIP).

The development of this plan was split into two distinct phases. The City completed Phase I of the LRIP by establishing the Infrastructure Renovation and Replacement Fund and incorporating full funding for the General/Gas Tax and Community Recreation Fund assets.

Phase II of the LRIP addresses fixed assets within the utility funds (Water, Wastewater, and Solid Waste). Staff has been identifying and inventorying utility-related fixed assets, and providing preliminary estimates for replacement costs and lifespans. Because the Solid Waste Management Fund contains only a few assets, staff was able to complete a financing plan for those assets in the current rate structure for solid waste fees. However, the Water and Wastewater Funds have a large number of varied assets, including water mains, water valves, reservoirs, sewer collection equipment, storm drains and the Water Pollution Control Plant to name only a few. Assumptions for how much the replacement of these assets will cost and when replacement will occur are essential to forming choices for financing strategies.

In order to provide more realistic estimates, staff has been collecting data on how these fixed assets perform in varied conditions. The City's utility maintenance management database effort (Maximo) began several years ago for this purpose. The resulting work product was to be incorporated into the Maximo database. Work proceeded slowly while assessment of Maximo and exploring implementation options with City systems progressed.

At the time of this writing, funding for the purchase, installation, set-up, ongoing maintenance and operation of Maximo is recommended for removal from the City's Capital Improvement Program. This reduction in resources will slow the full establishment and implementation of the LRIP. In the future, emphasis will be on maintenance of the system, and complete documentation of ongoing work as it is performed. Incorporation of historical data will be accomplished when possible. This limits the effectiveness of the LRIP, which will improve as more information becomes available.

The increased political attention to infrastructure will likely mean the development of intergovernmental programs that provide assistance in the areas of rehabilitation and replacement. This assistance could include low-interest loans from "infrastructure banks," matching programs, and/or grant funding. Any financial assistance will help defray the effect of future infrastructure costs on our ratepayers.

MATHILDA AVENUE RAILROAD OVERPASS REPLACEMENT AND RECONFIGURATION

The State of California Department of Transportation (Caltrans) inspects bridges throughout the state every other year for structural adequacy and functional operation. They have been doing this bi-annual inspection for many years and the reports are given to the City to address any corrective action that is documented. These reports are used as the basis for the City's maintenance efforts on bridges and included as part of the overall infrastructure management program.

As per the latest Caltrans inspection report, the current Mathilda Avenue Railroad Overpass bridge design does not meet bridge pier clearance standards, deceleration lane design standards, shoulder width standards, and bridge railing standards. These deficiencies create potential hazards to the public, and present a potential liability issue for the City.

City staff has successfully secured federal funds with 20% local match for removing the deficiencies and improving traffic circulation on the bridge. The proposed bridge improvements include reconfiguring the off ramp to Evelyn Avenue to allow full access to Evelyn from southbound Mathilda Avenue. As an added benefit, this improvement can service the anticipated increase in traffic from southbound Mathilda Avenue to downtown Sunnyvale.

A conceptual layout of the improvement proposal with a preliminary cost estimate of \$17.42 million for the project has been submitted to Caltrans for funding purposes. The requirement of 20% local match translates to a maximum federal share of \$13.93 million with the City's share of \$3.48 million. However, Caltrans has indicated to City staff that a limit of \$10 million of Federal Hazardous Bridge Rehabilitation Replacement funding is placed on this project at this time. This would require the City to commit to a match of \$7.42 million. Caltrans has also indicated to City staff that increased funding requests are considered on a case by case basis. City staff is continuing to work with Caltrans to increase funding. An alternative has also been prepared by refining the proposed improvements, which reduces the project cost to \$14.4 million. The 80% of the reduced cost still exceed the federal contribution of \$10 million. Caltrans has given direction that design should proceed prior to applying for increased funding. The current schedule calls for design to be completed in March 2005, and submittal of the high cost project application in June 2005.

The recommended FY 2003/2004 Budget includes the Mathilda Avenue Railroad Overpass project unchanged at the \$17.5 million project cost. As design work and negotiations with Caltrans continue, this project estimate will be modified to reflect the actual funding level and funding sources. As indicated above, additional City funds may be needed to fully construct this project.

DOWNTOWN PLAZA PARK

The Downtown Plaza Park will be under construction during FY 2003/2004. Staff has reviewed alternative design concepts with residents, boards and commissions, and the City Council. Construction drawings are now being prepared for the concept preferred by most parties. It will be a unique open space resource for Sunnyvale, designed to accommodate gatherings of up to 2,000 people for special events, but also designed to be a pleasant passive experience for the day-to-day visitor.

Funds of \$6,083,085 have been budgeted for this project. Preliminary construction estimates indicated a potential construction cost of \$5.93 million depending on the features included and the materials used. This figure did not include design, construction support or contingency. The available funds were not sufficient to pay for the originally proposed project. Staff received direction from Council in May 2003 to proceed with a phased project that could be built within the available funding. The phased project will start construction in August 2003 and be complete by August 2004. The elements of the project that are not being constructed at this time can be added in the future, as funding becomes available.

ANIMAL FIELD AND SHELTER SERVICES

On July 20, 2000, Sunnyvale entered into a 7-City Joint Powers Agreement, the Silicon Valley Animal Control Authority (SVACA), to ensure the continued provision of State-mandated animal shelter services. Funds in the amount of \$2,380,060 were included in the capital budget in FY 2000/2001 for Sunnyvale's contribution to construct a new animal shelter facility to be operated by SVACA.

Due to cost considerations, the City Council made the decision in March 2003 to withdraw from SVACA and enter into a long-term contract with the City of Palo Alto for animal shelter services. Sunnyvale will continue to receive animal sheltering from the Humane Society of Silicon Valley on a short-term basis for three years while the Palo Alto Animal Shelter has been enlarged to accommodate our animals.

The recommended FY 2003/2004 Budget includes \$1.1 million for the City's capital contribution to Palo Alto's shelter expansion project. This allows \$1,101,319 to be returned as project savings to the General Fund. Additionally, the reduced annual operating costs resulting from the new arrangement will be approximately \$200,000 per year. These substantial savings have been reflected in the General Fund Long-Term Financial Plan.

DETAILED FUND REVIEWS

So far, this Transmittal Letter has focused on those factors affecting the overall budget of the City. As noted earlier, however, City finances are actually composed of a number of diverse businesses. As a result, the following review will provide strategic long-term, as well as important short-term, financial highlights for each individual fund.

GENERAL FUNDS

The General Fund is used by the City to account for all financial resources except those required by law or practice to be accounted for in another fund. Due to the fact that operation of the Gas Tax Fund is inextricably intertwined with the General Fund, it is included in the General Fund discussion.

General Fund

The General Fund supports many of the most visible and essential City services, such as police, fire, road maintenance, libraries, and parks and open space maintenance. General government support functions are also included in this fund, and their costs are apportioned through the use of in-lieu fees to other City funds. Because the General Fund receives the preponderance of its revenue from taxes, it has been the most affected by voter-approved initiatives and State legislative actions. As a result of such action over the past decade, revenues to the General Fund are significantly less than they would have otherwise been. Additionally, the state of the regional economy has a direct effect on the General Fund, as we can see from our current budget crisis.

The General Fund has a very close relationship with several other funds. Those funds are the Community Recreation Fund, the Youth and Neighborhood Services Fund, the Gas Tax Fund, the Internal Service Funds, the Capital Projects Fund, the Infrastructure Renovation and Replacement Fund, and the Redevelopment Agency Fund. In each case, the condition of these funds has a direct bearing on the General Fund due either to contractual relationships or because the General Fund is a primary or significant source of financial support. The relationship between these various funds, where appropriate, will be discussed as a part of the General Fund, as well as in the review of each of these individual funds.

General Fund Revenues

Revenue Estimation Methodology

All revenue assumptions and projections are reviewed and revised each fiscal year. Further, considerable analysis is undertaken to identify the key elements that impact our major revenue sources so that the projection methodology is reliable over the long-term. Historical data underscores the fact that a significant swing in revenues can occur due to economic cycles. From a low in 1990 to the high in 2000, the economy has produced very different revenue yields to the City in a number of major categories. Projecting revenues based on the high point of the economic cycle could overstate the City's financial position significantly for future years and could result in spending patterns that cannot be sustained. Conversely, projecting revenues from the lowest point of the economic cycle could understate the long-term financial position of the City and cause unnecessary service reductions.

Each revenue source has its unique characteristics that have been used to make projections. In general, estimates of actual expected revenue for each major source are used to calculate FY 2003/2004 figures and one or two years beyond. For the balance of the financial plan, however, projections are based on average historic yields over a defined economic cycle modified for present circumstances. Recognizing that Silicon Valley is likely to go through several economic cycles during the 20-year projection time frame, staff believes that this methodology is more accurate over the long-term because it projects revenues from the "trend line" rather than from any given high or low point. This approach has served the City very well and prevented us from adding or reducing services based upon a one-year revenue condition. However, because it is based on historic averages, it should be expected that revenues would actually perform considerably better than projected in some years and considerably worse in others.

The on-going national recession has resulted in steep declines in City revenues. Although staff programmed these declines into the City's long-term financial plan, the reduced revenues from many of the City's most important revenue sources "thinned out" our ability to absorb future revenue losses or increased costs. Key revenues have continued to decline this fiscal year instead of stabilizing.

Six key sources generate nearly 90% of the City's General Fund revenues. They are: Sales Tax, Property Tax, Transient Occupancy Tax, Motor Vehicle License Fees, Utility Users Tax/Franchise Fees, and construction-related taxes and fees. The current

budget projected that revenues from many of these sources would stop falling this year. Revenues were projected to stabilize this fiscal year, and slowly increase to actual revenue base levels by FY 2007/2008.

Now, even this revenue picture appears too optimistic. Specifically, the city is facing marked decreases in the amount of Sales Taxes, Transient Occupancy Taxes, and construction related revenue collected in FY 2002/2003.

Table II, below, reflects projected major sources of General Fund revenues for FY 2003/2004 and compares those sources with the FY 2002/2003 revised projections. FY 2001/2002 actuals are also included.

Table II Recommended Revenues – General Fund				
Revenue Character	2001/2002 Actual	2002/2003 Revised Projection	2003/2004 Recommended Projection	% Growth 2003/2004 over 2002/2003
Sales Tax	27,269,784	24,200,000	24,239,000	0.16%
Property Tax	22,817,384	23,255,628	23,379,998	0.53%
Transient Occupancy Tax	6,320,197	5,300,000	5,300,000	0.00%
State Shared	8,318,078	7,966,891	7,921,780	-0.57%
Interest	5,051,366	4,165,392	3,461,987	-16.89%
Franchises	5,494,040	5,343,736	5,421,740	1.46%
Utility Users Tax	5,687,657	5,848,219	6,006,721	2.71%
Permits and Licenses	4,391,446	2,978,967	2,483,576	-16.63%
Inter-Fund Revenues	3,647,528	1,744,796	1,706,199	-2.21%
Other Taxes	2,005,611	1,767,070	1,797,520	1.72%
Service Fees	1,448,338	1,216,683	1,242,057	2.09%
Service Fee Adjustments to Full Cost	0	0	150,000	N/A
Rents and Concessions	1,224,326	1,197,069	1,198,814	0.15%
Fines and Forfeitures	809,963	624,719	654,776	4.81%
Miscellaneous	595,826	563,862	556,598	-1.29%
Federal Government	14,064	11,431	0	N/A
TOTAL	95,095,610	86,184,463	85,520,766	-0.77%

In the following section, detailed discussions of the City's six major revenue sources will include explanations of the revenue forecasts for FY 2003/2004 and beyond. However, for several other revenue sources the comparison between revised

projections for FY 2002/2003 and recommended projections for FY 2003/2004 shown on Table II needs some explanation.

The decrease shown in anticipated interest earned is the result of reserve balances being drawn down to balance the recommended FY 2003/2004 Budget. This situation will be discussed in detail in the section below on *General Fund Reserves*.

As will be discussed below, the estimates for construction-related revenues for FY 2003/2004 have been reduced to reflect the current economic slowdown. This has resulted in declines in two categories represented in Table II. The drop in anticipated construction-related revenue largely accounts for the FY 2003/2004 decline in anticipated revenue from Permits and Licenses. The decline in anticipated Construction Tax is the reason behind the fact that revenues associated with Other Taxes is relatively flat.

Miscellaneous Revenues are made up primarily of contributions from developers and others and income generated from miscellaneous leases. Because this category is one-time and varied in nature, we have used an historical average to project future receipts.

As part of the City Manager’s strategic 6-Point Action Plan to address the budget crisis, staff reviewed city services for potential cost recovery. As a result of this review, staff has adjusted service fees to recover full costs as necessary. Further, new fees for services that were previously not recovered and therefore subsidized by the City have been proposed. A number of these new fees have been projected to contribute considerable levels of new revenue.

Additionally, four major new fees have been proposed and included in the Fee Schedule. These fees, and their anticipated levels of annual revenue, are shown in the chart below.

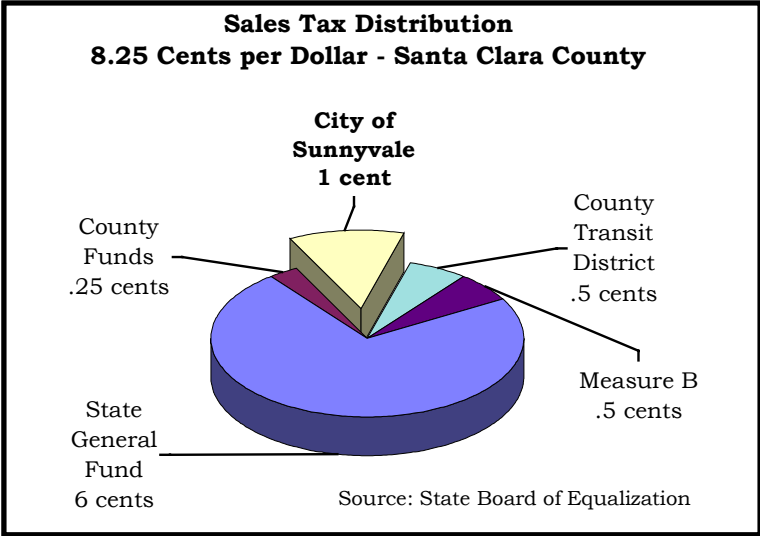
Major New Fees and Charges		
Department	Proposed Fee	Estimated Annual Revenue
Community Development	General Plan Maintenance Fee	\$75,000
Finance	Business License Processing Fee	\$157,690
Department of Libraries	DVD/Video Rental Fee	\$300,000
Department of Public Safety	False Fire Alarm Fee	\$100,000

All of these fees except for the DVD/Video Rental Fee will take effect in FY 2003/2004 and their revenues have been incorporated into the recommended FY 2003/2004 Budget. The DVD Fee will be in place for FY 2004/2005.

Following are detailed discussions of six of the General Fund’s major revenue sources: Sales and Use Tax, Property Tax, Utility Users Tax/Franchise Fees, Transient Occupancy Tax, construction-related revenues, and State-shared revenues.

Sales and Use Tax

Sales and Use Tax represents the largest source of revenue to the General Fund (28.08% in FY 2002/2003). In FY 2000/2001 Sales Tax represented the largest revenue source and constituted 34.6% of total revenue. Since FY 2000/2001 Sales Tax revenue has fallen at a dramatic rate of 35.7% or roughly \$13.4 million. The graph below shows how Sales Tax dollars are distributed within Santa Clara County. The State receives the largest share of the eight and one quarter cents per dollar of sales, while cities receive only one cent of the rate.



Sales and Use Tax is composed of two parts - general retail sales and business-to-business sales. In Sunnyvale, as well as some other Silicon Valley cities, an unusually high proportion of overall Sales Tax has traditionally been business-to-business in nature. During FY 2001/2002, our ratio was 48% retail to 52% business-to-business. It is telling to note that our ratio for the most recent quarter is now 62% retail to 38% business-to-business. When compared to

the State of California ratio of 82% retail to 18% business-to-business, it is clear how dependent our Sales Tax revenue is on commercial spending.

Our revised Sales Tax estimate for FY 2002/2003, down more than 11% or \$3.1 million compared to our actual receipts for FY 2000/2001, reflects the “bursting” of the economic bubble. This estimate is based on actual receipts to date, and has been confirmed by our Sales Tax consultant, Hinderliter, deLlamas & Associates (HdL).

In forecasting our Sales Tax revenues for the next two years and the balance of the financial plan, three fundamental questions were addressed. First, what is our actual underlying Sales Tax base? Second, when will we return to the actual base level? And, finally, what will be the rate of recovery?

Information discussed above, and also in the section of this Transmittal Letter on *Current Economic Conditions and Outlook*, indicates that the Sales Tax revenues enjoyed by the City in FY 1999/2000 and FY 2000/2001 were a “bubble” that does not reflect the sustainable level of our Sales Tax base. This has led us to the conclusion that FY 1998/1999 is a better reflection of the underlying level of Sales Tax that we can expect when the recovery occurs. Consequently, our projections are based on returning to that level when the economy has fully rebounded.

The questions as to when the recovery will occur and what will be the rate of recovery are a bit more problematic. It is clear that Silicon Valley will recover more slowly than the rest of the Bay Area and California because of our dependence on technology-

related business. Further indications are that the recovery will not be sharp, but will be slow and measured. Our projections, as described below, reflect these assumptions. It should be noted, however, that the City's Sales Tax receipts can lag the marketplace by up to six months, and so our revenue projections will reflect this delay.

Projections for FY 2003/2004 are that the City's Sales Tax revenue will hold flat at \$22,900,000. This projection is based upon the stagnant nature of the economy at this time. Our projection for FY 2004/2005 is based upon an 8-year historical average, adjusted for inflation, excluding FY 1999/2000 and FY 2000/2001 as statistical anomalies. We have estimated increases of 4% for the remainder of the financial plan as this is consistent with our historical pattern of growth.

In summary, Sales Tax revenues have experienced wild swings over the last several years. Sunnyvale experienced unprecedented growth of about 20% per year in Sales Tax receipts in FY 1999/2000 and FY 2000/2001 due to a "boom" in high technology business. Unfortunately, this level of revenue was not sustainable. The current economic recession was already impacting City revenues 2 years ago, as the stock market was undergoing dramatic declines and numerous companies across the nation were implementing cost saving measures that included reducing capital investment. We are now anticipating a mild recovery over the next several years to a more realistic on-going level.

Finally, two major factors that may have an impact on our Sales Tax revenues should be noted. First, we have not included any potential new revenue to be generated from our economic development efforts in the Downtown area. When the Town Center Mall remodel project has been completed, the City will be in a better position to identify realistic revenue and expenditure effects. Second, we have not included any recognition of the positive effect of Internet commerce legislation that is currently being considered at the State level.

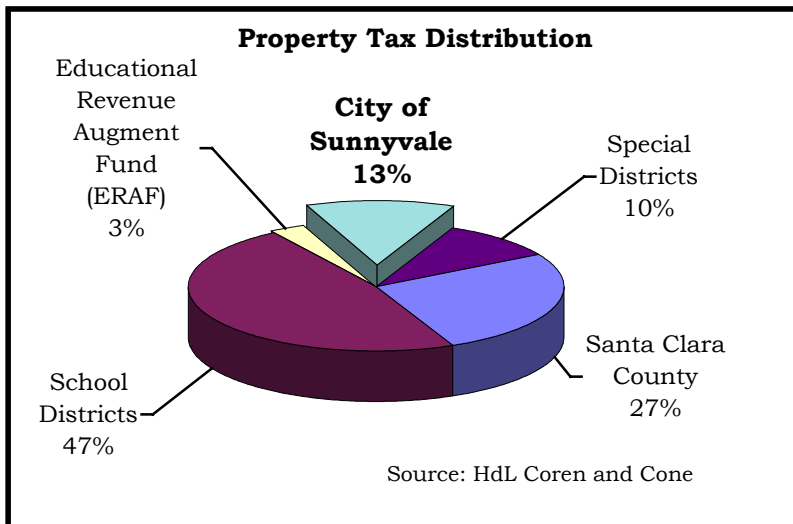
Property Tax

The Property Tax represents the second largest source of General Fund revenue (26.98% in FY 2002/2003). Property Tax is up considerably as a percent of General Fund revenues compared to the prior year as a result of sharply declining receipts from Sales Tax.

The following graph shows how Property Tax dollars are distributed in Santa Clara County. Sunnyvale receives 13% of every Property Tax dollar paid by property owners in the City.

Property Tax has also been the revenue most affected by voter initiatives and legislative actions. With approval of Proposition 13 more than 20 years ago, Property Tax revenues were reduced by two-thirds and thereafter limited to 2% annual increases or the CPI, whichever is less. In the early 1990s, the State legislature shifted a larger portion of the Property Tax to schools. This shift was made to the State's Educational Revenue Augmentation Fund ("ERAF") to backfill a portion of the State's obligation for school funding. As shown in the graph above, this "ERAF shift" is now 3% of the Property Tax dollar, representing an annual loss to the City of Sunnyvale currently amounting to approximately \$6.3 million.

Even with the recent declines in the commercial real estate market, our Property Tax revenues have grown. This is due to the fact that the Property Tax typically lags economic conditions by a year or more because of the assessment schedule and the time it takes to get a property transactions onto the rolls. Previous increases in real estate values and an increase in new construction over the last several years



are now being reflected on the assessment rolls. We expect a 2% increase in Property Tax revenue in FY 2002/2003 compared to the amount received in FY 2001/2002.

Revenue from secured Property Tax, which represents about 80% of total Property Tax revenues, is projected to remain flat next year. While the residential market appears to be holding its own, there are significant declines in the value of commercial property due to the area's high vacancy rates. However, the Santa Clara County Assessor has proactively reduced assessed valuations Countywide for both residential and commercial parcels. As reported by the *San Jose Mercury News* on March 21, 2003, the Assessor reduced the assessed valuation of 29,014 parcels by \$4.45 billion. This was the largest one-year reduction in County history. More than half of the reductions affected homes, but an unprecedented \$2 billion came from reassessments of commercial/industrial properties. The County Assessor took this unusual step of proactively reassessing commercial properties because of the economic downturn and its effect on businesses. Therefore, we expect the effect of assessment appeals to be minimal because of the Assessor's actions.

In the following year, FY 2004/2005, we expect real growth of 1% over the statutory allowed inflation, followed by 1.5% real growth for the remainder of the financial plan. For the remaining Property Tax categories, we have based the FY 2003/2004 estimates on the average actual receipts for the most recent five years through FY 2000/2001.

Utility Users Tax and Franchise Fees

Utility Users Tax (UUT) and Franchise Fees combined represent the third largest source of General Fund revenue (13% in FY 2002/2003). Historically, these two revenue categories have been combined because one of the primary sources of revenue for both is sale of electricity and gas.

As indicated in Table II, receipts from UUT are expected to increase by nearly 3% in FY 2002/2003 compared to last year's receipts. This growth is primarily driven by an increase in receipts from natural gas suppliers and phone services. We anticipate that

gas prices will moderate somewhat in FY 2003/2004 and thus project a decline in revenues from gas receipts. All other revenues are projected to increase by 3% from FY 2004/2005 through FY 2012/2013.

As was mentioned in last year's Transmittal Letter, the California Department of Water Resources (CDWR) was disputing the right of municipalities to collect Franchise Fees on CDWR power sales. On February 13, 2003, the California Public Utilities Commission (CPUC) issued a decision on this dispute. In the decision, CPUC decided that CDWR sales are not subject to franchise fees but are subject to franchise fee surcharges under the Municipal Public Lands Use Surcharge Act. The CPUC ordered the Energy Division of PG&E to convene a series of workshops to develop the data and methodology to compute the surcharge. At this time the fiscal impact to the City of Sunnyvale is unknown. Staff will continue to monitor this situation to protect this important source of revenue.

Projections of Franchise Fee revenues for FY 2002/2003 reflect a decline of about 2.75%, due to lower than projected Franchise Fees from AT&T Cable (Comcast) and Solid Waste Franchises.

We have included estimated Franchise Fee revenue increases of 3% per year for most of the remainder of the financial plan, beginning in FY 2003/2004.

State-Shared Revenue

State-shared revenues represent about 9.24% of General Fund revenues in the current year and are the fourth largest revenue source. Vehicle License Fees (VLF) make up over 94% of State-Shared Revenues. VLF is an annual fee on the ownership of a registered vehicle in California, levied in place of a property tax on vehicles. These fees are collected by the State and distributed to local jurisdictions on a per-capita basis. Total revenues are allocated 61% to the State, 27% to counties, and 12% to cities. The local portion of the VLF is constitutionally protected as to allocation formula.

The revised FY 2002/2003 estimate for VLF based on the state's projection is \$7.5 million, up by 2% over the FY 2001/2002 receipts.

Growth in this revenue in prior years had been driven by extremely strong auto sales resulting from the robust economy. Estimates for FY 2002/2003 assumed that auto sales would drop about 5% as the economy softened. However, even as the economy faltered, statewide vehicle sales remained surprisingly strong, in part due to unusually generous financing offers. Even so, we do not anticipate growth in this revenue in the near future and have held our estimates flat through FY 2003/2004. Then, we expect modest growth of 4% through the end of the financial plan.

It should be noted that this projection does not take into account the fact that approximately two thirds of these receipts are potentially subject to reduction by the State. As part of the State's 1998 budget, the VLF was cut by 25%. In subsequent years, additional cuts were made, and currently the reductions equal 67.5% of the total fee. To date, the State has been backfilling the local portion of the revenue by giving an equivalent amount to cities and counties from its general fund.

Unfortunately, this revenue is particularly vulnerable to State takeaways, since the backfill is not constitutionally guaranteed.

Currently, it appears as though the State will pull the “trigger” and raise the VLF back to its pre-1998 levels. For more information on the status of the Vehicle License Fee situation, please refer back to the *Future Fiscal Issues* section of this Transmittal Letter.

Transient Occupancy Tax

Transient Occupancy Tax (TOT) represents 6.15% of General Fund revenues in the current year and is the fifth largest revenue source. In prior years, TOT has been the third largest source and constituted about 10% of the total.

The year 2000 was a banner year in the hotel industry, and especially so for Silicon Valley hotels. During the boom of FY 1999/2000 and FY 2000/2001, the City’s TOT revenue enjoyed significant growth. Beginning in approximately 1995, improved economic conditions led to higher occupancy rates and room charges, as well as the addition of several new hotel and motel properties. Our TOT rate was also increased from 8% to 8.5% in 1995. However, this revenue is particularly susceptible to economic cycles because both occupancy rates and room rates are closely linked to economic conditions. The bulk of our TOT revenue stems from weekday business travel.

Over the past two years, Sunnyvale hotels have seen significant reductions in both average occupancy rate and average room rate. These decreases are directly related to the drastic downturn in the local economy, the Severe Acute Respiratory Syndrome (SARS) epidemic, and the current state of uncertainty surrounding the global economy.

As a result of these economic factors, we have seen a dramatic drop in our TOT revenues this year, which we forecast will be approximately 16% lower than last year’s receipts. Compared to FY 2000/2001, this translates to a reduction of more than 51% or \$5.4 million.

As the controlling economic factors affecting TOT receipts are not anticipated to significantly improve, we are holding the estimate for FY 2003/2004 at the same level as FY 2002/2003. We estimate growth in TOT receipts of 6% in FY 2004/2005 and throughout the rest of the financial plan. This growth estimate represents a return to the historical average rate of annual increase.

Construction-Related Revenue

Construction-related revenues represent about 5% of General Fund revenues in the current year. This category includes Construction Tax as well as receipts from the issuance of building, electrical and other permits. Plan Check Fees are also reflected here. Due to a number of large projects, as well as general increases in construction, these revenues showed extraordinarily large gains in FY 1999/2000 and FY 2000/2001. The City’s Chief Building Official has been monitoring construction trends and has revised the current year’s original projection downward by 20% to

reflect actual levels of activity. We have held this projection flat for FY 2003/2004 with an increase only for inflation. The following years are based on an eight-year average adjusted for inflation.

General Fund Expenditures

Table III outlines the recommended expenditures for the General Fund and Gas Tax Fund combined. Although these are separate funds, they are added together in Table III to better represent the proposed changes from one year to the next. It is in the interest of the City to expend Gas Tax Funds for eligible projects and operating activities before utilizing General Fund money. This results in increases and decreases from year to year regarding the amount of road maintenance operations that are funded by the Gas Tax Fund and General Fund respectively. By combining the two funds, a clearer picture results as to the year-to-year changes.

As Table III below indicates, the overall combined recommended expenditures of the General Fund and Gas Tax Fund for FY 2003/2004 are 5.05% below the Revised FY 2002/2003 Budget. However, because certain aspects of the budget can change dramatically from year to year, notably capital, infrastructure and special projects, a more precise understanding of the comparative budget is in the operating area. The operating portion of the recommended FY 2003/2004 Budget is virtually the same (.04% above) as the Revised FY 2002/2003 Budget.

Table III Recommended Expenditures – General Fund and Gas Tax Fund Combined				
Expenditure Character	2001/2002 Actual	2002/2003 Revised Budget	2003/2004 Recommended Budget	% Growth 2003/2004 over 2002/2003
Operating	83,603,690	92,129,121	101,099,086	
Recommended Operating Reductions	0	0	(7,774,948)	
Recommended Rental Rate Reductions	0	0	(1,161,964)	
Operating Sub-Total	83,603,690	92,129,121	92,162,174	0.04%
Projects	4,472,684	9,218,172	2,855,534*	
Recommended Project Reductions	0	(1,482,754)	0	
Projects Sub-Total	4,472,684	7,735,418	2,855,534	-63.08%
Debt	414,617	415,648	416,568	0.22%
Lease Payments	1,218,753	1,215,678	1,216,678	0.08%
Equipment	282	300,000	0	-100.00%
TOTAL	89,710,026	101,795,865	96,650,954	-5.05%

* The FY 2003/2004 Projects Budget includes the Public Safety Expanded Recruitment project which was fully budgeted in FY 2002/2003, but anticipated to be spent over two years.

The operating total reflected in the above table includes approximately \$7.8 million in departmental and \$1.1 million in rental rate reductions. In normal times, the operating budget of the General Fund would have increased for next fiscal year by approximately \$7 million, or 7.6% due to continuing increases in base wages and benefits for our employees. The operating reductions and decreases in rental rates essentially offset the projected increases in personnel costs.

The recommended FY 2003/2004 Budget is built on several key salary and benefit assumptions. First, salary increases have been projected based on preliminary survey information from the Human Resources Department. The chart below indicates assumptions for salary increases in the future:

Labor Unit	FY 2003/04	FY 2004/05	FY 2005/06 – FY 2012/13	FY 2013/14 – FY 2022/23
SEA/Confidential	6.56%	3.00%	3.00%	4.00%
PSOA – Officers	6.19%	5.00%	3.00%/4.00%	4.00%
PSOA – Lieutenants	5.94%	5.00%	3.00%/4.00%	4.00%
COA	6.25%	3.00%	3.00%	4.00%
SEIU	13.67%	12.00%	3.00%	4.00%
Management	3.00%	3.00%	3.00%	4.00%

In general, all employees saw significant salary increases as the result of our local labor market and the City’s competitive compensation philosophy during the past several years. Our labor agreements for the four bargaining units are still in effect. As Council knows, these agreements contain formulas that determine what salary increases will be in the future. These formulas are based on market comparisons with predetermined comparable cities within our labor market. We are not aware that a significant number of our comparator cities have asked for or received wage concessions from their employees this year. However, as shown in the above table, we are assuming that economic conditions will moderate future salary increases in our comparator cities.

An equally disturbing trend, with significant fiscal implications for the future, is the rapid escalation being experienced in the cost of personnel benefits. The recommended FY 2003/2004 Budget contains an increase of 16% in expenditures for the Employee Benefits Fund over this current year, and 21.9% for FY 2004/2005. The largest component of these increases by far is the cost of retirement contributions, which are rising 42% for FY 2003/2004 and 62% for FY 2004/2005. The rate of escalation of these benefits, if left unchecked, is unsustainable in the longer term and will ultimately have severe effects on our ability to provide services to our citizens. Detailed discussions of each of these costs are included in the *Detailed Fund Reviews* section of this Transmittal Letter under *Employee Benefits and Insurance Fund*.

It should also be noted that the recommended FY 2003/2004 Budget includes an additional \$200,000 in FY 2003/2004 and FY 2005/2006 for election cost increases from the County of Santa Clara. Section 1400 of the Sunnyvale City Charter requires that the General Municipal Election to fill City elective offices be held in odd-numbered

years on the date established for election of elementary school district board members. The estimated cost of conducting the 2003 General Municipal Election through the County of Santa Clara is approximately \$360,910 or \$6.56 per voter. The number of ballot types increased significantly due to redistricting after the 2000 Census. This drove the printing cost significantly higher than recent elections. The estimate is based on shared costs with other jurisdictions. \$165,782 for conducting the 2003 General Municipal Election was budgeted in the FY 2003/2004 budget.

Staff is proposing that Council consider a Study Issue to explore the feasibility of consolidating municipal elections with State and Federal elections in even-number years. If Council supports this change, it would require that a Charter Amendment measure be put before the voters on the November 2005 ballot. If the measure is passed by the voters, in accordance with the change of the election date, the terms of office of the members of the City Council who are presently serving with a term expiring in November 2007 would be extended to November 2008.

Based on estimates received from the Santa Clara Registrar of Voters an estimated \$181,000 would be saved by consolidating the election during even-number years. An added benefit is that voter turnout tends to be higher in even-number years, when state and federal offices are being contested.

Table IV, below, outlines the recommended expenditures for the General Fund only. Looking at just the General Fund, the proposed operating expenditures for FY 2003/2004 are 1.17% below the Revised FY 2002/2003 Budget. Total General Fund recommended expenditures, including projects, debt, and equipment, are 4.56% below the Revised FY 2002/2003 Budget.

Table IV Recommended Expenditures – General Fund				
Expenditure Character	2001/2002 Actual	2002/2003 Revised Budget	2003/2004 Recommended Budget	% Growth 2003/2004 over 2002/2003
Operating	81,944,713	91,229,121	99,099,086	
Recommended Operating Reductions	0	0	(7,774,948)	
Recommended Rental Rate Reductions	0	0	(1,161,964)	
Operating Sub-Total	81,944,713	91,229,121	90,162,174	-1.17%
Projects	2,980,420	7,011,088	2,806,026*	
Recommended Project Reductions	0	(1,047,422)	0	
Projects Sub-Total	2,980,420	5,963,666	2,806,026	-52.95%
Debt	414,617	415,648	416,568	0.22%
Lease Payments	1,218,753	1,215,678	1,216,678	0.08%
Equipment	282	300,000	0	-100.00%
TOTAL	86,558,785	99,124,113	94,601,446	-4.56%

* The FY 2003/2004 Projects Budget includes the Public Safety Expanded Recruitment project which was fully budgeted in FY 2002/2003, but anticipated to be spent over two years.

The contributing factors previously mentioned in the General/Gas Tax Fund discussion are applicable here as well.

General Fund Projects

This is the first year of the two-year budgeting cycle for projects. As such, staff efforts were directed towards the review of both currently existing projects and newly proposed projects. This Transmittal Letter focuses on newly developed or significantly revised projects. Descriptions and detailed financial information on all projects can be found in the budget document, *Volume II Projects Budget*. There are two helpful indexes of all the City's projects, one alphabetically oriented (by project name) and the other numerically oriented (by project number).

As mentioned earlier in this Transmittal Letter under *Major Project Efforts*, General Fund-related projects are found in several places in the budget. They are in the General Fund, the Gas Tax Fund, the Capital Projects Fund, and the Infrastructure Renovation and Replacement Fund. In general, these categories are considered to be related to the General Fund because it is the ultimate source of financial support through contributions or transfers. For example, the General Fund is scheduled to make annual contributions to fund its infrastructure projects in the Infrastructure Renovation and Replacement Fund and to fund its capital projects in the Capital Projects Fund.

Several major capital or special projects have been discussed earlier in this Transmittal Letter in the *Major Project Efforts* section. The following are new projects affecting the General Fund included in the recommended FY 2003/2004 Budget:

- **Neighborhood Preservation Abatement Efforts:** This project provides for expanded neighborhood preservation by finding and resolving nuisance, health and safety related cases within the City. It is scheduled for FY 2003/2004 and FY 2004/2005, and it is funded by abatement cost recovery from the property owner.
- **Recreation and Open Space Sub-Elements:** This project provides funding for updating the Recreation and the Open Space Sub-Elements, which were last updated in 1993 and 1992 respectively. It is scheduled for FY 2005/2006 and is funded from General Funds.
- **Sidewalk, Curb, and Gutter from Mathilda Avenue to the Tennis Center:** The purpose of the project is to extend an existing sidewalk that borders the South side of the Tennis Center parking lot to the Mathilda Ave. entrance. Approximately 250 linear feet of standard city sidewalk, curb and gutter will be constructed. \$25,000 is programmed in FY 2003/2004 from Gas Tax funds.
- **Sunnyvale Historical Museum:** This project is the City's contribution of \$500,000 in FY 2003/2004 to support the development of an Historical Museum at Orchard Heritage Park. The Sunnyvale Historical Society and Museum Association (SHSMA) has pledged to raise the remainder of funds for the project and the City has begun the process of entering into an agreement with SHSMA. This project covers the

City's share of funds committed to SHSMA. Once constructed, the museum will be operated by the SHSMA. As discussed earlier, staff is proposing the use of Proposition 40 funds for this project. If these funds are not available, it is recommended that the remaining Park Dedication Fund reserves be used along with the *Non-Recurring Events Reserve* in the General Fund for the project.

- **Gas Line Replacement at the Community Center:** This project provides for the replacement of nearly 2,000 feet of gas line at the Community Center. The replacement is necessary for building safety reasons and will bring the gas line at the Center up to current code. The gas line at the Center was originally installed in the late 1970's and is now in need of replacement. The project has been programmed in the Infrastructure Fund in the amount of \$132,495 for FY 2003/2004.
- **Sport Center Gym Lighting Replacement:** This project provides for replacement of old lighting fixtures with newer systems that ensure safety, offer improved quality with uniform light distribution at the floor level and reduce energy use. \$37,706 has been programmed in FY 2003/2004 in the Infrastructure Fund for this purpose.
- **Theater Rigging Replacement:** This project would fund the repair or replacement of the stage rigging system at the Sunnyvale Community Center Theatre. The repairs are necessary to provide a safe environment for the Community Theatre users, ensure compliance with CAL-OSHA standards, and lessen the opportunities for failures of rigging equipment. \$31,031 has been programmed in the Infrastructure Fund in FY 2003/2004 for this project.
- **Raynor Activity Center Site Improvements:** This project provides \$188,354 in the Infrastructure Fund over a five-year period to fund on-going infrastructure maintenance needs at the Raynor Activity Center site. This project would service and/or replace items such as hardscape, windows, plumbing, electrical and other facility infrastructure maintenance to ensure the safety of the complex.
- **Murphy Avenue Decorative Street Lighting Replacement:** This project provides \$15,762 in the Infrastructure Fund in FY 2003/2004 to maintain the decorative tree lights and prune the trees on Murphy St. This project is recommended for funding in FY 2003/04. Staff recommends that future replacement beyond this time be funded by the businesses in the Downtown area through a Business Improvement District.

General Fund Reserves and Set-Asides

One of the most powerful aspects of multi-year financial planning is its capability to recognize trends over time and begin at an early point to consider the necessary steps to alter the long-term forecasted position of a particular fund should that appear necessary. The reserves and set-asides contained in the General Fund's Long-Term Financial Plan play a pivotal role in the City's multi-year planning strategy.

The City has established five reserves in the General Fund that are restricted by prior policy or legal requirements to specific uses. Most of the City's reserves are established in accordance with policy adopted in the Fiscal Sub-Element of the General Plan. Policy 7.1B.8: states:

“Reserves: Provide a prudent level of reserves for future unexpected expenses and revenue declines; to accumulate funds to support future planned capital improvements, and to level high and low expenditure years in the Ten-Year Resource Allocation Plan.”

The General Fund currently has four reserves that are designed to be used according to the policy above. These reserves are contained in the General Fund's financial plan under the sub-heading, *Designated Reserves*.

The first is the *Contingencies Reserve* equal to 20% of the operating budget each year. This reserve is to be used only in case of emergency or disaster, and is not intended for normal unanticipated expenditures. In the Fiscal Sub-Element, the policy calls for this reserve to be 10% of operations, but Council policy in FY 1992/1993 changed it to 20% of operations. This reserve changes each year as operations of the General Fund either increase or decrease.

The General Fund also has an additional 5% of operating costs in the *Service Level Contingency Reserve*. This reserve was established in FY 1993/1994 to provide funds for increased service levels or costs in excess of inflation. In earlier years, the Resource Allocation Plan contained an on-going set-aside called the “One Percent of Operations Set-aside” that provided the ability to handle revenues that did not perform as well as projected and expenditures that increased more than inflation. This set-aside was replaced by the *Service Level Contingency Reserve*. It is important to note that the reserve is one-time, and once drawn down it is gone. The set-aside, on the other hand, was available each year and accumulated if not used.

A third reserve in the General Fund is the *Non-Recurring Events Reserve*. This reserve contains funds from FY 1997/1998 and FY 1998/1999 that resulted from greater than anticipated revenues and lesser than anticipated expenditures as this extraordinary economic cycle saw continued growth. By Council action, these types of one-time funds resulting from the peak of the economic cycle were set aside for significant high-priority capital and special projects and not used to add recurring services. In prior years, these funds were programmed over a several year period for the following major projects:

- Senior Center Construction,
- Animal Field and Shelter Facility Construction, and
- Fremont Pool Construction.

An additional \$1.5 million was added to the *Non-Recurring Events Reserve* in the adopted FY 2001/2002 Budget to be spent as necessary on important one-time projects. The Adopted FY 2002/2003 Budget shows this reserve being reduced from \$8,985,864 to \$1,358,892, largely to pay for the Senior Center Construction project. During FY 2002/2003, \$210,000 was also used for further costs associated with the Fremont Pool Construction.

A fourth reserve in the General Fund is entitled the *20 Year RAP Reserve*. This reserve functions to levelize economic cycles from year to year. By letting this reserve vary each year, the fund can absorb the cyclical effects of the economy and specifically plan for project-related expenditures. In essence, this reserve grows during periods of economic growth and is drawn down during the low points of economic cycles to maintain stable service levels.

The function of the *20 Year RAP Reserve* and its strength is particularly apparent in the recommended FY 2003/2004 Budget and Long-Term Financial Plan. In prior years when the City was experiencing strong economic growth, the reserve was building up over time to the \$61 million level reached last year. Now, as the effects of the economic downturn are being fully felt, the reserve is available to provide a “cushion” to maintain City services at desired levels. Council will note that under current economic forecasts, the Long-Term Financial Plan shows the *20 Year RAP Reserve* being drawn down until FY 2013/2014, even with the proposed budget reductions. In FY 2014/2015 the *20 Year RAP Reserve* stabilizes and begins to grow again. Since the City policy is to fix the reserve at zero in the twentieth year, it is drawn down again over the final three years of the financial plan.

The *20 Year RAP Reserve* functions very effectively as the City positions itself to “live at the trend line.” It prevents us from adding services at the top of the economic cycle that cannot be sustained, and it allows us to maintain the Council-approved services levels during economic downturns. This is in sharp contrast to jurisdictions like the State of California, which greatly increased spending during the boom and is now faced with making draconian expenditure reductions in the face of revenue shortfalls. Our citizens are well served by our longer term approach.

Finally, the City has one restricted reserve, the *Land Acquisition Reserve*, which has a balance of \$3 million. This reserve was established in FY 1994/1995 for the purpose of purchasing land or property in the downtown area with an emphasis on future income generation through economic development. It has been used to purchase key parcels in the downtown area, and as the land is sold to the private sector, the reserve is replenished.

While not a reserve, another important element of the financial plan is the planned expenditure called *Fiscal Uncertainties*. The *Fiscal Uncertainties* line item is contained within the *Expenditures* section of the financial plan, and it represents the on-going latitude that is available to increase service levels, add new annual programs, or address unexpected fiscal pressures. This number is normally derived from the last year of the 20-year plan. It is essentially determined by setting the *20 Year RAP Reserve* at zero for the 20th year but maintaining the required contingency reserve. If a positive number appears in the *Fiscal Uncertainties* line in year one, this reflects the remaining latitude the City has to deal with any issues or assumptions not included in this recommended financial plan. If this number turns negative, then it reflects the amount of budget reduction and/or revenue increase that is needed at the beginning of the planning period in order to avoid the long-term plan effectively going into true deficit.

Staff used this methodology as we started the budget reduction process to determine the amount of the on-going structural deficit in the General Fund. This deficit, which was approximately \$14-15 million, was eliminated by the expenditure reductions and revenue enhancement proposed in the 6-Point Action Plan discussed previously. During this calculation, the *Fiscal Uncertainties* line item was held at the level contained in last year's Long-Term Financial Plan. For the recommended FY 2003/2004 Budget, the *Fiscal Uncertainties* line item was then reduced by \$500,000 as part of the budget reduction process. For FY 2003/2004 and FY 2005/2006 it was reduced further to accommodate the increases in election costs received from the County of Santa Clara. By FY 2006/2007 the *Fiscal Uncertainties* line item stabilizes at about \$300,000 and increases with inflation throughout the rest of the planning period. While small, this line item does provide the City with some latitude to deal with any additional fiscal pressures that may occur or any unexpected requirements for ongoing service level increases.

Also included in the General Fund financial plan is a set-aside entitled *Paramedic Services Set-Aside*. This planned expenditure was established to provide on-going enhancements to our emergency medical services. As part of the budget process for FY 2003/2004, we are recommending that \$385,512 be appropriated to the Public Safety Department to bring our emergency medical services up to County standards. The remainder of the set-aside, \$155,938, has been returned to the General Fund as part of the budget reduction proposals.

Public Facilities (City) Space Issues is the final set-aside included in the General Fund financial plan. These funds had been identified to address the City's long-term space needs. Because of the budget crisis, any additions to the City's office facilities have been put on hold. Therefore, this set-aside has been reduced to \$250,000 each year throughout the planning period.

General Fund Financial Position

As stated earlier, the City's long-term financial position is balanced over the 20-year planning period in spite of our worsened economic situation. The City's revenue position has weakened considerably due to the continued economic downturn in the region. Additionally, there are a number of pressures on the expenditure side that are growing significantly faster than inflation. Items in this category are primarily personnel costs and benefits. The General Fund budget has been balanced through a series of reductions and increases in fees and charges. However, the fiscal issues and challenges outlined earlier do not impact only the City of Sunnyvale, and our long-term approach to financial planning puts us in a far better position to address them.

Gas Tax Fund

The Gas Tax Fund is required by State law to account for gas taxes collected and allocated by the State. These taxes are levied on gasoline and other motor fuels in terms of cents per gallon, and these funds are then distributed to the State, cities and counties on a formula based on population. Revenue forecasts for this fund utilized year-to-date projected receipts increased by the Association of Bay Area Governments (ABAG) estimated population growth rate for Sunnyvale.

Beginning in FY 2001/2002 new state funding for streets and road systems (AB 2928 - State Traffic Congestion Relief Program) is held and accounted for in the Gas Tax Fund as required by state law. A complete discussion of this revenue source and the projects associated with it can be found in the *Major Project Efforts* section of this Transmittal Letter.

Gas Tax funds are spent on maintenance and capital related to public streets and highways. As noted in the previous discussion of the General Fund, the Gas Tax Fund works in tandem with the General Fund. Essentially, a level of Gas Tax funding for operations is established, with remaining funds used to cover Gas Tax-eligible capital projects.

Operating expenses programmed for street maintenance in this fund are \$2 million for FY 2003/2004 and \$1 million for FY 2004/2005. In future years, operating expenses vary from \$2 million to \$3 million each year.

The budget reduction process that the Council undertook during the last five months resulted in the defunding of \$435,332 in capital projects that are contained directly in the Gas Tax Fund. An additional \$1,960,703 in projects that are funded from Gas Tax transfers to the Capital Projects Fund was defunded. A more detailed description of this process is contained in the *Budget Reduction Process* and *Project Budgeting Process* sections found earlier in this Transmittal Letter.

One new project is funded with Gas Tax revenues in FY 2003/2004. This project is Sidewalk, Curb and Gutter from Mathilda Avenue to the Tennis Center (\$25,000). A brief description of this project is included in the *General Fund Projects* section of this Transmittal Letter.

ENTERPRISE FUNDS

The Enterprise Funds of the City incorporate programs and activities that are either fully self-supporting by way of user charges and fees or partially self-supporting. Those that are partially self-supporting require some level of transfer from the City's General Fund.

The City has three utilities that are fully self-supporting, including the Water Supply and Distribution Fund, Solid Waste Management Fund, and Wastewater Management Fund. Additionally, the SMaRT Station® Fund has been established to account for operations at the Sunnyvale Materials Recovery and Transfer Station, which is a partnership among the three cities of Sunnyvale, Mountain View and Palo Alto. This fund consists of two sub-funds, one used to account for SMaRT Station operations and the other used to account for equipment replacement needs.

In April 2003 Council approved the following rate changes as recommended by staff:

Utility	Rate Change
Wastewater	7.0%
Water	10.0%
Solid Waste	4.0%

Each rate increase and the factors contributing to the need for such increases are discussed in detail below. As a result of these increases, monthly costs associated with solid waste, water, and wastewater services for an average residential customer will increase by 6.6% overall. It is important to note that even with the rate changes, Sunnyvale residents enjoy utility rates that are 28% lower than the average of surrounding communities. This amounts to annual savings of approximately \$307 per household.

In prior years, the Patent Library Fund, which includes the Sunnyvale Center for Innovation, Invention, and Ideas (Sci³) program and reflects its services and revenues, was classified as an enterprise fund. This program required an annual General Fund subsidy for operations because fees did not cover the full cost of all activities. As discussed below, a study issue conducted in FY 2001/2002 concluded that the Patent Library program should be reduced and moved back into the Library facility. Financial changes associated with this recommendation include removing the enterprise fund designation, changing it to a special revenue fund, and eliminating the General Fund transfer. These recommendations were approved by the Council in mid FY 2001/2002. The Long-term Financial Plan for the Patent Library Fund is now discussed in the *Special Revenue Fund* section of this Transmittal Letter.

There is one enterprise fund that requires an annual transfer from the General Fund for operations because it is not fully sustaining. The Community Recreation Fund incorporates Leisure Services activities including golf, tennis, and recreation programs. The decision to utilize an enterprise fund approach for these programs was based on two factors. First is the existence of competition in the marketplace. Users of Leisure Services have a wide variety of other options to supply these services. Second is the desire that these programs be managed in an environment similar to the market. By this, we mean that issues of pricing, marketing and appropriate service niches are more applicable for these kinds of activities than for other City services.

Finally, the FY 1999/2000 Budget and Ten-Year Resource Allocation Plan created a new Information Technology Enterprise Fund to account for the City's efforts to market and sell the SunGIS computer system. For FY 2003/2004 this fund has been closed and its activities folded into the Technology Services Sub-fund of the General Services Fund.

Water Supply and Distribution Fund

The Water Supply and Distribution Fund accounts for all revenues and expenses related to the City-operated water utility. Expenses include costs for wholesale water, project-related costs, debt service, and other operating costs. Revenues consist of

service fees for water and recycled water, water-related public works and construction fees, and interest income. Once expenditure levels are developed, then water rates must be set to maintain the fund in a sustainable financial position. The fact that Sunnyvale utilizes long-range financial planning and sets utility rates every year helps minimize wild rate swings.

A significant portion (66.5%) of the Water Fund’s direct expenditure budget is the cost of purchased water, so each year staff reviews the costs of wholesale water and the quantities planned to be purchased. The City purchases water from two wholesalers: the San Francisco Public Utilities Commission (SFPUC) and the Santa Clara Valley Water District (SCVWD). Currently, we are paying \$383 per acre-foot to SFPUC, and \$420 per acre-foot to SCVWD.

In general, each of the City’s suppliers provides price projections for a one to ten year period. Staff then takes these numbers, factors in all known price increases, and projects water usage over the long-term plan to optimize the use of the least expensive sources of water within the terms of the contracts. Of particular note this year are the substantial increases to the projected FY 2003/2004 water rates announced by SFPUC and SCVWD. The projected rate increases are 22.2% and 9.5% respectively.

The recommended FY 2003/2004 Budget assumes these substantial increases and projections provided by SFPUC for the next 10 years and by SCVWD for the next five years. This is significant because the SFPUC is projecting another substantial rate increase of 16% in FY 2004/2005 and further substantial rate increases in FY 2008/2009 and FY 2009/2010. The projections provided by each agency are as follows:

	SFPUC	SCVWD
FY 2003/2004	22.2%	9.5%
FY 2004/2005	16.0%	7.6%
FY 2005/2006	5.0%	8.1%
FY 2006/2007	1.9%	4.7%
FY 2007/2008	6.0%	6.3%
FY 2008/2009	25.0%	N/A
FY 2009/2010	17.9%	N/A
FY 2010/2011	11.0%	N/A
FY 2011/2012	10.0%	N/A
FY 2012/2013	6.0%	N/A

A major potential influence on water rates continues to be the need for significant improvement to the SFPUC’s Hetch-Hetchy system infrastructure. As staff has mentioned for several years, SFPUC has identified a need for capital improvements to restore the reliability of the Hetch Hetchy system. The Hetch Hetchy system (the sixth largest in the nation) delivers an average of 206 million gallons of water per day to 2.4 million people in San Francisco, San Mateo, Santa Clara, and Alameda counties. Much of the system was built in the late 1800s and early 1900s and has reached or exceeded its life expectancy. The system crosses three major earthquake fault lines between San Francisco and its sources of water, 160 miles away in the Sierra Nevada mountain range. Seismic studies indicate that a major earthquake could cause system failure resulting in a loss of water for sixty days or more.

Sunnyvale is one of 29 jurisdictions outside of the City of San Francisco who make up approximately 70% of the system's customers (the "Suburban Users"). The SFPUC estimates that \$2.9 billion of the needed capital improvements are directly related to the provision of water to communities outside of San Francisco. The SFPUC has identified the needed improvements and in May 2002 adopted a \$3.6 billion Long Term Strategic Plan for Capital Improvements. In November 2002, the San Francisco voters approved a \$1.6 billion bond measure, the largest ever approved in city history, to fund the San Francisco portion of the project. The remaining portion of the CIP is to be funded by the suburban users.

In order to address the infrastructure issues with the Hetch Hetchy system, and the SFPUC's lack of action with regards to the repair and maintenance of the system, the State Legislature, at the urging of the Suburban Users, passed three bills, all of which the Governor signed into law in 2002. The result of those bills was the creation of the San Francisco Bay Area Regional Water System Financing Authority and the Bay Area Water Supply and Conservation Agency (BAWSCA). On February 11, 2003, the City Council appointed Vice-Mayor Risch to the Board of Directors for the financing authority. On March 18, 2003, the City Council approved a resolution to create and participate in BAWSCA.

Once fully organized, BAWSCA will act as the agency representing the Suburban Users. Participating in BAWSCA will involve payment of assessments and financing of improvements to the regional water system which will likely include bonding, assessments, and other financing mechanisms. All BAWSCA related costs will directly impact water rates to City customers, but have not been factored into the Resource Allocation Plan as they are yet unknown. Staff anticipates having a better handle on costs for the FY 2004/2005 utility rate setting process.

Additionally, the Long-Term Financial Plan for the Water Fund makes a provision for the long-term cost of infrastructure renovation and replacement for water facilities. It is clear that the water utility will represent one of our largest cost areas for infrastructure projects. The FY 2003/2004 plan includes a more substantial annual transfer for the 20-year planning period beginning in FY 2007/2008. While setting aside these dollars will certainly help, there will be greater long-term requirements that will have to be addressed to fully fund our infrastructure needs.

Finally, the Department of Public Works proposed a number of changes in the Water Supply and Distribution Program as part of the City's budget reduction process. These proposals were made to mitigate the impact of rising costs on utility rates. The reductions totaled \$340,849 annually, or approximately 10% of the operating budget not including purchased water costs. These reductions were adopted by the City Council at the April 22, 2003 Utility Rate Hearing and are reflected in the rates established for FY 2003/2004.

The rate increase approved by Council for water utility services for FY 2003/2004 is 10%, compared to the 4.5% anticipated last year. An annual rate increase of 4.0% is anticipated through FY 2008/2009. A 10.6% increase is anticipated for FY 2009/2010 with increases of 4% to 5% for the remaining years of the planning period.

Wastewater Management Fund

The Wastewater Management Fund accounts for the revenues and expenses related to the City-operated sewer collection and Water Pollution Control Plant (WPCP) services.

The Wastewater Management Fund is experiencing the largest increase in personnel costs of the three utilities because personnel is such a large proportion of the Wastewater Management budget. In addition, environmental regulations continue to restrict numerous pollutants, requiring additional study and increased public outreach efforts to reduce the amount of pollutants reaching the San Francisco Bay. Staff is currently undertaking efforts to renew the City's discharge permit under these more stringent requirements. Another impact to the Wastewater Management fund is that permit fees charged to the City by the State have more than doubled with further increases anticipated in the coming year.

Infrastructure maintenance and replacement continues to be a large issue for this fund. The Resource Allocation Plan reflects large infrastructure expenditures on projects that are underway in the early years of the plan. These projects were largely funded by revenues from the Water and Wastewater Revenue Bonds, Series 2001.

Portions of the treatment plant and collection system are approaching 50 years in age. Staff is continuing to identify projects for the future and is working to isolate the cost and life span of various pieces of infrastructure, both at the treatment plant and in the collection system. When identified, projects will be incorporated into a Long-Range Infrastructure Plan. Possible options for financing of the projects will then be explored to ensure that all wastewater collection and treatment processes are maintained in working order. Potential funding sources will be reviewed with the goal of minimizing the impact of infrastructure renovation and replacement on rate payers.

The recommended FY 2003/2004 Budget reflects this need for significant capital improvements. The major infrastructure project is the Borregas Sanitary Trunk Sewer Replacement, budgeted at \$5.7 million over a three year period ending FY 2004/2005. Other significant projects include the rehabilitation of Storm Pump Station No. 1 (\$2.1 million) and Replacement of the Digester Lids (\$1.3 million over seven years).

The recommended FY 2003/2004 Budget also includes a continuing special project that relates to our National Pollutant Discharge Elimination System (NPDES) permit budgeted at \$2.3 million over six years, as well as a project to provide for improvements to the processes at the Water Pollution Control Plant (\$1.2 million over nine years).

The Wastewater Fund is scheduled to make a substantial contribution of \$800,000 per year to the Infrastructure Renovation and Replacement Fund starting in FY 2005/2006. Further increases in the transfers beginning in FY 2011/2012 are anticipated. Unfortunately, it is expected that infrastructure renovation and replacement requirements will be larger in the wastewater area than in any other area because of the WPCP facility. When the Long-Range Infrastructure Plan, which includes all utility funds, is completed, Council will be presented with various alternative ways of developing the necessary funds to support the needed infrastructure improvements.

As part of the City's budget reduction process, Public Works staff proposed cuts in the Wastewater Management Program of \$544,258 and new revenue of \$67,500, for a total of 5.52% of the operating budget. These reductions were accepted by City Council at the April Utility Rate Hearing and are included in the rates established for FY 2003/2004.

The rate increase approved by Council for Wastewater services for FY 2003/2004 is 7%, an increase from last year's projection of 4.5%. Annual rate increases of 5.0% are anticipated through FY 2008/2009, 4.5% for FY 2009/2010, with 4.0% projected for the remainder of the 20-year planning period.

Solid Waste Management Fund

The Solid Waste Management Fund accounts for the revenues and expenses related to collection, recycling, and disposal of solid waste generated within the City of Sunnyvale. A private company, Bay Counties Waste Services (doing business in Sunnyvale as Specialty Solid Waste & Recycling), has been issued an exclusive franchise for collection of refuse and recyclable materials, and these contract costs are reflected here. Operations of the Sunnyvale Materials Recovery and Transfer Station and disposal of refuse at the Kirby Canyon Landfill are included in a separate fund, but the City's share of these activities is reflected in the Solid Waste Management Fund.

For the second year in a row, the Solid Waste Management Fund was influenced by a reduction in tonnage. Last year there was a corresponding reduction in revenues. This year, that reduction appears to have been mitigated by the rate increase adopted last year.

In the prior 20-Year Plan, it was expected that City of Sunnyvale customers would generate 118,703 tons of solid waste per year (a 7% decrease from prior estimates) which would be delivered to the SMaRT Station. The current plan is updated to reflect recent delivery history and anticipates another substantial (8%) decrease to 108,163 tons in FY 2003/2004. In solid waste collection and disposal, tons traditionally drive both revenue and expenditures. However, the impact on revenues is usually larger than the corresponding decrease in expenditures. This is due mainly to the fixed costs associated with collecting solid waste and maintaining the closed Sunnyvale Landfill. Although this trend is not reflected in the current year, staff is maintaining a conservative approach to projecting revenues.

Overall, the fund is in a good financial position and was able to accelerate payment of a loan to the General Fund, paying off the loan in FY 2022/2023, four years earlier than previously planned.

The rate increase adopted by Council for FY 2003/2004 is 4.0%, half a percent less than planned last year. In order to maintain the Fund in solid financial condition, rates are projected to go up 4.5% annually until FY 2007/2008 and 4% to 4.5% annually for the remainder of the planning period.

Sunnyvale Materials Recovery and Transfer (SMaRT) Station

The Sunnyvale Materials Recovery and Transfer Station Fund consists of two sub-funds. The SMaRT Station Fund accounts for operations at the SMaRT Station and receives its revenue from charges to the cities of Sunnyvale (Solid Waste Management Fund), Mountain View, and Palo Alto. Major operating cost components include the contract with the SMaRT Station operator and disposal fees and taxes collected by the Kirby Canyon Landfill. The fund is designed so that annual revenues and expenditures are in balance and that no fund balance is carried forward to the next year. Operating costs and revenues from the sale of recyclables are charged to or distributed to the cities based on the numbers of tons of solid waste each community brings to the SMaRT Station for materials recovery, transfer, and disposal.

The SMaRT Station Replacement sub-fund provides for the replacement of City-owned SMaRT Station equipment. The three participating cities contribute to these replacement efforts and to payment of debt service based on fixed percentages established by the SMaRT Station Memorandum of Understanding (MOU) among the cities.

In February 2003, the City completed the sale of the City of Sunnyvale Solid Waste Revenue Refunding Bonds, Series 2003. The transaction produced net present value savings of \$1,231,530.93, or 6.756% of the par amount of the refunded bonds. The majority of the savings occur in the final year of debt service when the payments are covered by the reserve fund and reserve fund earnings. The savings are distributed to each of the three cities based on their share of the debt service established under the MOU. Sunnyvale will realize approximately \$681,000 in savings over the life of the bonds.

The SMaRT Station Fund shows decreases in both revenues and expenditures over the planning period based on updated tonnage projections submitted by all three participating cities. SMaRT operations are affected by the same economic conditions that were discussed earlier in relationship to the City's Solid Waste program. Large swings in tonnage projections are anticipated to be seen in future SMaRT Station Fund Long-Term Financial Plans in response to economic cycles, the independent solid waste management strategies of the three cities, and other factors.

Community Recreation Fund

This fund, which was created eleven years ago, contains the leisure service activities of the City, including the two City-operated golf courses, the tennis center, and recreation classes and services. Prior to the initiation of the Fund, leisure services were part of the General Fund, which routinely contributed more than \$2.5 million annually to the effort. The creation of the Community Recreation Fund included the merger of the City's golf and Tennis Center operations with the remainder of all other leisure service activities, as well as the adoption of new, entrepreneurial approaches to service delivery. This approach resulted in a significant reduction in the General Fund subsidy required to support leisure services in Sunnyvale.

Based on early gains, long-term projections were made soon after this Fund was created suggesting that it might be self-sufficient by FY 2000/2001. Careful

examination of the assumptions subsequently indicated that some of the revenue estimates could not be achieved, and the Transmittal Letter for FY 1997/1998 acknowledged that self-sufficiency was not realistic for leisure services in the current environment. Given recent Council-approved increases in heavily subsidized service areas (e.g., teen programs), a new Senior Center, and the development of the new 50-meter pool at Fremont High School, this is all the more true today.

Last fiscal year staff also identified the need to reconsider the overall impact of some of the strategies used to achieve this Fund's remarkable financial success. While representing a significant positive effect on the bottom line, the elimination of four management positions within the Division a number of years ago eventually caught up with the Department in terms of its ability to manage both day-to-day operations and non-routine projects.

Another strategy aimed at reducing expenses within the Fund was to rely heavily on the use of "temporary" employees or contract labor for the delivery of recreational services. While a good number of these positions were truly temporary in nature, some were relied upon to deliver on-going services, and deserved to either be classified as regular part-time or full-time City positions.

The recommended FY 2002/2003 Budget addressed both these staffing issues. Related changes resulted in a significant increase in expenditures for the cost of personnel above and beyond those increases due to medical coverage, worker's compensation, and other labor expenses. However, revenue generation in the Community Recreation Fund was also projected to increase significantly and certain operational changes were made to reduce costs.

Golf operations continue to be the greatest single source of revenue for this Fund. A number of new employees are now overseeing related operations, and they have had an immediate and positive effect on both the services we provide our golfers, and the financial position of golf services. The courses have never been in better condition, and satisfaction surveys suggest our golfers are very pleased with playing conditions. Beginning in FY 2001/2002, this Fund reflected a modest improvement in golf revenues, reflecting the City's assumption of golf services formerly provided by Art Wilson Golf Services, Inc. Staff believes, and has demonstrated these past two years, that this transition to City operations will result in improved service as well as an improvement to golf's financial bottom line.

Future year projections of golf revenues take into account the golf industry's trend toward increased numbers of golf courses without corresponding increases in rounds of play. This is a trend we expect to experience as well, with several new courses developed or renovated in this area, and a projected decrease in golf rounds as a result. Everything is relative, of course, and Sunnyvale continues to lead the local courses in terms of golf rounds played.

As indicated earlier, we have increased the amount of the General Fund transfer to the Community Recreation Fund over the 20-year planning period to the amount necessary to support existing service levels. The provision of additional leisure services to the public, unless they are self-supporting, will require either additional General Fund transfers or a reduction in other services.

A fundamental tenet of this Fund, however, is that it can always reduce costs, to the point of becoming self-sufficient at any time by reducing or eliminating services. This is an important concept, and a reassuring one from a worst-case financial planning perspective. Many of the Fund's services to the public are self-sufficient, and would not save the City any money by being eliminated. In fact, some would have just the opposite effect. In addition, Council's continued support of market-based golf fees regardless of residency remains a critical factor in maintaining this important revenue stream and supporting other subsidized leisure services.

The dilemma, of course, is that the heavily subsidized services that would need to be eliminated to achieve self-sufficiency are those that are the least attractive to reduce from a public policy perspective (i.e., in terms of community benefit). They are those that serve our youth, senior, disabled and low-income populations.

This has become painfully evident during the City's exploration of ways to solve its current budget crisis. In order to reduce overall expenses associated with the Community Recreation Fund, staff has proposed \$208,301 in operating cuts as part of the budget reduction process discussed earlier. A complete list of operating reductions is included in *Volume IV* of the Budget document. Council is also made aware that while no service level reductions are currently proposed for recreational services to the City's seniors, staff is challenged by the proposed Fiscal Year 2003/3004 budget to eliminate the subsidy required by the senior lunch program. If in working with the City's seniors staff finds this challenge can only be met by reducing related service levels, it will return to Council for policy direction and guidance.

For FY 2003/2004, the recommended Budget reflects a General Fund transfer of approximately \$3.1 million. This is a \$350,000 increase over last year's projection of \$2,762,051. A supplemental transfer is also needed through FY 2007/2008, with the total transfer growing to \$3.4 million. Over the past several years, reserve funds were used to maintain existing services as an alternative to increasing the General Fund transfer. However, the Community Recreation Fund *20-Year RAP* will be reduced to about \$100,000 by the end of FY 2002/2003 and will be maintained as a small emergency reserve for the rest of the planning period. Over the first ten years of the planning period, an additional \$1.5 million in General Fund transfer above what was projected last year will be needed to maintain leisure services programming at its current level.

The recommended FY 2003/2004 Budget and Ten-Year Resource Allocation Plan includes no new capital projects in the Community Recreation Fund.

Information Technology Enterprise Fund

As part of Sunnyvale's innovative efforts to streamline building permitting processes, the Information Technology Department developed a permitting software program called SunGIS. Other municipalities expressed a desire to purchase this product, and in FY 1999/2000 the City established the Information Technology Enterprise Fund to represent the revenues and expenditures associated with enhancement and marketing of City-developed software. In September 2000, the City entered into an agreement

with Berryman & Henigar Enterprises to allow that firm to market, sell and support software developed by Sunnyvale in return for royalties, software maintenance, enhancements and support. Since the agreement relieves the City of previously anticipated expenditures associated with provision of maintenance, enhancement and support of this system, we have closed this fund at the end of FY 2002/2003 and folded these activities into the Technology Services Sub-fund of the General Services Fund.

SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

Housing Fund

The Housing Fund is comprised primarily of revenues from federal HOME grants and housing mitigation fund receipts. Expenditures are for capital and special projects targeted to achieve the goals of the City's Housing and Community Revitalization Sub-Element of the General Plan and the 2000-2005 Consolidated Plan. The Consolidated Plan is a five-year comprehensive planning document submitted to the federal government. It identifies a jurisdiction's overall needs for affordable housing and non-housing community development. The federal government requires the City to submit annual updates during the intervening years of the Consolidated Plan, and this is generally done in May of each year.

Housing mitigation funds are maintained in a separate sub-fund, accruing interest solely for housing mitigation purposes as required by law. This fund shows receipts through FY 2004/2005, reflecting only development approved to date; the extended time reflects the payment period approved for Applied Materials in their specific development agreement with the City. The interest income generated in this fund has been programmed for future housing mitigation projects.

In FY 2002/2003, Council appropriated \$173,520 for the Housing Assistance for Teachers and City Employees project. In addition, \$631,815 for the funds appropriated in FY 2001/2002 was carried forward to FY 2002/2003. The program consists of three components: Homebuyer Education, Security Deposit Loan Program and Down Payment Assistance Program. Staff has proposed an additional \$479,771 for this project in the recommended FY 2003/2004 Budget.

Following the proposed appropriations for FY 2003/2004, the Housing Mitigation sub-fund will have a Housing Mitigation Reserve balance of approximately \$10.5 million. It should be noted that \$1.8 million of this amount was a Below Market Rate (BMR) in-lieu fee contributed by Haseko Residential Inc. for the Lawrence/101 development project in 1991. In FY 2003/2004, staff will be working to segregate the BMR in-lieu fee with accrued interest to ensure that it is properly used for BMR related activities.

HOME funds are also maintained in a separate sub-fund of the Housing Fund. The City has been notified that its allocation of these monies for FY 2003/2004 totals \$777,829. Including program income received to date, \$1,094,414 is being

recommended in FY 2003/2004 for the following activities: Preserve at Risk Housing (\$727,740), Acquisition/New Construction (\$250,000), and CHDO Set Aside (\$116,674.) These projects target the goals of the City's General Plan and the 2000-2005 Consolidated Plan.

Finally, the Housing Fund has a third small sub-fund that contains other grant-supported housing activities. Revenues in this sub-fund include housing monitoring fees and revenues from BMR code violations. Expenditures are primarily operating costs associated with maintenance and monitoring of the BMR program. An on-going special project in this sub-fund provides for the auditing of BMR participants to ensure compliance with program regulations.

Community Development Block Grant Fund

The Community Development Block Grant Fund is comprised of revenues from Community Development Block Grants, rental income from the City's Manzanita property, and the repayment of commercial and residential loans. Primary expenditures are for housing opportunities, special projects, and most of the City's outside group funding efforts.

On the revenue side, Community Development Block Grants are shown through FY 2003/2004. The Federal Government has notified the City of its FY 2003/2004 entitlement. Similar to the long-standing strategy used with all federally financed programs, future grant receipts are not shown beyond the immediate planning horizon. When and if these entitlements are no longer provided, expenditure levels would drop considerably. At that time, Council would have to make determinations as to where the priorities will be regarding the relatively small amount of income that would continue to be available on an annual basis from loan repayments.

CDBG funds are used primarily to address the City's affordable housing strategy. This includes support of housing and human service agencies; rehabilitation and retrofitting of the existing housing stock; and the acquisition, rehabilitation, and construction of affordable housing by non-profit developers. As in the Housing Fund, capital and special projects are targeted to achieve the goals of the City's Housing and Community Revitalization Sub-Element of the General Plan and the 2000-2005 Consolidated Plan. In addition, CDBG funds may be used for programs or projects that benefit groups with special needs such as senior and handicapped citizens.

For FY 2002/2003, funds in the amount of \$300,000 were appropriated for construction of the Sunnyvale Senior Center. These funds were in addition to the \$1.7 million previously allocated from CDBG, bringing the total to \$2 million. For FY 2003/2004, the Housing and Human Services Commission has recommended \$299,000 in support of the programs of 15 non-profit social service agencies. Funds will also be allocated for a wide variety of housing and housing related activities, including the acquisition/development of new affordable housing units, rehabilitation of existing and affordable housing units, lead-based paint abatement, the removal of architectural barriers, and fair housing services.

Park Dedication Fund

The Park Dedication Fund was established to meet statutory requirements regarding the accounting for park dedication monies. In general, the City collects park in-lieu fees for multi-family residential projects that do not dedicate land for use as parks or open space. Those revenues are recognized in the Park Dedication Fund, and then available resources are transferred to the Capital Projects Funds for designated and approved park-related projects. Revenues in this Fund also include rental income from certain houses that the City purchased with Park Dedication Funds in anticipation of park expansion projects.

Some years ago, the methodology for determining park in-lieu fees included a determination of fair market value on a project by project basis. This process was sometimes contentious and time-consuming for both the project proponent and staff. In 2000, Council approved an alternative methodology for determining park in-lieu fees that eliminated the need to determine fair market value on a project by project basis.

In past years, this fund was earmarked to help cover the costs of approved park-related projects. Projects have included both the renovation of existing parks and the addition of new parks. The City has never relied on this fund in order to plan its open space projects. In other words, park projects have been planned on the basis of community need as opposed to the amount of funding available in the Park Dedication Fund. In fact, the General Fund has funded the vast majority of past park projects, with the Park Dedication Fund simply an additional funding mechanism to periodically offset costs planned in the General Fund.

In FY 1999/2000 the City received over \$1.4 million in park dedication fees in relation to three large residential projects (the Irvine Apartments on the Olson property, the Villa del Sol apartments at Sunnyvale and Evelyn Avenues, and the Las Palmas homes on the Stowell property). No park dedication funds have been received since that time. Opportunities for the type of large residential activity that occurred in FY 1999/2000 are limited, and so projections for future years have not been made. The concept is that the City cannot count on, nor predict, this revenue stream. Therefore, appropriations will only follow the actual receipt of park dedication fees. This will be done in the context of the budget process.

The largest single appropriation of Park Dedication Funds has been for the design and construction of a new Downtown Plaza Park at Evelyn Avenue and Frances Street. Funds have been made by way of a transfer to the Capital Projects Fund, which is accounting for the Downtown Plaza project. Discussion of this project and progress to date is included in the *Major Project Efforts* section of this Transmittal Letter.

Two additional projects were funded with the use of Park Dedication funds in the recommended FY 2001/2002 Budget. These included the construction of the Fair Oaks Skateboard Park and the expansion of Ortega Park's playground. For FY 2002/2003, \$95,750 was approved for the expansion of Murphy Park. These dollars represented a placeholder for a larger project that included land acquisition and construction. During the capital project reevaluation process associated with the 6-

Point Plan, the Murphy Park project was defunded, leaving \$10,000 to cover design costs spent to date.

At the end of this current fiscal year, the City will have \$447,548 remaining in this fund's reserves after appropriations have been made for the projects mentioned above. These uncommitted funds may be needed for existing park projects that cost more than planned or possible use for the Sunnyvale Historical Museum. Absent this need, use of these funds would be considered in the next two-year projects budget process.

Asset Forfeiture Fund

The Asset Forfeiture Fund was established to account for monies received through drug and other law enforcement activities as allowed under Federal and State asset forfeiture guidelines. Because the purposes for which asset forfeiture can be used are limited, the strategy currently employed and recommended for future years is one that would draw down funds for new one-time expenses targeted for law enforcement services. The objective over time would be to draw down all of the resources in this fund. By the same token, caution should be used to assure that these expenses are ones that fit into the City's priorities.

One small operating expense is included in this Fund to cover allowable ongoing costs related to the yearly asset forfeiture audit.

For the recommended FY 2003/2004 Budget and Ten-Year Resource Allocation Plan, one special project is included for funding:

- **Evidence Barcode Tracking System:** This project provides \$54,586 to purchase and install a system to ensure accurate tracking, maintenance, destruction, return and record keeping of property and evidence seizure. This project will allow the City to provide evidence tracking services that are consistent with professional guidelines, improve liability management, and meet legal requirements.

In addition to the special project listed above, one transfer from this fund to the General Services Fund is budgeted in FY 2003/2004. This transfer is for the Police Services portion of a project to upgrade the City's network infrastructure. This project capitalizes on the existing fiber backbone of the City's network and builds a more robust infrastructure with built-in redundancy and fail-over capabilities. The new infrastructure would increase network traffic speeds by at least ten times to improve network response times and strengthen network security. This project is funded by a 15% contribution from Asset Forfeiture Fund, and 85% contribution from General Fund.

The continuing transfer to General Fund from the Asset Forfeiture Fund is to support juvenile diversion activities within Police Services.

Police Services Augmentation Fund

The Police Services Augmentation Fund is closely related to the Asset Forfeiture Fund. This fund accounts for two grant programs that provide monies for law enforcement purposes. The first is the Supplemental Law Enforcement Services (SLES) program

established by the State, and the second is a small Federal block grant from the Bureau of Justice Administration (BJA). For FY 2002/2003, both of these grants were used to fund two Lieutenant positions in the Bureau of Professional Standards in the Public Safety Department. In addition, SLES funds provided for the continuation of a Police Patrol Team Captain position.

State and Federal law requires that SLES/LLEBG funds be spent by the end of the fiscal year subsequent to the fiscal year in which they were received. The City is in compliance with this requirement. The transfer from the General Fund to this fund represents the City's matching requirements for the BJA block grant.

The financial plan for the Police Services Augmentation Fund reflects revenue only through FY 2003/2004 in keeping with our policies of not recognizing speculative grant revenues. Although the State SLES funds have been targeted as a possible reduction in funding to local governments, as of this writing they are still in the State budget. It is important to note that reserves in the Fund will be depleted by the end of FY 2002/2003. Funds for operations will therefore be substantially reduced.

Employment Development Fund

The City of Sunnyvale, as administrative entity for the North Valley (NOVA) Job Training Consortium, is required by legislation and regulations to account for the use of various Federal and State funds and program revenues for the workforce development activities that are conducted for the consortium. The City has established the Employment Development Fund to fulfill this obligation.

NOVA, formed in 1983, serves the cities of Cupertino, Los Altos, Milpitas, Mountain View, Palo Alto, Santa Clara and Sunnyvale, and is administered by the Department of Employment Development of the City of Sunnyvale. NOVA programs receive no General Fund resources. NOVA has a wide variety of programs funded through various vehicles, with baseline funding originating from the Federal government and passing through the State of California. A significant amount of additional grant money is received from Federal and State sources, as well as the County of Santa Clara, local companies and foundations. Since July 1, 2000 the primary funding for the Department of Employment Development/NOVA has been allocated through the Workforce Investment Act (WIA). While WIA-allocated funds are still a key portion of its budget, NOVA has significantly decreased its reliance on these funds over the past four years through the intentional diversification of funding sources (78% of the budget in FY 1999/2000, 67% in FY 2002/2003).

The WIA-allocated funds for NOVA for FY 2003/2004 have just been released by the State of California. Even though the State of California received a reduced allocation from the Federal government of \$90 million (16%), NOVA's allocation doubled to \$3,793,514 reflecting the significant increase in the demand for re-employment services in our region. In addition to these allocated funds, NOVA has a long history of being very competitive for additional Federal and State resources to address the ever-changing workforce development needs of the region. For example, in FY 2002/2003 NOVA applied for and received an \$8 million grant to help dislocated workers gain new training and employment.

For the purposes of the City's recommended FY 2003/2004 Budget, we have taken the funds that were available in FY 2002/2003 and used these as a starting point for NOVA's FY 2003/2004 programs and service levels. It is important to note that the Department has not yet migrated to the outcome management format. As different grants come and go, various programs and activities have a relatively short lifespan relative to other City departments. Therefore, the current listing of programs that have operated during the last several years are not included in this recommended Budget. Rather, a base funding level will be carried into the new fiscal year and the City Budget will be modified for planned activities, outcomes and expenditures during the course of the year as new funding is secured.

As in the past and in keeping with the City policy for grant-funded programs, the Employment Development Fund Long-Term Financial Plan reflects grant revenues only for the immediate planning period.

Parking District Fund

The Parking District Fund is a small fund that provides for the ongoing maintenance of downtown parking lots as well as the retirement of outstanding debt obligations utilized to purchase land and make improvements. This Fund's revenue sources are special assessments and property taxes.

The Downtown Parking District includes all public parking in the downtown area with the exception of the parking structure adjacent to the Sunnyvale Town Center, which is under ownership of the Redevelopment Agency and leased to the shopping mall.

The approval of Proposition 218 had a significant effect on the methodologies utilized to raise assessments to fund maintenance and operations within the Parking District. Proposition 218 not only deals with the approach and methodologies to be used for benefit assessments, but also the approval process. Essentially, after a method has been selected, a vote occurs by those who would be assessed, with votes weighted according to the amount of assessment. If this weighted majority does not approve the assessment, then it does not go forward. The only exception is for outstanding bonded indebtedness that the City has a continued right to collect. Annual debt service is approximately \$70,000, with the final payment to be paid on July 1, 2003. Annual debt service has been funded by ad valorem property taxes.

Beginning in FY 1998/1999, voters in the District approved the new assessment methodology and have assessed themselves annually for operation and maintenance. In 2002/2003, property owners approved a two-year assessment that extends through FY 2003/2004. It should be noted that Parking District Fund reserves will be totally depleted in FY 2003/2004.

The various new developments now occurring or planned in the downtown area are likely to change the character of the parking assessment district, making it extremely difficult at this time to project expenses and revenues into the future. Therefore, the Parking District Fund Long-Term Financial Plan shows that the assessment revenue remains the same, with a slight inflationary factor over the remainder of the planning period. Once the existing *20 year RAP Reserve* funds are exhausted in FY 2003/2004, operational expenses are shown as decreasing to equal special assessments. It should

be noted that once all of the various factors related to parking in the downtown are defined and stabilized, the Parking District may be reconfigured considerably.

One other issue concerning the Downtown Parking District is the continuing threat that the voters will not approve the assessments at some point in time. It is likely that those who framed Proposition 218 did not consider its impact in situations such as this. Downtown merchants rely on this parking, and obtained authorization to operate their businesses based upon the availability of shared parking. Most have no private parking available. Nonetheless, during FY 2002/2003 the property owners did not initially approve of the assessment. A full study of options was then done in conjunction with the downtown merchants and, as a result, a second election was held that approved the assessment for two years. If, however, the assessment is not approved any time in the future, funds will not be available for continued operation of the District. In such an event, the question would be how the City would fund the District. There is no question that the cost to the merchants for publicly provided parking is far below that which would have been the case had they had to acquire the necessary land, make the required improvements, maintain the improvements, and pay property taxes on the improvements. These are costs that anywhere else in the City the private sector must bear without public assistance. It would therefore be necessary for staff to explore other potential revenue raising possibilities in the event that the assessment would not be approved. Certainly one of the alternatives is paid parking.

Finally, the Parking District Fund completed a major capital project in FY 2002/2003. This project provided for construction of a 250-space underground public parking facility in a structure beneath the future Downtown Plaza Park. The facility, constructed in conjunction with the Mozart Development Corporation project in Downtown, was completed and opened to the public in July 2002.

Youth and Neighborhood Services Fund

The Youth and Neighborhood Services Fund accounts for the revenues and ongoing operating program expenditures associated with the management and maintenance of the Columbia Neighborhood Center. The Columbia Neighborhood Center was developed to meet the health, social, recreational, and education needs of North Sunnyvale residents through a coordinated network of services. The development of the Columbia Neighborhood Center was a collaborative effort between the City, the Sunnyvale School District, Advanced Micro Devices, and numerous community agencies that began in the fall of 1994. In FY 1996/1997, Council invested \$500,000 as seed funding for the development of the Columbia Neighborhood Center. This was essentially the City's share of the Advanced Micro Devices contribution to Columbia Neighborhood Center. When this Fund was established, it carried with it a commitment to maintain this \$500,000 to generate interest to help offset ongoing operating program expenditures. Also included in the ongoing fund balance were contributions made to the City in the amount of \$6,658 on behalf of former employees which bring the current endowment total to \$506,658.

At this time, only the operating program expenditures and Columbia Neighborhood Center related projects are in this fund along with the associated program revenues. As outlined in the partnership agreement with the Sunnyvale School District, a portion

of the operating program expenditures are reimbursed for the youth services provided at the Columbia Middle School site.

In FY 2001/2002 and FY 2002/2003 funds totaling \$397,726 were appropriated for a capital project to expand the Columbia Neighborhood Center Facility. The project was dependent upon external support, largely in the form of participation by the Sunnyvale School District. The difficult financial situations of both the City and the District have made continuing with the expansion inadvisable at this time, and therefore the funding for this project was eliminated during the recent budget reduction process. Additionally, the Columbia annual operating budget has been reduced by \$16,165 in FY 2003/2004 to reflect the budget reduction proposals for this Fund.

Redevelopment Agency Fund

The Redevelopment Agency is a separate governmental and legal entity from the City. However, the Agency is a component unit of the City for which the City is financially responsible. Further, due to certain agreements between the Redevelopment Agency and the City, the General Fund of the City is inextricably tied to the financial condition of the Redevelopment Agency. As a result, the Redevelopment Agency Fund is traditionally covered as a part of this Transmittal Letter.

At the close of FY 2001/2002 the Redevelopment Agency had an outstanding loan due to the City General Fund of approximately \$42.5 million. This is largely the result of the Redevelopment Agency's inability to raise sufficient tax increment revenue to repay the City for annual lease payments made by the City for the downtown parking structure. The original financial plan established by the City Council in the mid-1970s was turned upside down with the passage of Proposition 13, which stripped the agency of approximately two-thirds of its property tax increment. Since that time, the State has enacted several laws that placed further restrictions on redevelopment agencies. These include capping the time period for collection of tax increment for each redevelopment project area; for Sunnyvale's project area, the cap year is currently 2025. More important was the establishment of revenue limits for redevelopment agencies, referred to as property tax increment caps. The revenue limit/increment cap for the Sunnyvale Redevelopment Agency is \$118 million, effectively making it impossible for the City to ever fully recover its loan.

When tax increment revenues from the downtown area as it originally existed were projected, the Agency reached its increment limit just before the time limit was reached in 2025. However, the recommended FY 2003/2004 Budget now reflects the completion of the 460,000 square foot Mozart office project and the placing of new tax increment from this source on the property tax rolls over a two year period. As a result of including the increased taxes from the Mozart project, the property tax increment limit of \$118 million is reached in FY 2021/2022.

Given the completion of the Mozart project, the nature of the Redevelopment Agency Fund Long-Term Financial Plan has changed. First, the increased speed at which we reach our limit requires that we set aside funds for the Agency's debt obligations which are due after FY 2021/2022 when tax increment stops. This is done by assuring adequate balances in the *20 Year RAP Reserve* until the last year of debt service payments (FY 2022/2023). Second, the expenditure line item *Downtown Increased*

Tax Benefit reflects additional tax increment revenue that can be used by the Agency beginning in FY 2009/2010. Any increase to property tax revenues in the downtown can be used for two purposes beyond payment of debt service: repayment to the City on the outstanding loan or downtown projects. For the financial plan the repayment to the City was held constant at the level previously planned, and the debt service payments were maintained for the required time period. The *20 Year RAP Reserve* was then balanced to zero in FY 2022/2023 to reflect the completion of the Fund's debt service obligations, with any remaining funds shown in the *Downtown Increased Tax Benefit* expenditure line item on a level annual basis. As stated, this line item reflects the potential additional tax increment funds that the City has available for downtown projects or repayment to the City.

Operations for the Redevelopment Agency consist primarily of activities in the Economic Prosperity program managed by the Community Development Department. The budget reduction process recently concluded resulted in \$106,400 in consulting and marketing expenses being reduced from the operating budget for this program beginning in FY 2004/2005. It should also be noted that the Agency's Long-Term Financial Plan reflects the fact that tax increment will no longer be available to support Agency operations beginning in FY 2022/2023 after the tax increment cap is reached. As that time nears, the City will need to consider how to fund ongoing Economic Prosperity operations and at what level they should be sustained.

In FY 2001/2002 Council approved a capital project for improvements to the Downtown area, to be funded by an advance of \$1.5 million from the General Fund to the Redevelopment Agency Fund. The advance was based on the expectation of the new tax increment from the Mozart project, which would allow us to realize additional funds for the project area. The current financial plan shows a repayment of this advance over a four-year period beginning in FY 2005/2006. Following that repayment, the Downtown Increased Tax Benefit line-item begins at approximately \$500,000 annually, as previously described.

Expenditure of the capital project for downtown improvements has now been anticipated through FY 2004/2005.

It is important to note that no further development activity has yet been anticipated in the financial plan. To the extent that the Town Center Mall is redeveloped and development occurs on the north of Washington block, more tax increment will be produced for the Agency, which will cause the City to reach its revenue limit earlier. To address the issue of the property tax increment cap, the City is currently in the process of evaluating the feasibility of amending the Redevelopment Plan to increase the revenue limit.

For FY 2003/2004, the Redevelopment Agency is projected to make a repayment to the City in the amount of \$1,030,894. No new special or capital projects have been programmed in the Redevelopment Agency Fund.

It is important to emphasize that in spite of the outstanding General Fund loan, the downtown redevelopment project instituted by the City in the mid-1970s has more than paid for itself. This is because any new incremental Sales Tax generated goes directly to the General Fund but is not credited against the outstanding loan. If credit

were given for the Sales Tax increment, even at its current level, there would be no outstanding loan.

Patent Library Fund

Sunnyvale Public Library has served the needs of the intellectual property community for nearly 40 years. In the mid 1990s, the City and the United States Patent and Trademark Office (USPTO) formed a partnership which elevated the level of service available in Sunnyvale to nearly equal that of the office in Washington, D.C. The partnership, Sunnyvale Center for Innovation, Invention and Ideas Sc[i]³, is the flagship of the Patent and Trademark Depository Library Partnerships which also includes a center in the Detroit Public Library. A third partnership, replacing one that closed at Rice University, recently opened at Texas A & M.

Sc[i]³ is recognized as an important contribution that the City of Sunnyvale makes to the economic development in the region. Services and products designed and tailored to the needs of Silicon Valley inventors, intellectual property attorneys, corporate legal staff, researchers, patent agents and paralegal staff have been offered through Sc[i]³ for the past seven years. Several years ago the availability of patent and trademark information on the Internet began to undermine some of these services, and the patent library revenue stream has been negatively affected. Efforts to enhance revenue through other means such as the Friends of Sc[i]³ Foundation or through support from the State of California have proven unsuccessful.

Sc[i]³ was redesigned and relocated to the main library in January 2002. Fiscal Year 2002/2003 has been the first full year of operation with a streamlined budget and reduced services under which Sc[i]³ is expected to be fully self supporting. The operation is very lean with a very small staff. Some of the services offered are able to cover their own cost entirely while others operate without full cost recovery. The program is constrained from covering all costs in some cases because the federal government sets the fees. Several other factors contribute to the fact that Sc[i]³ has a difficult time reaching full self sufficiency.

First, Sc[i]³ is required to pay a subscription fee of \$30,000 to the USPTO. Without the fee the operation would be fully covering its own costs and have a small amount of money available to develop new courses or conduct public relations activities. Having paid the fee for the year, Sc[i]³ expenses exceeded revenue by \$22,960 as of year-to-date. Repeated efforts to have this fee eliminated have been unsuccessful. Second, customer input has taught us that our most valuable role is that of liaison to the USPTO. Our customers value the opportunities the partnership has provided in the past to meet with PTO officials at Sc[i]³ events. In recent years this role has been virtually eliminated because the visits of patent and trademark officials to this area are not coordinated with Sc[i]³ and Sc[i]³ is not notified in advance of these visits. This seriously undermines our credibility with our customers and also leads to lost opportunities for fundraising or revenue generation. This year, due to other travel obligations, patent officials are unable to participate in a major seminar which would have helped correct our budget deficit.

For these reasons, there is some risk with continuing the operation of Sc[i]³. Staff cannot guarantee that the operation can be self-sufficient as long as the subscription

fee is in place, nor can we any longer predict certain revenues without the support of the USPTO for an annual major seminar and visits to California. Finally, a logical long-term goal of the USPTO is to make all its resources available electronically. At some point in time further advances in this area could undermine the remaining fee based services provided by Sc[i]³.

Transportation Development Act (TDA) Fund

For FY 2003/2004 a new, small special revenue fund has been established to account for activities related to the Transportation Development Act (TDA) funds received from the State of California through the Metropolitan Transportation Commission. These funds are restricted for pedestrian and bicycle facilities and bicycle safety education programs and must be segregated for those purposes. In the past these funds were accounted for in the Gas Tax Fund. Although many of the projects using TDA monies are multi-funded by Gas Tax, TDA and other funding sources, they are completely different sources of funds and should not be reported in the same fund. In addition, the TDA, in accordance with Public Utilities Code Section 99245, must submit a report of a fiscal and compliance audit made by an independent auditor at the end of each fiscal year. In order to facilitate the audit and the issuance of the fiscal and compliance report, the City decided to segregate this fund into its own special revenue fund.

CAPITAL PROJECT FUNDS

Capital Projects Funds are used for major capital acquisition, construction activities, and renovation or replacement of fixed assets. The City currently operates two of these funds: the Capital Projects Fund and the Infrastructure Renovation and Replacement Fund.

Capital Projects Fund

The Capital Projects Fund was established in FY 1997/1998 to account for capital projects that are funded by the General Fund and other governmental funds or that are funded by multiple sources. The Capital Projects Fund is divided into distinct sub-funds that receive direct transfers from the funds that are responsible for the particular projects. Each sub-fund records revenues, interest earnings, transfers and expenses separately. There are currently seven sub-funds: the General sub-fund, the Wastewater Management sub-fund, the Water sub-fund, the Gas Tax sub-fund, the Measure B sub-fund, the Traffic Mitigation sub-fund, and the Multi-funded sub-fund. As we move toward our goal of reporting and accounting for all applicable City capital-related activities in this fund, it has become apparent that this fund will continue to grow.

Major project efforts included in the Capital Projects Fund are discussed throughout this Transmittal Letter under their applicable funding source. The table below is an overview of project expenditures by sub-fund for FY 2003/2004.

Capital Projects Fund - Project Expenditures by Sub-fund	
Sub-fund	FY 2003/2004 Recommended Budget
General Fund Assets	\$ 500,000
Wastewater Management	406,980
Gas Tax	1,150,000
TOTAL	\$ 2,056,980

The effect of the budget reduction process on the Capital Projects Fund is highlighted below:

- In the FY 2002/2003 *Current Requirements* section of the financial plan, a total reduction of \$7,438,599 is recommended by the City Manager. This includes \$6,538,599 of reductions to various projects contained in the Capital Projects Fund and a \$900,000 reduction to the transfer requirements among the various Sub-funds as a result of the budget reduction process.
- In the *Current Resources* section of the financial plan, a total reduction of \$5,392,280 is recommended by the City Manager in FY 2002/2003. This represents the reduction to transfer-in revenues, which are designated for projects that have been recommended for defunding and/or funding with reduced budgets.
- In FY 2003/2004 and beyond, the effect of the budget reduction process is a net decrease of \$2,226,906 in the projects budget, when compared to the FY 2002/2003 Adopted Budget.

Details of the project reductions are included in *Volume IV Recommended Reductions* under the Recommended Projects Plan tab.

Infrastructure Renovation and Replacement Fund

The Infrastructure Renovation and Replacement Fund was introduced with the FY 1996/1997 Budget and Ten-Year Resource Allocation Plan. Its importance has grown with each subsequent year as staff identifies projects to address the City's need to fund the renovation and replacement of its extensive physical infrastructure. This growth will continue until staff completes the Long-Range Infrastructure Plan (LRIP).

Similar to the Capital Projects Fund, this fund is divided into distinct sub-funds that receive direct transfers from the funds that are responsible for the particular infrastructure projects. Each sub-fund records revenues, interest earnings, transfers and expenses separately. The sub-funds are General, Wastewater, Water, Solid Waste, Community Recreation, and General Services.

Major projects contained in this fund are described throughout the Transmittal Letter. The following table contains project expenditures by sub-fund for FY 2003/2004.

Infrastructure Fund – Project Expenditures by Sub-fund	
Sub-fund	FY 2003/2004 Recommended Budget
General Fund Assets	\$4,730,254
Wastewater Management	4,508,967
Water Distribution	1,586,234
Community Recreation	110,108
General Services	61,860
Multi-Funded Assets	35,700
TOTAL	\$11,033,123

It should be noted that information on each of the projects is available in the *Volume II Projects Budget*.

The effect of the budget reduction process on the Infrastructure Fund is highlighted below:

- In the FY 2002/2003 *Current Requirements* section of the financial plan, a total reduction of \$173,571 is recommended by the City Manager. This includes reductions to various projects that are recommended to be defunded and/or funded with reduced budgets.
- In FY 2003/2004 and beyond, the effect of the budget reduction process is a net decrease of \$1,407,626 over the Ten-Year planning period.

INTERNAL SERVICE FUNDS

The City utilizes internal service funds to account for the financing of goods and services provided by one department or agency to other departments or agencies of the City. There are two such funds that operate on a cost reimbursement basis: the General Services Fund and the Employee Benefits and Insurance Fund. Both of these funds play an important role in the overall ability of the City to conduct business. Sunnyvale's full cost accounting methodology results in all of the costs of these funds being charged back to user activities on a rental rate or additive rate basis. Therefore, the total expenditures of these two funds are not added to the overall budget.

Beginning in FY 2002/2003, the City created two additional internal service funds. One of the new funds accounts for activities associated with the Sunnyvale Office Center, an office complex located at 505 W. Olive purchased in FY 2001/2002 to provide potential expansion opportunities for the Civic Center complex. The other new fund was created to separate property and liability insurance costs from the Employee Benefits and Insurance Fund.

General Services Fund

The General Services Fund provides a wide range of important support services to programs within the City. These services range from fleet, to building maintenance, to technology and communication services. Funding for these services is recovered through rental rates charged to benefiting program operating budgets. The rental rates may include not only the cost of operations, but also the cost of replacement for depreciable equipment. This assures the availability of funds to replace equipment at the most cost-effective time.

There are a number of sub-funds within the General Services Fund in order to recognize distinct support service functions and establish appropriate rental rates for each. These include:

- **Fleet Services:** The Fleet Services program reflects the cost of ownership of City vehicles and equipment. A primary objective of Fleet Services is to provide rental rates that are competitive with those offered in the private sector.
- **Facilities Management Services:** The Facilities Management program reflects the cost of maintaining City facilities, free standing furniture, modular furniture, and building equipment.
- **Technology Services:** The Technology Services program reflects the cost of ownership of the City's computing equipment. Eight factors contribute to the total user charge: central computer maintenance, desktop maintenance, software maintenance, training, development of equipment specifications and/or applications, project maintenance, administrative and support services, and equipment replacement costs.
- **Communication Services:** The Communication Services program reflects the cost of ownership of City communication and office equipment. Five equipment categories are included: communication equipment, office equipment, mail services, print shop services, and telecommunication franchise (all KSUN related equipment).
- **Sewer Equipment:** The Sewer General Services program has responsibility for all equipment at the Water Pollution Control Plant and all equipment for the wastewater collection system. These rental rates are applied exclusively to the Wastewater Management Fund.
- **Public Safety Equipment:** The Public Safety Department has responsibility for the General Services program that manages all fire and police service equipment. All rental rates are applied exclusively to the General Fund.
- **Parks and Recreation Equipment:** The Parks and Recreation Department has responsibility for the General Services program that manages all leisure services equipment. All rental rates are applied exclusively to the Community Recreation Fund.

Aggregate rental rate increases for General Services Fund activities are projected at

3.68% for FY 2003/2004 and an average of 3.07% over the remaining years of the financial plan. Rental rates are lower in the second ten years of the plan. Overall, rental rates are substantially lower than those projected last year.

As part of the City Manager’s 6-Point Action Plan, staff analyzed rental rates associated with fleet, building, technology, and communication services. Rental rates include two key components: equipment costs and operating costs (i.e. personnel, materials, consumables, and other types of operating expenses.) Rental rates are used to allocate the costs for these services among all benefiting City funds. Staff re-examined the assumptions, models, and schedules used in preparing the rental rates. The revised rental rates will generate annual savings of about \$500,000 in equipment charges/in-lieu fees allocated to other City departments. In addition, the revised rates will generate \$1,426,987 in operating expense savings for the Public Works, Parks and Recreation, and Information Technology departments that manage rental rate programs. These savings have been passed on to the user departments. For more information, please see the *Rental Rates and In-Lieu Fees/Inter-Fund Transfers Report* in *Volume IV*.

Employee Benefits and Insurance Fund

The Employee Benefits and Insurance Fund receives its revenue from direct service programs by way of additive rates applied to staff salaries. Expenditures are for payment of pension costs, employee insurance plans, workers’ compensation costs, and all leave time including accrual of outstanding leave benefits. To better track and analyze expenditures, the Fund was separated into four sub-funds for FY 2002/2003. The four sub-funds are: Leaves and Benefits, Retirement Benefits, Workers’ Compensation and Insurance and Other Benefits. Liability and property insurance and administration, previously a part of the Employee Benefits and Insurance Fund, has been broken out into its own fund because these costs are not related to salary expenditures, but rather are recovered on claims experience and building space usage.

Incorporated into the recommended FY 2003/2004 Budget and Long-Term Financial Plan are significant increases in employee benefit costs. For FY 2003/2004 total expenditures in the combined fund are up by \$5.4 million over the current budget. The major causes of this increase are:

- **PERS Costs:** Sunnyvale contributes to two California Public Employees Retirement System (CalPERS) plans for and on behalf of its employees: Safety (3% @ 50 Plan) and Miscellaneous (2% @ 55 Plan). Rates provided by CalPERS for FY 2003/2004 are shown below:

CalPERS Plan	Employee Rate	Employer Rate
Safety (3% @ 50)	11.25%	16.875%
Miscellaneous (2% @ 55)	7.00%	0.577%

These rates are applied against employee salaries (PERSable earnings) in order to calculate the dollar amounts the City must contribute. The City is responsible for both the employer and employee share.

It is important to note that these rates were set by CalPERS using actuarial analysis that is two years old. In the last two years, substantial losses in the CalPERS investment portfolio have occurred, resulting from the dramatic decline in the stock market. The actuarial valuation that the current rates are based on is for the period ending June 30, 2001. Underlying actuarial assumptions from CalPERS are that earnings will be 8¼% annually. In FY 2000/2001, the CalPERS portfolio experienced a real 7% decline in earnings, for a net negative position of 15¼%. In FY 2001/2002, the real decline in earnings was about 6%.

The rates provided by CalPERS actuarial staff for FY 2003/2004 include only the first year (FY 2000/2001) of investment loss. CalPERS has also provided an estimate of our rates for a second year (FY 2004/2005). The estimated rate for the Miscellaneous plan is 5.5% and for the Public Safety plan is 28.6%. Staff has reviewed the estimates with our consulting actuary from Aon Consulting, who adjusted the Miscellaneous plan rate to 6.6% for FY 2004/2005 to reflect the fact that the City's base wages are substantially higher than those projected by CalPERS. Staff has incorporated the FY 2003/2004 and FY 2004/2005 rate estimates into the Long-Term Financial Plan for this sub-fund and continued them at that level for the remainder of the planning period.

Significant investment losses are still being experienced by CalPERS during this fiscal year. As of March 31, 2003, the portfolio was experiencing a 6.86% real decline. The March results, however, are improved over that of prior months. If investment losses continue for an historic third year, it will mean further rate increases in FY 2005/2006 for all jurisdictions including Sunnyvale. These additional increases have not been included in the Long-Term Financial Plan.

The effect of marked increases in CalPERS rates has been particularly noticeable in Public Safety additive rates. The change in the Public Safety plan from 2% @ 50 to 3% @ 50 in FY 2000/2001 represented a 50% increase in the value of the retirement benefits for Public Safety members. This enhancement was made possible in large measure by the large surplus assets in the Public Safety plan, and an agreement between the City and the Public Safety Officers Association was made to split the estimated additional cost of the retirement enhancement equally between the City and the Association. The current and projected extraordinary losses in CalPERS assets have resulted in significant increases in public safety retirement costs and in the cost of the 3% @ 50 benefit. By FY 2004/2005 the additive rate for sworn personnel will be almost 100% of direct wages because of the higher CalPERS rates. This rate could increase even further in the following years because of the CalPERS investment losses.

- **Medical Insurance:** Staff has continued to monitor the rising costs of medical insurance and the impact to the City. Discussions last year with the CalPERS Health Benefits Services Division staff indicated that calendar year 2003 rates would experience an increase in the 20- 25% range. This projection has proven accurate. CalPERS staff also anticipated increases in the low teens for the next three to four years, with high single digit increases for the foreseeable future. To incorporate these estimates into the Long-Term Financial Plan, staff increased the cost of medical insurance by 13% for FY 2002/2003 and 15% for FY 2003/2004, and reflected the projections mentioned above for the first ten years of the planning

period. These significant increases add to the troubling trend of personnel costs rising much more rapidly than revenues that was discussed in the *Future Fiscal Issues* section of the Transmittal Letter. Unfortunately, there appear to be no easy solutions for cost containment at this time.

- **Workers' Compensation Claims:** In past years, the budget for workers' compensation claims has utilized an historical average. However, with the rapidly increasing costs of claims, it became clear that the average was no longer effective in setting rates. Therefore, the FY 2002/2003 budget reflected the actual cost of claims and resulted in an increase of more than 40% over the prior year. During this current year I convened an interdepartmental task force to develop and implement steps to moderate and contain workers' compensation claims and a report on best practices was completed in March. To reflect staff's efforts to contain and moderate these costs, the Long-Term Financial Plan does not continue the sharp ascent in costs, but rather, forecasts more incremental cost increases in the later years.

Reserves in the Employee Benefits and Insurance Fund have been set at amounts recently established by actuarial studies. The reserve levels are expected to be as follows:

Reserve Item	FY 2002/2003 Year-End Amount
Workers' Compensation	\$ 14,063,020
Vacation Leave	6,879,539
Post Employment Medical Benefits	12,651,191
PERS Retirement Benefits	1,151,881
Liability and Property*	1,129,960
Total Employee Benefits Fund Reserves	\$ 35,875,591

*Liability and Property were separated into a new fund for FY 2002/2003.

Staff continues to commission actuarial studies to set the reserve levels in liability, workers' compensation and post employment medical benefits. The vacation leave reserve and post employment medical reserve must grow annually over the Long-Term Financial Plan with the budgetary inflation factor.

Liability and Property Insurance Fund

This fund was established in FY 2002/2003 to separate out liability and property insurance costs from the Employee Benefits and Insurance Fund. Separating these costs into its own fund provides better accountability of expenditures and allows the City to recover costs based on usage rather than on salary expenditures. Liability and Property Insurance for FY 2003/2004 includes moderate increases over the Long-Term Financial Plan.

Sunnyvale Office Center Fund

A new fund was established in the FY 2002/2003 Budget to account for the activities of the Sunnyvale Office Center located at 505 W. Olive Avenue, across from the main City Hall. The Sunnyvale Office Center was purchased in April 2001 by the issuance of variable rate Certificates of Participation (COPs) to provide expansion opportunities for the Civic Center Complex. Activities included in this fund are maintenance and operations of the office facility, capital projects, and debt service. Revenues to this fund consist of rental from outside tenants and City operations, and interest on reserves.

In FY 2002/2003, the remainder of the proceeds of the COPs was transferred in from the Capital Projects Fund, where they had originally been deposited. For FY 2003/2004 the interest earnings attributable to this fund that had previously been earned were transferred in from the Capital Projects Fund.

When the fund was established, it was projected that the existing office buildings would be operated and leased through FY 2005/2006, when a long-term solution to the City's office space problem could be in place. Subsequently, plans for a new civic center complex have been put on hold because of the City's financial situation. The FY 2003/2004 Long-Term Financial Plan therefore shows the complex being operated for an additional seven years. Increasing the length of operation causes the office complex to generate more net income than originally anticipated; this allows the Sunnyvale Office Center Fund to give a rebate to the General Fund of about \$200,000 annually over the entire planning period.

Because of the age and general condition of the office buildings, it was necessary to propose capital improvements in the amount of \$654,000 in order to keep the facility in working order for the additional years that it would be in operation. The capital improvements would begin in FY 2004/2005 and continue through FY 2006/2007.

CONCLUSION

As your City Manager, I am honored to have the opportunity to present to you my recommendations for the FY 2003/2004 Budget, the Ten-Year Resource Allocation Plan, and 20-year financial forecast. Even in this period of economic difficulties, each fund is balanced to the twentieth year.

Two final points need to be made. First, Sunnyvale's planning and financial management systems are providing the foundation on which we are building the solutions to the City's budget crisis. Without this foundation, we would have found ourselves unprepared to respond to a budget crisis of this magnitude. This budget crisis required that the City reduce the services and levels of service that we provide. Our planning and management systems provided the framework and the information in order for staff to make recommendations and for Council to make the final decisions.

Second, although we have recommended ways to close the General Fund structural gap, our job is not over. The very factors that created the budget crisis remain in

place, and are very fluid. Staff will continue to pay close attention to local economic conditions, our revenue patterns and expenditure trends, and State legislative actions. Any changes to our strategies for addressing this budget crisis will be presented to the City Council for policy direction and final action.

The City's approach to budgeting and long-term financial planning is complex, and highly valued in this organization and in our community. In preparing the recommended FY 2003/2004 Budget and Ten-Year Resource Allocation Plan, I am fortunate to have had the support and assistance of exceptional staff who continually go beyond the call of duty. In particular, I would like to thank Chuck Schwabe, Deputy City Manager and Amy Chan, Assistant City Manager, who worked tirelessly on the 6-Point Action Plan and its implementation. I would also like to recognize the talented and dedicated budget team led by Mary Bradley, Director of Finance and Grace Kim, Finance Manager. These team members include Mark Eyrich, Kurtis Mock, and Charlene Sun along with the assistance of Tim Kirby, Nasi Raissian, and Pete Gonda.

Respectfully Submitted,

/s/ ROBERT S. LASALA

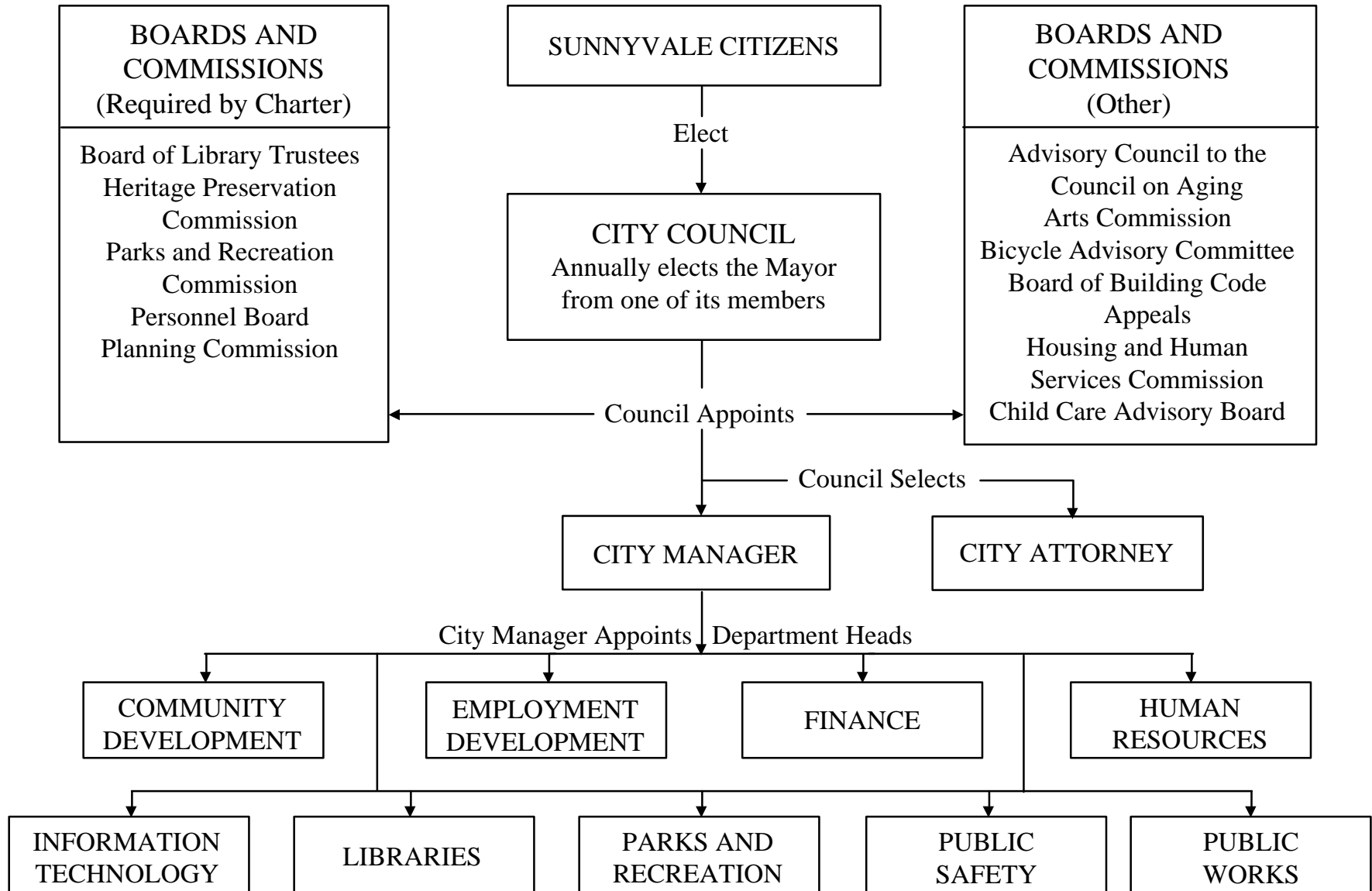
Robert S. LaSala

City Manager

May 13, 2003

**City
Organization Chart**

CITY OF SUNNYVALE ORGANIZATION CHART



**Directory of
City Officials**

City of Sunnyvale
DIRECTORY OF CITY OFFICIALS
July 1, 2003

Julia Miller
Mayor

Tim Risch
Vice-Mayor
Frederik Fowler
Councilmember
John Howe
Councilmember

Jack Walker
Councilmember
Manuel Valerio
Councilmember
Patricia Vorreiter
Councilmember

Robert S. LaSala
City Manager

Irwin Bakin
Director of Public Safety
Mary J. Bradley
Director of Finance
Amy Chan
Assistant City Manager
Mike Curran
Director of Employment Development
Mark Gregersen
Director of Human Resources

Shawn Hernandez
Director of Information Technology
Victoria Johnson
Director of Libraries
Robert Paternoster
Director Of Community Development
Charles Schwabe
Deputy City Manager
Marvin Rose
Director of Public Works
Robert Walker
Director of Parks and Recreation

Valerie J. Armento
City Attorney

**Citizen's Guide
To the Sunnyvale
Management System**

CITIZENS' GUIDE TO THE SUNNYVALE MANAGEMENT SYSTEM

Planning and Management System (PAMS)

The system was designed to integrate the policymaking, service delivery, fiscal control and evaluation activities of the City into one strategic management blueprint. Comprised of three major components - General Plan, Service Delivery and Personnel/Program Evaluation - PAMS provides the City a more structured process of managing services, assigning responsibility and ensuring accountability.

General Plan

The General Plan is a long-term planning document that provides the City a framework for action, as well as the direction in which to focus that action. General Plan Elements are areas in which the City has elected to administer and manage the delivery of services to its citizens and customers. The seven General Plan Elements are Transportation, Community Development, Environmental Management, Public Safety, Socio-Economic, Cultural, and Planning and Management. Elements are then divided into sub-elements.

Service Delivery

The service delivery component of PAMS is the area in which the role of the program manager becomes essential. Program managers are ultimately responsible for meeting the service levels set by the Council and reflected in the Operating Budget. Achievement of the desired program results contributes to the accomplishment of the sub-element goal to which the operating program is related. A service delivery plan is composed of specific activities which personnel perform to accomplish output (measured in production units). Activity production units constitute the direct delivery of services.

Ten-Year Resource Allocation Plan and Twenty-Year Financial Planning

The Ten-year Resource Allocation Plan is the backbone of the City's financial planning process. For operating expenditures, ten planning years are projected at assumed inflation and salary rates off the last year in which a detailed operating budget is presented. For capital expenditures, projects are planned out over the entire ten-year horizon. For revenues, each major source has unique drivers that affect projections. This long-range planning gives the Council a tool in which it can project revenues, operating requirements and capital spending. It allows the cost of any policy decision to be measured in terms of long-range expenditure requirements, thereby raising "red flags" in areas where financial conditions may be unacceptable in the future. The Ten-year Resource Allocation Plan has helped the City establish a pay-as-you-go philosophy, allowing money to be set aside in reserve funds for future service expansion or capital projects. Twenty-Year Financial Planning is an extension of this process. This twenty-year plan serves several purposes. It is a planning tool useful in projecting where the City is heading financially. It is less for the accuracy that might exist in forecasting revenues and expenditures and more for understanding the trend and effects of the City's actions on its financial health.

Two-Year Operating and Projects Budget

Although the City reviews its budget on an annual basis, it prepares a detailed Operating Budget covering two years every other year. This means that operating budgets are not modified during the second year of the two-year budget. The two-year cycle for operating and projects do not coincide so staff focuses on one side of the budget each year. The Projects Budget is comprised of "non-operating efforts". Capital Improvements/Special Projects is probably the most crucial area in which the City must allocate and administer. This is where developments of the City's infrastructure as well as its major internal operating activities are managed. The Projects portion of the Resource Allocation Plan is segregated into four categories: Capital, Special, Infrastructure and Outside Group Funding. Within each category, projects are divided by type: General, Housing, Parks, Sanitary Sewer, Solid Waste, Storm Drain, Street and Traffic Signal, Water and Community Development Block Grant (CDBG) Projects.

Types of Expenditures

There are four major types of expenditures in the City's spending plan: operating, equipment, capital improvements and debt service. Operating expenditures are related to a program's base budget and include such items as general supplies, personnel costs and equipment rental. Major equipment expenses like computer hardware or city cars are provided for separately under a general services program to allow for compatibility and coordination. Capital improvements are expenditures, which affect the economic vitality and quality of life in the community. A good example would be construction of a park or resurfacing a city street. Debt service allows an improvement to proceed earlier, when it is needed rather than being delayed until funds are accumulated in the City's treasury. It is used like a credit card - buying something today and paying for it over time. Debt service may be used to finance, for example, a new community center building.

Cost Accounting

A method of accounting, which provides for all the elements of cost incurred to accomplish a purpose, to carry on an activity or to complete a unit of work. By using this financial technique, the City is able to assess the true cost of providing a service. The City's internal users of information management, fleet and equipment, and buildings are assessed rental rates through their programs for the use and eventual replacement of such services and equipment. Employee benefits such as leave usage, retirement and insurances are also recovered by charging the programs that use personnel services. The City also uses an allocation system to distribute administrative costs to those activities that provide a service.

Basis of Budgeting

Basis of budgeting refers to the method used for recognizing revenues and expenditures in the budget. For the City of Sunnyvale, the basis of budgeting is the same basis used for accounting. The modified accrual basis is followed in the governmental and agency funds (for example, the General Fund and special revenue funds such as the Park Dedication Fund). Under this basis, revenues are recognized when they become susceptible to accrual, that is, when they are both measurable and available. Measurable means that the amount of the transaction can be

determined. Available means expected to be collected within the next two months for property taxes and next twelve months for all other revenues. Intergovernmental revenues (primarily grants) which are received as reimbursement for specific purposes or projects, are recognized based upon when the related expenditures are recorded. Intergovernmental revenues which are virtually unrestricted as to purpose and revocable only for failure to meet prescribed compliance requirements are reflected as revenues at the time of receipt or earlier if availability criterion are met.

The accrual basis is used in the proprietary fund types (for example, Enterprise Funds and Internal Service Funds). Revenues are recognized when earned and expenses are recognized when the related liabilities are incurred. The Comprehensive Annual Financial Report (CAFR) is prepared according to the “generally accepted accounting principles” (GAAP). The City prepares its budget in accordance with GAAP with the following exceptions:

- Loans requiring the use of current resources need to be budgeted as expenditures; in the CAFR, the disbursement of loans are treated as balance sheet items.
- Appropriated budgets are not always needed for all of the City’s funds. For example, a budget is not appropriated for the advance refunding of bonds since the resulting bond proceeds are deposited into escrow accounts and are considered restricted assets.
- Principal payments on long-term debt within the Enterprise Funds are applied to the outstanding liability in the CAFR while such items are treated as expenses in the budget.
- Capital outlay within the Enterprise Funds and Internal Service Funds are capitalized as fixed assets in the CAFR in contrast to being treated as expenses in the budget.
- The budget does not record depreciation expenses.
- The GAAP requires the reporting of investments at fair value. Since the City’s policy is to hold investments to maturity, the changes in fair value are not reflected in the budget.

The CAFR shows fund expenditures and revenues on both a GAAP and Budget basis for comparison purposes.

Budgetary Policy and Control

The City follows the provisions of its Planning and Management System, which is enacted as legislative policy when the annual budget is adopted. These provisions involve the City management, employees, the public, boards and commissions and the City Council at various times during the year culminating in the establishment of new or revised General Plan goals and objectives. The budget must implement the policies contained in the General Plan, and therefore, must be consistent therewith in all respects. The City follows these procedures, contained in the Planning and Management System, in establishing the budgetary data reflected in its financial statements:

1. During January of each year, a City Council workshop is held to discuss important fiscal issues, which may have short-term or long-term effects, on how the City provides and maintains services to its citizens and customers.
2. During May of each year, the City Manager submits to the City Council, a recommended budget for the fiscal year commencing July 1. The City Charter requires that the City Council receive the City Manager's budget no later than thirty-five days prior to June 30.
3. The City Manager's recommended budget include budgets for equipment, operating costs, debt service costs, and capital, infrastructure and special projects for the ensuing year. The recommended budget also contains detailed long-term financial plans with projections for expenditures, revenues and reserves for an additional nineteen years.
4. During May of each year the City Council holds a workshop on the budget. The workshop is open to the public.
5. During June of each year the City Council holds a public hearing, legally required by the City Charter, where the public may submit written or oral comments regarding the entire budget or portions thereof.

6. Prior to June 30 of each year, the budget as modified by the City Council, is legally enacted by adoption of a budget resolution. Financial control is placed by the City Council at the program level.
7. The City Manager is authorized to transfer budgeted amounts within programs, and to appropriate funds from each fund's Twenty-Year Resource Allocation Plan reserve account. Any revisions, which exceed a fund's reserve account, must be approved by City Council.
8. Budgets are legally adopted for all Governmental funds except for the Special Assessment Debt Service Fund. The Special Assessment Debt Service Fund does not have an adopted budget because the City is only required to make Debt Service payments in the event of property owner's default. Budgets are also legally adopted for all Proprietary Funds. Formal budgets are employed as a management control device for all funds in which a budget has been adopted. However, it serves as the primary means of spending control for the General Fund, Special Revenue Funds, Debt Service Funds and Capital Project Funds.
9. Budgets can be modified during the fiscal year if the need arises due to legislative mandate, City Council or City Manager directive or unanticipated change in service level. Budget Modifications must be approved by City Council and cover one fiscal year only. This allows management to focus on changes to the base budget during the next budget process.

Citizen Participation

Citizens have an opportunity to participate in the Resource Allocation Planning Process through avenues such as Council-appointed boards and commissions, study sessions and public hearings. Each fall, various boards and commissions examine changing conditions and prepare documents for Council consideration; citizens may attend study sessions dealing with upcoming Council issues; and, of course, every Tuesday at City Council meetings, citizens are given an opportunity to speak on an item during the public hearing period. In addition, staff and Council work together to prepare issues for the annual budget workshop which is also geared toward citizen involvement.

FISCAL POLICIES

The Fiscal Sub-Element of the General Plan includes the following guiding fiscal policies for the City's Budget and Resource Allocation Plan.

Accounting Principles

Maintain accounting systems and financial management practices in conformance with Generally Accepted Accounting Principles.

Capital Improvement Design

Design capital improvements to assure cost efficiency and to accomplish City goals and policies.

Capital Improvement Funding

Use all available funding sources to finance capital improvement projects consistent with City priorities.

Capital Improvements Maintenance and Replacement

Provide for optimal maintenance of capital improvements and schedule equipment for future replacement at the most cost-effective time.

Debt Limits

Limit use of debt so as not to place a burden on the fiscal resources of the City and its taxpayers.

Enterprise Funds

Fully account for and apportion all costs, fees, and General Fund transfers associated with enterprise funds.

FISCAL POLICIES

General Fund Surplus

Plan the effective use of surplus funds in order to accelerate service programming or reduce taxes.

Intergovernmental Funds

Recognize in long-range planning the lack of stability inherent in intergovernmental funds and reduce reliance on intergovernmental assistance.

Internal Controls

Maintain financial integrity and provide assurance that adequate internal controls are in place.

Land Acquisition

Acquire land to meet City goals in the most cost efficient and timely manner.

Performance Budget System

Maintain and refine the Performance Budget System to assure its use for multi-year planning, full-cost accounting and budget monitoring.

Purchasing Practices

Maintain a purchasing system in conformance with generally accepted purchasing practices.

Reserves

Provide a prudent level of reserves for future unexpected expenses and revenue declines; to accumulate funds to support future planned capital improvements; and to level high and low expenditure years in the Ten-Year Resource Allocation Plan.

Resource Allocation

Allocate resources in direct relation to general plan goals.

FISCAL POLICIES

Revenue Base

Maintain a diversified and stable revenue base for the City.

Revenue Collection

Develop and maintain an aggressive revenue collection program to assure that monies due the City are received in a timely fashion.

Revenue Forecasting and Monitoring

Develop and maintain a revenue monitoring system to assist in trend analysis and revenue forecasting.

**Budget
Award**



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Sunnyvale
California**

For the Biennium Beginning
July 1, 2002

President

Executive Director

**Budget
Overview**

BUDGET SUMMARY, SUMMARY OF BUDGETED PERSONNEL HOURS, FINANCIAL GRAPHS, AND INDIVIDUAL FINANCIAL PLANS

Budget Summary

Purpose: The budget summary provides a listing of the major revenue sources for fiscal year 2003/2004. Operating expenditures are grouped by element of the General Plan and then by program. Project expenditures are identified by category.

Summary of Budgeted Personnel Hours

Purpose: To provide a comparison of personnel hours by classification on a city-wide combined program basis for four fiscal years: 2000/2001 and 2001/2002 actuals, 2002/2003 current, and 2003/2004 budget.

Financial Graphs

Purpose: To provide visual depiction of revenues and expenditures for the fiscal year 2003/2004 budget.

Individual Financial Plans

Purpose: The individual financial plans render a picture of the financial condition of the fund. In addition to fiscal year 2001/2002 actual and fiscal year 2002/2003 current year budget, the statements include projections for the ensuing twenty years. The underlying inflation assumption throughout the plan is as follows:

- **Operating:** The general inflation factor for operating programs is 3% for the first decade and 4% for the second decade. For the upcoming years several different factors are used for specific items. Salary costs are projected according to agreements with employee associations. Additionally, contracts lock in cost increase for several items.

BUDGET SUMMARY, SUMMARY OF BUDGETED PERSONNEL HOURS, FINANCIAL GRAPHS, AND INDIVIDUAL FINANCIAL PLANS

- **Projects:** For fiscal year 2003/2004 there is generally no inflation factor applied, but for the rest of the first decade the factor is 2% and 3% for the second decade.
- **Revenues:** Major revenues are projected using their own particular drivers. For example, the state of the local economy influences the City Transient Occupancy Tax. Minor revenues are inflated by 3% in the first decade and 4% in the second decade.

The ten-year revenue projections supplies a detail by account of the various revenue sources and the trend for the twenty-year plan.

The Summary of Budgeted Expenditures by Fund presents detailed operating expenditures by type: Salaries and Benefits, Purchased Goods and Services, Property and Capital Outlay, Miscellaneous Expenditures, and Internal Services Charges. Data includes four years for comparison purposes: 2000/2001 and 2001/2002 actuals, 2002/2003 current, and 2003/2004 budget.

**Budget
Summary**

**CITY OF SUNNYVALE
ADOPTED FY 2003/2004 BUDGET SUMMARY**

Revenue Sources:

Property Tax	\$ 26,335,781
Refuse Collection and Disposal Service Fees	25,322,166
Sales Tax	24,239,000
Water Supply and Distribution Service Fees	20,323,217
Wastewater Management Service Fees	15,970,371
Workplace Improvement Act Grant	12,314,681
SMaRT Station Operations Reimbursement*	9,257,792
State Shared Revenues	8,822,938
Interest Income	8,051,870
Recreation Service Fees	7,535,133
Franchises Fees	6,856,013
Utility Users Tax	6,006,721
Transient Occupancy Tax	5,300,000
Rents and Concessions	3,628,131
Miscellaneous Revenues	3,277,789
State Highway Users Tax (Gas Tax)	2,578,441
Permits and Licenses	2,483,576
Other Fees and Services	2,285,036
Other Taxes	1,797,520
Community Development Block Grant	1,548,000
Other Agencies Contributions	842,726
Federal Grants	833,685
HOME Program Grant	777,829
Fines and Forfeitures	654,776
SMaRT Station Revenues	532,524
Use of Reserves	14,515,268
Total Revenues Sources**	<u>\$ 212,090,985</u>

* SMaRT Station Operations Reimbursement includes the City of Mountain View and the City Palo Alto's reimbursement for SMaRT Station operating expenditures.

** Excludes internal service fund revenues.

**CITY OF SUNNYVALE
ADOPTED FY 2003/2004 BUDGET SUMMARY**

Expenditures:

Operating Budget by General Plan Element:

Land Use and Transportation Element:

Transportation Operations	\$	2,231,409		
Pavement Operations		3,587,622		
Total Land Use and Transportation Element:			\$	5,819,031

Community Development Element:

Baylands Park	\$	677,613		
Housing and Human Services		774,891		
Community Planning		735,267		
Development Services		3,334,017		
Economic Prosperity		718,827		
Neighborhood Preservation		732,315		
Public Parking Lot Maintenance		77,374		
Roadside and Median Right-of-Way Services		4,128,257		
Parking District Landscaping		96,331		
Neighborhood Parks and Open Space Management		5,282,436		
Total Community Development Element:			\$	16,557,328

Environmental Management Element:

Public Works Support Services	\$	549,255		
Engineering Services		724,258		
Water Supply and Distribution		14,859,040		
SMaRT Station Operations *		16,919,824		
Solid Waste **		18,161,859		
Wastewater Management		10,987,533		
Total Environmental Management Element:			\$	62,201,769

* SMaRT Station Operations includes the City of Mountain View and the City of Palo Alto's share of SMaRT Station operating expenditures.

** Refuse Collection and Disposal includes the City's share of SMaRT Station operating expenditures.

**CITY OF SUNNYVALE
ADOPTED FY 2003/2004 BUDGET SUMMARY**

Operating Budget by General Plan Element (Continued):

Public Safety Element:		
Police Services	\$ 22,619,635	
Fire Services	18,262,452	
Public Safety Administrative and Technical Services	10,034,256	
Emergency Preparedness	406,284	
Animal Control	529,372	
Total Public Safety Element:		\$ 51,852,000
Socio-Economic Element:		
Employment Development Department	\$ 13,015,736	
Columbia Neighborhood Center	670,729	
Child Care Services	176,147	
Total Socio-Economic Element:		\$ 13,862,612
Cultural Element:		
Park & Recreation Management	\$ 573,492	
Sunnyvale Center for Innovation, Invention, and Ideas - SC[i]3	335,000	
Library Collection Management	3,556,276	
Library Programs and Services	968,982	
Library Learning Environment	1,575,673	
Leisure Services	2,621,666	
Leisure Services for Dependent Populations	3,696,580	
Leisure Services for Non-Dependent Populations	1,288,038	
Golf Course Operations and Services	2,782,620	
Total Cultural Element:		\$ 17,398,327
Planning and Management Element:		
Financial Management & Analysis	\$ 1,070,087	
Compensation Management	264,919	
Accounting and Financial Reporting	734,898	
Utility Business Management	1,737,163	
Council Policy Assistance and Support	415,510	
Organizational Effectiveness	488,060	
External Relations	666,609	
Official Records and Elections	673,108	
Executive Management	533,281	
City Council	323,455	

**CITY OF SUNNYVALE
ADOPTED FY 2003/2004 BUDGET SUMMARY**

Operating Budget by General Plan Element (Continued):

Planning and Management Element (Continued):		
Procurement Management	1,357,217	
Budget Management	579,555	
Treasury/Cash Management	670,556	
Legal Services	1,385,584	
Personnel Services	1,524,205	
Total Planning and Management Element:	\$	12,424,207
Project Operating Budget		\$ 140,138
Total Operating Budget***		\$ 180,255,412

*** Excludes internal service fund operating budget.

Projects Budget:

Capital Projects		\$ 2,494,005
Infrastructure Projects		11,982,678
Outside Group Funding		470,120
Special Projects		7,186,755
Lease Payments		1,216,678
Project Administration		1,165,865
Total Projects Budget		\$ 24,516,101

**CITY OF SUNNYVALE
ADOPTED FY 2003/2004 BUDGET SUMMARY**

Other Expenditures:	
Debt Service	\$ 6,993,150
Public Facilities (City) Space Issues	250,000
Fiscal Uncertainties	76,322
Total Other Expenditures	<u>\$ 7,319,472</u>
Total Adopted Budget	<u><u>\$ 212,090,985</u></u>

**Summary of Budgeted
Personnel Hours**

SUMMARY OF BUDGETED PERSONNEL HOURS

Purpose: This report provides additional FTE (Full-Time Employee) information, illustrating personnel hours by classification on a city-wide basis. The City of Sunnyvale budgets by work hours, not by position. This enables staff to determine the cost of providing a service. Below is an estimate of FTEs using the following calculations:

- Management Staff: 1850 hours equals one FTE
- Non-Management Staff: 1800 hours equals one FTE
- Public Safety Officers: 1900 hours equals one FTE

Full-Time Employees Estimate (City-Wide)
Fiscal Year Comparison

<i>Fiscal Year</i>	<i>Actual 2000/2001</i>	<i>Actual 2001/2002</i>	<i>Current 2002/2003</i>	<i>Budget 2003/2004</i>
Management	82.7	90.0	115.7	110.1
Non-Management	578.3	596.7	709.3	710.2
Public Safety Officers	237.1	253.0	248.1	228.2
Total	898.1	939.7	1073.1	1048.5

The variance between 2002/2003 Current and 2001/2002 Actual is primarily due to unfilled vacancies.

**Summary of Budgeted Personnel Hours
City-Wide**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
0000 Non Job Code Hours				
Work Hours - Regular	5,079.20	-2,092.50	0.00	0.00
Work Hours - Regular Part-Time	379.60	40.50	0.00	0.00
Work Hours - Casual/Seasonal	211.00	318.00	0.00	0.00
Work Hours - Contract Personnel	324,666.97	325,215.00	191,113.00	117,140.00
Work Hours - Overtime - Comp Time Earned	3.50	0.00	0.00	0.00
Work Hours - Overtime - Regular	1,555.30	-1,075.70	0.00	0.00
Work Hours - Overtime - Casual/Seasonal	0.00	25.50	0.00	0.00
Work Hours - Overtime - Comp Time Earned	156.50	-118.50	0.00	0.00
0010 City Manager				
Work Hours - Regular	1,784.00	1,928.00	1,850.00	1,850.00
0011 City Attorney				
Work Hours - Regular	1,812.00	1,788.00	1,850.00	1,850.00
0012 Senior Assistant City Attorney				
Work Hours - Regular	895.00	1,784.00	1,850.00	1,850.00
0013 Assistant City Attorney				
Work Hours - Regular	1,114.00	1,877.70	1,850.00	1,850.00
0014 Deputy City Attorney				
Work Hours - Regular	1,804.00	1,921.00	1,850.00	1,850.00
0110 Assistant City Manager				
Work Hours - Regular	1,661.00	1,893.00	1,850.00	1,850.00
0115 Deputy City Manager				
Work Hours - Regular	1,892.60	1,840.00	1,850.00	1,850.00
0120 Director of Community Developm				
Work Hours - Regular	1,772.50	1,875.50	1,840.00	1,835.00
0130 Director of Finance				
Work Hours - Regular	1,784.00	1,834.00	1,850.00	1,850.00
0140 Director of Employment Develop				
Work Hours - Regular	1,715.00	1,897.50	1,850.00	1,850.00
0145 Director of Human Resources				
Work Hours - Regular	290.20	1,863.00	1,850.00	1,850.00

**Summary of Budgeted Personnel Hours
City-Wide**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
0155 Director of Libraries Work Hours - Regular	1,723.50	1,787.00	1,830.00	1,830.00
0160 Director of Parks and Recreati Work Hours - Regular	1,647.00	1,822.00	1,850.00	1,850.00
0170 Director of Public Safety Work Hours - Regular	1,890.00	1,824.00	1,810.00	1,810.00
0180 Director of Public Works Work Hours - Regular	1,844.00	1,804.00	1,850.00	1,850.00
0190 Director of Information Techno Work Hours - Regular	1,794.00	1,836.00	1,800.00	1,800.00
0200 Special Projects II Work Hours - Regular	377.00	0.00	0.00	0.00
0202 Housing Officer Work Hours - Regular	1,273.00	1,554.00	1,800.00	1,771.00
0203 City Clerk Work Hours - Regular	0.00	1,530.50	1,850.00	1,850.00
0204 Neighborhood Preservation Mana Work Hours - Regular	0.00	1,459.00	1,850.00	1,850.00
0205 Assistant Director of Public W Work Hours - Regular	317.00	725.00	1,900.00	1,900.00
0206 Assistant City Engineer Work Hours - Regular	1,638.00	1,867.50	1,700.00	1,700.00
0208 Assistant Dir Of Public Safety Work Hours - Regular	0.00	0.00	0.00	3,700.00
0209 Manager Of Business Operations Work Hours - Regular	0.00	0.00	0.00	1,850.00
0210 Superintendent of Building Ins Work Hours - Regular	1,937.00	1,936.00	1,850.00	1,850.00

**Summary of Budgeted Personnel Hours
City-Wide**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
0212 Superintendent of Building Mai Work Hours - Regular	1,537.50	1,846.50	1,850.00	1,850.00
0213 Recreation Supervisor				
0222 Superintendent of Parks Work Hours - Regular	1,734.00	1,842.00	1,846.00	1,846.00
0223 Superintendent of Trees and La Work Hours - Regular	1,749.20	1,725.50	1,562.00	1,592.00
0230 Planning Officer Work Hours - Regular	1,763.50	1,738.00	1,850.00	1,850.00
0235 Public Safety Captain I Work Hours - Regular	4,934.00	5,014.00	11,290.00	14,990.00
Work Hours - Light Duty	483.50	0.00	0.00	0.00
0255 Special Projects I Work Hours - Regular	1,513.00	15.50	0.00	0.00
0256 Superintendent of Cultural Art Work Hours - Regular	1,668.50	1,774.50	1,850.00	1,850.00
0257 Leisure Services Manager Work Hours - Regular	1,751.00	1,716.00	1,850.00	1,850.00
0258 Assistant To Dir Of Parks/Rec Work Hours - Regular	1,099.00	1,734.50	3,700.00	3,700.00
0260 Economic Development Manager Work Hours - Regular	1,753.00	1,805.00	1,814.00	1,814.00
0270 Superintendent of Field Servic Work Hours - Regular	866.00	1,845.50	1,640.00	1,526.00
Work Hours - Overtime - Regular	8.00	0.00	0.00	0.00
0275 Solid Waste Program Manager Work Hours - Regular	1,675.70	1,767.00	1,850.00	1,850.00
0278 Management Analyst Work Hours - Regular	10,025.50	10,788.50	18,500.50	15,720.50

**Summary of Budgeted Personnel Hours
City-Wide**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
0280 Risk and Insurance Manager Work Hours - Regular	1,512.00	1,761.00	1,850.00	1,850.00
0282 Human Resources Manager				
0290 Transportation and Traffic Man Work Hours - Regular	276.00	1,251.00	1,850.00	1,850.00
0295 Environmental Division Manager Work Hours - Regular	1,746.00	1,782.50	1,860.00	1,860.00
0300 Administrative Assistant Work Hours - Regular	4,957.50	4,178.00	5,410.00	5,376.00
0301 Employment Training Manager Work Hours - Regular	9,022.00	8,476.50	7,400.00	9,250.00
0305 Administrative Librarian Work Hours - Regular	5,146.30	3,625.00	3,659.00	3,659.00
0307 Administrative Services Manage Work Hours - Regular	629.70	1,833.50	1,850.00	1,850.00
0310 Supervising Librarian Work Hours - Regular	6,924.70	6,955.00	7,710.00	7,710.00
0315 Revenue Systems Supervisor Work Hours - Regular	1,457.50	1,828.00	1,850.00	1,850.00
0320 Assistant to the City Manager Work Hours - Regular	1,641.00	829.00	1,850.00	650.00
0322 Senior Management Analyst Work Hours - Regular	4,682.30	7,986.40	12,970.00	11,797.00
0324 Mgr, Bureau Of Tech Services Work Hours - Regular	40.00	1,764.00	1,800.00	1,800.00
0325 Operations Manager Work Hours - Regular	3,445.50	604.00	3,650.00	3,650.00
0326 Recycling Supervisor Work Hours - Regular	1,782.00	1,749.00	1,850.00	1,850.00

**Summary of Budgeted Personnel Hours
City-Wide**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
0327 Golf Operations Supervisor Work Hours - Regular	2,116.00	3,753.00	3,700.00	3,700.00
0330 Parks Supervisor Work Hours - Regular	5,058.50	5,089.50	14,620.00	12,771.00
0331 Manager, Information Technolog Work Hours - Regular	1,808.00	1,816.00	1,850.00	1,850.00
0332 Mgr, Applications Development Work Hours - Regular	0.00	1,539.20	1,850.00	1,850.00
0333 Technical Support Manager Work Hours - Regular	0.00	1,725.70	1,850.00	474.00
0337 Human Resources Supervisor Work Hours - Regular	3,380.50	2,253.50	3,900.00	3,900.00
0340 Public Safety Captain II Work Hours - Regular	7,430.00	6,007.50	9,410.00	0.00
0345 Urban Landscape Supervisor Work Hours - Regular	3,399.00	2,757.50	3,483.00	3,487.00
0350 Public Works Supervisor Work Hours - Regular	4,584.00	5,096.50	5,387.00	3,759.00
0365 Finance Manager Work Hours - Regular	6,396.00	6,295.00	7,400.00	7,400.00
0375 Program Quality and Operations Work Hours - Regular	3,579.50	3,389.50	3,700.00	3,700.00
0380 Fleet Manager Work Hours - Regular	1,914.00	1,854.00	1,850.00	1,850.00
0388 City Property Manager/Senior A Work Hours - Regular	1,645.50	1,776.50	1,850.00	1,850.00
0390 WPCP Supervisor Work Hours - Regular	1,122.50	1,693.50	1,965.00	1,965.00

**Summary of Budgeted Personnel Hours
City-Wide**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
0394 Manager, Data Systems and Netw				
Work Hours - Regular	324.00	0.00	0.00	0.00
0395 WPCP Maintenance and Facility				
Work Hours - Regular	1,733.00	1,715.00	1,860.00	1,860.00
0396 WPCP Operations Manager				
Work Hours - Regular	1,704.00	1,638.00	1,940.00	1,940.00
0900 Management Intern				
Work Hours - Regular	0.00	1,232.50	1,850.00	0.00
1000 Accountant				
Work Hours - Regular	9,264.20	9,591.40	10,800.00	9,000.00
Work Hours - Overtime - Regular	230.50	160.80	142.00	142.00
Work Hours - Overtime - Comp Time Earned	68.00	206.40	0.00	0.00
1001 Accountant-Confidential				
Work Hours - Regular	1,774.50	2,454.80	1,800.00	0.00
Work Hours - Overtime - Regular	83.60	51.00	0.00	0.00
Work Hours - Overtime - Comp Time Earned	6.50	19.50	0.00	0.00
1010 Senior Accountant				
Work Hours - Regular	1,828.40	1,796.40	1,800.00	1,800.00
Work Hours - Overtime - Regular	86.40	26.20	0.00	0.00
Work Hours - Overtime - Comp Time Earned	0.00	29.50	0.00	0.00
1060 Paralegal				
Work Hours - Regular	1,804.00	1,854.00	1,800.00	1,800.00
Work Hours - Overtime - Comp Time Earned	8.00	0.00	0.00	0.00
1100 Administrative Aide				
Work Hours - Regular	16,415.40	21,198.70	23,369.00	21,723.00
Work Hours - Overtime - Regular	551.20	600.40	235.00	235.00
Work Hours - Overtime - Comp Time Earned	470.70	680.80	0.00	0.00
1101 Administrative Aide-Confidenti				
Work Hours - Regular	6,737.20	5,713.30	9,550.00	9,550.00
Work Hours - Overtime - Regular	96.00	55.60	75.00	50.00
Work Hours - Overtime - Comp Time Earned	103.00	120.80	0.00	0.00

**Summary of Budgeted Personnel Hours
City-Wide**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
1130 Public Safety Records Coordina				
Work Hours - Regular	1,797.00	1,723.20	1,765.00	1,485.00
Work Hours - Overtime - Regular	10.80	7.80	35.00	35.00
Work Hours - Overtime - Comp Time Earned	4.50	32.50	0.00	0.00
1140 Senior Buyer				
Work Hours - Regular	1,837.00	1,813.00	1,800.00	1,800.00
1160 Employment Training Program Co				
Work Hours - Regular	12,880.50	17,366.90	18,022.00	25,222.00
Work Hours - Overtime - Regular	76.00	44.60	0.00	0.00
Work Hours - Overtime - Comp Time Earned	206.00	296.70	0.00	0.00
1200 Associate Planner				
Work Hours - Regular	9,313.50	6,977.70	11,900.00	10,870.00
Work Hours - Overtime - Regular	444.10	216.00	154.00	154.00
Work Hours - Overtime - Comp Time Earned	171.00	143.50	0.00	0.00
1205 Automotive Shop Attendant				
Work Hours - Regular	0.00	0.00	0.00	1,800.00
1250 Administrative Analyst				
Work Hours - Regular	4,834.80	8,527.10	16,303.00	12,618.00
Work Hours - Overtime - Regular	126.50	109.00	40.00	40.00
Work Hours - Overtime - Comp Time Earned	183.20	273.30	26.00	26.00
1251 Assistant Planner				
Work Hours - Regular	2,123.00	3,834.80	1,806.00	1,806.00
Work Hours - Overtime - Regular	119.00	44.00	0.00	0.00
Work Hours - Overtime - Comp Time Earned	42.00	88.50	0.00	0.00
1260 Senior Planner				
Work Hours - Regular	660.00	0.00	1,800.00	1,800.00
Work Hours - Overtime - Regular	0.00	0.00	25.00	25.00
Work Hours - Overtime - Comp Time Earned	33.00	0.00	0.00	0.00
1300 Senior Environmental Chemist				
Work Hours - Regular	3,285.30	3,229.50	3,381.00	3,381.00
Work Hours - Overtime - Regular	7.50	10.50	0.00	0.00
Work Hours - Overtime - Comp Time Earned	40.00	8.00	0.00	0.00

**Summary of Budgeted Personnel Hours
City-Wide**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
1345 Solid Waste Contract Administr				
Work Hours - Regular	622.50	1,886.50	1,800.00	1,800.00
Work Hours - Overtime - Regular	15.00	2.00	40.00	40.00
Work Hours - Overtime - Comp Time Earned	4.00	17.50	0.00	0.00
1349 Senior Industrial Waste Inspec				
Work Hours - Regular	1,800.60	320.50	1,715.00	1,715.00
Work Hours - Overtime - Comp Time Earned	48.40	4.00	0.00	0.00
1350 Industrial Waste Inspector				
Work Hours - Regular	4,686.60	6,994.50	7,125.00	7,125.00
Work Hours - Overtime - Regular	-1.50	0.00	0.00	0.00
Work Hours - Overtime - Comp Time Earned	76.50	40.00	0.00	0.00
1351 Environmental Chemist II				
Work Hours - Regular	1,724.40	2,032.50	10,184.00	10,184.00
Work Hours - Overtime - Regular	4.00	0.00	0.00	0.00
Work Hours - Overtime - Comp Time Earned	17.50	0.00	0.00	0.00
1400 Civil Engineer				
Work Hours - Regular	3,435.00	3,282.50	3,935.00	3,935.00
Work Hours - Overtime - Regular	234.50	50.50	5.00	5.00
1410 Engineering Assistant II				
Work Hours - Regular	1,025.00	1,873.50	3,600.00	3,600.00
Work Hours - Overtime - Regular	6.50	4.10	0.00	0.00
Work Hours - Overtime - Comp Time Earned	75.80	40.20	0.00	0.00
1426 Software Applications Leader				
Work Hours - Regular	1,849.00	1,809.50	1,850.00	1,850.00
Work Hours - Overtime - Regular	4.50	6.00	100.00	50.00
Work Hours - Overtime - Comp Time Earned	31.00	1.00	0.00	0.00
1450 Human Resources Analyst				
Work Hours - Regular	5,195.70	5,904.70	7,200.00	7,200.00
Work Hours - Overtime - Regular	10.90	74.10	0.00	0.00
Work Hours - Overtime - Comp Time Earned	208.70	186.20	0.00	0.00

**Summary of Budgeted Personnel Hours
City-Wide**

	FY 2000/2001 Actual	FY 2001/2002 Actual	FY 2002/2003 Current	FY 2003/2004 Budget
1500 Engineering Assistant I				
Work Hours - Regular	1,857.50	777.00	175.00	175.00
Work Hours - Overtime - Regular	5.00	12.00	0.00	0.00
Work Hours - Overtime - Comp Time Earned	102.50	52.50	0.00	0.00
1600 Librarian				
Work Hours - Regular	21,260.30	23,051.90	25,328.00	21,677.00
Work Hours - Overtime - Regular	29.60	2.70	0.00	0.00
Work Hours - Overtime - Comp Time Earned	184.60	196.90	0.00	0.00
1700 Principal Planner				
Work Hours - Regular	3,060.50	3,438.50	3,619.00	3,619.00
Work Hours - Overtime - Regular	182.00	116.50	307.00	307.00
Work Hours - Overtime - Comp Time Earned	26.00	92.50	0.00	0.00
1775 Human Resources Technician				
Work Hours - Regular	6,220.80	5,955.70	5,400.00	5,400.00
Work Hours - Overtime - Regular	116.80	399.80	50.00	50.00
Work Hours - Overtime - Comp Time Earned	110.30	82.70	0.00	0.00
1800 Senior Engineer				
Work Hours - Regular	5,037.50	5,053.00	5,495.00	5,485.00
Work Hours - Overtime - Regular	345.00	120.30	0.00	0.00
Work Hours - Overtime - Comp Time Earned	326.50	204.80	0.00	0.00
1840 Environmental Engineering Coor				
Work Hours - Regular	1,472.00	1,799.00	1,800.00	1,800.00
Work Hours - Overtime - Regular	0.00	2.00	50.00	50.00
Work Hours - Overtime - Comp Time Earned	6.00	33.00	0.00	0.00
1850 Senior Construction Inspector/				
Work Hours - Regular	1,781.00	1,642.50	1,775.00	1,775.00
Work Hours - Overtime - Regular	511.00	91.50	0.00	0.00
Work Hours - Overtime - Comp Time Earned	0.00	72.00	0.00	0.00
1860 Senior Traffic Engineer				
Work Hours - Regular	725.00	857.00	1,800.00	1,800.00
Work Hours - Overtime - Regular	45.00	59.50	100.00	100.00
Work Hours - Overtime - Comp Time Earned	0.00	55.00	0.00	0.00

**Summary of Budgeted Personnel Hours
City-Wide**

	FY 2000/2001 Actual	FY 2001/2002 Actual	FY 2002/2003 Current	FY 2003/2004 Budget
1861 Transportation Planner				
Work Hours - Regular	1,087.50	1,669.00	1,750.00	0.00
Work Hours - Overtime - Regular	10.50	3.20	140.00	0.00
Work Hours - Overtime - Comp Time Earned	72.50	111.80	0.00	0.00
1875 Sr Transportation Planner				
Work Hours - Regular	1,410.50	597.00	1,750.00	1,750.00
Work Hours - Overtime - Regular	165.00	66.00	110.00	90.00
1950 Traffic Engineer				
Work Hours - Regular	2,895.00	3,734.00	3,600.00	3,600.00
Work Hours - Overtime - Regular	975.00	639.00	375.00	210.00
Work Hours - Overtime - Comp Time Earned	0.00	27.00	0.00	0.00
2000 Buyer				
Work Hours - Regular	3,574.50	3,627.50	3,600.00	3,600.00
Work Hours - Overtime - Regular	114.00	38.00	30.00	30.00
Work Hours - Overtime - Comp Time Earned	41.00	14.00	0.00	0.00
2100 Library Assistant				
Work Hours - Regular	4,938.90	6,771.50	7,140.00	7,140.00
Work Hours - Overtime - Regular	8.30	0.00	0.00	0.00
Work Hours - Overtime - Comp Time Earned	62.60	76.80	0.00	0.00
2115 Permit Technician				
Work Hours - Regular	1,633.00	1,272.00	0.00	0.00
Work Hours - Overtime - Regular	186.50	4.50	0.00	0.00
2120 Technical Support Specialist				
Work Hours - Regular	1,758.80	1,774.20	1,800.00	1,800.00
Work Hours - Overtime - Regular	153.90	126.20	135.00	135.00
Work Hours - Overtime - Comp Time Earned	27.40	60.20	0.00	0.00
2145 Senior Community Services Offi				
Work Hours - Regular	0.00	593.20	5,260.00	8,860.00
Work Hours - Overtime - Regular	0.00	1.00	0.00	0.00
Work Hours - Overtime - Comp Time Earned	0.00	46.60	0.00	0.00

**Summary of Budgeted Personnel Hours
City-Wide**

	FY 2000/2001 Actual	FY 2001/2002 Actual	FY 2002/2003 Current	FY 2003/2004 Budget
2150 Community Services Officer				
Work Hours - Regular	10,022.40	8,132.70	7,326.00	7,326.00
Work Hours - Overtime - Regular	234.00	266.80	50.00	50.00
Work Hours - Overtime - Comp Time Earned	203.50	172.90	0.00	0.00
2200 Programmer Analyst				
Work Hours - Regular	819.50	1,867.00	1,800.00	1,800.00
Work Hours - Overtime - Regular	0.00	1.20	0.00	0.00
Work Hours - Overtime - Comp Time Earned	0.00	9.50	0.00	0.00
2201 Senior Programmer Analyst				
Work Hours - Regular	4,635.50	4,474.00	7,200.00	6,956.00
Work Hours - Overtime - Regular	5.30	9.50	125.00	75.00
Work Hours - Overtime - Comp Time Earned	36.30	44.00	0.00	0.00
2202 Principal Programmer Analyst				
Work Hours - Regular	1,620.50	1,818.70	1,800.00	1,800.00
Work Hours - Overtime - Regular	100.40	183.30	100.00	60.00
2203 Senior Programmer Analyst-Conf				
Work Hours - Regular	1,870.90	1,850.30	1,875.00	1,875.00
Work Hours - Overtime - Regular	18.20	61.00	25.00	25.00
Work Hours - Overtime - Comp Time Earned	8.20	24.40	0.00	0.00
2300 Leisure Services Coordinator I				
Work Hours - Regular	10,462.10	14,477.70	26,975.00	26,975.00
Work Hours - Overtime - Regular	109.00	165.60	238.00	153.00
Work Hours - Overtime - Comp Time Earned	239.10	170.00	63.00	28.00
2310 Senior Leisure Services Coordi				
Work Hours - Regular	6,791.00	5,437.40	0.00	0.00
Work Hours - Overtime - Regular	29.00	28.10	6.00	6.00
Work Hours - Overtime - Comp Time Earned	78.90	38.80	10.00	0.00
2345 Senior Neighborhood Preservati				
Work Hours - Regular	1,916.00	1,231.00	3,600.00	3,565.00
Work Hours - Overtime - Regular	8.00	0.00	75.00	60.00
Work Hours - Overtime - Comp Time Earned	27.50	61.50	0.00	0.00

**Summary of Budgeted Personnel Hours
City-Wide**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
2349 Neighborhood Preservation Spec				
Work Hours - Regular	3,465.30	5,231.30	3,600.00	3,565.00
Work Hours - Overtime - Regular	44.50	55.50	100.00	50.00
Work Hours - Overtime - Comp Time Earned	69.50	161.50	0.00	0.00
2351 Leisure Services Coordinator I				
Work Hours - Regular	7,736.20	4,688.20	0.00	0.00
Work Hours - Overtime - Regular	16.80	39.30	30.00	30.00
Work Hours - Overtime - Comp Time Earned	124.10	27.10	0.00	0.00
2400 Senior Library Assistant				
Work Hours - Regular	2,713.60	2,776.60	1,800.00	1,800.00
Work Hours - Overtime - Regular	2.10	12.10	0.00	0.00
Work Hours - Overtime - Comp Time Earned	50.80	33.40	0.00	0.00
2450 Information Technology Coordin				
Work Hours - Regular	8,286.20	10,332.30	12,600.00	9,901.00
Work Hours - Overtime - Regular	267.20	146.40	680.00	20.00
Work Hours - Overtime - Comp Time Earned	427.70	373.40	114.00	114.00
2460 Deputy City Clerk				
2500 Career Advisor				
Work Hours - Regular	49,244.80	56,958.70	70,640.00	74,240.00
Work Hours - Overtime - Regular	144.90	46.00	0.00	0.00
Work Hours - Overtime - Comp Time Earned	456.50	334.90	0.00	0.00
2501 Business Liaison				
Work Hours - Regular	0.00	0.00	0.00	9,000.00
2503 Workforce Services Rep				
Work Hours - Regular	0.00	0.00	0.00	5,400.00
2504 Sr Workforce Services Rep				
Work Hours - Regular	0.00	0.00	0.00	18,000.00
2505 Graphic Artist				
Work Hours - Regular	0.00	0.00	0.00	3,600.00

**Summary of Budgeted Personnel Hours
City-Wide**

	FY 2000/2001 Actual	FY 2001/2002 Actual	FY 2002/2003 Current	FY 2003/2004 Budget
2550 Workforce Development Analyst				
Work Hours - Regular	280.00	4,039.50	3,600.00	7,200.00
Work Hours - Overtime - Regular	0.00	9.00	0.00	0.00
Work Hours - Overtime - Comp Time Earned	0.00	9.00	0.00	0.00
2650 Ed Information Systems Analyst				
Work Hours - Regular	3,707.00	3,556.80	3,600.00	5,400.00
Work Hours - Overtime - Regular	289.60	5.50	0.00	0.00
Work Hours - Overtime - Comp Time Earned	40.40	60.50	0.00	0.00
2925 Housing Programs Analyst				
Work Hours - Regular	1,731.50	1,616.50	1,749.00	2,191.00
Work Hours - Overtime - Regular	177.50	287.50	100.00	65.00
3000 Public Safety Officer in Train				
Work Hours - Regular	16,998.80	39,719.90	17,777.00	17,777.00
Work Hours - Light Duty	867.90	829.20	0.00	0.00
Work Hours - Overtime - Regular	288.40	448.30	460.00	460.00
3001 Public Safety Officer II				
Work Hours - Regular	275,233.60	267,608.20	297,717.00	274,177.00
Work Hours - Light Duty	1,708.10	2,378.20	0.00	0.00
Work Hours - Overtime - Regular	54,608.20	61,103.90	41,037.00	32,128.00
Work Hours - Overtime - Comp Time Earned	2,251.50	2,545.70	0.00	0.00
3002 Public Safety Officer I				
Work Hours - Regular	10,547.50	16,024.00	17,936.00	17,611.00
Work Hours - Light Duty	32.00	248.00	0.00	0.00
Work Hours - Overtime - Regular	516.50	653.60	581.00	516.00
4000 Building Inspector/Coordinator				
Work Hours - Regular	6,833.00	7,106.50	7,400.00	7,400.00
Work Hours - Overtime - Regular	41.50	16.00	0.00	0.00
Work Hours - Overtime - Comp Time Earned	82.50	48.00	0.00	0.00
4070 Computer Systems Specialist				
Work Hours - Regular	5,505.00	5,231.50	5,400.00	5,851.00
Work Hours - Overtime - Regular	94.60	93.80	190.00	190.00
Work Hours - Overtime - Comp Time Earned	151.60	82.10	0.00	0.00
Other Hours - Standby	0.00	0.90	0.00	0.00

**Summary of Budgeted Personnel Hours
City-Wide**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
4080 Plan Check Coordinator				
Work Hours - Regular	1,793.00	1,697.50	2,025.00	2,025.00
Work Hours - Overtime - Regular	241.50	136.00	0.00	0.00
4100 Water System Operator				
Work Hours - Regular	1,510.00	1,464.00	1,865.00	1,865.00
Work Hours - Overtime - Regular	456.50	653.00	0.00	0.00
Work Hours - Overtime - Comp Time Earned	72.00	130.80	0.00	0.00
4125 Latent Print Examiner				
Work Hours - Regular	0.00	0.00	1,800.00	0.00
Work Hours - Overtime - Regular	0.00	0.00	50.00	50.00
4150 Senior Crime Analyst				
Work Hours - Regular	1,834.00	1,504.00	1,800.00	1,800.00
Work Hours - Overtime - Regular	26.00	0.00	30.00	30.00
Work Hours - Overtime - Comp Time Earned	37.20	4.30	0.00	0.00
4200 Traffic Engineering Assistant				
Work Hours - Regular	0.00	1,363.00	30.00	30.00
Work Hours - Overtime - Regular	0.00	43.00	0.00	0.00
Work Hours - Overtime - Comp Time Earned	0.00	36.50	0.00	0.00
4201 Traffic Engineering Assistant				
Work Hours - Regular	1,419.50	1,473.50	3,570.00	3,570.00
Work Hours - Overtime - Regular	148.00	128.50	260.00	230.00
Work Hours - Overtime - Comp Time Earned	10.00	53.00	0.00	0.00
4325 Senior Housing Rehabilitation Sp				
Work Hours - Regular	1,148.00	1,718.00	1,700.00	1,700.00
Work Hours - Overtime - Regular	4.50	66.00	40.00	8.00
Work Hours - Overtime - Comp Time Earned	4.00	3.00	0.00	0.00
4400 Housing Rehabilitation Specialis				
Work Hours - Regular	995.50	0.00	0.00	0.00
Work Hours - Overtime - Regular	201.50	0.00	0.00	0.00
4420 Hazardous Materials Coordinato				
Work Hours - Regular	1,830.70	1,863.70	1,800.00	1,620.00
Work Hours - Overtime - Regular	2.00	9.50	150.00	0.00

**Summary of Budgeted Personnel Hours
City-Wide**

	FY 2000/2001 Actual	FY 2001/2002 Actual	FY 2002/2003 Current	FY 2003/2004 Budget
4450 Hazardous Materials Inspector				
Work Hours - Regular	3,971.40	4,674.50	5,400.00	5,286.00
Work Hours - Overtime - Regular	49.00	90.50	210.00	210.00
Work Hours - Overtime - Comp Time Earned	4.50	15.50	0.00	0.00
4480 Fire Protection Engineer				
Work Hours - Regular	5,853.50	6,668.50	5,223.00	5,223.00
Work Hours - Overtime - Regular	447.10	94.10	0.00	0.00
Work Hours - Overtime - Comp Time Earned	163.40	133.90	0.00	0.00
4500 Public Safety Dispatcher				
Work Hours - Regular	23,181.70	20,427.70	23,683.00	21,336.00
Work Hours - Overtime - Regular	2,013.40	1,871.90	560.00	560.00
Work Hours - Overtime - Comp Time Earned	985.60	778.90	0.00	0.00
4525 Public Safety Dispatcher-In-Tr				
Work Hours - Regular	625.50	0.00	0.00	0.00
Work Hours - Overtime - Regular	5.50	0.00	0.00	0.00
Work Hours - Overtime - Comp Time Earned	12.50	0.00	0.00	0.00
4550 Senior Public Safety Dispatche				
Work Hours - Regular	6,716.00	10,156.70	12,966.00	11,601.00
Work Hours - Overtime - Regular	451.70	619.30	510.00	510.00
Work Hours - Overtime - Comp Time Earned	215.00	480.70	0.00	0.00
4601 Public Safety Lieutenant				
Work Hours - Regular	77,826.50	75,843.30	86,333.00	82,197.00
Work Hours - Light Duty	173.50	1,390.50	0.00	0.00
Work Hours - Overtime - Regular	14,459.20	19,295.40	9,464.00	8,696.00
Work Hours - Overtime - Comp Time Earned	592.10	389.40	0.00	0.00
4650 Public Works Construction Insp				
Work Hours - Regular	5,263.50	3,685.50	7,170.00	7,170.00
Work Hours - Overtime - Regular	340.40	101.50	0.00	0.00
Work Hours - Overtime - Comp Time Earned	141.50	87.50	0.00	0.00
4700 Senior Building Inspector/Coor				
Work Hours - Regular	3,586.00	3,439.50	3,650.00	3,650.00
Work Hours - Overtime - Regular	97.00	28.00	0.00	0.00
Work Hours - Overtime - Comp Time Earned	8.00	4.00	0.00	0.00

**Summary of Budgeted Personnel Hours
City-Wide**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
4800 Solid Waste Specialist				
Work Hours - Regular	1,358.50	1,710.50	1,800.00	1,800.00
Work Hours - Overtime - Regular	79.50	0.00	80.00	80.00
Work Hours - Overtime - Comp Time Earned	45.00	37.50	0.00	0.00
4805 Plan Checker II				
Work Hours - Regular	245.00	1,569.50	2,000.00	2,000.00
Work Hours - Overtime - Comp Time Earned	10.00	28.00	0.00	0.00
4825 Network Engineer				
Work Hours - Regular	3,606.50	3,461.50	5,400.00	5,400.00
Work Hours - Overtime - Regular	221.40	215.30	100.00	100.00
Work Hours - Overtime - Comp Time Earned	41.00	91.40	0.00	0.00
4855 Plan Checker I				
Work Hours - Regular	252.50	1,856.00	2,100.00	2,100.00
Work Hours - Overtime - Regular	18.00	105.00	0.00	0.00
Work Hours - Overtime - Comp Time Earned	0.00	2.00	0.00	0.00
4875 Plan Check Engineer				
Work Hours - Regular	1,737.00	1,727.00	2,050.00	2,050.00
Work Hours - Overtime - Regular	25.70	0.00	0.00	0.00
Work Hours - Overtime - Comp Time Earned	100.30	70.00	0.00	0.00
4900 Environmental Chemist I				
Work Hours - Regular	7,431.80	6,986.80	0.00	0.00
Work Hours - Overtime - Regular	75.50	0.00	0.00	0.00
Work Hours - Overtime - Comp Time Earned	88.50	30.00	0.00	0.00
4950 Laboratory/Field Technician				
Work Hours - Regular	6,817.20	7,016.70	8,903.00	8,903.00
Work Hours - Overtime - Regular	10.50	8.70	0.00	0.00
Work Hours - Overtime - Comp Time Earned	106.20	24.00	0.00	0.00
4960 Landfill Technican				
5010 Golf Professional				
Work Hours - Regular	0.00	0.00	0.00	3,600.00
5015 Asst Golf Professional				
Work Hours - Regular	0.00	0.00	0.00	1,800.00

**Summary of Budgeted Personnel Hours
City-Wide**

	FY 2000/2001 Actual	FY 2001/2002 Actual	FY 2002/2003 Current	FY 2003/2004 Budget
5025 Golf Course Equipment Mechanic				
Work Hours - Regular	1,765.00	1,814.00	1,814.00	1,800.00
Work Hours - Overtime - Regular	35.00	26.30	125.00	125.00
Work Hours - Overtime - Comp Time Earned	0.00	24.10	0.00	0.00
5050 Equipment Mechanic				
Work Hours - Regular	14,864.50	14,599.50	17,037.00	13,373.00
Work Hours - Overtime - Regular	808.20	911.60	0.00	0.00
Work Hours - Overtime - Comp Time Earned	361.50	448.90	0.00	0.00
5100 Equipment Operator				
Work Hours - Regular	15,121.50	15,887.00	20,260.00	17,506.00
Work Hours - Overtime - Regular	846.80	1,626.30	90.00	90.00
Work Hours - Overtime - Comp Time Earned	351.20	590.50	0.00	0.00
5150 Lead Equipment Mechanic				
Work Hours - Regular	3,085.50	3,406.50	3,426.00	3,396.00
Work Hours - Overtime - Regular	100.50	123.50	0.00	0.00
Work Hours - Overtime - Comp Time Earned	101.00	91.50	0.00	0.00
5200 Maintenance Craftworker				
Work Hours - Regular	2,980.50	4,484.00	5,614.00	5,600.00
Work Hours - Overtime - Regular	391.70	469.70	135.00	160.00
Work Hours - Overtime - Comp Time Earned	2.00	62.40	0.00	0.00
5300 Facility Attendant I				
5301 Facility Attendant II				
5350 Parks Leader				
Work Hours - Regular	14,777.20	14,935.50	16,398.00	14,476.00
Work Hours - Overtime - Regular	234.00	183.00	0.00	0.00
Work Hours - Overtime - Comp Time Earned	116.00	33.50	0.00	0.00
5400 Plant Mechanic				
Work Hours - Regular	8,839.50	10,584.90	11,282.00	11,282.00
Work Hours - Light Duty	0.00	28.00	0.00	0.00
Work Hours - Overtime - Regular	48.50	0.00	0.00	0.00
Work Hours - Overtime - Comp Time Earned	178.30	122.20	0.00	0.00

**Summary of Budgeted Personnel Hours
City-Wide**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
5425 Senior Plant Mechanic				
Work Hours - Regular	1,793.00	1,686.00	1,814.00	1,814.00
Work Hours - Overtime - Regular	126.20	65.00	0.00	0.00
Work Hours - Overtime - Comp Time Earned	91.80	125.50	0.00	0.00
5430 Water Conservation Coordinator				
Work Hours - Regular	1,591.50	1,260.00	1,865.00	0.00
Work Hours - Overtime - Comp Time Earned	84.00	18.00	0.00	0.00
5431 Recycled Water Coordinator				
Work Hours - Regular	0.00	826.50	1,806.00	1,631.00
Work Hours - Overtime - Regular	0.00	191.10	0.00	0.00
Work Hours - Overtime - Comp Time Earned	0.00	8.40	0.00	0.00
5450 Print Shop Operator				
Work Hours - Regular	773.00	0.00	0.00	0.00
Work Hours - Overtime - Regular	7.00	0.00	0.00	0.00
5500 Public Works Leader				
Work Hours - Regular	13,842.00	12,773.50	14,299.00	14,104.00
Work Hours - Overtime - Regular	1,756.40	1,459.20	705.00	635.00
Work Hours - Overtime - Comp Time Earned	769.00	449.00	0.00	0.00
5600 Senior Park Utility Worker				
Work Hours - Regular	19,279.50	23,734.30	33,002.35	31,017.85
Work Hours - Overtime - Regular	985.50	976.60	77.00	77.00
Work Hours - Overtime - Comp Time Earned	277.10	353.50	15.00	0.00
5610 Senior Building Utility Worker				
Work Hours - Regular	3,292.50	2,883.10	0.00	0.00
Work Hours - Overtime - Regular	89.00	20.10	0.00	0.00
Work Hours - Overtime - Comp Time Earned	137.00	83.30	0.00	0.00
5650 Senior Public Works Leader				
Work Hours - Regular	11,163.00	9,890.00	14,399.00	14,199.00
Work Hours - Overtime - Regular	1,297.90	1,425.10	175.00	102.00
Work Hours - Overtime - Comp Time Earned	396.60	232.20	0.00	0.00

**Summary of Budgeted Personnel Hours
City-Wide**

	FY 2000/2001 Actual	FY 2001/2002 Actual	FY 2002/2003 Current	FY 2003/2004 Budget
5651 Senior Building Services Leade				
Work Hours - Regular	2,909.80	2,688.00	3,600.00	3,635.00
Work Hours - Overtime - Regular	391.50	426.30	0.00	0.00
Work Hours - Overtime - Comp Time Earned	171.80	139.70	0.00	0.00
5700 Senior Utility Worker				
Work Hours - Regular	22,357.50	19,645.00	20,176.00	19,733.00
Work Hours - Overtime - Regular	2,297.60	2,293.90	715.00	700.00
Work Hours - Overtime - Comp Time Earned	1,106.70	1,025.70	0.00	0.00
5750 Senior WPCP Operator				
Work Hours - Regular	8,771.10	8,704.10	377.00	377.00
Work Hours - Overtime - Regular	940.80	868.70	70.00	70.00
Work Hours - Overtime - Comp Time Earned	241.70	180.00	0.00	0.00
5751 Senior WPCP Operator-(C) Certi				
Work Hours - Regular	0.00	0.00	9,106.00	9,106.00
Work Hours - Overtime - Regular	0.00	0.00	925.00	925.00
5840 **Water Meter Repair Leader				
Work Hours - Regular	0.00	0.00	175.00	175.00
5880 Water Meter Repair Worker				
Work Hours - Regular	2,926.00	3,074.00	3,600.00	3,600.00
Work Hours - Overtime - Regular	334.70	370.00	0.00	0.00
Work Hours - Overtime - Comp Time Earned	0.00	15.50	0.00	0.00
5885 Water Meter Shop Leader				
Work Hours - Regular	1,814.50	1,739.50	1,690.00	1,865.00
Work Hours - Overtime - Regular	684.90	583.50	0.00	0.00
5900 WPCP Operator				
Work Hours - Regular	29,904.40	29,213.70	1,323.00	1,323.00
Work Hours - Overtime - Regular	1,210.60	1,173.40	230.00	230.00
Work Hours - Overtime - Comp Time Earned	615.40	484.70	0.00	0.00
5901 WPCP Operator-Certified				
Work Hours - Regular	0.00	0.00	29,384.00	29,384.00
Work Hours - Overtime - Regular	0.00	0.00	1,015.00	1,015.00

**Summary of Budgeted Personnel Hours
City-Wide**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
6000 Administrative Secretary				
Work Hours - Regular	6,714.50	5,222.70	5,400.00	5,400.00
Work Hours - Overtime - Regular	27.70	59.70	100.00	70.00
Work Hours - Overtime - Comp Time Earned	85.40	88.70	0.00	0.00
6050 Public Safety Records Speciali				
Work Hours - Regular	3,566.80	4,286.90	0.00	0.00
Work Hours - Overtime - Regular	88.90	178.70	0.00	0.00
Work Hours - Overtime - Comp Time Earned	26.60	24.50	0.00	0.00
6051 Public Safety Records Speciali				
Work Hours - Regular	15,285.30	10,156.70	24,655.00	16,374.00
Work Hours - Overtime - Regular	1,566.70	1,717.00	405.00	405.00
Work Hours - Overtime - Comp Time Earned	523.50	350.50	0.00	0.00
6052 Public Safety Records Senior S				
Work Hours - Regular	7,182.10	6,959.70	7,135.00	7,052.00
Work Hours - Overtime - Regular	1,274.90	1,717.50	265.00	265.00
Work Hours - Overtime - Comp Time Earned	22.80	29.30	0.00	0.00
6100 Legal Secretary				
Work Hours - Regular	72.00	0.00	1,800.00	1,800.00
6150 Meter Reader				
Work Hours - Regular	5,317.50	5,321.70	5,400.00	5,400.00
Work Hours - Overtime - Regular	380.00	497.50	575.00	575.00
6200 Office Assistant				
Work Hours - Regular	1,737.50	1,661.00	3,600.00	7,200.00
Work Hours - Overtime - Comp Time Earned	2.00	0.00	0.00	0.00
6250 Office Clerk				
Work Hours - Regular	7,606.80	8,386.40	10,800.00	14,400.00
Work Hours - Overtime - Comp Time Earned	77.00	101.50	0.00	0.00
6255 **Assistant Professional - Lev				
Work Hours - Regular	0.00	0.00	1,814.00	0.00

**Summary of Budgeted Personnel Hours
City-Wide**

	FY 2000/2001 Actual	FY 2001/2002 Actual	FY 2002/2003 Current	FY 2003/2004 Budget
6300 Principal Office Assistant				
Work Hours - Regular	15,855.50	11,830.30	17,177.00	19,089.00
Work Hours - Overtime - Regular	777.90	733.00	230.00	230.00
Work Hours - Overtime - Comp Time Earned	390.00	145.00	0.00	0.00
6301 Principal Office Assistant-Con				
Work Hours - Regular	1,871.70	1,807.10	1,800.00	1,800.00
Work Hours - Overtime - Regular	9.50	68.40	111.00	111.00
Work Hours - Overtime - Comp Time Earned	20.40	18.80	0.00	0.00
6350 Public Safety Property Clerk				
Work Hours - Regular	3,684.70	3,505.20	3,676.00	3,562.00
Work Hours - Overtime - Regular	2.00	9.80	160.00	160.00
Work Hours - Overtime - Comp Time Earned	42.20	58.90	0.00	0.00
6400 Secretary				
Work Hours - Regular	3,320.50	1,832.40	1,800.00	1,800.00
Work Hours - Overtime - Regular	6.00	33.30	0.00	0.00
Work Hours - Overtime - Comp Time Earned	54.00	28.90	0.00	0.00
6410 Executive Assistant				
Work Hours - Regular	3,447.20	2,845.50	3,560.00	3,560.00
Work Hours - Overtime - Regular	0.00	4.00	30.00	30.00
Work Hours - Overtime - Comp Time Earned	23.00	15.30	6.00	6.00
6450 Senior Meter Reader				
Work Hours - Regular	1,804.00	1,619.50	1,800.00	1,800.00
Work Hours - Overtime - Regular	0.50	0.00	100.00	100.00
6500 Senior Office Assistant				
Work Hours - Regular	39,175.40	41,870.00	63,596.00	54,355.00
Work Hours - Overtime - Regular	459.40	948.10	377.00	277.00
Work Hours - Overtime - Comp Time Earned	532.30	495.50	31.50	31.50
6501 Senior Office Assistant-Confid				
Work Hours - Regular	4,303.70	5,237.00	3,900.00	3,900.00
Work Hours - Overtime - Regular	46.90	148.60	25.00	25.00
Work Hours - Overtime - Comp Time Earned	70.90	40.00	0.00	0.00

**Summary of Budgeted Personnel Hours
City-Wide**

	FY 2000/2001 Actual	FY 2001/2002 Actual	FY 2002/2003 Current	FY 2003/2004 Budget
6550 Senior Secretary				
Work Hours - Regular	7,849.30	3,311.30	5,400.00	5,400.00
Work Hours - Overtime - Regular	0.00	1.60	25.00	25.00
Work Hours - Overtime - Comp Time Earned	85.50	39.90	0.00	0.00
6600 Senior Storekeeper				
Work Hours - Regular	1,921.00	1,918.00	1,800.00	1,800.00
Work Hours - Overtime - Regular	168.50	102.50	0.00	0.00
Work Hours - Overtime - Comp Time Earned	23.00	33.50	0.00	0.00
6650 Staff Office Assistant				
Work Hours - Regular	26,575.80	27,373.20	35,920.00	44,845.00
Work Hours - Overtime - Regular	405.00	656.40	10.00	10.00
Work Hours - Overtime - Comp Time Earned	229.90	444.70	40.00	40.00
6651 Staff Office Assistant-Confide				
Work Hours - Regular	1,773.80	852.10	1,800.00	1,800.00
Work Hours - Overtime - Regular	1.00	0.00	0.00	0.00
Work Hours - Overtime - Comp Time Earned	0.80	0.00	0.00	0.00
6675 Customer Service Representativ				
Work Hours - Regular	4,877.90	7,207.60	10,800.00	10,800.00
Work Hours - Overtime - Regular	21.80	9.50	90.00	90.00
Work Hours - Overtime - Comp Time Earned	18.20	34.50	0.00	0.00
6680 **Assistant Professional - Lev				
Work Hours - Regular	0.00	0.00	3,628.00	0.00
6700 Storekeeper				
Work Hours - Regular	1,937.00	2,729.00	3,600.00	2,700.00
Work Hours - Overtime - Regular	128.50	73.00	15.00	15.00
Work Hours - Overtime - Comp Time Earned	1.00	2.50	0.00	0.00
6750 Assistant Buyer				
Work Hours - Regular	0.00	0.00	1,800.00	1,800.00
Work Hours - Overtime - Regular	0.00	0.00	20.00	20.00

**Summary of Budgeted Personnel Hours
City-Wide**

	FY 2000/2001 Actual	FY 2001/2002 Actual	FY 2002/2003 Current	FY 2003/2004 Budget
6800 Accounting Technician				
Work Hours - Regular	10,343.10	10,483.50	12,600.00	11,700.00
Work Hours - Overtime - Regular	283.70	214.20	60.00	60.00
Work Hours - Overtime - Comp Time Earned	141.60	198.80	0.00	0.00
6850 Senior Accounting Technician				
Work Hours - Regular	8,114.00	6,777.60	3,600.00	5,400.00
Work Hours - Overtime - Regular	301.60	311.70	0.00	0.00
Work Hours - Overtime - Comp Time Earned	79.60	85.80	0.00	0.00
7100 Equipment Mechanic-In-Training				
Work Hours - Regular	706.50	0.00	0.00	0.00
Work Hours - Overtime - Regular	86.50	0.00	0.00	0.00
Work Hours - Overtime - Comp Time Earned	53.00	0.00	0.00	0.00
7200 Gardener				
Work Hours - Regular	4,142.00	3,451.00	0.00	0.00
Work Hours - Overtime - Comp Time Earned	2.00	0.00	0.00	0.00
7300 Greenskeeper				
Work Hours - Regular	1,834.00	1,869.00	1,814.00	1,800.00
Work Hours - Overtime - Regular	22.00	16.00	0.00	0.00
Work Hours - Overtime - Comp Time Earned	55.00	55.50	0.00	0.00
7301 Senior Greenskeeper				
Work Hours - Regular	1,817.00	1,736.00	1,814.00	1,800.00
Work Hours - Overtime - Regular	58.50	36.50	0.00	0.00
7320 Senior Parks Leader				
Work Hours - Regular	6,823.00	6,714.50	7,256.00	7,256.00
Work Hours - Overtime - Regular	62.00	90.00	5.00	5.00
Work Hours - Overtime - Comp Time Earned	72.50	24.00	0.00	0.00
7325 Groundsworker				
Work Hours - Regular	25,586.80	26,116.00	33,254.45	29,613.95
Work Hours - Overtime - Regular	1,428.60	1,696.30	35.00	35.00
Work Hours - Overtime - Comp Time Earned	302.50	293.40	0.00	0.00

**Summary of Budgeted Personnel Hours
City-Wide**

	FY 2000/2001 Actual	FY 2001/2002 Actual	FY 2002/2003 Current	FY 2003/2004 Budget
7400 Maintenance Worker				
Work Hours - Regular	6,224.40	4,952.50	16,338.00	10,808.00
Work Hours - Overtime - Regular	27.00	36.60	150.00	150.00
Work Hours - Overtime - Comp Time Earned	22.20	71.10	0.00	0.00
7500 Press Operator				
Work Hours - Regular	1,867.00	1,748.00	1,850.00	1,850.00
Work Hours - Overtime - Regular	38.50	98.30	0.00	0.00
7600 Parks Worker I				
Work Hours - Regular	3,847.50	11,147.00	7,500.00	5,700.00
Work Hours - Overtime - Regular	82.50	232.50	0.00	0.00
Work Hours - Overtime - Comp Time Earned	64.00	123.00	0.00	0.00
7650 Parks Worker II				
Work Hours - Regular	20,633.00	15,951.00	42,300.00	40,482.00
Work Hours - Overtime - Regular	172.50	113.00	896.00	0.00
Work Hours - Overtime - Comp Time Earned	227.50	136.00	0.00	0.00
7675 Parks Worker III				
Work Hours - Regular	13,529.50	13,344.00	12,640.00	12,640.00
Work Hours - Overtime - Regular	302.00	198.50	0.00	0.00
Work Hours - Overtime - Comp Time Earned	100.00	52.50	0.00	0.00
7800 Utility Worker				
Work Hours - Regular	68,677.40	66,292.30	70,042.00	64,052.70
Work Hours - Overtime - Regular	4,456.20	3,898.70	409.00	409.00
Work Hours - Overtime - Comp Time Earned	1,838.20	2,149.80	5.00	5.00
7900 WPCP Operator In Training				
Work Hours - Regular	2,158.80	2,573.00	3,578.00	3,578.00
Work Hours - Overtime - Regular	66.00	96.00	80.00	80.00
Work Hours - Overtime - Comp Time Earned	52.00	73.00	0.00	0.00
8102 Part-Time Office Assistant				
Work Hours - Regular Part-Time	2,388.50	0.00	13,982.00	10,426.00
8103 Part-Time Staff Office Assista				
Work Hours - Regular Part-Time	3,870.20	7,480.40	11,312.00	13,184.10

**Summary of Budgeted Personnel Hours
City-Wide**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
8104 Part-Time Senior Office Assist				
Work Hours - Regular Part-Time	1,440.00	1,443.50	2,650.00	3,744.10
8105 Part-Time Principal Office Ass				
Work Hours - Regular Part-Time	2,813.80	0.00	3,149.00	3,149.00
8200 Golf Service Assistant				
8251 Part-Time Environ Chemist II				
8301 Custodian				
Work Hours - Regular	40.00	0.00	0.00	0.00
Work Hours - Regular Part-Time	3,189.00	1,451.00	1,700.00	3,100.00
Work Hours - Overtime - Part-Time	63.00	0.00	0.00	0.00
8303 Building Services Worker				
Work Hours - Regular Part-Time	947.50	448.00	0.00	0.00
Work Hours - Overtime - Part-Time	0.00	7.00	0.00	0.00
8305 Part-Time Lab/Field Technician				
8400 Part-Time Librarian				
Work Hours - Regular	-2.00	0.00	0.00	0.00
Work Hours - Regular Part-Time	6,561.70	6,266.10	8,413.00	7,321.00
8402 Library Specialist I				
Work Hours - Regular Part-Time	7,297.50	5,881.50	11,081.00	11,081.00
8404 Library Specialist III				
Work Hours - Regular Part-Time	27,555.90	26,474.00	30,673.00	30,733.00
Work Hours - Overtime - Part-Time	3.80	0.00	0.00	0.00
8405 Library Specialist III - Bookm				
Work Hours - Regular Part-Time	562.50	0.00	1,140.00	0.00
8406 Part Time Shop Staff - Level 2				
Work Hours - Regular Part-Time	0.00	0.00	2,184.00	2,184.00
8600 Nuisance Vehicle Inspector				
Work Hours - Regular Part-Time	2,215.20	2,973.50	2,496.00	2,496.00
8601 Part-Time Admin Analyst				
Work Hours - Regular Part-Time	0.00	0.00	0.00	3,275.90

**Summary of Budgeted Personnel Hours
City-Wide**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
8700 Part-Time Business Liaison				
Work Hours - Regular Part-Time	0.00	0.00	0.00	4,367.90
8701 Part-Time Career Advisor				
Work Hours - Regular Part-Time	0.00	0.00	0.00	6,552.10
8702 Part-Time Comp Systems Spec				
Work Hours - Regular Part-Time	0.00	0.00	0.00	1,092.10
8903 WPCP Technical Worker III				
Work Hours - Regular Part-Time	86.00	0.00	0.00	0.00
9009 Casual Crime Prevention Assist				
Work Hours - Casual/Seasonal	1,464.60	1,243.00	2,950.00	2,950.00
9010 Casual Crossing Guard				
Work Hours - Casual/Seasonal	12,357.10	15,067.60	24,000.00	15,986.00
9018 Intern 3				
Work Hours - Casual/Seasonal	0.00	0.00	1,050.00	300.00
9019 Intern 4				
9022 Casual Librarian				
Work Hours - Casual/Seasonal	3,881.70	4,243.90	0.00	0.00
9023 Capital Project Assistant				
Work Hours - Casual/Seasonal	1,006.50	2,081.80	810.00	0.00
Work Hours - Overtime - Casual/Seasonal	0.00	13.50	0.00	0.00
9024 Grant Assistant				
Work Hours - Casual/Seasonal	1.00	0.00	0.00	0.00
9030 Casual Library Clerk I				
Work Hours - Casual/Seasonal	9,224.90	0.00	0.00	0.00
9250 Casual Public Safety Cadet				
Work Hours - Casual/Seasonal	2,605.70	2,862.50	0.00	0.00
9299 Nova Youth Worker				
Work Hours - Casual/Seasonal	6,891.70	4,830.40	0.00	0.00

**Summary of Budgeted Personnel Hours
City-Wide**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
9312 Intermittent Recreation Work Hours - Casual/Seasonal	0.00	179.30	0.00	0.00
9401 Adult Sports Official				
9402 Facility Attendant				
9404 Food Services Assistant Work Hours - Casual/Seasonal	0.00	41.50	0.00	0.00
9406 Program Attendant				
9407 Program Assistant Work Hours - Casual/Seasonal	0.00	33.00	0.00	0.00
9408 Program Instructor I				
9409 Program Instructor II				
9410 Recreation Instructor/Official Work Hours - Casual/Seasonal	0.00	2.50	0.00	0.00
9411 Recreation Maintenance I				
9412 Recreation Maintenance II Work Hours - Casual/Seasonal	0.00	37.60	0.00	0.00
9413 Recreation Specialist Work Hours - Casual/Seasonal	0.00	2,294.00	0.00	0.00
9416 Registration/Customer Serv II				
9417 Sr Recreation Specialist I Work Hours - Casual/Seasonal	0.00	628.40	0.00	0.00
9418 Sr Recreation Specialist II Work Hours - Casual/Seasonal	0.00	444.20	0.00	0.00
9650 Recreation Specialist Work Hours - Casual/Seasonal	39.80	0.00	0.00	0.00
9700 Casual Library Specialist III Work Hours - Casual/Seasonal	4,863.30	5,742.80	0.00	0.00

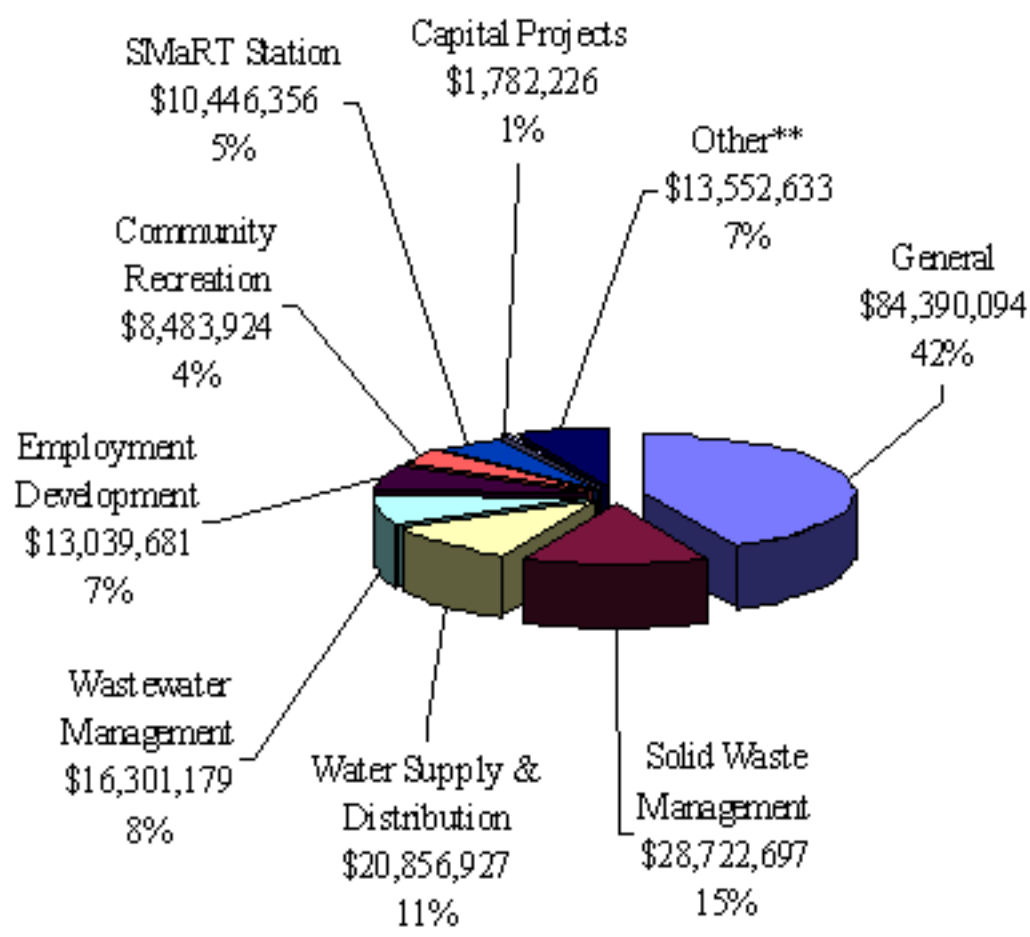
**Summary of Budgeted Personnel Hours
City-Wide**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
9800 Casual Library Specialist I				
Work Hours - Casual/Seasonal	303.30	11,783.70	13,086.00	13,086.00
9857 Recreation Official/Instructor				
Work Hours - Casual/Seasonal	449.00	618.50	0.00	0.00
9862 Recreation Instructor/Official				
Work Hours - Casual/Seasonal	35.00	0.00	0.00	0.00
9977 Casual Staff Support				
9979 Casual Executive				
9980 Casual Management				
Work Hours - Regular	0.00	6.70	0.00	0.00
Work Hours - Casual/Seasonal	4,325.90	4,107.50	2,995.00	2,404.00
Work Hours - Overtime - Casual/Seasonal	0.00	26.80	0.00	0.00
9981 Casual Professional				
Work Hours - Regular	3.00	0.00	0.00	0.00
Work Hours - Casual/Seasonal	2,604.10	3,572.60	2,640.00	1,260.00
Work Hours - Overtime - Casual/Seasonal	0.00	48.90	0.00	0.00
9982 Casual Paraprofessional				
Work Hours - Casual/Seasonal	168.80	169.00	0.00	0.00
9983 Casual Technical				
Work Hours - Casual/Seasonal	2,333.00	3,840.50	5,789.00	4,930.00
Work Hours - Overtime - Casual/Seasonal	0.00	1.50	0.00	0.00
9985 Casual Service Maintenance				
9986 Casual Clerical				
Work Hours - Casual/Seasonal	244.10	702.50	900.00	0.00
9987 Casual Unskilled Laborer				
Work Hours - Casual/Seasonal	0.00	400.00	0.00	0.00
9988 Seasonal Clerical				
Work Hours - Casual/Seasonal	0.00	2,796.70	0.00	0.00
Work Hours - Overtime - Casual/Seasonal	0.00	21.20	0.00	0.00
9990 Seasonal Paraprofessional				

**Summary of Budgeted Personnel Hours
City-Wide**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
9991 Seasonal Professional				
Work Hours - Casual/Seasonal	328.50	976.50	0.00	0.00
9992 Seasonal Service Maintenance				
Work Hours - Casual/Seasonal	0.00	970.00	0.00	0.00
Work Hours - Overtime - Casual/Seasonal	0.00	23.50	0.00	0.00
9994 Seasonal Technical				
Work Hours - Casual/Seasonal	857.50	1,688.70	0.00	0.00
Work Hours - Overtime - Casual/Seasonal	1.50	10.30	0.00	0.00
9995 Seasonal Unskilled Laborer				
Work Hours - Casual/Seasonal	4,514.50	2,570.40	200.00	1,485.00
Work Hours - Overtime - Casual/Seasonal	244.50	196.00	0.00	0.00
10010 Transitional Employee/Fulltime				
Work Hours - Regular	0.00	219.50	0.00	0.00
Work Hours - Overtime - Regular	0.00	5.10	0.00	0.00
10080 Transitional Employee/Parttime				
Work Hours - Regular Part-Time	0.00	138.80	0.00	0.00
Total Personnel Hours - City-Wide	<u><u>1,999,208.07</u></u>	<u><u>2,068,017.40</u></u>	<u><u>2,153,468.80</u></u>	<u><u>2,033,021.70</u></u>

Graph 1.1 Revenues by Fund - All Funds*



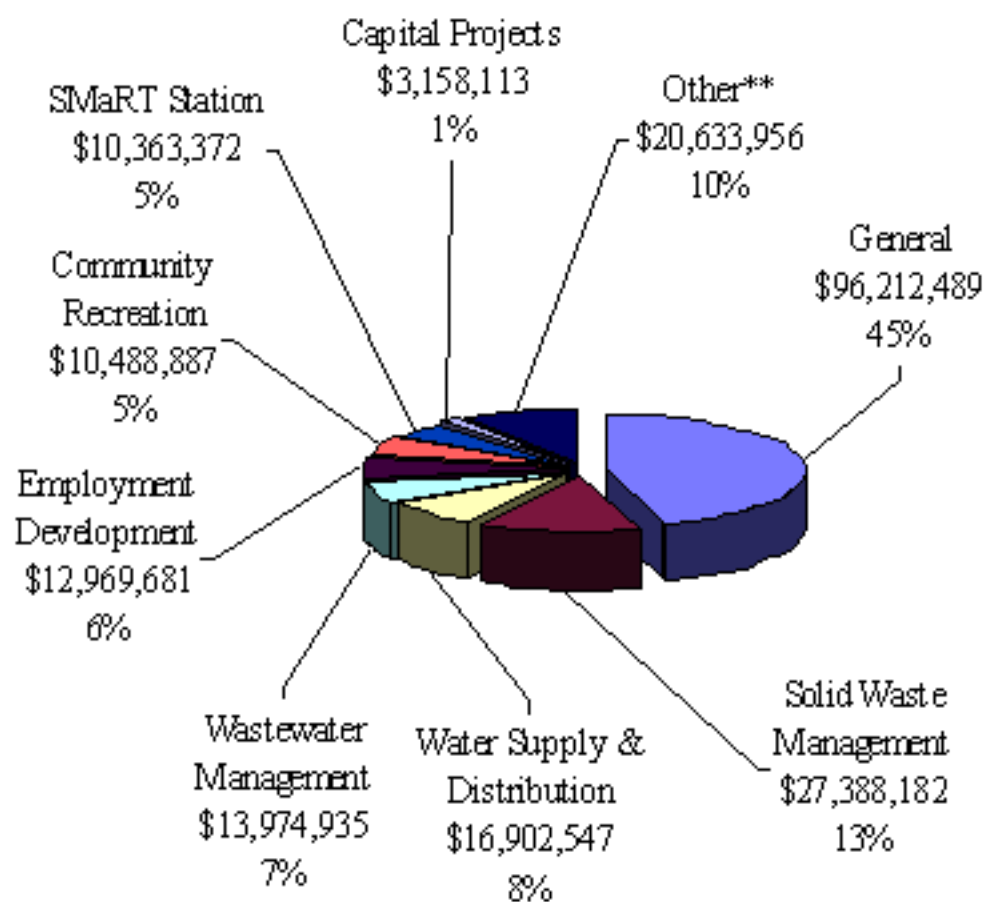
Total Revenues

\$197,575,717

*Excludes internal service fund charges.

**Other includes Community Development Block Grant, Housing, Gas Tax, Redevelopment Agency, Patent Library, and Youth and Neighborhood Services.

Graph 1.2 Expenditures by Fund - All Funds*



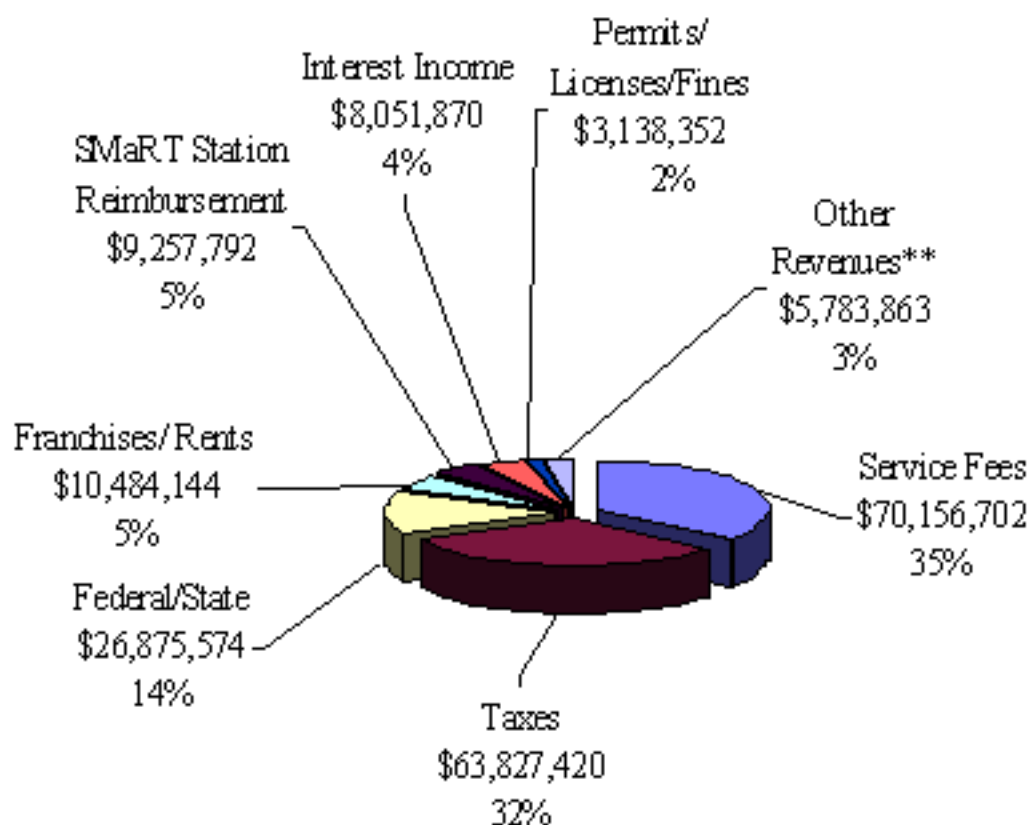
Total Expenditures

\$212,092,162

*Excludes internal service fund operating budgets.

**Other includes Community Development Block Grant, Housing, Gas Tax, Redevelopment Agency, Patent Library, and Youth and Neighborhood Services.

Graph 1.3 Revenues By Source - All Funds*



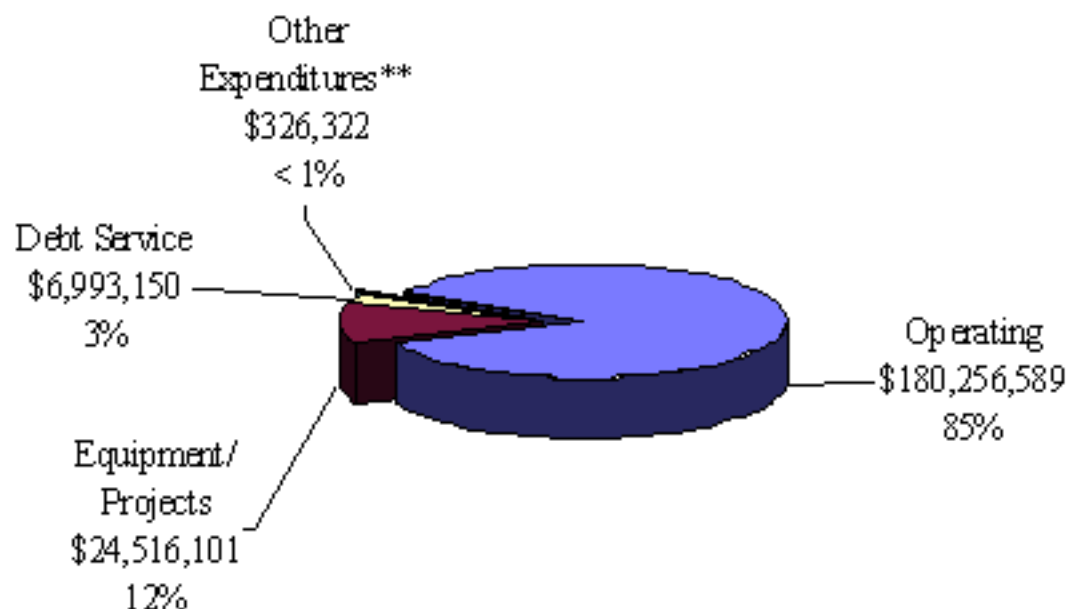
Total Revenues

\$197,575,717

*Excludes internal service fund charges.

**Other Revenues includes Miscellaneous Revenues, Santa Clara County Measure A/B Pavement Management Program, SMaRT Station Revenues, and Contributions.

Graph 1.4 Expenditures by Type - All Funds*



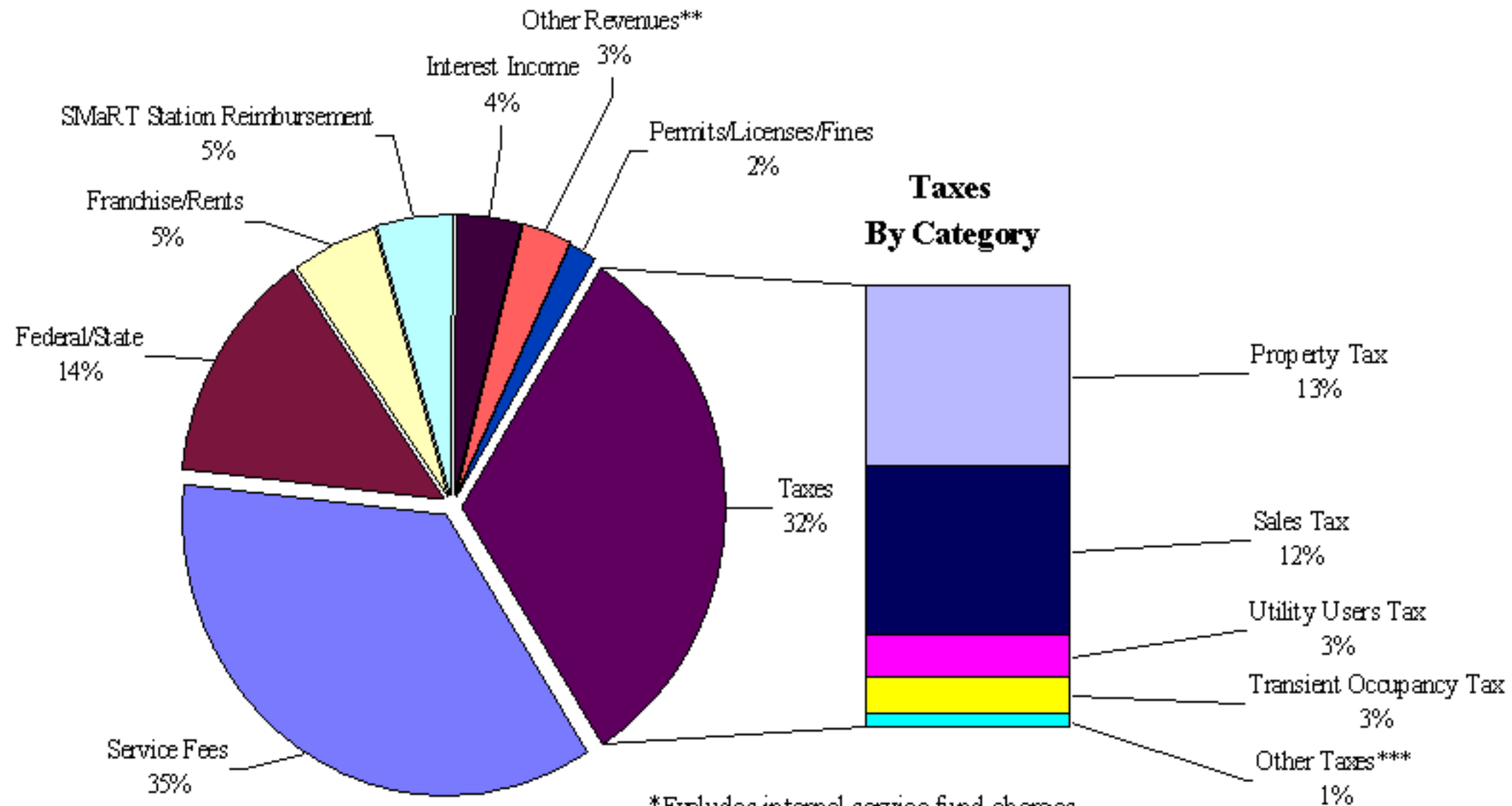
Total Expenditures

\$212,092,162

*Excludes internal service fund operating budgets.

**Other Expenditures includes the General Fund's line-items Fiscal Uncertainties and Public Facilities (City) Space Issues.

Graph 1.5 Revenues by Source - Taxes by Category*



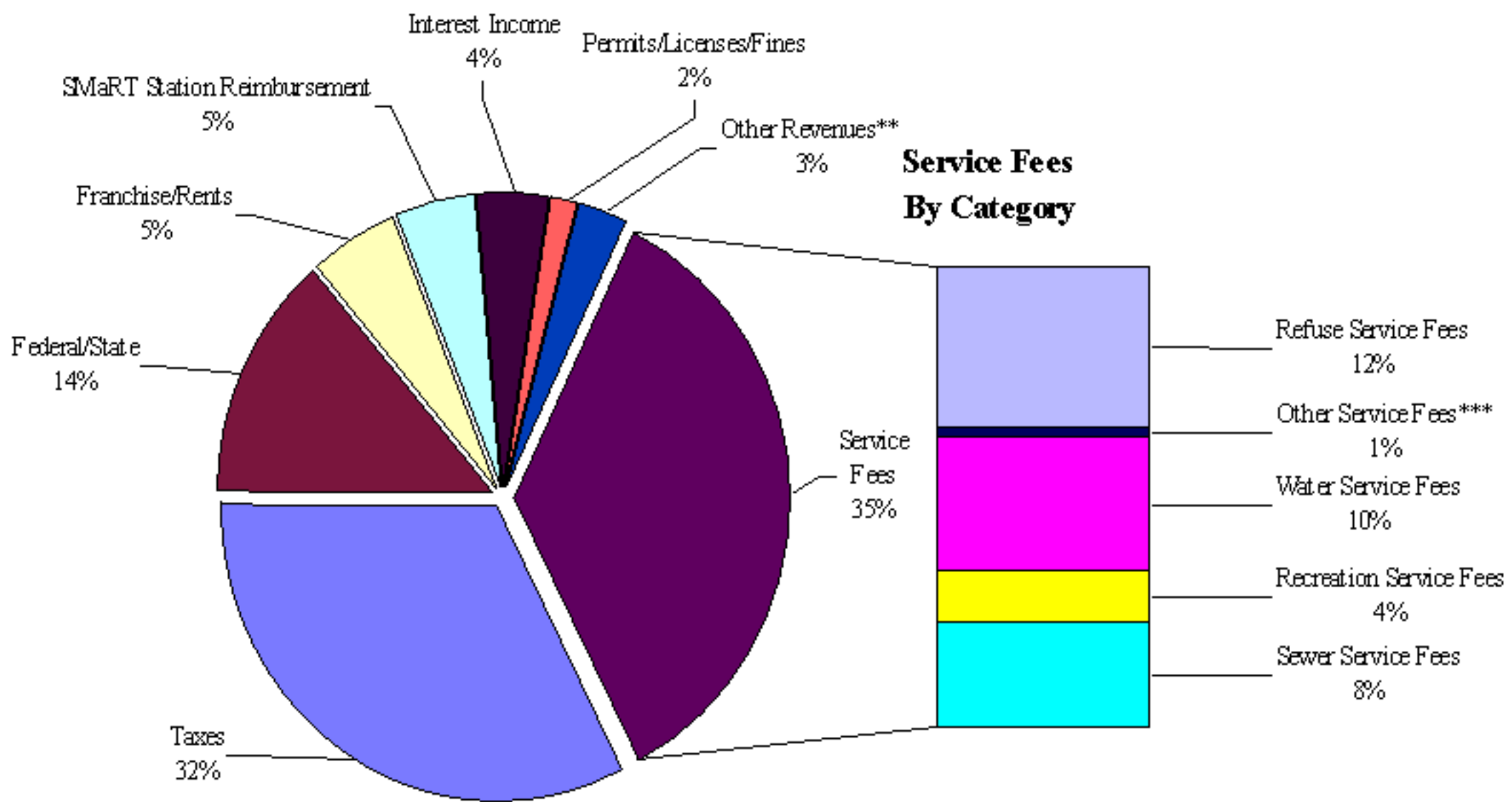
Total Revenues
\$197,575,717

*Excludes internal service fund charges.

** Other Revenues includes Miscellaneous Revenues, Santa Clara County Measure A/B Pavement Management Program, SMaRT Station Revenues, and Contributions.

*** Other Taxes includes Construction, Real Property Transfer, and Business License Taxes.

Graph 1.6 Revenues by Source - Service Fees by Category*



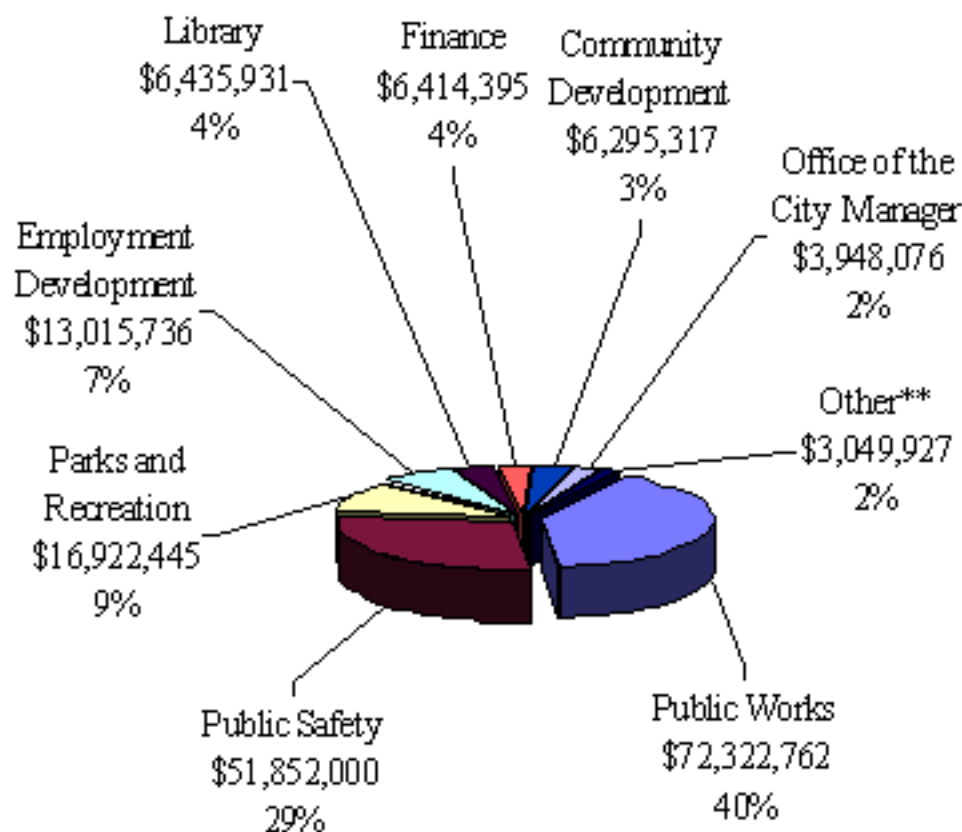
Total Revenues
\$197,575,717

*Excludes internal service fund charges.

**Other Revenues includes Miscellaneous Revenues, Santa Clara County Measure A/B Pavement Management Program, SMaRT Station Revenues, and Contributions.

***Other Service Fees includes Patent Library, Community Development, Library, Public Safety and Public Works Fees.

Graph 1.7 Operating Expenditures by Department - All Funds *



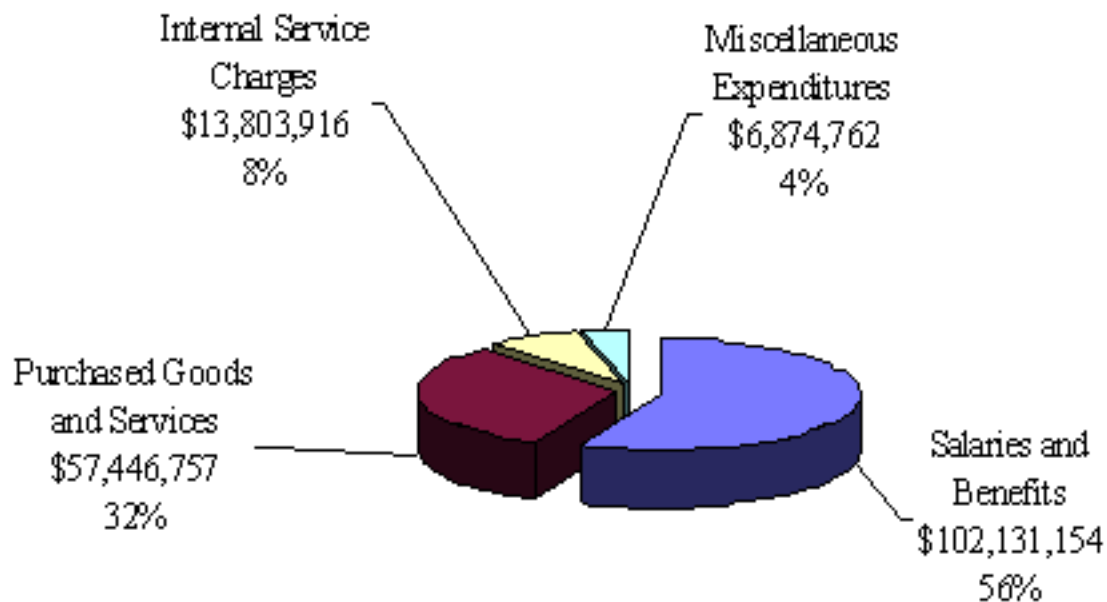
Total Expenditures

\$180,256,589

*Excludes internal service fund operating budgets.

**Other includes Office of the City Attorney, City Council, Human Resources, and Project Operating Costs.

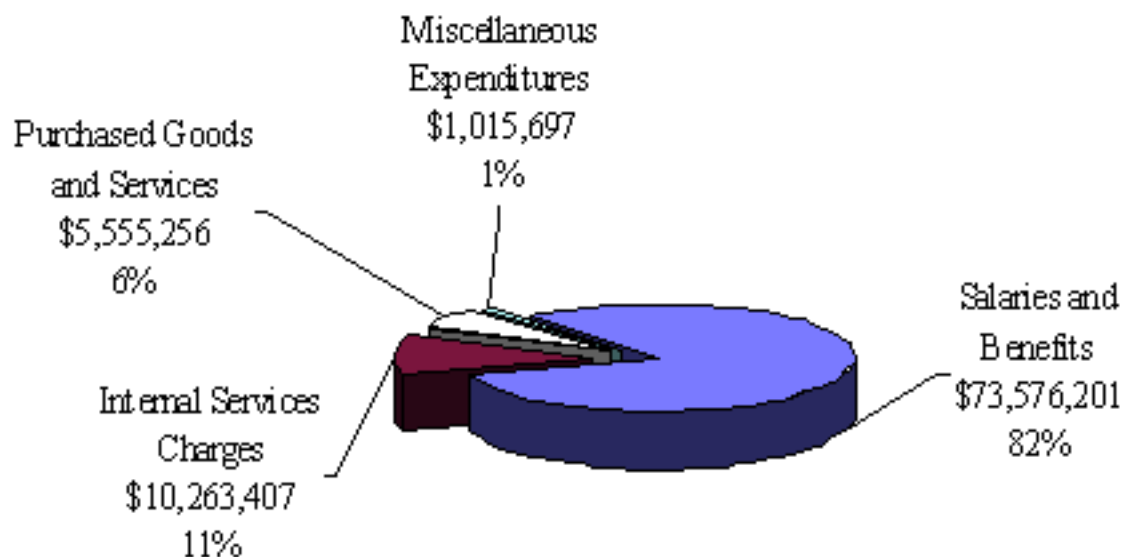
Graph 1.8 Operating Expenditures by Character - All Funds*



Total Expenditures
\$180,256,589

*Excludes internal service fund operating budgets.

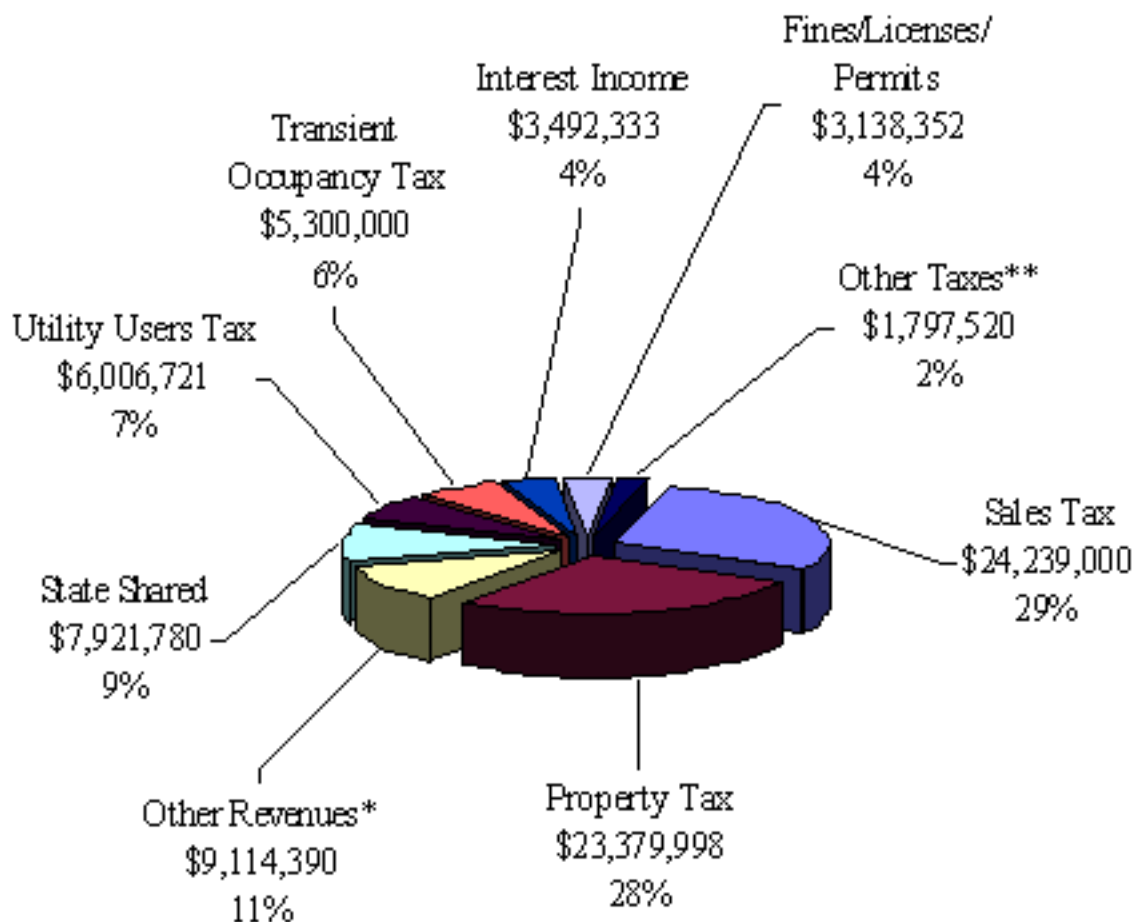
Graph 2.1 Operating Expenditures by Character - General Fund*



Total Expenditures
\$90,410,561

*Includes Project Operating Costs.

Graph 2.2 Revenues by Source - General Fund



Total Revenues

\$84,390,094

*Other Revenues includes Interfund Revenues, Franchises Fees, Rents and Concessions, Miscellaneous Revenues, and Service Fees.

**Other Taxes includes Construction, Real Property Transfer, and Business License Taxes.

**Individual
Financial Plans**

**CITY OF SUNNYVALE
035. GENERAL FUND
LONG TERM FINANCIAL PLAN
JULY 1, 2002 TO JUNE 30, 2013**

	ACTUAL 2001/2002	CURRENT 2002/2003	BUDGET 2003/2004	PLAN 2004/2005	PLAN 2005/2006	PLAN 2006/2007	PLAN 2007/2008	PLAN 2008/2009	PLAN 2009/2010	PLAN 2010/2011	PLAN 2011/2012	PLAN 2012/2013	FY 2002/2003 TO FY 2012/2013 TOTAL
RESERVES/FUND BALANCE, JULY 1	90,464,530	93,414,770	70,419,665	60,184,142	53,352,597	47,042,148	41,863,631	38,706,547	36,461,834	34,928,910	35,422,068	36,015,190	93,414,770
CURRENT RESOURCES:													
Property Tax	22,817,384	23,255,628	23,379,998	24,080,420	24,914,062	25,776,673	26,669,242	27,592,868	28,548,578	29,537,508	30,560,815	31,619,696	295,935,488
Sales Tax	25,787,528	22,900,000	22,900,000	28,502,395	29,642,491	30,828,190	32,061,318	33,343,771	34,677,522	36,064,622	37,507,207	39,007,496	347,435,012
Prop 172 Sales Tax	1,482,256	1,300,000	1,339,000	1,379,170	1,420,545	1,463,161	1,507,056	1,552,268	1,598,836	1,646,801	1,696,205	1,747,091	16,650,133
Other Taxes	2,005,611	1,767,070	1,797,520	1,844,245	1,927,373	1,976,944	2,028,002	2,080,592	2,134,760	2,190,553	2,248,020	2,307,210	22,302,289
Transient Occupancy Tax	6,320,197	5,300,000	5,300,000	5,622,770	5,965,197	6,328,477	6,713,881	7,122,757	7,556,533	8,016,726	8,504,944	9,022,895	75,454,180
Utility Users Taxes	5,687,657	5,848,219	6,006,721	6,186,924	6,372,531	6,563,707	6,760,620	6,963,438	7,172,341	7,387,512	7,609,135	7,837,410	74,708,558
Franchises	5,494,040	5,343,736	5,421,740	5,572,664	5,728,108	5,887,928	6,052,242	6,221,182	6,394,877	6,788,316	6,981,581	7,180,410	67,572,784
Rents and Concessions	1,224,326	1,197,069	1,288,814	1,345,406	1,325,744	1,284,428	1,337,825	1,382,456	1,435,867	1,489,645	1,543,479	1,596,682	15,227,414
Federal Grants	14,064	11,431	0	0	0	0	0	0	0	0	0	0	11,431
Motor Vehicle License Fees	7,392,772	7,500,000	7,500,000	7,803,000	8,118,241	8,446,218	8,787,445	9,142,458	9,511,813	9,896,091	10,295,893	10,711,847	97,713,006
State Shared Revenues	925,306	466,891	421,780	421,780	421,780	421,780	421,780	421,780	421,780	421,780	421,780	421,780	4,684,691
Permits and Licenses	4,391,446	2,978,967	2,483,576	3,056,114	3,147,765	3,242,164	3,339,396	3,439,545	3,542,697	3,648,946	3,758,381	3,871,099	36,508,652
Fines and Forfeitures	809,963	624,719	654,776	668,462	682,500	699,901	730,162	745,504	761,244	777,390	793,956	824,946	7,963,560
Service Fees	1,448,338	1,216,682	1,607,238	1,996,192	2,044,296	2,093,839	2,144,867	2,197,421	2,251,551	2,307,300	2,364,719	2,424,166	22,648,272
Service Fees - Adjustment to full cost	0	0	150,000	300,000	309,000	318,270	327,818	337,653	347,782	358,216	368,962	380,031	3,197,732
Recommended New Fees and Charges	0	0	0	1,314,280	1,353,708	1,394,320	1,436,149	1,479,234	1,523,611	1,569,319	1,664,891	1,664,891	13,351,910
Interest	5,051,366	4,140,666	3,492,333	3,043,483	2,698,767	2,406,144	2,007,570	2,094,319	2,009,525	2,040,760	2,071,493	2,015,647	28,020,709
Inter-Fund Revenues	3,621,778	1,744,796	1,706,199	2,086,758	2,153,858	2,224,020	4,014,817	4,091,127	4,504,025	6,746,790	6,849,999	6,967,089	43,089,476
Miscellaneous	437,841	563,862	646,598	657,160	662,787	807,772	451,645	457,796	464,131	470,657	553,540	365,323	6,101,269
In-Lieu Charges	6,307,437	6,563,812	7,101,133	7,242,067	7,459,329	7,683,109	7,913,602	8,151,010	8,395,540	8,647,406	8,906,829	9,185,578	87,249,414
Transfers From Other Funds	96,545	169,552	383,930	312,619	870,077	881,432	913,210	926,028	916,322	930,436	945,085	1,180,833	8,429,522
TOTAL CURRENT RESOURCES	101,315,855	92,893,099	93,581,356	103,435,908	107,218,159	110,728,476	115,618,646	119,743,206	124,169,335	130,936,775	135,598,422	140,332,119	1,274,255,502
TOTAL AVAILABLE RESOURCES	191,780,385	186,307,870	164,001,021	163,620,050	160,570,756	157,770,625	157,482,277	158,449,753	160,631,169	165,865,685	171,020,490	176,347,309	1,367,670,273
EXPENDITURES:													
Equipment	282	300,000	0	0	0	0	0	0	0	0	0	0	300,000
Debt Service	414,617	410,548	411,468	411,358	410,138	412,778	408,969	179,010	177,270	175,145	177,490	179,170	3,353,344
Operations	81,944,713	91,229,121	90,410,561	98,653,127	101,269,199	103,608,566	106,492,971	109,825,121	113,337,387	117,455,875	121,821,928	126,128,497	1,180,232,352
Capital Projects	590,065	924,727	134,689	132,992	10,404	10,612	10,824	11,041	11,262	11,487	11,717	11,951	1,281,706
Project Operating Costs	0	0	45,000	474,749	494,960	509,811	525,111	540,861	557,087	573,798	591,009	608,741	4,921,127
Outside Group Funding Projects	112,525	100,581	141,120	143,942	146,821	149,758	152,753	155,808	158,924	162,103	165,345	168,651	1,645,806
Special Projects	2,277,831	4,988,358	3,068,931	697,694	1,217,690	1,320,216	851,629	737,636	746,091	789,176	763,513	891,994	16,072,928
Infrastructure Fund Contribution	2,494,364	2,020,195	2,131,271	2,195,209	2,261,065	2,328,897	2,398,764	2,470,727	2,544,849	2,621,194	2,699,830	2,780,825	26,452,827
Capital Projects Fund Contribution	3,366,978	8,646,533	0	0	0	0	0	0	0	0	0	0	8,646,533
Project Administration Charges	908,705	195,545	457,720	508,590	523,847	208,598	280,397	222,160	248,861	432,534	319,231	383,748	3,781,231
Lease Payments	1,218,753	1,215,678	1,216,678	1,211,728	1,210,558	1,212,920	1,213,805	1,208,280	1,210,892	1,206,475	1,205,118	1,206,523	13,318,655
Public Facilities (City) Space Issues	0	764,197	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	3,264,197
Fiscal Uncertainties	0	46,245	76,322	286,058	96,100	306,457	317,141	328,162	339,531	351,258	363,357	386,028	2,896,661
TOTAL EXPENDITURES	93,328,832	110,841,729	98,343,760	104,965,448	107,890,782	110,318,613	112,902,364	115,928,806	119,582,153	124,029,045	128,368,538	132,996,129	1,266,167,367

**CITY OF SUNNYVALE
035. GENERAL FUND
LONG TERM FINANCIAL PLAN
JULY 1, 2013 TO JUNE 30, 2023**

	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2013/2014 TO FY 2022/2023 TOTAL	FY 2002/2003 TO FY 2022/2023 TOTAL
	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023		
RESERVES/FUND BALANCE, JULY 1	36,525,101	37,556,353	39,377,005	41,053,063	42,571,699	44,873,932	47,070,467	48,964,778	50,764,508	52,000,250	36,525,101	93,414,770
CURRENT RESOURCES:												
Property Tax	32,715,390	33,849,181	35,022,396	36,236,409	37,492,640	38,792,560	40,137,695	41,529,617	42,969,957	44,460,405	383,206,251	679,141,739
Sales Tax	40,567,795	42,190,507	43,878,128	45,633,253	47,458,583	49,356,926	51,331,203	53,384,451	55,519,829	57,740,623	487,061,298	834,496,310
Prop 172 Sales Tax	1,816,975	1,889,654	1,965,240	2,043,850	2,125,604	2,210,628	2,299,053	2,391,015	2,486,656	2,586,122	21,814,797	38,464,930
Other Taxes	2,363,341	2,446,874	2,533,749	2,624,099	2,718,063	2,815,786	2,917,417	3,023,114	3,133,039	3,247,360	27,822,843	50,125,132
Transient Occupancy Tax	9,293,582	9,859,561	10,460,009	11,097,023	11,772,832	12,489,797	13,250,426	14,057,377	14,913,471	15,821,701	123,015,779	198,469,959
Utility Users Taxes	8,150,906	8,476,943	8,816,019	9,168,661	9,535,406	9,916,824	10,313,497	10,726,036	11,155,076	11,601,282	97,860,650	172,569,208
Franchises	7,395,821	7,617,697	7,846,228	8,081,615	8,324,062	8,573,785	8,830,999	9,095,929	9,368,806	9,649,871	84,784,813	152,357,597
Rents and Concessions	1,652,241	1,708,022	1,764,035	1,820,289	1,876,792	1,905,856	1,962,890	2,020,206	2,077,814	2,135,727	18,923,873	34,151,287
Federal Grants	0	0	0	0	0	0	0	0	0	0	0	11,431
Motor Vehicle License Fees	11,033,202	11,364,198	11,705,124	12,056,278	12,417,966	12,790,505	13,174,220	13,569,447	13,976,531	14,395,826	126,483,297	224,196,303
State Shared Revenues	422,232	422,358	422,488	422,623	422,763	422,908	423,057	423,212	423,372	423,537	4,228,385	8,913,076
Permits and Licenses	4,025,899	4,186,891	4,354,323	4,528,452	4,709,546	4,897,884	5,093,755	5,297,461	5,509,316	5,729,644	48,333,171	84,841,823
Fines and Forfeitures	857,486	891,533	926,942	963,767	1,002,064	1,041,892	1,083,313	1,126,389	1,171,187	1,217,596	10,282,168	18,245,728
Service Fees	2,503,373	2,586,064	2,672,057	2,761,484	2,854,482	2,951,193	3,051,767	3,156,357	3,265,192	3,378,373	29,180,341	51,828,613
Service Fees - Adjustment to full cost	395,232	411,042	427,483	444,583	462,366	480,860	500,095	520,099	540,903	562,539	4,745,201	7,942,933
Recommended New Fees and Charges	1,731,486	1,800,746	1,872,775	1,947,686	2,025,594	2,106,618	2,190,882	2,278,518	2,369,658	2,464,445	20,788,409	34,140,319
Interest	2,285,092	2,586,266	2,695,788	2,795,189	2,945,210	3,088,451	3,212,228	3,329,946	3,411,308	3,508,020	29,657,497	57,678,206
Inter-Fund Revenues	7,464,499	9,633,055	9,768,812	9,901,397	10,034,545	10,167,986	10,301,789	10,435,695	10,570,639	10,705,582	88,111,970	143,087,324
Miscellaneous	278,405	283,706	289,217	294,946	300,902	307,094	313,531	320,223	327,181	334,414	3,049,619	9,150,888
In-Lieu Charges	9,553,001	9,935,121	10,332,526	10,745,827	11,175,660	11,622,687	12,087,594	12,571,098	13,073,942	13,596,899	114,694,355	201,943,769
Transfers From Other Funds	1,198,537	1,217,007	1,236,275	1,012,656	1,033,631	1,055,515	554,840	578,665	603,524	575,151	9,065,802	17,495,324
TOTAL CURRENT RESOURCES	145,704,495	153,356,427	158,989,615	164,580,086	171,288,711	177,609,755	183,665,952	190,406,856	197,353,159	202,041,339	1,744,996,395	3,019,251,898
TOTAL AVAILABLE RESOURCES	182,229,596	190,912,780	198,366,620	205,633,149	213,860,411	222,483,688	230,736,419	239,371,633	248,117,667	254,041,589	1,781,521,496	3,112,666,668
EXPENDITURES:												
Equipment	0	0	0	0	0	0	0	0	0	0	0	300,000
Debt Service	194,940	0	0	0	0	0	0	0	0	0	194,940	3,548,284
Operations	131,623,209	136,572,800	141,819,477	147,234,197	152,831,162	158,787,712	164,257,021	170,708,811	177,785,073	184,613,326	1,566,232,788	2,746,465,141
Capital Projects	250,000	257,500	265,225	273,182	281,377	289,819	298,513	307,468	316,693	326,193	2,865,970	4,147,676
Project Operating Costs	633,091	658,414	684,751	712,141	740,627	770,252	801,062	833,104	866,428	901,085	7,600,954	12,522,081
Outside Group Funding Projects	173,711	178,922	184,290	189,819	195,513	201,379	207,420	213,643	220,052	226,653	1,991,402	3,637,208
Special Projects	918,754	946,316	974,706	1,003,947	1,034,066	1,065,087	1,097,040	1,129,951	1,163,850	1,198,765	10,532,483	26,605,411
Infrastructure Fund Contribution	1,472,061	3,290,943	3,424,581	3,558,164	3,696,891	3,835,966	3,990,605	4,141,029	4,307,470	4,469,336	36,187,046	62,639,873
Capital Projects Fund Contribution	0	0	0	0	0	0	0	0	0	0	0	8,646,533
Project Administration Charges	523,357	481,551	534,743	406,150	378,137	362,465	701,489	562,367	444,795	678,633	5,073,687	8,854,918
Lease Payments	1,205,689	1,202,750	1,202,750	1,200,750	1,201,625	1,200,250	1,235,625	1,235,625	1,235,626	1,235,626	12,156,316	25,474,971
Public Facilities (City) Space Issues	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	2,500,000	5,764,197
Fiscal Uncertainties	401,923	443,407	485,502	503,232	521,621	540,692	560,473	580,990	602,270	557,477	5,197,587	8,094,248
TOTAL EXPENDITURES	137,646,734	144,282,604	149,826,025	155,331,582	161,131,017	167,303,621	173,399,248	179,962,989	187,192,257	194,457,095	1,650,533,173	2,916,700,540

**035. GENERAL FUND
REVENUES BY SOURCE**

		ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2002/2003 TO FY 2012/2013 TOTAL
		2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	TOTAL
0150	Secured Tax	18,178,190	19,100,000	19,482,000	20,066,460	20,768,786	21,495,694	22,248,043	23,026,724	23,832,660	24,666,803	25,530,141	26,423,696	246,641,007
0152	Unitary Roll - AB454	399,338	420,844	429,261	437,846	446,603	455,535	464,646	473,939	483,417	493,086	502,948	513,007	5,121,132
0155	Tax Delinquencies	545,641	643,664	662,974	686,178	710,194	735,051	760,778	787,405	814,964	843,488	873,010	903,565	8,421,271
0156	Unsecured Tax	2,712,769	2,600,000	2,300,000	2,369,000	2,451,915	2,537,732	2,626,533	2,718,482	2,813,629	2,912,106	3,014,030	3,119,521	29,462,948
0157	Supplemental Roll	1,047,288	703,009	724,009	745,729	768,101	791,144	814,879	839,325	864,505	890,440	917,153	944,668	9,002,962
0158	Audits, Reimbursements, and Settlements	129,185	0	0	0	0	0	0	0	0	0	0	0	0
0159	Administrative Fees	(195,027)	(211,889)	(218,246)	(224,793)	(231,537)	(238,483)	(245,637)	(253,007)	(260,597)	(268,415)	(276,467)	(284,761)	(2,713,832)
TOTAL PROPERTY TAXES		22,817,384	23,255,628	23,379,998	24,080,420	24,914,062	25,776,673	26,669,242	27,592,868	28,548,578	29,537,508	30,560,815	31,619,696	295,935,488
0300	Sales and Use Tax	25,787,528	22,900,000	22,900,000	28,502,395	29,642,491	30,828,190	32,061,318	33,343,771	34,677,522	36,064,622	37,507,207	39,007,496	347,435,012
0301	Sales and Use Tax - Public Safety	1,482,256	1,300,000	1,339,000	1,379,170	1,420,545	1,463,161	1,507,056	1,552,268	1,598,836	1,646,801	1,696,205	1,747,091	16,650,133
TOTAL SALES AND USE TAXES		27,269,784	24,200,000	24,239,000	29,881,565	31,063,036	32,291,351	33,568,374	34,896,039	36,276,358	37,711,423	39,203,412	40,754,587	364,085,145
0450	Business License Tax	249,753	240,000	240,000	240,000	275,000	275,000	275,000	275,000	275,000	275,000	275,000	275,000	2,920,000
0451	Construction Tax	1,221,584	909,070	920,980	948,609	977,068	1,006,380	1,036,571	1,067,668	1,099,698	1,132,689	1,166,670	1,201,670	11,467,073
0452	Real Property Transfer Tax	534,274	618,000	636,540	655,636	675,305	695,564	716,431	737,924	760,062	782,864	806,350	830,540	7,084,676
TOTAL OTHER TAXES		2,005,611	1,767,070	1,797,520	1,844,245	1,927,373	1,976,944	2,028,002	2,080,592	2,134,760	2,190,553	2,248,020	2,307,210	22,302,289
0453-01	Transient Occupancy Tax	6,263,317	5,300,000	5,300,000	5,622,770	5,965,197	6,328,477	6,713,881	7,122,757	7,556,533	8,016,726	8,504,944	9,022,895	75,454,180
0453-02	Transient Occupancy Tax Penalties	2,276	0	0	0	0	0	0	0	0	0	0	0	0
0453-03	Transient Occupancy Tax - Audit	43,554	0	0	0	0	0	0	0	0	0	0	0	0
0453-04	Transient Occupancy Tax - Audit	11,050	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL TRANSIENT OCCUPANCY TAX		6,320,197	5,300,000	5,300,000	5,622,770	5,965,197	6,328,477	6,713,881	7,122,757	7,556,533	8,016,726	8,504,944	9,022,895	75,454,180
0454-02	Utility User's Tax - Pacific Bell	594,030	499,652	514,641	530,081	545,983	562,363	579,234	596,611	614,509	632,944	651,932	671,490	6,399,440
0454-03	Utility User's Tax - NSC	8,359	1,509	1,554	1,601	1,649	1,698	1,749	1,802	1,856	1,912	1,969	2,028	19,327
0454-04	Utility User's Tax - Other Phone	227,392	306,022	315,203	324,659	334,399	344,431	354,764	365,407	376,369	387,660	399,290	411,269	3,919,473
0454-05	Utility User's Tax - MCI	94,491	78,896	77,318	79,638	82,027	84,488	87,022	89,633	92,322	95,092	97,944	100,883	965,263

**035. GENERAL FUND
REVENUES BY SOURCE**

		ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2002/2003 TO FY 2012/2013 TOTAL	
		2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013 TOTAL	
0454-06	Utility User's Tax - Sprint	194,532	180,066	185,468	191,032	196,763	202,666	208,746	215,008	221,458	228,102	234,945	241,993	2,306,247
0454-07	Utility User's Tax - AT&T	180,176	209,969	216,268	222,756	229,439	236,322	243,412	250,714	258,236	265,983	273,962	282,181	2,689,242
0454-08	Utility User's Tax - Other Electric	105,483	223,078	229,770	236,664	243,763	251,076	258,609	266,367	274,358	282,589	291,066	299,798	2,857,138
0454-09	Utility User's Tax - PG&E Electric	3,849,483	3,915,721	4,033,193	4,154,188	4,278,814	4,407,178	4,539,394	4,675,576	4,815,843	4,960,318	5,109,128	5,262,402	50,151,755
0454-10	Utility User's Tax - PG&E Gas	433,711	433,306	433,306	446,305	459,694	473,485	487,690	502,320	517,390	532,912	548,899	565,366	5,400,673
TOTAL UTILITY USERS TAXES		5,687,657	5,848,219	6,006,721	6,186,924	6,372,531	6,563,707	6,760,620	6,963,438	7,172,341	7,387,512	7,609,135	7,837,410	74,708,558
0600-01	Franchise - Air Products	38,584	39,685	38,854	39,356	40,143	40,946	41,765	42,600	43,452	44,321	45,208	46,112	462,442
0600-02	Franchise - Cal Water Service	13,204	11,729	13,204	13,468	13,737	14,012	14,292	14,578	14,870	15,167	15,470	15,780	156,307
0600-03	Franchise - Taxicab Service	52,666	35,000	36,050	37,132	38,245	39,393	40,575	41,792	43,046	44,337	45,667	47,037	448,274
0600-04	Franchise - Metricom	1,583	0	0	0	0	0	0	0	0	0	0	0	0
0602	Franchise - AT&T Cable	968,830	840,000	873,945	900,163	927,168	954,983	983,632	1,013,141	1,043,536	1,074,842	1,107,087	1,140,300	10,858,797
0603	Franchise - PG&E	2,305,092	2,206,950	2,273,159	2,341,353	2,411,594	2,483,942	2,558,460	2,635,214	2,714,270	2,795,698	2,879,569	2,965,956	28,266,165
0604	Franchise - Specialty Garbage	1,381,095	1,408,717	1,434,273	1,470,130	1,506,883	1,544,555	1,583,169	1,622,749	1,663,317	1,704,900	1,747,523	1,791,211	17,477,427
0606	Host Fees - Garbage	732,986	801,655	752,255	771,062	790,338	810,097	830,349	851,108	872,386	1,109,051	1,141,057	1,174,014	9,903,372
TOTAL FRANCHISE FEES		5,494,040	5,343,736	5,421,740	5,572,664	5,728,108	5,887,928	6,052,242	6,221,182	6,394,877	6,788,316	6,981,581	7,180,410	67,572,784
0751-01	Rental - Bus Station	7,326	7,568	7,796	8,029	8,270	8,518	8,688	0	0	0	0	0	48,869
0751-02	Rental - Chamber of Commerce	9,100	9,425	7,255	7,473	7,697	7,928	8,086	8,248	8,413	8,852	8,753	8,923	91,053
0751-04	Rental - American Medical Response	5,220	16,000	13,320	13,720	14,131	14,555	14,992	15,442	15,905	16,382	16,873	17,380	168,699
0751-05	Rental - Cal West Automotive	18,181	19,650	20,650	21,720	22,750	23,920	24,398	24,886	25,384	25,892	26,410	26,938	262,598
0751-06	Rental - Excess City Land	750	0	0	0	0	0	0	0	0	0	0	0	0
0751-08	Rental - 5th Matador	20,775	27,700	27,700	27,700	27,700	27,700	27,700	27,700	27,700	27,700	27,700	27,700	304,700
0751-17	Rental - Downtown Properties	66,895	72,390	76,380	76,380	0	0	0	0	0	0	0	0	225,150
0751-21	Rental - Shimada Property	0	0	90,000	92,700	95,481	0	0	0	0	0	0	0	278,181
0754-01	Tower/Antenna Rental - Cellular One	38,218	40,071	42,137	43,401	44,703	46,045	47,426	48,849	50,314	51,824	53,878	54,980	523,628
0754-02	Tower/Antenna Rental - Nextel	16,482	16,499	16,994	17,504	18,029	18,570	19,127	19,701	20,292	20,900	21,527	22,173	211,316

**035. GENERAL FUND
REVENUES BY SOURCE**

		ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2002/2003 TO FY 2012/2013 TOTAL
		2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	TOTAL
2751	Animal Control Fees	35,141	31,930	35,020	36,071	37,153	38,267	39,415	40,598	41,816	43,070	44,362	45,693	433,395
2752	Booking Fee Reimbursement	5,162	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	55,000
2754	Emergency Response	13,638	13,628	10,300	10,300	10,300	10,300	10,300	10,300	10,300	10,300	10,300	10,609	116,937
2756	False Burglar Alarm Fees	158,753	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	1,650,000
2757	Fingerprinting Fees	64	0	0	0	0	0	0	0	0	0	0	0	0
2758	Other Permits and Services	2,308	3,708	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	33,708
2759	Peddler/Solicitor Applications	197	1,180	0	0	0	0	0	0	0	0	0	0	1,180
2760	Police Contract Overtime	49,895	51,500	51,500	53,045	54,636	56,275	57,963	59,702	61,493	63,338	65,238	67,195	641,887
2763	Vehicle Release Fee	64,848	71,027	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	721,027
2766-01	False Alarm Fees - False Fire Alarm	0	0	100,000	103,000	106,090	109,273	112,551	115,927	119,405	122,987	126,677	130,477	1,146,388
TOTAL PUBLIC SAFETY FEES		509,086	466,973	558,820	564,416	570,179	576,115	582,229	588,528	595,015	601,695	608,577	615,975	6,328,522
2900	Engineering Fees	7,939	12,000	19,313	19,892	20,489	21,103	21,736	22,388	23,060	23,752	24,464	25,198	233,395
2901	Mathilda/237 Maintenance	3,432	1,767	1,716	1,716	1,716	1,716	1,716	1,716	1,716	1,716	1,716	1,716	18,927
2903	Street Lighting Fees	1,474	5,923	1,875	1,931	1,989	2,048	2,110	2,173	2,238	2,306	2,375	2,446	27,414
2904	Street Tree Fees	971	3,000	2,070	2,132	2,196	2,262	2,330	2,400	2,472	2,546	2,623	2,701	26,732
NEW	Temporary Traffic Controls	0	0	12,791	26,349	27,139	27,954	28,792	29,656	30,546	31,462	32,406	33,378	280,473
NEW	Shopping Cart Fee	0	0	4,250	8,755	9,018	9,288	9,567	9,854	10,149	10,454	10,768	11,091	93,193
NEW	Engineering Permit Review Fee	0	0	15,450	31,827	32,782	33,765	34,778	35,822	36,896	38,003	39,143	40,317	338,784
TOTAL PUBLIC WORKS FEES		13,816	22,690	57,465	92,602	95,329	98,136	101,029	104,008	107,077	110,239	113,495	116,847	1,018,918
TOTAL SERVICE FEES		1,448,338	1,216,682	1,607,238	1,996,192	2,044,296	2,093,839	2,144,867	2,197,421	2,251,551	2,307,300	2,364,719	2,424,166	22,648,272
3204	Modular Classroom Lease	386,347	394,064	401,950	407,056	407,056	407,056	184,144	184,144	184,144	184,144	184,144	92,072	3,029,974
TOTAL LOAN REPAYMENT		386,347	394,064	401,950	407,056	407,056	407,056	184,144	184,144	184,144	184,144	184,144	92,072	3,029,974
3355	Interest	5,051,366	4,140,666	3,492,333	3,043,483	2,698,767	2,406,144	2,007,570	2,094,319	2,009,525	2,040,760	2,071,493	2,015,647	28,020,709
TOTAL INTEREST INCOME		5,051,366	4,140,666	3,492,333	3,043,483	2,698,767	2,406,144	2,007,570	2,094,319	2,009,525	2,040,760	2,071,493	2,015,647	28,020,709
3529	Refuse Loan Repayment	0	0	0	0	0	0	0	0	314,966	2,459,103	2,459,103	2,459,103	7,692,275

**035. GENERAL FUND
REVENUES BY SOURCE**

		ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2002/2003 TO FY 2012/2013 TOTAL	
		2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	
4117-13	Printed Material Sale - Public Works	4,111	375	0	0	0	0	0	0	0	0	0	0	375
4121	Miscellaneous Reimbursement	3,165	725	0	0	0	0	0	0	0	0	0	0	725
4123-01	Bankruptcy Recovery - PG&E	0	10,090	0	0	0	0	0	0	0	0	0	0	10,090
xxxx	Conway Road Improvement Repayment	0	0	0	0	0	139,188	0	0	0	0	76,162	0	215,350
TOTAL MISCELLANEOUS		177,295	146,698	131,508	133,646	135,856	277,322	140,480	142,896	145,385	147,949	226,751	153,281	1,781,772
4400	Transfers In	9,389,220	6,733,364	7,485,063	7,554,686	8,329,406	8,564,540	8,826,812	9,077,038	9,311,862	9,577,842	9,851,914	10,366,411	95,678,937
TOTAL TRANSFERS IN		9,389,220	6,733,364	7,485,063	7,554,686	8,329,406	8,564,540	8,826,812	9,077,038	9,311,862	9,577,842	9,851,914	10,366,411	95,678,937
FUND TOTAL		101,473,841	92,893,099	93,431,356	101,821,628	105,555,452	109,015,888	113,854,679	117,926,320	122,297,942	129,009,241	133,613,061	138,287,198	1,257,705,864

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001</u> Actual	<u>FY 2001/2002</u> Actual	<u>FY 2002/2003</u> Current	<u>FY 2003/2004</u> Budget
Fund 35 - City General Fund				
4500 - 01 Salaries - Regular	30,874,742.81	33,670,164.77	41,525,872.45	41,185,922.08
4500 - 02 Salaries - Regular Part-Time	633,726.66	625,062.64	937,553.30	988,290.45
4500 - 03 Salaries - Casual/Seasonal	667,959.03	1,051,831.16	960,796.36	752,244.66
4500 - 05 Salaries - Contract Personnel	1,516,859.55	1,549,154.77	882,901.21	638,474.76
4500 - 06 Salaries - City Council	111,316.14	116,058.06	121,000.00	126,600.00
4502 - 03 Overtime - FLSA Overtime Premium	73,516.83	57,859.11	47,905.32	47,905.32
4503 - 01 Overtime - Regular-Overtime	4,835,409.07	5,679,500.33	3,657,844.56	3,191,708.88
4503 - 02 Overtime - Part-Time	66.36	0.00	0.00	0.00
4503 - 03 Overtime - Casual/Seasonal	3,518.25	10,545.14	0.00	0.00
4503 - 04 Overtime - Comp Time Earned	477,164.36	527,244.71	3,677.99	4,072.80
4503 - 05 Overtime - Contract	1,572.00	0.00	0.00	0.00
4505 - 01 Other Pay - Bookmobile	1,148.44	1,613.94	0.00	0.00
4505 - 02 Other Pay - Hazardous Material Team	0.00	1,915.54	0.00	0.00
4505 - 04 Other Pay - Public Safety Specialist	350,869.84	383,514.72	345,027.96	345,027.96
4505 - 07 Other Pay - Canine Handler	3,334.50	4,622.50	0.00	0.00
4505 - 08 Other Pay - Aerial Tree Specialist Pay	14,569.03	18,553.66	17,984.26	0.00
4510 - 02 Incentives - Management Achievement	12,231.16	9,474.08	0.00	0.00
4510 - 05 Incentives - SEA	6,500.00	0.00	0.00	0.00
4520 - 12 Other Benefits - Staff Medical Services	11,858.50	21,165.16	410.00	0.00
4521 - 05 Benefits - Tuition Reimbursement	16,910.02	14,663.65	1,400.00	1,400.00
4521 - 10 Benefits - Relocation Assistance	2,103.15	0.00	0.00	0.00
4523 - 03 Insurances - Medical	0.00	1,915.70	0.00	0.00
4525 - 09 Leaves - Mgmt Admin	62,631.88	58,911.17	0.00	0.00
4525 - 11 Leaves - Other	30,844.21	60,844.16	0.00	0.00
4525 - 22 Leaves - In-Lieu Holiday	53.86	0.00	0.00	0.00
4525 - 25 Leaves - Vacation Earned	0.00	46.74	0.00	0.00
4536 - 01 Regular Time Leave Additives - Regular	6,412,730.99	6,161,795.91	0.00	0.00
4536 - 02 Regular Time Leave Additives - Part-Time	79,069.81	72,873.98	0.00	0.00
4536 - 03 Regular Time Leave Additives - Casual/Seasonal	3,098.12	7,097.18	0.00	0.00
4537 - 01 Regular Time Leave Additives - Regular	0.00	0.00	6,712,023.16	6,809,298.07
4537 - 02 Regular Time Leave Additives - Part-Time	0.00	0.00	71,944.09	67,093.06
4537 - 03 Regular Time Leave Additives - Casual/Seasonal	0.00	0.00	232.53	4,053.85
4539 - 01 Regular Time Worker's Comp Add - Regular	0.00	0.00	3,291,931.33	3,063,791.65
4539 - 02 Regular Time Worker's Comp Add - Part-Time	0.00	0.00	8,504.21	8,218.25
4539 - 03 Regular Time Worker's Comp Add - Casual/Seasonal	0.00	0.00	19,247.97	14,109.59
4541 - 01 Regular Time Retire & Ins Add - Regular	11,727,146.85	11,879,983.13	0.00	0.00

Summary of Budgeted Expenditures by Fund by Type

	<u>FY 2000/2001</u> Actual	<u>FY 2001/2002</u> Actual	<u>FY 2002/2003</u> Current	<u>FY 2003/2004</u> Budget
Fund 35 - City General Fund				
4541 - 02 Regular Time Retire & Ins Add - Part-Time	162,879.39	155,571.36	0.00	0.00
4541 - 03 Regular Time Retire & Ins Add - Casual/Seasonal	63,337.84	95,409.28	0.00	0.00
4542 - 01 Overtime Worker's Compensation - Regular	0.00	0.00	491,041.09	402,483.60
4543 - 01 Overtime Retire & Ins Add - Regular	310,540.57	359,658.72	0.00	0.00
4543 - 02 Overtime Retire & Ins Add - Part-Time	1.14	0.00	0.00	0.00
4543 - 03 Overtime Retire & Ins Add - Casual/Seasonal	376.34	458.10	0.00	0.00
4544 PARS - Operating Contribution	56,976.47	37,778.80	0.00	0.00
4546 - 01 Regular Time Retirement Additi - Regular	0.00	0.00	4,985,724.44	8,057,298.65
4546 - 02 Regular Time Retirement Additi - Part-Time	0.00	0.00	0.00	77,679.62
4547 - 01 Regular Time Insurance & Other - Regular	0.00	0.00	7,775,041.93	7,725,971.62
4547 - 02 Regular Time Insurance & Other - Part-Time	0.00	0.00	82,640.64	74,513.12
4547 - 03 Regular Time Insurance & Other - Casual/Seasonal	0.00	0.00	73,658.43	52,666.17
4600 Personnel Cost Savings	0.00	0.00	-68,412.08	-62,694.83
Salaries & Benefits Subtotal	\$58,525,063.17	\$62,635,288.17	\$71,945,951.15	\$73,576,129.33
5000 Audio Visual Products	4,704.57	3,013.75	2,515.10	2,361.83
5002 Ammunition	54,187.33	57,792.93	35,925.27	36,284.52
5005 - 01 Auto Maint & Repair - Labor	2,450.64	771.80	107.20	108.27
5005 - 02 Auto Maint & Repair - Materials	2,079.00	939.39	0.00	0.00
5010 Supplies, Vehicles/Motor Equip	3,680.32	2,886.17	3,093.41	3,124.32
5011 Parts, Vehicles & Motor Equip	11,282.86	7,132.56	4,344.66	4,388.08
5012 Bldg Maint Matls & Supplies	43,363.76	60,454.77	39,299.91	39,216.59
5015 Books & Publications	64,791.57	59,018.05	69,216.91	68,525.72
5020 Chemicals	3,984.78	6,546.43	270.00	270.00
5025 Clothing, Uniforms & Access	298,319.16	289,823.75	295,186.92	287,090.63
5035 - 01 Comm Equip Maintain & Repair - Labor	7,520.40	3,386.94	0.00	0.00
5035 - 02 Comm Equip Maintain & Repair - Materials	491.72	2,882.01	5,390.00	5,393.50
5040 Advertising Services	133,594.58	257,870.00	161,419.54	113,630.73
5065 Construction Services	1,286,321.03	1,103,092.36	519,718.63	439,500.00
5070 Consultants	683,366.77	837,539.51	645,710.03	527,754.24
5080 Court & Litigation Costs	14,529.25	19,845.55	144,360.52	145,804.12
5082 Customized Products	0.00	534.63	0.00	0.00
5085 Software Licensing & Support	14,427.03	16,010.44	12,393.63	12,517.56
5090 Hardware Maintenance	26,739.45	21,426.21	0.00	0.00
5095 Electrical Parts & Supplies	47,502.25	174,273.10	59,332.42	59,903.50
5100 - 01 Misc Equip Maint & Repair - Labor	5,063.93	11,602.04	13,807.07	13,945.09

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001</u> Actual	<u>FY 2001/2002</u> Actual	<u>FY 2002/2003</u> Current	<u>FY 2003/2004</u> Budget
Fund 35 - City General Fund				
5100 - 02 Misc Equip Maint & Repair - Materials	10,577.40	13,391.78	3,896.29	3,935.24
5105 Equipment Rental/Lease	61,731.48	74,030.81	41,372.75	41,318.83
5110 - 01 Facilities Maint & Repair - Labor	1,878.75	1,968.45	6,486.85	6,551.71
5110 - 02 Facilities Maint & Repair - Materials	882.79	1,157.76	500.00	505.00
5120 Financial Services	143,047.15	158,010.30	123,405.23	121,512.38
5125 Supplies, Fire Protection	1,644.96	2,949.42	807.62	815.69
5130 Supplies, First Aid	33,602.19	42,004.85	28,420.78	28,704.95
5131 Supplies, Safety	47,928.53	70,484.99	36,651.31	36,955.18
5140 Food Products	1,982.51	14,766.16	2,790.43	964.97
5145 Fuel, Oil & Lubricants	7,659.45	7,697.69	6,189.09	4,591.23
5155 General Supplies	451,181.44	553,033.20	431,299.00	409,990.27
5165 Services Maintain Land Improv	510,369.17	541,522.76	570,147.48	551,797.58
5170 Hand Tools	46,926.88	34,948.55	37,944.33	33,123.12
5175 HazMat Disposal	32,202.15	42,844.15	55,382.15	47,836.64
5180 Medical Services	83,856.05	79,629.12	70,486.44	71,191.30
5185 Host Fees	13.70	446.25	0.00	0.00
5195 Investigation Expense	12,476.59	16,450.65	15,718.20	15,875.38
5200 DED Services/Training	511.46	0.00	0.00	0.00
5201 JTPA Participant Reimbursement	0.00	658.09	0.00	0.00
5210 Laundry & Cleaning Services	37,402.90	42,868.48	43,480.27	43,915.05
5215 Legal Services	90,178.98	105,304.58	176,330.00	178,093.30
5220 Library Acquisitions, Books	457,299.17	460,245.13	436,586.00	456,101.86
5222 Library Acquis, Audio/Visual	124,869.19	104,080.69	85,110.00	91,011.10
5223 Library Acquis, Periodicals	149,898.21	82,344.97	120,000.00	121,200.00
5224 Library Acquis, Pamphlets	417.91	346.32	0.00	0.00
5225 Lib Database Services (OCLC)	20,595.89	25,451.18	24,082.00	24,322.82
5230 Materials - Land Improve	1,123,344.72	1,353,299.24	936,794.73	888,184.68
5240 Miscellaneous Services	628,119.14	958,480.86	790,153.15	575,887.11
5255 Personnel Testing Services	61,754.26	157,075.09	80,000.00	80,800.00
5260 Photo Equip & Supplies	12,228.45	12,012.98	19,493.65	19,688.56
5265 Photo & Blueprinting Services	10,815.04	13,003.76	18,150.29	17,523.75
5275 Postage	151,849.65	180,428.21	220,103.33	220,536.80
5277 Mailing & Delivery Services	11,906.48	17,110.40	9,560.50	9,610.64
5280 Printing & Related Services	45,116.82	30,511.74	101,801.26	62,205.46
5285 Prisoner Meals	48.64	0.00	450.41	454.91
5290 Prisoner Transport	5,693.86	7,292.00	11,260.54	11,373.14

Summary of Budgeted Expenditures by Fund by Type

		<u>FY 2000/2001</u>	<u>FY 2001/2002</u>	<u>FY 2002/2003</u>	<u>FY 2003/2004</u>
		Actual	Actual	Current	Budget
Fund 35 - City General Fund					
5300	Professional Services	189,120.96	228,685.51	225,442.51	516,458.54
5315	Real Property Rental/Lease	67,763.78	71,015.63	21,040.85	6,454.26
5325	Records Related Services	29,543.71	70,267.89	32,000.00	32,320.00
5357	Supplies, Office	185,831.01	208,941.60	84,479.06	81,176.33
5360	Telecommunication Services	0.00	53.52	0.00	0.00
5375	Training Expenses	421,865.43	464,363.19	322,187.06	301,549.98
5380	Travel Related Services	1,572.09	175.40	0.00	0.00
5385	Utilities - Gas & Electric	737,004.10	1,023,904.86	837,662.25	808,536.26
5390	Util - Water, Sewer & Garbage	1,268.13	157.00	354,739.97	291,061.35
5390 - 01	Util - Water, Sewer & Garbage - Water	322,393.98	349,512.38	50,000.00	54,662.40
5390 - 02	Util - Water, Sewer & Garbage - Garbage	4,864.95	3,160.92	0.00	0.00
5390 - 03	Util - Water, Sewer & Garbage - Sewer	9,778.45	11,691.41	0.00	0.00
5395	Pymt to Franch Garb Collector	0.00	30.00	0.00	0.00
5400	Utilities - Telephone	33,628.31	39,638.13	10,259.10	9,997.28
5410	Vehicle Towing Services	7,295.00	3,299.50	5,824.83	5,883.07
5420	Water Lab Services	760.36	0.00	0.00	0.00
5900	Goods and Serv Cost Savings	0.00	0.00	-10,825.81	-10,825.81
Purchased Goods & Services Subtotal		\$9,101,102.62	\$10,617,589.94	\$8,449,755.12	\$8,033,671.01
5030	Communication Equipment	13,874.34	10,026.55	3,800.00	2,020.00
5050	Computer Hardware	29,604.35	30,586.71	4,355.95	8,323.00
5055	Computer Software	6,943.35	13,233.88	3,651.90	1,137.67
5115	Facilities Equipment	2,314.52	86.38	2,708.48	2,735.56
5135	Vehicles & Motorized Equip	3,926.86	14,080.57	0.00	0.00
5150	Furniture	14,150.22	18,214.94	6,000.00	6,060.00
5235	Miscellaneous Equipment	24,969.53	26,518.49	20,870.74	18,501.20
5245	Office Machines & Equip	5,276.58	2,559.08	624.85	631.09
5350	Sports & Athletic Equipment	0.00	26,052.72	0.00	0.00
Property & Capital Outlay Subtotal		\$101,059.75	\$141,359.32	\$42,011.92	\$39,408.52
6000	Bond Principal	10.00	0.00	0.00	0.00
6003	Lease Expenditure - Interest	0.00	0.00	200.00	202.00
6004	Interest Expense - Misc.	17.72	0.00	0.00	0.00
6005	Conferences and Meetings	147,117.98	118,252.41	149,189.79	113,291.22
6011 - 01	Council Travel Expenses - Seat # 1	6,506.74	9,140.79	6,902.00	5,211.50
6011 - 02	Council Travel Expenses - Seat #2	6,932.33	11,152.71	9,402.22	8,000.00

Summary of Budgeted Expenditures by Fund by Type

	<u>FY 2000/2001</u> Actual	<u>FY 2001/2002</u> Actual	<u>FY 2002/2003</u> Current	<u>FY 2003/2004</u> Budget
Fund 35 - City General Fund				
6011 - 03 Council Travel Expenses - Seat #3	0.00	6,264.69	6,902.22	6,211.50
6011 - 04 Council Travel Expenses - Seat #4	5,778.26	5,028.66	6,902.22	5,211.50
6011 - 05 Council Travel Expenses - Seat #5	4,437.95	4,617.37	6,902.22	5,211.50
6011 - 06 Council Travel Expenses - Seat #6	6,266.15	6,641.27	9,402.22	5,211.50
6011 - 07 Council Travel Expenses - Seat #7	5,423.06	5,113.70	6,902.22	5,211.50
6011 - 08 Council Travel Expenses - Mayor	550.00	3,056.74	2,544.00	1,927.00
6030 Membership Fees	132,496.40	145,060.88	170,929.19	160,496.60
6035 Outside Group Funding	0.00	0.00	25,000.00	250.00
6040 Recruitment Travel Expenses	67,023.18	99,073.20	50,000.00	40,500.00
6045 Special Events	22,749.80	24,336.32	37,428.87	32,731.91
6055 - 01 Taxes & Licenses - Misc	5,220.00	5,179.27	11,803.25	11,921.28
6060 Travel Expenses	1,960.43	968.41	42,209.22	0.00
6060 - 01 Travel Expenses - Mileage	2,300.98	1,230.50	2,221.02	1,637.23
6060 - 02 Travel Expenses - Other	64,606.92	66,192.23	48,471.78	70,789.10
6450 - 01 Budgeted Project Costs - Budgeted Project Cost	0.00	0.00	491,773.22	491,773.22
Miscellaneous Expenditures Subtotal	\$479,397.90	\$511,309.15	\$1,085,085.66	\$965,788.56
6503 Fleet Rental	2,731,228.11	2,841,177.29	2,927,530.84	2,403,748.49
6504 Misc Office Equip Rental	102,459.24	105,642.81	108,851.85	92,319.70
6505 Emergency Comm Equip Rental	528,666.06	583,271.78	608,290.70	558,999.78
6506 E - 911 Rental	9,326.98	9,943.83	4,343.23	4,157.02
6507 Computer Services Rental	2,767,376.17	3,171,250.29	3,636,878.94	3,498,163.92
6508 Facilities Rent	1,594,093.28	1,708,432.70	1,816,184.66	1,857,945.53
6510 Print Shop Charges	280,040.68	293,228.48	392,630.93	363,668.60
6511 Radio & Pagers Rental	62,202.92	77,979.72	80,044.67	69,978.31
6512 Phone Equip Rental	426,034.05	420,853.55	485,437.96	445,134.64
6513 Mail Services Rental	101,971.22	116,744.16	122,553.27	124,529.41
6518 Satellite Copier Rental	102,761.23	115,227.17	101,578.12	89,941.66
6520 IBM Copier Charges	27,129.77	13,521.22	15,429.45	19,531.13
6521 Records Storage Rental	0.00	0.00	1,000.00	0.00
6522 Parks Bldg Maint Rental	153,719.93	163,001.93	172,932.07	223,096.39
6523 Furniture Rental	310,637.08	281,314.80	266,051.86	279,836.60
6526 Misc Public Safety Equip	146,730.09	161,402.93	185,620.50	232,355.60
Internal Service Charges Subtotal	\$9,344,376.81	\$10,062,992.66	\$10,925,359.05	\$10,263,406.78
6600 - 01 Sinking Fund Expenditures - Multi-Modal	0.00	0.00	0.00	10,500.00

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001</u> Actual	<u>FY 2001/2002</u> Actual	<u>FY 2002/2003</u> Current	<u>FY 2003/2004</u> Budget
Fund 35 - City General Fund				
Miscellaneous Interfund Expens Subtotal	\$0.00	\$0.00	\$0.00	\$10,500.00
7050 Interprogram Allocations	-32,320.50	-41,082.44	-46,331.46	-37,665.29
7500 Intraprogram Allocations	-51.28	-802.83	0.00	0.00
7503 SDP-Wide Allocations	-0.84	0.00	-1,787.00	0.01
7504 Program-Wide Allocations	2,394.83	0.00	-1,082.36	-0.05
7505 Dept - Wide Allocations	0.48	0.00	-0.31	-0.08
Indirect Cost Allocations Subtotal	-\$29,977.31	-\$41,885.27	-\$49,201.13	-\$37,665.41
7900 - 28 Transfers Out - Gas Tax Fund	0.00	0.00	-900,000.00	-2,000,000.00
7900 - 81 Transfers Out - Infra Fund - General Assets	0.00	0.00	-275,558.01	-441,855.00
Transfers Out Subtotal	\$0.00	\$0.00	-\$1,175,558.01	-\$2,441,855.00
Total for Fund 35 - City General Fund	<u><u>\$77,521,022.94</u></u>	<u><u>\$83,926,653.97</u></u>	<u><u>\$91,223,403.76</u></u>	<u><u>\$90,409,383.79</u></u>

**070. HOUSING FUND
REVENUES BY SOURCE**

	ACTUAL 2001/2002	CURRENT 2002/2003	BUDGET 2003/2004	PLAN 2004/2005	PLAN 2005/2006	PLAN 2006/2007	PLAN 2007/2008	PLAN 2008/2009	PLAN 2009/2010	PLAN 2010/2011	PLAN 2011/2012	PLAN 2012/2013	FY 2002/2003 TO FY 2012/2013 TOTAL
0904 HOME Grant	289,745	1,377,292	777,829	0	0	0	0	0	0	0	0	0	2,155,121
1112 Housing Monitoring Fees	14,824	15,364	15,364	15,364	15,364	15,364	15,364	15,364	15,364	15,364	15,364	15,364	169,004
1204 Housing Mitigation Fees	1,209,684	758,475	804,217	758,475	0	0	0	0	0	0	0	0	2,321,167
3200 Direct Loan Repayment - RRP	54,982	428,587	1,944	1,944	1,944	1,944	1,944	1,944	1,944	1,944	1,944	1,944	448,027
3201 Short Term Loan Repayments	1,228	13,258	0	0	0	0	0	0	0	0	0	0	13,258
3355 Interest Income	551,205	663,009	505,247	534,781	519,696	502,806	483,985	463,097	440,000	414,543	386,564	355,893	5,269,621
3800 Real Property Sale	0	180,367	0	0	0	0	0	0	0	0	0	0	180,367
4100 Miscellaneous Revenues	0	0	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	15,000
4106 BMR Code Violation Revenues	101,381	30,000	20,000	20,600	21,218	21,855	22,510	23,185	23,881	24,597	25,335	26,095	259,276
4121 Miscellaneous Reimbursement	3,887	0	0	0	0	0	0	0	0	0	0	0	0
FUND TOTAL	2,226,936	3,466,352	2,126,101	1,332,664	559,722	543,469	525,303	505,090	482,689	457,948	430,707	400,796	10,830,841

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
Fund 70 - Housing SubFund 100 - Housing Mitigation				
4500 - 01 Salaries - Regular	0.00	0.00	6,770.54	6,973.65
4500 - 05 Salaries - Contract Personnel	0.00	0.00	0.00	0.00
4503 - 01 Overtime - Regular-Overtime	0.00	0.00	0.00	0.00
4503 - 04 Overtime - Comp Time Earned	0.00	0.00	0.00	0.00
4537 - 01 Regular Time Leave Additives - Regular	0.00	0.00	1,094.35	1,152.96
4539 - 01 Regular Time Worker's Comp Add - Regular	0.00	0.00	54.92	50.84
4542 - 01 Overtime Worker's Compensation - Regular	0.00	0.00	0.00	0.00
4546 - 01 Regular Time Retirement Additi - Regular	0.00	0.00	433.94	547.68
4547 - 01 Regular Time Insurance & Other - Regular	0.00	0.00	1,267.67	1,308.17
Salaries & Benefits Subtotal	\$ 0.00	\$ 0.00	\$ 9,621.42	\$ 10,033.30
5040 Advertising Services	0.00	0.00	0.00	0.00
5155 General Supplies	0.00	0.00	0.00	0.00
5240 Miscellaneous Services	0.00	0.00	0.00	0.00
5275 Postage	0.00	0.00	0.00	0.00
5357 Supplies, Office	0.00	0.00	0.00	0.00
Purchased Goods & Services Subtotal	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
6520 IBM Copier Charges	0.00	0.00	0.00	0.00
Internal Service Charges Subtotal	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Total for Fund 70 - Housing SubFund 100 - Housing Mitigation	\$ 0.00	\$ 0.00	\$ 9,621.42	\$ 10,033.30

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
Fund 70 - Housing SubFund 200 - Other Housing Related				
4500 - 01 Salaries - Regular	0.00	0.00	25,430.71	27,099.02
4500 - 05 Salaries - Contract Personnel	0.00	0.00	0.00	0.00
4503 - 01 Overtime - Regular-Overtime	0.00	0.00	0.00	0.00
4503 - 04 Overtime - Comp Time Earned	0.00	0.00	0.00	0.00
4537 - 01 Regular Time Leave Additives - Regular	0.00	0.00	4,110.49	4,480.31
4539 - 01 Regular Time Worker's Comp Add - Regular	0.00	0.00	206.29	197.55
4542 - 01 Overtime Worker's Compensation - Regular	0.00	0.00	0.00	0.00
4546 - 01 Regular Time Retirement Additi - Regular	0.00	0.00	1,629.93	2,128.22
4547 - 01 Regular Time Insurance & Other - Regular	0.00	0.00	4,761.49	5,083.45
Salaries & Benefits Subtotal	\$ 0.00	\$ 0.00	\$ 36,138.91	\$ 38,988.55
5070 Consultants	0.00	0.00	12,000.00	12,000.00
5155 General Supplies	0.00	0.00	0.00	0.00
Purchased Goods & Services Subtotal	\$ 0.00	\$ 0.00	\$ 12,000.00	\$ 12,000.00
6030 Membership Fees	0.00	0.00	0.00	0.00
Miscellaneous Expenditures Subtotal	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
6520 IBM Copier Charges	0.00	0.00	0.00	0.00
Internal Service Charges Subtotal	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Total for Fund 70 - Housing SubFund 200 - Other Housing Related	\$ 0.00	\$ 0.00	\$ 48,138.91	\$ 50,988.55

Summary of Budgeted Expenditures by Fund by Type

	<u>FY 2000/2001</u> <u>Actual</u>	<u>FY 2001/2002</u> <u>Actual</u>	<u>FY 2002/2003</u> <u>Current</u>	<u>FY 2003/2004</u> <u>Budget</u>
Fund 70 - Housing SubFund 300 - Home Grant				
4500 - 01 Salaries - Regular	6,009.61	18,415.96	45,474.20	56,152.24
4500 - 05 Salaries - Contract Personnel	0.00	751.40	0.00	0.00
4502 - 03 Overtime - FLSA Overtime Premium	0.00	74.99	0.00	0.00
4503 - 01 Overtime - Regular-Overtime	2,671.41	3,509.48	0.00	0.00
4503 - 04 Overtime - Comp Time Earned	0.00	149.80	0.00	0.00
4525 - 09 Leaves - Mgmt Admin	0.00	376.28	0.00	0.00
4536 - 01 Regular Time Leave Additives - Regular	1,248.35	3,591.07	0.00	0.00
4537 - 01 Regular Time Leave Additives - Regular	0.00	0.00	7,350.21	9,283.71
4539 - 01 Regular Time Worker's Comp Add - Regular	0.00	0.00	368.88	409.35
4541 - 01 Regular Time Retire & Ins Add - Regular	2,014.45	5,823.94	0.00	0.00
4542 - 01 Overtime Worker's Compensation - Regular	0.00	0.00	0.00	0.00
4543 - 01 Overtime Retire & Ins Add - Regular	140.42	63.43	0.00	0.00
4546 - 01 Regular Time Retirement Additi - Regular	0.00	0.00	2,914.58	4,409.92
4547 - 01 Regular Time Insurance & Other - Regular	0.00	0.00	8,514.31	10,533.48
Salaries & Benefits Subtotal	\$ 12,084.24	\$ 32,756.35	\$ 64,622.18	\$ 80,788.70
5015 Books & Publications	0.00	0.00	0.00	0.00
5070 Consultants	0.00	0.00	0.00	30,000.00
5155 General Supplies	0.00	0.00	0.00	1,500.00
5280 Printing & Related Services	0.00	0.00	0.00	2,009.00
5300 Professional Services	1,752.00	0.00	0.00	0.00
5357 Supplies, Office	0.00	0.00	0.00	1,800.00
5375 Training Expenses	0.00	0.00	0.00	3,000.00
Purchased Goods & Services Subtotal	\$ 1,752.00	\$ 0.00	\$ 0.00	\$ 38,309.00
6005 Conferences and Meetings	0.00	25.00	0.00	1,000.00
6030 Membership Fees	0.00	0.00	0.00	1,500.00
Miscellaneous Expenditures Subtotal	\$ 0.00	\$ 25.00	\$ 0.00	\$ 2,500.00
6503 Fleet Rental	0.00	43.50	0.00	0.00
6520 IBM Copier Charges	0.00	0.00	0.00	0.00
Internal Service Charges Subtotal	\$ 0.00	\$ 43.50	\$ 0.00	\$ 0.00
Total for Fund 70 - Housing SubFund 300 - Home Grant	\$ 13,836.24	\$ 32,824.85	\$ 64,622.18	\$ 121,597.70

Summary of Budgeted Expenditures by Fund by Type

		FY 2000/2001	FY 2001/2002	FY 2002/2003	FY 2003/2004
		Actual	Actual	Current	Budget
Fund 110 - Community Development Block Gr	SubFund 100 - CDBG Fund				
4500 - 01	Salaries - Regular	0.00	0.00	0.00	260,589.51
4500 - 05	Salaries - Contract Personnel	0.00	0.00	0.00	16,832.00
4503 - 01	Overtime - Regular-Overtime	0.00	0.00	0.00	7,040.20
4537 - 01	Regular Time Leave Additives - Regular	0.00	0.00	0.00	43,083.54
4539 - 01	Regular Time Worker's Comp Add - Regular	0.00	0.00	0.00	4,635.56
4542 - 01	Overtime Worker's Compensation - Regular	0.00	0.00	0.00	70.64
4546 - 01	Regular Time Retirement Additi - Regular	0.00	0.00	0.00	20,465.40
4547 - 01	Regular Time Insurance & Other - Regular	0.00	0.00	0.00	48,883.47
Salaries & Benefits Subtotal		\$ 0.00	\$ 0.00	\$ 0.00	\$ 401,600.32
5015	Books & Publications	0.00	0.00	0.00	1,500.00
5040	Advertising Services	0.00	0.00	0.00	5,500.00
5070	Consultants	0.00	0.00	0.00	50,772.00
5100 - 02	Misc Equip Maint & Repair - Materials	0.00	0.00	0.00	3,875.00
5105	Equipment Rental/Lease	0.00	0.00	0.00	4,000.00
5120	Financial Services	0.00	0.00	0.00	9,500.00
5155	General Supplies	0.00	0.00	0.00	2,784.00
5240	Miscellaneous Services	0.00	0.00	0.00	7,250.00
5275	Postage	0.00	0.00	0.00	4,000.00
5300	Professional Services	0.00	0.00	0.00	7,746.00
5357	Supplies, Office	0.00	0.00	0.00	7,700.00
5375	Training Expenses	0.00	0.00	0.00	5,200.00
Purchased Goods & Services Subtotal		\$ 0.00	\$ 0.00	\$ 0.00	\$ 109,827.00
5235	Miscellaneous Equipment	0.00	0.00	0.00	8,000.00
Property & Capital Outlay Subtotal		\$ 0.00	\$ 0.00	\$ 0.00	\$ 8,000.00
6005	Conferences and Meetings	0.00	0.00	0.00	2,250.00
6030	Membership Fees	0.00	0.00	0.00	4,013.00
6060 - 02	Travel Expenses - Other	0.00	0.00	0.00	1,700.00
Miscellaneous Expenditures Subtotal		\$ 0.00	\$ 0.00	\$ 0.00	\$ 7,963.00
6507	Computer Services Rental	0.00	0.00	0.00	17,646.99
6508	Facilities Rent	0.00	0.00	0.00	12,571.70
6510	Print Shop Charges	0.00	0.00	0.00	4,486.00
6511	Radio & Pagers Rental	0.00	0.00	0.00	679.56

**Summary of Budgeted Expenditures by Fund
by Type**

		<u>FY 2000/2001</u>	<u>FY 2001/2002</u>	<u>FY 2002/2003</u>	<u>FY 2003/2004</u>
		Actual	Actual	Current	Budget
Fund 110 - Community Development Block Gr	SubFund 100 - CDBG Fund				
6512	Phone Equip Rental	0.00	0.00	0.00	5,037.51
6513	Mail Services Rental	0.00	0.00	0.00	261.59
6518	Satellite Copier Rental	0.00	0.00	0.00	149.75
6520	IBM Copier Charges	0.00	0.00	0.00	2,958.06
Internal Service Charges Subtotal		\$ 0.00	\$ 0.00	\$ 0.00	\$ 43,791.16
7500	Intraprogram Allocations	0.00	0.00	0.00	0.00
Indirect Cost Allocations Subtotal		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Total for Fund 110 - Community Development Block Gr SubFund 100 - CDBG Fund		\$ 0.00	\$ 0.00	\$ 0.00	\$ 571,181.48

**110/200. COMMUNITY DEVELOPMENT BLOCK GRANT FUND/REVOLVING LOAN SUB-FUND
REVENUES BY SOURCE**

		ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2002/2003 TO FY 2012/2013 TOTAL	
		2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	TOTAL
0751-11	CDBG Property Rental Revenue	0	10,104	10,407	10,719	11,041	11,372	0	0	0	0	0	0	53,644
3200	Housing Loan Repayments	0	827,041	500,000	205,848	312,619	343,694	132,192	284,166	282,150	523,603	396,863	188,431	3,996,607
3800	Sale of Property (Manzanita Property)	0	0	0	0	0	0	400,000	0	0	0	0	0	400,000
FUND TOTAL		0	837,145	510,407	216,567	323,660	355,066	532,192	284,166	282,150	523,603	396,863	188,431	4,450,251

**140. PARK DEDICATION FUND
REVENUES BY SOURCE**

	ACTUAL 2001/2002	CURRENT 2002/2003	BUDGET 2003/2004	PLAN 2004/2005	PLAN 2005/2006	PLAN 2006/2007	PLAN 2007/2008	PLAN 2008/2009	PLAN 2009/2010	PLAN 2010/2011	PLAN 2011/2012	PLAN 2012/2013	FY 2002/2003 TO FY 2012/2013 TOTAL
0752-09 Facilities Rent - City Property	105,382	101,460	101,460	101,460	104,310	107,160	110,010	112,860	116,280	119,700	123,000	126,540	1,224,240
3355 Interest Income	87,999	70,599	32,220	39,507	47,324	55,766	64,803	74,535	84,971	96,217	108,245	121,185	795,374
4100 Miscellaneous	240	0	0	0	0	0	0	0	0	0	0	0	0
FUND TOTAL	193,621	172,059	133,680	140,967	151,634	162,926	174,813	187,395	201,251	215,917	231,245	247,725	2,019,614

**175. PUBLIC SAFETY FORFEITURE FUND
REVENUES BY SOURCE**

		ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2002/2003 TO FY 2012/2013 TOTAL	
		2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	
1500	Asset Forfeitures	735,137	121,729	0	0	0	0	0	0	0	0	0	0	121,729
3355	Interest Income	167,584	115,362	85,770	86,022	86,048	85,823	85,318	84,505	83,351	81,820	79,875	75,161	949,054
FUND TOTAL		902,721	237,091	85,770	86,022	86,048	85,823	85,318	84,505	83,351	81,820	79,875	75,161	1,070,783

**Summary of Budgeted Expenditures by Fund
by Type**

	FY 2000/2001	FY 2001/2002	FY 2002/2003	FY 2003/2004
	Actual	Actual	Current	Budget
Fund 175 - Asset Forfeiture				
5300 Professional Services	0.00	0.00	3,000.00	3,000.00
Purchased Goods & Services Subtotal	\$0.00	\$0.00	\$3,000.00	\$3,000.00
Total for Fund 175 - Asset Forfeiture	\$0.00	\$0.00	\$3,000.00	\$3,000.00

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
Fund 190 - Police Services Augmentation				
4500 - 01 Salaries - Regular	220,254.76	256,814.00	282,885.12	164,945.45
4502 - 03 Overtime - FLSA Overtime Premium	0.00	741.95	0.00	0.00
4503 - 01 Overtime - Regular-Overtime	14,267.42	18,071.19	16,127.97	0.00
4505 - 04 Other Pay - Public Safety Specialist	8,134.55	8,916.00	0.00	0.00
4525 - 09 Leaves - Mgmt Admin	815.02	1,722.24	0.00	0.00
4536 - 01 Regular Time Leave Additives - Regular	45,752.82	45,197.48	0.00	0.00
4537 - 01 Regular Time Leave Additives - Regular	0.00	0.00	45,724.14	27,270.60
4539 - 01 Regular Time Worker's Comp Add - Regular	0.00	0.00	41,552.15	22,746.80
4541 - 01 Regular Time Retire & Ins Add - Regular	90,482.35	94,987.02	0.00	0.00
4542 - 01 Overtime Worker's Compensation - Regular	0.00	0.00	2,368.99	0.00
4543 - 01 Overtime Retire & Ins Add - Regular	1,112.66	1,623.23	0.00	0.00
4546 - 01 Regular Time Retirement Additi - Regular	0.00	0.00	53,045.48	55,199.49
4547 - 01 Regular Time Insurance & Other - Regular	0.00	0.00	52,965.71	30,941.79
4600 Personnel Cost Savings	0.00	0.00	0.00	-13,288.00
Salaries & Benefits Subtotal	\$380,819.58	\$428,073.11	\$494,669.56	\$287,816.13
5100 - 01 Misc Equip Maint & Repair - Labor	420.00	0.00	0.00	0.00
5100 - 02 Misc Equip Maint & Repair - Materials	105.00	0.00	0.00	0.00
5155 General Supplies	0.00	0.00	536.01	0.00
5195 Investigation Expense	26.46	7.00	0.00	0.00
5375 Training Expenses	0.00	535.00	0.00	0.00
Purchased Goods & Services Subtotal	\$551.46	\$542.00	\$536.01	\$0.00
6503 Fleet Rental	11,700.00	12,841.66	13,477.58	13,394.22
Internal Service Charges Subtotal	\$11,700.00	\$12,841.66	\$13,477.58	\$13,394.22
7500 Intraprogram Allocations	51.30	802.83	0.00	0.00
Indirect Cost Allocations Subtotal	\$51.30	\$802.83	\$0.00	\$0.00
Total for Fund 190 - Police Services Augmentation	\$393,122.34	\$442,259.60	\$508,683.15	\$301,210.35

**CITY OF SUNNYVALE
210. EMPLOYMENT DEVELOPMENT FUND
LONG TERM FINANCIAL PLAN
JULY 1, 2013 TO JUNE 30, 2023**

	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2013/2014 TO FY 2022/2023 TOTAL	FY 2002/2003 TO FY 2022/2023 TOTAL
	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023		
RESERVE/FUND BALANCE, JULY 1	402,762	402,762	402,762	402,762	402,762	402,762	402,762	402,762	402,762	402,762	402,762	402,762

CURRENT RESOURCES:												
Federal Grant	0	0	0	0	0	0	0	0	0	0	0	23,904,364
State Grant	0	0	0	0	0	0	0	0	0	0	0	0
Other Grants and Contributions	0	0	0	0	0	0	0	0	0	0	0	1,825,000

TOTAL CURRENT RESOURCES	0	0	0	0	0	0	0	0	0	0	0	25,729,364

TOTAL AVAILABLE RESOURCES	402,762	402,762	402,762	402,762	402,762	402,762	402,762	402,762	402,762	402,762	402,762	26,132,126

CURRENT REQUIREMENTS:												
Operations	0	0	0	0	0	0	0	0	0	0	0	25,613,519
In-Lieu Charges	0	0	0	0	0	0	0	0	0	0	0	115,845

TOTAL CURRENT REQUIREMENTS	0	0	0	0	0	0	0	0	0	0	0	25,729,364

RESERVES:												
20 Year RAP	402,762	402,762	402,762	402,762	402,762	402,762	402,762	402,762	402,762	402,762	402,762	402,762

TOTAL RESERVES	402,762	402,762	402,762	402,762	402,762	402,762	402,762	402,762	402,762	402,762	402,762	402,762

FUND BALANCE, JUNE 30	0	0	0	0	0	0	0	0	0	0	0	0
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Summary of Budgeted Expenditures by Fund by Type

	<u>FY 2000/2001</u> <u>Actual</u>	<u>FY 2001/2002</u> <u>Actual</u>	<u>FY 2002/2003</u> <u>Current</u>	<u>FY 2003/2004</u> <u>Budget</u>
Fund 210 - Employment Development				
4500 - 01 Salaries - Regular	2,648,753.18	3,404,519.13	4,234,778.93	6,512,522.51
4500 - 02 Salaries - Regular Part-Time	28,251.25	25,589.14	21,273.80	601,620.28
4500 - 03 Salaries - Casual/Seasonal	39,646.68	45,246.37	56,250.00	0.00
4500 - 05 Salaries - Contract Personnel	1,219,747.92	1,398,718.08	1,080,000.00	0.00
4502 - 03 Overtime - FLSA Overtime Premium	278.98	371.17	0.00	0.00
4503 - 01 Overtime - Regular-Overtime	22,741.97	9,198.96	0.00	0.00
4503 - 04 Overtime - Comp Time Earned	31,879.30	41,784.28	0.00	0.00
4521 - 05 Benefits - Tuition Reimbursement	4,696.91	1,859.69	0.00	0.00
4523 - 03 Insurances - Medical	9,950.85	14,518.77	0.00	0.00
4523 - 04 Insurances - Dental	0.00	102.35	0.00	0.00
4525 - 09 Leaves - Mgmt Admin	8,266.99	6,204.42	0.00	0.00
4525 - 11 Leaves - Other	1,380.58	0.00	0.00	0.00
4536 - 01 Regular Time Leave Additives - Regular	550,233.74	662,557.26	0.00	0.00
4536 - 02 Regular Time Leave Additives - Part-Time	3,524.90	3,004.35	0.00	0.00
4536 - 03 Regular Time Leave Additives - Casual/Seasonal	183.91	315.48	0.00	0.00
4537 - 01 Regular Time Leave Additives - Regular	0.00	0.00	684,488.44	1,076,721.89
4537 - 02 Regular Time Leave Additives - Part-Time	0.00	0.00	1,632.47	40,842.82
4537 - 03 Regular Time Leave Additives - Casual/Seasonal	0.00	0.00	13.61	0.00
4539 - 01 Regular Time Worker's Comp Add - Regular	0.00	0.00	34,352.53	47,476.30
4539 - 02 Regular Time Worker's Comp Add - Part-Time	0.00	0.00	172.57	4,385.82
4539 - 03 Regular Time Worker's Comp Add - Casual/Seasonal	0.00	0.00	456.30	0.00
4541 - 01 Regular Time Retire & Ins Add - Regular	841,400.75	1,074,608.53	0.00	0.00
4541 - 02 Regular Time Retire & Ins Add - Part-Time	7,215.13	6,353.74	0.00	0.00
4541 - 03 Regular Time Retire & Ins Add - Casual/Seasonal	4,742.15	4,886.75	0.00	0.00
4543 - 01 Overtime Retire & Ins Add - Regular	391.30	253.62	0.00	0.00
4546 - 01 Regular Time Retirement Additi - Regular	0.00	0.00	271,419.67	511,460.96
4546 - 02 Regular Time Retirement Additi - Part-Time	0.00	0.00	0.00	47,287.33
4547 - 01 Regular Time Insurance & Other - Regular	0.00	0.00	792,894.65	1,221,671.11
4547 - 02 Regular Time Insurance & Other - Part-Time	0.00	0.00	1,875.18	45,359.74
4547 - 03 Regular Time Insurance & Other - Casual/Seasonal	0.00	0.00	4,312.35	0.00
4550 - 03 Workers Compensation - Insurance	1,864.61	1,240.26	0.00	0.00
Salaries & Benefits Subtotal	\$5,425,151.10	\$6,701,332.35	\$7,183,920.50	\$10,109,348.76
5010 Supplies, Vehicles/Motor Equip	0.00	11.65	0.00	0.00
5012 Bldg Maint Matls & Supplies	0.00	253.40	0.00	0.00
5015 Books & Publications	16,935.42	9,108.02	0.00	0.00

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001</u> Actual	<u>FY 2001/2002</u> Actual	<u>FY 2002/2003</u> Current	<u>FY 2003/2004</u> Budget
Fund 210 - Employment Development				
5035 - 01 Comm Equip Maintain & Repair - Labor	324.00	0.00	0.00	0.00
5040 Advertising Services	4,083.29	3,234.35	0.00	0.00
5065 Construction Services	4,505.00	13,115.00	0.00	0.00
5070 Consultants	0.00	27,545.95	0.00	0.00
5085 Software Licensing & Support	73,948.40	49,284.16	0.00	0.00
5090 Hardware Maintenance	5,625.01	4,898.98	0.00	0.00
5095 Electrical Parts & Supplies	3.90	0.00	0.00	0.00
5100 - 01 Misc Equip Maint & Repair - Labor	5,272.00	19,803.75	0.00	0.00
5100 - 02 Misc Equip Maint & Repair - Materials	636.17	7,748.44	0.00	0.00
5105 Equipment Rental/Lease	61.81	57.02	0.00	0.00
5110 - 01 Facilities Maint & Repair - Labor	8,064.86	31,751.95	0.00	0.00
5110 - 02 Facilities Maint & Repair - Materials	64.00	0.00	0.00	0.00
5120 Financial Services	-3,439.71	10,811.11	0.00	0.00
5130 Supplies, First Aid	41.40	125.74	0.00	0.00
5131 Supplies, Safety	16.65	0.00	0.00	0.00
5140 Food Products	64.64	476.06	0.00	0.00
5155 General Supplies	43,432.67	59,314.32	0.00	0.00
5165 Services Maintain Land Improv	352.10	957.96	0.00	0.00
5170 Hand Tools	0.00	147.17	0.00	0.00
5180 Medical Services	0.00	18.00	0.00	0.00
5200 DED Services/Training	2,613,759.96	3,419,896.04	5,217,318.55	0.00
5201 JTPA Participant Reimbursement	24,580.57	25,432.85	0.00	0.00
5210 Laundry & Cleaning Services	382.56	38.87	0.00	0.00
5220 Library Acquisitions, Books	27.43	149.98	0.00	0.00
5222 Library Acquis, Audio/Visual	0.00	151.15	0.00	0.00
5223 Library Acquis, Periodicals	0.00	375.31	0.00	0.00
5230 Materials - Land Improve	0.00	143.88	0.00	0.00
5240 Miscellaneous Services	28,275.57	19,101.39	0.00	-491.71
5260 Photo Equip & Supplies	7.42	678.43	0.00	0.00
5265 Photo & Blueprinting Services	315.30	330.00	0.00	0.00
5275 Postage	9,348.34	13,315.64	0.00	0.00
5277 Mailing & Delivery Services	2,814.48	3,323.26	0.00	0.00
5280 Printing & Related Services	36,473.66	1,083.93	0.00	0.00
5300 Professional Services	45,064.18	11,329.36	0.00	0.00
5315 Real Property Rental/Lease	489,229.92	634,333.56	0.00	0.00
5325 Records Related Services	0.00	164.40	0.00	0.00

Summary of Budgeted Expenditures by Fund by Type

		<u>FY 2000/2001</u>	<u>FY 2001/2002</u>	<u>FY 2002/2003</u>	<u>FY 2003/2004</u>
		Actual	Actual	Current	Budget
Fund 210 - Employment Development					
5357	Supplies, Office	20,167.42	21,861.29	0.00	0.00
5375	Training Expenses	16,814.81	11,231.53	0.00	0.00
5385	Utilities - Gas & Electric	4,631.03	7,805.25	0.00	0.00
5390 - 01	Util - Water, Sewer & Garbage - Water	0.00	8.80	0.00	0.00
5390 - 02	Util - Water, Sewer & Garbage - Garbage	96.67	150.08	0.00	0.00
5400	Utilities - Telephone	20,805.11	4,045.59	0.00	0.00
Purchased Goods & Services Subtotal		\$3,472,786.04	\$4,413,613.62	\$5,217,318.55	-\$491.71
5030	Communication Equipment	0.00	4,065.63	0.00	0.00
5050	Computer Hardware	98,450.82	95,022.32	0.00	0.00
5055	Computer Software	39,355.31	27,903.93	0.00	0.00
5115	Facilities Equipment	0.00	75.14	0.00	0.00
5150	Furniture	1,896.10	49,257.39	0.00	0.00
5235	Miscellaneous Equipment	0.00	791.50	0.00	0.00
5245	Office Machines & Equip	3,833.38	0.00	0.00	0.00
Property & Capital Outlay Subtotal		\$143,535.61	\$177,115.91	\$0.00	\$0.00
6005	Conferences and Meetings	36,247.40	43,619.78	0.00	0.00
6015	Franchise Fees	59.95	0.00	0.00	0.00
6030	Membership Fees	4,079.00	3,650.00	0.00	0.00
6045	Special Events	492.50	9,667.80	0.00	0.00
6060	Travel Expenses	435.72	0.00	0.00	0.00
6060 - 01	Travel Expenses - Mileage	5,536.05	6,127.61	0.00	0.00
6060 - 02	Travel Expenses - Other	5,557.84	4,359.65	0.00	0.00
6460	Budgeted Operating Costs	0.00	0.00	0.00	2,594,545.00
Miscellaneous Expenditures Subtotal		\$52,408.46	\$67,424.84	\$0.00	\$2,594,545.00
6503	Fleet Rental	2,192.75	2,754.60	3,108.30	4,678.04
6507	Computer Services Rental	5,019.95	5,847.40	6,145.78	5,615.95
6510	Print Shop Charges	108,807.89	79,545.57	119,043.14	115,469.00
6512	Phone Equip Rental	108,454.06	94,615.95	103,354.26	111,498.37
6513	Mail Services Rental	1,620.97	1,855.75	1,879.74	1,909.80
6518	Satellite Copier Rental	27,540.89	28,686.34	9,011.22	27,107.79
6523	Furniture Rental	66.95	59.02	56.28	0.00
Internal Service Charges Subtotal		\$253,703.46	\$213,364.63	\$242,598.72	\$266,278.95
7050	Interprogram Allocations	-1,748.60	-46.92	0.00	0.00

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
Fund 210 - Employment Development				
7502 DED Allocations	0.00	45,771.96	0.00	0.00
Indirect Cost Allocations Subtotal	<u>-\$1,748.60</u>	<u>\$45,725.04</u>	<u>\$0.00</u>	<u>\$0.00</u>
7900 - 03 Transfers Out - General Fund - General	44,451.00	0.00	0.00	0.00
Transfers Out Subtotal	<u>\$44,451.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Total for Fund 210 - Employment Development	<u><u>\$9,390,287.07</u></u>	<u><u>\$11,618,576.39</u></u>	<u><u>\$12,643,837.77</u></u>	<u><u>\$12,969,681.00</u></u>

**245. PARKING DISTRICT FUND
REVENUES BY SOURCE**

		ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2002/2003 TO FY 2012/2013 TOTAL	
		2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	
0150	Property Taxes	74,600	73,150	0	0	0	0	0	0	0	0	0	0	73,150
2907	Special Assessment	141,084	148,398	148,398	152,850	157,435	162,159	167,023	172,034	177,195	182,511	187,986	193,626	1,849,615
3355	Interest Income	122,514	23,349	0	0	0	0	0	0	0	0	0	0	23,349
FUND TOTAL		338,198	244,897	148,398	152,850	157,435	162,159	167,023	172,034	177,195	182,511	187,986	193,626	1,946,114

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001</u> <u>Actual</u>	<u>FY 2001/2002</u> <u>Actual</u>	<u>FY 2002/2003</u> <u>Current</u>	<u>FY 2003/2004</u> <u>Budget</u>
Fund 245 - Parking District				
4500 - 01 Salaries - Regular	65,736.91	62,064.95	81,089.19	68,409.95
4500 - 03 Salaries - Casual/Seasonal	878.00	15.00	0.00	0.00
4500 - 05 Salaries - Contract Personnel	938.57	6,883.58	0.00	0.00
4502 - 03 Overtime - FLSA Overtime Premium	3.19	0.00	0.00	0.00
4503 - 01 Overtime - Regular-Overtime	8,549.95	4,098.87	2,458.31	2,266.33
4503 - 03 Overtime - Casual/Seasonal	75.00	0.00	0.00	0.00
4503 - 04 Overtime - Comp Time Earned	2,620.14	1,778.06	0.00	0.00
4536 - 01 Regular Time Leave Additives - Regular	13,655.41	12,079.25	0.00	0.00
4536 - 03 Regular Time Leave Additives - Casual/Seasonal	4.10	0.10	0.00	0.00
4537 - 01 Regular Time Leave Additives - Regular	0.00	0.00	13,106.86	11,310.32
4539 - 01 Regular Time Worker's Comp Add - Regular	0.00	0.00	3,823.45	2,849.99
4541 - 01 Regular Time Retire & Ins Add - Regular	25,312.65	24,268.66	0.00	0.00
4541 - 03 Regular Time Retire & Ins Add - Casual/Seasonal	149.01	2.55	0.00	0.00
4542 - 01 Overtime Worker's Compensation - Regular	0.00	0.00	134.80	48.56
4543 - 01 Overtime Retire & Ins Add - Regular	924.31	444.60	0.00	0.00
4543 - 03 Overtime Retire & Ins Add - Casual/Seasonal	8.02	0.00	0.00	0.00
4546 - 01 Regular Time Retirement Additi - Regular	0.00	0.00	5,197.22	5,372.57
4547 - 01 Regular Time Insurance & Other - Regular	0.00	0.00	15,182.69	12,832.89
Salaries & Benefits Subtotal	\$118,855.26	\$111,635.62	\$120,992.52	\$103,090.61
5012 Bldg Maint Matls & Supplies	17.89	53.57	26.00	26.26
5025 Clothing, Uniforms & Access	110.23	460.83	110.00	111.10
5095 Electrical Parts & Supplies	438.11	3.44	557.88	563.45
5130 Supplies, First Aid	18.03	1,933.55	25.00	25.25
5131 Supplies, Safety	81.21	38.99	110.00	111.10
5145 Fuel, Oil & Lubricants	14.90	7.01	56.00	56.00
5155 General Supplies	591.93	31.44	590.00	595.90
5165 Services Maintain Land Improv	0.00	0.00	1,892.21	900.00
5170 Hand Tools	206.47	0.00	0.00	0.00
5210 Laundry & Cleaning Services	81.12	245.44	125.00	126.25
5230 Materials - Land Improve	2,711.55	2,847.51	4,764.24	4,339.71
5240 Miscellaneous Services	943.14	43.52	1,050.00	1,050.00
5357 Supplies, Office	149.00	103.50	150.00	151.50
5375 Training Expenses	0.00	643.50	206.00	208.06
5385 Utilities - Gas & Electric	9,021.57	12,466.75	13,536.37	13,807.09
5390 - 01 Util - Water, Sewer & Garbage - Water	3,893.96	2,972.66	4,015.00	4,055.15

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001</u> <u>Actual</u>	<u>FY 2001/2002</u> <u>Actual</u>	<u>FY 2002/2003</u> <u>Current</u>	<u>FY 2003/2004</u> <u>Budget</u>
Fund 245 - Parking District				
5400 Utilities - Telephone	659.30	325.53	680.00	686.80
Purchased Goods & Services Subtotal	\$18,938.41	\$22,177.24	\$27,893.70	\$26,813.62
5030 Communication Equipment	0.00	0.00	150.00	151.50
5235 Miscellaneous Equipment	66.94	0.00	0.00	0.00
Property & Capital Outlay Subtotal	\$66.94	\$0.00	\$150.00	\$151.50
6450 - 01 Budgeted Project Costs - Budgeted Project Cost	0.00	0.00	1,000.00	1,000.00
Miscellaneous Expenditures Subtotal	\$0.00	\$0.00	\$1,000.00	\$1,000.00
6503 Fleet Rental	35,992.97	34,570.64	38,275.14	34,545.05
6508 Facilities Rent	364.00	388.05	479.27	6,517.74
6511 Radio & Pagers Rental	663.00	1,129.96	1,030.92	798.98
6512 Phone Equip Rental	676.00	670.93	801.27	719.37
6518 Satellite Copier Rental	50.96	68.64	78.91	68.24
Internal Service Charges Subtotal	\$37,746.93	\$36,828.22	\$40,665.51	\$42,649.38
7504 Program-Wide Allocations	0.00	0.00	0.00	0.00
Indirect Cost Allocations Subtotal	\$0.00	\$0.00	\$0.00	\$0.00
Total for Fund 245 - Parking District	\$175,607.54	\$170,641.08	\$190,701.73	\$173,705.11

**280. GAS TAX FUND
REVENUES BY SOURCE**

		ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2002/2003 TO FY 2012/2013 TOTAL
		2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	
0938	ISTEA Federal Grant	300,014	0	0	0	0	0	0	0	0	0	0	0	0
1007	Gas Tax 2105	763,910	832,520	837,515	842,540	847,595	852,681	857,797	862,944	868,122	873,330	878,570	883,842	9,437,456
1008	Gas Tax 2106	550,964	621,080	624,806	628,555	632,327	636,121	639,937	643,777	647,640	651,525	655,435	659,367	7,040,570
1009	Gas Tax 2107	1,009,951	1,099,523	1,106,120	1,112,757	1,119,433	1,126,150	1,132,907	1,139,704	1,146,543	1,153,422	1,160,342	1,167,304	12,464,205
1010	Gas Tax 2107.5	0	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	110,000
1023	Trans. Dev. Act Article 3.0	203	0	0	0	0	0	0	0	0	0	0	0	0
1038	AB 2928 - Traffic Congestion Relief	333,586	378,419	0	0	0	0	0	0	0	0	0	0	378,419
1111	County Grants	0	300,000	0	0	0	0	0	0	0	0	0	0	300,000
1202	Contributions	0	150,000	0	0	0	0	0	0	0	0	0	0	150,000
3355	Interest Income	250,414	169,555	127,379	148,682	118,406	122,331	128,728	135,819	118,981	105,521	92,122	78,937	1,346,461
4100	Miscellaneous	101,699	26,666	0	0	0	0	0	0	0	0	0	0	26,666
4400	Transfer From TDA Fund	0	49,295	0	0	0	0	0	0	0	0	0	0	49,295
4400	Transfer From Cap. Proj./Traffic Miti	0	51,613	0	0	0	0	0	0	0	0	0	0	51,613
FUND TOTAL		3,310,740	3,688,671	2,705,820	2,742,534	2,727,761	2,747,283	2,769,369	2,792,244	2,791,286	2,793,798	2,796,469	2,799,450	31,354,685

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
Fund 280 - Gas Tax Street Improvement				
Salaries & Benefits Subtotal	\$0.00	\$0.00	\$0.00	\$0.00
7900 - 03 Transfers Out - General Fund - General	0.00	0.00	900,000.00	2,000,000.00
Transfers Out Subtotal	\$0.00	\$0.00	\$900,000.00	\$2,000,000.00
Total for Fund 280 - Gas Tax Street Improvement	\$0.00	\$0.00	\$900,000.00	\$2,000,000.00

CITY OF SUNNYVALE
285. TRANSPORTATION DEVELOPMENT ACT (TDA) FUND
LONG TERM FINANCIAL PLAN
JULY 1, 2002 TO JUNE 30, 2013

	ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2002/2003 TO FY 2012/2013 TOTAL
	2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	
RESERVE/FUND BALANCE, JULY 1	0	0	0	0	0	0	0	0	0	0	0	0	0

CURRENT RESOURCES:													
Transportation Development Act	0	620,572	0	80,000	82,400	84,872	87,418	90,041	92,742	95,524	98,390	101,342	1,433,300

TOTAL CURRENT RESOURCES	0	620,572	0	80,000	82,400	84,872	87,418	90,041	92,742	95,524	98,390	101,342	1,433,300

TOTAL AVAILABLE RESOURCES	0	620,572	0	80,000	82,400	84,872	87,418	90,041	92,742	95,524	98,390	101,342	1,433,300

CURRENT REQUIREMENTS:													
Transfer To Capital Proj./Gas Tax Sub-Fund	0	569,483	0	0	0	0	0	0	0	0	0	0	569,483
Transfer To Gas Tax Fund	0	49,295	0	0	0	0	0	0	0	0	0	0	49,295
Future TDA Projects	0	1,794	0	80,000	82,400	84,872	87,418	90,041	92,742	95,524	98,390	101,342	814,522

TOTAL CURRENT REQUIREMENTS	0	620,572	0	80,000	82,400	84,872	87,418	90,041	92,742	95,524	98,390	101,342	1,433,300

RESERVES:													
Transportation Development Act	0	0	0	0	0	0	0	0	0	0	0	0	0

TOTAL RESERVES	0	0	0	0	0	0	0	0	0	0	0	0	0

FUND BALANCE, JUNE 30	0	0	0	0	0	0	0	0	0	0	0	0	0
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**285. TRANSPORTATION DEVELOPMENT ACT (TDA) FUND
REVENUES BY SOURCE**

	ACTUAL 2001/2002	CURRENT 2002/2003	BUDGET 2003/2004	PLAN 2004/2005	PLAN 2005/2006	PLAN 2006/2007	PLAN 2007/2008	PLAN 2008/2009	PLAN 2009/2010	PLAN 2010/2011	PLAN 2011/2012	PLAN 2012/2013	FY 2002/2003 TO FY 2012/2013 TOTAL
1023-01 TDA Article 3 - FY 2000/2001	0	117,214	0	0	0	0	0	0	0	0	0	0	117,214
1023-02 TDA Article 3 - FY 2001/2002	0	35,250	0	0	0	0	0	0	0	0	0	0	35,250
1023-03 TDA Article 3 - FY 2002/2003	0	468,108	0	0	0	0	0	0	0	0	0	0	468,108
xxxx Future TDA	0	0	0	80,000	82,400	84,872	87,418	90,041	92,742	95,524	98,390	101,342	812,728
FUND TOTAL	0	620,572	0	80,000	82,400	84,872	87,418	90,041	92,742	95,524	98,390	101,342	1,433,300

**295. YOUTH AND NEIGHBORHOOD SERVICES FUND
REVENUES BY SOURCE**

	ACTUAL 2001/2002	CURRENT 2002/2003	BUDGET 2003/2004	PLAN 2004/2005	PLAN 2005/2006	PLAN 2006/2007	PLAN 2007/2008	PLAN 2008/2009	PLAN 2009/2010	PLAN 2010/2011	PLAN 2011/2012	PLAN 2012/2013	FY 2002/2003 TO FY 2012/2013 TOTAL
0752-11 Facilities Rent-Classroom/Multipurpo	1,680	20,600	21,218	21,855	22,510	23,185	23,881	24,597	25,335	26,095	26,878	27,685	263,841
0752-12 Facilities Rent-Gymnasium	24,555	0	0	0	0	0	0	0	0	0	0	0	0
0752-13 Facilities Rent-Facility Attendant	6,640	0	0	0	0	0	0	0	0	0	0	0	0
1109 Sunnysvale School Dist Reimbursemer	75,957	65,000	117,726	123,046	126,001	129,032	132,141	135,329	138,599	141,953	145,393	148,922	1,403,142
1208 Restricted Cash Donations	1,217	0	0	0	0	0	0	0	0	0	0	0	0
1216 Misc. Private Grants/Donations	0	5,000	0	0	0	0	0	0	0	0	0	0	5,000
1674 Weed Abatement Fees	19	0	0	0	0	0	0	0	0	0	0	0	0
2357 Youth Basketball League	20,687	13,500	13,905	14,322	14,752	15,194	15,650	16,120	16,603	17,101	17,614	18,143	172,905
2359 Fees - Adult League	15,990	24,000	24,720	25,462	26,225	27,012	27,823	28,657	29,517	30,402	31,315	32,254	307,387
2413 Teen Programs Co-Op Revenues	45	0	0	0	0	0	0	0	0	0	0	0	0
2465 Columbia Co-Op Sports Program	18,576	17,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	197,000
2470 Columbia Adult Open Gym	2,215	2,652	2,500	2,575	2,652	2,732	2,814	2,898	2,985	3,075	3,167	3,262	31,312
2475 Columbia Youth Open Gym	1,666	1,530	1,600	1,648	1,697	1,748	1,801	1,855	1,910	1,968	2,027	2,088	19,872
2480 Columbia After-School Programs	15,072	2,500	2,575	2,652	2,732	2,814	2,898	2,985	3,075	3,167	3,262	3,360	32,019
2482 Columbia Supplemental Programs	259	0	0	0	0	0	0	0	0	0	0	0	0
3355 Interest Income	44,653	48,125	30,399	30,399	30,399	30,399	30,399	30,399	30,399	30,399	30,399	30,399	352,120
3511 Facility Rentals	570	0	0	0	0	0	0	0	0	0	0	0	0
4400-03 Transfers From General Fund	496,215	618,862	0	270,481	465,996	481,300	497,078	513,346	530,120	547,416	565,250	583,641	5,073,489
FUND TOTAL	726,017	818,769	232,643	510,440	710,966	731,417	752,485	774,187	796,544	819,576	843,306	867,754	7,858,088

Summary of Budgeted Expenditures by Fund by Type

	<u>FY 2000/2001</u> Actual	<u>FY 2001/2002</u> Actual	<u>FY 2002/2003</u> Current	<u>FY 2003/2004</u> Budget
Fund 295 - Youth & Neighborhood Services				
4500 - 01 Salaries - Regular	107,242.98	103,764.40	134,438.95	140,134.19
4500 - 03 Salaries - Casual/Seasonal	0.00	5,259.75	0.00	0.00
4500 - 05 Salaries - Contract Personnel	17,195.64	13,456.77	14,656.27	14,656.27
4502 - 03 Overtime - FLSA Overtime Premium	0.00	54.02	0.00	0.00
4503 - 01 Overtime - Regular-Overtime	168.04	109.91	0.00	0.00
4503 - 04 Overtime - Comp Time Earned	1,671.23	1,193.19	376.93	414.58
4525 - 09 Leaves - Mgmt Admin	925.69	278.12	0.00	0.00
4536 - 01 Regular Time Leave Additives - Regular	22,291.59	20,191.95	0.00	0.00
4536 - 03 Regular Time Leave Additives - Casual/Seasonal	0.00	36.43	0.00	0.00
4537 - 01 Regular Time Leave Additives - Regular	0.00	0.00	21,730.05	23,168.54
4539 - 01 Regular Time Worker's Comp Add - Regular	0.00	0.00	1,090.58	1,021.58
4541 - 01 Regular Time Retire & Ins Add - Regular	34,245.80	33,053.86	0.00	0.00
4541 - 03 Regular Time Retire & Ins Add - Casual/Seasonal	0.00	456.67	0.00	0.00
4543 - 01 Overtime Retire & Ins Add - Regular	11.85	6.72	0.00	0.00
4546 - 01 Regular Time Retirement Additi - Regular	0.00	0.00	8,616.61	11,005.44
4547 - 01 Regular Time Insurance & Other - Regular	0.00	0.00	25,171.56	26,287.49
Salaries & Benefits Subtotal	\$183,752.82	\$177,861.79	\$206,080.95	\$216,688.09
5000 Audio Visual Products	0.00	0.00	309.06	312.15
5012 Bldg Maint Matls & Supplies	7.58	13.44	0.00	0.00
5015 Books & Publications	323.99	455.89	309.06	312.15
5035 - 01 Comm Equip Maintain & Repair - Labor	66.24	45.94	0.00	0.00
5070 Consultants	0.00	0.00	5,000.00	0.00
5095 Electrical Parts & Supplies	0.00	8.47	0.00	0.00
5100 - 01 Misc Equip Maint & Repair - Labor	0.00	325.00	0.00	0.00
5100 - 02 Misc Equip Maint & Repair - Materials	0.00	225.00	0.00	0.00
5105 Equipment Rental/Lease	0.00	71.40	412.08	416.20
5130 Supplies, First Aid	0.00	45.25	0.00	0.00
5140 Food Products	349.50	431.76	107.20	108.27
5155 General Supplies	1,479.89	2,004.79	9,921.03	10,020.23
5170 Hand Tools	13.52	0.00	0.00	0.00
5180 Medical Services	50.94	0.00	0.00	0.00
5240 Miscellaneous Services	863.50	5,229.18	37,699.25	37,699.25
5255 Personnel Testing Services	128.00	0.00	0.00	0.00
5260 Photo Equip & Supplies	7.31	7.94	0.00	0.00
5265 Photo & Blueprinting Services	0.00	0.00	618.12	624.30

Summary of Budgeted Expenditures by Fund by Type

		<u>FY 2000/2001</u>	<u>FY 2001/2002</u>	<u>FY 2002/2003</u>	<u>FY 2003/2004</u>
		Actual	Actual	Current	Budget
Fund 295 - Youth & Neighborhood Services					
5275	Postage	3,052.91	1,910.92	10,771.12	10,878.83
5277	Mailing & Delivery Services	683.28	40.50	107.20	108.27
5280	Printing & Related Services	1,422.42	671.21	947.78	957.25
5300	Professional Services	0.00	0.00	3,900.00	3,939.00
5315	Real Property Rental/Lease	13,965.69	95,648.01	127,288.58	117,725.66
5327	Rec Instructors/Officials	5,300.00	8,088.00	0.00	0.00
5357	Supplies, Office	3,117.45	2,060.63	1,751.34	1,768.85
5360	Telecommunication Services	0.00	112.55	0.00	0.00
5375	Training Expenses	25.00	0.00	3,090.60	3,121.50
5400	Utilities - Telephone	2,681.24	2,413.18	4,978.49	5,028.27
Purchased Goods & Services Subtotal		\$33,538.46	\$119,809.06	\$207,210.91	\$193,020.18
5150	Furniture	221.79	0.00	0.00	0.00
5235	Miscellaneous Equipment	50.88	129.59	0.00	0.00
Property & Capital Outlay Subtotal		\$272.67	\$129.59	\$0.00	\$0.00
6005	Conferences and Meetings	0.00	50.00	515.10	520.25
6030	Membership Fees	150.00	0.00	557.25	562.82
6045	Special Events	916.38	3,545.45	1,125.63	1,136.88
6060	Travel Expenses	0.00	0.00	857.62	0.00
6060 - 01	Travel Expenses - Mileage	173.28	140.05	214.41	216.55
6060 - 02	Travel Expenses - Other	0.00	264.00	2,194.33	3,082.46
6065	Recreation Fee Waivers	3,002.00	0.00	0.00	0.00
Miscellaneous Expenditures Subtotal		\$4,241.66	\$3,999.50	\$5,464.34	\$5,518.96
6503	Fleet Rental	0.00	348.20	0.00	0.00
6504	Misc Office Equip Rental	5,760.95	6,265.74	6,298.84	5,772.05
6507	Computer Services Rental	10,720.97	9,947.34	11,973.29	12,411.33
6510	Print Shop Charges	7,800.00	3,633.03	16,275.32	15,787.00
6512	Phone Equip Rental	4,207.97	5,275.01	5,018.03	4,701.05
6513	Mail Services Rental	791.05	905.32	916.60	930.73
6518	Satellite Copier Rental	3,385.98	4,171.57	5,509.72	2,532.50
6523	Furniture Rental	1,577.03	1,415.96	1,340.30	1,389.25
Internal Service Charges Subtotal		\$34,243.95	\$31,962.17	\$47,332.10	\$43,523.91
7050	Interprogram Allocations	154,961.72	168,873.40	212,493.51	211,977.83
7504	Program-Wide Allocations	0.04	0.00	0.00	0.00

**Summary of Budgeted Expenditures by Fund
by Type**

	FY 2000/2001 Actual	FY 2001/2002 Actual	FY 2002/2003 Current	FY 2003/2004 Budget
Fund 295 - Youth & Neighborhood Services				
Indirect Cost Allocations Subtotal	\$154,961.76	\$168,873.40	\$212,493.51	\$211,977.83
Total for Fund 295 - Youth & Neighborhood Services	\$411,011.32	\$502,635.51	\$678,581.81	\$670,728.97

**315. REDEVELOPMENT AGENCY FUND
REVENUES BY SOURCE**

		ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2002/2003 TO FY 2012/2013 TOTAL
		2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	
0150	Secured Property Tax	2,703,181	2,151,565	2,955,783	3,177,873	3,265,793	3,356,202	3,449,171	3,544,776	3,643,091	3,744,196	3,848,169	3,955,095	37,091,715
0753	Lease - Town Center Parking	1,218,753	1,215,678	1,216,678	1,211,728	1,210,558	1,212,920	1,213,805	1,208,280	1,210,893	1,206,475	1,205,118	1,206,523	13,318,653
3355	Interest Income	72,420	135,697	128,738	133,701	118,863	118,876	118,890	118,903	118,917	118,931	118,946	118,968	1,349,430
3531	General Fund Loan	1,500,000	0	0	0	0	0	0	0	0	0	0	0	0
FUND TOTAL		5,494,353	3,502,940	4,301,199	4,523,301	4,595,213	4,687,998	4,781,866	4,871,959	4,972,901	5,069,602	5,172,233	5,280,586	51,759,798

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001</u> <u>Actual</u>	<u>FY 2001/2002</u> <u>Actual</u>	<u>FY 2002/2003</u> <u>Current</u>	<u>FY 2003/2004</u> <u>Budget</u>
Fund 315 - Redevelopment Special Revenue				
4500 - 01 Salaries - Regular	212,685.71	245,753.97	345,549.65	358,676.38
4500 - 02 Salaries - Regular Part-Time	0.00	32.75	0.00	0.00
4500 - 03 Salaries - Casual/Seasonal	22,722.50	1,210.00	0.00	0.00
4500 - 05 Salaries - Contract Personnel	31,646.26	20,888.13	0.00	0.00
4502 - 03 Overtime - FLSA Overtime Premium	215.07	0.00	0.00	0.00
4503 - 01 Overtime - Regular-Overtime	10,873.39	731.13	0.00	0.00
4503 - 04 Overtime - Comp Time Earned	3,177.94	1,909.86	0.00	0.00
4521 - 05 Benefits - Tuition Reimbursement	0.00	993.50	0.00	0.00
4525 - 09 Leaves - Mgmt Admin	2,459.93	1,815.88	0.00	0.00
4536 - 01 Regular Time Leave Additives - Regular	44,200.16	47,863.68	0.00	0.00
4536 - 02 Regular Time Leave Additives - Part-Time	0.00	3.86	0.00	0.00
4536 - 03 Regular Time Leave Additives - Casual/Seasonal	105.37	8.66	0.00	0.00
4537 - 01 Regular Time Leave Additives - Regular	0.00	0.00	55,852.90	59,300.31
4539 - 01 Regular Time Worker's Comp Add - Regular	0.00	0.00	2,803.08	2,614.77
4541 - 01 Regular Time Retire & Ins Add - Regular	68,259.53	77,626.15	0.00	0.00
4541 - 02 Regular Time Retire & Ins Add - Part-Time	0.00	11.20	0.00	0.00
4541 - 03 Regular Time Retire & Ins Add - Casual/Seasonal	1,816.15	96.74	0.00	0.00
4543 - 01 Overtime Retire & Ins Add - Regular	484.48	13.18	0.00	0.00
4546 - 01 Regular Time Retirement Additi - Regular	0.00	0.00	22,147.32	28,168.70
4547 - 01 Regular Time Insurance & Other - Regular	0.00	0.00	64,698.67	67,283.36
Salaries & Benefits Subtotal	\$398,646.49	\$398,958.69	\$491,051.62	\$516,043.52
5015 Books & Publications	442.99	250.06	1,300.00	1,313.00
5025 Clothing, Uniforms & Access	381.50	0.00	0.00	0.00
5035 - 01 Comm Equip Maintain & Repair - Labor	1,384.17	0.00	0.00	0.00
5040 Advertising Services	12,211.94	32,101.53	15,250.00	15,402.50
5070 Consultants	53,736.34	109,537.36	85,000.00	50,200.00
5095 Electrical Parts & Supplies	15.12	0.00	0.00	0.00
5105 Equipment Rental/Lease	43.73	0.00	0.00	0.00
5120 Financial Services	12,794.00	9,926.28	5,000.00	5,050.00
5131 Supplies, Safety	58.05	0.00	0.00	0.00
5140 Food Products	53.13	0.00	0.00	0.00
5155 General Supplies	1,388.92	607.40	2,300.00	2,323.00
5170 Hand Tools	21.15	0.00	0.00	0.00
5215 Legal Services	0.00	0.00	1,000.00	1,010.00
5230 Materials - Land Improve	101.22	0.00	0.00	0.00

**Summary of Budgeted Expenditures by Fund
by Type**

		<u>FY 2000/2001</u>	<u>FY 2001/2002</u>	<u>FY 2002/2003</u>	<u>FY 2003/2004</u>
		Actual	Actual	Current	Budget
Fund 315 - Redevelopment Special Revenue					
5240	Miscellaneous Services	16,238.68	52,739.06	23,550.00	21,550.00
5260	Photo Equip & Supplies	0.00	0.00	1,000.00	1,010.00
5265	Photo & Blueprinting Services	114.69	0.00	1,500.00	1,515.00
5275	Postage	9,674.80	10,577.86	6,450.00	6,514.50
5277	Mailing & Delivery Services	2,098.99	4,114.22	9,300.00	9,393.00
5280	Printing & Related Services	1,299.32	2,028.12	15,000.00	11,626.00
5300	Professional Services	1,370.16	17,121.31	18,000.00	13,080.00
5315	Real Property Rental/Lease	8,000.00	0.00	0.00	0.00
5357	Supplies, Office	3,495.15	705.34	2,000.00	2,020.00
5375	Training Expenses	1,700.00	1,568.00	0.00	0.00
5400	Utilities - Telephone	4,671.66	1,006.29	0.00	0.00
Purchased Goods & Services Subtotal		\$131,295.71	\$242,282.83	\$186,650.00	\$142,007.00
5030	Communication Equipment	0.00	172.76	0.00	0.00
5050	Computer Hardware	4,618.78	0.00	0.00	0.00
5150	Furniture	235.00	1,348.29	0.00	0.00
5235	Miscellaneous Equipment	1,813.19	0.00	0.00	0.00
Property & Capital Outlay Subtotal		\$6,666.97	\$1,521.05	\$0.00	\$0.00
6005	Conferences and Meetings	5,467.85	11,818.74	8,500.00	8,585.00
6030	Membership Fees	6,693.75	11,234.00	3,750.00	3,787.50
6045	Special Events	1,882.33	1,831.48	3,000.00	3,030.00
6060	Travel Expenses	0.00	0.00	200.00	0.00
6060 - 01	Travel Expenses - Mileage	179.44	0.00	0.00	0.00
6060 - 02	Travel Expenses - Other	828.25	0.00	0.00	202.00
Miscellaneous Expenditures Subtotal		\$15,051.62	\$24,884.22	\$15,450.00	\$15,604.50
6503	Fleet Rental	915.00	1,390.40	0.00	0.00
6507	Computer Services Rental	9,702.94	15,858.05	15,722.38	18,965.74
6508	Facilities Rent	3,771.04	4,024.02	4,313.41	13,692.82
6510	Print Shop Charges	13,050.35	22,550.31	17,653.13	17,123.00
6511	Radio & Pagers Rental	0.00	0.00	0.00	340.25
6512	Phone Equip Rental	2,210.00	1,518.40	2,457.42	2,925.83
6518	Satellite Copier Rental	5,224.96	1,620.32	1,557.01	1,349.65
6520	IBM Copier Charges	218.31	32.20	0.00	168.69
6523	Furniture Rental	300.04	277.03	262.23	271.60

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
Fund 315 - Redevelopment Special Revenue				
Internal Service Charges Subtotal	\$35,392.64	\$47,270.73	\$41,965.58	\$54,837.58
7503 SDP-Wide Allocations	-0.01	0.00	0.00	0.00
7504 Program-Wide Allocations	-0.49	0.00	0.00	0.00
Indirect Cost Allocations Subtotal	-\$0.50	\$0.00	\$0.00	\$0.00
Total for Fund 315 - Redevelopment Special Revenue	<u><u>\$587,052.93</u></u>	<u><u>\$714,917.52</u></u>	<u><u>\$735,117.20</u></u>	<u><u>\$728,492.60</u></u>

**CITY OF SUNNYVALE
385. COMBINED CAPITAL PROJECTS FUND
LONG TERM FINANCIAL PLAN
JULY 1, 2002 TO JUNE 30, 2013**

	FY 2002/2003 TO FY 2012/2013 TOTAL												
	ACTUAL 2001/2002	CURRENT 2002/2003	BUDGET 2003/2004	PLAN 2004/2005	PLAN 2005/2006	PLAN 2006/2007	PLAN 2007/2008	PLAN 2008/2009	PLAN 2009/2010	PLAN 2010/2011	PLAN 2011/2012	PLAN 2012/2013	TOTAL
RESERVE/FUND BALANCE, JULY 1	36,028,531	30,750,300	6,662,534	4,996,576	1,674,895	1,824,834	1,937,184	2,057,437	2,186,116	2,239,963	2,384,035	2,533,554	30,750,300
CURRENT RESOURCES:													
Rental Income	807,447	0	0	0	0	0	0	0	0	0	0	0	0
Federal Grants	49,479	7,298,071	800,000	6,400,000	0	0	0	0	0	0	0	0	14,498,071
Proposition 12 - 2000 State Bond Act	23,882	793,533	0	0	0	0	0	0	0	0	0	0	793,533
Proposition 40 - 2001 State Bond Act	0	487,000	500,000	0	0	0	0	0	0	0	0	0	987,000
State Grants	276,205	4,249,273	0	0	0	0	0	0	0	0	0	0	4,249,273
Measure A/B	142,127	3,566,038	0	0	0	0	0	0	0	0	0	0	3,566,038
Contributions	311,724	103,612	0	0	0	0	0	0	0	0	0	0	103,612
County Reimbursement	5,182,554	7,858,731	0	1,040,000	0	0	0	0	0	0	0	0	8,898,731
Traffic Mitigation Fees	615,053	1,257,425	217,125	217,125	0	0	0	0	0	0	0	0	1,691,675
Miscellaneous Revenues	750	209,500	0	0	0	0	0	0	0	0	0	0	209,500
Interest Income	1,656,811	640,280	265,101	283,911	104,585	111,017	117,898	125,258	132,925	136,617	144,938	153,997	2,216,526
Transfer From General Fund	3,366,978	9,143,709	0	0	0	0	0	0	0	0	0	0	9,143,709
Transfer From CDBG Fund	948,180	316,464	0	0	0	0	0	0	0	0	0	0	316,464
Transfer From Park Dedication Fund	98,686	1,321,679	0	0	0	0	0	0	0	0	0	0	1,321,679
Transfer From Community Recreation Fund	390,000	0	0	0	0	0	0	0	0	0	0	0	0
Transfer From Water Supply & Distribution Fund	549,242	2,622,862	0	0	0	0	0	0	0	0	0	0	2,622,862
Transfer From Wastewater Management Fund	820,674	1,932,607	416,242	220,421	113,188	70,524	72,929	75,407	78,810	82,349	80,835	82,452	3,225,764
Transfer From Gas Tax Fund	789	4,046,468	350,000	1,600,000	0	0	0	0	0	0	0	0	5,996,468
Transfer From Transportation Develop. Act Fund	0	569,483	0	0	0	0	0	0	0	0	0	0	569,483
Transfer From Measure A/B Sub-Fund	0	183,300	0	0	0	0	0	0	0	0	0	0	183,300
Transfer From Traffic Mitigation Sub-Fund	805,000	1,040,300	0	0	0	0	0	0	0	0	0	0	1,040,300
Transfer From General Assets Sub-Fund	0	900,000	0	0	0	0	0	0	0	0	0	0	900,000
Recommended Budget Reductions - All Funds	0	(5,392,280)	0	0	0	0	0	0	0	0	0	0	(5,392,280)
TOTAL CURRENT RESOURCES	16,045,582	43,148,055	2,548,468	9,761,457	217,773	181,541	190,827	200,665	211,735	218,966	225,773	236,449	57,141,708
TOTAL AVAILABLE RESOURCES	52,074,113	73,898,355	9,211,002	14,758,033	1,892,668	2,006,375	2,128,011	2,258,102	2,397,851	2,458,929	2,609,808	2,770,002	87,892,008
CURRENT REQUIREMENTS:													
Debt Service	563,137	0	0	0	0	0	0	0	0	0	0	0	0
Capital Projects	19,566,518	59,663,969	3,072,980	9,282,626	67,834	69,191	70,574	71,986	157,888	74,894	76,254	77,779	72,685,975
Special Projects	364,338	1,154,525	0	0	0	0	0	0	0	0	0	0	1,154,525
Infrastructure Projects	24,820	50,000	0	0	0	0	0	0	0	0	0	0	50,000
Project Administration Charges	0	51,107	85,133	0	0	0	0	0	0	0	0	0	136,240
Future Land Use & Transportation Projects	0	0	0	3,757,465	0	0	0	0	0	0	0	0	3,757,465
Future Measure A/B Projects	0	0	0	43,047	0	0	0	0	0	0	0	0	43,047
Transfer To Capital Projects/Gas Tax Sub-Fund	805,000	1,940,300	0	0	0	0	0	0	0	0	0	0	1,940,300
Transfer To Gas Tax Fund	0	51,613	0	0	0	0	0	0	0	0	0	0	51,613
Transfer To Infrastructure Fund/Sewer Sub-Fund	0	29,854	0	0	0	0	0	0	0	0	0	0	29,854
Transfer To Capital Assets Sub-Fund	0	183,300	0	0	0	0	0	0	0	0	0	0	183,300
Transfer To Infrastructure Fund/Water Sub-Fund	0	1,425,416	0	0	0	0	0	0	0	0	0	0	1,425,416
Transfer To General Svs./SV Office Ctr Sub-Fund	0	10,124,336	1,056,313	0	0	0	0	0	0	0	0	0	11,180,649
Recommended Budget Reductions - All Funds	0	(7,438,599)	0	0	0	0	0	0	0	0	0	0	(7,438,599)
TOTAL CURRENT REQUIREMENTS	21,323,813	67,235,821	4,214,426	13,083,138	67,834	69,191	70,574	71,986	157,888	74,894	76,254	77,779	85,199,785

**CITY OF SUNNYVALE
385. COMBINED CAPITAL PROJECTS FUND
LONG TERM FINANCIAL PLAN
JULY 1, 2013 TO JUNE 30, 2023**

	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2013/2014 TO FY 2022/2023 TOTAL	FY 2002/2003 TO FY 2022/2023 TOTAL
	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	TOTAL	TOTAL
RESERVE/FUND BALANCE, JULY 1	2,692,223	2,853,290	3,024,083	3,205,186	3,397,219	3,600,842	3,816,751	4,045,688	4,288,430	4,545,812	2,692,223	30,750,300
CURRENT RESOURCES:												
Rental Income	0	0	0	0	0	0	0	0	0	0	0	0
Federal Grants	0	0	0	0	0	0	0	0	0	0	0	14,498,071
Proposition 12 - 2000 State Bond Act	0	0	0	0	0	0	0	0	0	0	0	793,533
Proposition 40 - 2001 State Bond Act	0	0	0	0	0	0	0	0	0	0	0	987,000
State Grants	0	0	0	0	0	0	0	0	0	0	0	4,249,273
Measure A/B	0	0	0	0	0	0	0	0	0	0	0	3,566,038
Contributions	0	0	0	0	0	0	0	0	0	0	0	103,612
County Reimbursement	0	0	0	0	0	0	0	0	0	0	0	8,898,731
Traffic Mitigation Fees	0	0	0	0	0	0	0	0	0	0	0	1,691,675
Miscellaneous Revenues	0	0	0	0	0	0	0	0	0	0	0	209,500
Interest Income	163,607	173,408	183,797	194,809	206,481	218,852	231,966	245,866	260,599	276,215	2,155,601	4,372,127
Transfer From General Fund	0	0	0	0	0	0	0	0	0	0	0	9,143,709
Transfer From CDBG Fund	0	0	0	0	0	0	0	0	0	0	0	316,464
Transfer From Park Dedication Fund	0	0	0	0	0	0	0	0	0	0	0	1,321,679
Transfer From Community Recreation Fund	0	0	0	0	0	0	0	0	0	0	0	0
Transfer From Water Supply & Distribution Fund	0	0	0	0	0	0	0	0	0	0	0	2,622,862
Transfer From Wastewater Management Fund	84,925	87,473	90,097	92,800	95,584	98,452	101,408	104,447	107,581	110,808	973,575	4,199,339
Transfer From Gas Tax Fund	0	0	0	0	0	0	0	0	0	0	0	5,996,468
Transfer From Transportation Develop. Act Fund	0	0	0	0	0	0	0	0	0	0	0	569,483
Transfer From Measure A/B Sub-Fund	0	0	0	0	0	0	0	0	0	0	0	183,300
Transfer From Traffic Mitigation Sub-Fund	0	0	0	0	0	0	0	0	0	0	0	1,040,300
Transfer From General Assets Sub-Fund	0	0	0	0	0	0	0	0	0	0	0	900,000
Recommended Budget Reductions - All Funds	0	0	0	0	0	0	0	0	0	0	0	(5,392,280)
TOTAL CURRENT RESOURCES	248,532	260,881	273,894	287,609	302,065	317,304	333,374	350,313	368,180	387,023	3,129,176	60,270,884
TOTAL AVAILABLE RESOURCES	2,940,755	3,114,172	3,297,977	3,492,794	3,699,284	3,918,147	4,150,125	4,396,001	4,656,610	4,932,836	5,821,398	91,021,184
CURRENT REQUIREMENTS:												
Debt Service	0	0	0	0	0	0	0	0	0	0	0	0
Capital Projects	87,465	90,089	92,791	95,575	98,442	101,396	104,438	107,571	110,798	114,122	1,002,686	73,688,661
Special Projects	0	0	0	0	0	0	0	0	0	0	0	1,154,525
Infrastructure Projects	0	0	0	0	0	0	0	0	0	0	0	50,000
Project Administration Charges	0	0	0	0	0	0	0	0	0	0	0	136,240
Future Land Use & Transportation Projects	0	0	0	0	0	0	0	0	0	0	0	3,757,465
Future Measure A/B Projects	0	0	0	0	0	0	0	0	0	0	0	43,047
Transfer To Capital Projects/Gas Tax Sub-Fund	0	0	0	0	0	0	0	0	0	0	0	1,940,300
Transfer To Gas Tax Fund	0	0	0	0	0	0	0	0	0	0	0	51,613
Transfer To Infrastructure Fund/Sewer Sub-Fund	0	0	0	0	0	0	0	0	0	0	0	29,854
Transfer To Capital Assets Sub-Fund	0	0	0	0	0	0	0	0	0	0	0	183,300
Transfer To Infrastructure Fund/Water Sub-Fund	0	0	0	0	0	0	0	0	0	0	0	1,425,416
Transfer To General Svs./SV Office Ctr Sub-Fund	0	0	0	0	0	0	0	0	0	0	0	11,180,649
Recommended Budget Reductions - All Funds	0	0	0	0	0	0	0	0	0	0	0	(7,438,599)
TOTAL CURRENT REQUIREMENTS	87,465	90,089	92,791	95,575	98,442	101,396	104,438	107,571	110,798	114,122	1,002,686	86,202,470

**385/100. CAPITAL PROJECTS FUND/GENERAL ASSETS SUB-FUND
REVENUES BY SOURCE**

	ACTUAL 2001/2002	CURRENT 2002/2003	BUDGET 2003/2004	PLAN 2004/2005	PLAN 2005/2006	PLAN 2006/2007	PLAN 2007/2008	PLAN 2008/2009	PLAN 2009/2010	PLAN 2010/2011	PLAN 2011/2012	PLAN 2012/2013	FY 2002/2003 TO FY 2012/2013 TOTAL
0751-20 Rental Income - Sunnyvale Office Ce	807,448	0	0	0	0	0	0	0	0	0	0	0	0
1003-02 State of CA Energy Commission	0	271,600	0	0	0	0	0	0	0	0	0	0	271,600
1017 Office of Traffic Safety	0	22,000	0	0	0	0	0	0	0	0	0	0	22,000
1027 Misc State Grants	0	4,384	0	0	0	0	0	0	0	0	0	0	4,384
1033 Proposition 40	0	487,000	500,000	0	0	0	0	0	0	0	0	0	987,000
1037 Proposition 12 - 2000 State Bond Act	23,882	793,533	0	0	0	0	0	0	0	0	0	0	793,533
1039 Transportation System Management C	113,043	748,202	0	0	0	0	0	0	0	0	0	0	748,202
1114 Other Agencies - Reimbursement	1,031,649	895,413	0	0	0	0	0	0	0	0	0	0	895,413
1117-01 Santa Clara VTA-MBTIP	4,150,905	4,763,318	0	0	0	0	0	0	0	0	0	0	4,763,318
1202 Contributions	15,537	103,612	0	0	0	0	0	0	0	0	0	0	103,612
4100 Misc. Revenues	750	209,500	0	0	0	0	0	0	0	0	0	0	209,500
3355 Interest Income	1,208,174	243,546	0	5,722	6,065	6,429	6,815	7,223	7,657	8,116	8,603	9,119	309,295
4400-03 Transfer From General Fund	3,366,978	8,946,449	0	0	0	0	0	0	0	0	0	0	8,946,449
4400-10 Transfer From CDBG Fund	948,180	316,464	0	0	0	0	0	0	0	0	0	0	316,464
4400-14 Transfer From Park Dedication Fund	98,686	1,321,679	0	0	0	0	0	0	0	0	0	0	1,321,679
4400-42 Transfer From Water Fund	0	232,887	0	0	0	0	0	0	0	0	0	0	232,887
4400-43 Transfer From Sewer Fund	0	232,887	0	0	0	0	0	0	0	0	0	0	232,887
4400-53 Transfer From Comm. Rec. Fund	390,000	0	0	0	0	0	0	0	0	0	0	0	0
4400-78 Transfer From Measure B Fund	0	183,300	0	0	0	0	0	0	0	0	0	0	183,300
xxxx CM Recommended Reductions	0	(851,440)	0	0	0	0	0	0	0	0	0	0	(851,440)
FUND TOTAL	12,155,232	18,924,334	500,000	5,722	6,065	6,429	6,815	7,223	7,657	8,116	8,603	9,119	19,490,083

**385/200. CAPITAL PROJECTS FUND/WASTEWATER MANAGEMENT SUB-FUND
REVENUES BY SOURCE**

		ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2002/2003 TO FY 2012/2013 TOTAL	
		2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	
3355	Interest Income	114,714	92,356	104,222	99,775	98,520	104,588	111,084	118,034	125,268	128,501	136,335	144,877	1,263,561
1214	Contributions	295,920	0	0	0	0	0	0	0	0	0	0	0	0
4400-41	Transfer From Utilities Fund - Water	0	16,536	0	0	0	0	0	0	0	0	0	0	16,536
4400-43	Transfer From Utilities Fund - Wastev	820,674	40,282	416,242	220,421	113,188	70,524	72,929	75,407	78,810	82,349	80,835	82,452	1,333,439
FUND TOTAL		1,231,308	149,174	520,464	320,196	211,708	175,112	184,013	193,441	204,078	210,850	217,170	227,329	2,613,536

CITY OF SUNNYVALE
385/300. CAPITAL PROJECTS FUND/WATER SUPPLY AND DISTRIBUTION SUB-FUND
LONG TERM FINANCIAL PLAN
JULY 1, 2013 TO JUNE 30, 2023

	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2013/2014 TO FY 2022/2023 TOTAL	FY 2002/2003 TO FY 2022/2023 TOTAL
	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023		
RESERVE/FUND BALANCE, JULY 1	0	0	0	0	0	0	0	0	0	0	0	1,379,694

CURRENT RESOURCES:												
Interest Income	0	0	0	0	0	0	0	0	0	0	0	45,722
Transfer From Water Supply & Distribution Fund	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL CURRENT RESOURCES	0	0	0	0	0	0	0	0	0	0	0	45,722

TOTAL AVAILABLE RESOURCES	0	0	0	0	0	0	0	0	0	0	0	1,425,416

CURRENT REQUIREMENTS:												
Transfer To Infrastructure/Water Sub-Fund	0	0	0	0	0	0	0	0	0	0	0	1,425,416
TOTAL CURRENT REQUIREMENTS	0	0	0	0	0	0	0	0	0	0	0	1,425,416

RESERVES:												
Capital Reserve	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL RESERVES	0	0	0	0	0	0	0	0	0	0	0	0

FUND BALANCE, JUNE 30	0	0	0	0	0	0	0	0	0	0	0	0
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CITY OF SUNNYVALE
385/800. CAPITAL PROJECTS FUND/MEASURE A/B SUB-FUND
LONG TERM FINANCIAL PLAN
JULY 1, 2013 TO JUNE 30, 2023

	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2013/2014 TO FY 2022/2023 TOTAL	FY 2002/2003 TO FY 2022/2023 TOTAL
	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023		
RESERVE/FUND BALANCE, JULY 1	0	0	0	0	0	0	0	0	0	0	0	676,220

CURRENT RESOURCES:												
Measure A/B	0	0	0	0	0	0	0	0	0	0	0	3,566,038
Interest Income	0	0	0	0	0	0	0	0	0	0	0	48,027

TOTAL CURRENT RESOURCES	0	0	0	0	0	0	0	0	0	0	0	3,614,065

TOTAL AVAILABLE RESOURCES	0	0	0	0	0	0	0	0	0	0	0	4,290,285

CURRENT REQUIREMENTS:												
Capital Projects	0	0	0	0	0	0	0	0	0	0	0	3,927,698
Project Administration Charges	0	0	0	0	0	0	0	0	0	0	0	136,240
Transfer To Capital Proj./General Assets Sub-Fund	0	0	0	0	0	0	0	0	0	0	0	183,300
Future Measure A/B Projects	0	0	0	0	0	0	0	0	0	0	0	43,047

TOTAL CURRENT REQUIREMENTS	0	0	0	0	0	0	0	0	0	0	0	4,290,285

RESERVES:												
Capital Reserve	0	0	0	0	0	0	0	0	0	0	0	0

TOTAL RESERVES	0	0	0	0	0	0	0	0	0	0	0	0

FUND BALANCE, JUNE 30	0	0	0	0	0	0	0	0	0	0	0	0
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CITY OF SUNNYVALE
385/950. CAPITAL PROJECTS FUND/TRAFFIC MITIGATION SUB-FUND
LONG TERM FINANCIAL PLAN
JULY 1, 2013 TO JUNE 30, 2023

	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2013/2014 TO FY 2022/2023 TOTAL	FY 2002/2003 TO FY 2022/2023 TOTAL
	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023		
RESERVE/FUND BALANCE, JULY 1	0	0	0	0	0	0	0	0	0	0	0	2,976,233

CURRENT RESOURCES:												
Traffic Mitigation Fees	0	0	0	0	0	0	0	0	0	0	0	1,691,675
Interest Income	0	0	0	0	0	0	0	0	0	0	0	492,470

TOTAL CURRENT RESOURCES	0	0	0	0	0	0	0	0	0	0	0	2,184,145

TOTAL AVAILABLE RESOURCES	0	0	0	0	0	0	0	0	0	0	0	5,160,378

CURRENT REQUIREMENTS:												
Special Projects	0	0	0	0	0	0	0	0	0	0	0	311,000
Future Traffic Mitigation Projects	0	0	0	0	0	0	0	0	0	0	0	3,757,465
Transfer To Gas Tax Fund	0	0	0	0	0	0	0	0	0	0	0	51,613
Transfer To Capital Projects/Gas Tax Sub-Fund	0	0	0	0	0	0	0	0	0	0	0	1,040,300

TOTAL CURRENT REQUIREMENTS	0	0	0	0	0	0	0	0	0	0	0	5,160,378

RESERVES:												
Capital Reserve - Project Specific	0	0	0	0	0	0	0	0	0	0	0	0
Capital Reserve - Regional Mitigation	0	0	0	0	0	0	0	0	0	0	0	0
Future Land Use & Transportation Projects	0	0	0	0	0	0	0	0	0	0	0	0

TOTAL RESERVES	0	0	0	0	0	0	0	0	0	0	0	0

FUND BALANCE, JUNE 30	0	0	0	0	0	0	0	0	0	0	0	0
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CITY OF SUNNYVALE
610. COMBINED INFRASTRUCTURE RENOVATION & REPLACEMENT FUND
LONG TERM FINANCIAL PLAN
JULY 1, 2002 TO JUNE 30, 2013

	ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2002/2003 TO FY 2012/2013 TOTAL
	2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	TOTAL
RESERVE/FUND BALANCE, JULY 1	16,260,861	19,751,022	18,105,265	15,397,582	15,464,198	14,766,348	16,643,235	17,954,902	19,941,566	22,302,466	21,887,290	22,840,239	19,751,022
CURRENT RESOURCES:													
Proposition 12 - 2000 State Bond Act	0	653,606	0	0	0	0	0	0	0	0	0	0	653,606
Interest Income	1,018,354	1,204,181	1,147,048	1,024,003	963,462	1,013,311	1,101,174	1,201,041	1,333,760	1,375,947	1,413,129	1,377,271	13,154,326
Intrafund Transfers	0	0	35,700	0	0	0	0	0	0	0	0	0	35,700
Transfer From General Fund	2,494,364	2,020,196	2,131,272	2,195,210	2,261,066	2,328,898	2,398,766	2,470,729	2,544,849	2,621,195	2,699,831	2,780,826	26,452,837
Transfer From Gas Tax Fund	0	299,000	0	0	0	0	0	0	0	0	0	0	299,000
Transfer From Capital Projects Fund	0	1,455,270	0	0	0	0	0	0	0	0	0	0	1,455,270
Transfer From Water Fund	600,000	300,000	1,478,400	1,075,344	655,636	675,305	695,564	716,431	737,924	760,062	782,864	806,350	8,683,880
Transfer From Solid Waste Fund	40,000	41,200	42,435	43,709	45,020	46,371	47,762	49,194	50,670	52,190	53,756	75,000	547,306
Transfer From Wastewater Fund	2,200,000	3,071,500	3,726,540	1,927,611	800,000	816,000	832,320	848,966	865,946	883,265	1,266,175	1,304,160	16,342,483
Transfer From Community Rec. Fund	215,000	220,000	226,600	233,398	240,400	247,612	255,040	262,692	270,572	278,689	287,050	295,662	2,817,715
TOTAL CURRENT RESOURCES	6,567,718	9,264,954	8,787,995	6,499,276	4,965,584	5,127,496	5,330,626	5,549,052	5,803,721	5,971,347	6,502,804	6,639,268	70,442,123
TOTAL AVAILABLE RESOURCES	22,828,579	29,015,976	26,893,260	21,896,858	20,429,782	19,893,844	21,973,861	23,503,955	25,745,286	28,273,813	28,390,094	29,479,506	90,193,145
CURRENT REQUIREMENTS:													
Operations	343,884	275,568	441,855	727,473	380,381	338,406	489,717	604,439	516,279	572,414	589,587	596,025	5,532,145
Infrastructure Projects	2,603,433	10,808,713	11,018,123	5,705,185	5,283,051	2,912,202	3,529,241	2,957,949	2,926,542	5,814,111	4,960,270	7,849,170	63,764,555
Recommended Projects Reductions	0	(173,571)	0	0	0	0	0	0	0	0	0	0	(173,571)
Intrafund Transfers	0	0	35,700	0	0	0	0	0	0	0	0	0	35,700
Transfer To General Services Fund	130,239	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL CURRENT REQUIREMENTS	3,077,556	10,910,710	11,495,678	6,432,658	5,663,432	3,250,609	4,018,958	3,562,388	3,442,821	6,386,525	5,549,857	8,445,195	69,158,829
RESERVES:													
Infrastructure Reserve	19,751,022	18,105,265	15,397,582	15,464,198	14,766,348	16,643,235	17,954,902	19,941,566	22,302,466	21,887,290	22,840,239	21,034,313	21,034,313
TOTAL RESERVES	19,751,022	18,105,265	15,397,582	15,464,198	14,766,348	16,643,235	17,954,902	19,941,566	22,302,466	21,887,290	22,840,239	21,034,313	21,034,313
FUND BALANCE, JUNE 30	0	0	0	0	0	0	0	0	0	0	1	0	0

CITY OF SUNNYVALE
610. COMBINED INFRASTRUCTURE RENOVATION & REPLACEMENT FUND
LONG TERM FINANCIAL PLAN
JULY 1, 2013 TO JUNE 30, 2023

	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2013/2014	FY 2002/2003
	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	TO	TO
											FY 2022/2023	FY 2022/2023
											TOTAL	TOTAL
RESERVE/FUND BALANCE, JULY 1	21,034,313	15,238,168	14,716,741	11,808,168	12,048,991	13,052,830	14,201,058	8,612,589	6,239,928	6,959,687	21,034,313	19,751,022
CURRENT RESOURCES:												
Proposition 12 - 2000 State Bond Act	0	0	0	0	0	0	0	0	0	0	0	653,606
Interest Income	1,106,603	1,039,290	938,927	877,794	916,681	1,000,566	845,852	638,316	721,634	588,774	8,674,437	21,828,762
Intrafund Transfers	0	0	0	0	0	0	0	0	0	0	0	35,700
Transfer From General Fund	1,472,062	3,290,944	3,424,581	3,558,165	3,696,891	3,835,966	3,990,606	4,141,030	4,307,473	4,469,336	36,187,054	62,639,891
Transfer From Gas Tax Fund	0	0	0	0	0	0	0	0	0	0	0	299,000
Transfer From Capital Projects Fund	0	0	0	0	0	0	0	0	0	0	0	1,455,270
Transfer From Water Fund	838,604	872,148	907,034	800,000	832,000	865,280	899,891	935,887	973,322	1,012,255	8,936,421	17,620,301
Transfer From Solid Waste Fund	85,000	150,000	200,000	50,000	52,000	54,080	56,243	58,493	60,833	63,266	829,915	1,377,221
Transfer From Wastewater Fund	1,434,576	2,750,000	2,915,000	3,089,900	2,850,479	3,471,812	3,680,121	3,900,928	4,134,984	4,217,683	32,445,483	48,787,966
Transfer From Community Rec. Fund	382,488	397,788	413,699	430,247	447,457	465,355	483,969	503,328	523,461	544,400	4,592,193	7,409,908
TOTAL CURRENT RESOURCES	5,319,333	8,500,169	8,799,241	8,806,106	8,795,508	9,693,059	9,956,683	10,177,982	10,721,707	10,895,714	91,665,502	162,107,625
TOTAL AVAILABLE RESOURCES	26,353,646	23,738,337	23,515,982	20,614,274	20,844,499	22,745,890	24,157,741	18,790,571	16,961,635	17,855,402	112,699,815	181,858,647
CURRENT REQUIREMENTS:												
Operations	692,011	565,474	674,561	677,528	713,638	776,325	692,920	1,005,451	858,872	943,044	7,599,823	13,131,968
Infrastructure Projects	10,423,469	8,456,120	11,033,252	7,887,757	7,078,033	7,768,509	14,852,234	11,545,192	9,143,076	13,187,535	101,375,177	165,139,732
Recommended Projects Reductions	0	0	0	0	0	0	0	0	0	0	0	(173,571)
Intrafund Transfers	0	0	0	0	0	0	0	0	0	0	0	35,700
Transfer To General Services Fund	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL CURRENT REQUIREMENTS	11,115,480	9,021,593	11,707,813	8,565,286	7,791,671	8,544,834	15,545,154	12,550,643	10,001,948	14,130,579	108,975,000	178,133,829
RESERVES:												
Infrastructure Reserve	15,238,168	14,716,741	11,808,168	12,048,991	13,052,830	14,201,058	8,612,589	6,239,928	6,959,687	3,724,823	3,724,823	3,724,823
TOTAL RESERVES	15,238,168	14,716,741	11,808,168	12,048,991	13,052,830	14,201,058	8,612,589	6,239,928	6,959,687	3,724,823	3,724,823	3,724,823
FUND BALANCE, JUNE 30	0	0	0	0	0	0	0	1	1	0	0	0

**610/100. INFRASTRUCTURE RENOVATION & REPLACEMENT FUND/GENERAL SUB-FUND
REVENUES BY SOURCE**

		ACTUAL	CURRENT	BUDGET	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2001/2002 TO FY 2011/2012 TOTAL	
		2000/2001	2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	
1037	Proposition 12 - Parks Funding	32,981	0	653,606	0	0	0	0	0	0	0	0	0	653,606
3355	Interest Income	721,694	830,704	696,843	558,614	548,670	577,935	646,167	728,452	818,364	935,572	973,805	995,708	8,310,832
4400-03	Transfer From General Fund	2,130,450	2,494,364	2,020,196	2,131,272	2,195,210	2,261,066	2,328,898	2,398,766	2,470,729	2,544,849	2,621,195	2,699,831	26,166,375
FUND TOTAL		2,885,125	3,325,068	3,370,645	2,689,886	2,743,880	2,839,000	2,975,065	3,127,217	3,289,093	3,480,421	3,594,999	3,695,539	35,130,813

**610/200. INFRASTRUCTURE RENOVATION & REPLACEMENT FUND/WASTEWATER SUB-FUND
REVENUES BY SOURCE**

		ACTUAL	CURRENT	BUDGET	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2001/2002 TO FY 2011/2012 TOTAL	
		2000/2001	2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	
3355	Interest Income	13,899	72,018	292,970	305,726	196,303	110,269	95,257	96,561	98,959	101,759	105,220	116,585	1,591,626
4400-43	Transfer From Sewer Fund	600,000	2,200,000	3,071,500	3,726,540	1,927,611	800,000	816,000	832,320	848,966	865,946	883,265	1,266,175	17,238,323
FUND TOTAL		613,899	2,272,018	3,364,470	4,032,266	2,123,914	910,269	911,257	928,881	947,925	967,705	988,485	1,382,760	18,829,949

CITY OF SUNNYVALE
610/300. INFRASTRUCTURE RENOVATION & REPLACEMENT FUND/WATER SUB-FUND
LONG TERM FINANCIAL PLAN
JULY 1, 2013 TO JUNE 30, 2023

	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2013/2014 TO FY 2022/2023	FY 2002/2003 TO FY 2022/2023
	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	TOTAL	TOTAL
RESERVE/FUND BALANCE, JULY 1	747,034	616,350	717,950	824,901	750,196	694,176	647,112	722,293	779,136	690,748	747,034	2,126,216

CURRENT RESOURCES:												
Interest Income	58,150	59,431	66,309	63,711	60,775	58,613	60,937	65,488	74,933	77,088	645,435	1,901,850
Transfer From Water Fund	838,604	872,148	907,034	800,000	832,000	865,280	899,891	935,887	973,322	1,012,255	8,936,421	17,620,301
Transfer From Capital Projects Fund	0	0	0	0	0	0	0	0	0	0	0	1,425,416
TOTAL CURRENT RESOURCES	896,754	931,579	973,343	863,711	892,775	923,893	960,828	1,001,375	1,048,255	1,089,343	9,581,856	20,947,567
TOTAL AVAILABLE RESOURCES	1,643,789	1,547,929	1,691,293	1,688,612	1,642,971	1,618,069	1,607,940	1,723,667	1,827,391	1,780,091	10,328,891	23,073,782

CURRENT REQUIREMENTS:												
Infrastructure Projects	1,027,439	829,979	866,392	938,416	948,795	970,958	885,647	944,531	1,136,643	1,002,905	9,551,705	22,293,029
Transfer to Multi-Funded Assets Sub-Fun	0	0	0	0	0	0	0	0	0	0	0	3,570
TOTAL CURRENT REQUIREMENTS	1,027,439	829,979	866,392	938,416	948,795	970,958	885,647	944,531	1,136,643	1,002,905	9,551,705	22,296,599

RESERVES:												
Infrastructure Reserve	616,350	717,950	824,901	750,196	694,176	647,112	722,293	779,136	690,748	777,187	777,187	777,187
TOTAL RESERVES	616,350	717,950	824,901	750,196	694,176	647,112	722,293	779,136	690,748	777,187	777,187	777,187

FUND BALANCE, JUNE 30	0	0	0	0	0	0	0	0	0	0	0	0
=====												

**610/300. INFRASTRUCTURE RENOVATION & REPLACEMENT FUND/WATER SUB-FUND
REVENUES BY SOURCE**

		ACTUAL	CURRENT	BUDGET	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2001/2002 TO FY 2011/2012 TOTAL	
		2000/2001	2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	
3355	Interest Income	107,625	102,410	82,499	156,021	146,773	135,343	131,349	126,509	119,892	117,514	96,098	77,336	1,291,745
4400-41	Transfer From Water Fund	826,406	600,000	300,000	1,478,400	1,075,344	655,636	675,305	695,564	716,431	737,924	760,062	782,864	8,477,530
FUND TOTAL		934,031	702,410	382,499	1,634,421	1,222,117	790,979	806,654	822,073	836,323	855,439	856,160	860,200	9,769,275

CITY OF SUNNYVALE
610/400. INFRASTRUCTURE RENOVATION & REPLACEMENT FUND/SOLID WASTE SUB-FUND
LONG TERM FINANCIAL PLAN
JULY 1, 2002 TO JUNE 30, 2013

	ACTUAL 2001/2002	CURRENT 2002/2003	BUDGET 2003/2004	PLAN 2004/2005	PLAN 2005/2006	PLAN 2006/2007	PLAN 2007/2008	PLAN 2008/2009	PLAN 2009/2010	PLAN 2010/2011	PLAN 2011/2012	PLAN 2012/2013	FY 2002/2003 TO FY 2012/2013 TOTAL
RESERVE/FUND BALANCE, JULY 1	524,260	526,574	380,518	216,513	275,836	268,504	333,767	404,421	480,832	563,393	647,317	621,008	526,574

CURRENT RESOURCES:													
Interest Income	18,423	26,376	17,322	15,613	16,763	18,893	22,892	27,217	31,890	36,754	37,820	28,303	279,843
Transfer From Solid Waste Fund	40,000	41,200	42,435	43,709	45,020	46,371	47,762	49,194	50,670	52,190	53,756	75,000	547,306
TOTAL CURRENT RESOURCES	58,423	67,576	59,757	59,322	61,783	65,263	70,654	76,411	82,560	88,945	91,576	103,304	827,149

TOTAL AVAILABLE RESOURCES	582,683	594,150	440,274	275,836	337,619	333,767	404,421	480,832	563,393	652,338	738,894	724,312	1,353,724

CURRENT REQUIREMENTS:													
Infrastructure Projects	56,109	213,632	223,761	0	69,114	0	0	0	0	5,021	117,886	373,816	1,003,230
TOTAL CURRENT REQUIREMENTS	56,109	213,632	223,761	0	69,114	0	0	0	0	5,021	117,886	373,816	1,003,230

RESERVES:													
Infrastructure Reserve	526,574	380,518	216,513	275,836	268,504	333,767	404,421	480,832	563,393	647,317	621,008	350,496	350,496
TOTAL RESERVES	526,574	380,518	216,513	275,836	268,504	333,767	404,421	480,832	563,393	647,317	621,008	350,496	350,496

FUND BALANCE, JUNE 30	0	0	0	0	0	0	0	0	0	0	0	0	0
=====													

CITY OF SUNNYVALE
610/400. INFRASTRUCTURE RENOVATION & REPLACEMENT FUND/SOLID WASTE SUB-FUND
LONG TERM FINANCIAL PLAN
JULY 1, 2013 TO JUNE 30, 2023

	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2013/2014 TO FY 2022/2023	FY 2002/2003 TO FY 2022/2023
	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	TOTAL	TOTAL
RESERVE/FUND BALANCE, JULY 1	350,496	953	160,009	14,986	59,536	101,071	164,459	233,945	278,391	362,970	350,496	526,574

CURRENT RESOURCES:												
Interest Income	10,122	9,057	8,861	3,574	6,096	9,309	13,242	16,448	23,746	29,836	130,292	410,135
Transfer From Solid Waste Fund	85,000	150,000	200,000	50,000	52,000	54,080	56,243	58,493	60,833	63,266	829,915	1,377,221

TOTAL CURRENT RESOURCES	95,122	159,057	208,861	53,574	58,096	63,389	69,486	74,941	84,578	93,102	960,206	1,787,356

TOTAL AVAILABLE RESOURCES	445,619	160,009	368,870	68,560	117,632	164,459	233,945	308,886	362,970	456,072	1,310,703	2,313,930

CURRENT REQUIREMENTS:												
Infrastructure Projects	444,666	0	353,884	9,024	16,562	0	0	30,495	0	0	854,631	1,857,860

TOTAL CURRENT REQUIREMENTS	444,666	0	353,884	9,024	16,562	0	0	30,495	0	0	854,631	1,857,860

RESERVES:												
Infrastructure Reserve	953	160,009	14,986	59,536	101,071	164,459	233,945	278,391	362,970	456,072	456,072	456,072

TOTAL RESERVES	953	160,009	14,986	59,536	101,071	164,459	233,945	278,391	362,970	456,072	456,072	456,072

FUND BALANCE, JUNE 30	0	0	0	0	0	0	0	0	0	0	0	0
=====												

**610/400. INFRASTRUCTURE RENOVATION & REPLACEMENT FUND/SOLID WASTE SUB-FUND
REVENUES BY SOURCE**

		ACTUAL	CURRENT	BUDGET	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2001/2002 TO FY 2011/2012 TOTAL	
		2000/2001	2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	
3355	Interest Income	15,637	18,423	26,376	17,322	15,613	16,763	18,893	22,892	27,217	31,890	36,754	37,820	269,963
4400-42	Transfer From Refuse Fund	144,200	40,000	41,200	42,435	43,709	45,020	46,371	47,762	49,194	50,670	52,190	53,756	512,306
FUND TOTAL		159,837	58,423	67,576	59,757	59,322	61,784	65,263	70,654	76,411	82,560	88,944	91,576	782,269

**610/500. INFRASTRUCTURE RENOVATION & REPLACEMENT FUND/COMMUNITY REC SUB-FUND
REVENUES BY SOURCE**

	ACTUAL	CURRENT	BUDGET	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2001/2002 TO FY 2011/2012 TOTAL
	2000/2001	2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	
3355 Interest Income	13,283	14,024	62,389	69,647	78,086	83,976	81,709	86,053	95,115	104,730	120,962	141,742	938,434
4400-53 Transfer From Comm Rec Fund	215,000	215,000	220,000	226,600	233,398	240,400	247,612	255,040	262,692	270,572	278,689	287,050	2,737,053
FUND TOTAL	228,283	229,024	282,389	296,247	311,484	324,376	329,321	341,093	357,807	375,303	399,651	428,792	3,675,488

**610/600. INFRASTRUCTURE RENOVATION & REPLACEMENT FUND/GENERAL SERVICES SUB-FUND
REVENUES BY SOURCE**

		ACTUAL	CURRENT	BUDGET	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2001/2002 TO FY 2011/2012 TOTAL	
		2000/2001	2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/209	2009/2010	2010/2011	2011/2012	
3355	Interest Income	10,961	(19,225)	43,104	39,719	38,557	39,177	39,935	40,708	41,494	42,294	43,108	43,937	392,809
FUND TOTAL		10,961	(19,225)	43,104	39,719	38,557	39,177	39,935	40,708	41,494	42,294	43,108	43,937	392,809

CITY OF SUNNYVALE
610/900. INFRASTRUCTURE RENOVATION & REPLACEMENT FUND/MULTI-FUNDED ASSETS SUB-FUND
LONG TERM FINANCIAL PLAN
JULY 1, 2002 TO JUNE 30, 2013

	ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2002/2003 TO FY 2012/2013 TOTAL
	2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	TOTAL
RESERVE/FUND BALANCE, JULY 1	0	0	0	0	0	0	0	0	0	0	0	0	0

CURRENT RESOURCES:													
Interest Income	0	0	0	0	0	0	0	0	0	0	0	0	0
Transfer From General Assets Sub-Fund	0	0	18,207	0	0	0	0	0	0	0	0	0	18,207
Transfer From Water Sub-Fund	0	0	3,570	0	0	0	0	0	0	0	0	0	3,570
Transfer From Sewer Sub-Fund	0	0	1,071	0	0	0	0	0	0	0	0	0	1,071
Transfer From General Services Sub-Fun	0	0	12,852	0	0	0	0	0	0	0	0	0	12,852
TOTAL CURRENT RESOURCES	0	0	35,700	0	0	0	0	0	0	0	0	0	35,700

TOTAL AVAILABLE RESOURCES	0	0	35,700	0	0	0	0	0	0	0	0	0	35,700

CURRENT REQUIREMENTS:													
Infrastructure Projects	0	0	35,700	0	0	0	0	0	0	0	0	0	35,700
TOTAL CURRENT REQUIREMENTS	0	0	35,700	0	0	0	0	0	0	0	0	0	35,700

RESERVES:													
Infrastructure Reserve	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL RESERVES	0	0	0	0	0	0	0	0	0	0	0	0	0

FUND BALANCE, JUNE 30	0	0	0	0	0	0	0	0	0	0	0	0	0
=====													

**455/100. WATER SUPPLY AND DISTRIBUTION FUND
REVENUES BY SOURCE**

		ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2002/2003 TO FY 2012/2013 TOTAL
		2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	
1103	SCVWD Reclaimed Water Rebate	163,369	158,355	182,045	205,850	205,850	205,850	205,850	205,850	205,850	205,850	205,850	205,850	2,193,050
1507	Late Payment Penalties	75,494	67,321	76,574	78,753	82,433	86,282	90,311	94,521	105,120	109,961	114,810	120,145	1,026,232
3050	Water Connection Fees	348,381	260,000	267,800	275,834	284,109	292,632	301,411	310,454	319,767	329,360	339,241	349,418	3,330,027
3052	Water Hydrant Fees	14,288	56,000	57,680	59,410	61,193	63,028	64,919	66,867	68,873	70,939	73,067	75,259	717,237
3053	Water Frontage Fees	9,511	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	110,000
3054	Water Meter Sales	26,652	33,000	33,990	35,010	36,060	37,502	39,002	40,563	42,185	43,872	45,627	47,452	434,265
3055	Water Meter Use Fees	1,514,059	1,520,982	1,566,611	1,613,610	1,662,018	1,711,879	1,763,235	1,816,132	1,870,616	1,926,734	2,003,804	2,083,956	19,539,577
3056	Water Sales - Metered	14,258,658	15,440,621	17,562,905	18,062,675	18,906,723	19,789,481	20,713,529	21,679,069	24,110,067	25,220,332	26,393,166	27,619,592	235,498,160
3057	Water Tapping Fees	11,745	12,097	12,460	12,834	15,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	122,392
3058	Water Turn On Fees	93,394	60,000	61,800	63,654	65,564	68,186	70,914	73,750	76,700	79,768	82,959	86,277	789,572
3060	Water Recycled	326,762	530,011	673,396	794,889	827,074	860,563	895,407	931,662	1,030,464	1,071,682	1,115,075	1,160,224	9,890,447
3355	Interest Income	267,916	326,332	351,665	385,023	459,577	549,693	628,221	635,550	672,013	678,743	656,400	626,338	5,969,555
3529	Interfund Loan Payment	167,512	167,512	167,512	167,512	167,512	167,512	167,512	167,512	167,512	167,512	167,512	167,512	1,842,630
4100	Miscellaneous	8,725	0	0	0	0	0	0	0	0	0	0	0	0
4400-03	Transfer From General Fund	0	1,632,000	0	0	0	0	0	0	0	0	0	0	1,632,000
4490	Bond Proceeds	15,090	0	0	0	0	0	0	0	0	0	0	0	0
FUND TOTAL		17,304,642	20,274,232	21,024,439	21,765,054	22,783,113	23,852,609	24,960,311	26,041,929	28,689,166	29,924,755	31,217,511	32,562,024	283,095,143

Summary of Budgeted Expenditures by Fund by Type

	<u>FY 2000/2001</u> <u>Actual</u>	<u>FY 2001/2002</u> <u>Actual</u>	<u>FY 2002/2003</u> <u>Current</u>	<u>FY 2003/2004</u> <u>Budget</u>
Fund 455 - Utilities SubFund 100 - Water Supply and Distribution				
4500 - 01 Salaries - Regular	908,702.12	958,231.29	1,736,432.35	1,655,518.30
4500 - 02 Salaries - Regular Part-Time	0.00	6.55	0.00	0.00
4500 - 03 Salaries - Casual/Seasonal	23,109.00	1,937.00	0.00	4,817.62
4500 - 05 Salaries - Contract Personnel	324,061.29	447,294.40	0.00	0.00
4502 - 03 Overtime - FLSA Overtime Premium	3,545.08	3,284.11	0.00	0.00
4503 - 01 Overtime - Regular-Overtime	150,780.34	163,946.08	14,047.51	14,969.07
4503 - 03 Overtime - Casual/Seasonal	147.60	0.00	0.00	0.00
4503 - 04 Overtime - Comp Time Earned	43,898.10	46,337.31	0.00	0.00
4521 - 05 Benefits - Tuition Reimbursement	623.76	943.50	0.00	0.00
4525 - 09 Leaves - Mgmt Admin	2,574.88	1,963.20	0.00	0.00
4525 - 11 Leaves - Other	20.55	0.00	0.00	0.00
4536 - 01 Regular Time Leave Additives - Regular	193,276.89	186,597.13	0.00	0.00
4536 - 02 Regular Time Leave Additives - Part-Time	0.00	0.77	0.00	0.00
4536 - 03 Regular Time Leave Additives - Casual/Seasonal	107.15	13.41	0.00	0.00
4537 - 01 Regular Time Leave Additives - Regular	0.00	0.00	280,791.75	273,843.17
4537 - 02 Regular Time Leave Additives - Part-Time	0.00	0.00	0.00	0.00
4537 - 03 Regular Time Leave Additives - Casual/Seasonal	0.00	0.00	0.00	25.96
4539 - 01 Regular Time Worker's Comp Add - Regular	0.00	0.00	72,970.11	63,178.10
4539 - 02 Regular Time Worker's Comp Add - Part-Time	0.00	0.00	0.00	0.00
4539 - 03 Regular Time Worker's Comp Add - Casual/Seasonal	0.00	0.00	0.00	229.58
4541 - 01 Regular Time Retire & Ins Add - Regular	356,839.79	366,458.08	0.00	0.00
4541 - 02 Regular Time Retire & Ins Add - Part-Time	0.00	2.24	0.00	0.00
4541 - 03 Regular Time Retire & Ins Add - Casual/Seasonal	2,637.39	246.48	0.00	0.00
4542 - 01 Overtime Worker's Compensation - Regular	0.00	0.00	770.28	713.35
4542 - 03 Overtime Worker's Compensation - Casual/Seasonal	0.00	0.00	0.00	0.00
4543 - 01 Overtime Retire & Ins Add - Regular	14,761.00	16,019.44	0.00	0.00
4543 - 03 Overtime Retire & Ins Add - Casual/Seasonal	13.54	0.00	0.00	0.00
4546 - 01 Regular Time Retirement Additi - Regular	0.00	0.00	111,342.15	130,080.10
4547 - 01 Regular Time Insurance & Other - Regular	0.00	0.00	325,262.28	310,708.13
4547 - 02 Regular Time Insurance & Other - Part-Time	0.00	0.00	0.00	0.00
4547 - 03 Regular Time Insurance & Other - Casual/Seasonal	0.00	0.00	0.00	337.29
Salaries & Benefits Subtotal	\$ 2,025,098.48	2,193,280.99	\$ 2,541,616.43	\$ 2,454,420.67
5000 Audio Visual Products	0.00	0.00	0.00	0.00

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001</u> Actual	<u>FY 2001/2002</u> Actual	<u>FY 2002/2003</u> Current	<u>FY 2003/2004</u> Budget
Fund 455 - Utilities SubFund 100 - Water Supply and Distribution				
5005 - 01 Auto Maint & Repair - Labor	300.00	0.00	300.00	303.00
5005 - 02 Auto Maint & Repair - Materials	95.26	0.00	100.00	101.00
5010 Supplies, Vehicles/Motor Equip	288.64	540.65	205.00	207.05
5011 Parts, Vehicles & Motor Equip	300.18	576.46	275.00	277.75
5012 Bldg Maint Matls & Supplies	2,419.83	9,521.30	1,805.00	1,823.05
5015 Books & Publications	2,978.04	1,904.33	2,400.00	1,475.00
5020 Chemicals	805.49	721.92	1,140.00	740.00
5025 Clothing, Uniforms & Access	12,123.64	7,817.09	985.00	994.85
5035 - 02 Comm Equip Maintain & Repair - Materials	0.00	21.64	0.00	0.00
5040 Advertising Services	187.27	568.31	200.00	0.00
5065 Construction Services	24,049.47	15,833.42	31,000.00	31,310.00
5070 Consultants	43,704.08	20,089.92	36,196.00	36,557.96
5085 Software Licensing & Support	0.00	0.00	750.00	757.50
5090 Hardware Maintenance	0.00	740.34	70.00	70.70
5095 Electrical Parts & Supplies	11,883.41	4,683.55	6,295.00	6,357.95
5100 - 01 Misc Equip Maint & Repair - Labor	13,037.00	6,164.43	6,290.50	8,070.40
5100 - 02 Misc Equip Maint & Repair - Materials	18,037.44	13,084.47	9,000.00	12,524.00
5105 Equipment Rental/Lease	3,313.24	7,826.51	3,200.00	3,232.00
5110 - 01 Facilities Maint & Repair - Labor	16,594.41	14,117.50	13,700.00	13,815.00
5110 - 02 Facilities Maint & Repair - Materials	1,029.68	335.22	1,650.00	1,666.50
5120 Financial Services	2,356.25	2,849.80	2,000.00	2,020.00
5125 Supplies, Fire Protection	277.81	263.74	240.00	242.40
5130 Supplies, First Aid	2,215.04	2,052.24	1,390.00	1,403.90
5131 Supplies, Safety	10,321.47	15,156.35	15,232.16	15,256.98
5140 Food Products	0.00	83.11	0.00	0.00
5145 Fuel, Oil & Lubricants	2,620.38	3,130.47	3,881.08	3,881.08
5155 General Supplies	59,127.69	59,133.03	79,625.18	79,467.26
5165 Services Maintain Land Improv	28,682.92	49,342.75	115,500.00	68,479.00
5170 Hand Tools	20,262.10	39,196.59	33,104.18	33,336.22
5175 HazMat Disposal	16,771.36	24,418.71	56,919.47	57,488.66
5180 Medical Services	564.03	0.00	550.00	555.50
5195 Investigation Expense	0.00	80.00	0.00	0.00
5210 Laundry & Cleaning Services	8,253.61	10,393.60	12,588.10	12,713.98
5230 Materials - Land Improve	274,483.24	251,358.69	279,500.00	282,075.00

**Summary of Budgeted Expenditures by Fund
by Type**

		<u>FY 2000/2001</u>	<u>FY 2001/2002</u>	<u>FY 2002/2003</u>	<u>FY 2003/2004</u>
		Actual	Actual	Current	Budget
Fund 455 - Utilities SubFund 100 - Water Supply and Distribution					
5240	Miscellaneous Services	2,951.19	8,053.33	59,092.10	59,092.10
5255	Personnel Testing Services	37.00	0.00	0.00	0.00
5260	Photo Equip & Supplies	-388.06	633.05	4,250.00	4,242.00
5265	Photo & Blueprinting Services	4,444.77	134.71	5,087.04	5,137.91
5275	Postage	7,161.84	1.03	6,161.00	1,172.61
5277	Mailing & Delivery Services	47.20	189.67	0.00	0.00
5280	Printing & Related Services	5,461.10	3,642.42	5,800.00	808.00
5300	Professional Services	1,006.30	13,120.40	3,000.00	3,030.00
5357	Supplies, Office	9,224.10	8,037.05	15,960.13	15,907.13
5375	Training Expenses	24,964.56	28,006.39	21,750.00	21,967.50
5385	Utilities - Gas & Electric	210,374.30	269,261.79	306,018.36	312,138.72
5390	Util - Water, Sewer & Garbage	0.00	0.00	2,759.93	2,787.52
5390 - 01	Util - Water, Sewer & Garbage - Water	1,907.97	2,774.25	0.00	0.00
5390 - 02	Util - Water, Sewer & Garbage - Garbage	0.00	0.00	0.00	0.00
5390 - 03	Util - Water, Sewer & Garbage - Sewer	348.00	192.00	0.00	0.00
5400	Utilities - Telephone	1,967.80	311.91	565.00	570.65
5415	Water for Resale	9,181,406.44	9,095,990.52	9,927,418.00	10,328,520.00
5420	Water Lab Services	9,929.49	32,271.46	31,000.00	31,310.00
5900	Goods and Serv Cost Savings	0.00	0.00	-200,000.00	-204,000.00
Purchased Goods & Services Subtotal		\$ 10,037,926.98	10,024,626.12	\$ 10,904,953.23	\$ 11,259,887.83
5030	Communication Equipment	1,494.94	4,756.47	5,931.32	0.00
5050	Computer Hardware	577.68	15,114.97	0.00	0.00
5055	Computer Software	0.00	7,995.00	200.00	0.00
5115	Facilities Equipment	0.00	4.86	0.00	0.00
5135	Vehicles & Motorized Equip	779.60	4,158.24	0.00	0.00
5150	Furniture	3,617.90	19,987.23	2,200.00	0.00
5235	Miscellaneous Equipment	2,650.68	2,967.93	14,307.53	14,450.60
5245	Office Machines & Equip	3,118.39	0.00	2,000.00	0.00
Property & Capital Outlay Subtotal		\$ 12,239.19	54,984.70	\$ 24,638.85	\$ 14,450.60
6005	Conferences and Meetings	7,362.39	7,810.00	8,600.00	2,000.00
6030	Membership Fees	12,434.49	12,521.22	30,500.00	29,341.00
6045	Special Events	1,321.56	0.00	0.00	0.00
6055 - 01	Taxes & Licenses - Misc	530,848.76	473,109.90	708,736.99	720,000.00

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
Fund 455 - Utilities SubFund 100 - Water Supply and Distribution				
6060 Travel Expenses	-230.00	0.00	6,000.00	0.00
6060 - 01 Travel Expenses - Mileage	85.48	83.80	2,000.00	2,020.00
6060 - 02 Travel Expenses - Other	7,449.40	8,314.90	0.00	750.00
Miscellaneous Expenditures Subtotal	\$ 559,272.08	501,839.82	\$ 755,836.99	\$ 754,111.00
6503 Fleet Rental	160,185.05	152,045.23	181,012.09	140,349.91
6507 Computer Services Rental	107,394.95	134,854.59	168,751.36	151,438.24
6508 Facilities Rent	36,021.96	38,433.98	40,737.75	35,620.79
6510 Print Shop Charges	2,149.84	7,368.50	8,878.14	8,611.00
6511 Radio & Pagers Rental	11,892.14	13,536.77	14,085.89	14,870.86
6512 Phone Equip Rental	22,472.97	23,004.93	19,555.15	18,093.36
6513 Mail Services Rental	979.94	1,122.16	1,136.14	1,154.41
6518 Satellite Copier Rental	2,510.04	4,521.79	5,308.39	3,712.50
6523 Furniture Rental	2,286.05	2,363.92	2,236.76	2,318.67
Internal Service Charges Subtotal	\$ 345,892.94	377,251.87	\$ 441,701.67	\$ 376,169.74
7500 Intraprogram Allocations	0.00	0.00	0.00	0.00
Indirect Cost Allocations Subtotal	\$ 0.00	0.00	\$ 0.00	\$ 0.00
Total for Fund 455 - Utilities SubFund 100 - Water Supply and Distribution	<u>\$ 12,980,429.67</u>	<u>13,151,983.50</u>	<u>\$ 14,668,747.17</u>	<u>\$ 14,859,039.84</u>

**455/200. SOLID WASTE MANAGEMENT FUND
REVENUES BY SOURCE**

		ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2002/2003 TO FY 2012/2013 TOTAL
		2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	
0751	Long Term Rent	134,222	136,814	140,119	144,184	148,371	152,683	157,125	161,700	166,413	171,267	176,266	181,415	1,736,358
1004	County Wide AB939 Fee	135,419	130,986	137,376	137,376	137,376	137,376	137,376	137,376	137,376	136,522	136,509	136,496	1,502,144
1035	TFCA State Grant	200,000	1,000,000	0	250,000	0	0	0	0	0	0	0	0	1,250,000
1507	Late Payment Penalties	113,536	108,218	112,600	117,672	122,973	128,513	134,302	139,740	145,398	151,286	157,411	163,785	1,481,899
1508	Liquidated Damages	7,800	0	0	0	0	0	0	0	0	0	0	0	0
2906	Battery/Oil/Paint Drop Off Fee	13,676	13,676	13,676	13,676	13,676	13,676	13,676	13,676	13,676	13,676	13,676	13,676	150,436
3061	Refuse Service Fees - City	23,012,866	24,048,445	25,022,166	26,149,390	27,327,394	28,558,466	29,844,996	31,053,420	32,310,773	33,619,036	34,980,271	36,396,622	329,310,979
3062	Refuse Service Fees - Specialty	551,421	300,000	300,000	306,000	312,120	318,362	324,730	331,224	337,849	344,606	351,498	362,043	3,588,431
3063	Refuse Franchise Fees	1,381,095	1,408,717	1,434,273	1,477,302	1,521,621	1,567,269	1,614,287	1,662,716	1,712,597	1,763,975	1,816,895	1,871,401	17,851,053
3071	MRF Revenues - SMaRT	439,703	383,446	149,170	150,662	152,168	153,690	155,227	156,779	158,347	158,937	160,511	162,100	1,941,037
3080	Kirby Canyon SMaRT Operator	187,700	206,060	179,542	182,920	186,398	189,981	193,671	197,472	201,388	164,985	167,680	170,447	2,040,543
3081	Curbside	299,758	149,937	270,308	273,011	275,741	278,499	281,284	284,097	286,937	289,807	292,705	295,632	2,977,958
3084	Curbside Sales - General	218,388	200,000	202,000	204,020	206,060	208,121	210,202	212,304	214,427	216,571	218,737	220,924	2,313,367
3086	Yardwaste Sales - SMaRT	(83,848)	(68,057)	(66,496)	(67,161)	(67,833)	(68,511)	(69,196)	(69,888)	(70,587)	(71,293)	(72,006)	(72,726)	(763,752)
3087-01	Landfill Gas Acq & Security Payments	108,673	50,857	0	0	0	0	0	0	0	0	0	0	50,857
3087-02	Landfill Gas Lease Payments	44,445	21,992	0	0	0	0	0	0	0	0	0	0	21,992
3087-03	Landfill Gas Oper & Maint Payments	33,832	15,876	0	0	0	0	0	0	0	0	0	0	15,876
3087-03	CEC Subsidy	0	0	42,089	42,089	42,089	42,089	14,473	0	0	0	0	0	182,829
957	REPI	0	0	25,000	25,750	26,523	27,318	28,138	28,982	29,851	30,747	31,669	32,619	286,597
3355	Interest Income	715,491	806,305	760,873	727,874	692,348	689,395	718,393	767,541	826,553	798,717	792,154	814,007	8,394,159
4100	Miscellaneous	3,124	0	0	0	0	0	0	0	0	0	0	0	0
FUND TOTAL		27,517,301	28,913,271	28,722,697	30,134,765	31,097,025	32,396,927	33,758,684	35,077,140	36,470,998	37,788,839	39,223,975	40,748,441	374,332,763

Summary of Budgeted Expenditures by Fund by Type

	<u>FY 2000/2001</u> Actual	<u>FY 2001/2002</u> Actual	<u>FY 2002/2003</u> Current	<u>FY 2003/2004</u> Budget
Fund 455 - Utilities SubFund 200 - Solid Waste Management				
4500 - 01 Salaries - Regular	381,151.41	457,125.31	575,931.79	608,398.94
4500 - 02 Salaries - Regular Part-Time	12.48	13.10	0.00	0.00
4500 - 03 Salaries - Casual/Seasonal	80.00	0.00	0.00	0.00
4500 - 05 Salaries - Contract Personnel	117,373.46	88,331.65	53,272.30	53,272.30
4502 - 03 Overtime - FLSA Overtime Premium	556.59	153.78	0.00	0.00
4503 - 01 Overtime - Regular-Overtime	19,155.13	12,317.54	23,844.09	25,408.26
4503 - 04 Overtime - Comp Time Earned	13,035.59	11,662.13	0.00	0.00
4520 - 12 Other Benefits - Staff Medical Services	0.00	0.00	342.74	342.74
4521 - 05 Benefits - Tuition Reimbursement	0.00	0.00	400.00	400.00
4525 - 09 Leaves - Mgmt Admin	597.49	543.56	0.00	0.00
4536 - 01 Regular Time Leave Additives - Regular	79,175.44	88,977.02	0.00	0.00
4536 - 02 Regular Time Leave Additives - Part-Time	1.56	1.54	0.00	0.00
4536 - 03 Regular Time Leave Additives - Casual/Seasonal	0.38	0.00	0.00	0.00
4537 - 01 Regular Time Leave Additives - Regular	0.00	0.00	93,090.74	100,587.20
4537 - 03 Regular Time Leave Additives - Casual/Seasonal	0.00	0.00	0.00	0.00
4539 - 01 Regular Time Worker's Comp Add - Regular	0.00	0.00	10,647.91	10,482.37
4539 - 03 Regular Time Worker's Comp Add - Casual/Seasonal	0.00	0.00	0.00	0.00
4541 - 01 Regular Time Retire & Ins Add - Regular	132,256.48	155,530.65	0.00	0.00
4541 - 02 Regular Time Retire & Ins Add - Part-Time	4.31	4.48	0.00	0.00
4541 - 03 Regular Time Retire & Ins Add - Casual/Seasonal	13.58	0.00	0.00	0.00
4542 - 01 Overtime Worker's Compensation - Regular	0.00	0.00	912.69	869.06
4543 - 01 Overtime Retire & Ins Add - Regular	1,522.95	968.24	0.00	0.00
4546 - 01 Regular Time Retirement Additi - Regular	0.00	0.00	36,913.20	47,780.62
4547 - 01 Regular Time Insurance & Other - Regular	0.00	0.00	107,834.06	114,128.34
4547 - 03 Regular Time Insurance & Other - Casual/Seasonal	0.00	0.00	0.00	0.00
Salaries & Benefits Subtotal	\$ 744,936.85	815,629.00	\$ 903,189.52	\$ 961,669.83
5012 Bldg Maint Matls & Supplies	50.13	8.86	0.00	0.00
5015 Books & Publications	1,010.70	900.44	675.00	681.75
5020 Chemicals	72.50	196.33	100.00	100.00
5025 Clothing, Uniforms & Access	78.33	0.00	0.00	0.00
5040 Advertising Services	10,098.95	14,058.02	19,500.00	19,695.00
5065 Construction Services	0.00	2,301.00	0.00	0.00
5070 Consultants	133,705.67	76,109.75	69,093.82	69,784.75

**Summary of Budgeted Expenditures by Fund
by Type**

		<u>FY 2000/2001</u>	<u>FY 2001/2002</u>	<u>FY 2002/2003</u>	<u>FY 2003/2004</u>
		Actual	Actual	Current	Budget
Fund 455 - Utilities	SubFund 200 - Solid Waste Management				
5095	Electrical Parts & Supplies	16.42	6.82	0.00	0.00
5100 - 01	Misc Equip Maint & Repair - Labor	3,361.61	2,836.00	7,500.00	7,575.00
5100 - 02	Misc Equip Maint & Repair - Materials	1,509.24	9,864.38	7,500.00	7,575.00
5105	Equipment Rental/Lease	3,731.04	3,756.74	1,859.04	1,877.63
5110 - 01	Facilities Maint & Repair - Labor	418.00	500.00	900.00	909.00
5110 - 02	Facilities Maint & Repair - Materials	0.00	1,460.00	0.00	0.00
5120	Financial Services	3,489.96	2,043.18	4,600.00	4,646.00
5125	Supplies, Fire Protection	159.79	0.00	0.00	0.00
5130	Supplies, First Aid	186.27	6.88	0.00	0.00
5131	Supplies, Safety	1,361.65	89.68	0.00	0.00
5145	Fuel, Oil & Lubricants	97.17	0.00	0.00	0.00
5155	General Supplies	15,882.97	25,305.31	17,572.83	17,748.55
5165	Services Maintain Land Improv	106,993.09	148,805.74	157,792.20	159,370.12
5170	Hand Tools	866.33	358.20	100.00	101.00
5175	HazMat Disposal	87,952.76	103,311.09	90,000.00	90,900.00
5185	Host Fees	374,319.71	347,017.46	367,416.00	371,090.16
5210	Laundry & Cleaning Services	1,190.30	129.11	0.00	0.00
5215	Legal Services	0.00	0.00	2,200.00	2,222.00
5230	Materials - Land Improve	2,332.89	9,258.87	5,000.00	5,050.00
5240	Miscellaneous Services	9,416,328.77	7,630,626.40	8,259,211.00	7,774,518.00
5260	Photo Equip & Supplies	308.64	45.39	440.00	444.40
5265	Photo & Blueprinting Services	1,354.14	16.18	8,340.00	8,423.40
5275	Postage	1,395.70	2,346.50	7,038.04	7,108.42
5277	Mailing & Delivery Services	1,416.72	539.03	3,850.00	3,888.50
5280	Printing & Related Services	131.77	710.61	53.60	54.13
5300	Professional Services	13,680.85	13,523.39	9,000.00	9,090.00
5315	Real Property Rental/Lease	8,395.00	8,656.00	8,656.00	8,742.56
5335	Recycling Services	3,606.86	5,391.71	3,600.00	3,636.00
5357	Supplies, Office	3,582.73	2,092.53	3,000.00	3,030.00
5375	Training Expenses	315.96	868.50	300.00	303.00
5385	Utilities - Gas & Electric	164,582.71	143,640.78	64,420.00	0.00
5390	Util - Water, Sewer & Garbage	518.24	0.00	408.47	412.55
5390 - 01	Util - Water, Sewer & Garbage - Water	2,216.01	1,801.29	2,000.00	2,020.00
5390 - 02	Util - Water, Sewer & Garbage - Garbage	17,991.10	58,003.51	70,000.00	70,700.00

**Summary of Budgeted Expenditures by Fund
by Type**

		<u>FY 2000/2001</u>	<u>FY 2001/2002</u>	<u>FY 2002/2003</u>	<u>FY 2003/2004</u>
		Actual	Actual	Current	Budget
Fund 455 - Utilities SubFund 200 - Solid Waste Management					
5395	Pymt to Franch Garb Collector	12,952,733.04	14,073,578.56	14,162,200.00	14,800,000.00
5400	Utilities - Telephone	0.00	1,022.15	0.00	0.00
5420	Water Lab Services	26,720.06	22,067.89	10,500.00	10,605.00
Purchased Goods & Services Subtotal		\$ 23,364,163.78	22,713,254.28	\$ 23,364,826.00	\$ 23,462,301.92
5030	Communication Equipment	0.00	613.22	0.00	0.00
5050	Computer Hardware	0.00	1,161.38	0.00	0.00
5055	Computer Software	0.00	0.00	331.26	0.00
5115	Facilities Equipment	0.00	420.00	0.00	0.00
5150	Furniture	0.00	280.80	0.00	0.00
5235	Miscellaneous Equipment	0.00	4,782.52	225.25	227.50
5245	Office Machines & Equip	0.00	0.00	147.71	0.00
Property & Capital Outlay Subtotal		\$ 0.00	7,257.92	\$ 704.22	\$ 227.50
6005	Conferences and Meetings	5,937.98	8,557.07	5,900.00	0.00
6015	Franchise Fees	1,305,708.00	1,381,095.03	1,408,717.00	1,434,273.00
6030	Membership Fees	2,841.50	1,664.60	2,700.00	2,727.00
6045	Special Events	655.81	913.36	600.00	606.00
6055 - 01	Taxes & Licenses - Misc	1,258.00	2,027.00	3,000.00	3,030.00
6060	Travel Expenses	585.00	0.00	600.00	0.00
6060 - 01	Travel Expenses - Mileage	134.97	370.12	240.00	242.40
6060 - 02	Travel Expenses - Other	4.00	0.00	0.00	0.00
6450 - 01	Budgeted Project Costs - Budgeted Project Cost	9,055.07	0.00	0.00	0.00
Miscellaneous Expenditures Subtotal		\$ 1,326,180.33	1,394,627.18	\$ 1,421,757.00	\$ 1,440,878.40
6503	Fleet Rental	19,883.02	10,672.81	11,816.32	9,218.92
6504	Misc Office Equip Rental	745.03	810.16	814.42	745.91
6507	Computer Services Rental	7,815.99	7,885.67	9,597.71	9,157.47
6508	Facilities Rent	2,415.01	2,575.95	2,635.97	12,651.96
6510	Print Shop Charges	15,982.16	14,681.56	22,371.10	21,700.00
6511	Radio & Pagers Rental	0.00	515.97	1,837.24	1,361.00
6512	Phone Equip Rental	7,556.90	6,893.51	6,960.49	6,266.79
6513	Mail Services Rental	4,552.99	5,211.31	5,278.04	5,361.64
6518	Satellite Copier Rental	964.99	1,586.00	793.17	687.14
6520	IBM Copier Charges	862.48	271.47	323.74	2,785.56

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
Fund 455 - Utilities SubFund 200 - Solid Waste Management				
6523 Furniture Rental	1,457.95	1,389.96	1,315.16	1,363.34
Internal Service Charges Subtotal	\$ 62,236.52	52,494.37	\$ 63,743.36	\$ 71,299.73
7500 Intraprogram Allocations	0.01	0.00	0.00	0.00
Indirect Cost Allocations Subtotal	\$ 0.01	0.00	\$ 0.00	\$ 0.00
Total for Fund 455 - Utilities SubFund 200 - Solid Waste Management	<u>\$ 25,497,517.49</u>	<u>24,983,262.75</u>	<u>\$ 25,754,220.10</u>	<u>\$ 25,936,377.38</u>

**455/300. WASTEWATER MANAGEMENT FUND
REVENUES BY SOURCE**

	ACTUAL 2001/2002	CURRENT 2002/2003	BUDGET 2003/2004	PLAN 2004/2005	PLAN 2005/2006	PLAN 2006/2007	PLAN 2007/2008	PLAN 2008/2009	PLAN 2009/2010	PLAN 2010/2011	PLAN 2011/2012	PLAN 2012/2013	FY 2002/2003 TO FY 2012/2013 TOTAL
1367 Permit - Waste Discharge	9,363	9,643	9,933	10,231	10,538	10,854	11,179	11,515	11,860	12,216	12,582	13,086	123,637
1507 Late Payment Penalties	67,569	59,646	63,850	67,074	70,461	74,018	77,755	81,681	85,361	85,361	93,216	96,991	855,414
2902 Storm Drain Fees	93,092	60,713	62,535	64,411	66,343	68,333	70,383	72,495	74,670	76,910	79,217	82,386	778,394
3066 Sewer Fees - City	13,515,690	13,871,126	14,848,902	15,598,623	16,386,197	17,213,536	18,082,648	18,995,641	19,851,375	20,744,687	21,678,198	22,555,948	199,826,881
3067 Sewer Fees - Non-City	391,334	410,337	439,262	461,440	484,738	509,213	534,923	561,931	587,245	613,671	641,287	667,252	5,911,298
3068 Sewer Connection Fees	453,285	466,883	480,890	495,316	510,176	525,481	541,246	557,483	574,208	591,434	609,177	633,544	5,985,837
3069 Sewer Frontage Fees	2,366	0	0	0	0	0	0	0	0	0	0	0	0
3355 Interest Income	609,300	475,274	330,808	356,026	434,871	450,164	386,794	362,603	363,506	387,891	418,732	476,479	4,443,148
4100 Miscellaneous	11,097	0	0	0	0	0	0	0	0	0	0	0	0
4490 Bond Proceeds	13,548,698	0	0	0	0	0	0	0	0	0	0	0	0
FUND TOTAL	28,701,794	15,353,623	16,236,179	17,053,121	17,963,323	18,851,599	19,704,928	20,643,348	21,548,225	22,512,170	23,532,409	24,525,685	217,924,609

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
Fund 455 - Utilities SubFund 300 - Wastewater Management				
4500 - 01 Salaries - Regular	3,110,963.22	3,394,550.84	4,193,881.92	4,298,710.07
4500 - 02 Salaries - Regular Part-Time	1,663.39	0.00	0.00	0.00
4500 - 03 Salaries - Casual/Seasonal	27,036.94	37,731.93	0.00	4,806.75
4500 - 05 Salaries - Contract Personnel	259,167.43	271,510.91	39,737.00	39,737.00
4502 - 03 Overtime - FLSA Overtime Premium	2,918.86	3,805.88	0.00	0.00
4503 - 01 Overtime - Regular-Overtime	229,462.50	244,709.01	161,963.60	171,569.67
4503 - 03 Overtime - Casual/Seasonal	82.50	335.25	0.00	0.00
4503 - 04 Overtime - Comp Time Earned	100,994.36	83,446.75	0.00	0.00
4521 - 05 Benefits - Tuition Reimbursement	2,243.00	465.00	0.00	0.00
4525 - 09 Leaves - Mgmt Admin	3,321.23	4,825.41	0.00	0.00
4525 - 11 Leaves - Other	0.00	2,380.15	0.00	0.00
4536 - 01 Regular Time Leave Additives - Regular	646,213.55	660,800.97	0.00	0.00
4536 - 02 Regular Time Leave Additives - Part-Time	207.56	0.00	0.00	0.00
4536 - 03 Regular Time Leave Additives - Casual/Seasonal	125.43	264.03	0.00	0.00
4537 - 01 Regular Time Leave Additives - Regular	0.00	0.00	677,878.14	710,709.97
4537 - 02 Regular Time Leave Additives - Part-Time	0.00	0.00	0.00	0.00
4537 - 03 Regular Time Leave Additives - Casual/Seasonal	0.00	0.00	0.00	25.90
4539 - 01 Regular Time Worker's Comp Add - Regular	0.00	0.00	163,401.81	148,793.63
4539 - 02 Regular Time Worker's Comp Add - Part-Time	0.00	0.00	0.00	0.00
4539 - 03 Regular Time Worker's Comp Add - Casual/Seasonal	0.00	0.00	0.00	229.07
4541 - 01 Regular Time Retire & Ins Add - Regular	1,170,280.24	1,281,489.89	0.00	0.00
4541 - 02 Regular Time Retire & Ins Add - Part-Time	490.85	0.00	0.00	0.00
4541 - 03 Regular Time Retire & Ins Add - Casual/Seasonal	3,165.36	4,266.86	0.00	0.00
4542 - 01 Overtime Worker's Compensation - Regular	0.00	0.00	8,881.10	8,176.16
4542 - 03 Overtime Worker's Compensation - Casual/Seasonal	0.00	0.00	0.00	0.00
4543 - 01 Overtime Retire & Ins Add - Regular	23,834.28	26,942.57	0.00	0.00
4543 - 03 Overtime Retire & Ins Add - Casual/Seasonal	7.70	26.12	0.00	0.00
4546 - 01 Regular Time Retirement Additi - Regular	0.00	0.00	268,798.46	337,599.20
4547 - 01 Regular Time Insurance & Other - Regular	0.00	0.00	785,237.29	806,386.46
4547 - 02 Regular Time Insurance & Other - Part-Time	0.00	0.00	0.00	0.00
4547 - 03 Regular Time Insurance & Other - Casual/Seasonal	0.00	0.00	0.00	336.53
Salaries & Benefits Subtotal	\$ 5,582,178.40	6,017,551.57	\$ 6,299,779.32	\$ 6,527,080.41
5000 Audio Visual Products	-350.82	462.75	720.00	727.20

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
Fund 455 - Utilities SubFund 300 - Wastewater Management				
5005 - 01 Auto Maint & Repair - Labor	0.00	831.80	0.00	0.00
5005 - 02 Auto Maint & Repair - Materials	0.00	535.32	0.00	0.00
5010 Supplies, Vehicles/Motor Equip	6,859.38	3,030.76	4,776.66	4,824.42
5011 Parts, Vehicles & Motor Equip	1,172.29	629.00	0.00	0.00
5012 Bldg Maint Matls & Supplies	3,669.61	4,974.14	1,202.58	1,214.59
5015 Books & Publications	2,791.68	3,017.39	11,127.97	11,239.23
5020 Chemicals	1,488,492.86	1,490,020.36	1,540,271.00	1,475,739.00
5025 Clothing, Uniforms & Access	2,771.63	1,745.00	11,060.88	11,171.46
5035 - 01 Comm Equip Maintain & Repair - Labor	2,503.85	0.00	173.40	175.13
5035 - 02 Comm Equip Maintain & Repair - Materials	912.20	10.98	0.00	0.00
5040 Advertising Services	9,392.38	32,873.46	27,463.70	27,733.98
5065 Construction Services	90,258.34	53,089.00	21,726.00	3,256.36
5070 Consultants	20,376.57	33,230.10	114,081.00	65,221.81
5085 Software Licensing & Support	230.88	1,945.10	3,914.84	3,953.98
5090 Hardware Maintenance	571.17	0.00	10,576.38	10,682.14
5095 Electrical Parts & Supplies	11,891.12	5,603.43	26,247.66	26,507.97
5100 - 01 Misc Equip Maint & Repair - Labor	197,045.83	205,447.88	223,840.05	217,956.89
5100 - 02 Misc Equip Maint & Repair - Materials	130,957.43	164,418.07	130,156.96	131,458.52
5105 Equipment Rental/Lease	100,880.22	20,978.66	16,499.62	15,734.47
5110 - 01 Facilities Maint & Repair - Labor	9,690.00	4,737.13	24,904.32	25,153.35
5110 - 02 Facilities Maint & Repair - Materials	6,861.58	4.87	11,424.00	11,538.24
5120 Financial Services	2,006.88	1,305.41	2,040.00	2,060.40
5125 Supplies, Fire Protection	275.24	773.57	326.40	329.66
5130 Supplies, First Aid	4,768.65	6,661.59	4,212.85	4,249.50
5131 Supplies, Safety	24,139.41	25,895.55	8,754.66	8,831.17
5140 Food Products	256.30	1,507.11	1,224.00	1,236.24
5145 Fuel, Oil & Lubricants	11,134.04	10,728.50	25,776.42	25,776.42
5155 General Supplies	367,612.91	489,418.57	245,802.51	248,219.83
5165 Services Maintain Land Improv	94,551.12	60,761.83	57,582.06	5,644.66
5170 Hand Tools	10,792.08	25,300.56	31,862.56	22,295.71
5175 HazMat Disposal	2,590.50	14,870.57	13,977.06	14,116.83
5180 Medical Services	3,386.30	0.00	3,000.00	3,030.00
5195 Investigation Expense	6.56	0.00	0.00	0.00
5210 Laundry & Cleaning Services	34,227.72	36,326.69	31,428.40	31,742.67

Summary of Budgeted Expenditures by Fund by Type

		<u>FY 2000/2001</u>	<u>FY 2001/2002</u>	<u>FY 2002/2003</u>	<u>FY 2003/2004</u>
		Actual	Actual	Current	Budget
Fund 455 - Utilities SubFund 300 - Wastewater Management					
5215	Legal Services	2,884.52	5,216.60	25,500.00	25,755.00
5230	Materials - Land Improve	87,890.42	87,084.04	41,196.35	22,722.72
5240	Miscellaneous Services	27,373.56	138,791.86	82,644.76	96,274.76
5260	Photo Equip & Supplies	242.23	485.02	5,627.30	5,675.91
5265	Photo & Blueprinting Services	6,460.95	82.88	3,960.70	4,000.29
5275	Postage	4,638.18	2,427.22	5,020.10	5,067.02
5277	Mailing & Delivery Services	4,846.58	2,995.64	2,278.73	2,301.51
5280	Printing & Related Services	718.73	5,072.18	7,820.34	7,898.54
5300	Professional Services	5,419.75	1,884.85	12,921.88	13,051.09
5335	Recycling Services	307.62	179.95	0.00	0.00
5357	Supplies, Office	15,540.71	12,426.97	16,247.79	15,371.96
5360	Telecommunication Services	0.00	10.72	0.00	0.00
5375	Training Expenses	27,391.65	35,548.29	45,516.38	45,971.52
5385	Utilities - Gas & Electric	296,633.72	408,327.30	371,317.95	378,744.30
5386	Power Purchased from City	618,000.00	636,540.06	0.00	0.00
5390	Util - Water, Sewer & Garbage	0.00	0.00	10,182.58	10,284.40
5390 - 01	Util - Water, Sewer & Garbage - Water	7,869.36	2,587.56	0.00	0.00
5390 - 02	Util - Water, Sewer & Garbage - Garbage	301.05	667.48	0.00	0.00
5390 - 03	Util - Water, Sewer & Garbage - Sewer	12,479.24	5,584.64	0.00	0.00
5400	Utilities - Telephone	2,507.48	0.00	620.00	626.20
5410	Vehicle Towing Services	0.00	40.00	0.00	0.00
5420	Water Lab Services	213,282.71	136,599.70	179,229.30	181,021.58
5430	Water/Wastewater Treat Equip	0.00	2,609.28	0.00	0.00
Purchased Goods & Services Subtotal		\$ 3,977,514.37	4,186,297.39	\$ 3,416,238.10	\$ 3,226,588.63
5030	Communication Equipment	0.00	163.77	7,862.10	7,940.72
5050	Computer Hardware	6,443.30	236.56	1,500.00	0.00
5055	Computer Software	862.92	0.00	1,000.00	0.00
5115	Facilities Equipment	0.00	0.00	2,537.76	2,563.12
5135	Vehicles & Motorized Equip	16.19	7.57	0.00	0.00
5150	Furniture	10,351.23	16,002.00	0.00	0.00
5235	Miscellaneous Equipment	4,481.76	4,111.65	32,020.79	32,340.98
5245	Office Machines & Equip	0.00	0.00	811.87	819.98
Property & Capital Outlay Subtotal		\$ 22,155.40	20,521.55	\$ 45,732.52	\$ 43,664.80

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
Fund 455 - Utilities SubFund 300 - Wastewater Management				
6005 Conferences and Meetings	9,785.10	15,881.89	24,690.39	0.00
6030 Membership Fees	10,405.00	13,557.48	9,894.24	9,993.16
6045 Special Events	3,300.49	988.82	2,140.00	2,161.40
6055 - 01 Taxes & Licenses - Misc	25,855.92	43,482.48	43,500.00	43,935.00
6060 Travel Expenses	0.00	0.00	7,731.60	0.00
6060 - 01 Travel Expenses - Mileage	1,263.56	2,293.64	1,357.00	1,370.57
6060 - 02 Travel Expenses - Other	4,260.62	2,954.70	3,029.40	2,575.50
Miscellaneous Expenditures Subtotal	\$ 54,870.69	79,159.01	\$ 92,342.63	\$ 60,035.63
6503 Fleet Rental	186,813.92	196,280.15	204,881.92	165,494.62
6504 Misc Office Equip Rental	2,825.03	3,072.03	3,088.72	2,830.11
6507 Computer Services Rental	128,223.03	153,921.82	183,544.28	167,945.12
6508 Facilities Rent	45,026.93	47,123.05	50,083.47	62,519.89
6510 Print Shop Charges	6,636.17	11,797.33	8,259.26	8,013.00
6511 Radio & Pagers Rental	18,210.92	25,746.24	25,535.29	20,138.67
6512 Phone Equip Rental	28,458.04	28,896.79	37,079.81	33,668.42
6513 Mail Services Rental	5,478.72	6,271.72	6,351.45	6,452.55
6518 Satellite Copier Rental	5,339.75	4,904.25	5,387.30	4,667.85
6523 Furniture Rental	12,393.94	11,068.72	10,473.73	10,855.74
6524 Sewer Equip Rental	671,265.01	691,404.09	712,133.38	668,497.39
Internal Service Charges Subtotal	\$ 1,110,671.46	1,180,486.19	\$ 1,246,818.61	\$ 1,151,083.36
7500 Intraprogram Allocations	0.02	0.00	0.00	0.00
7503 SDP-Wide Allocations	0.00	0.00	1,787.00	0.00
7504 Program-Wide Allocations	0.00	0.00	1,082.30	0.00
Indirect Cost Allocations Subtotal	\$ 0.02	0.00	\$ 2,869.30	\$ 0.00
Total for Fund 455 - Utilities SubFund 300 - Wastewater Management	\$ 10,747,390.34	11,484,015.71	\$ 11,103,780.48	\$ 11,008,452.83

**490/100. SMaRT STATION FUND
REVENUES BY SOURCE**

		ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2002/2003 TO FY 2012/2013 TOTAL
		2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	
3065	Curbside Revenue	475,806	307,979	482,693	487,520	492,395	497,319	502,292	507,315	512,388	517,512	522,687	527,914	5,358,015
3065-03	Yardwaste Revenue	(113,319)	(95,873)	(91,871)	(164,237)	(165,880)	(167,539)	(169,214)	(170,906)	(172,615)	(174,341)	(176,085)	(177,846)	(1,726,408)
3070	Host Fees - SMaRT Station	852,955	801,092	752,255	774,823	798,068	822,010	846,670	872,070	898,232	1,147,479	1,186,353	1,226,573	10,125,626
3071	MRF Revenues - SMaRT Station	909,371	781,329	307,215	310,287	313,390	316,524	319,689	322,886	326,115	407,553	413,163	418,860	4,237,008
3072-01	SMaRT Oper Cost Reimb - Mt. View	5,502,255	4,862,538	4,527,093	4,752,129	4,908,070	4,978,948	5,097,476	5,219,553	5,345,285	5,351,433	5,479,406	5,651,997	56,173,927
3072-02	SMaRT Oper Cost Reimb - Palo Alto	3,729,652	3,672,612	3,694,971	3,878,643	4,005,921	4,063,771	4,160,512	4,260,150	4,362,772	8,998,070	9,305,382	9,694,469	60,097,274
3072-03	SMaRT Oper Cost Reimb - Sunnyvale	8,642,893	8,225,472	7,760,373	8,146,130	8,413,446	8,534,945	8,738,126	8,947,391	9,162,921	9,173,460	9,392,834	9,688,690	96,183,788
3077-01	SMaRT Debt - Mountain View	436,429	26,547	435,860	437,813	437,649	437,370	437,489	436,883	437,460	437,528	436,942	437,516	4,399,057
3077-02	SMaRT Debt - Palo Alto	395,857	24,079	395,341	397,112	396,963	396,711	396,818	396,269	396,792	396,854	396,322	396,843	3,990,104
3077-03	SMaRT Debt - Sunnyvale	1,028,819	62,581	1,027,478	1,032,080	1,031,694	1,031,038	1,031,317	1,029,889	1,031,250	1,031,409	1,030,027	1,031,381	10,370,144
3080	Kirby Canyon Operation Reimbursement	388,192	419,878	369,766	376,722	383,886	391,265	398,865	406,693	414,756	423,061	431,616	440,426	4,456,934
FUND TOTAL		22,248,910	19,088,233	19,661,175	20,429,020	21,015,602	21,302,361	21,760,041	22,228,192	22,715,356	27,710,018	28,418,647	29,336,824	253,665,469

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
Fund 490 - SMaRT Station SubFund 100 - SMaRT Station Operating				
4500 - 01 Salaries - Regular	84,590.18	102,022.69	117,899.46	124,515.81
4500 - 03 Salaries - Casual/Seasonal	0.00	0.00	0.00	0.00
4500 - 05 Salaries - Contract Personnel	102.55	143.64	0.00	0.00
4502 - 03 Overtime - FLSA Overtime Premium	88.35	0.00	0.00	0.00
4503 - 01 Overtime - Regular-Overtime	3,054.06	235.98	2,710.30	2,888.09
4503 - 04 Overtime - Comp Time Earned	1,148.41	1,198.09	0.00	0.00
4525 - 09 Leaves - Mgmt Admin	1,160.19	0.00	0.00	0.00
4536 - 01 Regular Time Leave Additives - Regular	17,571.71	19,854.05	0.00	0.00
4537 - 01 Regular Time Leave Additives - Regular	0.00	0.00	19,056.68	20,586.33
4537 - 03 Regular Time Leave Additives - Casual/Seasonal	0.00	0.00	0.00	0.00
4539 - 01 Regular Time Worker's Comp Add - Regular	0.00	0.00	2,961.45	3,016.68
4539 - 03 Regular Time Worker's Comp Add - Casual/Seasonal	0.00	0.00	0.00	0.00
4541 - 01 Regular Time Retire & Ins Add - Regular	28,622.29	35,686.90	0.00	0.00
4542 - 01 Overtime Worker's Compensation - Regular	0.00	0.00	78.58	80.88
4543 - 01 Overtime Retire & Ins Add - Regular	177.42	9.01	0.00	0.00
4546 - 01 Regular Time Retirement Additi - Regular	0.00	0.00	7,556.53	9,778.84
4547 - 01 Regular Time Insurance & Other - Regular	0.00	0.00	22,074.80	23,357.67
4547 - 03 Regular Time Insurance & Other - Casual/Seasonal	0.00	0.00	0.00	0.00
Salaries & Benefits Subtotal	\$ 136,515.16	159,150.36	\$ 172,337.80	\$ 184,224.30
5012 Bldg Maint Matls & Supplies	14.26	0.00	0.00	0.00
5015 Books & Publications	0.00	0.00	0.00	0.00
5040 Advertising Services	0.00	2,943.00	0.00	0.00
5070 Consultants	25,884.00	10,164.00	26,000.00	26,260.00
5095 Electrical Parts & Supplies	6.06	0.00	0.00	0.00
5100 - 01 Misc Equip Maint & Repair - Labor	692.00	0.00	0.00	0.00
5100 - 02 Misc Equip Maint & Repair - Materials	515.75	1,000.00	0.00	0.00
5105 Equipment Rental/Lease	1,878.69	1,909.97	1,900.00	1,919.00
5110 - 01 Facilities Maint & Repair - Labor	0.00	0.00	0.00	0.00
5110 - 02 Facilities Maint & Repair - Materials	153.28	417.97	150.00	151.50
5120 Financial Services	0.00	0.00	0.00	0.00
5130 Supplies, First Aid	14.16	0.00	0.00	0.00
5131 Supplies, Safety	418.53	-82.81	300.00	303.00
5155 General Supplies	124.08	0.00	450.51	455.01

**Summary of Budgeted Expenditures by Fund
by Type**

		<u>FY 2000/2001</u>	<u>FY 2001/2002</u>	<u>FY 2002/2003</u>	<u>FY 2003/2004</u>
		Actual	Actual	Current	Budget
Fund 490 - SMaRT Station	SubFund 100 - SMaRT Station Operating				
5165	Services Maintain Land Improv	1,091.66	0.00	1,126.27	1,137.53
5175	HazMat Disposal	58,772.07	83,785.83	93,147.00	94,078.47
5185	Host Fees	785,321.05	732,985.88	801,565.00	752,255.00
5215	Legal Services	126.00	10.00	5,631.35	5,687.66
5230	Materials - Land Improve	643.20	0.00	0.00	0.00
5240	Miscellaneous Services	176.84	0.00	200.00	200.00
5265	Photo & Blueprinting Services	0.00	0.00	563.14	568.77
5277	Mailing & Delivery Services	0.00	0.00	0.00	0.00
5280	Printing & Related Services	26.49	0.00	0.00	0.00
5300	Professional Services	0.00	2,915.00	0.00	0.00
5315	Real Property Rental/Lease	-8,395.00	-8,656.00	-8,656.00	-8,742.56
5335	Recycling Services	13,002.70	0.00	15,000.00	15,150.00
5345	SMaRT Tipping Fees	7,893,894.01	5,568,556.78	6,021,345.00	5,782,118.00
5357	Supplies, Office	517.04	59.48	150.00	151.50
5375	Training Expenses	0.00	879.33	0.00	0.00
5400	Utilities - Telephone	0.00	0.00	0.00	0.00
5420	Water Lab Services	0.00	0.00	1,072.03	1,082.75
5434 - 01	Liquidated Damages Revenue Dis - Mountain View	0.00	1,939.99	0.00	0.00
5434 - 02	Liquidated Damages Revenue Dis - Palo Alto	0.00	1,426.89	0.00	0.00
5434 - 03	Liquidated Damages Revenue Dis - Sunnyvale	0.00	3,300.20	0.00	0.00
5435 - 01	MRF Revenue Distribution - Mountain View	458,098.39	116,602.98	190,534.00	71,025.00
5435 - 02	MRF Revenue Distribution - Palo Alto	318,902.17	85,762.66	143,908.00	87,020.00
5435 - 03	MRF Revenue Distribution - Sunnyvale	768,381.43	198,357.91	322,308.00	149,170.00
5436 - 01	Curbside Revenue Distribution - Mountain View	0.00	255,108.74	319,224.00	212,385.00
5436 - 03	Curbside Revenue Distribution - Sunnyvale	-2.00	338,407.24	302,873.00	270,308.00
5437 - 01	Yard Waste Rev Distribution - Mountain View	-50,729.40	-32,861.11	-28,375.00	-25,375.00
5437 - 02	Yard Waste Rev Distribution - Palo Alto	0.00	0.00	0.00	0.00
5437 - 03	Yard Waste Rev Distribution - Sunnyvale	-123,115.36	-82,608.14	-69,425.00	-66,496.00
5438 - 01	Disposal Fees PHW Distribution - Mountain View	119,009.19	107,992.29	120,260.00	104,738.00
5438 - 02	Disposal Fees PHW Distribution - Palo Alto	82,847.72	79,429.41	90,830.00	85,486.00
5438 - 03	Disposal Fees PHW Distribution - Sunnyvale	199,619.23	183,709.92	203,431.00	179,542.00
Purchased Goods & Services Subtotal		\$ 10,547,888.24	7,653,457.41	\$ 8,555,512.30	\$ 7,740,578.63
5030	Communication Equipment	0.00	58.53	0.00	0.00

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
Fund 490 - SMaRT Station SubFund 100 - SMaRT Station Operating				
5115 Facilities Equipment	232,146.80	153,912.25	259,802.00	262,400.02
5150 Furniture	0.00	0.00	0.00	0.00
Property & Capital Outlay Subtotal	\$ 232,146.80	153,970.78	\$ 259,802.00	\$ 262,400.02
6005 Conferences and Meetings	368.92	227.76	400.00	404.00
6030 Membership Fees	81.00	81.00	200.00	202.00
6055 - 01 Taxes & Licenses - Misc	428,556.31	367,926.49	399,668.00	422,599.00
6055 - 02 Taxes & Licenses - State Disposal	150,676.54	128,654.80	145,999.00	128,217.00
6055 - 03 Taxes & Licenses - San Jose Excise Tax	1,461,785.36	1,248,143.89	1,355,703.00	1,190,590.00
6055 - 05 Taxes & Licenses - Sunnyvale Landfill Fees	3,242,914.03	2,931,218.23	3,183,815.00	2,925,097.00
6056 Mtn View Landfill Fees/Taxes	3,112,704.16	2,736,173.63	3,005,369.00	2,721,487.23
6057 Palo Alto Landfill Fees/Taxes	2,168,466.78	2,011,397.74	2,269,916.00	2,221,252.54
6060 - 01 Travel Expenses - Mileage	95.80	0.00	130.00	131.30
Miscellaneous Expenditures Subtotal	\$ 10,565,648.90	9,423,823.54	\$ 10,361,200.00	\$ 9,609,980.07
6503 Fleet Rental	301.05	212.60	0.00	0.00
6507 Computer Services Rental	5,289.05	5,658.25	6,106.10	5,811.84
6510 Print Shop Charges	63.18	2,089.02	0.00	0.00
Internal Service Charges Subtotal	\$ 5,653.28	7,959.87	\$ 6,106.10	\$ 5,811.84
Total for Fund 490 - SMaRT Station SubFund 100 - SMaRT Station Operating	\$ 21,487,852.38	17,398,361.96	\$ 19,354,958.20	\$ 17,802,994.86

**490/200. SMaRT STATION REPLACEMENT FUND
REVENUES BY SOURCE**

		ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2002/2003 TO FY 2012/2013 TOTAL
		2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	
3074	Capital Replacement Contrib - Mt. View	90,212	104,315	107,248	110,272	113,389	116,602	118,800	122,243	125,790	129,436	134,945	140,148	1,323,188
3075	Capital Replacement Contrib - Palo Alto	81,827	94,617	97,278	100,021	102,848	105,762	107,756	110,879	114,097	117,403	122,400	127,119	1,200,180
3076	Capital Replacement Contrib - Sunnyvale	212,665	245,907	252,821	259,950	267,298	274,871	280,054	288,171	296,533	305,127	318,114	330,379	3,119,226
3355	Interest Income	207,820	232,170	251,178	261,682	302,850	336,213	256,436	258,228	304,614	351,792	359,776	384,453	3,299,392
FUND TOTAL		592,524	677,009	708,524	731,925	786,385	833,448	763,046	779,522	841,034	903,758	935,236	982,100	8,941,986

**525. COMMUNITY RECREATION FUND
REVENUES BY SOURCE**

	ACTUAL 2001/2002	CURRENT 2002/2003	BUDGET 2003/2004	PLAN 2004/2005	PLAN 2005/2006	PLAN 2006/2007	PLAN 2007/2008	PLAN 2008/2009	PLAN 2009/2010	PLAN 2010/2011	PLAN 2011/2012	PLAN 2012/2013	FY 2002/2003 TO FY 2012/2013 TOTAL
0750-01 License Fee - Tennis Center	70,767	76,000	76,000	76,000	76,000	76,000	76,000	76,000	76,000	76,000	76,000	76,000	836,000
0750-02 % Over Gross - Tennis Center	15,287	16,500	16,995	17,505	18,030	18,571	19,128	19,702	20,293	20,902	21,529	22,175	211,329
0750-04 Lookout Rental	58,300	63,600	63,600	63,600	63,600	63,600	63,600	63,600	63,600	63,600	63,600	63,600	699,600
0750-05 % Over Gross - Lookout	25,178	27,409	27,409	28,232	29,079	29,951	30,849	31,775	32,728	33,710	34,721	35,763	341,626
0751-12 Rental - Sunnyvale School District	45,750	9,641	0	0	0	0	0	0	0	0	0	0	9,641
0751-13 Rental - Raynor Artists	18,374	19,522	19,522	19,522	19,522	19,522	0	0	0	0	0	0	97,610
0751-14 Rental - Raynor Child Care	116,100	84,000	92,112	94,872	97,716	100,644	0	0	0	0	0	0	469,344
0752-01 Rental - Indoor Sports Center	15,500	12,625	17,000	17,510	18,035	18,576	19,134	19,708	20,299	20,908	21,535	22,181	207,511
0752-03 Rental - Park Buildings	93,043	103,000	106,090	109,273	112,551	115,927	119,405	122,987	126,677	130,477	134,392	138,423	1,319,203
0752-04 Rental - Picnic Areas	86,370	103,000	80,000	82,400	84,872	87,418	90,041	92,742	95,524	98,390	101,342	104,382	1,020,110
0752-05 Rental - Performing Arts Center	95,717	84,000	92,700	92,700	26,523	27,318	28,138	28,982	29,851	30,747	31,669	32,619	505,247
0752-06 Rental - Recreation Center	128,443	100,000	140,000	165,000	180,000	185,400	190,962	196,691	202,592	208,669	214,929	221,377	2,005,620
0752-07 Rental - Athletic Fields	31,675	30,900	31,827	32,782	33,765	34,778	35,822	36,896	38,003	39,143	40,317	41,527	395,761
0752-09 Rental - Equipment	5,672	6,000	6,180	6,365	6,556	6,753	6,956	7,164	7,379	7,601	7,829	8,063	76,847
0752-10 Rental - Senior Center	65,594	54,000	80,000	90,000	100,000	103,000	106,090	109,273	112,551	115,927	119,405	122,987	1,113,234
1369 Art Fees (AIPD Program)	5,787	6,000	6,000	6,180	6,365	6,556	6,753	6,956	7,164	7,379	7,601	7,829	74,783
1950-11 S'vale Green Fees - Weekday	831,806	798,784	852,671	903,324	994,696	1,024,537	1,055,273	1,086,931	1,119,539	1,153,125	1,187,719	1,223,350	11,399,948
1950-12 S'vale Green Fees - Weekday Twilight	274,894	286,020	312,613	335,325	378,387	389,739	401,431	413,474	425,878	438,654	451,814	465,368	4,298,702
1950-13 S'vale Green Fees - Weekend/Holiday	836,176	815,537	858,535	902,714	1,002,639	1,032,718	1,063,700	1,095,611	1,128,479	1,162,333	1,197,203	1,233,120	11,492,590
1950-14 S'vale Green Fees - Weekend Twilight	157,711	168,689	182,574	194,840	209,008	215,278	221,736	228,388	235,240	242,297	249,566	257,053	2,404,669
1950-15 S'vale Green Fees - Advantage Cards	28,500	30,700	33,100	35,150	37,080	38,192	39,338	40,518	41,734	42,986	44,275	45,604	428,678
1950-16 S'vale Green Fees - Golf Disc Cards	211,960	239,000	262,250	282,250	299,344	308,324	317,574	327,101	336,914	347,021	357,432	368,155	3,445,365
1950-17 S'vale Green Fees - 10-Play Cards	31,405	25,074	26,496	27,342	28,756	29,618	30,507	31,422	32,365	33,336	34,336	35,366	334,616
1950-18 S'vale Green Fees - SMART Cards	0	2,940	2,940	2,940	2,940	2,940	2,940	2,940	2,940	2,940	2,940	2,940	32,340
1951 SM - Gift Certificates	5,179	0	0	0	0	0	0	0	0	0	0	0	0
1952 School Group Play	1,750	1,236	1,700	1,700	1,751	1,804	1,858	1,913	1,971	2,030	2,091	2,154	20,206

**525. COMMUNITY RECREATION FUND
REVENUES BY SOURCE**

		ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2002/2003 TO FY 2012/2013 TOTAL
		2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	
1955	Golf Cart Rental	327,385	361,246	346,000	356,380	367,071	378,084	389,426	401,109	413,142	425,536	438,302	451,452	4,327,748
1956	Driving Range Fees	410,686	376,000	387,573	399,200	411,176	423,511	436,217	449,303	462,782	476,666	490,966	505,695	4,819,090
1957	Golf Miscellaneous Fees	41,841	41,200	41,200	42,436	43,709	45,020	46,371	47,762	49,195	50,671	52,191	53,757	513,512
1963-11	SG Green Fees - Weekday	455,112	446,816	484,307	514,034	556,847	573,552	590,759	608,482	626,736	645,538	664,904	684,851	6,396,826
1963-12	SG Green Fees - Weekday Twilight	6,500	5,740	6,414	6,916	10,209	10,516	10,831	11,156	11,491	11,835	12,191	12,556	109,855
1963-13	SG Green Fees - Weekend/Holiday	364,921	355,456	380,426	401,042	480,866	495,292	510,151	525,455	541,219	557,455	574,179	591,404	5,412,944
1963-14	SG Green Fees - Weekend Twilight	15,634	15,792	18,041	19,324	14,929	15,377	15,838	16,313	16,803	17,307	17,826	18,361	185,909
1963-15	SG Green Fees - 10-Play Cards	12,740	11,343	12,223	13,103	14,140	14,564	15,001	15,451	15,915	16,392	16,884	17,390	162,405
1963-16	SG Green Fees - Golf Discount Cards	108,848	105,160	114,010	122,860	133,086	137,079	141,191	145,427	149,790	154,283	158,912	163,679	1,525,478
1963-17	SG Green Fees - Advantage Cards	13,467	11,880	12,223	13,103	14,140	14,564	15,001	15,451	15,915	16,392	16,884	17,390	162,942
1963-18	SG Green Fees - SMART Cards	0	3,765	3,765	3,765	3,765	3,765	3,765	3,765	3,765	3,765	3,765	3,765	41,415
1964	SG - Gift Certificates	1,065	0	0	0	0	0	0	0	0	0	0	0	0
2351	Vending	3,050	0	8,487	8,742	9,004	9,274	9,552	9,839	10,134	10,438	10,751	11,074	97,296
2352	Catering Off-Site	120,291	169,950	175,049	180,300	185,709	191,280	197,019	202,929	209,017	215,288	221,746	228,399	2,176,685
2354	Baylands Amphitheater	120	0	0	0	0	0	0	0	0	0	0	0	0
2355	Baylands - Picnic Reservation	53,541	40,000	54,000	57,240	57,240	60,674	60,674	64,314	64,314	64,314	67,851	71,244	661,865
2356	Baylands - Vehicle Entry Fee	64,623	72,794	65,000	65,000	73,450	73,450	73,450	81,530	81,530	81,530	97,836	97,836	863,406
2357	Youth Basketball League	51,365	75,000	60,000	61,800	63,654	65,564	67,531	69,556	71,643	73,792	76,006	78,286	762,833
2358	Adult Leagues - Softball	51,369	58,000	59,740	61,532	63,378	65,280	67,238	69,255	71,333	73,473	75,677	77,947	742,852
2359	Adult Leagues - Basketball	66,190	66,000	67,980	70,019	72,120	74,284	76,512	78,807	81,172	83,607	86,115	88,698	845,315
2360	Adult Leagues - Volleyball	56,060	52,530	54,106	55,729	57,401	59,123	60,897	62,724	64,605	66,543	68,540	70,596	672,794
2361	Open Gym - Adult	41,528	48,000	42,000	43,260	44,558	45,895	47,271	48,690	50,150	51,655	53,204	54,800	529,483
2362	Martial Arts - Youth	20,509	20,000	20,600	21,218	21,855	22,510	23,185	23,881	24,597	25,335	26,095	26,878	256,156
2364	Fitness/Sports - Youth	119,848	91,455	94,199	97,025	99,935	102,933	106,021	109,202	112,478	115,852	119,328	122,908	1,171,337
2365	Fitness/Sports - Adult	97,656	103,000	106,090	109,273	112,551	115,927	119,405	122,987	126,677	130,477	134,392	138,423	1,319,203
2366	Jazzercise	58,652	52,000	60,000	61,800	63,654	65,564	67,531	69,556	71,643	73,792	76,006	78,286	739,833

**525. COMMUNITY RECREATION FUND
REVENUES BY SOURCE**

		ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2002/2003 TO FY 2012/2013 TOTAL
		2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	
2367	Sports Camps - Youth	103,006	127,720	131,552	135,498	139,563	143,750	148,062	152,504	157,079	161,792	166,646	171,645	1,635,812
2369	Special Events - Cultural Diversity	0	1,023	0	0	0	0	0	0	0	0	0	0	1,023
2370	Special Events - HOTS	4,784	6,180	2,575	2,652	2,732	2,814	2,898	2,985	3,075	3,167	3,262	3,360	35,699
2371	Special Events - July 4th	12,166	10,609	0	0	0	0	0	0	0	0	0	0	10,609
2373	Special Events - Harvest	99	3,183	0	0	0	0	0	0	0	0	0	0	3,183
2374	Gymnastics - Preschool	43,925	50,000	51,500	53,045	54,636	56,275	57,964	59,703	61,494	63,339	65,239	67,196	640,390
2375	Gymnastics - Youth	48,987	57,680	59,410	61,193	63,028	64,919	66,867	68,873	70,939	73,067	75,259	77,517	738,754
2376	Gymnastics - Teen	1,551	0	0	0	0	0	0	0	0	0	0	0	0
2377	Swim Classes - Youth	205,325	200,000	216,300	222,789	229,473	236,357	243,448	250,751	258,274	266,022	274,002	282,222	2,679,637
2378	Aquatics Classes - Preschool	20,690	20,000	20,600	21,218	21,855	22,510	23,185	23,881	24,597	25,335	26,095	26,878	256,156
2379	Recreation Swim - Youth	19,468	24,720	25,462	26,225	27,012	27,823	28,657	29,517	30,402	31,315	32,254	33,222	316,609
2380	Recreation Swim - Teens	1,287	2,369	2,440	2,513	2,589	2,666	2,746	2,829	2,914	3,001	3,091	3,184	30,342
2381	Pool Rental - Youth	4,597	4,000	4,120	4,244	4,371	4,502	4,637	4,776	4,919	5,067	5,219	5,376	51,231
2382	Pool Rental - Adult	3,145	4,000	4,120	4,244	4,371	4,502	4,637	4,776	4,919	5,067	5,219	5,376	51,231
2383	Aquatics Classes - Adult	27,056	35,020	36,071	37,153	38,267	39,415	40,598	41,816	43,070	44,362	45,693	47,064	448,529
2384	Aquatics - Lap Swim	22,758	13,284	0	0	0	0	0	0	0	0	0	0	13,284
2385	Special Interest - Child	47,708	40,170	44,290	45,619	46,987	48,397	49,849	51,344	52,885	54,471	56,105	57,788	547,905
2386	Special Interest - Adult	1,476	0	0	0	0	0	0	0	0	0	0	0	0
2387	Cultural Arts - Express	55,426	57,500	24,581	25,318	26,078	26,860	27,666	28,496	29,351	30,232	31,138	32,073	339,294
2388	Visual Arts - Child	32,998	33,000	37,080	38,192	39,338	40,518	41,734	42,986	44,275	45,604	46,972	48,381	458,081
2391	Visual Arts - Adult	112,696	115,000	119,480	123,064	126,756	130,559	134,476	138,510	142,665	146,945	151,354	155,894	1,484,704
2392	Dance Classes - Child	106,409	98,000	100,940	103,968	107,087	110,300	113,609	117,017	120,528	124,143	127,868	131,704	1,255,164
2393	Dance Classes - Adult	85,113	96,000	90,000	92,700	95,481	98,345	101,296	104,335	107,465	110,689	114,009	117,430	1,127,749
2394	Performing Arts - Child	109,663	89,695	95,000	97,850	100,786	103,809	106,923	110,131	113,435	116,838	120,343	123,953	1,178,764
2395	Performing Arts - Adult	10,826	13,596	13,596	14,004	14,424	14,857	15,302	15,761	16,234	16,721	17,223	17,740	169,459
2396	Cultural Arts - Theater Tickets	20,384	21,559	20,600	21,218	21,855	22,510	23,185	23,881	24,597	25,335	26,095	26,878	257,715

**525. COMMUNITY RECREATION FUND
REVENUES BY SOURCE**

		ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2002/2003 TO FY 2012/2013 TOTAL
		2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	
2397	Preschool Programs	135,253	150,000	154,500	159,135	163,909	168,826	173,891	179,108	184,481	190,016	195,716	201,587	1,921,169
2398	School Year Camps	11,781	28,325	0	0	0	0	0	0	0	0	0	0	28,325
2399	School Year Excursions/Overnight	4,329	4,100	0	0	0	0	0	0	0	0	0	0	4,100
2401	Neighborhood Recreation - Summer	140,703	165,000	160,000	164,800	169,744	174,836	180,081	185,484	191,048	196,780	202,683	208,764	1,999,221
2402	Summer Excursions	2,185	0	0	0	0	0	0	0	0	0	0	0	0
2403	Summer Activities	49,355	57,000	57,000	58,710	60,471	62,285	64,154	66,079	68,061	70,103	72,206	74,372	710,441
2404	Non-Academic Summer School	78,283	67,980	77,250	79,568	81,955	84,413	86,946	89,554	92,241	95,008	97,858	100,794	953,565
2405	Neighborhood Rec Spec Events	597	0	0	0	0	0	0	0	0	0	0	0	0
2406	Senior Adults - Dances	4,607	20,000	25,000	30,000	30,900	31,827	32,782	33,765	34,778	35,822	36,896	38,003	349,773
2407	Senior Adult Programs	16,440	17,600	25,000	25,750	26,523	27,318	28,138	28,982	29,851	30,747	31,669	32,619	304,197
2408	Senior Adult Trips	89,438	82,400	84,872	87,418	90,041	92,742	95,524	98,390	101,342	104,382	107,513	110,739	1,055,362
2409	Senior Adult Special Events	3,325	10,000	12,000	15,000	15,450	15,914	16,391	16,883	17,389	17,911	18,448	19,002	174,387
2410	Therapeutic Services Programs	22,953	24,720	27,107	27,920	28,758	29,621	30,509	31,424	32,367	33,338	34,338	35,368	335,471
2411	Senior Center Membership	16,327	23,000	30,000	32,782	33,765	34,778	35,822	36,896	38,003	39,143	40,317	41,527	386,034
2412	Older Adult/Therapeutic Lunch Program	45,237	70,000	100,000	130,000	133,900	137,917	142,055	146,316	150,706	155,227	159,884	164,680	1,490,684
2413	Teen Programs - Co-Op	28,501	20,737	20,737	20,737	20,737	20,737	20,737	20,737	20,737	20,737	20,737	20,737	228,107
2414	Teen Programs - Summer	12,213	15,000	15,450	15,914	16,391	16,883	17,389	17,911	18,448	19,002	19,572	20,159	192,117
2415	Teen Programs - Middle School	2,770	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	55,000
2416	Teen Programs - High School	43,703	35,020	41,200	42,436	43,709	45,020	46,371	47,762	49,195	50,671	52,191	53,757	507,332
2417	Registration Service Fees	5,890	5,150	5,305	5,464	5,628	5,796	5,970	6,149	6,334	6,524	6,720	6,921	65,960
2450	Cupertino Jr. HS After-School Program	0	0	0	0	0	0	0	0	0	0	0	0	0
2455	SMS After - School Programs	2,809	4,500	4,635	4,774	4,917	5,065	5,217	5,373	5,534	5,700	5,871	6,048	57,635
2460	High School - Special Activities	76	3,000	4,000	5,150	5,305	5,464	5,628	5,796	5,970	6,149	6,334	6,524	59,319
3355	Interest Income	78,756	80,538	8,959	0	2,761	0	0	0	0	0	0	0	92,258
4100	Miscellaneous Revenue	18,254	567	0	0	0	0	0	0	0	0	0	0	567
4175	Golf Merchandise Sales	317,458	287,000	320,000	329,600	339,488	349,673	360,163	370,968	382,097	393,560	405,366	417,527	3,955,441

**525. COMMUNITY RECREATION FUND
REVENUES BY SOURCE**

		ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2002/2003 TO FY 2012/2013 TOTAL
		2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	
4180	Golf Instruction	0	32,960	36,050	37,132	38,245	39,393	40,575	41,792	43,046	44,337	45,667	47,037	446,233
4400	Transfers In	1,630,328	2,541,781	3,140,051	3,091,473	3,193,335	3,053,193	3,278,196	3,411,799	3,406,420	3,632,715	3,784,885	3,902,278	36,436,126
XXXX	Fremont Pool Endowment	0	50,245	50,245	50,245	50,245	50,245	50,245	50,245	50,245	50,245	50,245	50,245	552,690
3418	Fremont Pool Revenues	0	6,000	24,000	42,000	48,000	48,000	48,000	49,440	50,923	52,451	54,024	55,645	478,484
FUND TOTAL		9,683,050	10,679,235	11,589,823	11,966,340	12,577,526	12,706,881	13,085,591	13,514,444	13,801,100	14,328,192	14,810,025	15,249,926	144,309,083

Summary of Budgeted Expenditures by Fund by Type

	<u>FY 2000/2001</u> Actual	<u>FY 2001/2002</u> Actual	<u>FY 2002/2003</u> Current	<u>FY 2003/2004</u> Budget
Fund 525 - Community Recreation				
4500 - 01 Salaries - Regular	1,534,999.54	1,896,556.58	2,987,925.34	3,223,658.34
4500 - 02 Salaries - Regular Part-Time	54,744.37	85,926.70	606,549.49	628,444.94
4500 - 03 Salaries - Casual/Seasonal	12,617.88	74,497.35	0.00	0.00
4500 - 05 Salaries - Contract Personnel	2,103,875.31	1,998,359.44	1,217,499.67	1,141,604.67
4502 - 03 Overtime - FLSA Overtime Premium	0.00	709.76	0.00	0.00
4503 - 01 Overtime - Regular-Overtime	32,544.86	33,906.34	21,984.97	18,768.50
4503 - 04 Overtime - Comp Time Earned	23,831.01	17,981.59	4,634.55	1,949.20
4521 - 05 Benefits - Tuition Reimbursement	94.23	743.50	0.00	0.00
4523 - 03 Insurances - Medical	11,767.00	6,435.79	1,560.00	1,560.00
4525 - 09 Leaves - Mgmt Admin	1,360.49	5,544.04	0.00	0.00
4525 - 11 Leaves - Other	0.00	119.23	0.00	0.00
4536 - 01 Regular Time Leave Additives - Regular	318,880.64	369,210.21	0.00	0.00
4536 - 02 Regular Time Leave Additives - Part-Time	6,830.31	10,067.79	0.00	0.00
4536 - 03 Regular Time Leave Additives - Casual/Seasonal	58.53	516.12	0.00	0.00
4537 - 01 Regular Time Leave Additives - Regular	0.00	0.00	482,953.31	529,346.04
4537 - 02 Regular Time Leave Additives - Part-Time	0.00	0.00	46,544.18	42,663.87
4539 - 01 Regular Time Worker's Comp Add - Regular	0.00	0.00	81,924.08	78,536.13
4539 - 02 Regular Time Worker's Comp Add - Part-Time	0.00	0.00	5,941.09	6,409.31
4541 - 01 Regular Time Retire & Ins Add - Regular	560,848.39	689,489.89	0.00	0.00
4541 - 02 Regular Time Retire & Ins Add - Part-Time	13,981.01	21,310.19	0.00	0.00
4541 - 03 Regular Time Retire & Ins Add - Casual/Seasonal	1,430.78	7,991.87	0.00	0.00
4542 - 01 Overtime Worker's Compensation - Regular	0.00	0.00	794.43	647.21
4543 - 01 Overtime Retire & Ins Add - Regular	2,910.77	2,786.63	0.00	0.00
4546 - 01 Regular Time Retirement Additi - Regular	0.00	0.00	191,505.11	251,448.19
4546 - 02 Regular Time Retirement Additi - Part-Time	0.00	0.00	0.00	49,395.79
4547 - 01 Regular Time Insurance & Other - Regular	0.00	0.00	559,441.14	600,607.12
4547 - 02 Regular Time Insurance & Other - Part-Time	0.00	0.00	53,464.27	47,382.22
Salaries & Benefits Subtotal	\$4,680,775.12	\$5,222,153.02	\$6,262,721.63	\$6,622,421.53
5000 Audio Visual Products	0.00	31.31	45.50	45.95
5010 Supplies, Vehicles/Motor Equip	337.38	4,490.20	836.24	844.59
5011 Parts, Vehicles & Motor Equip	9,412.27	13,252.41	2,500.00	2,525.00
5012 Bldg Maint Matls & Supplies	6,409.59	6,448.55	500.00	505.00
5015 Books & Publications	2,272.93	2,177.07	2,443.30	2,290.94
5020 Chemicals	10,397.57	8,463.71	12,925.75	12,925.75
5025 Clothing, Uniforms & Access	2,845.86	14,461.97	13,160.87	13,090.46

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001</u> Actual	<u>FY 2001/2002</u> Actual	<u>FY 2002/2003</u> Current	<u>FY 2003/2004</u> Budget
Fund 525 - Community Recreation				
5035 - 01 Comm Equip Maintain & Repair - Labor	24.20	0.00	0.00	0.00
5035 - 02 Comm Equip Maintain & Repair - Materials	302.53	379.52	160.77	162.37
5040 Advertising Services	651.50	2,035.20	1,080.00	1,308.00
5070 Consultants	7,142.75	5,931.00	5,257.81	41,932.38
5082 Customized Products	26,297.20	22,802.27	25,368.64	23,090.03
5095 Electrical Parts & Supplies	709.84	448.37	759.15	766.73
5100 - 01 Misc Equip Maint & Repair - Labor	3,435.55	2,830.17	8,636.18	8,722.51
5100 - 02 Misc Equip Maint & Repair - Materials	11,244.99	4,442.14	7,164.56	7,236.19
5105 Equipment Rental/Lease	46,630.62	66,454.42	73,896.03	58,100.60
5110 - 01 Facilities Maint & Repair - Labor	15,394.34	12,508.23	25,842.74	26,101.14
5110 - 02 Facilities Maint & Repair - Materials	25,633.32	14,785.70	8,319.18	8,402.36
5120 Financial Services	82,886.66	86,761.47	71,375.55	72,089.29
5125 Supplies, Fire Protection	205.95	96.21	0.00	0.00
5130 Supplies, First Aid	2,159.75	4,176.35	2,754.58	2,930.01
5131 Supplies, Safety	1,371.23	1,945.37	271.96	474.66
5140 Food Products	101,413.73	106,098.83	117,488.08	116,860.11
5145 Fuel, Oil & Lubricants	6,830.73	8,007.74	10,599.61	10,599.61
5155 General Supplies	437,382.44	189,537.59	194,655.79	175,715.03
5158 Golf Merch for Resale	0.00	216,403.56	285,600.00	288,456.00
5165 Services Maintain Land Improv	12,800.53	7,481.56	31,422.48	31,736.68
5170 Hand Tools	1,371.52	1,018.86	1,188.86	1,200.73
5180 Medical Services	338.44	70.31	141.85	143.26
5210 Laundry & Cleaning Services	6,848.63	4,808.72	7,865.67	7,944.32
5215 Legal Services	500.00	1,106.50	500.00	0.00
5230 Materials - Land Improve	47,784.45	53,769.56	101,401.46	102,415.37
5237 Excursions	42,886.85	61,992.90	42,321.79	40,225.00
5240 Miscellaneous Services	50,325.63	31,881.42	69,687.63	57,884.00
5260 Photo Equip & Supplies	2,633.44	611.79	2,948.63	2,866.29
5265 Photo & Blueprinting Services	448.61	311.31	1,390.87	1,251.74
5275 Postage	61,008.33	34,332.46	63,829.81	64,868.10
5277 Mailing & Delivery Services	21.58	128.95	0.00	200.00
5280 Printing & Related Services	1,607.43	6,944.30	10,983.81	11,897.06
5300 Professional Services	72,091.02	13,356.05	92,215.00	87,567.00
5315 Real Property Rental/Lease	260,275.63	286,781.83	655,239.00	157,836.74
5327 Rec Instructors/Officials	463,903.43	574,235.41	485,302.26	487,706.00
5357 Supplies, Office	13,617.68	13,371.19	17,845.42	18,323.83

Summary of Budgeted Expenditures by Fund by Type

		<u>FY 2000/2001</u>	<u>FY 2001/2002</u>	<u>FY 2002/2003</u>	<u>FY 2003/2004</u>
		Actual	Actual	Current	Budget
Fund 525 - Community Recreation					
5360	Telecommunication Services	44.45	0.00	0.00	0.00
5375	Training Expenses	9,305.44	6,051.78	24,998.28	25,748.24
5380	Travel Related Services	39,489.09	34,245.87	25,515.62	21,225.76
5385	Utilities - Gas & Electric	98,676.98	92,926.40	121,724.37	124,158.83
5390	Util - Water, Sewer & Garbage	4,898.00	0.00	165,297.78	166,950.73
5390 - 01	Util - Water, Sewer & Garbage - Water	127,415.24	119,786.61	5,900.00	5,959.00
5390 - 02	Util - Water, Sewer & Garbage - Garbage	1,828.97	3,273.19	0.00	0.00
5390 - 03	Util - Water, Sewer & Garbage - Sewer	3,424.12	4,384.56	2,600.00	2,626.00
5400	Utilities - Telephone	0.00	377.77	1,442.05	1,456.46
Purchased Goods & Services Subtotal		\$2,124,938.42	\$2,148,218.66	\$2,803,404.93	\$2,297,365.85
5030	Communication Equipment	0.00	1,282.71	0.00	0.00
5050	Computer Hardware	3,628.85	160.92	0.00	0.00
5115	Facilities Equipment	-26.61	3.00	6,719.85	6,787.00
5135	Vehicles & Motorized Equip	0.00	1,082.50	0.00	0.00
5150	Furniture	8,231.79	1,874.67	3,725.00	3,762.25
5235	Miscellaneous Equipment	740.71	208.45	6,078.69	6,139.46
5350	Sports & Athletic Equipment	1,426.94	1,046.38	4,057.46	4,098.03
Property & Capital Outlay Subtotal		\$14,001.68	\$5,658.63	\$20,581.00	\$20,786.74
6005	Conferences and Meetings	3,728.09	7,296.50	17,504.32	17,679.34
6030	Membership Fees	4,115.00	4,903.00	4,619.57	4,413.25
6035	Outside Group Funding	500.00	0.00	0.00	0.00
6045	Special Events	33,909.39	32,235.53	41,605.73	34,430.52
6055 - 01	Taxes & Licenses - Misc	563.99	55.00	125.00	126.25
6060	Travel Expenses	422.57	140.44	3,492.21	0.00
6060 - 01	Travel Expenses - Mileage	3,666.32	3,510.06	4,194.84	4,093.78
6060 - 02	Travel Expenses - Other	4,401.69	8,890.31	233.88	3,763.31
6065	Recreation Fee Waivers	99,664.00	56,454.34	107,775.80	111,009.07
6450 - 02	Budgeted Project Costs - Project Carryovers	0.00	0.00	927.18	927.18
Miscellaneous Expenditures Subtotal		\$150,971.05	\$113,485.18	\$180,478.53	\$176,442.70
6503	Fleet Rental	160,997.44	159,427.30	169,471.22	167,068.49
6504	Misc Office Equip Rental	36,558.86	37,968.84	41,520.17	37,240.68
6507	Computer Services Rental	95,677.01	107,950.83	111,944.30	108,525.48
6508	Facilities Rent	195,533.91	209,196.08	221,661.28	244,000.98

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001</u> <u>Actual</u>	<u>FY 2001/2002</u> <u>Actual</u>	<u>FY 2002/2003</u> <u>Current</u>	<u>FY 2003/2004</u> <u>Budget</u>
Fund 525 - Community Recreation				
6509 Comm Center Rental	497,338.92	530,495.16	565,322.22	524,523.97
6510 Print Shop Charges	98,635.76	100,014.36	142,905.29	133,221.00
6511 Radio & Pagers Rental	5,965.96	5,133.83	5,155.62	5,124.49
6512 Phone Equip Rental	95,189.90	79,184.17	85,791.15	77,918.06
6513 Mail Services Rental	8,727.03	9,991.02	10,118.01	10,281.65
6518 Satellite Copier Rental	15,572.05	19,544.46	20,595.18	17,857.36
6522 Parks Bldg Maint Rental	5,503.03	5,728.97	6,086.64	8,881.72
6523 Furniture Rental	79,308.97	71,235.06	67,411.41	69,871.46
6525 Misc Parks & Rec Equip	38,010.96	40,102.01	41,706.69	41,684.60
Internal Service Charges Subtotal	\$1,333,019.80	\$1,375,972.09	\$1,489,689.18	\$1,446,199.94
7050 Interprogram Allocations	-120,892.62	-127,744.04	-166,162.05	-174,312.54
7500 Intraprogram Allocations	-0.05	0.00	0.00	0.01
7503 SDP-Wide Allocations	0.11	0.00	0.00	0.00
7504 Program-Wide Allocations	-0.05	0.00	0.00	0.00
Indirect Cost Allocations Subtotal	-\$120,892.61	-\$127,744.04	-\$166,162.05	-\$174,312.53
Total for Fund 525 - Community Recreation	<u>\$8,182,813.46</u>	<u>\$8,737,743.54</u>	<u>\$10,590,713.22</u>	<u>\$10,388,904.23</u>

**CITY OF SUNNYVALE
560. PATENT LIBRARY FUND
LONG TERM FINANCIAL PLAN
JULY 1, 2013 TO JUNE 30, 2023**

	PLAN 2013/2014	PLAN 2014/2015	PLAN 2015/2016	PLAN 2016/2017	PLAN 2017/2018	PLAN 2018/2019	PLAN 2019/2020	PLAN 2020/2021	PLAN 2021/2022	PLAN 2022/2023	FY 2013/2014 TO FY 2022/2023 TOTAL	FY 2002/2003 TO FY 2022/2023 TOTAL
RESERVE/FUND BALANCE, JULY 1	104,843	112,863	121,083	129,509	138,145	146,997	156,071	165,371	174,903	184,674	104,843	164,900

CURRENT RESOURCES:												
Patent Library Fees	401,237	417,286	433,978	451,337	469,391	488,166	507,693	528,001	549,121	571,085	4,817,294	8,575,737
Miscellaneous	0	0	0	0	0	0	0	0	0	0	0	4,384
Interest	0	0	0	0	0	0	0	0	0	0	0	8,212
Operating Transfer From General Fund	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL CURRENT RESOURCES	401,237	417,286	433,978	451,337	469,391	488,166	507,693	528,001	549,121	571,085	4,817,295	8,588,333

TOTAL AVAILABLE RESOURCES	506,080	530,149	555,061	580,846	607,536	635,163	663,764	693,372	724,024	755,759	4,922,138	8,753,233

CURRENT REQUIREMENTS:												
Operations	393,217	409,066	425,552	442,701	460,538	479,092	498,393	518,468	539,349	561,070	4,727,446	8,476,675
Special Projects	0	0	0	0	0	0	0	0	0	0	0	0
In-Lieu Charges	0	0	0	0	0	0	0	0	0	0	0	0
Operating Transfer To General Fund	0	0	0	0	0	0	0	0	0	0	0	81,868
TOTAL CURRENT REQUIREMENTS	393,217	409,066	425,552	442,701	460,538	479,092	498,393	518,468	539,349	561,070	4,727,446	8,558,543

RESERVES:												
20 Year RAP	112,863	121,083	129,509	138,145	146,997	156,071	165,371	174,903	184,674	194,690	194,692	194,692
TOTAL RESERVES	112,863	121,083	129,509	138,145	146,997	156,071	165,371	174,903	184,674	194,690	194,692	194,692

FUND BALANCE, JUNE 30	0	0	0	0	0	0	0	0	0	0	0	(1)
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**560. PATENT LIBRARY FUND
REVENUES BY SOURCE**

		ACTUAL	CURRENT	BUDGET	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2002/2003 TO FY 2012/2013 TOTAL
		2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	
2100	Self Service	12,866	14,446	16,500	16,500	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	111,446
2106	Miscellaneous Patent Lib Charges	10,916	0	0	0	0	0	0	0	0	0	0	0	0
2107	Patent Document Delivery	110,811	47,223	35,700	35,700	35,700	35,700	35,700	35,700	35,700	35,700	35,700	35,700	404,223
2109	Patent Assisted Searches	45,205	44,442	54,600	56,238	57,925	59,663	61,453	63,296	65,195	67,151	69,166	71,241	670,370
2110	Patent On-Site Services	2,877	7,770	7,300	7,300	7,300	7,300	7,300	7,300	7,300	7,300	7,300	7,300	80,770
2111	Patent Training Seminars	170,379	175,930	202,000	208,060	214,302	220,731	227,353	234,173	241,199	248,435	255,888	263,564	2,491,634
2112	Library Memberships	250	0	0	0	0	0	0	0	0	0	0	0	0
3355	Interest Income	0	8,212	0	0	0	0	0	0	0	0	0	0	8,212
4100	Miscellaneous Revenues	1,348	4,384	0	0	0	0	0	0	0	0	0	0	4,384
4400	Transfers In	501,296	0	0	0	0	0	0	0	0	0	0	0	0
FUND TOTAL		855,947	302,407	316,100	323,798	323,227	331,394	339,806	348,470	357,394	366,586	376,053	385,805	3,771,038

Summary of Budgeted Expenditures by Fund by Type

	<u>FY 2000/2001</u> Actual	<u>FY 2001/2002</u> Actual	<u>FY 2002/2003</u> Current	<u>FY 2003/2004</u> Budget
Fund 560 - SCI3				
4500 - 01 Salaries - Regular	178,811.98	119,384.68	105,860.96	112,221.57
4500 - 02 Salaries - Regular Part-Time	37,421.04	22,980.81	21,273.80	24,182.45
4500 - 03 Salaries - Casual/Seasonal	14,473.10	14,618.62	31,200.00	31,200.00
4500 - 05 Salaries - Contract Personnel	37,563.17	41,933.31	0.00	0.00
4503 - 01 Overtime - Regular-Overtime	621.49	264.22	0.00	0.00
4503 - 04 Overtime - Comp Time Earned	650.33	708.50	0.00	0.00
4525 - 09 Leaves - Mgmt Admin	309.02	0.00	0.00	0.00
4536 - 01 Regular Time Leave Additives - Regular	37,143.92	23,225.00	0.00	0.00
4536 - 02 Regular Time Leave Additives - Part-Time	4,669.09	2,688.25	0.00	0.00
4536 - 03 Regular Time Leave Additives - Casual/Seasonal	67.12	101.89	0.00	0.00
4537 - 01 Regular Time Leave Additives - Regular	0.00	0.00	17,110.85	18,553.69
4537 - 02 Regular Time Leave Additives - Part-Time	0.00	0.00	1,632.46	1,641.69
4537 - 03 Regular Time Leave Additives - Casual/Seasonal	0.00	0.00	7.55	168.14
4539 - 01 Regular Time Worker's Comp Add - Regular	0.00	0.00	858.76	818.10
4539 - 02 Regular Time Worker's Comp Add - Part-Time	0.00	0.00	172.57	176.29
4539 - 03 Regular Time Worker's Comp Add - Casual/Seasonal	0.00	0.00	253.09	227.45
4541 - 01 Regular Time Retire & Ins Add - Regular	56,809.88	37,679.28	0.00	0.00
4541 - 02 Regular Time Retire & Ins Add - Part-Time	9,556.89	5,691.08	0.00	0.00
4541 - 03 Regular Time Retire & Ins Add - Casual/Seasonal	1,156.56	1,139.49	0.00	0.00
4543 - 01 Overtime Retire & Ins Add - Regular	10.70	4.75	0.00	0.00
4544 PARS - Operating Contribution	0.00	55,080.99	0.00	0.00
4546 - 01 Regular Time Retirement Additi - Regular	0.00	0.00	6,784.96	8,813.31
4546 - 02 Regular Time Retirement Additi - Part-Time	0.00	0.00	0.00	1,900.75
4547 - 01 Regular Time Insurance & Other - Regular	0.00	0.00	19,820.77	21,051.42
4547 - 02 Regular Time Insurance & Other - Part-Time	0.00	0.00	1,875.18	1,823.26
4547 - 03 Regular Time Insurance & Other - Casual/Seasonal	0.00	0.00	2,391.92	2,184.37
4600 Personnel Cost Savings	0.00	0.00	-6,000.00	0.00
Salaries & Benefits Subtotal	\$379,264.29	\$325,500.87	\$203,242.87	\$224,962.49
5015 Books & Publications	43,550.54	21,199.57	500.00	0.00
5035 - 02 Comm Equip Maintain & Repair - Materials	70.00	0.00	0.00	0.00
5040 Advertising Services	7,301.16	8,862.41	7,500.00	1,500.00
5070 Consultants	3,443.60	1,447.50	25,000.00	2,250.00
5085 Software Licensing & Support	519.82	0.00	0.00	0.00
5095 Electrical Parts & Supplies	5.63	2.59	0.00	0.00
5110 - 01 Facilities Maint & Repair - Labor	282.00	0.00	0.00	0.00

**Summary of Budgeted Expenditures by Fund
by Type**

		FY 2000/2001	FY 2001/2002	FY 2002/2003	FY 2003/2004
		Actual	Actual	Current	Budget
Fund 560 - SCI3					
5120	Financial Services	5,049.40	3,448.83	5,050.00	0.00
5130	Supplies, First Aid	0.00	6.86	0.00	0.00
5131	Supplies, Safety	0.00	12.57	0.00	0.00
5140	Food Products	0.00	736.35	3,500.00	3,535.00
5155	General Supplies	5,692.07	8,478.74	7,550.00	2,500.00
5220	Library Acquisitions, Books	4,702.56	3,812.50	0.00	0.00
5222	Library Acquis, Audio/Visual	61.70	0.00	0.00	0.00
5223	Library Acquis, Periodicals	1,798.87	4,477.86	0.00	0.00
5225	Lib Database Services (OCLC)	28,275.95	21,017.89	55,000.00	37,100.00
5240	Miscellaneous Services	10,256.05	5,731.19	3,000.00	0.00
5275	Postage	10,419.94	5,509.81	6,000.00	3,000.00
5277	Mailing & Delivery Services	491.18	1,568.25	0.00	0.00
5280	Printing & Related Services	58.46	0.00	7,000.00	4,020.00
5300	Professional Services	46,475.50	39,480.07	80,000.00	29,134.93
5315	Real Property Rental/Lease	118,792.20	113,039.87	0.00	0.00
5357	Supplies, Office	11,733.94	1,323.16	500.00	0.00
5360	Telecommunication Services	132.36	109.12	500.00	0.00
5375	Training Expenses	187.14	516.79	0.00	0.00
5380	Travel Related Services	866.04	0.00	4,000.00	1,000.00
5400	Utilities - Telephone	0.00	0.00	750.00	757.50
Purchased Goods & Services Subtotal		\$300,166.11	\$240,781.93	\$205,850.00	\$84,797.43
5030	Communication Equipment	707.45	0.00	0.00	0.00
5245	Office Machines & Equip	0.00	8.50	0.00	0.00
Property & Capital Outlay Subtotal		\$707.45	\$8.50	\$0.00	\$0.00
6005	Conferences and Meetings	4,824.32	130.00	0.00	0.00
6030	Membership Fees	519.00	75.00	399.00	402.99
6060 - 01	Travel Expenses - Mileage	18.63	9.66	0.00	0.00
6060 - 02	Travel Expenses - Other	5.00	0.00	0.00	0.00
Miscellaneous Expenditures Subtotal		\$5,366.95	\$214.66	\$399.00	\$402.99
6503	Fleet Rental	14.50	4.50	0.00	0.00
6504	Misc Office Equip Rental	25,393.94	21,250.60	0.00	0.00
6507	Computer Services Rental	31,812.95	34,691.15	10,830.24	12,741.63
6510	Print Shop Charges	2,911.78	3,309.67	2,320.12	2,250.00

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001</u> Actual	<u>FY 2001/2002</u> Actual	<u>FY 2002/2003</u> Current	<u>FY 2003/2004</u> Budget
Fund 560 - SCI3				
6512 Phone Equip Rental	11,559.99	9,404.33	13,261.36	8,929.15
6513 Mail Services Rental	5,062.07	5,789.16	1,524.63	1,548.67
6518 Satellite Copier Rental	8,126.04	8,573.40	0.00	0.00
6523 Furniture Rental	1,707.94	1,493.96	1,414.14	0.00
Internal Service Charges Subtotal	<u>\$86,589.21</u>	<u>\$84,516.77</u>	<u>\$29,350.49</u>	<u>\$25,469.45</u>
7504 Program-Wide Allocations	0.03	0.00	0.00	0.00
Indirect Cost Allocations Subtotal	<u>\$0.03</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Total for Fund 560 - SCI3	<u><u>\$772,094.04</u></u>	<u><u>\$651,022.73</u></u>	<u><u>\$438,842.36</u></u>	<u><u>\$335,632.36</u></u>

**595/100. GENERAL SERVICES FUND/FLEET SERVICES SUB-FUND
REVENUES BY SOURCE**

		ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2002/2003 TO FY 2012/2013 TOTAL
		2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	
1102	Santa Clara County Trans Cong Mgm	61,199	21,131	0	0	0	0	0	0	0	0	0	0	21,131
1201	Bay Area Air Quality Management Di	11,000	264,000	0	0	0	0	0	0	0	0	0	0	264,000
3355	Interest Income	184,713	187,174	165,374	154,909	182,282	159,090	148,433	161,057	209,065	235,016	270,006	282,079	2,154,485
3509	Fleet Equipment Rental	3,549,253	3,704,533	3,054,369	3,192,966	3,252,389	3,312,867	3,374,418	3,437,059	3,500,807	3,565,680	3,631,697	3,698,875	37,725,660
3529	Intrafund Loan Repayment	0	0	0	0	0	0	0	0	545,811	545,811	545,811	545,811	2,183,245
3801	Personal Property Sale	129,008	70,680	72,800	74,984	77,234	79,551	81,937	84,396	86,927	89,535	92,221	94,988	905,255
4400-03	Transfer From General Fund	211,300	0	0	0	0	0	0	0	0	0	0	0	0
4400-61	Transfer From Infrastructure Fund	2,456	0	0	0	0	0	0	0	0	0	0	0	0
FUND TOTAL		4,148,929	4,247,518	3,292,544	3,422,859	3,511,905	3,551,508	3,604,789	3,682,512	4,342,611	4,436,043	4,539,735	4,621,753	43,253,776

Summary of Budgeted Expenditures by Fund by Type

	<u>FY 2000/2001</u> <u>Actual</u>	<u>FY 2001/2002</u> <u>Actual</u>	<u>FY 2002/2003</u> <u>Current</u>	<u>FY 2003/2004</u> <u>Budget</u>
Fund 595 - General Services SubFund 100 - Fleet Services				
4500 - 01 Salaries - Regular	617,062.86	659,622.27	768,186.31	726,938.27
4500 - 05 Salaries - Contract Personnel	18,572.29	28,081.48	21,096.46	0.00
4502 - 03 Overtime - FLSA Overtime Premium	412.36	765.91	0.00	0.00
4503 - 01 Overtime - Regular-Overtime	39,570.56	45,370.60	0.00	0.00
4503 - 04 Overtime - Comp Time Earned	24,069.13	24,516.63	0.00	0.00
4525 - 09 Leaves - Mgmt Admin	794.05	1,599.18	0.00	0.00
4525 - 11 Leaves - Other	0.00	0.00	0.00	0.00
4536 - 01 Regular Time Leave Additives - Regular	128,181.57	128,429.91	0.00	0.00
4537 - 01 Regular Time Leave Additives - Regular	0.00	0.00	124,165.82	120,185.44
4539 - 01 Regular Time Worker's Comp Add - Regular	0.00	0.00	35,309.39	28,512.24
4541 - 01 Regular Time Retire & Ins Add - Regular	239,444.72	256,564.85	0.00	0.00
4542 - 01 Overtime Worker's Compensation - Regular	0.00	0.00	0.00	0.00
4543 - 01 Overtime Retire & Ins Add - Regular	4,079.07	4,816.10	0.00	0.00
4546 - 01 Regular Time Retirement Additi - Regular	0.00	0.00	49,235.38	57,090.09
4547 - 01 Regular Time Insurance & Other - Regular	0.00	0.00	143,830.61	136,364.88
Salaries & Benefits Subtotal	\$ 1,072,186.61	1,149,766.93	\$ 1,141,823.97	\$ 1,069,090.92
5005 - 01 Auto Maint & Repair - Labor	83,774.54	98,513.69	80,850.00	64,732.00
5005 - 02 Auto Maint & Repair - Materials	32,945.82	27,845.23	29,500.00	16,807.00
5010 Supplies, Vehicles/Motor Equip	16,638.58	15,319.76	17,000.00	13,725.00
5011 Parts, Vehicles & Motor Equip	304,171.23	293,991.98	304,500.00	243,538.00
5012 Bldg Maint Matls & Supplies	2,280.63	2,317.61	1,700.00	1,396.00
5015 Books & Publications	802.17	1,446.59	3,600.00	2,955.00
5025 Clothing, Uniforms & Access	591.74	159.47	600.00	493.00
5040 Advertising Services	1,730.40	0.00	0.00	0.00
5095 Electrical Parts & Supplies	540.13	538.38	525.00	431.00
5100 - 01 Misc Equip Maint & Repair - Labor	669.77	675.00	500.00	410.00
5105 Equipment Rental/Lease	289.30	622.27	0.00	0.00
5110 - 02 Facilities Maint & Repair - Materials	10.00	0.00	0.00	287.00
5125 Supplies, Fire Protection	2,116.71	3,119.78	2,117.00	1,591.00
5130 Supplies, First Aid	2,563.31	2,393.50	4,205.00	2,830.00
5131 Supplies, Safety	1,384.92	1,571.26	2,600.00	2,052.00
5145 Fuel, Oil & Lubricants	424,482.29	332,458.40	393,500.00	311,066.00
5155 General Supplies	7,563.30	5,993.97	7,100.00	5,828.00

Summary of Budgeted Expenditures by Fund by Type

		<u>FY 2000/2001</u>	<u>FY 2001/2002</u>	<u>FY 2002/2003</u>	<u>FY 2003/2004</u>
		Actual	Actual	Current	Budget
Fund 595 - General Services	SubFund 100 - Fleet Services				
5170	Hand Tools	1,773.18	2,944.83	2,900.00	2,381.00
5175	HazMat Disposal	8,386.14	11,308.50	9,000.00	7,389.00
5180	Medical Services	293.59	0.00	0.00	0.00
5210	Laundry & Cleaning Services	5,174.39	6,065.71	5,200.00	4,269.00
5230	Materials - Land Improve	22.86	85.70	0.00	0.00
5240	Miscellaneous Services	775.48	388.79	1,000.00	821.00
5260	Photo Equip & Supplies	204.36	272.28	250.00	205.00
5275	Postage	100.85	103.16	110.00	90.00
5277	Mailing & Delivery Services	79.81	43.94	110.00	90.00
5300	Professional Services	0.00	1,156.35	0.00	0.00
5357	Supplies, Office	451.40	152.48	500.00	410.00
5375	Training Expenses	794.60	1,937.54	1,000.00	821.00
5385	Utilities - Gas & Electric	9,957.53	14,992.78	0.00	0.00
5400	Utilities - Telephone	-50.00	215.51	0.00	0.00
5410	Vehicle Towing Services	8,861.50	6,671.00	9,000.00	7,389.00
Purchased Goods & Services Subtotal		\$ 919,380.53	833,305.46	\$ 877,367.00	\$ 692,006.00
5030	Communication Equipment	0.00	497.17	0.00	0.00
5135	Vehicles & Motorized Equip	0.00	89.04	0.00	0.00
Property & Capital Outlay Subtotal		\$ 0.00	586.21	\$ 0.00	\$ 0.00
6005	Conferences and Meetings	7,738.59	2,720.36	2,550.00	2,575.50
6030	Membership Fees	137.00	624.30	500.00	500.00
6055 - 01	Taxes & Licenses - Misc	5,359.17	5,775.50	4,200.00	3,448.00
6060	Travel Expenses	0.00	0.00	0.00	0.00
6060 - 02	Travel Expenses - Other	2,900.00	3,004.00	2,750.00	2,777.50
Miscellaneous Expenditures Subtotal		\$ 16,134.76	12,124.16	\$ 10,000.00	\$ 9,301.00
6503	Fleet Rental	14,996.02	13,424.19	16,124.90	10,977.74
6507	Computer Services Rental	33,535.97	39,720.20	48,127.84	55,809.60
6508	Facilities Rent	103,273.95	110,189.04	117,180.93	117,104.13
6510	Print Shop Charges	1,641.69	1,627.40	2,090.92	2,028.00
6511	Radio & Pagers Rental	1,326.00	1,227.98	2,175.16	1,716.45
6512	Phone Equip Rental	4,298.06	1,586.00	4,524.32	4,082.14
6513	Mail Services Rental	2,097.94	2,402.14	2,432.13	2,470.89

**Summary of Budgeted Expenditures by Fund
by Type**

		<u>FY 2000/2001</u>	<u>FY 2001/2002</u>	<u>FY 2002/2003</u>	<u>FY 2003/2004</u>
		Actual	Actual	Current	Budget
Fund 595 - General Services SubFund 100 - Fleet Services					
6518	Satellite Copier Rental	257.01	344.24	395.57	343.10
6523	Furniture Rental	1,509.95	1,318.98	1,247.70	1,293.29
Internal Service Charges Subtotal		\$ 162,936.59	171,840.17	\$ 194,299.47	\$ 195,825.34
7500	Intraprogram Allocations	80.80	0.00	0.00	0.00
7504	Program-Wide Allocations	-80.71	0.00	0.00	0.00
Indirect Cost Allocations Subtotal		\$ 0.09	0.00	\$ 0.00	\$ 0.00
Total for Fund 595 - General Services SubFund 100 - Fleet Services		\$ 2,170,638.58	2,167,622.93	\$ 2,223,490.44	\$ 1,966,223.26

**595/200. GENERAL SERVICES FUND/FACILITIES MANAGEMENT SUB-FUND
REVENUES BY SOURCE**

		FY 2002/2003 TO											FY 2012/2013	
		ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	TOTAL
		2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	
3511	Facility Rental	3,049,445	3,411,527	3,446,611	3,421,303	3,562,952	3,710,376	3,863,807	4,023,491	4,189,677	4,339,970	4,495,604	4,656,767	43,122,084
3517	Furniture Rental	421,777	399,137	413,703	421,277	428,982	434,303	439,670	445,083	450,542	456,046	461,596	467,190	4,817,529
3355	Interest Income	60,356	61,699	22,220	21,953	35,726	54,076	78,900	101,442	90,017	89,992	83,197	89,806	729,028
3801	Personal Property Sale	304	0	0	0	0	0	0	0	0	0	0	0	0
4108	Utilities Raynor Reimbursement	9,855	13,431	13,834	14,249	14,676	15,116	15,569	16,036	16,517	17,013	17,523	18,049	172,013
4400-61	Transfer From Infrastructure Fund	87,447	0	0	0	0	0	0	0	0	0	0	0	0
FUND TOTAL		3,629,184	3,885,794	3,896,369	3,878,782	4,042,336	4,213,871	4,397,946	4,586,052	4,746,753	4,903,022	5,057,920	5,231,811	48,840,654

Summary of Budgeted Expenditures by Fund by Type

	<u>FY 2000/2001</u> <u>Actual</u>	<u>FY 2001/2002</u> <u>Actual</u>	<u>FY 2002/2003</u> <u>Current</u>	<u>FY 2003/2004</u> <u>Budget</u>
Fund 595 - General Services SubFund 200 - Building Services				
4500 - 01 Salaries - Regular	567,759.62	640,247.16	857,335.23	803,741.94
4500 - 02 Salaries - Regular Part-Time	47,793.94	22,733.35	0.00	0.00
4500 - 03 Salaries - Casual/Seasonal	33,800.00	22.50	0.00	0.00
4500 - 05 Salaries - Contract Personnel	310,416.66	300,705.77	0.00	0.00
4502 - 03 Overtime - FLSA Overtime Premium	465.12	733.54	0.00	0.00
4503 - 01 Overtime - Regular-Overtime	32,093.93	32,783.20	0.00	0.00
4503 - 02 Overtime - Part-Time	1,069.68	137.58	0.00	0.00
4503 - 03 Overtime - Casual/Seasonal	0.00	0.00	0.00	0.00
4503 - 04 Overtime - Comp Time Earned	25,659.83	22,641.06	0.00	0.00
4525 - 09 Leaves - Mgmt Admin	1,004.89	356.27	0.00	0.00
4525 - 25 Leaves - Vacation Earned	0.00	-560.47	0.00	0.00
4536 - 01 Regular Time Leave Additives - Regular	117,933.16	124,608.46	0.00	0.00
4536 - 02 Regular Time Leave Additives - Part-Time	5,963.19	2,665.33	0.00	0.00
4536 - 03 Regular Time Leave Additives - Casual/Seasonal	156.75	0.15	0.00	0.00
4537 - 01 Regular Time Leave Additives - Regular	0.00	0.00	138,575.39	132,883.48
4537 - 02 Regular Time Leave Additives - Part-Time	0.00	0.00	0.00	0.00
4537 - 03 Regular Time Leave Additives - Casual/Seasonal	0.00	0.00	0.00	0.00
4539 - 01 Regular Time Worker's Comp Add - Regular	0.00	0.00	34,624.75	29,659.92
4539 - 02 Regular Time Worker's Comp Add - Part-Time	0.00	0.00	0.00	0.00
4539 - 03 Regular Time Worker's Comp Add - Casual/Seasonal	0.00	0.00	0.00	0.00
4541 - 01 Regular Time Retire & Ins Add - Regular	222,015.32	248,902.09	0.00	0.00
4541 - 02 Regular Time Retire & Ins Add - Part-Time	16,495.98	7,746.45	0.00	0.00
4541 - 03 Regular Time Retire & Ins Add - Casual/Seasonal	2,700.97	2.72	0.00	0.00
4542 - 01 Overtime Worker's Compensation - Regular	0.00	0.00	0.00	0.00
4542 - 03 Overtime Worker's Compensation - Casual/Seasonal	0.00	0.00	0.00	0.00
4543 - 01 Overtime Retire & Ins Add - Regular	3,073.42	3,199.43	0.00	0.00
4543 - 02 Overtime Retire & Ins Add - Part-Time	114.42	15.27	0.00	0.00
4546 - 01 Regular Time Retirement Additi - Regular	0.00	0.00	54,949.16	63,121.97
4547 - 01 Regular Time Insurance & Other - Regular	0.00	0.00	160,522.32	150,772.38
4547 - 02 Regular Time Insurance & Other - Part-Time	0.00	0.00	0.00	0.00
4547 - 03 Regular Time Insurance & Other - Casual/Seasonal	0.00	0.00	0.00	0.00
Salaries & Benefits Subtotal	\$ 1,388,516.88	1,406,939.86	\$ 1,246,006.85	\$ 1,180,179.69
5005 - 01 Auto Maint & Repair - Labor	0.00	0.00	0.00	0.00

Summary of Budgeted Expenditures by Fund by Type

	<u>FY 2000/2001</u> <u>Actual</u>	<u>FY 2001/2002</u> <u>Actual</u>	<u>FY 2002/2003</u> <u>Current</u>	<u>FY 2003/2004</u> <u>Budget</u>
Fund 595 - General Services SubFund 200 - Building Services				
5005 - 02 Auto Maint & Repair - Materials	0.00	0.00	0.00	0.00
5010 Supplies, Vehicles/Motor Equip	645.78	35.28	150.00	151.50
5011 Parts, Vehicles & Motor Equip	0.00	0.00	0.00	0.00
5012 Bldg Maint Matls & Supplies	132,483.42	118,723.24	130,000.00	91,300.00
5015 Books & Publications	74.03	294.13	75.00	75.75
5025 Clothing, Uniforms & Access	2,114.57	2,526.98	2,150.00	2,171.50
5035 - 01 Comm Equip Maintain & Repair - Labor	360.00	0.00	400.00	404.00
5035 - 02 Comm Equip Maintain & Repair - Materials	0.00	0.00	0.00	0.00
5070 Consultants	3,957.75	0.00	2,000.00	2,020.00
5082 Customized Products	156.03	0.00	157.00	158.57
5090 Hardware Maintenance	361.09	0.00	365.00	368.65
5095 Electrical Parts & Supplies	11,428.33	8,043.89	12,000.00	12,120.00
5100 - 01 Misc Equip Maint & Repair - Labor	72,753.26	58,673.06	73,000.00	73,730.00
5100 - 02 Misc Equip Maint & Repair - Materials	34,289.10	24,513.73	37,300.00	37,673.00
5105 Equipment Rental/Lease	91.53	0.00	100.00	101.00
5110 - 01 Facilities Maint & Repair - Labor	180,579.05	88,682.88	238,314.20	230,697.33
5110 - 02 Facilities Maint & Repair - Materials	8,771.23	9,472.92	9,600.00	9,696.00
5125 Supplies, Fire Protection	95.84	66.97	110.00	111.10
5130 Supplies, First Aid	2,279.13	1,652.52	2,500.00	2,525.00
5131 Supplies, Safety	394.01	451.15	450.00	454.50
5140 Food Products	0.00	401.58	0.00	0.00
5145 Fuel, Oil & Lubricants	47.20	67.97	50.00	50.00
5155 General Supplies	6,440.29	11,707.24	7,150.00	7,221.50
5170 Hand Tools	262.79	2,031.57	300.00	303.00
5175 HazMat Disposal	13,976.37	18,847.46	14,000.00	14,140.00
5180 Medical Services	248.19	0.00	250.00	252.50
5210 Laundry & Cleaning Services	22,456.58	26,094.50	23,000.00	23,230.00
5230 Materials - Land Improve	1,627.33	5,148.07	1,800.00	1,818.00
5240 Miscellaneous Services	13,174.94	11,506.51	13,500.00	13,500.00
5260 Photo Equip & Supplies	0.00	22.69	0.00	0.00
5275 Postage	46.00	48.97	50.00	50.50
5277 Mailing & Delivery Services	25.67	3.90	30.00	30.30
5280 Printing & Related Services	214.14	0.00	200.00	202.00
5357 Supplies, Office	1,401.75	366.91	0.00	0.00

Summary of Budgeted Expenditures by Fund by Type

		<u>FY 2000/2001</u>	<u>FY 2001/2002</u>	<u>FY 2002/2003</u>	<u>FY 2003/2004</u>
		Actual	Actual	Current	Budget
Fund 595 - General Services	SubFund 200 - Building Services				
5375	Training Expenses	75.00	0.00	500.00	505.00
5385	Utilities - Gas & Electric	808,743.69	951,525.81	830,000.00	847,100.00
5390 - 01	Util - Water, Sewer & Garbage - Water	29,315.16	31,543.50	32,400.00	32,724.00
5390 - 02	Util - Water, Sewer & Garbage - Garbage	3,446.78	4,173.50	3,850.00	3,888.50
5390 - 03	Util - Water, Sewer & Garbage - Sewer	41,158.04	52,019.58	32,000.00	32,320.00
5400	Utilities - Telephone	0.00	0.00	0.00	0.00
Purchased Goods & Services Subtotal		\$ 1,393,494.07	1,428,646.51	\$ 1,467,751.20	\$ 1,441,093.20
5030	Communication Equipment	821.05	0.00	0.00	0.00
5050	Computer Hardware	0.00	0.00	0.00	0.00
5115	Facilities Equipment	37,768.99	64,934.34	311,000.00	183,000.00
5135	Vehicles & Motorized Equip	0.00	0.00	0.00	0.00
5150	Furniture	812.06	2,114.65	0.00	0.00
5235	Miscellaneous Equipment	0.00	0.00	0.00	0.00
Property & Capital Outlay Subtotal		\$ 39,402.10	67,048.99	\$ 311,000.00	\$ 183,000.00
6005	Conferences and Meetings	1,211.71	395.00	300.00	303.00
6030	Membership Fees	415.00	230.00	300.00	303.00
6045	Special Events	0.00	0.00	0.00	0.00
6055 - 01	Taxes & Licenses - Misc	115.00	0.00	100.00	101.00
6060 - 02	Travel Expenses - Other	994.19	2,760.00	200.00	202.00
Miscellaneous Expenditures Subtotal		\$ 2,735.90	3,385.00	\$ 900.00	\$ 909.00
6503	Fleet Rental	104,715.32	107,735.53	121,156.76	101,709.20
6507	Computer Services Rental	43,526.99	53,064.18	64,634.48	62,789.38
6508	Facilities Rent	47,951.02	51,159.03	54,396.85	61,470.83
6510	Print Shop Charges	449.76	335.77	573.03	556.00
6511	Radio & Pagers Rental	7,954.05	5,330.91	7,785.03	7,443.96
6512	Phone Equip Rental	12,858.04	12,378.34	14,781.95	14,134.43
6518	Satellite Copier Rental	257.01	344.24	395.57	343.10
6523	Furniture Rental	28,465.97	25,543.96	24,172.50	25,054.69
Internal Service Charges Subtotal		\$ 246,178.16	255,891.96	\$ 287,896.17	\$ 273,501.59
7504	Program-Wide Allocations	-0.09	0.00	-47,808.27	-48,454.53
Indirect Cost Allocations Subtotal		\$ -0.09	0.00	\$ -47,808.27	\$ -48,454.53

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001</u> Actual	<u>FY 2001/2002</u> Actual	<u>FY 2002/2003</u> Current	<u>FY 2003/2004</u> Budget
Fund 595 - General Services SubFund 200 - Building Services				
Total for Fund 595 - General Services SubFund 200 - Building Services	<u>\$ 3,070,327.02</u>	<u>3,161,912.32</u>	<u>\$ 3,265,745.95</u>	<u>\$ 3,030,228.95</u>

**595/210. GENERAL SERVICES FUND/SUNNYVALE OFFICE CENTER SUB-FUND
REVENUES BY SOURCE**

		ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2002/2003 TO FY 2012/2013 TOTAL	
		2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	TOTAL
0755	Security Deposit Revenue	0	41,000	0	0	0	0	0	0	0	0	0	0	41,000
3511	Facility Rental	0	506,368	524,103	541,621	447,385	581,108	598,542	616,498	634,993	654,043	673,664	693,874	6,472,199
3355	Interest Income	0	586,992	695,198	719,187	733,515	753,979	783,760	821,695	861,968	904,995	950,971	999,868	8,812,128
4400-71	Transfers From Capital Proj. Fund	0	10,124,336	1,056,313	0	0	0	0	0	0	0	0	0	11,180,649
4400-92	Transfers From Building Svs Fund	0	297,306	310,365	320,601	332,935	342,923	353,211	363,807	374,721	385,963	397,542	409,468	3,888,842
FUND TOTAL		0	11,556,002	2,585,979	1,581,409	1,513,835	1,678,010	1,735,513	1,802,000	1,871,682	1,945,001	2,022,177	2,103,210	30,394,818

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
Fund 595 - General Services SubFund 210 - Sunnyvale Office Center				
4500 - 01 Salaries - Regular	0.00	0.00	106,766.95	108,288.06
4500 - 02 Salaries - Regular Part-Time	0.00	0.00	0.00	0.00
4500 - 03 Salaries - Casual/Seasonal	0.00	0.00	0.00	0.00
4503 - 01 Overtime - Regular-Overtime	0.00	0.00	0.00	0.00
4503 - 04 Overtime - Comp Time Earned	0.00	0.00	0.00	0.00
4537 - 01 Regular Time Leave Additives - Regular	0.00	0.00	17,257.28	17,903.37
4537 - 02 Regular Time Leave Additives - Part-Time	0.00	0.00	0.00	0.00
4537 - 03 Regular Time Leave Additives - Casual/Seasonal	0.00	0.00	0.00	0.00
4539 - 01 Regular Time Worker's Comp Add - Regular	0.00	0.00	5,457.46	4,807.16
4539 - 02 Regular Time Worker's Comp Add - Part-Time	0.00	0.00	0.00	0.00
4539 - 03 Regular Time Worker's Comp Add - Casual/Seasonal	0.00	0.00	0.00	0.00
4542 - 01 Overtime Worker's Compensation - Regular	0.00	0.00	0.00	0.00
4546 - 01 Regular Time Retirement Additi - Regular	0.00	0.00	6,843.00	8,504.44
4547 - 01 Regular Time Insurance & Other - Regular	0.00	0.00	19,990.40	20,313.53
4547 - 02 Regular Time Insurance & Other - Part-Time	0.00	0.00	0.00	0.00
4547 - 03 Regular Time Insurance & Other - Casual/Seasonal	0.00	0.00	0.00	0.00
Salaries & Benefits Subtotal	\$ 0.00	\$ 0.00	\$ 156,315.09	\$ 159,816.56
5012 Bldg Maint Matls & Supplies	0.00	0.00	10,000.00	10,100.00
5070 Consultants	0.00	0.00	0.00	0.00
5095 Electrical Parts & Supplies	0.00	0.00	0.00	0.00
5100 - 01 Misc Equip Maint & Repair - Labor	0.00	0.00	7,000.00	7,070.00
5100 - 02 Misc Equip Maint & Repair - Materials	0.00	0.00	0.00	0.00
5105 Equipment Rental/Lease	0.00	0.00	0.00	0.00
5110 - 01 Facilities Maint & Repair - Labor	0.00	0.00	28,912.71	29,201.84
5110 - 02 Facilities Maint & Repair - Materials	0.00	0.00	0.00	0.00
5125 Supplies, Fire Protection	0.00	0.00	0.00	0.00
5130 Supplies, First Aid	0.00	0.00	0.00	0.00
5131 Supplies, Safety	0.00	0.00	0.00	0.00
5155 General Supplies	0.00	0.00	0.00	0.00
5230 Materials - Land Improve	0.00	0.00	0.00	0.00
Purchased Goods & Services Subtotal	\$ 0.00	\$ 0.00	\$ 45,912.71	\$ 46,371.84
5115 Facilities Equipment	0.00	0.00	37,000.00	25,370.00

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
Fund 595 - General Services SubFund 210 - Sunnyvale Office Center				
Property & Capital Outlay Subtotal	\$ 0.00	0.00	\$ 37,000.00	\$ 25,370.00
6503 Fleet Rental	0.00	0.00	0.00	0.00
Internal Service Charges Subtotal	\$ 0.00	0.00	\$ 0.00	\$ 0.00
7504 Program-Wide Allocations	0.00	0.00	47,808.27	48,454.53
Indirect Cost Allocations Subtotal	\$ 0.00	0.00	\$ 47,808.27	\$ 48,454.53
Total for Fund 595 - General Services SubFund 210 - Sunnyvale Office Center	\$ 0.00	0.00	\$ 287,036.07	\$ 280,012.93

**595/300. GENERAL SERVICES FUND/TECHNOLOGY SERVICES SUB-FUND
REVENUES BY SOURCE**

	ACTUAL 2001/2002	CURRENT 2002/2003	BUDGET 2003/2004	PLAN 2004/2005	PLAN 2005/2006	PLAN 2006/2007	PLAN 2007/2008	PLAN 2008/2009	PLAN 2009/2010	PLAN 2010/2011	PLAN 2011/2012	PLAN 2012/2013	FY 2002/2003 TO FY 2012/2013 TOTAL
3513 Computer Service Charges	3,804,601	4,335,753	4,163,194	4,449,117	4,782,968	5,140,843	5,409,947	5,692,856	5,990,271	6,302,928	6,631,600	6,977,100	59,876,578
3355 Interest Income	170,886	142,007	106,392	60,493	52,068	19,762	53,238	103,046	37,962	37,177	21,768	62,303	696,216
3801 Personal Property Sale	4,684	1,397	0	0	0	0	0	0	0	0	0	0	1,397
4400-03 Transfer From General Fund	3,850	0	442,940	0	0	0	0	0	0	0	0	0	442,940
4400-15 Transfer From Asset Forfeiture	0	0	80,000	0	0	0	0	0	0	0	0	0	80,000
4400-41 Transfer From Water Revenue Fund	69,950	0	0	0	0	0	0	0	0	0	0	0	0
4400-43 Transfer From Wastewater Mgmt Fun	70,940	0	0	0	0	0	0	0	0	0	0	0	0
4400-81 Transfer From Infrastructure Fund	18,699	0	0	0	0	0	0	0	0	0	0	0	0
FUND TOTAL	4,143,610	4,479,157	4,792,526	4,509,610	4,835,036	5,160,605	5,463,185	5,795,902	6,028,233	6,340,105	6,653,368	7,039,403	61,097,132

Summary of Budgeted Expenditures by Fund by Type

	<u>FY 2000/2001</u> <u>Actual</u>	<u>FY 2001/2002</u> <u>Actual</u>	<u>FY 2002/2003</u> <u>Current</u>	<u>FY 2003/2004</u> <u>Budget</u>
Fund 595 - General Services SubFund 300 - Technology Services				
4500 - 01 Salaries - Regular	1,046,222.23	1,264,752.99	1,657,181.32	1,528,288.11
4500 - 02 Salaries - Regular Part-Time	89.20	19.65	0.00	0.00
4500 - 05 Salaries - Contract Personnel	14,142.31	41,296.27	0.00	0.00
4502 - 03 Overtime - FLSA Overtime Premium	1,056.37	182.16	0.00	0.00
4503 - 01 Overtime - Regular-Overtime	25,115.14	29,635.18	64,132.74	32,455.75
4503 - 04 Overtime - Comp Time Earned	24,866.70	24,595.46	6,047.09	6,802.08
4505 - 05 Other Pay - Standby	0.00	26.36	0.00	0.00
4521 - 05 Benefits - Tuition Reimbursement	1,808.82	651.81	0.00	0.00
4525 - 09 Leaves - Mgmt Admin	1,222.53	1,777.70	0.00	0.00
4536 - 01 Regular Time Leave Additives - Regular	217,328.56	246,316.27	0.00	0.00
4536 - 02 Regular Time Leave Additives - Part-Time	11.12	2.32	0.00	0.00
4537 - 01 Regular Time Leave Additives - Regular	0.00	0.00	267,858.49	252,673.43
4539 - 01 Regular Time Worker's Comp Add - Regular	0.00	0.00	13,443.04	11,141.24
4541 - 01 Regular Time Retire & Ins Add - Regular	332,355.28	399,528.79	0.00	0.00
4541 - 02 Regular Time Retire & Ins Add - Part-Time	30.79	6.72	0.00	0.00
4542 - 01 Overtime Worker's Compensation - Regular	0.00	0.00	520.26	236.61
4543 - 01 Overtime Retire & Ins Add - Regular	482.18	535.30	0.00	0.00
4546 - 01 Regular Time Retirement Additi - Regular	0.00	0.00	106,213.72	120,024.12
4547 - 01 Regular Time Insurance & Other - Regular	0.00	0.00	310,280.70	286,688.52
Salaries & Benefits Subtotal	\$ 1,664,731.23	2,009,326.98	\$ 2,425,677.36	\$ 2,238,309.86
5012 Bldg Maint Matls & Supplies	207.16	15.01	0.00	0.00
5015 Books & Publications	6,833.43	1,689.34	12,288.94	2,565.00
5035 - 01 Comm Equip Maintain & Repair - Labor	176.00	51,217.85	0.00	0.00
5035 - 02 Comm Equip Maintain & Repair - Materials	0.00	198.66	0.00	0.00
5070 Consultants	52,932.92	94,566.25	36,203.00	10,305.03
5080 Court & Litigation Costs	0.00	0.00	0.00	0.00
5085 Software Licensing & Support	429,935.83	436,593.79	490,500.00	505,405.00
5090 Hardware Maintenance	256,715.22	269,729.24	320,500.00	323,705.00
5095 Electrical Parts & Supplies	9.09	8.27	0.00	0.00
5100 - 01 Misc Equip Maint & Repair - Labor	9,526.37	9,657.23	11,256.27	11,368.83
5100 - 02 Misc Equip Maint & Repair - Materials	9,152.16	6,335.26	12,000.00	12,120.00
5105 Equipment Rental/Lease	332.44	2,037.66	400.00	404.00
5110 - 01 Facilities Maint & Repair - Labor	304.00	0.00	0.00	0.00

Summary of Budgeted Expenditures by Fund by Type

		<u>FY 2000/2001</u>	<u>FY 2001/2002</u>	<u>FY 2002/2003</u>	<u>FY 2003/2004</u>
		Actual	Actual	Current	Budget
Fund 595 - General Services	SubFund 300 - Technology Services				
5130	Supplies, First Aid	0.00	0.00	0.00	0.00
5131	Supplies, Safety	0.00	0.00	0.00	0.00
5155	General Supplies	9,013.47	18,895.93	10,000.00	10,100.00
5170	Hand Tools	158.63	0.00	500.00	505.00
5240	Miscellaneous Services	3,095.73	3,245.29	1,500.00	1,500.00
5275	Postage	104.61	211.67	200.00	202.00
5277	Mailing & Delivery Services	205.91	135.92	200.00	202.00
5280	Printing & Related Services	76.28	0.00	0.00	0.00
5315	Real Property Rental/Lease	1,872.00	648.00	1,900.00	0.00
5357	Supplies, Office	73,782.85	100,800.57	97,422.03	91,438.75
5360	Telecommunication Services	31.14	0.00	0.00	0.00
5375	Training Expenses	36,377.63	19,443.49	36,500.00	48,365.00
5400	Utilities - Telephone	3,855.98	2,605.80	1,600.00	1,616.00
Purchased Goods & Services Subtotal		\$ 894,698.85	1,018,035.23	\$ 1,032,970.24	\$ 1,019,801.61
5050	Computer Hardware	0.00	616.54	0.00	0.00
5055	Computer Software	7,608.75	190.88	0.00	0.00
5150	Furniture	1,334.14	4,136.22	0.00	0.00
5245	Office Machines & Equip	2,496.94	0.00	0.00	0.00
Property & Capital Outlay Subtotal		\$ 11,439.83	4,943.64	\$ 0.00	\$ 0.00
6005	Conferences and Meetings	10,559.48	15,240.36	14,000.00	14,140.00
6030	Membership Fees	605.00	694.80	1,000.00	1,010.00
6045	Special Events	0.00	12.50	0.00	0.00
6055 - 01	Taxes & Licenses - Misc	700.00	30.00	700.00	707.00
6060	Travel Expenses	491.00	0.00	500.00	0.00
6060 - 02	Travel Expenses - Other	4,623.90	4,087.64	6,496.48	6,561.43
Miscellaneous Expenditures Subtotal		\$ 16,979.38	20,065.30	\$ 22,696.48	\$ 22,418.43
6503	Fleet Rental	938.25	2,287.70	1,673.70	1,549.01
6504	Misc Office Equip Rental	2,810.99	3,605.55	4,818.73	4,415.76
6508	Facilities Rent	34,923.98	37,262.94	39,539.58	75,974.17
6510	Print Shop Charges	371.10	2,790.42	6,367.00	6,176.00
6511	Radio & Pagers Rental	0.00	2,062.71	3,212.15	2,379.90
6512	Phone Equip Rental	53,703.00	68,016.26	74,728.21	68,927.29

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
Fund 595 - General Services SubFund 300 - Technology Services				
6513 Mail Services Rental	475.02	543.40	550.36	559.19
6518 Satellite Copier Rental	1,480.05	1,291.81	1,251.47	2,711.63
6523 Furniture Rental	15,006.94	13,125.97	12,421.54	12,874.85
Internal Service Charges Subtotal	\$ 109,709.33	130,986.76	\$ 144,562.74	\$ 175,567.80
7504 Program-Wide Allocations	0.00	0.00	0.00	0.00
Indirect Cost Allocations Subtotal	\$ 0.00	0.00	\$ 0.00	\$ 0.00
Total for Fund 595 - General Services SubFund 300 - Technology Services	\$ 2,697,558.62	3,183,357.91	\$ 3,625,906.82	\$ 3,456,097.70

**595/400. GENERAL SERVICES FUND/COMMUNICATIONS SERVICES SUB-FUND
REVENUES BY SOURCE**

		FY 2002/2003 TO											FY 2012/2013	
		ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	TOTAL
		2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	
3501	IBM Copier Charges	16,868	18,830	27,382	28,067	28,768	29,487	30,225	30,980	31,755	32,549	33,362	34,196	325,601
3502	Typewriters Rental	178,616	0	0	0	0	0	0	0	0	0	0	0	0
3506	E-911 Rental	0	0	4,474	4,586	4,701	4,818	4,938	5,062	5,188	5,318	5,451	5,587	50,124
3510	Misc Electronic Equipment Rental	0	165,393	154,245	158,101	162,054	166,105	170,258	174,514	178,877	183,349	187,933	192,631	1,893,459
3512	Public Safety Communications Equip	593,216	608,291	601,587	616,627	632,042	647,843	664,040	680,640	697,657	715,098	732,975	751,300	7,348,100
3514	Print Shop Charges	620,912	771,420	762,929	782,002	801,552	821,591	842,131	863,184	884,764	906,883	929,555	952,794	9,318,805
3515	Tele-Com Equipment Rental	779,308	887,415	891,428	913,714	936,557	959,970	983,970	1,008,569	1,033,783	1,059,628	1,086,118	1,113,271	10,874,423
3516	Non-Emergency Comm Equip Rental	134,728	143,158	134,952	138,326	141,784	145,329	148,962	152,686	156,503	160,416	164,426	168,537	1,655,077
3518	Mail Service Charges	152,721	154,650	169,115	173,343	177,676	182,118	186,671	191,338	196,122	201,025	206,050	211,201	2,049,310
3526	Satellite Copier Charges	192,356	173,481	165,931	170,079	174,331	178,690	183,157	187,736	192,429	197,240	202,171	207,225	2,032,469
xxxx	Equipment Rental Savings	0	0	(120,009)	(124,587)	(127,673)	(130,839)	(134,087)	(137,418)	(140,836)	(144,342)	(14,939)	(151,629)	(1,226,359)
3355	Interest Income	23,036	36,954	32,091	48,697	65,027	84,264	99,824	96,056	108,583	132,096	147,440	136,016	987,048
4103	Public Telephone Commission	4,212	750	773	796	820	844	869	896	922	950	979	1,008	9,606
4400-03	Transfer From General Fund	114,216	114,216	90,834	92,651	94,504	96,394	98,322	100,288	102,294	104,340	106,427	108,555	1,108,823
4400-61	Transfer From Infrastructure Fund	21,637	0	0	0	0	0	0	0	0	0	0	0	0
FUND TOTAL		2,831,826	3,074,558	2,915,732	3,002,400	3,092,142	3,186,615	3,279,279	3,354,531	3,448,040	3,554,548	3,787,948	3,730,693	36,426,486

Summary of Budgeted Expenditures by Fund by Type

	<u>FY 2000/2001</u> <u>Actual</u>	<u>FY 2001/2002</u> <u>Actual</u>	<u>FY 2002/2003</u> <u>Current</u>	<u>FY 2003/2004</u> <u>Budget</u>
Fund 595 - General Services SubFund 400 - Communication Services				
4500 - 01 Salaries - Regular	303,600.80	305,280.27	392,048.35	403,287.84
4500 - 05 Salaries - Contract Personnel	24,527.47	35,945.62	27,053.60	13,526.80
4502 - 03 Overtime - FLSA Overtime Premium	0.00	201.59	0.00	0.00
4503 - 01 Overtime - Regular-Overtime	15,903.81	11,834.38	14,507.55	0.00
4503 - 04 Overtime - Comp Time Earned	13,050.30	14,151.38	0.00	0.00
4525 - 09 Leaves - Mgmt Admin	1,218.38	2,200.61	0.00	0.00
4536 - 01 Regular Time Leave Additives - Regular	63,066.07	59,460.53	0.00	0.00
4537 - 01 Regular Time Leave Additives - Regular	0.00	0.00	63,368.74	66,675.97
4539 - 01 Regular Time Worker's Comp Add - Regular	0.00	0.00	4,102.20	3,914.69
4541 - 01 Regular Time Retire & Ins Add - Regular	99,571.07	98,653.28	0.00	0.00
4542 - 01 Overtime Worker's Compensation - Regular	0.00	0.00	117.69	0.00
4543 - 01 Overtime Retire & Ins Add - Regular	416.80	409.85	0.00	0.00
4546 - 01 Regular Time Retirement Additi - Regular	0.00	0.00	25,127.55	31,672.20
4547 - 01 Regular Time Insurance & Other - Regular	0.00	0.00	73,404.77	75,651.97
Salaries & Benefits Subtotal	\$ 521,354.70	\$28,137.51	\$ 599,730.45	\$ 594,729.47
5011 Parts, Vehicles & Motor Equip	1,571.15	80.14	1,600.00	1,616.00
5012 Bldg Maint Matls & Supplies	30.70	53.28	0.00	0.00
5015 Books & Publications	393.95	146.17	550.00	555.50
5035 - 01 Comm Equip Maintain & Repair - Labor	166,708.98	288,413.37	280,904.26	283,713.28
5035 - 02 Comm Equip Maintain & Repair - Materials	2,245.13	3,136.06	3,350.00	3,383.50
5040 Advertising Services	376.20	407.55	500.00	505.00
5070 Consultants	26,302.04	45,666.20	2,601.50	2,627.51
5090 Hardware Maintenance	4,129.36	2,730.00	3,430.48	3,464.78
5095 Electrical Parts & Supplies	234.76	122.80	165.00	166.65
5100 - 01 Misc Equip Maint & Repair - Labor	68,402.38	54,302.24	83,028.12	78,444.65
5100 - 02 Misc Equip Maint & Repair - Materials	5,507.66	1,081.76	2,600.00	2,626.00
5105 Equipment Rental/Lease	175,194.27	189,532.35	182,908.88	184,737.96
5130 Supplies, First Aid	0.00	21.76	50.00	50.50
5131 Supplies, Safety	12.22	4.37	0.00	0.00
5145 Fuel, Oil & Lubricants	9.75	0.00	0.00	0.00
5155 General Supplies	61,580.28	46,892.87	75,352.87	46,761.11
5170 Hand Tools	0.00	135.71	0.00	0.00
5175 HazMat Disposal	0.00	0.00	357.10	360.67

Summary of Budgeted Expenditures by Fund by Type

		FY 2000/2001	FY 2001/2002	FY 2002/2003	FY 2003/2004
		Actual	Actual	Current	Budget
Fund 595 - General Services SubFund 400 - Communication Services					
5210	Laundry & Cleaning Services	634.10	415.51	700.00	0.00
5240	Miscellaneous Services	1,002.44	1,745.37	1,741.97	1,741.97
5275	Postage	508.11	127.30	414.41	418.55
5277	Mailing & Delivery Services	500.51	598.25	300.00	303.00
5280	Printing & Related Services	563,651.20	555,677.63	384,000.00	422,040.00
5357	Supplies, Office	35,568.26	26,442.17	23,772.02	23,064.37
5375	Training Expenses	3,427.83	249.00	8,040.20	2,120.60
5385	Utilities - Gas & Electric	0.00	0.00	0.00	0.00
5400	Utilities - Telephone	396,512.32	431,621.72	500,800.00	505,808.00
Purchased Goods & Services Subtotal		\$ 1,514,503.60	1,649,603.58	\$ 1,557,166.81	\$ 1,564,509.60
5030	Communication Equipment	180.00	157.78	0.00	0.00
5050	Computer Hardware	-185.00	0.00	0.00	0.00
5150	Furniture	0.00	640.33	0.00	0.00
5235	Miscellaneous Equipment	0.00	71.73	0.00	0.00
Property & Capital Outlay Subtotal		\$ -5.00	869.84	\$ 0.00	\$ 0.00
6005	Conferences and Meetings	369.40	25.00	6,432.16	2,496.48
6030	Membership Fees	793.00	630.00	1,485.98	750.83
6045	Special Events	0.00	12.50	0.00	0.00
6055 - 01	Taxes & Licenses - Misc	1,803.70	1,260.00	1,950.00	1,969.50
6060	Travel Expenses	240.00	0.00	2,572.86	0.00
6060 - 02	Travel Expenses - Other	0.00	0.00	0.00	598.58
Miscellaneous Expenditures Subtotal		\$ 3,206.10	1,927.50	\$ 12,441.00	\$ 5,815.39
6503	Fleet Rental	6,386.88	8,760.37	6,038.71	5,899.57
6508	Facilities Rent	40,412.06	43,118.01	45,770.06	46,161.48
6510	Print Shop Charges	1,618.49	8,759.08	4,749.78	4,607.00
6511	Radio & Pagers Rental	0.00	1,031.81	917.61	679.56
6512	Phone Equip Rental	16,767.01	21,110.83	25,398.73	23,084.44
6513	Mail Services Rental	1,100.97	1,260.35	1,276.77	1,297.52
6518	Satellite Copier Rental	954.98	1,291.81	1,251.47	2,711.63
6520	IBM Copier Charges	28.98	1.28	0.00	0.00
6523	Furniture Rental	9,056.06	7,818.98	7,399.20	7,669.31
Internal Service Charges Subtotal		\$ 76,325.43	93,152.52	\$ 92,802.33	\$ 92,110.51

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
Fund 595 - General Services SubFund 400 - Communication Services				
7504 Program-Wide Allocations	0.05	0.00	0.00	0.00
Indirect Cost Allocations Subtotal	\$ 0.05	\$ 0.00	\$ 0.00	\$ 0.00
Total for Fund 595 - General Services SubFund 400 - Communication Services	<u><u>\$ 2,115,384.88</u></u>	<u><u>2,273,690.95</u></u>	<u><u>\$ 2,262,140.59</u></u>	<u><u>\$ 2,257,164.97</u></u>

**595/500. GENERAL SERVICES FUND/WASTEWATER EQUIPMENT SUB-FUND
REVENUES BY SOURCE**

		FY 2002/2003 TO												
		ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	
		2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	TOTAL
3506	Sewer Equipment Rental	691,404	712,133	668,497	688,552	709,208	730,485	752,400	774,972	798,221	822,167	846,832	872,238	8,375,705
3355	Interest Income	179,056	160,000	86,285	84,903	96,945	104,484	100,971	101,275	111,699	114,375	90,231	70,315	1,121,483
FUND TOTAL		870,460	872,133	754,782	773,455	806,153	834,969	853,371	876,247	909,920	936,542	937,063	942,553	9,497,188

**595/600. GENERAL SERVICES FUND/PUBLIC SAFETY EQUIPMENT SUB-FUND
REVENUES BY SOURCE**

		FY 2002/2003 TO											FY 2012/2013	
		ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	TOTAL
		2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	
0960	FEMA Fire Act Grant	0	42,910	0	0	0	0	0	0	0	0	0	0	42,910
1028	CA Law Enforcement Equip Program	71,297	36,999	0	0	0	0	0	0	0	0	0	0	36,999
3355	Interest Income	0	0	2,834	2,360	2,916	9,820	20,658	23,194	32,390	38,073	44,030	57,128	233,403
3528	Miscellaneous Equipment Rental	161,403	185,620	232,356	255,591	281,150	309,265	324,729	340,965	358,013	375,914	394,710	414,445	3,472,758
4400-03	Transfer From General Fund	0	0	14,526	14,817	15,113	15,415	12,476	0	0	0	0	0	72,347
FUND TOTAL		232,700	265,529	249,716	272,768	299,179	334,500	357,863	364,159	390,403	413,987	438,740	471,573	3,858,416

**595/700. GENERAL SERVICES FUND/PARKS AND RECREATION EQUIPMENT SUB-FUND
REVENUES BY SOURCE**

		ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2002/2003 TO FY 2012/2013 TOTAL	
		2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	TOTAL
3355	Interest Income	9,280	6,346	5,508	4,718	4,865	6,014	6,638	7,065	6,503	8,041	9,876	7,354	72,928
3528	Miscellaneous Equipment Rental	40,102	41,707	41,685	43,248	44,870	46,552	48,298	50,109	51,988	53,938	55,960	58,059	536,413
FUND TOTAL		49,382	48,053	47,193	47,966	49,735	52,566	54,936	57,174	58,491	61,979	65,836	65,413	609,341

**595/800. GENERAL SERVICES FUND/PROJECT MANAGEMENT SERVICES SUB-FUND
REVENUES BY SOURCE**

	ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2002/2003 TO FY 2012/2013 TOTAL
	2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	TOTAL
4400-03 Transfer From General Fund	908,705	195,545	457,720	508,590	523,847	208,598	280,397	222,160	248,861	432,534	319,231	383,748	3,781,231
4400-28 Transfer From Gas Tax Fund	0	417,809	318,533	353,934	364,552	26,300	22,912	30,847	6,226	3,717	4,749	3,385	1,552,964
4400- Transfer From Cap. Proj. - Meas B Fu	0	51,107	85,133	0	0	0	0	0	0	0	0	0	136,240
4400-41 Transfer From Water Fund	26,002	24,661	90,029	100,035	103,036	199,067	183,551	248,485	225,740	217,531	225,782	225,502	1,843,419
4400-42 Transfer From Solid Waste Fund	20,663	8,412	18,910	21,012	21,642	54,712	47,612	64,664	66,892	40,282	52,614	38,184	434,936
4400-43 Transfer From Wastewater Fund	117,652	86,585	195,540	217,272	223,790	309,200	287,340	280,311	324,141	203,953	322,581	301,886	2,752,599
xxxx CAFR Reconciliation	(12,223)	0	0	0	0	0	0	0	0	0	0	0	0
FUND TOTAL	1,060,799	784,119	1,165,865	1,200,843	1,236,867	797,877	821,812	846,467	871,860	898,017	924,957	952,705	10,501,389

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
Fund 595 - General Services SubFund 800 - Project Management Services				
4500 - 01 Salaries - Regular	643,781.66	675,362.75	872,474.29	879,138.41
4500 - 03 Salaries - Casual/Seasonal	927.50	0.00	0.00	0.00
4500 - 05 Salaries - Contract Personnel	86,781.76	126,429.51	0.00	0.00
4502 - 03 Overtime - FLSA Overtime Premium	1,289.01	484.23	0.00	0.00
4503 - 01 Overtime - Regular-Overtime	64,190.87	25,740.33	4,623.76	4,927.09
4503 - 04 Overtime - Comp Time Earned	32,690.35	28,578.64	0.00	0.00
4503 - 05 Overtime - Contract	1,048.00	393.00	0.00	0.00
4525 - 09 Leaves - Mgmt Admin	256.61	0.00	0.00	0.00
4525 - 11 Leaves - Other	0.00	0.00	0.00	0.00
4536 - 01 Regular Time Leave Additives - Regular	133,731.11	131,475.45	0.00	0.00
4536 - 03 Regular Time Leave Additives - Casual/Seasonal	4.28	0.00	0.00	0.00
4537 - 01 Regular Time Leave Additives - Regular	0.00	0.00	141,022.36	145,348.83
4537 - 03 Regular Time Leave Additives - Casual/Seasonal	0.00	0.00	0.00	0.00
4539 - 01 Regular Time Worker's Comp Add - Regular	0.00	0.00	20,170.64	20,251.36
4539 - 03 Regular Time Worker's Comp Add - Casual/Seasonal	0.00	0.00	0.00	0.00
4541 - 01 Regular Time Retire & Ins Add - Regular	223,279.80	233,900.10	0.00	0.00
4541 - 03 Regular Time Retire & Ins Add - Casual/Seasonal	74.14	0.00	0.00	0.00
4542 - 01 Overtime Worker's Compensation - Regular	0.00	0.00	37.51	35.92
4543 - 01 Overtime Retire & Ins Add - Regular	3,448.64	1,266.98	0.00	0.00
4546 - 01 Regular Time Retirement Additi - Regular	0.00	0.00	55,919.48	69,043.13
4547 - 01 Regular Time Insurance & Other - Regular	0.00	0.00	163,356.82	164,915.83
4547 - 03 Regular Time Insurance & Other - Casual/Seasonal	0.00	0.00	0.00	0.00
Salaries & Benefits Subtotal	\$ 1,191,503.73	1,223,630.99	\$ 1,257,604.86	\$ 1,283,660.57
5025 Clothing, Uniforms & Access	0.00	35.54	0.00	0.00
5065 Construction Services	6,047.00	0.00	0.00	0.00
5070 Consultants	0.00	1,572.50	0.00	0.00
5131 Supplies, Safety	23.79	50.11	0.00	0.00
5155 General Supplies	0.00	2.85	0.00	0.00
5170 Hand Tools	0.00	8.95	0.00	0.00
5240 Miscellaneous Services	0.00	285.08	0.00	0.00
5275 Postage	0.00	0.00	0.00	0.00
5357 Supplies, Office	0.00	0.00	0.00	0.00
5375 Training Expenses	0.00	1,138.50	0.00	0.00

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001</u> <u>Actual</u>	<u>FY 2001/2002</u> <u>Actual</u>	<u>FY 2002/2003</u> <u>Current</u>	<u>FY 2003/2004</u> <u>Budget</u>
Fund 595 - General Services SubFund 800 - Project Management Services				
Purchased Goods & Services Subtotal	\$ 6,070.79	3,093.53	\$ 0.00	\$ 0.00
5055 Computer Software	0.00	8,455.00	0.00	0.00
Property & Capital Outlay Subtotal	\$ 0.00	8,455.00	\$ 0.00	\$ 0.00
6005 Conferences and Meetings	0.00	495.50	0.00	0.00
6030 Membership Fees	500.00	160.00	0.00	0.00
6060 - 02 Travel Expenses - Other	0.00	460.00	0.00	0.00
Miscellaneous Expenditures Subtotal	\$ 500.00	1,115.50	\$ 0.00	\$ 0.00
6503 Fleet Rental	371.10	523.00	0.00	0.00
6510 Print Shop Charges	0.00	81.00	0.00	0.00
Internal Service Charges Subtotal	\$ 371.10	604.00	\$ 0.00	\$ 0.00
Total for Fund 595 - General Services SubFund 800 - Project Management Services	<u>\$ 1,198,445.62</u>	<u>1,236,899.02</u>	<u>\$ 1,257,604.86</u>	<u>\$ 1,283,660.57</u>

**640. COMBINED EMPLOYEE BENEFITS FUND
REVENUES BY SOURCE**

	ACTUAL 2001/2002	CURRENT 2002/2003	BUDGET 2003/2004	PLAN 2004/2005	PLAN 2005/2006	PLAN 2006/2007	PLAN 2007/2008	PLAN 2008/2009	PLAN 2009/2010	PLAN 2010/2011	PLAN 2011/2012	PLAN 2012/2013	FY 2002/2003 TO FY 2012/2013 TOTAL
4537 Employee Leaves	9,378,867	10,450,971	11,043,221	11,387,400	11,729,022	12,080,893	12,443,319	12,816,619	13,201,117	13,597,151	14,005,066	14,425,217	137,179,996
4546 Miscellaneous PERS	2,337,333	3,263,109	3,785,221	7,214,397	7,435,027	7,660,645	7,893,072	8,132,510	8,379,173	8,633,279	8,895,051	9,164,720	80,456,204
4546 Public Safety PERS	3,505,999	3,933,164	6,686,550	10,183,586	10,698,806	11,130,489	11,579,533	12,046,635	12,532,521	13,037,944	13,563,691	14,110,578	119,503,499
4547 Insurance and Incentives	10,311,230	11,202,021	11,981,857	13,532,203	14,769,205	16,150,833	17,226,347	18,380,622	19,621,998	20,952,472	22,381,328	23,405,480	189,604,366
4539 Workers' Compensation	3,664,942	3,916,414	4,204,487	4,306,661	4,411,422	4,518,837	4,628,975	4,741,910	4,857,713	4,976,462	5,098,233	5,206,148	50,867,263
3355 Interest Income	1,985,576	1,970,646	2,084,738	2,205,675	2,333,869	2,469,754	2,613,793	2,766,474	2,928,315	3,099,868	3,281,713	3,474,469	29,229,314
4400 Transfers In	575,000	700,927	610,018	628,318	647,168	666,583	686,580	707,177	728,393	750,245	772,752	795,934	7,694,094
FUND TOTAL	31,758,947	35,437,252	40,396,091	49,458,241	52,024,518	54,678,034	57,071,620	59,591,948	62,249,231	65,047,420	67,997,834	70,582,548	614,534,736

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
Fund 640 - Employee Benefits SubFund 100 - Leaves Benefit				
4500 - 01 Salaries - Regular	14.39	-393.30	0.00	0.00
4502 - 02 Overtime - Comp Time Earned	35,000.06	0.00	0.00	0.00
4503 - 04 Overtime - Comp Time Earned	147.98	48,053.89	0.00	0.00
4523 - 02 Insurances - Medical Coverage Waiver	0.00	0.00	0.00	0.00
4525 - 01 Leaves - Bereavement	0.00	0.00	0.00	0.00
4525 - 04 Leaves - Floating Holiday Earned	0.00	0.00	108,677.25	0.00
4525 - 11 Leaves - Other	0.00	138.57	0.00	0.00
4525 - 20 Leaves - Holiday	1,593,929.43	1,788,595.32	1,723,193.00	2,047,584.00
4525 - 21 Leaves - Floating Holiday Earned	310,269.46	370,592.17	417,880.00	424,254.00
4525 - 22 Leaves - In-Lieu Holiday	777,559.66	835,709.14	831,145.00	956,720.00
4525 - 25 Leaves - Vacation Earned	3,227,937.69	3,354,409.94	3,628,513.00	3,840,128.00
4525 - 26 Leaves - Mgmt PTO Earned	949,443.17	1,252,284.92	1,119,449.00	1,367,245.00
4525 - 27 Leaves - RPT Paid Leave Earned	105,424.85	95,855.12	116,769.00	125,193.00
4525 - 28 Leaves - Casual/Seasonal Earned	4,554.10	5,566.03	242.00	5,905.00
4525 - 29 Leaves - Confidential PTO Earned	141,582.84	131,516.53	134,938.00	143,590.00
4525 - 30 Leaves - Disability	1,383,485.29	1,515,213.01	1,462,141.00	1,734,616.00
4525 - 31 Leaves - Workers Comp	783,141.16	1,095,082.14	0.00	0.00
4525 - 32 Leaves - Workers Comp (Partial)	66,022.25	85,105.65	0.00	0.00
4525 - 33 Leaves - Medical Appointment	126,101.13	150,557.69	129,460.00	175,146.00
4525 - 35 Leaves - Bereavement	90,820.16	114,930.87	90,820.00	131,573.00
4525 - 36 Leaves - Family Emergency	13,762.30	14,191.37	13,762.00	16,246.00
4525 - 40 Leaves - Jury Duty	18,931.44	40,946.31	18,931.00	46,875.00
4525 - 41 Leaves - Military	28,742.47	30,663.94	26,426.00	28,012.00
4525 - 42 Leaves - Voting	71.31	117.02	71.00	134.00
4525 - 43 Leaves - Military Reservist	0.00	3,847.43	0.00	0.00
4525 - 45 Leaves - Military Leave Reimbursements	0.00	0.00	0.00	0.00
4536 - 01 Regular Time Leave Additives - Regular	2.99	0.00	0.00	0.00
4541 - 01 Regular Time Retire & Ins Add - Regular	4.57	0.00	0.00	0.00
4547 - 03 Regular Time Insurance & Other - Casual/Seasonal	0.00	0.00	0.00	0.00
Salaries & Benefits Subtotal	\$ 9,656,948.70	10,932,983.76	\$ 9,822,417.25	\$ 11,043,221.00
Total for Fund 640 - Employee Benefits SubFund 100 - Leaves Benefit	\$ 9,656,948.70	10,932,983.76	\$ 9,822,417.25	\$ 11,043,221.00

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001</u> <u>Actual</u>	<u>FY 2001/2002</u> <u>Actual</u>	<u>FY 2002/2003</u> <u>Current</u>	<u>FY 2003/2004</u> <u>Budget</u>
Fund 640 - Employee Benefits SubFund 200 - Retirement Benefit				
4515 - 01 Retirement Benefits - Deferred Comp - City Portion	0.00	0.00	0.00	0.00
4515 - 02 Retirement Benefits - PERS Misc - Empl Portion	0.00	0.00	-71,323.00	-91,461.00
4515 - 03 Retirement Benefits - PERS Misc - Total	0.00	0.00	2,990,323.00	4,122,167.00
4515 - 04 Retirement Benefits - PERS Safety - Empl Portion	0.00	0.00	-16,307.00	-18,948.00
4515 - 05 Retirement Benefits - PERS Safety - Total	0.00	0.00	3,875,557.00	7,139,144.00
4515 - 06 Retirement Benefits - PERS EPMC Public Safety	0.00	0.00	0.00	0.00
4515 - 07 Retirement Benefits - PERS EPMC - Misc	0.00	0.00	0.00	0.00
4545 - 01 Employer Taxes - FICA - Total	0.00	0.00	0.00	0.00
Salaries & Benefits Subtotal	\$ 0.00	\$ 0.00	\$ 6,778,250.00	\$ 11,150,902.00
5070 Consultants	0.00	0.00	0.00	0.00
Purchased Goods & Services Subtotal	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Total for Fund 640 - Employee Benefits SubFund 200 - Retirement Benefit	\$ 0.00	\$ 0.00	\$ 6,778,250.00	\$ 11,150,902.00

Summary of Budgeted Expenditures by Fund by Type

	<u>FY 2000/2001</u> Actual	<u>FY 2001/2002</u> Actual	<u>FY 2002/2003</u> Current	<u>FY 2003/2004</u> Budget
Fund 640 - Employee Benefits SubFund 300 - Workers' Compensation Insuranc				
4500 - 01 Salaries - Regular	124,170.96	135,047.30	180,195.53	190,341.54
4500 - 03 Salaries - Casual/Seasonal	5,651.50	24,549.65	0.00	0.00
4500 - 05 Salaries - Contract Personnel	0.00	1,040.00	0.00	0.00
4500 - 17 Salaries - Light Duty	120,258.75	192,136.85	198,000.00	195,866.00
4502 - 03 Overtime - FLSA Overtime Premium	0.00	119.72	0.00	0.00
4503 - 01 Overtime - Regular-Overtime	147.35	2,287.14	0.00	0.00
4503 - 04 Overtime - Comp Time Earned	4,433.16	3,957.74	0.00	0.00
4505 - 04 Other Pay - Public Safety Specialist	0.00	289.60	0.00	0.00
4520 - 12 Other Benefits - Staff Medical Services	20,303.77	39,993.22	40,000.00	40,000.00
4520 - 18 Other Benefits - Prescription Safety Glasses	680.00	320.00	25,000.00	25,000.00
4521 - 01 Benefits - Safety Shoe Payment	57,543.80	58,408.51	57,425.00	57,425.00
4521 - 05 Benefits - Tuition Reimbursement	0.00	0.00	1,090.67	1,090.67
4521 - 11 Benefits - Other	10,224.00	20,597.49	0.00	0.00
4525 - 09 Leaves - Mgmt Admin	0.00	752.56	0.00	0.00
4525 - 11 Leaves - Other	0.00	0.00	0.00	0.00
4525 - 31 Leaves - Workers Comp	0.00	0.00	1,010,039.00	1,040,340.00
4525 - 32 Leaves - Workers Comp (Partial)	0.00	0.00	86,763.00	89,366.00
4525 - 33 Leaves - Medical Appointment	0.00	0.00	0.00	0.00
4536 - 01 Regular Time Leave Additives - Regular	25,793.75	27,291.62	0.00	0.00
4536 - 03 Regular Time Leave Additives - Casual/Seasonal	26.22	170.05	0.00	0.00
4537 - 01 Regular Time Leave Additives - Regular	0.00	0.00	29,125.91	31,469.38
4537 - 03 Regular Time Leave Additives - Casual/Seasonal	0.00	0.00	0.00	0.00
4539 - 01 Regular Time Worker's Comp Add - Regular	0.00	0.00	1,461.76	1,387.60
4539 - 03 Regular Time Worker's Comp Add - Casual/Seasonal	0.00	0.00	0.00	0.00
4541 - 01 Regular Time Retire & Ins Add - Regular	43,479.04	48,290.09	0.00	0.00
4541 - 03 Regular Time Retire & Ins Add - Casual/Seasonal	675.98	2,854.92	0.00	0.00
4542 - 01 Overtime Worker's Compensation - Regular	0.00	0.00	0.00	0.00
4543 - 01 Overtime Retire & Ins Add - Regular	7.84	160.17	0.00	0.00
4546 - 01 Regular Time Retirement Additi - Regular	0.00	0.00	11,549.28	14,948.46
4547 - 01 Regular Time Insurance & Other - Regular	0.00	0.00	33,738.74	35,705.79
4547 - 03 Regular Time Insurance & Other - Casual/Seasonal	0.00	0.00	0.00	0.00
4550 - 02 Workers Compensation - Claims	2,215,913.67	2,456,758.11	2,016,000.00	2,056,320.00
4550 - 03 Workers Compensation - Insurance	90,513.19	162,921.64	160,000.00	175,000.00

**Summary of Budgeted Expenditures by Fund
by Type**

		<u>FY 2000/2001</u>	<u>FY 2001/2002</u>	<u>FY 2002/2003</u>	<u>FY 2003/2004</u>
		Actual	Actual	Current	Budget
Fund 640 - Employee Benefits SubFund 300 - Workers' Compensation Insuranc					
Salaries & Benefits Subtotal		\$ 2,719,822.98	3,177,946.38	\$ 3,850,388.89	\$ 3,954,260.44
5012	Bldg Maint Matls & Supplies	0.00	19.46	0.00	0.00
5015	Books & Publications	661.31	935.94	1,450.00	1,767.50
5020	Chemicals	0.00	0.00	0.00	0.00
5025	Clothing, Uniforms & Access	0.00	7.02	0.00	0.00
5070	Consultants	241,852.11	229,242.91	234,000.00	209,070.00
5095	Electrical Parts & Supplies	56.94	30.40	0.00	0.00
5105	Equipment Rental/Lease	0.00	648.00	0.00	0.00
5130	Supplies, First Aid	163.71	266.87	200.00	202.00
5131	Supplies, Safety	490.81	603.34	1,000.00	1,010.00
5140	Food Products	0.00	78.84	0.00	0.00
5155	General Supplies	532.90	2,117.86	700.00	707.00
5180	Medical Services	0.00	7,368.00	0.00	0.00
5240	Miscellaneous Services	539.00	77.37	0.00	0.00
5265	Photo & Blueprinting Services	0.00	0.00	126.16	127.42
5275	Postage	0.00	0.00	450.00	454.50
5277	Mailing & Delivery Services	47.27	15.02	0.00	0.00
5357	Supplies, Office	658.22	5,520.57	200.00	202.00
5375	Training Expenses	2,522.29	88,756.60	3,000.00	3,030.00
5400	Utilities - Telephone	0.00	44.21	0.00	0.00
Purchased Goods & Services Subtotal		\$ 247,524.56	335,732.41	\$ 241,126.16	\$ 216,570.42
5050	Computer Hardware	0.00	0.00	0.00	0.00
Property & Capital Outlay Subtotal		\$ 0.00	0.00	\$ 0.00	\$ 0.00
6005	Conferences and Meetings	1,259.33	1,408.17	3,000.00	3,030.00
6011 - 01	Council Travel Expenses - Seat # 1	0.00	0.00	0.00	0.00
6030	Membership Fees	0.00	0.00	300.00	303.00
6060	Travel Expenses	0.00	73.36	900.00	0.00
6060 - 01	Travel Expenses - Mileage	161.68	238.04	200.00	202.00
6060 - 02	Travel Expenses - Other	127.79	282.92	100.00	1,010.00
Miscellaneous Expenditures Subtotal		\$ 1,548.80	2,002.49	\$ 4,500.00	\$ 4,545.00
6503	Fleet Rental	359.40	313.00	1,931.92	1,788.01
6507	Computer Services Rental	3,829.02	10,470.59	11,139.22	12,528.52

**Summary of Budgeted Expenditures by Fund
by Type**

		<u>FY 2000/2001</u>	<u>FY 2001/2002</u>	<u>FY 2002/2003</u>	<u>FY 2003/2004</u>
		Actual	Actual	Current	Budget
Fund 640 - Employee Benefits	SubFund 300 - Workers' Compensation Insuranc				
6508	Facilities Rent	1,518.01	1,619.02	1,677.44	11,321.13
6510	Print Shop Charges	1,251.31	1,289.80	1,315.42	1,276.00
6512	Phone Equip Rental	736.06	729.69	1,600.51	1,439.69
6513	Mail Services Rental	160.03	183.43	186.15	188.61
6523	Furniture Rental	694.98	580.06	548.81	568.73
Internal Service Charges Subtotal		\$ 8,548.81	15,185.59	\$ 18,399.47	\$ 29,110.69
7504	Program-Wide Allocations	0.00	0.00	0.00	0.00
Indirect Cost Allocations Subtotal		\$ 0.00	0.00	\$ 0.00	\$ 0.00
Total for Fund 640 - Employee Benefits		\$ 2,977,445.15	3,530,866.87	\$ 4,114,414.52	\$ 4,204,486.55

Summary of Budgeted Expenditures by Fund by Type

	<u>FY 2000/2001</u> Actual	<u>FY 2001/2002</u> Actual	<u>FY 2002/2003</u> Current	<u>FY 2003/2004</u> Budget
Fund 640 - Employee Benefits SubFund 400 - Insurance and Other Benefits				
4500 - 01 Salaries - Regular	225,344.94	258,068.20	404,530.29	389,717.22
4500 - 03 Salaries - Casual/Seasonal	26,942.49	12,497.57	33,250.00	33,250.00
4500 - 05 Salaries - Contract Personnel	39.69	552.54	0.00	0.00
4502 - 03 Overtime - FLSA Overtime Premium	105.12	360.73	0.00	0.00
4503 - 01 Overtime - Regular-Overtime	4,519.65	13,448.84	2,392.80	2,549.77
4503 - 04 Overtime - Comp Time Earned	4,163.88	3,326.39	0.00	0.00
4510 - 01 Incentives - Employee Disability	0.00	47,971.09	15,000.00	15,300.00
4510 - 02 Incentives - Management Achievement	496,118.71	423,860.83	423,840.00	0.00
4510 - 07 Incentives - Suggestion Awards	3,195.00	2,575.00	2,600.00	0.00
4515 - 01 Retirement Benefits - Deferred Comp - City Portion	266,819.96	405,103.14	370,784.00	459,810.00
4515 - 02 Retirement Benefits - PERS Misc - Empl Portion	-88,356.75	-80,643.35	0.00	0.00
4515 - 03 Retirement Benefits - PERS Misc - Total	3,013,987.71	3,011,722.77	0.00	0.00
4515 - 04 Retirement Benefits - PERS Safety - Empl Portion	-52,688.24	-52,042.00	0.00	0.00
4515 - 05 Retirement Benefits - PERS Safety - Total	2,221,953.92	4,015,266.43	0.00	0.00
4515 - 06 Retirement Benefits - PERS EPMC Public Safety	198,735.26	207,411.75	0.00	0.00
4515 - 07 Retirement Benefits - PERS EPMC - Misc	220,491.31	202,947.53	0.00	0.00
4516 Retirement Benefits - PARS	56,976.47	92,859.79	0.00	0.00
4520 - 02 Other Benefits - Dependent Care	3,261.00	10,353.60	0.00	0.00
4520 - 03 Other Benefits - Dependent Care Admin Fees	356.29	343.34	500.00	0.00
4520 - 12 Other Benefits - Staff Medical Services	0.00	0.00	5,893.00	893.00
4520 - 17 Other Benefits - Service Awards	16,668.95	30,478.91	18,998.00	19,378.00
4520 - 19 Other Benefits - Bilingual Testing Fees	1,000.00	450.00	450.00	459.00
4521 - 05 Benefits - Tuition Reimbursement	0.00	0.00	0.00	0.00
4521 - 10 Benefits - Relocation Assistance	23,185.41	39,595.50	20,000.00	20,400.00
4523 - 01 Insurances - Employee Portion	-241,465.01	-384,122.54	-1.00	-390,000.00
4523 - 02 Insurances - Medical Coverage Waiver	66,235.42	71,017.89	146,418.00	74,166.00
4523 - 03 Insurances - Medical	5,556,400.84	6,381,503.30	7,098,563.00	8,163,347.00
4523 - 04 Insurances - Dental	861,682.77	901,769.03	989,172.00	1,024,076.00
4523 - 05 Insurances - Vision	133,358.27	138,157.80	139,004.00	140,705.00
4523 - 06 Insurances - Employee Assistance Program	53,847.04	65,542.02	69,088.00	78,657.00
4523 - 07 Insurances - Life	288,463.17	340,103.72	363,613.00	385,510.00
4523 - 08 Insurances - Long Term Disability	213,522.22	283,162.95	289,232.00	323,999.00
4523 - 09 Insurances - Unemployment	10,842.00	18,478.00	27,804.00	14,660.00
4525 - 09 Leaves - Mgmt Admin	0.00	1,835.16	0.00	0.00

Summary of Budgeted Expenditures by Fund by Type

	<u>FY 2000/2001</u> Actual	<u>FY 2001/2002</u> Actual	<u>FY 2002/2003</u> Current	<u>FY 2003/2004</u> Budget
Fund 640 - Employee Benefits SubFund 400 - Insurance and Other Benefits				
4525 - 21 Leaves - Floating Holiday Earned	0.00	0.00	0.00	0.00
4525 - 25 Leaves - Vacation Earned	0.00	0.00	0.00	0.00
4536 - 01 Regular Time Leave Additives - Regular	46,810.16	50,162.02	0.00	0.00
4536 - 03 Regular Time Leave Additives - Casual/Seasonal	125.05	86.63	0.00	0.00
4537 - 01 Regular Time Leave Additives - Regular	0.00	0.00	66,417.61	65,556.50
4537 - 03 Regular Time Leave Additives - Casual/Seasonal	0.00	0.00	8.05	179.18
4539 - 01 Regular Time Worker's Comp Add - Regular	0.00	0.00	3,333.32	2,890.60
4539 - 03 Regular Time Worker's Comp Add - Casual/Seasonal	0.00	0.00	963.98	931.20
4541 - 01 Regular Time Retire & Ins Add - Regular	71,654.08	83,191.16	0.00	0.00
4541 - 03 Regular Time Retire & Ins Add - Casual/Seasonal	3,153.44	1,412.48	0.00	0.00
4542 - 01 Overtime Worker's Compensation - Regular	0.00	0.00	19.41	18.59
4543 - 01 Overtime Retire & Ins Add - Regular	77.80	289.26	0.00	0.00
4545 - 01 Employer Taxes - FICA - Total	64,839.77	93,058.47	153,431.00	153,431.00
4545 - 02 Employer Taxes - Medicare - Total	1,281,258.75	1,514,347.27	1,511,981.00	1,596,894.00
4545 - 03 Employer Taxes - FICA - Employee Share	-33,935.42	-53,325.73	-76,716.00	-76,716.00
4545 - 04 Employer Taxes - Medicare - Employee Share	-639,113.84	-750,365.74	-755,991.00	-798,447.00
4546 - 01 Regular Time Retirement Additi - Regular	0.00	0.00	26,336.50	31,140.43
4547 - 01 Regular Time Insurance & Other - Regular	0.00	0.00	76,936.53	74,381.76
4547 - 03 Regular Time Insurance & Other - Casual/Seasonal	0.00	0.00	2,549.08	2,327.90
Salaries & Benefits Subtotal	\$ 14,380,577.28	17,402,811.75	\$ 11,430,400.57	\$ 11,809,465.15
5012 Bldg Maint Matls & Supplies	0.00	15.06	0.00	0.00
5015 Books & Publications	3,371.24	5,449.66	3,800.00	3,333.00
5025 Clothing, Uniforms & Access	0.00	58.02	0.00	0.00
5040 Advertising Services	0.00	0.00	0.00	0.00
5070 Consultants	16,551.00	42,042.45	30,000.00	25,010.00
5105 Equipment Rental/Lease	52.58	165.00	200.00	0.00
5131 Supplies, Safety	0.00	11.99	0.00	0.00
5140 Food Products	0.00	13.48	0.00	0.00
5155 General Supplies	951.12	1,428.65	2,700.00	2,020.00
5215 Legal Services	0.00	3,799.00	25,000.00	15,000.00
5240 Miscellaneous Services	35,006.94	16,233.67	11,000.00	0.00
5260 Photo Equip & Supplies	22.03	0.00	0.00	0.00
5275 Postage	0.00	3.50	200.00	202.00

Summary of Budgeted Expenditures by Fund by Type

		<u>FY 2000/2001</u>	<u>FY 2001/2002</u>	<u>FY 2002/2003</u>	<u>FY 2003/2004</u>
		Actual	Actual	Current	Budget
Fund 640 - Employee Benefits	SubFund 400 - Insurance and Other Benefits				
5277	Mailing & Delivery Services	120.49	462.38	0.00	0.00
5280	Printing & Related Services	317.94	2,586.49	1,700.00	202.00
5300	Professional Services	3,033.33	6,992.16	700.00	707.00
5315	Real Property Rental/Lease	0.00	10,533.95	0.00	0.00
5325	Records Related Services	0.00	0.00	0.00	0.00
5357	Supplies, Office	269.05	9,096.86	1,000.00	505.00
5375	Training Expenses	-100.00	33,895.00	140,000.00	100,000.00
5380	Travel Related Services	61,015.04	60,775.00	65,000.00	0.00
5400	Utilities - Telephone	0.00	135.37	0.00	0.00
5900	Goods and Serv Cost Savings	0.00	0.00	-563,352.13	0.00
Purchased Goods & Services Subtotal		\$ 120,610.76	193,697.69	\$ -282,052.13	\$ 146,979.00
5030	Communication Equipment	0.00	0.00	0.00	0.00
5050	Computer Hardware	0.00	0.00	0.00	0.00
5055	Computer Software	0.00	0.00	0.00	0.00
5150	Furniture	739.89	0.00	0.00	0.00
Property & Capital Outlay Subtotal		\$ 739.89	0.00	\$ 0.00	\$ 0.00
6005	Conferences and Meetings	2,426.13	1,384.64	4,500.00	3,535.00
6030	Membership Fees	1,185.00	3,199.00	4,000.00	1,515.00
6045	Special Events	0.00	15,377.33	0.00	0.00
6060	Travel Expenses	0.00	0.00	150.00	0.00
6060 - 01	Travel Expenses - Mileage	22.77	48.30	50.00	50.50
6060 - 02	Travel Expenses - Other	163.50	32.03	0.00	151.50
Miscellaneous Expenditures Subtotal		\$ 3,797.40	20,041.30	\$ 8,700.00	\$ 5,252.00
6503	Fleet Rental	47.25	37.50	229.54	212.42
6507	Computer Services Rental	20,531.03	24,310.52	23,120.95	16,190.54
6510	Print Shop Charges	2,939.15	9,623.07	20,808.63	3,753.00
6513	Mail Services Rental	2.99	3.90	4.05	3.79
6523	Furniture Rental	1,012.05	853.97	807.85	0.00
Internal Service Charges Subtotal		\$ 24,532.47	34,828.96	\$ 44,971.02	\$ 20,159.75
7504	Program-Wide Allocations	-429.07	-278.62	0.00	0.00
Indirect Cost Allocations Subtotal		\$ -429.07	-278.62	\$ 0.00	\$ 0.00

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001</u> Actual	<u>FY 2001/2002</u> Actual	<u>FY 2002/2003</u> Current	<u>FY 2003/2004</u> Budget
Fund 640 - Employee Benefits SubFund 400 - Insurance and Other Benefits				
Total for Fund 640 - Employee Benefits SubFund 400 - Insurance and Other Benefits	<u>\$ 14,529,828.73</u>	<u>17,651,101.08</u>	<u>\$ 11,202,019.46</u>	<u>\$ 11,981,855.90</u>

**645. LIABILITY AND PROPERTY INSURANCE
REVENUES BY SOURCE**

		ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2002/2003 TO FY 2012/2013 TOTAL	
		2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	
6020	Liability Insurance	967,406	1,085,863	1,154,916	1,176,800	1,199,168	1,222,029	1,245,396	1,269,280	1,293,693	1,318,646	1,344,153	1,370,226	13,680,170
3355	Interest Income	59,809	63,960	67,798	71,524	75,586	80,005	84,805	90,011	95,651	101,752	108,345	115,462	954,899
FUND TOTAL		1,027,215	1,149,823	1,222,714	1,248,324	1,274,754	1,302,034	1,330,201	1,359,291	1,389,344	1,420,398	1,452,498	1,485,688	14,635,069

**Summary of Budgeted Expenditures by Fund
by Type**

	<u>FY 2000/2001 Actual</u>	<u>FY 2001/2002 Actual</u>	<u>FY 2002/2003 Current</u>	<u>FY 2003/2004 Budget</u>
Fund 645 - Property and Liability Insuran				
4500 - 01 Salaries - Regular	56,895.05	83,093.72	100,793.62	105,162.67
4500 - 03 Salaries - Casual/Seasonal	0.00	172.50	0.00	0.00
4503 - 04 Overtime - Comp Time Earned	23.92	0.00	0.00	0.00
4525 - 09 Leaves - Mgmt Admin	0.00	752.56	0.00	0.00
4536 - 01 Regular Time Leave Additives - Regular	11,818.65	16,173.04	0.00	0.00
4536 - 03 Regular Time Leave Additives - Casual/Seasonal	0.00	1.19	0.00	0.00
4537 - 01 Regular Time Leave Additives - Regular	0.00	0.00	16,291.78	17,386.66
4539 - 01 Regular Time Worker's Comp Add - Regular	0.00	0.00	817.64	766.64
4541 - 01 Regular Time Retire & Ins Add - Regular	19,062.18	27,252.82	0.00	0.00
4541 - 03 Regular Time Retire & Ins Add - Casual/Seasonal	0.00	13.37	0.00	0.00
4546 - 01 Regular Time Retirement Additi - Regular	0.00	0.00	6,460.15	8,258.96
4547 - 01 Regular Time Insurance & Other - Regular	0.00	0.00	18,871.97	19,727.25
Salaries & Benefits Subtotal	\$87,799.80	\$127,459.20	\$143,235.16	\$151,302.18
5015 Books & Publications	149.00	123.00	200.00	202.00
5070 Consultants	6,148.58	2,008.13	11,000.00	11,110.00
5105 Equipment Rental/Lease	26.29	82.50	50.00	50.50
5155 General Supplies	0.00	456.89	200.00	202.00
5215 Legal Services	74,234.46	56,225.66	135,000.00	235,000.00
5265 Photo & Blueprinting Services	0.00	593.99	500.00	505.00
5275 Postage	66.43	73.75	450.00	454.50
5277 Mailing & Delivery Services	35.20	25.73	35.00	35.35
5375 Training Expenses	1,299.15	0.00	500.00	505.00
5400 Utilities - Telephone	0.00	42.51	0.00	0.00
Purchased Goods & Services Subtotal	\$81,959.11	\$59,632.16	\$147,935.00	\$248,064.35
Property & Capital Outlay Subtotal	\$0.00	\$0.00	\$0.00	\$0.00
6005 Conferences and Meetings	117.70	541.64	1,100.00	1,111.00
6020 - 01 Insurances - Public Liability Ins Rebate	-161,452.00	-372,640.00	-75,000.00	-125,000.00
6020 - 02 Insurances - Public Liability	435,419.00	522,212.00	550,000.00	555,500.00
6020 - 03 Insurances - Fire	46,547.58	61,178.00	47,000.00	47,470.00
6020 - 05 Insurances - Fidelity	25,010.00	14,960.00	31,500.00	31,815.00
6025 Liability Claims Paid	205,985.69	194,789.48	225,000.00	227,250.00
6030 Membership Fees	88.80	0.00	300.00	303.00
6060 Travel Expenses	0.00	0.00	500.00	0.00

**Summary of Budgeted Expenditures by Fund
by Type**

	FY 2000/2001	FY 2001/2002	FY 2002/2003	FY 2003/2004
	Actual	Actual	Current	Budget
Fund 645 - Property and Liability Insuran				
6060 - 01 Travel Expenses - Mileage	475.74	310.66	0.00	0.00
6060 - 02 Travel Expenses - Other	16.56	19.00	0.00	505.00
Miscellaneous Expenditures Subtotal	\$552,209.07	\$421,370.78	\$780,400.00	\$738,954.00
6503 Fleet Rental	0.00	22.00	2,314.48	2,142.07
6507 Computer Services Rental	5,906.03	7,582.38	8,116.14	7,451.87
6508 Facilities Rent	1,518.01	1,619.02	1,677.44	10,667.56
6510 Print Shop Charges	44.00	122.50	254.68	248.00
6512 Phone Equip Rental	1,473.94	1,460.55	1,600.51	1,439.69
6513 Mail Services Rental	160.03	183.43	186.15	188.61
6523 Furniture Rental	170.04	151.06	143.29	148.34
Internal Service Charges Subtotal	\$9,272.05	\$11,140.94	\$14,292.69	\$22,286.14
Indirect Cost Allocations Subtotal	\$0.00	\$0.00	\$0.00	\$0.00
Total for Fund 645 - Property and Liability Insuran	\$731,240.03	\$619,603.08	\$1,085,862.85	\$1,160,606.67

**Operating
Budget**

Chipboard Page

OPERATING BUDGET GUIDE

COMPARISON OF TRADITIONAL LINE ITEM BUDGET, PERFORMANCE BUDGET AND OUTCOME MANAGEMENT

Sunnyvale's Performance Budget concept places emphasis on planning and budgeting resources for the accomplishment of service objectives as compared to the traditional budget which bases decisions on line-item costs.

The traditional budget in local government provides detailed costs of resources by the use of line-item object accounts. These accounts just show the total cost of a particular class of labor or type of material (paper, asphalt, etc.) that has been approved as a budget item for an entire organizational unit, usually a Department. Some workload data may be provided in the budget but it is generally not related to the cost of performing the work. Neither efficiency nor effectiveness data are included in this type of budget.

Sunnyvale's Performance Budget is organized by programs, objectives, and tasks. During the budget development process, line item object accounts are used to budget within each task, and it is the task which generates the production units that accomplish the service objective. The Performance Budget thereby directly relates the labor, materials and other costs in the budget to the results that are to be produced. This link-up provides the means for measuring both the efficiency and effectiveness of resource utilization.

Resource allocation decisions in performance budgeting are based on the intended service levels. Program Managers have the flexibility to redistribute resources within their programs to maintain (not increase or decrease) current approved service levels.

As a refinement of the Performance Management concept, Sunnyvale has turned its focus to Outcome Management. The premise of this method is that the entire structure begins with high level, core outcomes, which define the ultimate results being sought, which in turn determine service delivery components. The focus is on the end product, not the process. Hence, budget development is dictated by Council-determined outcomes. In addition, program level measures are assigned weights, giving the City Council the opportunity to set relative priorities. The conversion process from Performance Budgeting to Outcome Management began in fiscal year 1995/1996.

The implementation is a multi-year process, with all programs expected to be converted to an outcome orientation by fiscal year 2005/2006.

The following table compares traditional line-item budgeting by entire departments to budgeting by Tasks, which accomplish the Objectives within Programs, and budgeting by Activities, which accomplish the Service Delivery Plan within a Program Outcome.

LINE ITEM BUDGETING/PERFORMANCE BUDGETING/OUTCOME MANAGEMENT COMPARISON

	TRADITIONAL LINE ITEM BUDGETING	PERFORMANCE BUDGETING	OUTCOME MANAGEMENT
Budget Orientation	Money Control	Planning	Outcomes
Basic Budgeting Unit (Object Account)	Line Item	Task	Activity
Efficiency Measurement	None Units Per Work Hour	Unit Cost	Product Cost
Results Measurement (Effectiveness/Quality)		Objectives Performance Indicators Community Condition Indicators	Outcome Measures
Budget Period	One Year	Multi-Year	Multi-Year

RELATIONSHIP TO THE GENERAL PLAN

The overall purpose of the Performance Audit and Budget System (PABS) is to establish a process to assist program managers in scheduling work and resources in order to efficiently and effectively carry out the City's Goals and Policies contained in its General Plan. This purpose is summarized in the following concepts:

- Integration of long-term planning and evaluation with the budget process by relating the City's work efforts to stated service levels aimed at accomplishment of the General Plan Goals and Policies.
- Defining City business in service level terms by use of objectives to describe planned accomplishments, which contribute to achieving the General Plan's Goals and Policies.
- Recording the work hours, production units and financial aspects of achieved accomplishments.
- Measuring the efficiency and effectiveness achieved in accomplishing budgeted objectives.

The above concepts are interrelated. For example, under the Performance-Based budgeting method, the General Plan's Goals are directly related to specific Programs and Program Objectives. The Objectives are accomplished by Tasks in which all work hours and other costs are charged, and the Tasks provide statistics on the efficiency of production through Production Unit Cost and Units per Hour. Additionally, the effectiveness of objective accomplishment is also measured through Performance Indicators.

Under the Outcome Management method, a similar structure is maintained, but it is more integrated, with the focus on the ultimate result desired - the outcome. The central component, the Program Outcome Statement, provides answers to the "why", "how" and "how well". The program then consists of Service Delivery Plans based on the Outcome Statements. Service Delivery Plans are broken down into Activities which are measured in terms of Products. The effectiveness of the Outcome is determined by quantifiable Outcome Measures.

RESOURCE ALLOCATION PLAN STRUCTURE OVERVIEW

The City's Performance Audit and Budget System (PABS) is a fully integrated component of the Planning and Management System (PAMS). The PAMS consists of three components: the City's General Plan (Policy Setting), Service Delivery (Operating Programs) and Evaluation (Program and Personnel Audits).

The General Plan and Service Delivery components are organized in a hierarchical structure which makes it possible to functionally relate the City's Goals and Policies to the actual work outputs which are produced to achieve those Goals. The structure is designed to make

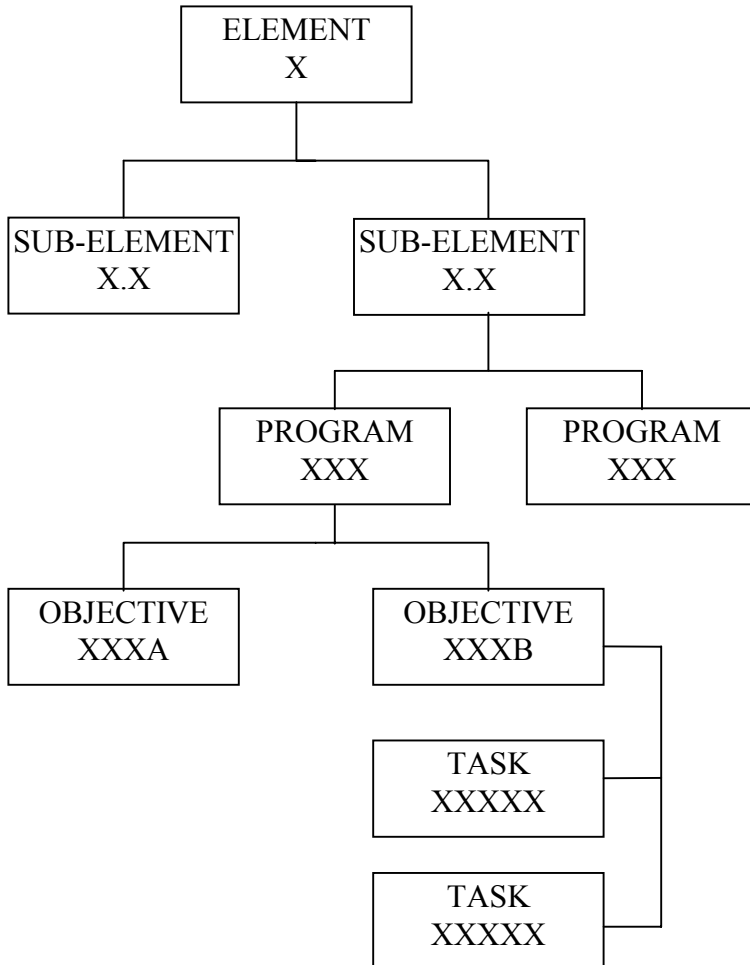
Service Objectives explicit within each Program so that information on the efficiency and effectiveness of its operations can be provided to Program Managers on a frequent basis.

The following three charts explain the program structure hierarchy and provide definitions of some key terms.

GENERAL PLAN AND PROGRAM HIERARCHY

	HIERARCHICAL COMPONENT	RELATED DESCRIPTION	EVALUATION MEASURES
GENERAL PLAN	ELEMENT/SUB-ELEMENT	General Plan Goals, Policies and Action Statement	Community Condition Indicator Annual Performance Report
BUDGET (Resource Allocation Plan)	PROGRAM	Program Mission Statement	Program-Wide Objective
	OBJECTIVE	Performance Standard (Objective Statements)	Performance Indicator
	TASK	Type of Production Unit	Production Unit Units/Hour Unit Cost

PERFORMANCE BUDGET STRUCTURE HIERARCHY AND DEFINITION OF TERMS



Community Condition Indicators identify community conditions which require some form of direct or indirect service.

Element/Sub-Element Goals, Policies and Action Statements are established at the sub-element level to reflect the state of affairs the City desires to exist.

Program Mission Statements describe the overall intended purpose of the programs.

Program-Wide Objectives describe in specific and measurable terms the results programs are expected to achieve.

Performance Indicators are quantifiable expressions of program service objectives that permit measurement of performance.

Production Units are measures of task output used to accomplish the task.

Unit/Hour are the number of units produced in an hour per task.

Unit Cost is the cost to produce a unit in a task.

OUTCOME MANAGEMENT STRUCTURE HIERARCHY AND DEFINITION OF TERMS

PROGRAM
OUTCOME
STATEMENT

- *Council's Service Priority Direction*
- *Core Measures*
 - *Quality-Effectiveness*
 - *Cost Efficiency*
 - *Budget/Cost Ratio*
 - *Customer Satisfaction*

SERVICE
DELIVERY PLANS

- *Quality Effectiveness Measures*
- *Cost Efficiency*
- *Budget/Cost Ratio*
- *Allocated Costs*
- *Customer Satisfaction*

ACTIVITIES
&
SUB-ACTIVITIES

- *Quality Effectiveness Measures*
- *Cost Efficiency*
- *Budget Allocation*

PRODUCT

- *Demand Management*
- *Volume of Activities*

Program Outcome Statements describe the purpose and final result for which the program is undertaken (from customer's view) as well as broad service areas and critical measures.

Service Delivery Plans describe specific programming of targeted services to meet the program outcome(s).

Activities incorporate everything that goes into providing a specific service. This is the lowest official level cost center.

Sub-Activities (optional) are sub-sets of activities providing an optional cost accounting and management tool.

Products are the end results of activities that support outcome statements.

Allocated Costs are a method for allocating overhead time and other expenses.

Weights are assigned to program measures by Council to clarify relative priorities.

The General Plan comprises seven elements, which are further divided into sub-elements:

<u>ELEMENT</u>	<u>SUB-ELEMENT</u>
1. Land Use & Transportation	
2. Community Development	2.2 Open Space & Conservation 2.3 Housing & Community Revitalization 2.4 Safety & Seismic Safety 2.5 Community Design
3. Environmental Management	3.1 Water Resources 3.2 Solid Waste Management 3.3 Sanitary Sewer System 3.4 Surface Runoff 3.5 Energy 3.6 Noise 3.7 Source Reduction & Recycling
4. Public Safety	4.1 Law Enforcement 4.2 Fire 4.3 Support Services
5. Socio-Economic	5.1 Socio-Economic
6. Cultural	6.1 Recreation 6.2 Library 6.3 Heritage Preservation 6.4 Arts
7. Planning and Management	7.1 Fiscal Management 7.2 Community Participation 7.3 Legislative Management

The Operating Budget is organized by elements and presented at the program level - the highest operating level in the hierarchy. For each element, the following information is presented:

- Goals, Policies and Action Statements
- Community Condition Indicators
- Program Performance Budget (RAP)

A brief definition of the RAP report for programs still under the Performance Budgeting method, and for programs converted to the new Outcome Management method is furnished in the pages that follow.

PROGRAM PERFORMANCE BUDGET - PERFORMANCE BUDGETING

Purpose: This report (RAP) provides an overview of the amount of resources that have been allocated to each program. It includes:

- (A) Program Outcome Statement
- (B) Objective Statement
- (C) Performance Measures
- (D) Costs
- (E) Units
- (F) Work Hours
- (G) Unit Costs

SEE SAMPLE REPORT ON FOLLOWING PAGES

PROGRAM PERFORMANCE BUDGET - OUTCOME MANAGEMENT

Purpose: This report (RAP) provides an overview of the amount of resources that have been allocated to each program. It includes:

- (A)** Program Outcome Statement
- (B)** Program Outcome Measures
- (C)** Service Delivery Plan Statement
- (D)** Costs
- (E)** Products
- (F)** Work Hours
- (G)** Product Cost

SEE SAMPLE REPORT ON FOLLOWING PAGES

**Land Use &
Transportation Element**

1. Land Use and Transportation Element

Development of property in the community affects the roadway system and circulation throughout the community and region. In addition, the ability to move around the community affects decisions on the appropriate use of land. This Element describes the physical conditions of property and roadways and sets forth goals and policies on a regional, City-wide and neighborhood level. This Element is closely linked with the Community Development Element.

Land Use and Transportation

Goals, Policies and Action Statements

THE CITY AS PART OF A REGION

Goal R1 Protect and sustain a high quality of life in Sunnyvale by participating in coordinated land use and transportation planning in the region.

Policy R1.1 Advocate the City's interests to regional agencies that make land use and transportation system decisions that affect Sunnyvale.

Policy R1.2 Support coordinated regional transportation system planning and improvements.

Policy R1.3 Promote integrated and coordinated local land use and transportation planning.

Action Statements

R1.3.1 Participate in intergovernmental activities related to regional and sub-regional land use and transportation planning in order to advance the City's interests.

R1.3.2 Promote shorter commute trips and ease congestion by advocating that all communities provide housing and employment opportunities.

R1.3.3 Monitor significant land use and transportation decisions pending in other communities to ensure that Sunnyvale is not adversely affected.

Transportation

Policy R1.4 Achieve an operating level of service (LOS) "E" or better for all regional roadways and intersections as defined by the City's functional classification of the street system.

Policy R1.5 Maintain a functional classification of the street system that identifies Congestion Management Program roadways and intersections, as well as local roadways and intersections of regional significance.

Policy R1.6 Preserve the option of extending Mary Avenue to the industrial areas north of U.S. Highway 101.

Policy R1.7 Contribute to efforts to minimize region-wide average trip length and single-occupant vehicle trips.

Action Statements

R1.7.1 Locate higher intensity land uses and developments so that they have easy access to transit services.

R1.7.2 Support regional efforts, which promote higher densities near major transit and travel facilities without increasing the overall density of land usage.

R1.7.3 Cooperate in efforts to study demand management initiatives including congestion-pricing, flexible schedules, gas taxes and market-based programs.

Policy R1.8 Support statewide, regional and sub-regional efforts that provide for an effective transportation system.

Action Statements

R1.8.1 Endorse funding to provide transportation system improvements that facilitate regional and interregional travel.

R1.8.2 Advocate the preservation of railroad lines for both commuter and freight transit.

R1.8.3 Advocate improvements to state and county roadways serving Sunnyvale.

R1.8.4 Support efforts to plan and implement effective inter-jurisdictional transportation facilities.

Policy R1.9 Support flexible and appropriate alternative transportation modes and transportation system management measures that reduce reliance on the automobile and serve changing regional and City-wide land use and transportation needs.

Action Statements

R1.9.1 Support state and regional efforts to provide High Occupant Vehicle lanes, ridesharing, mass transit service, bicycling and Intelligent Transportation Systems.

R1.9.2 Promote modes of travel and actions that reduce single occupant vehicle trips and trip lengths.

Land Use

Policy R1.10 Support land use planning that complements the regional transportation system.

Action Statements

R1.10.1 Encourage a variety of land use types and intensities on a regional level while maintaining and improving regional transportation service levels.

R1.10.2 Support alternative transportation services, such as light rail, buses and commuter rail, through appropriate land use planning.

R1.10.3 Encourage mixed uses near transit centers.

Policy R1.11 Protect regional environmental resources through local land use practices.

Action Statements

R1.11.1 Participate in state and regional activities to protect the natural environment.

R1.11.2 Protect and preserve the diked wetland areas in the Baylands, which serve as either salt evaporation ponds or holding ponds for the wastewater treatment plant.

Policy R1.12 Protect the quality of life for residents and businesses in Sunnyvale by actively participating in discussions and decisions on potential uses of Moffett Federal Airfield.

Action Statements

R1.12.1 Comprehensively review any proposed aviation services at Moffett that could increase aviation activity or noise exposure.

R1.12.2 Encourage appropriate uses that best support business and residents' desire in Sunnyvale.

R1.12.3 Pursue annexation of that portion of Moffett Federal Airfield within Sunnyvale’s sphere of influence.

THE CITY

Community Character

Goal C1 Preserve and enhance an attractive community, with a positive image and a sense of place, that consists of distinctive neighborhoods, pockets of interest and human-scale development.

Policy C1.1 Recognize that the City is composed of residential, industrial and commercial neighborhoods, each with its own individual character and allows change consistent with reinforcing positive neighborhood values.

Action Statements

C1.1.1 Prepare and update land use and transportation policies, design guidelines, regulations and engineering specifications to reflect community and neighborhood values.

C1.1.2 Promote and achieve compliance with land use and transportation standards.

C1.1.3 Require appropriate buffers, edges and transition areas between dissimilar neighborhoods and land uses.

C1.1.4 Require that commercial activities be conducted primarily within a building.

Policy C1.2 Encourage nodes of interest and activity, such as parks, public open spaces, well planned development, mixed use projects and other desirable uses, locations and physical attractions.

Action Statements

C1.2.1 Promote downtown as a unique place that is interesting and accessible to the whole City and the region.

- C1.2.2 Encourage development of diversified building forms and intensities.
- C1.2.3 Encourage development of multi-modal transportation centers.
- C1.2.4 Maintain public open space areas and require private open space to be maintained.

Appropriate Housing

Goal C2 Ensure ownership and rental housing options in terms of style size and density that are appropriate and contribute positively to the surrounding area.

Policy C2.1 Provide land use categories for and maintenance of a variety of residential densities to offer existing and future residents of all income levels, age groups and special needs sufficient opportunities and choices for locating in the community.

Action Statements

- C2.1.1 Ensure consistency with the City's Housing and Community Revitalization Sub-Element.
- C2.1.2 Permit and maintain a variety of residential densities including:
 - ◆ Low density (0-7 dwelling units per net acre)
 - ◆ Low-Medium density (7-14 dwelling units per net acre)
 - ◆ Mobile home park (up to 12 mobile home dwelling units per net acre)
 - ◆ Medium density (14-27 dwelling units per net acre)
 - ◆ High density (27-45 dwelling units per net acre)
 - ◆ Very high density (45-65 dwelling units per net acre)

C2.1.3 Promote the maintenance and rehabilitation of existing housing.

C2.1.4 Support the transition of Industrial to Residential areas as opportunities to increase housing variety and stock.

C2.1.5 Study housing alternatives including co-housing, live-work spaces and transitional housing options to serve a changing population.

Policy C2.2 Encourage the development of ownership housing to maintain a majority of housing in the city for ownership choice.

Policy C2.3 Maintain lower density residential development areas where feasible.

Action Statements

C2.3.1 Study the potential rezoning of properties in the R-4 and R-5 zoning districts to other zoning districts.

C2.3.2 Promote and preserve single-family detached housing where appropriate and in existing single-family neighborhoods.

C2.3.3 Monitor the progress of the remediation efforts for Futures Site 5 (General Plan Category of Industrial to Residential for Low Medium Density Residential) to determine if and when conversion to residential use is appropriate.

Policy C2.4 Determine appropriate density for housing based on site planning opportunities and proximity to services.

Action Statements

C2.4.1 Locate higher density housing with easy access to transportation corridors, rail transit stations, bus transit corridor stops, commercial services and jobs.

C2.4.2 Locate lower density housing in proximity to existing lower density housing.

Efficient Transportation

Goal C3 Attain a transportation system that is effective, safe, pleasant and convenient.

Policy C3.1 Achieve an operating level-of-service of “D” or better on the City-wide roadways and intersections, as defined by the functional classification of the street system.

Action Statements

C3.1.1 Maintain and update a functional classification of the street system.

C3.1.2 Monitor the operation and performance of the street system by establishing a routine data collection program and by conducting special data collection as the need arises.

C3.1.3 Require roadway and signal improvements for development projects to minimize decline of existing levels of service.

C3.1.4 Study and implement physical and operational improvements to optimize roadway and intersection capacities.

C3.1.5 Promote the reduction of single occupant vehicle trips and encourage an increase in the share of trips taken by all other forms of travel.

C3.1.6 Study the use of density, floor area limits, parking management, peak hour allocations and other techniques to maintain or achieve acceptable levels of service on existing roadways.

C3.1.7 Minimize the total number of vehicle miles traveled by Sunnyvale residents and commuters.

Policy C3.2 Integrate the use of land and the transportation system.

Action Statements

C3.2.1 Allow land uses that can be supported by the planned transportation system.

C3.2.2 Minimize driveway curb cuts and require coordinated access when appropriate.

C3.2.3 Encourage mixed-use developments that provide pedestrian scale and transit oriented services and amenities.

C3.2.4 Continue to evaluate transportation impacts from land use proposals at a neighborhood and City-wide level.

C3.2.5 Study potential transit station mixed use development.

Policy C3.3 Optimize city traffic signal system performance.

Action Statements

- C3.3.1 Maintain the signal system and respond quickly to signal breakdowns.
- C3.3.2 Monitor traffic signal control performance.
- C3.3.3 Interconnect groups of traffic signals where practicable.
- C3.3.4 Make appropriate hardware and software improvements to traffic signals.
- C3.3.5 Make the traffic signal system responsive to all users, including bicyclists and pedestrians.
- C3.3.6 Install and remove signals when warranted and establish an implementation schedule.

Policy C3.4 Maintain roadways and traffic control devices in good operating condition.

Action Statements

- C3.4.1 Inventory and monitor roadway conditions and implement a regular program of pavement maintenance.
- C3.4.2 Install permanent and painted pavement markings.
- C3.4.3 Implement programs for repair of roadbeds, barriers and lighting.
- C3.4.4 Respond quickly to sign damages and losses.
- C3.4.5 Develop and implement a program for long term transportation infrastructure replacement.
- C3.4.6 Manage on-street parking to assure safe, efficient traffic flow.
- C3.4.7 Conduct periodic analyses of roadway facilities and collision data in order to assure traffic safety.

Policy C3.5 Support a variety of transportation modes.

Action Statements

C3.5.1 Promote alternate modes of travel to the automobile.

C3.5.2 Require sidewalk installation in subdivisions of land and in new, reconstructed or expanded development.

C3.5.3 Support land uses that increase the likelihood of travel mode split.

C3.5.4 Maximize the provision of bicycle and pedestrian facilities.

C3.5.5 Implement the City of Sunnyvale Bicycle Plan.

C3.5.6 Support an efficient and effective paratransit service and transportation facilities for people with special transportation needs.

C3.5.7 Ensure safe and efficient pedestrian and bicycle connections to neighborhood transit stops.

C3.5.8 Work to improve bus service within the City, including linkages to rail.

Policy C3.6 Minimize expansion of the current roadway system, while maximizing opportunities for alternative transportation systems and related programs.

Action Statements

C3.6.1 Develop clear, safe and convenient linkages between all modes of travel including access to transit stations and stops, and connections between work, home and commercial sites.

C3.6.2 Promote public and private transportation demand management.

Policy C3.7 Pursue local, state and federal transportation funding sources to finance City transportation capital improvement projects consistent with City priorities.

Action Statements

C3.7.1 Develop alternatives and recommendations for funding mechanisms to finance the planned transportation system.

C3.7.2 Develop a funding mechanism where new and existing land uses equitably participate in transportation system improvements.

Strong Economy

Goal C4 Sustain a strong local economy that contributes fiscal support for desired city services and provides a mix of jobs and commercial opportunities.

Policy C4.1 Maintain a diversity of commercial enterprises and industrial uses to sustain and bolster the local economy.

Action Statements

C4.1.1 Permit a variety of commercial and industrial uses including:

- ◆ Neighborhood Shopping
- ◆ General Business
- ◆ Central Business
- ◆ Office
- ◆ Industrial/Research and Development

C4.1.2 Encourage businesses that provide a range of job opportunities.

C4.1.3 Promote commercial uses that respond to the current and future retail service needs of the community.

C4.1.4 Create a strong, identifiable central business district that provides regional and Citywide shopping opportunities.

C4.1.5 Study the feasibility of requiring residential developments to incorporate telecommuting infrastructure.

Policy C4.2 Balance land use and transportation system carrying capacity necessary to support a vital and robust local economy.

Land Use & Transportation Element _____ **(1.0)**

Action Statements

C4.2.1 Permit industrial FARs up to 35% (and allow warehouse FARs up to 50%), and permit higher FARs in the Futures intensification areas.

C4.2.2 Study criteria to allow industrial FARs up to 45% by Use Permit in 35% zones, considering at a minimum including:

- ◆ the effect of the project on the regional or City-wide roadway system (e.g. strategies for reducing travel demand, proximity to transit centers, peak hour traffic generation)
- ◆ minimum development size
- ◆ redevelopment and/or lot consolidation
- ◆ that the project is intended primarily for a single user or has common/shared management
- ◆ mitigation of housing impacts
- ◆ the development will result in an overall positive community benefit

C4.2.3 Develop incentive programs to reduce parking demand, support alternative transportation, and reduce peak period traffic.

Policy C4.3 Consider the needs of business as well as residents when making land use and transportation decisions.

Policy C4.4 Encourage sustainable industries that emphasize resource efficiency, environmental responsibility and the prevention of pollution and waste.

THE NEIGHBORHOODS

Goal N1 Preserve and enhance the quality and character of Sunnyvale’s industrial, commercial, and residential neighborhoods by promoting land use patterns and related transportation opportunities that are supportive of the neighborhood concept.

Policy N1.1 Protect the integrity of the City’s neighborhoods whether residential, industrial or commercial.

Action Statements

N1.1.1 Limit the intrusion of incompatible uses and inappropriate development into city neighborhoods.

N1.1.2 Foster the establishment of neighborhood associations throughout Sunnyvale to facilitate community building.

N1.1.3 Use density to transition between land use and to buffer between sensitive uses and less compatible uses.

N1.1.4 Anticipate and avoid whenever practical the incompatibility that can arise between dissimilar uses.

N1.1.5 Establish and monitor standards for community appearance and property maintenance.

Policy N1.2 Require new development to be compatible with the neighborhood, adjacent land uses and the transportation system.

Action Statements

N1.2.1 Integrate new development and redevelopment into existing neighborhoods.

N1.2.2 Utilize adopted City design guidelines to achieve compatible architecture and scale for renovation and new development in Sunnyvale’s neighborhoods.

N1.2.3 Develop specific area plans to guide change in neighborhoods that need special attention.

Policy N1.3 Support a full spectrum of conveniently located commercial, public and quasi-public uses that add to the positive image of the City.

Action Statements

N1.3.1 Review development proposals for compatibility within neighborhoods.

N1.3.2 Study the adequacy/deficiency of bicycle and pedestrian access and circulation within neighborhoods.

N1.3.3 Design streets, pedestrian paths and bicycle paths to link neighborhoods with services.

Residential

Policy N1.4 Preserve and enhance the high quality and character of residential neighborhoods.

Action Statements

N1.4.1 Require infill development to complement the character of the residential neighborhood.

N1.4.2 Site higher density residential development in areas to provide transitions between dissimilar neighborhoods and where impacts on adjacent land use and the transportation system are minimal.

N1.4.3 Encourage and support home businesses that accommodate changing technologies and lifestyles, while remaining secondary to the nature of the residential neighborhood.

N1.4.4 Promote small-scale well-designed pedestrian-friendly spaces within neighborhoods to establish safe and attractive gathering areas.

N1.4.5 Require amenities with new development that serve the needs of residents.

Policy N1.5 Support a roadway system that protects internal residential areas from City-wide and regional traffic.

Action Statements

N1.5.1 Have internal residential neighborhood streets adequately serve traffic that is oriented to that neighborhood.

N1.5.2 Utilize the City's residential neighborhood "Traffic Calming" techniques to address specific neighborhood traffic concerns.

N1.5.3 Discourage non-neighborhood traffic from using residential neighborhood streets by accommodating traffic demand on city-wide and regional streets.

N1.5.4 Coordinate with adjacent communities to reduce and minimize commute traffic through Sunnyvale's residential neighborhoods.

Industrial/Research and Development

- Policy N1.6 Safeguard industry’s ability to operate effectively, by limiting the establishment of incompatible uses in industrial areas.
- Policy N1.7 Support the location of convenient retail and commercial services (e.g., restaurants and hotels) in industrial areas to support businesses, their customers and their employees.
- Policy N1.8 Cluster high intensity industrial uses in areas with easy access to transportation corridors.

Action Statements

- N1.8.1 Require high quality site, landscaping and building design for higher intensity industrial development.
- Policy N1.9 Allow industrial, residential, commercial and office uses in the Industrial to Residential (ITR) Futures sites (Sites 4a, 4b, 6a, 6b, 7, 8, and 10).

Commercial/Office

- Policy N1.10 Provide appropriate site access to commercial and office uses while preserving available road capacity.

Action Statements

- N1.10.1 Locate commercial uses where traffic can be accommodated, especially during peak periods (e.g., lunch time and commute times).
- N1.10.2 Encourage commercial enterprises and offices to provide support facilities for bicycles and pedestrians.
- Policy N1.11 Recognize El Camino Real as a primary retail corridor with a mix of uses.
- Action Statements
- N1.11.1 Use the Precise Plan for El Camino Real to protect legitimate business interests, while providing sufficient buffer and protection for adjacent and nearby residential uses.

N1.11.2 Minimize linear “strip development” in favor of commercial development patterns that reduce single-purpose vehicle trips.

Policy N1.12 Permit more intense commercial and office development in the downtown, given its central location and accessibility to transit.

Action Statements

N1.12.1 Use the Downtown Specific Plan to facilitate the redevelopment of downtown.

Policy N1.13 Promote an attractive and functional commercial environment.

Action Statements

N1.13.1 Discourage commercial uses and designs that result in a boxy appearance.

N1.13.2 Support convenient neighborhood commercial services that reduce automobile dependency and contribute positively to neighborhood character.

N1.13.3 Provide opportunities for and encourage neighborhood-serving commercial services in each residential neighborhood.

N1.13.4 Encourage the maintenance and revitalization of shopping centers.

N1.13.5 Provide pedestrian and bicycling opportunities to neighborhood commercial services.

Public and Quasi-Public

Policy N1.14 Support the provision of a full spectrum of public and quasi-public services (e.g., parks, day care, group living, recreation centers, religious institutions) that are appropriately located in residential, commercial and industrial neighborhoods and ensure that they have beneficial effects on the surrounding area.

Action Statements

N1.14.1 Encourage carpooling to public and quasi-public services to minimize adverse traffic and parking impacts on neighborhoods.

- N1.14.2 Ensure the provision of bicycle support facilities at all major public use locations.
- N1.14.3 Encourage multiple uses of some facilities (e.g. religious institutions, schools, social organizations, day care) within the capacity of the land and the roadway system.
- N1.14.4 Encourage employers to provide on-site facilities such as usable open space, health club facilities and child care where appropriate.
- N1.14.5 Maintain and promote convenient community centers and services that enhance neighborhood cohesiveness and provide social and recreational opportunities.
- N1.14.6 Promote co-locating government (federal, state, county, city) activities to improve access to the community-at-large.

Community Condition Indicators

Land Use and Transportation Element – 1.0

		2000/2001	2001/2002		2002/2003	
		Actual	Actual	% Change	Projected	% Change
<u>Community Character</u>						
1.0.1	Square miles in the incorporated City (add Olson site)	23.84	30.84	29.4%	30.84	0.0%
1.0.2	City population	133,215	132,825	-0.3%	132,825	0.0%
1.0.3	Persons per household	2.49	3	20.5%	3	0.0%
1.0.4	Acres of Vacant Land (11, 12, 23, 50, 63, 93) (does not include parking lots)	85.6	85.6	0.0%	95.6	11.7%
1.0.5	Areas with Specialized Plans	8	8	0.0%	9	12.5%
1.0.6	Acres of Gov. and Public Utility Facilities	1,739	1739	0.0%	1739	0.0%
1.0.7	Sunnyvale Municipal Code violations reported annually	1,936	1,887	-2.5%	1,900	0.7%
1.0.8	Average Industrial FAR	31.7%	33.5%	5.7%	37.0%	10.4%
1.0.9	Sites that require weed abatement	16	13	-18.8%	11	-15.4%
	Industrial Development Pool Balance (sq. ft.)*	2,375,224	875,224	-63.2%	-2,605,220	-397.7%
<u>Appropriate Housing</u>						
1.0.10	Dwelling units:	54,392	54,876	0.9%	54,944	0.1%
	Ownership Opportunity	29,402	29,439	0.1%	29,461	0.1%
	Single-Family Detached (Includes Accessory Units)	20,590	20,627	0.2%	20,647	0.1%
	Single-Family Attached (Townhomes and Condos)	5,261	5,261	0.0%	5,263	0.0%
	Mobile homes	3,551	3,551	0.0%	3,551	0.0%
	Rental Housing	24,990	25,414	1.7%	25,460	0.2%
	Duplexes	794	794	0.0%	794	0.0%
	Three or more units (Triplexes and Apartments)	23,521	23,945	1.8%	23,991	0.2%
	Specialty Housing (includes Senior Housing)	675	698	3.4%	698	0.0%
1.0.11	Percentage of housing stock over 25 years of age (Year built <1975)	88%	88%	0.0%	88%	0.0%
1.0.12	Owner-occupancy	64%	63.7%	0.0%	63.0%	-1.1%

Community Condition Indicators

Land Use and Transportation Element – 1.0

		2000/2001	2001/2002		2002/2003	
		Actual	Actual	% Change	Projected	% Change
<u>Strong Economy</u>						
1.0.13	Mean household income	89,000	83,000	-6.7%	85,000	2.4%
1.0.14	Total jobs	132,518	125,000	-5.7%	125,000	0.0%
1.0.15	Employed residents	82,358	83,568	1.5%	84,000	0.5%
1.0.16	Building plans received that require plan review	1,711	1,141	-33.3%	1,526	33.7%
1.0.17	Building permits issued	4,502	4,027	-10.6%	4,200	4.3%
1.0.18	Building permits closed	4,281	4276	-0.1%	3820	-10.7%
1.0.19	Building Plans reviewed by Planning (regular & express)	1,178	1,057	-10.3%	563	-46.7%
1.0.20	Administrative permits submitted	733	757	3.3%	723	-4.5%
1.0.21	Minor Permit applications submitted	65	52	-20.0%	75	44.2%
1.0.22	Major permit applications submitted	53	66	24.5%	69	4.5%
1.0.23	Business license applications reviewed by Planning	1,470	1,697	15.4%	1,800	6.1%
1.0.24	General Plan Amendment applications	19	1	-94.7%	5	400.0%
1.0.25	Commercial square footage approved (net new)	12,237	110,949	806.7%	960	-99.1%
1.0.26	Industrial (square feet)*	290,164	3,431,599	1082.6%	43,960	-98.7%
1.0.27	Housing Units Approved	190	46	-75.8%	541	1076.1%
<u>Efficient Transportation</u>						
1.0.28	Vehicle miles traveled on a weekday	2,314,241	2,183,588	-5.6%	2,256,874	3.4%
1.0.29	Citizen traffic calls	N/A	N/A	N/A	N/A	N/A
1.0.30	Street intersections with traffic signals	126	126	0.0%	129	2.4%
1.0.31	Number of traffic signals interconnected	86	87	1.2%	104	19.5%
1.0.32	Street lights	8,779	8,867	1.0%	8,897	0.3%
1.0.33	Traffic accidents	1,533	1,370	-10.6%	1,435	4.7%
1.0.34	Traffic accidents per million vehicle miles	2.06	1.95	-5.3%	2.05	5.1%
1.0.35	Miles of City owned streets	300	300	0.0%	300	0.0%
1.0.36	Miles of bike lanes and routes	65	65	0.0%	98	50.8%
1.0.37	Number of bicycle accidents	43	43	0.0%	41	-4.7%
1.0.38	Bicycle facilities added	18,650	460	-97.5%	560	21.7%
1.0.39	Traffic regulatory/information signs	N/A	N/A	N/A	N/A	N/A

Community Condition Indicators

Land Use and Transportation Element – 1.0

		2000/2001	2001/2002		2002/2003	
		Actual	Actual	% Change	Projected	% Change
<u>Selected Average - daily volume traffic counts:</u>						
1.0.40	Mathilda Avenue between Maude and Bayshore	57,947	54,948	-5.2%	57,583	4.8%
1.0.41	Homestead Road between Hollenbeck and Sunnyvale-Saratoga Road	23,895	22,313	-6.6%	22,569	1.1%
1.0.42	Mary Avenue between Central Expressway and Maude	15,613	13,489	-13.6%	15,106	12.0%
1.0.43	Remington Drive between Sunnyvale-Saratoga Road and El Camino Real	17,389	20,336	16.9%	17,196	-15.4%
1.0.44	Wolfe Road between Evelyn and Kifer	34,173	31,015	-9.2%	34,026	9.7%
1.0.45	Sunnyvale-Saratoga Road between Remington and Fremont	40,763	44,235	8.5%	43,242	-2.2%
1.0.46	County bus routes servicing the City	22	19	-13.6%	18	-5.3%
1.0.47	Average bus boarding and deboarding per day**	17,883	16,605	-7.1%	18,523	11.6%
1.0.48	CalTrain Commuter trains per day (Northbound and Southbound)	78	92	17.9%	76	-17.4%
1.0.49	Average train passenger boarding and deboarding per day	5,451	6,269	15.0%	2,444	-61.0%
1.0.50	City owned parking lot spaces	2,550	2,795	9.6%	2,795	0.0%
1.0.51	Light rail trips per day***	209	196	-6.2%	130	-33.7%
1.0.52	Average light rail boarding and deboarding per day***	1,788	1,294	-27.6%	1,149	-11.2%

* FY 2001/02 - reduced 1.5 million sq. ft. for Juniper campus, FY 2002/03 - reduced 3.5 million sq. ft. for 1111 Lockheed Way.

** Includes Juniper project.

*** New Statistical Data.

**City of Sunnyvale
Program Performance Budget**

Program 115 - Transportation Operations

Program Outcome Statement

Plan, operate and maintain the City's transportation system to meet the community's current and future access needs by:

- Designing optimal street layout as it applies to traffic control, signaling, signage and street lights,
- Performing transportation planning, traffic studies and intergovernmental coordination,
- Maintaining the traffic signal system in a safe and efficient manner,
- Optimizing City pavement condition to maintain safe and functional streets, and
- Maintaining street signs, markings and lighting in a safe and efficient manner.

So that:

<u>Program Outcome Measures</u>	<u>Weight</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* The Vehicle Collision Rate (collisions per million vehicle miles of travel) is at the base year of FY 1999/2000. - Number	4	2.50	2.50
* Travel speeds on major streets are maintained within norms as defined by the Highway Capacity Manual, with respect to volume, capacity and speed. - Percent	5	100.00%	100.00%
* All major transportation studies are completed as scheduled 90% of the time. - Percent	3	90.00%	90.00%
* Emergency traffic signal repairs are completed within one hour 90% of the time. - Percent	3	90.00%	90.00%
* Streetlight outages are repaired within 24 hours, 90% of the time. - Percent	3	90.00%	90.00%
* A customer satisfaction rating of 90% is achieved for the safety and reliability of traffic operations. - Rating	3	90.00%	90.00%
* The Budget/Cost Ratio (planned cost divided by actual cost) is at 1.0. - Ratio	4	1.00	1.00

**City of Sunnyvale
Program Performance Budget**

Program 115 - Transportation Operations

Notes

The Highway Capacity Manual is produced by the Transportation Research Board, a unit of the National Academy of Sciences. The manual interprets research on the characteristics and performance of transportation systems to provide engineering standards for the most effective design and use of transportation systems. Research and updating of the manual is continual by a program comprised of more than 300 committees, task forces, and panels composed of over 3,700 engineering, scientific, legal, and administrative professionals.

**City of Sunnyvale
Program Performance Budget**

Program 115 - Transportation Operations

Service Delivery Plan 11501 - Traffic Design

Design City street layouts to promote the safe and efficient movement of traffic by:

- Designing roadway channelizations, bikeways and lighting modifications,
- Completing volume, speed and parking studies, and
- Analyzing and archiving traffic accident reports, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* The Vehicle Collision Rate (accidents per million vehicle miles of travel) is at the base year of FY 1999/2000. - Number	2.50	2.50
* Travel times on major streets are maintained at the FY 1999/2000 base year (adjusted for the change in traffic volumes compared to the base year). - Percent	100.00%	100.00%
* 75% of approved roadway modifications are designed within 45 days in conformance to specifications. - Percent	90.00%	75.00%
* 90% of traffic lighting modifications are completed within established deadlines and in conformance to specifications. - Percent	90.00%	90.00%

**City of Sunnyvale
Program Performance Budget**

Program 115 - Transportation Operations

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 115000 - Design of Traffic Control Elements				
Product: A Service Request Completed				
FY 2002/2003 Current	\$88,736.99	500.00	1,595.05	\$177.47
FY 2003/2004 Adopted	\$92,132.76	500.00	1,461.96	\$184.27
Activity 115010 - Warrant Studies				
Product: A Warrant Study Completed				
FY 2002/2003 Current	\$31,258.94	14.00	580.37	\$2,232.78
FY 2003/2004 Adopted	\$31,224.24	14.00	479.03	\$2,230.30
Activity 115020 - Prepare Data/Analyses				
Product: An Action Completed				
FY 2002/2003 Current	\$77,814.06	600.00	1,535.92	\$129.69
FY 2003/2004 Adopted	\$43,757.53	600.00	654.88	\$72.93
Activity 115030 - Permits and Internal Requests				
Product: An Action Completed				
FY 2002/2003 Current	\$75,372.94	550.00	1,377.64	\$137.04
FY 2003/2004 Adopted	\$75,704.01	550.00	1,212.74	\$137.64
Activity 115040 - Planning Studies				
Product: A Study Completed				
FY 2002/2003 Current	\$288,018.14	30.00	3,746.01	\$9,600.60
FY 2003/2004 Adopted	\$229,547.43	30.00	2,698.34	\$7,651.58
Activity 115050 - Citizen Inquires				
Product: An Inquiry Answered				
FY 2002/2003 Current	\$89,936.22	1,490.00	1,530.06	\$60.36
FY 2003/2004 Adopted	\$96,737.06	1,091.00	1,473.48	\$88.67

**City of Sunnyvale
Program Performance Budget**

Program 115 - Transportation Operations

Totals for Service Delivery Plan 11501:

	<u>Costs</u>	<u>Work Hours</u>
FY 2002/2003 Current	\$651,137.29	10,365.05
FY 2003/2004 Adopted	\$569,103.03	7,980.43

**City of Sunnyvale
Program Performance Budget**

Program 115 - Transportation Operations

Service Delivery Plan 11502 - Major Transportation Studies and Intergovernmental Coordination

Conduct transportation studies and provide intergovernmental coordination to improve traffic safety and accommodate increases in travel demand by:

- Conducting major transportation studies,
- Conducting intergovernmental studies, and
- Developing and representing the City's interests with citizens and outside governmental agencies, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* All major transportation studies are completed as scheduled 90% of the time. - Percent	90.00%	90.00%
* 95% of new or revised transportation improvement plans are submitted to the outside agencies on schedule. - Percent	95.00%	95.00%
* 90% of regularly scheduled citizen group and outside agency meetings are attended by City staff. - Percent	90.00%	90.00%
* 90% of Congestion Management Agency monitored intersections are rated level of service 'E' or better or have an approved deficiency plan. - Percent	90.00%	90.00%

**City of Sunnyvale
Program Performance Budget**

Program 115 - Transportation Operations

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 115220 - Intergovernmental Coordination				
Product: An Action Completed				
FY 2002/2003 Current	\$186,443.50	215.00	2,555.96	\$867.18
FY 2003/2004 Adopted	\$167,412.35	215.00	2,043.46	\$778.66
Totals for Service Delivery Plan 11502:	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$186,443.50		2,555.96	
FY 2003/2004 Adopted	\$167,412.35		2,043.46	

**City of Sunnyvale
Program Performance Budget**

Program 115 - Transportation Operations

Service Delivery Plan 11503 - Traffic Signal Operations and Maintenance

Maintain City traffic signals to facilitate the safe and efficient movement of traffic through signalized intersections by:

- Performing preventive maintenance on City traffic signals,
- Conducting emergency repairs in a timely manner, and
- Optimizing the operation of traffic signals, so that:

Service Delivery Plan Measures

	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* Preventive maintenance is performed as scheduled 95% of the time. - Percent	95.00%	95.00%
* Emergency repairs are completed within one hour of notification 90% of the time. - Percent	90.00%	90.00%
* 50% of all traffic signals and interconnect systems are optimized annually. - Percent	75.00%	50.00%

**City of Sunnyvale
Program Performance Budget**

Program 115 - Transportation Operations

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 115450 - Operate and Maintain Signals				
Product: A Maintenance Action				
FY 2002/2003 Current	\$693,603.91	1,800.00	3,042.54	\$385.34
FY 2003/2004 Adopted	\$657,729.33	1,800.00	2,734.72	\$365.41
Activity 115460 - Optimize Traffic Signals				
Product: A Signal Optimized				
FY 2002/2003 Current	\$74,710.55	110.00	1,236.95	\$679.19
FY 2003/2004 Adopted	\$71,354.80	110.00	1,036.89	\$648.68
Totals for Service Delivery Plan 11503:	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$768,314.46		4,279.49	
FY 2003/2004 Adopted	\$729,084.13		3,771.61	

**City of Sunnyvale
Program Performance Budget**

Program 115 - Transportation Operations

Service Delivery Plan 11506 - City Streetlight System

Maintain City street lighting systems in a safe, cost-effective, and efficient manner by:

- Providing PG&E power to the street lights,
- Performing corrective repairs to defective street light systems, and
- Providing construction services for new and damaged street lights, so that:

Service Delivery Plan Measures

	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* Streetlight outages are repaired within 24 hours, 90% of the time. - Percent	90.00%	90.00%
* 85% of City streetlights are functioning on survey nights. - Percent	95.00%	85.00%
* Streetlight pole knockdowns are repaired within 5 days, 95% of the time. - Percent	95.00%	95.00%

**City of Sunnyvale
Program Performance Budget**

Program 115 - Transportation Operations

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 115700 - Provide Electrical Power for Streetlight System				
Product: A Streetlight Powered				
FY 2002/2003 Current	\$522,426.76	8,000.00	1.00	\$65.30
FY 2003/2004 Adopted	\$532,876.66	8,000.00	1.00	\$66.61
Activity 115701 - Provide Streetlight Construction				
Product: An Occasion				
FY 2002/2003 Current	\$21,872.97	10.00	150.00	\$2,187.30
FY 2003/2004 Adopted	\$22,530.30	10.00	150.00	\$2,253.03
Activity 115702 - Repair Streetlights - Electrical				
Product: An Occasion				
FY 2002/2003 Current	\$34,534.22	530.00	502.00	\$65.16
FY 2003/2004 Adopted	\$36,322.35	530.00	502.00	\$68.53
Activity 115703 - Repair Streetlights - Conduit				
Product: A Lineal Foot				
FY 2002/2003 Current	\$3,291.00	50.00	50.00	\$65.82
FY 2003/2004 Adopted	\$3,470.09	50.00	50.00	\$69.40
Activity 115704 - Repair/Replace Streetlight Lamps				
Product: A Lamp Repaired/Replaced				
FY 2002/2003 Current	\$58,590.70	1,400.00	975.00	\$41.85
FY 2003/2004 Adopted	\$61,990.44	1,400.00	975.00	\$44.28
Activity 115705 - Repair/Replace Signal Light Lamps				
Product: A Lamp Repaired/Replaced				
FY 2002/2003 Current	\$3,749.18	25.00	60.00	\$149.97
FY 2003/2004 Adopted	\$3,962.12	25.00	60.00	\$158.48

**City of Sunnyvale
Program Performance Budget**

Program 115 - Transportation Operations

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 115706 - Repair/Replace Sign Lamps				
Product: A Lamp Repaired/Replaced				
FY 2002/2003 Current	\$3,749.18	35.00	60.00	\$107.12
FY 2003/2004 Adopted	\$3,962.12	35.00	60.00	\$113.20
Activity 115707 - Repair Streetlight Knockdowns				
Product: A Knockdown Repaired				
FY 2002/2003 Current	\$41,448.99	19.00	300.00	\$2,181.53
FY 2003/2004 Adopted	\$42,685.58	19.00	300.00	\$2,246.61
Activity 115708 - Complete Corrective Repairs-PG & E Problem				
Product: An Occasion				
FY 2002/2003 Current	\$3,613.43	90.00	80.00	\$40.15
FY 2003/2004 Adopted	\$3,880.16	90.00	80.00	\$43.11
Activity 115709 - Complete Corrective Repairs - Contractor				
Product: An Occasion				
FY 2002/2003 Current	\$1,832.79	35.00	40.00	\$52.37
FY 2003/2004 Adopted	\$1,968.08	35.00	40.00	\$56.23
Activity 115710 - Complete Miscellaneous Service Requests				
Product: An Occasion				
FY 2002/2003 Current	\$3,249.18	30.00	60.00	\$108.31
FY 2003/2004 Adopted	\$3,457.12	30.00	60.00	\$115.24
Activity 115711 - Survey Streetlights				
Product: A Streetlight Surveyed				
FY 2002/2003 Current	\$7,285.40	900.00	140.00	\$8.09
FY 2003/2004 Adopted	\$2,598.05	900.00	47.00	\$2.89

**City of Sunnyvale
Program Performance Budget**

Program 115 - Transportation Operations

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 115712 - Renumber Streetlight Poles				
Product: A Pole Renumbered				
FY 2002/2003 Current	\$16,437.91	1,200.00	315.00	\$13.70
FY 2003/2004 Adopted	\$8,725.08	1,200.00	158.00	\$7.27
Activity 115713 - Provide Graffiti Removal				
Product: An Occasion				
FY 2002/2003 Current	\$5,714.48	110.00	140.00	\$51.95
FY 2003/2004 Adopted	\$6,117.14	110.00	140.00	\$55.61
Activity 115714 - Coordinate Utility Locates				
Product: A Utility Located				
FY 2002/2003 Current	\$12,481.35	300.00	300.00	\$41.60
FY 2003/2004 Adopted	\$13,383.54	300.00	300.00	\$44.61
Activity 115716 - Provide Maintenance/Repair for Facilities/Storage				
Product: A Work Hour				
FY 2002/2003 Current	\$1,374.58	30.00	30.00	\$45.82
FY 2003/2004 Adopted	\$1,476.06	30.00	30.00	\$49.20
Activity 115717 - Provide Administration				
Product: A Work Hour				
FY 2002/2003 Current	\$11,695.87	233.00	233.00	\$50.20
FY 2003/2004 Adopted	\$12,416.97	233.00	233.00	\$53.29
Activity 115718 - Provide Training				
Product: A Work Hour				
FY 2002/2003 Current	\$3,832.79	40.00	40.00	\$95.82
FY 2003/2004 Adopted	\$3,988.08	40.00	40.00	\$99.70

**City of Sunnyvale
Program Performance Budget**

Program 115 - Transportation Operations

Totals for Service Delivery Plan 11506:

	<u>Costs</u>	<u>Work Hours</u>
FY 2002/2003 Current	\$757,180.78	3,476.00
FY 2003/2004 Adopted	\$765,809.94	3,226.00

**City of Sunnyvale
Program Performance Budget**

Program 115 - Transportation Operations

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Totals for Program 115:				
FY 2002/2003 Current	\$2,363,076.03		20,676.50	
FY 2003/2004 Adopted	\$2,231,409.45		17,021.50	

**City of Sunnyvale
Program Performance Budget**

Program 116 - Pavement Operations

Program Outcome Statement

Maintain safe City roadways in a cost-effective and proactive manner to meet the community's current and future access needs by:

- Planning and constructing pavement repairs in accordance with City budgets, schedules and standard specifications,
- Repairing pavement deficiencies in a timely manner to facilitate the safe and efficient flow of traffic through the City,
- Maintaining pavement surfaces to prolong economic life, maximize investment and reduce liability,
- Creating, installing, and maintaining traffic signs and markings in a safe and efficient manner, and
- Using the City's Pavement Management System to assist with cost-effective decisions concerning pavement maintenance and rehabilitation strategies.

So that:

<u>Program Outcome Measures</u>	<u>Weight</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* 95% of hazardous pavement conditions are corrected within 3 hours of notification. - Percent	5	95.00%	95.00%
* 95% of hazardous sign conditions are corrected within 3 hours of notification. - Percent	5	95.00%	95.00%
* 90% of City streets are rated "good" based on regional standards. - Percent	4	90.00%	90.00%
* 90% of all scheduled arterial striping is completed. - Percent	3	90.00%	90.00%
* 93% of preventive maintenance scheduled for the fiscal year is completed. - Percent	3	95.00%	93.00%
* The Budget/Cost Ratio (planned cost divided by actual cost) is 1.0. - Ratio	4	1.00	1.00

**City of Sunnyvale
Program Performance Budget**

Program 116 - Pavement Operations

Service Delivery Plan 11601 - Major Pavement Corrective Repairs

Perform major corrective repairs on City street pavements in a safe, cost-effective, and proactive manner by:

- Reconstructing pavements that have deteriorated below a Pavement Condition Index (PCI) rating of 59 to improve traffic safety and minimize travel delays,
- Performing asphalt overlay on streets that have a PCI rating between 60-69 to maximize the life of existing pavements,
- Using the City's Pavement Management System to assist with cost-effective decisions concerning pavement maintenance and rehabilitation strategies, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* 90% of City streets are rated "good" based on regional standards. - Percent	90.00%	90.00%
* 90% of arterial streets have a PCI rating higher than 59 to improve traffic safety and minimize travel delays. - Percent	90.00%	90.00%
* 80% of arterial streets have a PCI rating higher than 69 to maximize life of existing pavements. - Percent	80.00%	80.00%

**City of Sunnyvale
Program Performance Budget**

Program 116 - Pavement Operations

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 116000 - Reconstruct Streets				
Product: A 1,000 Square Feet				
FY 2002/2003 Current	\$1,577.11	0.00	20.00	\$0.00
FY 2003/2004 Adopted	\$1,636.64	0.00	20.00	\$0.00
Activity 116001 - Asphalt Overlay Streets				
Product: A 1,000 Square Feet				
FY 2002/2003 Current	\$306,866.98	255.00	450.00	\$1,203.40
FY 2003/2004 Adopted	\$308,084.10	255.00	450.00	\$1,208.17
Activity 116002 - Pavement Management System Administration				
Product: A Work Hour				
FY 2002/2003 Current	\$62,277.97	1,112.00	1,112.00	\$56.01
FY 2003/2004 Adopted	\$63,564.10	1,112.00	1,112.00	\$57.16
Totals for Service Delivery Plan 11601:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$370,722.06		1,582.00	
FY 2003/2004 Adopted	\$373,284.84		1,582.00	

**City of Sunnyvale
Program Performance Budget**

Program 116 - Pavement Operations

Service Delivery Plan 11602 - Minor Pavement Corrective Repairs

Perform minor corrective repairs to City street pavements in a safe, cost-effective, and proactive manner by:

- Performing pavement grinding, patching, and skin coating on City streets to improve traffic safety and minimize travel delays, and
- Repairing hazardous pavement conditions in a timely manner to minimize liability.

So that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* 95% of hazardous pavement conditions are corrected within 3 hours of notification. - Percent	95.00%	95.00%
* 92% of minor corrective maintenance scheduled for the fiscal year is completed. - Percent	95.00%	92.00%
* 85% of all nonplanned safety related repairs that are requested, are completed in 30 days. - Percent	90.00%	85.00%

**City of Sunnyvale
Program Performance Budget**

Program 116 - Pavement Operations

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 116003 - Temporary Patch				
Product: A Square Foot				
FY 2002/2003 Current	\$17,451.01	6,000.00	295.00	\$2.91
FY 2003/2004 Adopted	\$17,744.13	6,000.00	295.00	\$2.96
Activity 116004 - Skin Coat				
Product: A Square Foot				
FY 2002/2003 Current	\$32,717.82	25,000.00	540.00	\$1.31
FY 2003/2004 Adopted	\$0.00	0.00	0.00	\$0.00
Activity 116005 - Remove Pavement by Grinding				
Product: A Square Foot				
FY 2002/2003 Current	\$41,040.26	19,020.00	630.00	\$2.16
FY 2003/2004 Adopted	\$38,655.99	19,020.00	630.00	\$2.03
Activity 116006 - Deep Lift Patching				
Product: A Square Foot				
FY 2002/2003 Current	\$63,436.00	15,000.00	640.00	\$4.23
FY 2003/2004 Adopted	\$64,300.06	15,000.00	640.00	\$4.29
Activity 116007 - Unscheduled Repairs				
Product: A Repair				
FY 2002/2003 Current	\$17,323.11	130.00	265.00	\$133.25
FY 2003/2004 Adopted	\$3,798.69	71.00	27.00	\$53.50
Activity 116008 - Brick and Structural Repairs				
Product: A Repair				
FY 2002/2003 Current	\$1,144.62	40.00	18.00	\$28.62
FY 2003/2004 Adopted	\$0.00	0.00	0.00	\$0.00

**City of Sunnyvale
Program Performance Budget**

Program 116 - Pavement Operations

Totals for Service Delivery Plan 11602:

	<u>Costs</u>	<u>Work Hours</u>
FY 2002/2003 Current	\$173,112.82	2,388.00
FY 2003/2004 Adopted	\$124,498.87	1,592.00

**City of Sunnyvale
Program Performance Budget**

Program 116 - Pavement Operations

Service Delivery Plan 11603 - Pavement Preventative Maintenance

Perform preventative maintenance on City street pavements in a safe and cost-effective manner by:

- Performing chip seal and slurry seal to maximize the life of existing pavements,
- Preparing all streets, prior to resurfacing treatments, to reduce premature deterioration of City pavements, and
- Pre-notifying residents of pending resurfacing dates to limit inconvenience and job interruptions, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* 93% of preventive maintenance scheduled for the fiscal year is completed. - Percent	95.00%	93.00%
* 92% of streets receiving resurfacing treatments have first completed all crack seal, petromat, and permanent patching required. - Percent	95.00%	92.00%
* 95% of streets receiving resurfacing treatments are correctly notified and posted. - Percent	95.00%	95.00%

**City of Sunnyvale
Program Performance Budget**

Program 116 - Pavement Operations

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 116009 - Crack Seal				
Product: A Lineal Foot				
FY 2002/2003 Current	\$136,570.66	532,133.00	2,275.00	\$0.26
FY 2003/2004 Adopted	\$138,504.94	532,133.00	2,275.00	\$0.26
Activity 116010 - Apply Petromat				
Product: A 1,000 Square Feet				
FY 2002/2003 Current	\$92,576.98	730.00	710.00	\$126.82
FY 2003/2004 Adopted	\$91,294.06	684.00	665.00	\$133.47
Activity 116011 - Permanent Patching				
Product: A Square Foot				
FY 2002/2003 Current	\$976,014.11	340,000.00	13,477.00	\$2.87
FY 2003/2004 Adopted	\$1,006,423.37	347,140.00	13,700.00	\$2.90
Activity 116012 - Slurry Seal				
Product: A 1,000 Square Feet				
FY 2002/2003 Current	\$328,760.77	5,200.00	1,725.00	\$63.22
FY 2003/2004 Adopted	\$330,403.40	5,200.00	1,725.00	\$63.54
Activity 116013 - Chip Seal				
Product: A 1,000 Square Feet				
FY 2002/2003 Current	\$395,006.34	2,560.00	4,440.00	\$154.30
FY 2003/2004 Adopted	\$394,657.46	2,502.00	4,340.00	\$157.74
Activity 116014 - Provide Advance Notices				
Product: A Project Location				
FY 2002/2003 Current	\$30,559.42	290.00	600.00	\$105.38
FY 2003/2004 Adopted	\$26,726.62	266.00	550.00	\$100.48

**City of Sunnyvale
Program Performance Budget**

Program 116 - Pavement Operations

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 116015 - Maintenance and Repair for Facilities and Equipment				
Product: A Work Hour				
FY 2002/2003 Current	\$24,774.36	420.00	420.00	\$58.99
FY 2003/2004 Adopted	\$17,553.21	280.00	280.00	\$62.69
 Totals for Service Delivery Plan 11603:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$1,984,262.64		23,647.00	
FY 2003/2004 Adopted	\$2,005,563.06		23,535.00	

**City of Sunnyvale
Program Performance Budget**

Program 116 - Pavement Operations

Service Delivery Plan 11604 - Traffic Signs

Maintain City street signs in a safe, cost-efficient, and proactive manner by:

- Fabricating traffic signs in accordance with specifications in the Manual On Uniform Traffic Control Devices,
- Installing traffic signs to command attention and respect of road users,
- Maintaining traffic signs to provide guidance and facilitate safe navigation by all road users, and
- Providing temporary traffic controls as needed during emergencies, power outages and/or special events, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* 95% of hazardous sign conditions are corrected within 3 hours of notification. - Percent	95.00%	95.00%
* 90% of all potential liabilities identified during a semi-annual inspection are repaired within 30 days. - Percent	90.00%	90.00%
* 90% of all residential areas receive scheduled sign maintenance each fiscal year. - Percent	90.00%	90.00%

**City of Sunnyvale
Program Performance Budget**

Program 116 - Pavement Operations

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 116016 - Silk Screen Fabrication				
Product: A Sign				
FY 2002/2003 Current	\$5,989.99	548.00	95.00	\$10.93
FY 2003/2004 Adopted	\$6,093.43	548.00	95.00	\$11.12
Activity 116017 - Hand Fabrication				
Product: A Sign				
FY 2002/2003 Current	\$47,478.59	1,590.00	505.00	\$29.86
FY 2003/2004 Adopted	\$48,202.52	1,590.00	505.00	\$30.32
Activity 116018 - Sign/Pole Installation				
Product: A Sign/Pole Installed				
FY 2002/2003 Current	\$14,178.18	378.00	208.00	\$37.51
FY 2003/2004 Adopted	\$14,395.03	378.00	208.00	\$38.08
Activity 116019 - Repair Traffic Sign/Pole				
Product: A Sign/Pole Repaired				
FY 2002/2003 Current	\$30,591.60	1,360.00	540.00	\$22.49
FY 2003/2004 Adopted	\$31,091.36	1,360.00	540.00	\$22.86
Activity 116020 - Replace Traffic Sign/Pole				
Product: A Sign/Pole Replaced				
FY 2002/2003 Current	\$47,372.00	1,576.00	655.00	\$30.06
FY 2003/2004 Adopted	\$48,060.87	1,576.00	655.00	\$30.50
Activity 116021 - Remove Traffic Sign/Pole				
Product: A Sign/Pole Removed				
FY 2002/2003 Current	\$5,888.48	167.00	110.00	\$35.26
FY 2003/2004 Adopted	\$5,976.75	167.00	110.00	\$35.79

**City of Sunnyvale
Program Performance Budget**

Program 116 - Pavement Operations

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 116022 - Temporary Traffic Controls				
Product: An Occasion				
FY 2002/2003 Current	\$36,507.42	364.00	650.00	\$100.30
FY 2003/2004 Adopted	\$30,752.22	299.00	535.00	\$102.85
 Totals for Service Delivery Plan 11604:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$188,006.26		2,763.00	
FY 2003/2004 Adopted	\$184,572.18		2,648.00	

**City of Sunnyvale
Program Performance Budget**

Program 116 - Pavement Operations

Service Delivery Plan 11605 - Traffic Markings

Maintain City roadway markings in a safe, cost-efficient, and proactive manner by:

- Installing, maintaining, and removing lane line striping to provide for orderly and predictable traffic movements,
- Installing and maintaining crosswalks, limit bars, and legends to provide safe guidance and adequate warnings,
- Installing and maintaining all traffic markings to convey a clear message,
- Installing and maintaining traffic markings to be visible under varied light and weather conditions, and
- Installing and maintaining traffic controls within City owned parking lots to direct and assist vehicle operators, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* 90% of all scheduled arterial striping is completed. - Percent	90.00%	90.00%
* 90% of all scheduled residential crosswalks, limit bars, and legend maintenance is completed each fiscal year. - Percent	90.00%	90.00%
* 90% of all scheduled maintenance within City owned parking lots is completed each fiscal year. - Percent	90.00%	90.00%

**City of Sunnyvale
Program Performance Budget**

Program 116 - Pavement Operations

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 116026 - Traffic Line Striping				
Product: A Lineal Foot				
FY 2002/2003 Current	\$97,067.44	928,000.00	1,265.00	\$0.10
FY 2003/2004 Adopted	\$98,592.22	928,000.00	1,265.00	\$0.11
Activity 116027 - Premarking/Cat Tracking				
Product: A Project Location				
FY 2002/2003 Current	\$41,902.96	580.00	740.00	\$72.25
FY 2003/2004 Adopted	\$42,613.70	580.00	740.00	\$73.47
Activity 116028 - Maintain Thermoplastic Crosswalks and Limit Bars				
Product: A Lineal Foot				
FY 2002/2003 Current	\$19,579.99	12,818.00	274.00	\$1.53
FY 2003/2004 Adopted	\$19,892.61	12,818.00	274.00	\$1.55
Activity 116029 - Maintain Thermoplastic Legends				
Product: A Legend Maintained				
FY 2002/2003 Current	\$31,602.89	215.00	500.00	\$146.99
FY 2003/2004 Adopted	\$32,068.88	215.00	500.00	\$149.16
Activity 116030 - Maintain Paint Crosswalks and Limit Bars				
Product: A Lineal Foot				
FY 2002/2003 Current	\$34,864.53	43,875.00	580.00	\$0.79
FY 2003/2004 Adopted	\$35,405.16	43,875.00	580.00	\$0.81
Activity 116031 - Maintain Paint Legends				
Product: A Legend Maintained				
FY 2002/2003 Current	\$46,947.56	1,800.00	800.00	\$26.08
FY 2003/2004 Adopted	\$47,684.30	1,800.00	800.00	\$26.49

**City of Sunnyvale
Program Performance Budget**

Program 116 - Pavement Operations

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 116032 - Curb Painting				
Product: A Lineal Foot				
FY 2002/2003 Current	\$21,299.73	24,055.00	344.00	\$0.89
FY 2003/2004 Adopted	\$2,835.30	2,797.00	40.00	\$1.01
Activity 116033 - Install Transportation Reflectors				
Product: A Reflector Placed				
FY 2002/2003 Current	\$34,884.43	12,000.00	495.00	\$2.91
FY 2003/2004 Adopted	\$35,387.65	12,000.00	495.00	\$2.95
Activity 116034 - Remove Traffic Markings				
Product: A Lineal Foot				
FY 2002/2003 Current	\$23,646.31	30,706.00	435.00	\$0.77
FY 2003/2004 Adopted	\$24,015.60	30,706.00	435.00	\$0.78
Activity 116035 - City Owned Parking Lot Maintenance				
Product: A Parking Lot Maintained				
FY 2002/2003 Current	\$6,071.14	14.00	113.00	\$433.65
FY 2003/2004 Adopted	\$6,158.25	14.00	113.00	\$439.88
Activity 116036 - Maintenance and Repair for Facilities and Equipment				
Product: A Work Hour				
FY 2002/2003 Current	\$22,031.31	410.00	410.00	\$53.73
FY 2003/2004 Adopted	\$15,669.61	285.00	285.00	\$54.98
Totals for Service Delivery Plan 11605:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$379,898.29		5,956.00	
FY 2003/2004 Adopted	\$360,323.28		5,527.00	

**City of Sunnyvale
Program Performance Budget**

Program 116 - Pavement Operations

Service Delivery Plan 11606 - Administration

**City of Sunnyvale
Program Performance Budget**

Program 116 - Pavement Operations

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 116037 - Provide Supervision				
Product: A Work Hour				
FY 2002/2003 Current	\$361,303.71	5,223.00	5,223.00	\$69.18
FY 2003/2004 Adopted	\$329,500.33	4,719.00	4,719.00	\$69.82
Activity 116038 - Provide Support				
Product: A Work Hour				
FY 2002/2003 Current	\$58,787.38	1,118.00	1,118.00	\$52.58
FY 2003/2004 Adopted	\$58,197.73	1,087.00	1,087.00	\$53.54
Activity 116039 - Provide Training				
Product: A Work Hour				
FY 2002/2003 Current	\$128,659.82	2,293.00	2,293.00	\$56.11
FY 2003/2004 Adopted	\$127,941.42	2,241.00	2,241.00	\$57.09
Activity 116040 - Plan Review and Field Inspections				
Product: A Work Hour				
FY 2002/2003 Current	\$24,555.83	420.00	420.00	\$58.47
FY 2003/2004 Adopted	\$23,740.08	395.00	395.00	\$60.10
Totals for Service Delivery Plan 11606:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$573,306.74		9,054.00	
FY 2003/2004 Adopted	\$539,379.56		8,442.00	
Totals for Program 116:				
FY 2002/2003 Current	\$3,669,308.81		45,390.00	
FY 2003/2004 Adopted	\$3,587,621.79		43,326.00	

**Community
Development Element**

2. Community Development

The physical features and resources of the City must be efficiently managed and effectively planned. The development of the community to ensure the wise use of land, the provision and conservation of open space, continuous housing revitalization, seismic safety, and harmony between function and appearance is important and necessary. The Community Development Element of the Sunnyvale General Plan outlines the present physical condition of the City and identifies goals, policies and adopted strategies to make its physical environment a growing asset rather than a problem that needs to be minimized. This Element is closely linked with the Land Use and Transportation Element. Proper planning and management are part of the Community Development Element and are found in each of its sub-elements:

- ❑ Open Space and Conservation
- ❑ Housing and Revitalization
- ❑ Safety and Seismic Safety
- ❑ Community Design

Open Space Sub-Element

Goals, Policies and Action Statements

Management of Open Space

Goal 2.2A Manage a comprehensive open space program that is responsive to public need, delivers high quality customer service and exemplifies the City's commitment to leadership in environmental affairs.

Policy 2.2A.1 Encourage active citizen involvement in the development and management of open space.

Action Statements

2.2A.1a Provide opportunities for public participation in planning the development and management of open space.

2.2A.1b Conduct a comprehensive assessment of needs for open space and recreation facilities and services at least every five years concurrent with updating of the Open Space Sub-Element.

2.2A.1c Provide a mechanism that receives and responds to public comments on the design, effectiveness and condition of sites and facilities.

2.2A.1d Investigate and pursue avenues for citizen involvement in the implementation of open space programs, such as landscape plantings and park beautification activities.

Policy 2.2A.2 Provide consistently high quality customer service through attractive open space, parks and facilities, which invite and facilitate public use.

Action Statements

2.2A.2a Support implementation of the City's customer service philosophy through staff training and other supervisory policies and practices.

2.2A.2b Develop, redevelop, modify or enhance sites and facilities based upon the findings of periodic needs assessments.

2.2A.2c Encourage responsible use of the open space system through positive public relations and communication.

2.2A.2d Develop, redevelop or modify park sites, amenities, fixtures or furniture for access by mobility-impaired and physically limited persons.

Policy 2.2A.3 Provide a comprehensive program of consistent and effective operations and maintenance for all open space and park sites and facilities.

Action Statements

2.2A.3a Update and utilize a comprehensive program for site and facility maintenance that will provide safe, clean, attractive and functional open space and park sites and facilities.

2.2A.3b Adopt and follow a comprehensive program of infrastructure replacement and upgrading as a part of the annual parks and facilities maintenance and capital budgets.

Policy 2.2A.4 Implement innovative policies and practices that support the City's leadership in environmental affairs.

Action Statements

2.2A.4a Continue and expand the current water conservation program and investigate feasibility of utilizing reclaimed wastewater for irrigation and water features throughout the open space system.

2.2A.4b Develop and implement a system-wide program of energy conservation in maintenance and operational activities for all sites and facilities.

2.2A.4c Develop and implement public recycling programs as feasible at sites throughout the open space system.

2.2A.4d Investigate and implement techniques, which minimize use of chemicals in maintaining turf and landscape materials.

Fiscal Framework

Goal 2.2B Acquire and develop open space identified as high priority through land dedication or purchase.

Policy 2.2B.1 Require the dedication of land by developers when the property to be developed is adjacent to an existing open space, park site or area otherwise identified as a high priority for open space uses.

Action Statement

2.2B.1a Coordinate efforts with the Community Development department to notify developers of high priority open space sites.

Policy 2.2B.2 Pursue the acquisition of federal lands currently located at Moffett Naval Air Station.

Action Statements

2.2B.2a Secure title to the 35-acre parcel currently leased from the Navy, which is part of the Sunnyvale Municipal Golf Course.

2.2B.2b Investigate the feasibility of acquiring and operating the Moffett Field Golf Course.

Policy 2.2B.3 Maintain the Open Space Reserve at a level sufficient to meet identified land acquisition goals.

Action Statements

2.2B.3a Review and evaluate open space and land acquisition/development opportunities on an ongoing basis.

2.2B.3b Identify level of fiscal resources necessary to acquire land for future development or redevelopment as open space.

Policy 2.2B.4 Identify revenue sources and increase revenues, where possible, which can be allocated to parks and open space operating budgets and capital improvements.

Action Statements

2.2B.4a Participate in the review of all development and redevelopment projects, which may result in park dedication fees that will be applied to the Capital Improvement program for jointly developed and operated projects.

2.2B.4b Encourage contributions, grants and loans for open space acquisition and development through the community and other foundations, civic organizations and individuals.

2.2B.4c Continue to monitor all governmental agencies for potential open space grants and prepare applications as appropriate.

Parks and Special Use Facilities

Goal 2.2C Maintain a system of parks that assures all residents, workers and visitors access to recreation opportunities by providing Neighborhood Parks, Athletic/Play Fields and Special Use Facilities.

Policy 2.2C.1 Provide, develop and maintain Neighborhood Parks.

Action Statements

2.2C.1a Evaluate conditions of each site on an annual basis.

2.2C.1b Update base maps and inventory of facilities and equipment of all sites subsequent to any development, redevelopment or other improvements.

2.2C.1c Complete development of new park sites concurrent with the surrounding residential development as appropriate.

2.2C.1d Coordinate the siting and design of each park with the City's Planning Division and Public Works Department to ensure effective integration of the park site into the urban structure and utility networks.

2.2C.1e Consider acquisition or lease of sites to assure that accessible open space is maintained in each existing neighborhood and provided to any new neighborhoods.

Policy 2C.2 Provide, develop and maintain Athletic/Play Fields.

Action Statements

2.2C.2a Evaluate conditions of each site on an annual basis.

2.2C.2b Update base maps and inventory of facilities and equipment of all sites subsequent to any development, redevelopment or other improvements.

2.2C.2c Jointly develop or redevelop athletic/play field sites with the appropriate School District per established agreements.

Policy 2C.3 Investigate development of a system of multi-purpose trails for recreational uses.

Action Statements

- 2.2C.3a Research and assess the feasibility of developing a system of off-street pedestrian and bicycle trails utilizing flood channels, utility rights-of-way and other linear parcels.
- 2.2C.3b Explore additional opportunities to develop or enhance the area along the Hetch Hetchy Aqueduct as a pedestrian/bicycle trail.
- 2.2C.3c Explore the joint use of Santa Clara Valley Water District owned land for trail purposes.
- 2.2C.3d Participate in planning and development of the Regional San Francisco Bay Trail to assure access from Baylands Park.

Policy 2.2C.4 Provide, develop and maintain Special Use Parks and Facilities.

Action Statements

- 2.2C.4a Evaluate conditions of each site on an annual basis.
- 2.2C.4b Update base maps and inventory of facilities and equipment of all sites subsequent to any development, redevelopment or other improvements.
- 2.2C.4c Provide for a balance between general recreation uses and special interest uses in parks and facilities.
- 2.2C.4d Explore development of a major athletic complex at the former Sunnyvale High School site if property is declared surplus by Fremont Union High School District.
- 2.2C.4e Consider the designation, development and management of an Orchard Heritage Park at the Community Center site consistent with an overall plan and in cooperation with the Sunnyvale Historical Society.

School District Support and Cooperation

Goal 2.2D Cooperate with and support the four School Districts which serve Sunnyvale in order to continue access to school sites and facilities by people who live, work

or visit in Sunnyvale for suitable, safe and consistent recreational use and enjoyment.

Policy 2.2D.1 Participate in joint planning by the City and the School Districts for preservation, development or upgrading of open space and recreational facilities for continued community use of school open space sites.

Action Statements

2.2D.1a Continue close cooperation with the School Districts for joint planning, design and development of open space and recreational facilities on school sites for community use.

2.2D.1b Update base maps and inventory of facilities and equipment of all sites subsequent to any development, redevelopment or other improvements.

Policy 2D.2 Encourage the School Districts to retain school sites used for community open space and recreation programs. When financially feasible, consider acquisition or joint use of sites and suitable facilities that are declared surplus if they are needed to maintain neighborhood open space accessibility.

Action Statements

2.2D.2a Maintain long-term contractual agreements with the School Districts for operation, maintenance and use of designated sites.

2.2D.2b Assist School Districts, where appropriate, to find buyers or tenants compatible with continued community open space and recreation uses at closed school sites.

2.2D.2c Consider acquisition or lease of a portion of the former Sunnyvale High School site for development of a major athletic complex.

2.2D.2d Consider the acquisition or lease of open space and related facilities at Braly and Ponderosa Elementary Schools if the sites are declared surplus by the Santa Clara School District.

Intergovernmental Coordination and Cooperation

Goal 2.2E Encourage and cooperate with other governmental agencies to preserve and protect regional open space and to acquire, develop, maintain and operate regional recreation facilities that are available to people who live, work or visit in Sunnyvale.

Policy 2.2E.1 Support and encourage Santa Clara County, the Mid-Peninsula Regional Open Space District, State of California and appropriate federal agencies and established private entities to acquire, develop, maintain and operate existing and new open space and recreational sites and facilities within the urbanized area in and around Sunnyvale.

Action Statements

2.2E.1a Complete joint development of Sunnyvale Baylands Park with Santa Clara County and operate and maintain the site and facilities.

2.2E.1b Support other agencies in the development of regional pedestrian/bicycle trails and specifically, the Regional San Francisco Bay Trail coordinated by the Association of Bay Area Governments.

2.2E.1c Support legislation that will provide additional funding for local, county and regional park acquisition, development and maintenance.

2.2E.1d Pursue a cooperative effort with the U.S. Fish and Wildlife Service in the management and interpretation of the seasonal wetlands at Sunnyvale Baylands Park.

2.2E.1e Support additional regional open space acquisition by the County of Santa Clara and the Mid-Peninsula Regional Open Space District.

2.2E.1f Support the formation of a County Open Space District.

Policy 2.2E.2 Cooperate with other public or private agencies on the planning and development of open space sites and facilities located adjacent to City boundaries.

Action Statements

2.2E.2a Work closely and cooperatively with neighboring cities and other public or private agencies to plan and develop park sites and facilities located near City boundaries in order to eliminate duplication, reduce over/under use and assure access for people who live, work or visit in Sunnyvale.

Industry, Private and Commercial Coordination and Cooperation

Goal 2F Encourage efforts by industrial and commercial enterprises in the City to preserve, develop, operate and maintain open space and recreational facilities that are available to people who live, work or visit in Sunnyvale.

Policy 2.2F.1 Encourage development of private or commercial facilities that will retain or create open space areas or expand recreational opportunities for the general public.

Action Statement

2.2F.1a Encourage development proposals for private membership or commercial recreational uses that will reserve or maintain open space to benefit and serve the recreational needs of people who live, work or visit in Sunnyvale.

Housing and Community Revitalization Sub-Element

Goals, Policies and Action Statements

Supply

Goal 2.3A Foster the expansion of the housing supply to provide greater opportunities for current and future residents, given environmental, social, fiscal and land use constraints.

Policy 2.3A.1 Continue to improve, if feasible, the existing jobs to housing ratio.

Action Statements

2.3A.1a The City will review its General Plan to facilitate the creation of additional housing units and in doing such review, address the need to balance single-family versus apartment and townhouse development.

2.3A.1b The City will review the capacity of the infrastructure to accommodate any increase in housing intensity.

2.3A.1c The City shall periodically review and compare its job growth potential to its housing growth.

2.3A.1d The City should periodically survey surrounding communities to review the various ways those communities are resolving their jobs and housing imbalance.

2.3A.1e The City should consider allowing and encouraging residential densities higher than 45 units per acre, in certain areas of the City, where appropriate.

2.3A.1f The City shall develop standards for lot sizes under 6,000 square feet and residential zones providing for single-family like detached or attached housing, in order to encourage affordable owner-occupied lots.

2.3A.1g The City should continue efforts to balance the need for additional housing with other community values, such as preserving the character of established neighborhoods, high quality design and promoting a sense of identity in each neighborhood.

2.3A.1h The City should implement its Function and Appearance Sub-Element to address design issues related to density, such as the relationship of lot size and shape to the permitted number of units.

2.3A.1i The City should promote the concept of open space and landscaping in the use and allowances of density and buildings, to preserve the quality of the City neighborhoods.

Policy 2.3A.2 Continue to require office and industrial development above a certain intensity to mitigate the demand for housing or provide additional housing.

Action Statement

2.3A.2a The City shall require industrial and commercial developments that exceed established floor area ratios to contribute towards the housing fund or take other measures to mitigate the effects of the job increase upon the housing supply.

Policy 2.3A.3 Continue to permit and encourage a residential mix with jobs-producing land uses, as long as there is neighborhood compatibility and no environmental constraints are apparent.

Action Statements

2.3A.3a The City should study ways to encourage mixed uses.

2.3A.3b The City should study the possibility of increasing the density of residential areas.

Policy 2.3A.4 Encourage innovative types of housing in existing residential zoning districts.

Action Statements

2.3A.4a The City shall require all new developments to build at least 75% of permitted densities.

2.3A.4b The City shall continue the Accessory Unit Ordinance as a means to increase supply of affordable units.

2.3A.4c The City will encourage residential care facilities that are distributed throughout the community.

2.3A.4d The City should evaluate residential development proposals in view of the needs of families requiring three or more bedrooms

2.3A.4e The City shall review the appropriateness of the "O" (Office) overlay as it relates to residential zoning districts.

Policy 2.3A.5 Continue to provide timely and efficient processing for all developments.

Action Statement

2.3A.5a The City shall continue to monitor its processing steps and time for development proposals.

Neighborhood Conditions

Goal 2.3B Ensure a high quality living and working environment.

Policy 2.3B.1 Continue to encourage property owners to maintain existing developments in a manner, which enhances the City. Properties should be aesthetically pleasing, free from nuisances and safe from hazards.

Action Statements

2.3B.1a The City should continue to offer technical assistance to homeowners to aid them in maintaining, upgrading and improving their property. Such assistance shall be provided by staff and a free manual on maintenance and improvement.

2.3B.1b The City should continue to evaluate its outreach efforts for rehabilitation and conservation programs. Current outreach efforts involve utility staffers, advertising, staff visits with community groups and free pamphlets describing the programs.

2.3B.1c The City shall continue a high quality of maintenance for public streets, rights-of-way and recreational areas.

2.3B.1d The City will continue to participate in programs, which increase home ownership opportunities, such as the Mortgage Credit Certificate and Below Market Rate Programs, if funding is available.

2.3B.1e The City shall encourage the review of and implement concepts found in the Function and Appearance Sub-Element.

Policy 2.3B.2 Continue to implement the Neighborhood Preservation Program.

Action Statements

- 2.3B.2a The City should review existing codes, ordinances and use permit conditions with the possibility of increasing enforcement or developing new codes where neighborhood and community preservation issues are involved. The emphasis, however, will be on promoting voluntary compliance.
- 2.3B.2b For residential planning areas and defined neighborhoods having 10% of the structures rated below an "A" (sound) rating or areas with a majority of its structures over 30 years old, the City shall, if staff is available, continue its concentrated rehabilitation and code compliance program by identifying target areas, involving a strong community participation component and using both its code enforcement powers and its rehabilitation resources.
- 2.3B.2c The City shall coordinate the Neighborhood Preservation Program with other programs, in order to avoid duplication of activity and maximize efficiency.
- 2.3B.2d The City should continue its Home Business Ordinance, which permits businesses that do not affect the primary residential character of the neighborhood and that do not involve retail sales, large inventories, hazardous materials or traffic problems. Such businesses may not be operated in the yard or garage.
- 2.3B.2e The City should study the impacts of the aging of its housing in order to plan for services needed.
- 2.3B.2f The City should continue to develop and implement a citizen-oriented, pro-active education program regarding neighborhood preservation.

Policy 2.3B.3 Continue to participate in the Community Development Block Grant and other rehabilitation programs.

Action Statement

- 2.3B.3a The City should continue involvement with the rehabilitation programs. The rehabilitation programs includes CDBG loans for single family homes, including mobile homes and CDBG paint grants. Rental rehabilitation occurs through a local program with federal and non-federal funds.

Policy 2.3B.4 Ensure that new development and rehabilitation efforts promote quality design and harmonize with existing neighborhood surroundings.

Action Statements

- 2.3B.4a The City should continue architectural and site review of private and public development to ensure that the design is sensitive to and compatible with existing neighborhood surroundings.
- 2.3B.4b The City should study and propose design solutions to mitigate the effects of a combination of uses or a combination of uses of different intensities.
- 2.3B.4c Review and implement the concepts found in the Function & Appearance Sub-Element.

Policy 2.3B.5 Displacement impacts on tenants as a result of revitalization or land use changes should be considered in the application approval process and minimized where possible.

Action Statement

2.3B.5a A land use change or revitalization program which displaces tenants shall, as a part of the City's application approval process, include a plan stating efforts taken by the property owner to assist relocation of tenants. These could include: (1) favorable rental or purchase arrangements after work is completed, (2) location of vacancies in similar housing, (3) fixed payments of moving costs, (4) no rent increases upon application and until relocation is secured, (5) right of first purchase refusal and (6) reduced purchase price options.

Policy 2.3B.6 Continue the City's energy program to promote environmentally sound energy programs, such as solar hot water heating.

Action Statements

2.3B.6a The City will review and incorporate environmentally sound programs into the implementation of the Housing and Community Revitalization Sub-Element.

2.3B.6b Continue to use State weatherization grants for mobile homes, if funding is available.

Affordability

Goal 2.3C Promote and maintain a diversity in tenure, type, size, location and cost-of-housing to permit a range of individual choice for all current residents and those expected to become City residents as a result of normal growth processes and employment opportunities.

Policy 2.3C.1 Attempt to maintain as many as possible of the existing rental units affordable to lower income families and seniors.

Action Statements

2.3C.1a The City will continue to support private participation in rental subsidy programs, such as the Section 8 existing program. The City will continue to encourage greater participation by local property owners such as publicizing and providing information to owners, contacting apartment owners, sending letters and working with organizations that promote such participation.

2.3C.1b The City should continue to identify, encourage and publicize private activities and programs, which will create affordable housing opportunities, including rental but especially in owner-occupied, single-family developments. The City currently works with non-profit community groups to create affordable housing. Information on the availability of facilities for the handicapped is provided by the City to hospitals and rehabilitation centers.

2.3C.1c The City should continue to participate in HUD's Housing Assistance Programs through the Housing Authority to ensure maximum benefit to Sunnysvale residents, if funding is available. Every year the City should review the availability of new programs if staff time permits.

2.3C.1d The City should encourage and assist non-profit housing organizations and the Housing Authority to develop 100 new low and very low income rental units within the City over the next five years, by identifying sites and potential surplus sites through the use of housing mitigation fees, which are provided by office/industrial developers who exceed a specified floor area ratio.

Policy 2.3C.2 Continue to require a mix in the price of housing units in new subdivisions and apartment complexes as a way of distributing low and moderate cost throughout the City.

Action Statements

2.3C.2a The City should continue its inclusionary zoning ordinance which implements the Below Market Rate policies for new construction and which offers assistance to buyers and renters of 10% of all new units constructed, except those units in R-O and R-1 zones.

2.3C.2b Continue the resale controls element of the Below Market Rate Program.

2.3C.2c Study the concept of allowing an in-lieu payment option for the Below Market Rate program. Accumulated funds would be used to supplement existing housing programs or expand into new program areas.

Policy 2.3C.3 Continue to use local, state and federal financing programs which help reduce the costs of construction or costs to the resident, in order to make housing affordable to low and middle income families, seniors and people with disabilities.

Action Statements

2.3C.3a The City should consider direct City and public financial involvement in housing programs, including City bonding resources and possible submission of an Article 34 election to voters if needed.

2.3C.3b The City should continue to pursue financial and planning resources available to write down the cost of land in order to assist developers of below market rate housing by reviewing available programs and by participation in a density bonus program which provides density bonuses to developers of affordable

housing.

- 2.3C.3c The City should review the feasibility of encouraging limited equity cooperatives as a source of lower income ownership housing.
- 2.3C.3d The City shall continue its Community Development Block Grant Program to assist private agencies in locating affordable housing for families and seniors, if funding is available.
- 2.3C.3e Study the 1986 Tax Act to report on the opportunities for private investment in affordable housing suitable for the Sunnyvale area.
- 2.3C.3f Participate with the County to encourage the use of Mortgage Revenue Bonds, if available, to develop 70 moderate income owner occupied units and 70 very low and low income rental units within the City over the next 5 years.
- 2.3C.3g Study the future uses of the tax increment revenues from the Redevelopment Agency that are to be used for low and moderate income housing, if such revenues become available.

Policy 2.3C.4 Continue to provide assistance to homeless people.

Action Statements

- 2.3C.4a Evaluate the existing statistics on homeless people to ascertain the extent of the problem within the City.
- 2.3C.4b Analyze the potential role the City should assume in providing housing for homeless people, if existing organizations are unable to meet this need.
- 2.3C.4c Consider developing alternative City-based and City-funded programs to accommodate the City's fluctuating homeless population. Continue to support existing organizations, which shelter homeless people.
- 2.3C.4d Study the feasibility of cooperating with private and non-profit organizations to provide additional assistance to homeless people in the City.

Policy 2.3C.5 Continue to promote a working relationship with residential developers and realtors to help implement housing policies.

Action Statement

- 2.3C.5a The City should provide information about General Plan policies (including those in the Function and Appearance Sub-Element), development regulations, approval procedures and financing programs.

Accessibility – Fair Housing Practices

Goal 2.3D Promote a community in which all people regardless of their ethnicity, race, religion, marital status, handicap, sex or age will have an equal opportunity to avail themselves of housing.

Policy 2.3D.1 Continue to support efforts of organizations which work toward eliminating unlawful discrimination in Sunnyvale.

Action Statements

2.3D.1a The City shall continue its Age Discrimination Ordinance to discourage age discrimination.

2.3D.1b The City should prepare an annual review of the Age Discrimination Ordinance based on the reports provided by the non-profit agency, which monitors discrimination for Sunnyvale.

2.3D.1c The City should continue to provide assistance to a local non-profit organization that provides services to those experiencing discrimination.

2.3D.1d The City should review existing lending practices such as redlining to determine the extent to which these practices may inhibit the City achieving its General Plan goals and policies related toward housing development and to allow for greater leverage and on-going income streams for housing programs.

Policy 2.3D.2 Continue to ensure that handicapped persons have access to newly constructed residential developments when required by code and encourage similar access in renovated structures.

Action Statements

2.3D.2a The City should consider exploring the feasibility of providing greater handicapped access through the development review process (as a supplement to minimum State requirements).

2.3D.2b The City should encourage handicapped access during renovations, when appropriate, and continue its home access program if funds remain available.

Policy 2.3D.3 Continue to promote good tenant/landlord relations.

Action Statements

- 2.3D.3a The City should have information available to tenants concerning their rights and responsibilities.
- 2.3D.3b The City should have available information to landlords concerning their rights and responsibilities of owning rental property.
- 2.3D.3c The City should continue to support and to refer landlord/tenant problems to a non-profit agency that provides rental information and mediation services on a voluntary basis to Sunnyvale residents, if funding is available.

Condominium and Mobile Home Park Conversions

- Goal 2.3E Provide a mixture of owner and rental housing opportunities by allowing conversion from apartment to condominiums or cooperatives when a benefit to the overall City housing need can be shown. Provide an equitable process with reasonable mitigation measures in the event of conversion of mobile home parks to a different use.
- Policy 2.3E.1 Continue to allow condominium and cooperative conversions only when the Citywide vacancy rate for rental units warrants such conversions.
 - 2.3E.1a The City shall continue its Condominium Conversion Ordinance, which provides a system for evaluating condominium and cooperative conversion proposals.
 - 2.3E.1b The City will continue to conduct a survey of apartments to determine the vacancy rate every six months.
- Policy 2.3E.2 Ensure that all condominium conversions meet on-site standards.
- Policy 2.3E.3 Continue to provide for tenant protection prior to condominium conversion.

Action Statement

- 2.3E.3a The City's Condominium Conversion Ordinance should provide a mechanism to ensure that efforts were not made to create vacancies immediately prior to the conversion application.

- Policy 2.3E.4 Continue to provide ownership opportunities to those living in apartment complexes at the time of application.
- Policy 2.3E.5 Continue to provide for low and moderate inclusionary units at the complex, under the Below Market Rate Program, in the event a condominium conversions occurs.
- Policy 2.3E.6 Continue to regulate the conversion of mobile home parks in the event of a change of use.

Action Statement

- 2.3E.6a The City shall continue its Mobile Home Park Conversion Ordinance.

Intergovernmental Coordination

- Goal 2.3F Assume an active role in reviewing and formulating federal, state, regional and countywide housing programs to ensure compatibility with local policies and needs.
- Policy 2.3F.1 Continue to provide comments concerning state and regional housing plans, which affect Sunnyvale.
- Policy 2.3F.2 Consider supporting housing legislation at the county, state and federal levels, which will promote the goals and policies of the Housing and Community Revitalization Sub-Element.

Action Statements

- 2.3F.2a Support the elimination of state-by state volume caps imposed on mortgage revenue bond issues by the 1986 federal Tax Reform Act, with regard to all housing projects.
- 2.3F.2b Oppose Census cuts that eliminate housing data needed for planning purposes.
- 2.3F.2c Support federal legislation to find ways to maintain the supply of housing threatened by the expiration of federal housing subsidy contracts.
- 2.3F.2d Support legislation, which exempts from the school impact fee all publicly-subsidized housing including low and moderate income housing for senior

citizens.

Policy 2.3F.3 Continue an active dialogue with neighboring cities, Santa Clara County and ABAG regarding mutual concerns.

Action Statement

2.3F.3a Continue participation in the Golden Triangle Task Force.

Seismic Safety Sub-Element

Goals, Policies and Action Statements

Goal 2.4A Ensure that natural and human-caused hazards are recognized and considered in decisions affecting the community and that land uses reflect acceptable levels of risk based on identified hazards and occupancy.

Policy 2.4A.1 Land Use: Evaluate and consider existing seismic potential hazards in developing land use policies. Make land use decisions based on an awareness of the hazards and potential hazards for the specific parcel of land.

Action Statements

2.4A.1a Encourage coordination of planning decisions, concerns and information sharing among the neighboring cities, affected agencies and interested citizen groups.

2.4A.1b Retain existing residential sprinkler and fire resistive roofing requirements.

2.4A.1c Encourage and cooperate with seismic and geologic investigations in the Sunnyvale planning area by such scientific agencies as the U.S. Geological Survey and the California Division of Mines and Geology.

2.4A.1d Maintain the current United States Geological Service maps of all known seismic and geologic hazards located in the City.

2.4A.1e Require geotechnical reports for new developments and redevelopments north of Highway 237.

Policy 2.4A.2 Flood Hazards: Take measures to protect life and property from the effects of a 1% (100-year) flood.

Action Statements

2.4A.2a Encourage the Santa Clara Valley Water District to reevaluate the capacity of Stevens Creek, Calabazas Creek, Sunnyvale East, West and El Camino Flood Control Channels in relation to a 1% (100 year) flood.

2.4A.2b Encourage and monitor the work of the Santa Clara Valley Water District in maintaining all creeks and channels in Sunnyvale free of flow inhibiting vegetation, debris and silt.

- 2.4A.2c Encourage Santa Clara Valley Water District to maintain their dikes and levees at least 3 feet above the 1% flood level and to provide continued inspection and repair from damage caused by burrowing animals.
- 2.4A.2d Maintain the flood plain management practices as outlined by the Federal Emergency Management Agency and the Army Corps of Engineers.
- 2.4A.2e Participate in the National flood Insurance Program.

Policy 2.4A.3 Hazardous Materials: Promote a living and working environment safe from exposure to hazardous materials.

Action Statements

- 2.4A.3a Maintain current information on the hazardous materials used in Sunnyvale businesses and their potential hazards to the community.
- 2.4A.3b Participate in future development of proposed state and local code changes in storage and handling methods for hazardous materials.
- 2.4A.3c Monitor the work of the Naval Facilities Engineering Command, Western Division (San Bruno), to ensure proper environmental clean-up of the Moffett Field land.
- 2.4A.3d Use the Santa Clara County Hazardous Waste Management Plan as Sunnyvale's policy document and planning guide for planning off-site hazardous waste management facilities and all hazardous waste management programs within the City.

Policy 2.4A.4 Aviation: Make planning decisions that establish and/or maintain a safe mix of aviation and land use for the areas affected by Moffett Field.

Action Statements

- 2.4A.4a Oppose any effort to promote Moffett Field for civil/general aviation.
- 2.4A.4b Consider the Air Installation Compatible Use Zone in decisions concerning appropriate land use within the vicinity of Moffett Field.

Policy 2.4A.5 Essential Services: Maintain lifelines* in good operating condition to lessen damage and increase survivability after a major disaster.

* Lifelines are essential services necessary for the continued normal functioning of the community, e.g. water, gas, electricity, transportation and communication lines.

- 2.4A.5a Encourage the state and county to maintain and/or improve their over crossings to increase their ability to survive a major seismic event.
- 2.4A.5b Encourage Pacific Gas and Electric and Pacific Bell to assess, maintain and, if necessary, improve their facilities to increase their ability to survive a major seismic event.

2.4A.5c Study, evaluate and fund the improvements needed to the east pond levee at the Water Pollution Control Plant to increase its ability to survive a major earthquake.

Goal 2.4B Ensure that the City, its citizens, business and industry are prepared to effectively respond to major emergencies.

Policy 2.4B.1 Emergency Response Facilities: Maintain and construct City facilities utilized for emergency response so that they remain operable after a major seismic event.

Action Statements

2.4B.1a Inspect City owned facilities to ensure compliance with seismic safety/safety standards as needed. Fund capital projects when necessary to bring critical facilities to seismic standards.

2.4B.1b Construct new City facilities to meet or exceed seismic safety/safety standards so that they will remain operable after a major earthquake or disaster.

Policy 2.4B.2 Emergency Management Organization: Provide for the emergency management of the City in order to protect life and property in the event of a disaster.

Action Statements

2.4B.2a Provide annual training for those persons assigned to the Emergency Management Organization.

2.4B.2b Annually review the Emergency Management Organization chart, responsibilities and tasks so that it reflects sound emergency management principles.

2.4B.2c Maintain an Emergency Operations Center for direction and control of disaster response and recovery.

Policy 2.4B.3 Emergency Planning and Coordination: Provide an integrated approach to planning and preparedness for emergencies and disasters.

Action Statements

2.4B.3a Identify, assess and maintain data on hazards to the community.

2.4B.3b Maintain an Emergency Plan and update it as necessary.

2.4B.3c Identify and maintain communications and coordination with community resources that will provide assistance during emergencies.

2.4B.3d Coordinate planning and training with other agencies and jurisdictions to provide an effective and coordinated response to any emergency/disaster.

- 2.4B.3e Train employees and operational units in emergency preparedness and disaster response procedures appropriate to their job function.
- 2.4B.3f Maintain communication with and provide training exercises to improve coordination between City staff and private support organizations.
- 2.4B.3g Evaluate City resources and make recommendations for improving City self-reliance during emergencies.
- 2.4B.3h Provide assistance to residents and businesses in emergency preparedness.

Policy 2.4B.4 Schools: Provide information and assistance to public/private schools and day care centers to plan and prepare for emergencies and disasters.

Action Statements

- 2.4B.4a Assist schools and day care centers in emergency preparedness.
- 2.4B.4b Encourage private schools and day care centers not constructed under the Field Act to evaluate and improve their buildings for seismic safety.
- 2.4B.4c Assist in the development of emergency preparedness curriculum and training materials for schools and day care centers.

Policy 2.4B.5 Business and Industry: Provide information and assistance to business and industry to plan and prepare for emergencies and disasters.

Action Statements

- 2.4B.5a Provide available emergency preparedness information to businesses and industries that request assistance.
- 2.4B.5b Encourage business and industry to plan for recovery from catastrophic events.

Policy 2.4B.6 Community: Provide the citizens of Sunnyvale information, encouragement and assistance with emergency planning and preparedness.

Action Statements

- 2.4B.6a Provide citizens with information on self-help during and after a disaster.
- 2.4B.6b Provide speakers for emergency preparedness talks to interested citizens and community groups.
- 2.4B.6c Identify and coordinate community volunteers that wish to participate in planning, preparedness or response activities.

Policy 2.4B.7 Communications: Provide emergency radio communications for coordination of emergency response and the capability to communicate with outside agencies and citizens.

Action Statements

2.4B.7a Periodically review emergency radio capabilities to enhance survivability during a major disaster.

2.4B.7b Assist and encourage volunteer amateur radio operators to prepare for citizen band radio operations during a disaster or emergency.

Goal 2.4C Ensure that the City, its citizens, business and industry are prepared to recover from disasters.

Policy 2.4C.1 Provide for the continuation of City government and services following a major disaster.

2.4C.1a Maintain a thorough and current Emergency Plan that provides information for the continuation of City government immediately following a disaster.

2.4C.1b Plan for the recovery and resumption of all City operations after a disaster.

Policy 2.4C.2 Citizens and Business/Industry: Encourage citizens and business/industry to plan for recovery from disasters.

Action Statements

2.4C.2a Provide assistance to local businesses in planning for recovery and resumption of business after a disaster.

2.4C.2b Provide guidance to citizens on disaster recovery through brochures, talks and other public information methods.

2.4C.2c Encourage citizens/businesses to purchase earthquake or other catastrophic insurance coverage.

Community Design Sub-Element

Goals, Policies and Action Statements

This section of the Sub-Element contains the goals, policies and actions for guiding the design of future development on both public and private properties. The goals and policies capsulize the intent of the Community Design Sub-Element and provide direction for future decisions affecting the physical form of the City. The Action Statements reflect a more specific way to implement the goals and policies.

The goals, policies and action statements within the Community Design Sub-Element are based on the following assumptions:

1. Identity. Residents, business owners and visitors benefit from a defined and attractive image for the City as a whole and for Sunnyvale's unique districts and neighborhoods. A more clearly articulated image will create a more memorable place. This sense of place and identity is important to the well being of the community.
2. Legibility. A legible environment allows people to make sense of their surroundings. Legible environments require diversity where the various components have a clear and understandable meaning. Sunnyvale needs more distinguishing features to acknowledge and celebrate the unique districts and services comprising the City.
3. Comfort and Safety. Safety and comfort are basic to the welfare of the community. Roadways, buildings and site plans can be designed to promote safety and comfort. A safe and comfortable environment should be available for all types of transportation, including pedestrian and available to everyone in the community.
4. Integration. Projects, which are integrated with surrounding properties or districts improve the quality of life by reducing visual and functional conflicts. Integration of new construction has practical benefits and improves the appearance of the physical environment.
5. Enjoyment. People are attracted to environments where there are beautiful and enjoyable features. People need places, which are enjoyable and fun. Enjoyable environments are places designed to be responsive to people and human needs, rather than merely efficient. Well designed and attractive buildings and roadways, and outdoor places with appealing landscaping and artworks are essential to the enjoyment of the physical environment.
6. Community. Public places, which are owned and shared by everyone create a sense of belonging and identity for the community. Public places bring people together and promote mutual respect and civic pride.

City's Image

Goal 2.5A Promote Sunnyvale's image by maintaining, enhancing and creating physical features, which distinguish Sunnyvale from surrounding communities and by preserving historic buildings, special districts and residential neighborhoods which make the City unique.

Policy 2.5A.1 Identify the boundaries of the City with attractive and distinctive features.

Action Statements

2.5A.1a Encourage unique and uniform roadway landscaping and, where possible, median improvements to distinguish the City's boundaries.

2.5A.1b Continue to enhance the visibility, accessibility and use of the San Francisco Bay on the City's northern boundary.

2.5A.1c Consider studying ways to minimize the barrier impact of highways and expressways by developing design approaches, which relate these roadways to the rest of the community.

2.5A.1d Continue to develop a comprehensive gateway improvement program to select major gateways for improvements such as special landscaping, signage, visitor information centers, patterned pavement, monuments or artwork and unique private development standards.

2.5A.1e Consider installing new City of Sunnyvale monument signs at major gateways into Sunnyvale and developing a comprehensive sign program to identify major attractions within the City.

2.5A.1f Locate City of Sunnyvale signs in attractive surroundings and, whenever possible, in medians with distinctive landscaping.

2.5A.1g Encourage distinctive and attractive buildings and site design at major gateways into Sunnyvale.

2.5A.1h Maintain a compatible scale with the roadway when designing gateway improvements.

Policy 2.5A.2 Ensure that new development is compatible with the character of special districts and residential neighborhoods.

Action Statements

2.5A.2a Maintain design guidelines and policies for new construction in historic districts which define acceptable building styles, shapes, rooflines, colors, materials, fenestration and setbacks and develop new guidelines as needed.

- 2.5A.2b Continue to maintain and develop zoning standards, which preserve the quality of residential neighborhoods.
- 2.5A.2c Continue to encourage infill development or redevelopment which is compatible with the use, density, setbacks, height and, where possible, the predominant building style and size of the surrounding district or neighborhood.
- 2.5A.2d Continue to identify and adopt methods of preserving historic resources and special districts.

Policy 2.5A.3 Support measures, which enhance the identity of special districts and residential neighborhoods to create more variety in the physical environment.

Action Statements

- 2.5A.3a Encourage diversity and develop programs to emphasize the unique features of special districts and neighborhoods.
- 2.5A.3b Consider development of specific plans or design guidelines for the El Camino Real Commercial District and Mathilda Avenue corridor and study the feasibility of specific plans or guidelines for portions of Evelyn Avenue.
- 2.5A.3c Continue to preserve buildings with unique historic or architectural value.
- 2.5A.3d Protect historic landmarks by discouraging adjacent development, which hides or overwhelms their unique qualities.
- 2.5A.3e Encourage new landmarks and features to distinguish districts and neighborhoods.
- 2.5A.3f Strengthen the downtown as the visual as well as functional focus of Sunnyvale.
- 2.5A.3g Consider design features that help locate the downtown district and emphasize the roadways and intersections leading downtown.
- 2.5A.3h Encourage distinctive projects at major nodes, which have a coherent spatial relationship and create dynamic spaces at these intersections.
- 2.5A.3i Maintain existing programs and study new programs which promote the maintenance and quality of residential neighborhoods.

The View from the Road

Goal 2.5B Create an attractive street environment which will compliment private and public properties and be comfortable for residents and visitors.

Policy 2.5B.1 Maintain and provide attractive landscaping in the public right-of-way to identify the different types of roadways and districts, make motorists more comfortable and improve the enjoyment of residential neighborhoods.

Action Statements

2.5B.1a Continue to maintain and provide landscaped medians on major thoroughfares where it is physically and financially feasible.

2.5B.1b Maintain and provide professionally designed medians with an interesting and attractive variety of ornamental, deciduous and evergreen trees and plants which are predominantly water-wise and drought resistant.

2.5B.1c Continue to design landscape medians for easy and safe maintenance.

2.5B.1d Encourage tree selection in the right-of-way, which is in scale with the type of roadway and emphasizes important gateways.

2.5B.1e Consider uniform and cohesive landscape themes for districts, major thoroughfares, City boundaries and neighborhoods.

2.5B.1f Continue to choose roadway trees based on the planting site micro climate, whether the tree species is disease and insect resistant, location of utility wires, size of the planting site, root system potential for sidewalk damage, pruning requirements and the appropriateness of the visual characteristics of the trees.

2.5B.1g Encourage trees, which do not obscure business signage in commercial districts.

2.5B.1h Continue to provide attractive canopy trees in residential districts.

2.5B.1i Investigate new varieties of trees for use in the City right-of-way.

2.5B.1j Continue to plant and maintain street trees along the public right-of-way and identify areas which require replanting or replacement trees.

Policy 2.5B.2 Provide a safe and comfortable system of pedestrian and bicycle pathways.

Action Statements

2.5B.2a Continue to maintain City sidewalks and study ways to prevent root damage.

2.5B.2b Consider studying alternatives or modifications to monolithic sidewalks to provide traffic buffers for pedestrians.

2.5B.2c Consider installing street trees next to the curb along major thoroughfares with significant pedestrian activity or in special areas, which would benefit from a unified landscape theme.

2.5B.2d Cooperate in regional efforts to establish a bay trail around San Francisco Bay.

2.5B.2e Consider installing benches on sidewalks where there are shady resting spots or scenic vistas.

Policy 2.5B.3 Minimize elements, which clutter the roadway and look unattractive.

Action Statements

2.5B.3a Maintain the requirements for undergrounding overhead utility wires.

2.5B.3b Maintain and develop programs to achieve more attractive private fencing facing the public right-of-way.

2.5B.3c Continue to work with County and State agencies to choose appropriate colors, textures and landscaping for sound walls on freeways and expressways.

2.5B.3d Encourage soundwall location and design, which emphasizes important gateways into Sunnyvale.

2.5B.3e Maintain a sign ordinance to assure that signage is attractive, compatible with the district and not distracting to motorists.

2.5B.3f Continue to ensure that signage is used to identify businesses rather than advertise them.

Private Development

Goal 2.5C Ensure that buildings and related site improvements for private development are well designed and compatible with surrounding properties and districts.

Policy 2.5C.1 Place a priority on quality architecture and site design which will enhance the image of Sunnyvale and create a vital and attractive environment for businesses, residents and visitors, and be reasonably balanced with the need for economic development to assure Sunnyvale's economic prosperity.

Action Statements

2.5C.1a Continue to improve the design review process by using design professionals on staff and developing design guidelines to direct developers and assist the

City in architectural and site review.

2.5C.1b Consider developing handout and summaries of design policies, guidelines and regulations to assist developers early in the project design process.

2.5C.1c Continue to insure that projects have amenities, which make them attractive and that these features are not sacrificed to maximize development potential.

Policy 2.5C.2 Review site plans to insure the design is compatible with the natural and surrounding built environment.

Action Statements

2.5C.2a Encourage site design, which preserves scenic vistas and maximizes solar orientation for heating and cooling.

2.5C.2b Continue to monitor and develop standards for the preservation of mature trees and landscaping and encourage the preservation of landscaping to be considered early in the site design.

2.5C.2c Continue to require that sites be designed so that the building locations, driveways, parking, exterior mechanical equipment, auxiliary structures and service access areas are attractive and compatible with adjoining properties and the public right-of-way.

2.5C.2d Continue to require that on-site lighting be energy efficient, unobtrusive and located to minimize off-site glare while providing adequate nighttime safety.

2.5C.2e Encourage site plans to be integrated with the adjoining road pattern and at important junctures, provide view corridors into the project or other interesting features which will engage people.

2.5C.2f Continue to review project design to insure minimum noise impacts to adjoining properties and reduce noise impacts from off-site sources, such as traffic.

2.5C.2g Consider studying areas where the street and building setback relationship could be improved.

2.5C.2h Encourage new construction to be compatible with the open space characteristics between buildings in districts or neighborhoods.

2.5C.2i Continue to require landscaped buffers on commercial or residential properties, which provide adequate protection for adjoining residential properties.

2.5C.2j Consider prohibiting wing walls or other blank, high walls on buildings in order to create attractive transition zones between buildings.

2.5C.2k Continue to require the screening of exterior mechanical equipment.

Policy 2.5C.3 Ensure that site design creates places, which are well organized, attractive, efficient and safe.

Action Statements

- 2.5C.3a Encourage sites to have obvious and easy to locate entries.
 - 2.5C.3b Encourage site plans to have a legible organization including focal points and features which provide direction and clarity about the use of the site.
 - 2.5C.3c Encourage multiple family residential projects to have differentiated outdoors spaces, including private entries, which provide individual identity, semi-private transitional spaces and common areas with unrestricted and easy access.
 - 2.5C.3d Encourage integrated site plans which have clear boundaries, similar detailing for all the elements and a complementary relationship with the building.
 - 2.5C.3e Encourage design elements, which are pleasant to the senses.
 - 2.5C.3f Continue to require adequate, attractive, water-wise, drought tolerant and efficiently irrigated landscaping and routinely review landscape standards.
 - 2.5C.3g Consider investigating innovative approaches to parking lot landscaping, which provide shade and vertical relief to large asphalt areas.
 - 2.5C.3h Continue to require full perimeter landscaping around parking lots whenever possible.
 - 2.5C.3i Encourage outdoor areas for relaxation or eating, which are protected from noise and traffic.
 - 2.5C.3j Encourage sites to be designed with a sense of mystery so that the design is interesting and engaging.
 - 2.5C.3k Continue to require visible and attractive artworks for new private development at gateways and on large commercial and industrial properties.
 - 2.5C.3l Encourage reciprocal ingress-egress easements between commercial properties whenever feasible to minimize curb cuts, increase landscaping and improve vehicular safety.
 - 2.5C.3m Continue to require site plans with good public visibility of entries, adequate nighttime lighting, safe on-site circulation systems and quick, unobstructed access routes for fire and police services.
 - 2.5C.3n Continue to require sites plans to be easily navigated by people with handicaps and for some projects consider innovative features in excess of minimum state standards for handicap access.
- Policy 2C.4 Encourage quality architectural design, which improves the City's identity, inspires creativity and heightens individual as well cultural identity.

Action Statements

- 2.5C.4a Encourage easily identified and attractive building entrances, which are oriented to the street.
- 2.5C.4b Consider eliminating floor area ratio restrictions on entrances, which enhance the architecture of the building and cannot be converted to work space.
- 2.5C.4c Require roof elements to wrap around the building so that the element looks integrated and not just pasted on.
- 2.5C.4d Encourage clear glass windows at the pedestrian level for commercial buildings to provide visibility of the activities inside stores and restaurants and visibility of pedestrian activity outside.
- 2.5C.4e Continue to require mechanical equipment to be fully screened and integrated with the architecture of the building.
- 2.5C.4f Encourage building windows to have a shape and spacing consistent with the building style.
- 2.5C.4g Encourage below grade parking to be unobtrusive and integrated with the building architecture by continuing the same materials and colors as the building, screening auto entrances from public view and using landscaping and berming to reestablish a natural relationship with the ground.
- 2.5C.4h Consider developing zoning ordinance standards for minimum depths of below grade parking and avoid at grade parking under buildings.
- 2.5C.4i Encourage buildings with two or more stories to have architectural elements, which create a pedestrian scale on the ground level, such as variations in the textures and materials, differentiated piers and columns, recessed entries and windows, awnings or offset planes.
- 2.5C.4j Avoid tall buildings, which create a tunnel effect and where necessary step the building back above the second level or stagger setbacks on the street.
- 2.5C.4k Encourage buildings to have interesting articulation on all sides through changes in the building plane and height and the addition of elements such as deeply recessed or bay windows, porticos or dormers, which create shadow and texture.
- 2.5C.4l Avoid blank walls on the ends of buildings facing the roadway and provide detail and articulation on these elevations.
- 2.5C.4m Encourage the spacing and size of doors and windows to have a rhythm compatible with the architectural style.
- 2.5C.4n Encourage buildings where each of the building elements, such as windows, roofs and walls, are in proportion with each other.
- 2.5C.4o Encourage high quality, durable materials for buildings, which create texture.
- 2.5C.4p Avoid piecemeal embellishment, frequent changes in materials or materials that are incompatible with the building style.

- 2.5C.4q Encourage exterior building materials to wrap around corners and any change in materials only to be made in locations where there is a change in the building plane or where a change in materials is effectively used to identify the base of the building.
- 2.5C.4r Review building colors in the context of the scale of the building and avoid strong colors, which may be overwhelming at larger scale.
- 2.5C.4s Encourage buildings where all of the design elements, such as colors, materials, style and ornamentation are unified and create cohesive, attractive and distinctive architecture.

Policy 2C.5 Ensure that buildings are appropriate to their context and designed to be compatible with surrounding properties and special districts.

Action Statements

- 2.5C.5a Encourage new construction to be consistent with the horizontal or vertical building orientation or building shape of special districts or streetscapes.
- 2.5C.5b Encourage roof styles, which are similar to surrounding buildings or unique districts.
- 2.5C.5c Avoid buildings, which do not have a similar scale or height as surrounding properties, except at gateways or for landmark structures.
- 2.5C.5d Consider studying floor area ratio limitations for residential and commercial districts.
- 2.5C.5e Avoid building colors, which are not compatible with adjoining properties or special districts.
- 2.5C.5f Encourage new construction to be designed so that it minimizes the impact on the privacy of adjoining residential properties.
- 2.5C.5g Avoid tall buildings, which substantially shade adjoining residential properties.
- 2.5C.5h Continue to require additional setbacks for new construction when necessary to preserve the light, air, views and privacy of adjoining residential properties.

Public Facilities

Goal 2.5D Provide public facilities which are accessible, attractive and add to the enjoyment of the physical environment.

Policy 2.5D.1 Ensure that Sunnyvale's public facilities are easily identified, accessible, attractive and representative of the community's values and aspirations.

Action Statements

- 2.5D.1a Consider implementing a comprehensive sign program for public facilities and City of Sunnyvale entry signs, which may include maps to show the location of City facilities.
 - 2.5D.1b Establish a consistent design vocabulary for all public signage including fixture type, lettering, colors, symbols and logos.
 - 2.5D.1c Consider providing for the use of well designed banners for City events, holidays and other special occasions.
 - 2.5D.1d Consider implementing ways to increase the visibility of the Civic Center on Mathilda Avenue and El Camino Real and consider better identification for the Community Center along Remington Avenue.
- Policy 2.5D.2 Maintain beautiful and comfortable outdoor public places which provide a shared sense of ownership and belonging for Sunnyvale residents, business owners and visitors.

Action Statements

- 2.5D.2a Continue to provide public parks where people can enjoy nature, exercise, socialize and relax.
- 2.5D.2b Continue to provide courtyards and public plazas around City buildings and encourage at least one large plaza downtown.
- 2.5D.2c Encourage public courtyards and plazas to have comfortable, shady places to sit, protection from automobile noise and fumes, defined boundaries and, where appropriate, water elements and artworks.
- 2.5D.2d Choose water elements, such as fountains or water sculptures, which will look attractive when water is not available because of drought conditions.
- 2.5D.2e Continue to acquire public artworks, which contribute to the public identity of outdoor places and provide pleasure and enrichment for Sunnyvale residents.
- 2.5D.2g Encourage selection of public artworks, which have a broad appeal and capture the aspirations or social and cultural heritage of the community.
- 2.5D.2h Insure that some public artworks are meant for children and for touching and playing.
- 2.5D.2i Insure that the scale and subject of public art is appropriate to its location.
- 2.5D.2j Encourage some commercial activities in public plazas downtown.

2.5D.2k Continue to encourage pedestrian and commercial activity on the sidewalks of the historic 100 block of Murphy Avenue.

2.5D.2l Encourage new redevelopment downtown to be oriented to increase the visibility and use of the small courtyard on Washington Avenue by the parking structure.

2.5D.2m Support the parking assessment district downtown.

2.5D.2n Encourage below grade parking downtown and avoid parking structures, which hide important buildings and districts or block the view into the downtown from major roadways.

Policy 2.5D.3 Work with outside government agencies to achieve attractive public and quasi-public facilities consistent with the quality of development in Sunnyvale.

Action Statements

2.5D.3a Encourage adequate, attractive and legible signage for public and quasi-public facilities not owned by Sunnyvale.

2.5D.3b Cooperate with the Santa Clara Water District to develop programs to improve the appearance of flood control channels and drainage swales.

2.5D.3c Cooperate with the City and County of San Francisco on improvements to the Hetch Hetchy right-of-way to make better use of this large open space area.

2.5D.3d Encourage PG&E and Southern Pacific Railroad to improve the appearance of transmission line easements and the railroad lines.

Community Condition Indicators**Open Space Sub-Element - 2.2**

		<u>2000/2001</u>	<u>2001/2002</u>		<u>2002/2003</u>	
		<u>Actual</u>	<u>Actual</u>	<u>% Change</u>	<u>Projected</u>	<u>% Change</u>
2.2.1	City population	133,215	132,825	-0.3%	132,825	0.0%
2.2.2	Total open space acreage	847	847	0.0%	847	0.0%
2.2.3	Open space acreage per 1,000 people	6.4	6.4	0.0%	6.4	0.0%
2.2.4	Regional park acreage	177	177	0.0%	177	0.0%
2.2.5	Neighborhood parks acreage	145	145	0.0%	145	0.0%
2.2.6	Athletic fields acreage	258	258	0.0%	258	0.0%
2.2.7	Special use facility acreage	267	267	0.0%	267	0.0%
2.2.8	Open space by Neighborhood Planning Area					
	Serra	45	45	0.0%	45	0.0%
	Ortega	60	60	0.0%	60	0.0%
	Raynor	68	68	0.0%	68	0.0%
	DeAnza	86	86	0.0%	86	0.0%
	Washington	25	25	0.0%	25	0.0%
	Ponderosa	62	62	0.0%	62	0.0%
	West Murphy	174	174	0.0%	174	0.0%
	East Murphy	36	36	0.0%	36	0.0%
	Lakewood	291	291	0.0%	291	0.0%

Based on Association of Bay Area Governments (ABAG) projections.

Community Condition Indicators

Housing & Community Revitalization Sub-Element - 2.3

		2000/2001	2001/2002		2002/2003	
		Actual	Actual	% Change	Projected	% Change
<u>Construction</u>						
2.3.3	New Construction Total					
	Market Rate Single Family (Attached and Detached)	191	165	-13.6%	165	0.0%
	Market Rate Multi-Family Units	1,100	900	-18.2%	900	0.0%
	Moderate Income*	5	N/A	N/A	N/A	N/A
	Low Income*	41	N/A	N/A	N/A	N/A
	Very Low Income (# of units completed) (Stoney Pine)**	0	23	100.0%	24	4.3%
<u>Rehabilitation</u>						
2.3.4	Total Units Rehabilitated					
	Private Rehabilitation Permits and Code and Code Enforcement	1,793	1,763	-1.7%	1,763	0.0%
	Assisted Rehabilitation (All housing improvement programs)***	73	70	-4.1%	65	-7.1%
<u>Conservation</u>						
2.3.5	Total Units Conserved					
	SRO hotel units preserved	312	312	0.0%	312	0.0%
	Mobile Home Park units preserved	3,359	3,359	0.0%	3,359	0.0%
	Apartments preserved	32	32	0.0%	32	0.0%
	Subsidized Units*	2,400	N/A	N/A	N/A	N/A
	Low and very low income rentals preserved through Mortgage Revenue Bonds					
	Meadows	67	67	0.0%	65	-3.0%
	Briarwood	39	39	0.0%	39	0.0%
	The Grove	44	44	0.0%	44	0.0%
	Federal Funding (includes BMR and At-Risk)	1897	1920	1.2%	1955	1.8%
	Section 8	514	514	0.0%	514	0.0%

* Deleted - unable to track.

** Includes acquisition of market rate converted to low income.

*** Number of low income units assisted.

Community Condition Indicators

Seismic Safety Sub-Element - 2.4

		2000/2001	2001/2002		2002/2003	
		Actual	Actual	% Change	Projected	% Change
2.4.1	Percent of habitable land subject to a 100 year flood	4.3%	4.3%	0.0%	4.3%	0.0%
2.4.2	Percentage of housing stock over 25 years of age	88%	88%	0.0%	89%	1.1%
2.4.3	Number of hazardous materials spills incidents	5	4	-20.0%	3	-25.0%
2.4.4	Number of facilities requiring hazardous materials storage permits	669	675	0.9%	675	0.0%
2.4.5	Number of facilities requiring toxic gas permits	21	21	0.0%	21	0.0%
2.4.6	Number of active SNAP neighborhood groups	N/A*	N/A*	N/A	N/A	N/A
2.4.7	Number of businesses assisted with emergency preparedness planning (SEPO started in Oct. 90)	N/A*	N/A*	N/A	N/A	N/A
2.4.8	Percentage of roadway overcrossings meeting current seismic standards	96%	96%	0.0%	96%	0.0%

* Unknown - department in the process of restructure.

Community Condition Indicators Community Design Sub-Element - 2.5		2000/2001	2001/2002		2002/2003	
		Actual	Actual	% Change	Projected	% Change
<u>Development Trends</u>						
2.5.1	Acres of Vacant Land	86	86	0.5%	86	0.0%
2.5.2	Housing Construction - New units issued					
	SFD detach	30	20	-33.3%	20	0.0%
	SFD attach - condo-townhomes	0	100	N/A	50	-50.0%
	Duplex	0	0	N/A	0	N/A
	Multi-Family	31	5	-83.9%	5	0.0%
2.5.3	Percentage of Building Permits on Redeveloped Property	100%	25%	-75.0%	20%	-20.0%
<u>The City's Image</u>						
2.5.4	Number of Gateway Improvements	0	0	N/A	0	N/A
2.5.5	Number of Historic Landmarks and Districts	9	11	22.2%	12	9.1%
2.5.6	Areas with Specific Plans	8	8	0.0%	9	12.5%
2.5.7	Number of Design Guideline documents and areas with special landscaping standards	7	7	0.0%	8	14.3%
<u>The View from the Road</u>						
2.5.8	Acres of Public Landscaping on the Roadway	69	69	0.0%	69	0.0%
2.5.9	Number of Roads with Median Landscaping	21	21	0.0%	21	0.0%
2.5.10	Number of Street Trees	36,341	36,580	0.7%	36,705	0.3%
<u>Private Development</u>						
2.5.11	Total Number of Approved Artworks on Private Property	11	43	290.9%	35	-18.6%
<u>Public Facilities</u>						
2.5.12	Number of Parks and Recreation Centers*	N/A	N/A	N/A	N/A	N/A
2.5.13	Acres of Parks and Recreation Facilities	847	847	0.0%	847	0.0%
2.5.14	Number of Open Schools					
	Elementary	12	12	0.0%	12	0.0%
	Junior High	4	4	0.0%	4	0.0%
	High School	1	1	0.0%	1	0.0%
2.5.15	Acres of State and Federal Facilities within the Urban Service Area	1,739	1,739	0.0%	1,739	0.0%

* Suggested for removal from Sub-Element.

**City of Sunnyvale
Program Performance Budget**

Program 215 - Roadside and Median Right-of-Way Services

Program Outcome Statement

Promote the safety, environmental quality and aesthetics of City roadsides, medians and right-of-ways for residents, visitors and the business community by:

- Maintaining safe and functional roadway medians, sidewalks, curbs, gutters and other City owned right-of-ways,
- Maintaining roadway trees and non-facility landscapes to provide shade, wind/visual screening and keep roadsides free of debris to enhance environmental quality, and
- Providing clean and aesthetically pleasing City streets, right-of-ways and non-facility landscape areas.

So that:

<u>Program Outcome Measures</u>	<u>Weight</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* The number of roadside, median and right-of-way related safety claims is at or below the previous three year average. - Number	5	35.00	35.00
* A quarterly survey conducted by staff achieves a rating that "meets" or "exceeds" the City standard for quality, functionality and aesthetics of the Roadside and Median Right-of-Way areas from service delivery plans within the program. - Percent	4	80.00%	80.00%
* New and redeveloped landscapes shall incorporate environmentally friendly components such as low water usage plant material, sensible irrigation methodology and integrated pesticide programs 80% of the time as indicated by market availability and quarterly surveys. - Percent	3	80.00%	80.00%
* Street sweeping/easement requests and/or complaints are responded to within two working days 90% of the time. - Percent	3	95.00%	90.00%
* A customer approval rating of 75% is achieved based on condition, appearance and timely response of City roadside, median and right-of-way services. - Rating	3	90.00%	75.00%
* The Budget/Cost Ratio (planned cost divided by actual cost) is 1.0. - Ratio	4	1.00	1.00

**City of Sunnyvale
Program Performance Budget**

Program 215 - Roadside and Median Right-of-Way Services

Service Delivery Plan 21501 - Roadway and Median Streetscapes Management

Provide safe functional roadway median streetscapes that enhance the aesthetics and environmental quality of the City in a cost effective manner by:

- Maintaining roadway median hardscapes, plant material areas and irrigation systems,
- Providing weed abatement and litter control on roadside and median areas, and
- Maintaining landscape maintenance contracts at City facilities, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* Median hardscape, plant material areas and irrigation systems achieve a rating of 75% based on quarterly quality surveys conducted by staff. - Percent	80.00%	75.00%
* Weeds and litter are controlled in median and roadside areas achieving a rating of 75% based on quarterly quality surveys conducted by staff. - Percent	80.00%	75.00%
* Landscape maintenance at City facilities achieves a rating of 75% based on quarterly quality surveys conducted by two members of staff. - Percent	80.00%	75.00%
* A customer satisfaction rating of 80% is achieved based on condition, appearance and timely response of City roadside, median and right-of-way areas. - Rating	90.00%	80.00%

**City of Sunnyvale
Program Performance Budget**

Program 215 - Roadside and Median Right-of-Way Services

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 215000 - Streetscape Route Inspection				
Product: A Route Inspection Performed				
FY 2002/2003 Current	\$41,057.18	702.00	926.30	\$58.49
FY 2003/2004 Adopted	\$12,652.86	180.00	249.50	\$70.29
Activity 215010 - Provide Streetscape Utilities				
Product: A Utility Unit Consumed				
FY 2002/2003 Current	\$50,572.11	46,035.00	2.00	\$1.10
FY 2003/2004 Adopted	\$51,133.35	46,035.00	2.00	\$1.11
Activity 215020 - Streetscape Irrigation Management				
Product: Irrigation Service Performed				
FY 2002/2003 Current	\$96,277.77	2,786.00	2,320.00	\$34.56
FY 2003/2004 Adopted	\$82,007.83	2,046.00	1,723.00	\$40.08
Activity 215030 - Service Annual Color Enhancements				
Product: A Square Yard Serviced				
FY 2002/2003 Current	\$36,115.32	3,924.00	739.50	\$9.20
FY 2003/2004 Adopted	\$0.00	0.00	0.00	\$0.00
Activity 215040 - Service Streetscape Trees				
Product: A Tree Serviced				
FY 2002/2003 Current	\$69,003.04	1,131.00	1,579.00	\$61.01
FY 2003/2004 Adopted	\$65,596.55	1,036.00	1,437.00	\$63.32
Activity 215050 - Service Streetscape Shrubs				
Product: A Shrub Serviced				
FY 2002/2003 Current	\$159,708.59	16,763.00	4,023.50	\$9.53
FY 2003/2004 Adopted	\$151,533.38	14,889.00	3,645.50	\$10.18

**City of Sunnyvale
Program Performance Budget**

Program 215 - Roadside and Median Right-of-Way Services

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 215060 - Streetscape Weed Control				
Product: Square Yard				
FY 2002/2003 Current	\$131,918.27	4,980,580.00	3,676.00	\$0.03
FY 2003/2004 Adopted	\$130,379.39	4,246,099.00	3,424.00	\$0.03
Activity 215070 - Streetscape Litter/Debris Control				
Product: Square Yard				
FY 2002/2003 Current	\$132,799.58	4,912,107.00	3,799.00	\$0.03
FY 2003/2004 Adopted	\$132,982.36	4,246,099.00	3,578.00	\$0.03
Activity 215080 - Service Streetscape Ground Cover				
Product: A Square Yard of Streetscape Area Serviced				
FY 2002/2003 Current	\$168,622.93	1,228,043.50	4,430.50	\$0.14
FY 2003/2004 Adopted	\$146,043.60	1,094,250.00	3,663.50	\$0.13
Activity 215090 - Service Hardscape Areas				
Product: A Square Yard of Hardscape Area				
FY 2002/2003 Current	\$52,766.35	884,348.00	1,245.50	\$0.06
FY 2003/2004 Adopted	\$41,010.48	489,092.00	970.50	\$0.08
Activity 215100 - Miscellaneous Streetscape Services				
Product: Work Hours				
FY 2002/2003 Current	\$37,320.36	882.00	882.00	\$42.31
FY 2003/2004 Adopted	\$20,530.25	460.00	460.00	\$44.63
Activity 215110 - Monitor Contractual Landscape Maintenance				
Product: A Square Yard of Area Maintained				
FY 2002/2003 Current	\$30,878.14	318,058.00	142.00	\$0.10
FY 2003/2004 Adopted	\$52,838.02	318,058.00	1,151.00	\$0.17

**City of Sunnyvale
Program Performance Budget**

Program 215 - Roadside and Median Right-of-Way Services

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 215120 - Operational Training				
Product: Work Hours				
FY 2002/2003 Current	\$29,195.26	693.00	693.00	\$42.13
FY 2003/2004 Adopted	\$26,173.60	582.00	582.00	\$44.97
Activity 215130 - Streetscape Program Operation				
Product: Work Hours				
FY 2002/2003 Current	\$57,380.52	1,105.00	1,105.00	\$51.93
FY 2003/2004 Adopted	\$60,860.50	1,095.00	1,095.00	\$55.58
Activity 215140 - Streetscape Program Management				
Product: Work Hours				
FY 2002/2003 Current	\$118,643.83	1,735.00	1,735.00	\$68.38
FY 2003/2004 Adopted	\$123,326.11	1,735.00	1,735.00	\$71.08
Activity 215170 - Monitor Contractual Landscape Maintenance for Multimodal				
Product: A Work Hour				
FY 2002/2003 Current	\$0.00	0.00	0.00	\$0.00
FY 2003/2004 Adopted	\$103,758.61	354.50	354.50	\$292.69
Totals for Service Delivery Plan 21501:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$1,212,259.25		27,298.30	
FY 2003/2004 Adopted	\$1,200,826.89		24,070.50	

**City of Sunnyvale
Program Performance Budget**

Program 215 - Roadside and Median Right-of-Way Services

Service Delivery Plan 21502 - Roadway Tree Management

Provide and maintain roadway trees that enhance the aesthetics, environmental quality and safety of the City by:

- Providing pruning to promote structural integrity and moderate the potential of branch/trunk failure of all inventoried street trees in a manner consistent with International Society of Arboricultural standards, and
- Preserving and sustaining the roadway tree population, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* The entire inventory of street trees is on average pruned or inspected every five-and-one-half (5.5) years and has structural integrity rating of two-and-one-half (2.5) or greater on a scale of one to five (one being the highest). - Rating	3.00	2.50
* 90% or more of street trees pruned in the current fiscal year comply with International Society of Arboriculture pruning standards. - Percent	90.00%	90.00%
* 90% of service request prunings are completed within ten weeks of determination of need. - Percent	95.00%	90.00%
* The population of street trees is sustained at 90% or more of the available planting sites by placement of the new tree sites on new developments and existing sites within one year from determination. - Percent	90.00%	90.00%
* A customer satisfaction rating of 75% is achieved based on condition, appearance and timely response of City roadside, median and right-of-way areas. - Rating	90.00%	75.00%

**City of Sunnyvale
Program Performance Budget**

Program 215 - Roadside and Median Right-of-Way Services

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 215300 - Respond to, Investigate and Evaluate Tree Service Requests				
Product: A Service Request				
FY 2002/2003 Current	\$87,080.12	2,400.00	1,380.00	\$36.28
FY 2003/2004 Adopted	\$68,750.64	2,010.00	1,160.00	\$34.20
Activity 215310 - Scheduled Structural Tree Pruning				
Product: A Tree Pruned				
FY 2002/2003 Current	\$567,217.49	7,780.00	14,150.00	\$72.91
FY 2003/2004 Adopted	\$572,857.40	6,454.00	11,739.00	\$88.76
Activity 215320 - Service Request Pruning				
Product: A Tree Pruned				
FY 2002/2003 Current	\$106,146.75	1,105.00	1,990.00	\$96.06
FY 2003/2004 Adopted	\$82,016.98	870.00	1,210.00	\$94.27
Activity 215330 - Quarterly Structural Integrity Survey				
Product: A Survey Conducted				
FY 2002/2003 Current	\$4,536.14	4.00	90.00	\$1,134.04
FY 2003/2004 Adopted	\$2,980.36	4.00	50.00	\$745.09
Activity 215340 - Hazardous Tree Removal				
Product: A Tree Removed				
FY 2002/2003 Current	\$108,993.11	350.00	2,270.00	\$311.41
FY 2003/2004 Adopted	\$94,526.26	350.00	1,216.00	\$270.08
Activity 215350 - Roadside Tree Planting				
Product: A Tree Planted				
FY 2002/2003 Current	\$58,503.45	350.00	1,094.00	\$167.15
FY 2003/2004 Adopted	\$60,351.77	350.00	635.00	\$172.43

**City of Sunnyvale
Program Performance Budget**

Program 215 - Roadside and Median Right-of-Way Services

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 215360 - Quarterly Roadway Tree Inventory Survey				
Product: A Survey Conducted				
FY 2002/2003 Current	\$4,536.14	4.00	90.00	\$1,134.04
FY 2003/2004 Adopted	\$2,980.36	4.00	50.00	\$745.09
Activity 215370 - Roadway Tree Watering				
Product: A Tree Watered				
FY 2002/2003 Current	\$51,762.33	13,850.00	1,325.00	\$3.74
FY 2003/2004 Adopted	\$24,756.45	4,500.00	470.00	\$5.50
Activity 215380 - Roadway Tree Pest Mitigation				
Product: A Tree Pest Mitigation				
FY 2002/2003 Current	\$21,736.64	650.00	335.00	\$33.44
FY 2003/2004 Adopted	\$3,762.81	0.00	0.00	\$0.00
Activity 215390 - Roadway Tree Root Mitigation				
Product: Tree Root(s) Mitigated				
FY 2002/2003 Current	\$47,139.69	100.00	1,050.00	\$471.40
FY 2003/2004 Adopted	\$5,419.82	0.00	0.00	\$0.00
Activity 215400 - Administration				
Product: Work Hours				
FY 2002/2003 Current	\$420,244.48	6,431.00	6,431.00	\$65.35
FY 2003/2004 Adopted	\$341,379.84	6,175.00	6,175.00	\$55.28
Totals for Service Delivery Plan 21502:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$1,477,896.34		30,205.00	
FY 2003/2004 Adopted	\$1,259,782.69		22,705.00	

**City of Sunnyvale
Program Performance Budget**

Program 215 - Roadside and Median Right-of-Way Services

Service Delivery Plan 21503 - Concrete Maintenance

Provide pedestrian safe sidewalks, roadway tree and root protection/control and effective curb/gutter systems by:

- Identifying and mitigating sidewalk displacements,
- Identifying and mitigating tree root/concrete conflicts, and
- Ensuring curb and gutter systems provide proper drainage for urban runoff management, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* One tenth of all public right-of-way sidewalks are surveyed for defects requiring repair each year. - Number of Lineal Feet	200,000.00	0.00
* Sidewalks are, from notification/discovery, temporarily ramp patched to mitigate immediate tripping hazards within three working days for displacement greater than one inch or within one day of a trip and fall report 95% of the time. - Percent	95.00%	95.00%
* Sidewalks with displacement less than one inch are milled to level within 30 days from discovery/notification 90% of the time. - Percent	90.00%	90.00%
* Tree root damage by street trees is mitigated on right-of-way concrete and private concrete in order to protect the vigor, health and stability of the conflicting tree while protecting the concrete. Sidewalk, curb and gutter areas identified as requiring replacement are replaced within the next three fiscal years 80% of the time. Tree root control measures are implemented as necessary. - Percent	95.00%	80.00%
* A customer satisfaction rating of 60% is achieved based on condition, appearance and timely response of City roadside, median and right-of-way areas. - Rating	90.00%	60.00%

**City of Sunnyvale
Program Performance Budget**

Program 215 - Roadside and Median Right-of-Way Services

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 215500 - Survey City Sidewalk				
Product: A Sidewalk Surveyed				
FY 2002/2003 Current	\$23,875.12	200,000.00	555.00	\$0.12
FY 2003/2004 Adopted	\$0.00	0.00	0.00	\$0.00
Activity 215510 - Investigate Request for Service				
Product: A Service Request Completed				
FY 2002/2003 Current	\$25,050.67	665.00	580.00	\$37.67
FY 2003/2004 Adopted	\$35,987.23	665.00	735.00	\$54.12
Activity 215520 - Investigate Claims for Risk and Insurance				
Product: A Claim Investigated				
FY 2002/2003 Current	\$2,742.46	10.00	25.00	\$274.25
FY 2003/2004 Adopted	\$1,431.31	10.00	25.00	\$143.13
Activity 215530 - Make Temporary Repairs to Sidewalks				
Product: A Sidewalk Site Ramped				
FY 2002/2003 Current	\$18,495.43	600.00	500.00	\$30.83
FY 2003/2004 Adopted	\$38,254.10	600.00	1,176.00	\$63.76
Activity 215540 - Grind Sidewalk Displacements				
Product: A Sidewalk Site Ground				
FY 2002/2003 Current	\$115,856.19	1,465.00	3,310.00	\$79.08
FY 2003/2004 Adopted	\$125,967.20	1,950.00	3,310.00	\$64.60
Activity 215550 - Remove Parkway Concrete				
Product: A Parkway Concrete Removed				
FY 2002/2003 Current	\$20,282.95	600.00	597.00	\$33.80
FY 2003/2004 Adopted	\$22,069.35	500.00	597.00	\$44.14

**City of Sunnyvale
Program Performance Budget**

Program 215 - Roadside and Median Right-of-Way Services

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 215560 - Install Root Control at Sidewalk Sites with Roots				
Product: A Sidewalk Root Control Material Installed				
FY 2002/2003 Current	\$65,956.26	8,500.00	1,983.00	\$7.76
FY 2003/2004 Adopted	\$71,746.23	1,100.00	1,983.00	\$65.22
Activity 215570 - Install Root Control at Curb and Gutter Sites with Roots				
Product: A Curb and Gutter Root Control Material Installed				
FY 2002/2003 Current	\$24,765.12	275.00	370.00	\$90.05
FY 2003/2004 Adopted	\$25,502.44	350.00	370.00	\$72.86
Activity 215580 - Remove and Replace Sidewalk by Contract				
Product: A Sidewalk Replaced				
FY 2002/2003 Current	\$342,187.01	50,000.00	415.00	\$6.84
FY 2003/2004 Adopted	\$322,240.37	39,400.00	410.00	\$8.18
Activity 215590 - Remove and Replace of Curbs and Gutters by Contract				
Product: A Curb and Gutter Replaced				
FY 2002/2003 Current	\$253,916.75	8,500.00	980.00	\$29.87
FY 2003/2004 Adopted	\$160,835.41	4,100.00	500.00	\$39.23
Activity 215600 - Administration				
Product: A Work Hour				
FY 2002/2003 Current	\$227,325.25	3,912.00	3,912.00	\$58.11
FY 2003/2004 Adopted	\$204,858.25	3,792.00	3,792.00	\$54.02
Totals for Service Delivery Plan 21503:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$1,120,453.21		13,227.00	
FY 2003/2004 Adopted	\$1,008,891.89		12,898.00	

**City of Sunnyvale
Program Performance Budget**

Program 215 - Roadside and Median Right-of-Way Services

Service Delivery Plan 21504 - Street and Easement Cleanliness and Safety

Maintain the cleanliness of City streets and easements in a safe, cost-effective and efficient manner by:

- Sweeping City streets, City parking lots and clean and maintain easements, and
- Removing graffiti on City property in a timely manner, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* Street sweeping/easement requests and complaints are responded to within two working days 90% of the time. - Percent	95.00%	90.00%
* The number of safety related claims generated by debris on City streets and easements is at or below three year average. - Number	1.00	1.00
* Emergency debris calls are responded to within three hours of notification 95% of the time. - Percent	95.00%	95.00%
* Graffiti obscenities are removed within one working day after notification 95% of the time. - Percent	95.00%	95.00%
* A customer satisfaction rating of 75% is achieved based on condition, appearance and timely response of City roadside, median and right-of-way areas. - Rating	90.00%	75.00%

**City of Sunnyvale
Program Performance Budget**

Program 215 - Roadside and Median Right-of-Way Services

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 215660 - Sweep Curb Miles				
Product: Miles Swept				
FY 2002/2003 Current	\$367,829.64	14,800.00	5,727.00	\$24.85
FY 2003/2004 Adopted	\$262,041.47	10,148.00	3,927.00	\$25.82
Activity 215670 - Sweep Parking Lots				
Product: Lots Swept				
FY 2002/2003 Current	\$21,960.17	940.00	340.00	\$23.36
FY 2003/2004 Adopted	\$22,882.63	940.00	340.00	\$24.34
Activity 215680 - Pick Up Leaves				
Product: Cubic Yards				
FY 2002/2003 Current	\$24,566.33	1,800.00	400.00	\$13.65
FY 2003/2004 Adopted	\$25,557.94	1,800.00	400.00	\$14.20
Activity 215710 - Clean Roadsides and Easements				
Product: Occasions				
FY 2002/2003 Current	\$19,893.21	150.00	310.00	\$132.62
FY 2003/2004 Adopted	\$11,063.49	77.00	160.00	\$143.68
Activity 215720 - Clean Walkways				
Product: Locations				
FY 2002/2003 Current	\$20,148.25	288.00	340.00	\$69.96
FY 2003/2004 Adopted	\$14,879.46	203.00	240.00	\$73.30
Activity 215730 - Graffiti				
Product: Locations				
FY 2002/2003 Current	\$116,602.59	1,400.00	1,500.00	\$83.29
FY 2003/2004 Adopted	\$117,737.85	1,400.00	1,500.00	\$84.10

**City of Sunnyvale
Program Performance Budget**

Program 215 - Roadside and Median Right-of-Way Services

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 215740 - Repair Walkways, Guardrails, Barricades and Fences				
Product: Locations				
FY 2002/2003 Current	\$26,531.06	33.00	215.00	\$803.97
FY 2003/2004 Adopted	\$27,193.11	33.00	215.00	\$824.03
Activity 215750 - Maintenance and Repair for Facilities and Equipment				
Product: Work Hours				
FY 2002/2003 Current	\$26,696.90	430.00	430.00	\$62.09
FY 2003/2004 Adopted	\$27,784.12	430.00	430.00	\$64.61
Activity 215760 - Supervision				
Product: Work Hours				
FY 2002/2003 Current	\$63,564.33	820.00	820.00	\$77.52
FY 2003/2004 Adopted	\$65,819.79	820.00	820.00	\$80.27
Activity 215770 - Support				
Product: Work Hours				
FY 2002/2003 Current	\$22,028.13	400.00	400.00	\$55.07
FY 2003/2004 Adopted	\$22,901.22	400.00	400.00	\$57.25
Activity 215780 - Training				
Product: Work Hours				
FY 2002/2003 Current	\$8,073.58	125.00	125.00	\$64.59
FY 2003/2004 Adopted	\$8,412.73	125.00	125.00	\$67.30
Activity 215700 - Remove Debris from Streets				
Product: Occasions				
FY 2002/2003 Current	\$41,968.86	250.00	550.00	\$167.88
FY 2003/2004 Adopted	\$43,329.01	250.00	550.00	\$173.32

**City of Sunnyvale
Program Performance Budget**

Program 215 - Roadside and Median Right-of-Way Services

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 215690 - Haul Sweepings				
Product: Cubic Yards				
FY 2002/2003 Current	\$8,791.88	10,000.00	140.00	\$0.88
FY 2003/2004 Adopted	\$9,153.20	10,000.00	140.00	\$0.92
Totals for Service Delivery Plan 21504:	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$768,654.93		11,297.00	
FY 2003/2004 Adopted	\$658,756.02		9,247.00	
Totals for Program 215:				
FY 2002/2003 Current	\$4,579,263.73		82,027.30	
FY 2003/2004 Adopted	\$4,128,257.49		68,920.50	

**City of Sunnyvale
Program Performance Budget**

Program 221 - Baylands Park

Program Outcome Statement

Preserve 105 acres of federally-protected seasonal wetlands, improve the physical and mental well-being of regional residents and the business community while providing relief from the urban environment with 80.5 acres of hazard-free, attractive and usable landscaping and outdoor recreational opportunities consistent with the protection of adjacent wetlands by:

- regulatory compliance, multi-jurisdictional cooperation and public education,
- the maintenance and replacement of landscaping in the form of turf, trees and ground covers,
- the maintenance and replacement of recreational facilities, including, but not limited to, picnic sites, playgrounds, multi-purpose fields, walking/jogging and bike paths, and
- the maintenance and replacement of support facilities, including, but not limited to, restrooms, maintenance yard/building, parking lots, drinking fountains, benches, bike racks, bollards, dumpsters and their enclosures, fences and gates, signage, pay phones and waste containers.

So that:

<u>Program Outcome Measures</u>	<u>Weight</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* Baylands Park is hazard-free, with accidents attributable to unsafe park conditions limited to the prior three year average. - Number of Accidents	5	0.00	2.00
* Staff survey results indicate open space amenities meet 60% of Parks Division standards for attractiveness. - Percentage of Standards	4	94.00%	60.00%
* Staff survey results indicate open space amenities meet 65% of Parks Division standards for usability. - Percentage of Standards	4	95.00%	65.00%
* The Budget/Cost Ratio (planned cost divided by actual) is at 1.0. - Ratio	4	1.00	1.00
* Customer satisfaction with park safety, attractiveness and usability is at 70%. - Rating	2	90.00%	70.00%
* Seasonal wetlands and native landscapes are free of uncontained litter and debris 80% of the time and provide scenic beauty and habitat value. - Percentage of Time	2	95.00%	80.00%

**City of Sunnyvale
Program Performance Budget**

Program 221 - Baylands Park

Notes

1. Attractiveness and usability further defined at the service delivery plan level.
2. The three-year average for accidents attributable to unsafe conditions is zero because no accidents have been reported.
3. The Department of Parks and Recreation is aided by an internal manual describing calculations behind outcome data.

**City of Sunnyvale
Program Performance Budget**

Program 221 - Baylands Park

Service Delivery Plan 22101 - Landscaping for Baylands Park

Improve the mental well-being of regional residents and the business community by:

-providing visual relief from the urban environment through the maintenance and replacement of landscaping in the form of turf, trees and ground covers, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* Landscapes are hazard-free, with accidents attributable to unsafe landscaping conditions (trees, turf, ground covers) limited to the prior three year average. - Number of Accidents	0.00	2.00
* Landscapes meet 60% of all Parks Division standards for attractiveness, so that: A. Turf: - Is a medium to dark green, mowed to a height between two and one-half and three and one-half inches. - Is dense, with consistent texture. - Has defined boundaries. B. Planted landscaped areas: - Are free of uncontained litter and debris and may contain some weeds. - Trees display form common to the species, with no stubs, dead "flags" or other unsightly distractions. - Stumps are not visible. - Naturalized ground covers are healthy with seasonal changes in appearance. - Plants are healthy with a good display of color in the appropriate season. - Percentage of Standards	94.00%	60.00%
* Landscapes meet 65% of all Parks Division standards for usability, so that: - Lawns are capable of supporting all permitted activities. There are no areas unsuitable for use. - Trees planted for a specific reason (e.g., visual screens, noise barriers, or summer shade) serve the intended purpose. - Percentage of Standards	95.00%	65.00%
* Customer satisfaction with park safety, attractiveness and usability is at 70%. - Rating	90.00%	70.00%

**City of Sunnyvale
Program Performance Budget**

Program 221 - Baylands Park

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 221000 - Maintain and Replace Turf				
Product: One Acre Maintained				
FY 2002/2003 Current	\$108,319.09	18.00	2,074.06	\$6,017.73
FY 2003/2004 Adopted	\$103,382.30	18.00	2,002.80	\$5,743.46
Activity 221010 - Maintain and Replace Trees and Shrubs				
Product: One Tree/Shrub Maintained				
FY 2002/2003 Current	\$54,906.20	3,351.00	1,078.26	\$16.39
FY 2003/2004 Adopted	\$54,264.14	3,351.00	1,041.20	\$16.19
Activity 221020 - Maintain and Replace Ground Cover				
Product: One Acre Maintained				
FY 2002/2003 Current	\$85,745.61	44.00	1,793.71	\$1,948.76
FY 2003/2004 Adopted	\$79,033.22	44.00	1,548.33	\$1,796.21
Totals for Service Delivery Plan 22101:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$248,970.90		4,946.03	
FY 2003/2004 Adopted	\$236,679.66		4,592.33	

**City of Sunnyvale
Program Performance Budget**

Program 221 - Baylands Park

Service Delivery Plan 22102 - Recreational Facilities for Baylands

Improve the physical and mental well-being of regional residents and the business community and support Leisure Services activities for dependent and non-dependent populations by:

-providing outdoor recreational opportunities through the maintenance and replacement of outdoor recreational facilities consistent with the protection of adjacent wetlands, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* Recreational facilities are hazard-free, with accidents attributable to unsafe recreational facility conditions limited to the prior three year average. - Number of Accidents	0.00	2.00
* Recreational facilities meet 60% of all Parks Division standards for attractiveness, so that: - Facilities are clean and free of graffiti, signs of vandalism, litter and weeds, - Surfaces are properly sealed and/or painted where applicable, and - Playgrounds are bright and colorful, where appropriate. - Percentage of Standards	94.00%	60.00%
* Recreational facilities meet 65% of all Parks Division standards for usability, so that: - Picnic areas, playgrounds and walking, jogging and bike paths are in good repair, secure, clean and functional according to their intended purpose, - Fields are capable of supporting all permitted activities. There are no areas unsuitable for use, - Other amenities are available seven days a week, 6 a.m. to 9 p.m., unless otherwise signed or authorized by City permit, and - Park rules are clearly posted and/or made available at each pedestrian and vehicular entrance. - Percentage of Standards	95.00%	65.00%
* Customer satisfaction with park safety, attractiveness and usability is at 70%. - Rating	90.00%	70.00%

**City of Sunnyvale
Program Performance Budget**

Program 221 - Baylands Park

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 221150 - Maintain and Replace Play Areas				
Product: One Play Structure Maintained				
FY 2002/2003 Current	\$68,772.64	41.00	1,490.53	\$1,677.38
FY 2003/2004 Adopted	\$61,451.02	41.00	1,286.19	\$1,498.81
Activity 221160 - Maintain and Replace Picnic Areas				
Product: One Picnic Table Maintained				
FY 2002/2003 Current	\$108,271.35	172.00	2,537.07	\$629.48
FY 2003/2004 Adopted	\$89,719.42	172.00	1,974.61	\$521.62
Activity 221170 - Maintain and Replace Pathways				
Product: One Square Foot Maintained				
FY 2002/2003 Current	\$23,690.53	110,080.00	459.21	\$0.22
FY 2003/2004 Adopted	\$23,472.19	110,080.00	443.43	\$0.21
Totals for Service Delivery Plan 22102:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$200,734.52		4,486.81	
FY 2003/2004 Adopted	\$174,642.63		3,704.23	

**City of Sunnyvale
Program Performance Budget**

Program 221 - Baylands Park

Service Delivery Plan 22103 - Seasonal Wetlands for Baylands Park

Preserve 105 acres of federally protected seasonal wetlands, comply with State and Federal regulations and educate the public regarding the importance of the wetlands, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* Native landscapes are free of uncontained litter and debris 80% of the time. - Percentage of Time	95.00%	80.00%
* Native landscapes provide scenic beauty and habitat value. - Percentage of Time	95.00%	80.00%
* Customer satisfaction with park safety, attractiveness and usability is at 70%. - Rating	90.00%	70.00%

**City of Sunnyvale
Program Performance Budget**

Program 221 - Baylands Park

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 221250 - Abate Hazards				
Product: One Hazard				
FY 2002/2003 Current	\$5,137.36	10.00	98.95	\$513.74
FY 2003/2004 Adopted	\$5,077.01	10.00	95.55	\$507.70
Activity 221260 - Repair Vandalism				
Product: One Repair				
FY 2002/2003 Current	\$1,026.76	5.00	10.15	\$205.35
FY 2003/2004 Adopted	\$1,028.58	5.00	9.80	\$205.72
Totals for Service Delivery Plan 22103:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$6,164.12		109.10	
FY 2003/2004 Adopted	\$6,105.59		105.35	

**City of Sunnyvale
Program Performance Budget**

Program 221 - Baylands Park

Service Delivery Plan 22104 - Support Facilities for Baylands Park

Maintain and replace fixtures, structures and facilities which support general park use and which cannot be linked to specific park activities (e.g., parking lots, restrooms, drinking fountains), so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* Support facilities are hazard-free, with accidents attributable to unsafe support facility conditions limited to the prior three year average, - Number of Accidents	0.00	2.00
* Support facilities meet 60% of all Parks Division standards for attractiveness, so that: - Facilities are clean, free of graffiti and other signs of vandalism and are sealed or painted where appropriate. - Percentage of Standards	94.00%	60.00%
* Support facilities meet 65% of all Parks Division standards for usability, so that: - Structures and fixtures are clean, in good repair and function according to their intended purpose, - Benches offer a relatively smooth seating surface and are sealed where appropriate, - Bollards, utility boxes, and signage are visible. Drinking fountains will provide a steady flow of potable water when activated and drain completely, - Displaced hardscapes do not have unintended differentials greater than one-half inch in height and are free of severe cracking and/or unintended separations greater than one-half inch wide, and - Restrooms are clean, functional and open during park hours. - Percentage of Standards	95.00%	65.00%
* Customer satisfaction with park safety, attractiveness and usability is at 70%. - Rating	90.00%	70.00%

**City of Sunnyvale
Program Performance Budget**

Program 221 - Baylands Park

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 221350 - Maintain and Replace Walks, Roads and Lots				
Product: One Square Foot Maintained				
FY 2002/2003 Current	\$6,724.41	376,295.00	95.14	\$0.02
FY 2003/2004 Adopted	\$5,683.72	376,295.00	91.87	\$0.02
Activity 221360 - Custodial Building Maintenance				
Product: One Building Maintained				
FY 2002/2003 Current	\$80,890.88	5.00	1,921.83	\$16,178.18
FY 2003/2004 Adopted	\$67,695.84	5.00	1,518.93	\$13,539.17
Activity 221370 - Maintain and Replace Structures and Fixtures				
Product: One Structure/Fixture Maintained				
FY 2002/2003 Current	\$25,574.33	858.00	465.55	\$29.81
FY 2003/2004 Adopted	\$25,354.04	858.00	449.55	\$29.55
Totals for Service Delivery Plan 22104:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$113,189.62		2,482.52	
FY 2003/2004 Adopted	\$98,733.60		2,060.35	

**City of Sunnyvale
Program Performance Budget**

Program 221 - Baylands Park

Service Delivery Plan 22105 - Support Services

This service delivery plan accounts for services, the cost of which cannot be directly associated with any one activity or service delivery plan.

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* 98% of hazards are abated within 48 hours of notice given. - Percentage of Hazards Abated	98.00%	98.00%
* 95% of acts of vandalism are repaired within three days of notice. - Percentage of Acts of Vandalism	95.00%	95.00%
* Annual vehicle entry revenue received is 100% of the annual vehicle entry revenue forecasted. - Percentage of Revenue	100.00%	100.00%
* Annual reservation revenue received is 100% of annual reservation revenue forecasted. - Percentage of Revenue	100.00%	100.00%

**City of Sunnyvale
Program Performance Budget**

Program 221 - Baylands Park

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 221500 - Abate Hazards				
Product: One Hazard Abated				
FY 2002/2003 Current	\$2,087.57	35.00	31.71	\$59.64
FY 2003/2004 Adopted	\$2,076.71	35.00	30.62	\$59.33
Activity 221510 - Abate Vandalism				
Product: One Vandalism Abated				
FY 2002/2003 Current	\$6,097.20	50.00	107.83	\$121.94
FY 2003/2004 Adopted	\$6,046.70	50.00	104.12	\$120.93
Activity 221520 - Maintain General Grounds and Abate Litter				
Product: One Acre Cleaned				
FY 2002/2003 Current	\$75,590.56	79.00	1,968.77	\$956.84
FY 2003/2004 Adopted	\$45,988.31	79.00	1,112.25	\$582.13
Activity 221530 - Provide Electricity				
Product: One Kilowatt Hour Used				
FY 2002/2003 Current	\$7,458.48	44,340.00	1.27	\$0.17
FY 2003/2004 Adopted	\$7,604.84	44,340.00	1.22	\$0.17
Activity 221540 - Provide Reclaimed Water				
Product: One CCF Used				
FY 2002/2003 Current	\$32,311.06	35,000.00	1.27	\$0.92
FY 2003/2004 Adopted	\$27,593.57	29,266.00	1.22	\$0.94
Activity 221550 - Provide Potable Water				
Product: One CCF Used				
FY 2002/2003 Current	\$5,693.69	300.00	1.27	\$18.98
FY 2003/2004 Adopted	\$5,748.61	300.00	1.22	\$19.16

**City of Sunnyvale
Program Performance Budget**

Program 221 - Baylands Park

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 221560 - Vehicle Entry				
Product: Dollars Collected				
FY 2002/2003 Current	\$56,084.39	64,000.00	1,918.03	\$0.88
FY 2003/2004 Adopted	\$45,924.98	72,320.00	1,852.11	\$0.64
Activity 221570 - Provide Park Reservations				
Product: Dollars Collected				
FY 2002/2003 Current	\$21,283.11	63,000.00	507.39	\$0.34
FY 2003/2004 Adopted	\$20,467.60	63,000.00	489.98	\$0.32
Totals for Service Delivery Plan 22105:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$206,606.06		4,537.54	
FY 2003/2004 Adopted	\$161,451.32		3,592.74	

**City of Sunnyvale
Program Performance Budget**

Program 221 - Baylands Park

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Totals for Program 221:				
FY 2002/2003 Current	\$775,665.22		16,562.00	
FY 2003/2004 Adopted	\$677,612.80		14,055.00	

**City of Sunnyvale
Program Performance Budget**

Program 230 - Housing and Human Services

Program Outcome Statement

Preserve and improve housing conditions for low and moderate income residents, support increased development of affordable housing and ensure that human service needs in the community are identified and addressed consistent with City policies by:

- Improving the physical condition of the City's housing through housing improvement programs,
- Increasing the supply of safe, habitable, and affordable housing, and
- Coordinating the City's outside group funding process,

So that:

<u>Program Outcome Measures</u>	<u>Weight</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* 85% of the goals for the number of improved units are achieved. - Percent	4	85.00%	85.00%
* An overall customer satisfaction rating of 85% is achieved. - Percent	4	85.00%	85.00%
* 10% of new housing units (on a five-year rolling average) are affordable. - Percent	3	10.00%	10.00%
* As of April 30th the amount of undisbursed CDBG entitlement grant funds shall not exceed 1.5 times the grant amount for the program year. - Amount Exceeded	5	1.50	1.50
* 85% of outside group contracts comply with their identified service levels. - Percent	3	85.00%	85.00%
* 98% of Below Market Rate (BMR) units are in compliance with the BMR program objectives. - Percent	4	98.00%	98.00%
* The Budget/Cost Ratio (planned cost divided by actual cost) is at 1.0. - Ratio	2	1.00	1.00

**City of Sunnyvale
Program Performance Budget**

Program 230 - Housing and Human Services

Service Delivery Plan 23001 - Community Development Block Grant Administration

**City of Sunnyvale
Program Performance Budget**

Program 230 - Housing and Human Services

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 230000 - Provide General CDBG Grant Administration				
Product: A Work Hour				
FY 2002/2003 Current	\$280,402.34	3,580.50	3,580.50	\$78.31
FY 2003/2004 Adopted	\$0.00	0.00	0.00	\$0.00
Activity 230001 - Provide CDBG Housing Acquisiton Administration				
Product: An Affordable Housing Unit Built or Acquired				
FY 2002/2003 Current	\$21,999.29	30.00	425.00	\$733.31
FY 2003/2004 Adopted	\$0.00	0.00	0.00	\$0.00
Activity 230002 - Provide CDBG Housing Improvement - Substantial Rehabilitation Administration				
Product: A Unit Improved				
FY 2002/2003 Current	\$155,982.30	15.00	2,037.00	\$10,398.82
FY 2003/2004 Adopted	\$0.00	0.00	0.00	\$0.00
Activity 230003 - Provide CDBG Housing Improvement - Minor Improvement Administration				
Product: A Unit Improved				
FY 2002/2003 Current	\$30,502.21	50.00	470.00	\$610.04
FY 2003/2004 Adopted	\$0.00	0.00	0.00	\$0.00
Activity 230004 - Support CDBG Funded Agencies				
Product: An Agency Supported				
FY 2002/2003 Current	\$22,687.42	14.00	620.00	\$1,620.53
FY 2003/2004 Adopted	\$0.00	0.00	0.00	\$0.00
Activity 230005 - Audit CDBG Funded Agencies				
Product: An Agency Audited				
FY 2002/2003 Current	\$12,520.74	14.00	390.00	\$894.34
FY 2003/2004 Adopted	\$0.00	0.00	0.00	\$0.00

**City of Sunnyvale
Program Performance Budget**

Program 230 - Housing and Human Services

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 230006 - Support the Housing & Human Services Commission				
Product: A Meeting Supported				
FY 2002/2003 Current	\$15,257.01	11.00	390.00	\$1,387.00
FY 2003/2004 Adopted	\$0.00	0.00	0.00	\$0.00
Activity 230100 - Provide General CDBG Grant Administration				
Product: A Work Hour				
FY 2002/2003 Current	\$0.00	0.00	0.00	\$0.00
FY 2003/2004 Adopted	\$289,741.22	3,412.00	3,412.00	\$84.92
Activity 230110 - Provide CDBG Housing Acquisiton Administration				
Product: An Affordable Housing Unit Built or Acquired				
FY 2002/2003 Current	\$0.00	0.00	0.00	\$0.00
FY 2003/2004 Adopted	\$29,972.30	30.00	562.00	\$999.08
Activity 230120 - Provide CDBG Housing Improvement - Substantial Rehabilitation Administration				
Product: A Unit Improved				
FY 2002/2003 Current	\$0.00	0.00	0.00	\$0.00
FY 2003/2004 Adopted	\$167,932.62	15.00	2,180.00	\$11,195.51
Activity 230130 - Provide CDBG Housing Improvement - Minor Improvement Administration				
Product: A Unit Improved				
FY 2002/2003 Current	\$0.00	0.00	0.00	\$0.00
FY 2003/2004 Adopted	\$37,456.87	50.00	470.00	\$749.14
Activity 230140 - Support CDBG Funded Agencies				
Product: An Agency Supported				
FY 2002/2003 Current	\$0.00	0.00	0.00	\$0.00
FY 2003/2004 Adopted	\$22,715.60	14.00	562.00	\$1,622.54

**City of Sunnyvale
Program Performance Budget**

Program 230 - Housing and Human Services

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 230150 - Audit CDBG Funded Agencies				
Product: An Agency Audited				
FY 2002/2003 Current	\$0.00	0.00	0.00	\$0.00
FY 2003/2004 Adopted	\$12,419.69	14.00	340.00	\$887.12
Activity 230160 - Support the Housing & Human Services Commission				
Product: A Meeting Supported				
FY 2002/2003 Current	\$0.00	0.00	0.00	\$0.00
FY 2003/2004 Adopted	\$10,943.18	11.00	240.00	\$994.83
Totals for Service Delivery Plan 23001:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$539,351.31		7,912.50	
FY 2003/2004 Adopted	\$571,181.48		7,766.00	

**City of Sunnyvale
Program Performance Budget**

Program 230 - Housing and Human Services

Service Delivery Plan 23002 - HOME Program Grant Administration

**City of Sunnyvale
Program Performance Budget**

Program 230 - Housing and Human Services

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 230007 - Provide General HOME Program Grant Administration				
Product: A Work Hour				
FY 2002/2003 Current	\$6,872.45	100.00	100.00	\$68.72
FY 2003/2004 Adopted	\$0.00	0.00	0.00	\$0.00
Activity 230008 - Invest HOME Program Funds in Affordable House				
Product: An Affordable Housing Unit Funded				
FY 2002/2003 Current	\$15,040.11	10.00	318.50	\$1,504.01
FY 2003/2004 Adopted	\$0.00	0.00	0.00	\$0.00
Activity 230009 - Monitor HOME Program Funded Housing Unit				
Product: A Unit Inspected				
FY 2002/2003 Current	\$42,709.62	36.00	975.00	\$1,186.38
FY 2003/2004 Adopted	\$0.00	0.00	0.00	\$0.00
Activity 230200 - Provide General HOME Program Grant Administration				
Product: A Work Hour				
FY 2002/2003 Current	\$0.00	0.00	0.00	\$0.00
FY 2003/2004 Adopted	\$51,558.97	150.00	150.00	\$343.73
Activity 230210 - Invest HOME Program Funds in Affordable House				
Product: An Affordable Housing Unit Funded				
FY 2002/2003 Current	\$0.00	0.00	0.00	\$0.00
FY 2003/2004 Adopted	\$23,961.34	10.00	450.00	\$2,396.13
Activity 230220 - Monitor HOME Program Funded Housing Unit				
Product: A Unit Inspected				
FY 2002/2003 Current	\$0.00	0.00	0.00	\$0.00
FY 2003/2004 Adopted	\$46,077.39	36.00	975.00	\$1,279.93

**City of Sunnyvale
Program Performance Budget**

Program 230 - Housing and Human Services

Totals for Service Delivery Plan 23002:

	<u>Costs</u>	<u>Work Hours</u>
FY 2002/2003 Current	\$64,622.18	1,393.50
FY 2003/2004 Adopted	\$121,597.70	1,575.00

**City of Sunnyvale
Program Performance Budget**

Program 230 - Housing and Human Services

Service Delivery Plan 23003 - City Funded Housing Opportunities & Human Services

**City of Sunnyvale
Program Performance Budget**

Program 230 - Housing and Human Services

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 230010 - Provide General Housing Mitigation Administration				
Product: A Work Hour				
FY 2002/2003 Current	\$2,748.97	40.00	40.00	\$68.72
FY 2003/2004 Adopted	\$0.00	0.00	0.00	\$0.00
Activity 230011 - Administer & Support City Funded Outside Group Contracts				
Product: An Agency Supported				
FY 2002/2003 Current	\$26,316.12	4.00	567.00	\$6,579.03
FY 2003/2004 Adopted	\$0.00	0.00	0.00	\$0.00
Activity 230012 - Develop Strategies, Projects & Funding Resources				
Product: A Work Hour				
FY 2002/2003 Current	\$6,872.45	100.00	100.00	\$68.72
FY 2003/2004 Adopted	\$0.00	0.00	0.00	\$0.00
Activity 230013 - Provide General BMR Program Administration				
Product: A BMR Unit Certified as Occupied by Qualified Residents				
FY 2002/2003 Current	\$39,115.13	750.00	619.00	\$52.15
FY 2003/2004 Adopted	\$0.00	0.00	0.00	\$0.00
Activity 230014 - BMR Program Implementation				
Product: A BMR Unit Purchased or Resold				
FY 2002/2003 Current	\$9,023.78	3.00	206.00	\$3,007.93
FY 2003/2004 Adopted	\$0.00	0.00	0.00	\$0.00
Activity 230300 - Provide General Housing Mitigation Administration				
Product: A Work Hour				
FY 2002/2003 Current	\$0.00	0.00	0.00	\$0.00
FY 2003/2004 Adopted	\$2,866.66	40.00	40.00	\$71.67

**City of Sunnyvale
Program Performance Budget**

Program 230 - Housing and Human Services

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 230310 - Administer & Support City Funded Outside Group Contracts				
Product: An Agency Supported				
FY 2002/2003 Current	\$0.00	0.00	0.00	\$0.00
FY 2003/2004 Adopted	\$21,090.07	3.00	471.00	\$7,030.02
Activity 230320 - Develop Strategies, Projects & Funding Resources				
Product: A Work Hour				
FY 2002/2003 Current	\$0.00	0.00	0.00	\$0.00
FY 2003/2004 Adopted	\$7,166.64	100.00	100.00	\$71.67
Activity 230330 - Provide General BMR Program Administration				
Product: A BMR Unit Certified as Occupied by Qualified Residents				
FY 2002/2003 Current	\$0.00	0.00	0.00	\$0.00
FY 2003/2004 Adopted	\$41,253.23	737.00	619.00	\$55.97
Activity 230340 - BMR Program Implementation				
Product: A BMR Unit Purchased or Resold				
FY 2002/2003 Current	\$0.00	0.00	0.00	\$0.00
FY 2003/2004 Adopted	\$9,735.32	3.00	206.00	\$3,245.11
Totals for Service Delivery Plan 23003:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$84,076.45		1,532.00	
FY 2003/2004 Adopted	\$82,111.92		1,436.00	
Totals for Program 230:				
FY 2002/2003 Current	\$688,049.94		10,838.00	
FY 2003/2004 Adopted	\$774,891.10		10,777.00	

**City of Sunnyvale
Program Performance Budget**

Program 242 - Community Planning

Program Outcome Statement

To plan the physical development and redevelopment of the City to maintain and improve its physical appearance, safety, and functionality, its economy and its overall quality of life by:

- Providing leadership in developing a vision for the future and maintaining the cohesiveness usefulness, and relevancy of the General Plan,
- Developing strategies, policy reports, and comprehensive long-range plans relative to the built environment,
- Assembling, analyzing, and disseminating up-to-date, accurate, and useable land use information and comparative demographic and economic data on the City,
- Assuring that capital improvement planning and programming is coordinated and time sensitive,
- Participating in regional planning efforts and influencing state and federal policy development to protect land use and planning policy in the City, and
- Informing and involving the community in long-range and strategic planning, land use policy development and implementation actions.

So that:

<u>Program Outcome Measures</u>	<u>Weight</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* 85% of the members of City Council and the Commissions directly supported rate the quality of information and analysis of the plans, studies and policy reports as meeting expectations. - Percent	5	85.00%	85.00%
* An overall customer satisfaction rating of 85% is achieved. - Rating	3	85.00%	85.00%
* The Budget/Cost Ratio (planned cost divided by actual cost) is at 1.0. - Ratio	2	1.00	1.00
* Actions by outside agencies on land use related issues are consistent with City policy 85% of the time. - Percnet	3	85.00%	85.00%
* 85% of non-routine items are completed on schedule. - Percent	3	85.00%	85.00%
* 85% of information rrequests are completed within 48 hours. - Percent	3	85.00%	85.00%

**City of Sunnyvale
Program Performance Budget**

Program 242 - Community Planning

Notes

1. Outcome measures relating to support to staff in other departments and users of the information database were deleted from the Program level, however they are retained at the Service Delivery Plan levels. This data is folded into the Program Outcome measure related to an overall satisfaction rating.

**City of Sunnyvale
Program Performance Budget**

Program 242 - Community Planning

Service Delivery Plan 24201 - Policy Development

Ensure the utility of Sunnyvale's General Plan and assist in the clear articulation of the community's vision for the future built environment by:

- Maintaining the cohesiveness and relevancy of the General Plan through the provision of leadership for the timely, systematic updating of its elements,
- Developing comprehensive long-range and coordinated capital improvement plans, effective strategies and policy reports,
- Establishing public outreach, community participation and citizen feedback mechanisms to clearly articulate the community vision of the built environment,
- Educating citizens and heritage property owners and promoting the value of heritage preservation, and
- Participating in regional planning efforts and influencing state and federal policy development to protect land use and planning policy in the City, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* 85% of the members of the City Council and the Commissions directly supported rate the quality of the information and analysis of plans, studies and policy reports prepared as meeting expectations. - Percent	85.00%	85.00%
* 85% of Staff surveyed from other departments receiving assistance rate the quality of support provided in the development of General Plan elements and policy reports as adding value to the process. - Percent	85.00%	85.00%
* 85% of those neighborhood group members, business leaders and citizens involved rate the City's planning efforts as effective and in support of their long-term vision. - Percent	85.00%	85.00%
* Actions by outside agencies are consistent with City policy 85% of the time. - Percent	85.00%	85.00%
* 95% of community condition indicators are reviewed annually to assure General Plan is relevant. - Percent	95.00%	95.00%
* 85% of non-routine items are completed on schedule. - Percent	85.00%	85.00%

**City of Sunnyvale
Program Performance Budget**

Program 242 - Community Planning

Notes

1. Outcome measure based on City Council's and Commissions' rating of support show the achieved as 86% and 100% for FY 1999/2000 and FY 2000/2001 respectively. The actual data does not include City Council feedback as the survey information was inadvertently omitted from the council feedback surveys.

**City of Sunnyvale
Program Performance Budget**

Program 242 - Community Planning

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 242110 - Community Planning Policy Studies				
Product: A Document Prepared				
FY 2002/2003 Current	\$406,765.82	30.00	5,730.33	\$13,558.86
FY 2003/2004 Adopted	\$366,280.98	25.00	4,781.05	\$14,651.24
Activity 242120 - Analyze Intergovernmental Policy				
Product: City Position Communicated				
FY 2002/2003 Current	\$87,345.30	20.00	919.12	\$4,367.27
FY 2003/2004 Adopted	\$91,956.07	20.00	924.28	\$4,597.80
Activity 242190 - Provide Policy Development Administration				
Product: Work Hours				
FY 2002/2003 Current	\$66,257.25	814.85	814.85	\$81.31
FY 2003/2004 Adopted	\$64,038.25	714.77	714.77	\$89.59
Activity 242130 - Support Heritage Preservation Activities				
Product: A Work Item Completed				
FY 2002/2003 Current	\$15,062.09	10.00	230.20	\$1,506.21
FY 2003/2004 Adopted	\$16,058.93	10.00	231.23	\$1,605.89
Totals for Service Delivery Plan 24201:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$575,430.46		7,694.50	
FY 2003/2004 Adopted	\$538,334.23		6,651.33	

**City of Sunnyvale
Program Performance Budget**

Program 242 - Community Planning

Service Delivery Plan 24202 - Information Management

Assist internal and external customers through collecting, consolidating, analyzing, and disseminating current and useful land use, demographic and economic data on the City by:

- Providing requested land use and community development information in easily accessible and useful forms to City staff and the general public,
- Supplying growth projections and participate in capital improvement planning for the community,
- Providing a centralized location for information about community conditions to City departments and the general public,
- Using Geographic Information Systems and other technology that is appropriate and up-to-date, and
- Consolidating and coordinating the land use and community conditions data used in the General Plan and in policy development, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* 85% of the users of the information reports find them to be up-to-date and useful. - Percent	85.00%	85.00%
* 98% of audited data is determined to be accurate. - Percent	98.00%	98.00%
* 85% of information requests are completed within 48 hours. - Percent	85.00%	85.00%

**City of Sunnyvale
Program Performance Budget**

Program 242 - Community Planning

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 242210 - Update Community Condition Indicators				
Product: An Indicator Updated				
FY 2002/2003 Current	\$11,395.34	370.00	187.71	\$30.80
FY 2003/2004 Adopted	\$12,183.90	370.00	188.52	\$32.93
Activity 242220 - Update Demographic and Economic Data				
Product: A Profile Updated				
FY 2002/2003 Current	\$52,436.72	24.00	785.49	\$2,184.86
FY 2003/2004 Adopted	\$55,554.52	24.00	788.84	\$2,314.77
Activity 242230 - Manage GIS				
Product: A Map or Report Produced				
FY 2002/2003 Current	\$101,235.29	100.00	1,518.52	\$1,012.35
FY 2003/2004 Adopted	\$108,376.46	100.00	1,525.76	\$1,083.76
Activity 242290 - Provide Information Management Administration				
Product: Work Hours				
FY 2002/2003 Current	\$18,883.76	252.78	252.78	\$74.70
FY 2003/2004 Adopted	\$20,817.40	254.55	254.55	\$81.78
Totals for Service Delivery Plan 24202:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$183,951.11		2,744.50	
FY 2003/2004 Adopted	\$196,932.28		2,757.67	

**City of Sunnyvale
Program Performance Budget**

Program 242 - Community Planning

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Totals for Program 242:				
FY 2002/2003 Current	\$759,381.57		10,439.00	
FY 2003/2004 Adopted	\$735,266.51		9,409.00	

**City of Sunnyvale
Program Performance Budget**

Program 243 - Development Services

Program Outcome Statement

Ensure and improve the safety, physical appearance and functionality of the City through a positive, proactive and comprehensive development review by:

- Providing comprehensive and timely review and assistance to achieve compliance with relevant land use and development requirements,
- Providing an integrated and effective development review and permitting system, that adds valuable technical knowledge to the process while minimizing review times,
- Supporting the City Council, Planning Commission, and Heritage Preservation Commission, as necessary, in order to implement the General Plan and policies of the City with respect to land use and development project reviews, and
- Providing timely building inspections to ensure compliance with approved plans.

So that:

**City of Sunnyvale
Program Performance Budget**

Program 243 - Development Services

<u>Program Outcome Measures</u>	<u>Weight</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* 78% of the members of City Council and Commissions supported by Community Development rate the quality of development review process as meeting expectations. - Percent	4	85.00%	78.00%
* 85% of the members of City Council and Commissions supported by Community Development rate the completed development projects as meeting expectations with approved concept plans. - Percent	5	85.00%	85.00%
* 90% of all building permits with plans and minor building permits are ready for issuance within one business day. - Percent	5	90.00%	90.00%
* 91% of requested inspections are completed within 24 hours of the request. - Percent	3	95.00%	91.00%
* 95% of the project reviews, plan checks and inspections which are audited are found to meet standards for quality. - Percent	3	95.00%	95.00%
* An overall customer satisfaction rating of 85% is achieved. - Percent	5	85.00%	85.00%
* The Budget/Cost Ratio (planned cost divided by actual cost) is at 1.0. - Ratio	2	1.00	1.00
* 90% of total building permits (on a three-year average) are closed. - Percent	2	90.00%	90.00%
* 88% of regular building plan checks are reviewed within an average 21 days. - Percent	3	90.00%	88.00%
* 95% of land use permit applications are reviewed within 10 days. - Percent	2	95.00%	95.00%

**City of Sunnyvale
Program Performance Budget**

Program 243 - Development Services

Notes

1. Measurement which audits for standards of quality are accomplished by senior staff reviewing completed plan checks, and field checking previously inspected construction. These reviews are random samples of land use and construction permitting applications, permits and inspections.
2. The State of California requires that building permit reviews be completed within 30 days. The city standard that 90% are completed within 21 days exceeds this State standard.
3. A new SDP titled "One-Stop Counter" has been added to assist in the management of one-stop permitting activities. Budget for this SDP was previously allocated throughout the program.

**City of Sunnyvale
Program Performance Budget**

Program 243 - Development Services

Service Delivery Plan 24301 - Land Use Permitting

Manage the land use and physical development (and redevelopment) of the City in a manner which constantly strives to improve its physical appearance, safety, and functionality, and its overall quality of life, so that:

- Implementing the General Plan in accordance with the Zoning Code and by working with development interests in the pursuit of shared goals,
- Providing useful and timely land use and zoning information and feedback
- Guiding customers through the process for land use permits and discretionary reviews,
- Providing comprehensive development review, while minimizing review times,
- Ensuring that land use services are coordinated and effective,
- Providing relevant training to enable staff to make sound, timely decisions, and
- Establishing community participation and feedback mechanisms to meaningfully engage the community in the public hearing process, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* 78% of the members of Council and Commissions supported by Community Development rate the quality of development review and as meeting or exceeding expectations. - Percent	85.00%	78.00%
* 95% of the public notices are accurate and published on in accordance with City standards. - Percent	95.00%	95.00%
* 95% of land use permit reviews are completed within 10 days. - Percent	95.00%	95.00%
* 95% of the project reviews and plan checks which are audited are found to meet standards for quality. - Percent	95.00%	95.00%
* A overall applicant satisfaction rating of 85% is achieved. - Rating	85.00%	85.00%
* The Budget/Cost Ratio (planned cost divided by actual cost) is at 1.0. - Ratio	1.00	1.00

**City of Sunnyvale
Program Performance Budget**

Program 243 - Development Services

Notes

1. Outcome measure based on City Council's and Commissions' rating of support show the achieved as 83% and 100% for FY 1999/2000 and FY 2000/2001 respectively. The actual data does not include City Council input as the survey information was inadvertently omitted from the council feedback surveys.

**City of Sunnyvale
Program Performance Budget**

Program 243 - Development Services

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 243110 - Review Land Use Permit Applications by Planning				
Product: A Land Use Permit Application Reviewed				
FY 2002/2003 Current	\$576,219.19	800.00	10,280.42	\$720.27
FY 2003/2004 Adopted	\$610,586.38	800.00	10,174.85	\$763.23
Activity 243120 - Review Land Use Permit Applications by Building				
Product: A Land Use Permit Application Reviewed				
FY 2002/2003 Current	\$15,643.02	120.00	254.49	\$130.36
FY 2003/2004 Adopted	\$16,789.24	120.00	254.40	\$139.91
Activity 243130 - Provide Land Use and Zoning Information				
Product: A Customer Served				
FY 2002/2003 Current	\$257,676.14	16,200.00	4,343.97	\$15.91
FY 2003/2004 Adopted	\$276,315.27	16,200.00	4,342.34	\$17.06
Activity 243190 - Provide Land Use Permit Administration				
Product: A Work Hour				
FY 2002/2003 Current	\$146,432.59	1,733.04	1,733.04	\$84.49
FY 2003/2004 Adopted	\$152,647.29	1,730.96	1,730.96	\$88.19
Activity 243610 - Review Land Use Permit Applications by Engineering				
Product: A Land Use Permit Application Reviewed				
FY 2002/2003 Current	\$41,580.37	120.00	611.94	\$346.50
FY 2003/2004 Adopted	\$44,438.07	120.00	611.63	\$370.32
Activity 243620 - Review Land Use Permit Applications by Traffic				
Product: A Land Use Permit Application Reviewed				
FY 2002/2003 Current	\$88,827.73	125.00	1,220.50	\$710.62
FY 2003/2004 Adopted	\$68,507.09	125.00	872.93	\$548.06

**City of Sunnyvale
Program Performance Budget**

Program 243 - Development Services

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 243630 - Review Land Use Permit Applications by Trees and Landscaping				
Product: A Land Use Permit Application Reviewed				
FY 2002/2003 Current	\$13,185.10	120.00	203.78	\$109.88
FY 2003/2004 Adopted	\$13,767.56	120.00	203.60	\$114.73
Activity 243640 - Review Land Use Permit Applications by WPCP				
Product: A Land Use Permit Application Reviewed				
FY 2002/2003 Current	\$3,071.45	100.00	50.88	\$30.71
FY 2003/2004 Adopted	\$2,918.42	100.00	50.00	\$29.18
Totals for Service Delivery Plan 24301:	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$1,142,635.59		18,699.02	
FY 2003/2004 Adopted	\$1,185,969.32		18,240.71	

**City of Sunnyvale
Program Performance Budget**

Program 243 - Development Services

Service Delivery Plan 24302 - Construction Permitting

Manage construction permitting and inspections in a manner which achieves building safety and compliance with City and State requirements by:

- Coordinating a centralized permitting system that adds valuable technical knowledge and process expertise and minimizes review times,
- Guiding the customer through the One Stop review processes,
- Providing timely construction inspections to ensure compliance with approved plans,
- Ensuring that development services are coordinated and effective, and
- Providing relevant training to enable staff to make timely decisions, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* 90% of all building permits with plans and minor permits are ready for issuance within one business day. - Percent	90.00%	90.00%
* 91% of requested inspections are completed within 24 hours of scheduled date. - Percent	95.00%	91.00%
* 95% of the plan checks and inspections which are audited are found to meet standards for quality. - Percent	95.00%	95.00%
* 90% of total building permits (on a three year rolling average) are closed. - Percent	90.00%	90.00%
- Percent	90.00%	88.00%
* The Budget/Cost Ratio (planned cost divided by actual cost) is at 1.0. - Ratio	1.00	1.00

**City of Sunnyvale
Program Performance Budget**

Program 243 - Development Services

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 243210 - Review Regular Building Plans by Building				
Product: A Regular Building Plan Reviewed				
FY 2002/2003 Current	\$332,196.68	200.00	4,919.12	\$1,660.98
FY 2003/2004 Adopted	\$332,151.92	200.00	4,712.17	\$1,660.76
Activity 243220 - Review Express/Minor Building Permit Applications by Building				
Product: An Express/Minor Building Permit Application Reviewed				
FY 2002/2003 Current	\$233,643.19	4,000.00	3,557.20	\$58.41
FY 2003/2004 Adopted	\$245,449.88	4,000.00	3,555.42	\$61.36
Activity 243230 - Review Regular Building Plans by Planning				
Product: A Regular Building Plan Reviewed				
FY 2002/2003 Current	\$80,071.06	192.00	1,267.69	\$417.04
FY 2003/2004 Adopted	\$84,632.70	192.00	1,267.21	\$440.80
Activity 243240 - Review Express/Minor Building Permit Applications by Planning				
Product: An Express/Minor Building Permit Application Reviewed				
FY 2002/2003 Current	\$20,575.14	1,015.00	326.83	\$20.27
FY 2003/2004 Adopted	\$21,747.28	1,015.00	326.71	\$21.43
Activity 243290 - Provide Construction Permitting Administration				
Product: A Work Hour				
FY 2002/2003 Current	\$274,945.54	3,552.90	3,552.90	\$77.39
FY 2003/2004 Adopted	\$309,457.29	3,556.22	3,556.22	\$87.02
Activity 243550 - Review Regular Building Plans by WPCP				
Product: A Regular Building Plan Reviewed				
FY 2002/2003 Current	\$16,513.62	138.00	304.68	\$119.66
FY 2003/2004 Adopted	\$15,487.25	138.00	300.00	\$112.23

**City of Sunnyvale
Program Performance Budget**

Program 243 - Development Services

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 243530 - Review Express/Minor Building Permit Applications by WPCP				
Product: An Express/Minor Building Permit Application Reviewed				
FY 2002/2003 Current	\$2,680.36	26.00	50.76	\$103.09
FY 2003/2004 Adopted	\$2,513.77	26.00	50.00	\$96.68
Activity 243540 - Review Regular Building Plans by Engineering				
Product: A Regular Building Plan Reviewed				
FY 2002/2003 Current	\$23,159.38	100.00	361.56	\$231.59
FY 2003/2004 Adopted	\$24,466.69	100.00	361.42	\$244.67
Activity 243560 - Review Express/Minor Building Permit Applications by Engineering				
Product: An Express/Minor Building Permit Application Reviewed				
FY 2002/2003 Current	\$2,621.00	17.00	40.74	\$154.18
FY 2003/2004 Adopted	\$2,769.52	17.00	40.73	\$162.91
Activity 243510 - Review Regular Building Plans by Fire Prevention				
Product: A Regular Building Plan Reviewed				
FY 2002/2003 Current	\$74,906.57	148.00	1,021.22	\$506.13
FY 2003/2004 Adopted	\$79,151.14	148.00	1,020.77	\$534.81
Activity 243520 - Review Express/Minor Building Permit Applications by Fire Prevention				
Product: An Express/Minor Building Permit Application Reviewed				
FY 2002/2003 Current	\$29,962.62	504.00	408.49	\$59.45
FY 2003/2004 Adopted	\$31,660.46	504.00	408.31	\$62.82
Activity 243250 - Close Building Permits				
Product: A Permit Closed				
FY 2002/2003 Current	\$615,724.09	3,820.00	10,074.46	\$161.18
FY 2003/2004 Adopted	\$583,923.03	3,820.00	9,103.25	\$152.86

**City of Sunnyvale
Program Performance Budget**

Program 243 - Development Services

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 243260 - Provide Building Information				
Product: A Customer Served				
FY 2002/2003 Current	\$204,223.68	11,000.00	3,107.86	\$18.57
FY 2003/2004 Adopted	\$209,705.34	11,000.00	3,105.04	\$19.06
 Totals for Service Delivery Plan 24302:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$1,911,222.93		28,993.51	
FY 2003/2004 Adopted	\$1,943,116.27		27,807.25	

**City of Sunnyvale
Program Performance Budget**

Program 243 - Development Services

Service Delivery Plan 24305 - One-Stop Counter

Support development services efforts to provide a positive, proactive and comprehensive development review by:

- Providing timely assistance and high quality customer service to telephone and counter customers,
- Referring telephone customers to the appropriate City service staff,
- Coordinating the staff to review development applications,
- Accurately collecting permit fees and other payments, and
- Providing basic permit information to phone and counter customers, so that:

Service Delivery Plan Measures

	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* Initial contact with telephone customers is made within 50 seconds 70% of the time. - Percent	90.00%	70.00%
* 95% of customers are connected to the appropriate development service staff. - Percent	95.00%	95.00%
* 70% of counter customers are seen within 15 minutes. - Percent	90.00%	70.00%
* Cashier balances within \$5.00 95% of the time. - Percent	95.00%	95.00%
* An overall customer satisfaction rating of 80% is achieved. - Percent	85.00%	80.00%
* The Budget/Cost Ratio (planned cost divided by actual cost) is at 1.0. - Ratio	1.00	1.00

**City of Sunnyvale
Program Performance Budget**

Program 243 - Development Services

Notes

1. This service delivery plan (SDP) has been added to this program to assist in the management of these activities. Budget for this SDP was previously allocated throughout the program.

**City of Sunnyvale
Program Performance Budget**

Program 243 - Development Services

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 243800 - Answer Phones				
Product: A Customer Served				
FY 2002/2003 Current	\$133,740.25	32,100.00	3,816.27	\$4.17
FY 2003/2004 Adopted	\$84,204.56	32,100.00	2,208.85	\$2.62
Activity 243801 - Reception/Cashier Station				
Product: A Customer Served				
FY 2002/2003 Current	\$81,201.51	15,000.00	2,100.06	\$5.41
FY 2003/2004 Adopted	\$86,466.06	15,000.00	2,099.49	\$5.76
Activity 243802 - Provide One-Stop Permit Administration				
Product: A Work Hour				
FY 2002/2003 Current	\$32,850.19	660.14	660.14	\$49.76
FY 2003/2004 Adopted	\$34,261.08	659.70	659.70	\$51.93
Totals for Service Delivery Plan 24305:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$247,791.95		6,576.47	
FY 2003/2004 Adopted	\$204,931.70		4,968.04	

**City of Sunnyvale
Program Performance Budget**

Program 243 - Development Services

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Totals for Program 243:				
FY 2002/2003 Current	\$3,301,650.47		54,269.00	
FY 2003/2004 Adopted	\$3,334,017.29		51,016.00	

**City of Sunnyvale
Program Performance Budget**

Program 245 - Neighborhood Preservation

Program Outcome Statement

Preserve and enhance the long-term stability and viability of all City neighborhoods, including residential and non-residential, by:

- Forming community partnerships and supporting neighborhood-based goals and objectives,
- Assisting neighborhoods to create and maintain viable neighborhood associations,
- Educating citizens about City, County, and non-profit resources available to meet their needs, and
- Achieving and ensuring compliance with property maintenance, building, and zoning requirements through a systematic process of education, assistance, and, when necessary, progressive enforcement.

So that:

<u>Program Outcome Measures</u>	<u>Weight</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* The Budget/Cost Ratio (planned cost divided by actual cost) is at 1.0. - Ratio	2	1.00	1.00
* 88% of active neighborhood associations rate the neighborhood partnership's services as "good" or better. - Percent	4	85.00%	88.00%
* 90% chronic code violation cases (where repeated attempts to achieve compliance with the property owner were not successful) are resolved within 10 months. - Percent	3	90.00%	90.00%
* 85% of all code compliance cases are in compliance within 30 days. - Percent	3	85.00%	85.00%
* 80% of the City's "Citizen Opinion Survey" respondents state that code enforcement issues are not a serious problem in their neighborhoods for 80% of the neighborhood service areas. - Percent	4	80.00%	80.00%
* Survey results indicate that 90% of properties meet community standards for property maintenance. - Percent	2	85.00%	90.00%

**City of Sunnyvale
Program Performance Budget**

Program 245 - Neighborhood Preservation

Service Delivery Plan 24501 - Community Partnerships

Support cooperative partnerships with neighborhood associations, community groups, and businesses to promote attractive and viable neighborhoods, by:

- Developing and supporting neighborhood associations to maintain and improve their neighborhoods,
- Educating citizens about community standards and available City, County, and non-profit resources available to meet their needs, and
- Promoting resident and business support and proactive involvement to pre-empt neighborhood decline, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* 88% of active neighborhood associations rate the neighborhood partnership's services as "good" or better. - Percent	85.00%	88.00%
* 80% of the City's "Citizen Opinion Survey" respondents state that code enforcement issues are not a serious problem in their neighborhood. - Percent	80.00%	80.00%

**City of Sunnyvale
Program Performance Budget**

Program 245 - Neighborhood Preservation

Notes

1. The number of active neighborhood associations that are supported will be reported in the Community Condition Indicators.

2. Administrative charges (staff hours, rentals, etc.) were previously budgeted in one administrative activity per Service Delivery Plan and then "allocated" to the other SDP activities. Beginning with FY 2002/2003 the hours are apportioned more specifically to the activities, resulting in the appearance of significantly higher product costs (once the allocation formula is activated, product costs are then more similar).

**City of Sunnyvale
Program Performance Budget**

Program 245 - Neighborhood Preservation

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 245130 - Organize Community Events				
Product: An Event Held				
FY 2002/2003 Current	\$27,862.42	8.00	529.63	\$3,482.80
FY 2003/2004 Adopted	\$21,094.71	8.00	388.90	\$2,636.84
Activity 245190 - Provide Community Partnerships Administration				
Product: A Work Hour				
FY 2002/2003 Current	\$20,974.62	236.01	236.01	\$88.87
FY 2003/2004 Adopted	\$19,180.60	233.09	233.09	\$82.29
Activity 245140 - Support Community Groups				
Product: Support Provided To A Community Group				
FY 2002/2003 Current	\$107,660.87	100.00	1,991.50	\$1,076.61
FY 2003/2004 Adopted	\$185,615.02	115.00	3,163.32	\$1,614.04
Totals for Service Delivery Plan 24501:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$156,497.91		2,757.14	
FY 2003/2004 Adopted	\$225,890.33		3,785.31	

**City of Sunnyvale
Program Performance Budget**

Program 245 - Neighborhood Preservation

Service Delivery Plan 24503 - Code Compliance

Prevent neighborhood decline and promote attractiveness within residential and non-residential areas through achieving and maintaining compliance with the Sunnyvale Municipal Code, the Uniform Building Code, and land use requirements, by:

- Using a systematic process that includes education, assistance, and, when necessary, progressive enforcement,
- Assuring that established community standards are understood, met and maintained,
- Providing citizens with special needs information and support to comply with codes, and
- Supporting the efforts and activities of the Board of Code Appeals, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* 85% of all code compliance cases are in compliance within 30 days. - Percent	85.00%	85.00%
* 90% chronic code violation cases are resolved within 10 months. - Percent	90.00%	90.00%
* 80% of the City's "Citizen Opinion Survey" respondents state that code enforcement issues are not a serious problem in their neighborhood. - Percent	80.00%	80.00%
* Survey results indicate that 90% of properties meet community standards for property maintenance. - Percent	85.00%	90.00%

**City of Sunnyvale
Program Performance Budget**

Program 245 - Neighborhood Preservation

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 245310 - Achieve Code Compliance				
Product: A Code Compliance Case Closed				
FY 2002/2003 Current	\$274,444.02	1,800.00	5,144.03	\$152.47
FY 2003/2004 Adopted	\$283,376.37	1,800.00	5,119.57	\$157.43
Activity 245350 - Monitor Discretionary Permit Conditions				
Product: A Permit Reviewed				
FY 2002/2003 Current	\$10,736.31	100.00	205.63	\$107.36
FY 2003/2004 Adopted	\$11,153.52	100.00	204.71	\$111.54
Activity 245360 - Respond to Neighborhood Preservation Information Requests				
Product: A Request Answered				
FY 2002/2003 Current	\$42,323.39	936.00	872.21	\$45.22
FY 2003/2004 Adopted	\$43,899.69	936.00	868.52	\$46.90
Activity 245390 - Provide Neighborhood Preservation Administration				
Product: A Work Hour				
FY 2002/2003 Current	\$57,251.47	730.05	730.05	\$78.42
FY 2003/2004 Adopted	\$71,752.93	730.28	730.28	\$98.25
Activity 245370 - Support Administrative Citation/Order or Abatement/Order Issued				
Product: A Citation/Order Issued				
FY 2002/2003 Current	\$93,245.32	25.00	1,698.94	\$3,729.81
FY 2003/2004 Adopted	\$96,241.85	25.00	1,690.61	\$3,849.67
Totals for Service Delivery Plan 24503:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$478,000.51		8,650.86	
FY 2003/2004 Adopted	\$506,424.36		8,613.69	

**City of Sunnyvale
Program Performance Budget**

Program 245 - Neighborhood Preservation

		<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Totals for Program 245:					
	FY 2002/2003 Current	\$634,498.42		11,408.00	
	FY 2003/2004 Adopted	\$732,314.69		12,399.00	

**City of Sunnyvale
Program Performance Budget**

Program 250 - Public Parking Lot Maintenance

Program Outcome Statement

Maintain and operate the parking district parking lots so as to ensure convenience of use and a feeling of safety, which will attract customers to the central business district.

Maintain 300,431 square feet of public parking lot surfaces in a safe, attractive condition.

**City of Sunnyvale
Program Performance Budget**

Program 250 - Public Parking Lot Maintenance

Objective 25001 - Operate and Maintain Parking Lots

Operate and maintain 11 parking lots in the parking district at a level of "satisfactory" or better for (a) pavement, (b) painting, and (c) cleanliness.

	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* Percent of sweeping in the 11 parking lots of the parking district that achieves a maintenance level of "satisfactory" or better. - Percent	90.00%	90.00%
* Percent of parking lot surface area maintained at level of "satisfactory" or better. - Percent	90.00%	90.00%
* Percent of pavement striping and legends maintained at a level of "satisfactory" or better. - Percent	90.00%	90.00%

**City of Sunnyvale
Program Performance Budget**

Program 250 - Public Parking Lot Maintenance

	<u>Costs</u>	<u>Units</u>	<u>Work Hours</u>	<u>Unit Costs</u>
Task 250000 - Maintain Pavement in Parking Lot				
Unit: Square Feet				
FY 2002/2003 Current	\$3,910.70	15,808.00	24.00	\$0.25
FY 2003/2004 Adopted	\$6,553.85	1,476.00	63.00	\$4.44
Task 250010 - Sweep Parking Lot				
Unit: Swept Parking Lot				
FY 2002/2003 Current	\$36,545.46	780.00	380.00	\$46.85
FY 2003/2004 Adopted	\$35,181.29	715.00	350.00	\$49.20
Task 250020 - Stripe Parking Lot				
Unit: Lineal Feet				
FY 2002/2003 Current	\$2,312.08	6,776.00	30.00	\$0.34
FY 2003/2004 Adopted	\$1,707.25	3,388.00	15.00	\$0.50
Task 250030 - Provide Signs for Parking Lot				
Unit: Signs Changed				
FY 2002/2003 Current	\$1,950.18	50.00	25.00	\$39.00
FY 2003/2004 Adopted	\$1,967.43	50.00	25.00	\$39.35
Task 250040 - Other Objective Tasks				
Unit: Work Hours				
FY 2002/2003 Current	\$14,232.86	310.00	310.00	\$45.91
FY 2003/2004 Adopted	\$6,215.45	103.00	103.00	\$60.34
Totals for Objective 25001:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$58,951.28		769.00	
FY 2003/2004 Adopted	\$51,625.27		556.00	

**City of Sunnyvale
Program Performance Budget**

Program 250 - Public Parking Lot Maintenance

Objective 25002 - Maintain Parking Lot Lights

Maintain 11 parking lot lighting systems so that at least 95% of the scheduled lights are lit on any night, reducing City liability.

	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* Percent of lights burning in parking lots on test nights. - Percent	95.00%	95.00%
* Percent of refractors cleaned within 24 hours after notification. - Percent	100.00%	100.00%
* Number and percent of claims resulting from parking lot light failures and hazards as a percentage of the previous three year average number of claims. - Number	1.00	1.00
- Percent	100.00%	100.00%

**City of Sunnyvale
Program Performance Budget**

Program 250 - Public Parking Lot Maintenance

Notes

The FY 2000/2001 actual results for "Percent of refractors cleaned" was reported as zero due to a tracking system error and staff was unable to verify the correct result.

**City of Sunnyvale
Program Performance Budget**

Program 250 - Public Parking Lot Maintenance

	<u>Costs</u>	<u>Units</u>	<u>Work Hours</u>	<u>Unit Costs</u>
Task 250050 - Survey Parking Lot Lights				
Unit: Number of Surveys				
FY 2002/2003 Current	\$2,593.11	12.00	50.00	\$216.09
FY 2003/2004 Adopted	\$2,314.89	12.00	50.00	\$192.91
Task 250060 - Maintain Lighting				
Unit: Lamps Changed				
FY 2002/2003 Current	\$20,628.67	70.00	88.00	\$294.70
FY 2003/2004 Adopted	\$19,489.49	62.00	78.00	\$314.35
Task 250070 - Other Objective Tasks				
Unit: Work Hours				
FY 2002/2003 Current	\$458.21	10.00	10.00	\$45.82
FY 2003/2004 Adopted	\$492.02	10.00	10.00	\$49.20
Totals for Objective 25002:				
FY 2002/2003 Current	\$23,679.99		148.00	
FY 2003/2004 Adopted	\$22,296.40		138.00	

**City of Sunnyvale
Program Performance Budget**

Program 250 - Public Parking Lot Maintenance

Objective 25003 - Perform Administrative and Support Services

Perform administrative and support services.

**City of Sunnyvale
Program Performance Budget**

Program 250 - Public Parking Lot Maintenance

	<u>Costs</u>	<u>Units</u>	<u>Work Hours</u>	<u>Unit Costs</u>
Task 250080 - Provide Administration				
Unit: Work Hours				
FY 2002/2003 Current	\$2,864.22	52.00	52.00	\$55.08
FY 2003/2004 Adopted	\$3,027.45	52.00	52.00	\$58.22
Task 250090 - Provide Support Services				
Unit: Work Hours				
FY 2002/2003 Current	\$1,685.81	40.00	40.00	\$42.15
FY 2003/2004 Adopted	\$425.35	9.00	9.00	\$47.26
Totals for Objective 25003:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$4,550.03		92.00	
FY 2003/2004 Adopted	\$3,452.80		61.00	
Totals for Program 250:				
FY 2002/2003 Current	\$87,181.30		1,009.00	
FY 2003/2004 Adopted	\$77,374.47		755.00	

**City of Sunnyvale
Program Performance Budget**

Program 251 - Parking District Landscaping

Program Outcome Statement

To provide the parking district with safe and attractive landscaped areas.

Maintain 2.738 acres (13,251 square yards) of landscaping and 1.029 acres of hardscape areas in a satisfactory condition.

**City of Sunnyvale
Program Performance Budget**

Program 251 - Parking District Landscaping

Objective 25101 - Downtown Parking District Hardscape Maintenance

Maintain 4,980 square yards of downtown parking district hardscape (e.g., sidewalk areas) by:

- Controlling weeds four times per fiscal year,
- Maintain 34,919 square yards of downtown parking lot areas by spot spraying weeds three times per fiscal year, and
- Hardscape and parking lots to be free of noticeable weeds visually obstructing these areas, so that:

	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* Percent of downtown hardscape areas that are maintained to provide a surface unobstructed by weeds determined by quarterly divisional quality survey. - Percent	81.00%	81.00%
* Percent of downtown parking lots that are maintained to provide a surface unobstructed by weeds determined by quarterly divisional quality survey. - Percent	81.00%	81.00%

**City of Sunnyvale
Program Performance Budget**

Program 251 - Parking District Landscaping

	<u>Costs</u>	<u>Units</u>	<u>Work Hours</u>	<u>Unit Costs</u>
Task 251010 - Hardscape Maintenance				
Unit: A Square Yard				
FY 2002/2003 Current	\$1,160.43	20,865.00	30.00	\$0.06
FY 2003/2004 Adopted	\$1,317.55	20,865.00	30.00	\$0.06
Task 251020 - Parking Lot Maintenance				
Unit: A Square Yard				
FY 2002/2003 Current	\$1,416.26	139,676.00	37.00	\$0.01
FY 2003/2004 Adopted	\$1,608.92	139,676.00	37.00	\$0.01
Totals for Objective 25101:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$2,576.69		67.00	
FY 2003/2004 Adopted	\$2,926.47		67.00	

**City of Sunnyvale
Program Performance Budget**

Program 251 - Parking District Landscaping

Objective 25102 - Irrigation System Maintenance / Provide Utility Services

Maintain irrigation system components in downtown parking district landscaped areas in a satisfactory operating condition that optimizes sprinkler coverage and minimizes water waste and respond to irrigation related complaints within 24 hours. Provide utility services to downtown landscaped areas such that irrigation water usage is maintained at or below allowable allocations.

	FY2002/2003 Current	FY2003/2004 Adopted
* Percent of irrigation components operating in a satisfactory condition maximizing sprinkler coverage and minimizing water waste determined by quarterly divisional quality survey. - Percent	80.00%	80.00%
* Number and percent of irrigation related complaints that are responded to within 24 hours determined by sectional landscaping service reports. - Number	5.00	5.00
- Percent	100.00%	100.00%
* Percent of irrigation water usage that is maintained at or below allowable allocations. - Percent	92.00%	92.00%

**City of Sunnyvale
Program Performance Budget**

Program 251 - Parking District Landscaping

	<u>Costs</u>	<u>Units</u>	<u>Work Hours</u>	<u>Unit Costs</u>
Task 251030 - Other Objective Tasks				
Unit: Work Hours				
FY 2002/2003 Current	\$4,989.93	129.00	129.00	\$38.68
FY 2003/2004 Adopted	\$5,665.52	129.00	129.00	\$43.92
Task 251040 - Irrigation Repairs				
Unit: A Repair				
FY 2002/2003 Current	\$6,773.73	286.00	173.00	\$23.68
FY 2003/2004 Adopted	\$5,964.92	219.00	134.00	\$27.24
Task 251050 - Provide Irrigation Water				
Unit: 100 Cubic Feet of Water Used				
FY 2002/2003 Current	\$4,084.37	2,698.00	1.00	\$1.51
FY 2003/2004 Adopted	\$4,130.12	2,698.00	1.00	\$1.53
Task 251060 - Provide Controller Electricity				
Unit: Kilowatts Used				
FY 2002/2003 Current	\$256.37	125.00	1.00	\$2.05
FY 2003/2004 Adopted	\$265.71	125.00	1.00	\$2.13
Totals for Objective 25102:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$16,104.40		304.00	
FY 2003/2004 Adopted	\$16,026.27		265.00	

**City of Sunnyvale
Program Performance Budget**

Program 251 - Parking District Landscaping

Objective 25103 - Maintain Downtown Parking District Trees

Maintain the 184 downtown parking district trees by implementation of a consistent pruning cycle. All trees to have a healthy growth habit indicative of the specific species, be disease free and have no apparent sign of insect infestation.

	FY2002/2003 Current	FY2003/2004 Adopted
* Number and percent of downtown parking district trees pruned each fiscal year.		
- Number	68.00	68.00
- Percent	28.00%	28.00%
* Percent of downtown parking district trees having good color, shape and vigorous new growth indicative to the specific species with no apparent sign of disease or insect infestation and structurally maintained to avoid liability exposures as determined by quarterly divisional survey.		
- Percent	80.00%	80.00%
* Percent of downtown parking district trees which are replaced for various reasons within two months of notification determined by divisional plant material replacement forms.		
- Percent	99.00%	99.00%

**City of Sunnyvale
Program Performance Budget**

Program 251 - Parking District Landscaping

	<u>Costs</u>	<u>Units</u>	<u>Work Hours</u>	<u>Unit Costs</u>
Task 251070 - Tree Pruning				
Unit: A Tree Pruned				
FY 2002/2003 Current	\$3,762.74	68.00	94.00	\$55.33
FY 2003/2004 Adopted	\$4,264.37	68.00	94.00	\$62.71
Task 251080 - Tree Removal and Replacement				
Unit: A Tree Replaced				
FY 2002/2003 Current	\$309.46	4.00	8.00	\$77.37
FY 2003/2004 Adopted	\$0.00	0.00	0.00	\$0.00
Task 251090 - Other Objective Tasks				
Unit: Work Hours				
FY 2002/2003 Current	\$763.22	23.50	23.50	\$32.48
FY 2003/2004 Adopted	\$875.51	23.50	23.50	\$37.26
Totals for Objective 25103:				
FY 2002/2003 Current	\$4,835.42		125.50	
FY 2003/2004 Adopted	\$5,139.88		117.50	

**City of Sunnyvale
Program Performance Budget**

Program 251 - Parking District Landscaping

Objective 25104 - Downtown Parking District Shrub Maintenance

Maintain the 1,007 downtown parking district shrubs by implementing good horticultural practices. All shrubs are to have a healthy growth habit indicative to the specific species, be disease free and have no apparent signs of insect infestation.

	FY2002/2003 Current	FY2003/2004 Adopted
* Number and percent of downtown parking district shrubs pruned and shaped each fiscal year.		
- Number	967.00	967.00
- Percent	96.00%	96.00%
* Percent of downtown parking district shrubs that have good color, form and vigorous new growth indicative to the specific species, are disease free and have no apparent sign of insect infestation determined by quarterly divisional quality survey.		
- Percent	80.00%	80.00%
* Percent of downtown parking district shrubs which are replaced for various reasons within two months of notification determined by divisional plant material replacement forms.		
- Percent	99.00%	99.00%

**City of Sunnyvale
Program Performance Budget**

Program 251 - Parking District Landscaping

	<u>Costs</u>	<u>Units</u>	<u>Work Hours</u>	<u>Unit Costs</u>
Task 251100 - Shrub Pruning				
Unit: A Shrub Pruned				
FY 2002/2003 Current	\$6,680.40	967.00	176.00	\$6.91
FY 2003/2004 Adopted	\$7,592.69	967.00	176.00	\$7.85
Task 251110 - Shrub Removal and Replacement				
Unit: A Shrub Replaced				
FY 2002/2003 Current	\$886.74	65.00	26.50	\$13.64
FY 2003/2004 Adopted	\$0.00	0.00	0.00	\$0.00
Task 251120 - Other Objective Tasks				
Unit: Work Hours				
FY 2002/2003 Current	\$443.05	13.00	13.00	\$34.08
FY 2003/2004 Adopted	\$506.69	13.00	13.00	\$38.98
Totals for Objective 25104:				
FY 2002/2003 Current	\$8,010.19		215.50	
FY 2003/2004 Adopted	\$8,099.38		189.00	

**City of Sunnyvale
Program Performance Budget**

Program 251 - Parking District Landscaping

Objective 25105 - Maintain Ground Cover

Maintain 12,341 square yards of downtown parking district plant material areas 34 times per fiscal year and 1,171 square yards of downtown parking district plant material areas 68 times per fiscal year and 2,353 square yards of downtown parking district planting material areas 250 times per fiscal year. Maintain downtown parking district plant material areas in a litter and debris free condition with no noticeable weeds protruding through or above these areas. Physically edge 14,385 square yards of ground cover two times per fiscal year and chemically edge 15,221 square yards of ground cover areas two times per fiscal year, maintaining a satisfactory edge.

	FY2002/2003 Current	FY2003/2004 Adopted
* Percent of downtown parking district plant material areas with no noticeable weeds protruding above landscaped areas determined by quarterly divisional quality survey. - Percent	81.00%	81.00%
* Percent of downtown parking district plant material areas that are free of litter and other debris, providing positive visual appeal determined by quarterly divisional quality survey. - Percent	80.00%	80.00%
* Percent of downtown parking district ground cover plants having good color, shape, and a dense growth habit indicative of the specific species, are disease free, and have no apparent insect infestations determined by quarterly divisional quality survey. - Percent	80.00%	80.00%
* Percent of downtown parking district ground cover areas edged physically and chemically. - Percent	100.00%	100.00%
* Percent of downtown parking district ground cover plants which are replaced for various reasons within two months of notification determined by divisional plant replacement forms. - Percent	96.00%	96.00%
* Percent of downtown parking district ground cover areas maintained in a fashion that does not allow growth beyond the outside edge of the concrete curb. - Percent	80.00%	80.00%

**City of Sunnyvale
Program Performance Budget**

Program 251 - Parking District Landscaping

	<u>Costs</u>	<u>Units</u>	<u>Work Hours</u>	<u>Unit Costs</u>
Task 251130 - Ground Cover Litter Removal				
Unit: A Square Yard				
FY 2002/2003 Current	\$10,714.81	477,890.00	277.00	\$0.02
FY 2003/2004 Adopted	\$12,165.46	477,890.00	277.00	\$0.03
Task 251140 - Ground Cover Weed Eradication				
Unit: A Square Yard				
FY 2002/2003 Current	\$5,492.79	265,015.00	142.00	\$0.02
FY 2003/2004 Adopted	\$6,236.45	265,015.00	142.00	\$0.02
Task 251150 - Ground Cover Edging and Trimming				
Unit: A Square Yard				
FY 2002/2003 Current	\$11,333.72	46,745.00	293.00	\$0.24
FY 2003/2004 Adopted	\$10,145.22	36,850.00	231.00	\$0.28
Task 251160 - Ground Cover Removal and Replacement				
Unit: A Square Yard				
FY 2002/2003 Current	\$3,713.44	685.00	96.00	\$5.42
FY 2003/2004 Adopted	\$0.00	0.00	0.00	\$0.00
Task 251180 - Herbicide Maintenance				
Unit: A Square Yard				
FY 2002/2003 Current	\$1,199.13	39,753.00	31.00	\$0.03
FY 2003/2004 Adopted	\$1,361.47	39,753.00	31.00	\$0.03
Task 251190 - Other Objective Tasks				
Unit: Work Hours				
FY 2002/2003 Current	\$1,980.17	62.50	62.50	\$31.68
FY 2003/2004 Adopted	\$2,275.17	62.50	62.50	\$36.40

**City of Sunnyvale
Program Performance Budget**

Program 251 - Parking District Landscaping

Totals for Objective 25105:

	<u>Costs</u>	<u>Work Hours</u>
FY 2002/2003 Current	\$34,434.06	901.50
FY 2003/2004 Adopted	\$32,183.77	743.50

**City of Sunnyvale
Program Performance Budget**

Program 251 - Parking District Landscaping

Objective 25106 - Perform Administrative and Support Services

Perform administrative and support services, protect employees, maintain or reduce number of occupational injuries, lost time from work and number of workers' compensation claims by providing safety equipment per statute/City policy, attendance at scheduled safety/job related training and department/City-wide safety committees 95% of the time. Inspect City transportation facilities semi-annually to identify and take corrective actions to improve public safety and reduce liability exposure.

	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* The number and percentage of occupational injuries compared to the previous three year average.		
- Number	3.00	3.00
- Percent	95.00%	95.00%
* The number and percent of hours lost compared to the number of program hours.		
- Number	205.00	205.00
- Percent	8.80%	8.80%
* Percent of transportation facility deficiencies identified for which corrective action is taken within 45 days.		
- Percent	96.00%	96.00%

**City of Sunnyvale
Program Performance Budget**

Program 251 - Parking District Landscaping

Notes

For measures 1 and 2, no occupational injuries have occurred for the last three years.

**City of Sunnyvale
Program Performance Budget**

Program 251 - Parking District Landscaping

	<u>Costs</u>	<u>Units</u>	<u>Work Hours</u>	<u>Unit Costs</u>
Task 251200 - Provide Administration				
Unit: Work Hours				
FY 2002/2003 Current	\$22,411.35	300.00	300.00	\$74.70
FY 2003/2004 Adopted	\$16,824.00	204.00	204.00	\$82.47
Task 251210 - Provide Support Services				
Unit: Work Hours				
FY 2002/2003 Current	\$4,878.33	107.00	107.00	\$45.59
FY 2003/2004 Adopted	\$5,513.14	107.00	107.00	\$51.52
Task 251220 - Provide Training				
Unit: Work Hours				
FY 2002/2003 Current	\$2,855.25	80.00	80.00	\$35.69
FY 2003/2004 Adopted	\$3,256.55	80.00	80.00	\$40.71
Task 251230 - Provide Program Coordination				
Unit: Work Hours				
FY 2002/2003 Current	\$7,414.74	109.00	109.00	\$68.03
FY 2003/2004 Adopted	\$6,361.18	84.00	84.00	\$75.73
Totals for Objective 25106:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$37,559.67		596.00	
FY 2003/2004 Adopted	\$31,954.87		475.00	

**City of Sunnyvale
Program Performance Budget**

Program 251 - Parking District Landscaping

	<u>Costs</u>	<u>Units</u>	<u>Work Hours</u>	<u>Unit Costs</u>
Totals for Program 251:				
FY 2002/2003 Current	\$103,520.43		2,209.50	
FY 2003/2004 Adopted	\$96,330.64		1,857.00	

**City of Sunnyvale
Program Performance Budget**

Program 265 - Neighborhood Parks and Open Space Management

Program Outcome Statement

Improve the physical and mental well-being of Sunnyvale's residents and business community while providing relief from the urban environment with hazard-free, attractive and usable open spaces in the form of neighborhood parks, school grounds and special use facilities by:

- The maintenance and replacement of landscaping in the form of turf, trees, ground covers and ornamental water features,
- The maintenance and replacement of recreational facilities including but not limited to, tennis and basketball courts, athletic fields, playgrounds, walking/jogging paths, horseshoe courts, picnic sites, multi-purpose buildings and a bowling green, and
- The maintenance and replacement of support facilities including but not limited to, restrooms, parking lots, pathways, drinking fountains, benches, bike racks, bollards, cigarette butt cans, dumpsters and their enclosures, fences and gates, signage, flagpoles, light standards and fixtures, pay phones, planter boxes and waste containers.

So that:

<u>Program Outcome Measures</u>	<u>Weight</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* Parks and open spaces are hazard-free, with accidents attributable to unsafe park conditions limited to the prior three year average. - Number of Accidents	5	0.00	1.00
* Staff survey results indicate parks and open space amenities meet 75% of Parks Division standards for attractiveness. - Percentage of Standards	4	85.00%	75.00%
* Staff survey results indicate parks and open spaces meet 80% of Parks Division standards for usability. - Percentage of Standards	4	90.00%	80.00%
* The Budget/Cost Ratio (planned cost divided by actual) is at 1.0. - Ratio	4	1.00	1.00
* Customer satisfaction with park safety, attractiveness and usability is at 80%. - Rating	2	90.00%	80.00%

**City of Sunnyvale
Program Performance Budget**

Program 265 - Neighborhood Parks and Open Space Management

Notes

1. Attractiveness and usability further defined at the service delivery plan level.

**City of Sunnyvale
Program Performance Budget**

Program 265 - Neighborhood Parks and Open Space Management

Service Delivery Plan 26501 - Landscaping for Neighborhood Parks and Open Spaces

Improve the mental well-being of Sunnyvale's residents and business community by providing visual relief from the urban environment through the maintenance and replacement of landscaping in the form of turf, trees, ground covers and ornamental water features associated with neighborhood parks, school grounds and special use facilities, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* Landscapes are hazard-free, with accidents attributable to unsafe landscaping conditions (trees, turf, ground covers) limited to the prior three year average. - Number of Accidents	0.00	1.00
* Landscapes meet 75% of all Parks Division standards for attractiveness so that: A. Turf: - Is medium to dark green, manicured to a uniform height between 2-1/2 and 3-1/2 inches. - Is extremely dense. - Has extremely consistent texture. - Has sharply defined boundaries. B. Landscaped areas: - Are free of uncontained litter and debris. - Trees display form common to the species, with no stubs, dead "flags" or other unsightly distractions. - Stumps are not visible. - Ground cover areas are well defined and fully covered. - Plants are healthy with a good display of color in the appropriate season. - Ornamental water feature is free of floating debris and algae; pond fountains and lights are functional. - Percentage of Standards	85.00%	75.00%
* Landscapes meet 80% of all Parks Division standards for usability, so that: - Lawns are capable of supporting all permitted activities; there are no areas unsuitable for use. - Trees planted for a specific reason (e.g., visual screens, noise barriers or summer shade) serve the intended purpose. - Percentage of Standards	90.00%	80.00%
* Customer satisfaction with park safety, attractiveness and usability is at 80%. - Rating	90.00%	80.00%

**City of Sunnyvale
Program Performance Budget**

Program 265 - Neighborhood Parks and Open Space Management

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 265000 - Maintain and Replace Turf				
Product: One Acre Maintained				
FY 2002/2003 Current	\$841,559.54	77.00	17,212.62	\$10,929.34
FY 2003/2004 Adopted	\$755,856.13	77.00	13,923.59	\$9,816.31
Activity 265010 - Maintain Trees				
Product: One Tree Maintained				
FY 2002/2003 Current	\$223,719.00	1,500.00	3,681.25	\$149.15
FY 2003/2004 Adopted	\$240,216.24	1,500.00	3,699.11	\$160.14
Activity 265020 - Maintain and Replace Ground Covers				
Product: One Acre Maintained				
FY 2002/2003 Current	\$487,666.91	31.00	9,812.94	\$15,731.19
FY 2003/2004 Adopted	\$448,042.82	31.00	8,168.56	\$14,452.99
Activity 265030 - Maintain Ornamental Water Features				
Product: One Feature Maintained				
FY 2002/2003 Current	\$75,388.54	5.00	1,415.48	\$15,077.71
FY 2003/2004 Adopted	\$76,143.05	1.00	1,358.65	\$76,143.05
Totals for Service Delivery Plan 26501:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$1,628,333.99		32,122.29	
FY 2003/2004 Adopted	\$1,520,258.24		27,149.91	

**City of Sunnyvale
Program Performance Budget**

Program 265 - Neighborhood Parks and Open Space Management

Service Delivery Plan 26502 - Recreational Facilities for Neighborhood Parks and Open Spaces

Improve the physical and mental well-being of Sunnyvale's residents and business community and support leisure services activities for dependent and non-dependent populations by:

- Providing outdoor recreational opportunities through the maintenance and replacement of recreational facilities associated with neighborhood parks, school grounds and special use facilities, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* Recreational facilities are hazard-free, with accidents attributable to unsafe recreational facility conditions limited to the prior three year average. - Number of Accidents	0.00	1.00
* Recreational facilities meet 75% of all Parks Division standards for attractiveness, so that: - Facilities are clean and free of graffiti, signs of vandalism, litter and weeds. - Surfaces are properly sealed and/or painted where applicable. - Playgrounds are bright and colorful, where appropriate. - Percentage of Standards	85.00%	75.00%
* Recreational facilities meet 80% of all Parks Division standards for usability, so that: - They are in good repair, secure, clean and functional according to their intended purpose. - Hard court surfaces are smooth, without large cracks and with clearly visible and well-defined lines, with nets in good repair and set at the proper height and tension. - Infields, outfields, soccer and multi-purpose fields, are reasonably level, have clearly defined boundaries and are free of unintended holes and depressions. - Soccer goals are in place from September 1st to December 1st and turf infields are open May 1st to October 1st. Other amenities are available seven days a week, 6 a.m. to 9 p.m., unless otherwise signed or authorized by City permit. - Park rules are clearly posted and/or made available at each pedestrian and vehicular entrance. - Percentage of Standards	85.00%	80.00%
* Customer satisfaction with park safety, attractiveness and usability is at 80%. - Rating	90.00%	80.00%

**City of Sunnyvale
Program Performance Budget**

Program 265 - Neighborhood Parks and Open Space Management

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 265160 - Maintain Play Areas				
Product: One Play Structure Maintained				
FY 2002/2003 Current	\$215,729.11	168.00	4,677.79	\$1,284.10
FY 2003/2004 Adopted	\$208,432.18	168.00	3,942.65	\$1,240.67
Activity 265170 - Maintain Picnic Areas				
Product: One Picnic Table Maintained				
FY 2002/2003 Current	\$256,112.00	361.00	6,274.23	\$709.45
FY 2003/2004 Adopted	\$218,717.32	361.00	4,489.95	\$605.87
Activity 265180 - Maintain Pathways/Par Courses				
Product: One Square Foot Maintained				
FY 2002/2003 Current	\$71,114.71	157,000.00	1,509.68	\$0.45
FY 2003/2004 Adopted	\$70,393.65	157,000.00	1,307.38	\$0.45
Activity 265190 - Maintain Athletic Fields				
Product: One Acre Maintained				
FY 2002/2003 Current	\$1,001,880.02	143.00	19,228.01	\$7,006.15
FY 2003/2004 Adopted	\$1,049,601.09	143.00	19,286.40	\$7,339.87
Activity 265200 - Maintain Tennis/Basketball Courts				
Product: One Court Maintained				
FY 2002/2003 Current	\$89,860.13	45.00	1,302.69	\$1,996.89
FY 2003/2004 Adopted	\$66,754.50	45.00	940.80	\$1,483.43
Activity 265210 - Maintain Multi-Purpose Buildings				
Product: One Building Maintained				
FY 2002/2003 Current	\$252,629.39	13.00	5,453.70	\$19,433.03
FY 2003/2004 Adopted	\$239,764.57	13.00	4,455.34	\$18,443.43

**City of Sunnyvale
Program Performance Budget**

Program 265 - Neighborhood Parks and Open Space Management

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 265220 - Maintain Bowling Green				
Product: One Square Foot Maintained				
FY 2002/2003 Current	\$22,005.77	14,400.00	433.82	\$1.53
FY 2003/2004 Adopted	\$22,637.55	14,400.00	399.90	\$1.57
Activity 265230 - Maintain Other Recreational Facilities				
Product: One Facility Maintained				
FY 2002/2003 Current	\$25,799.82	34.00	524.30	\$758.82
FY 2003/2004 Adopted	\$38,831.29	34.00	712.65	\$1,142.10
Activity 265240 - Maintain Dog Park				
Product: A Facility Maintained				
FY 2002/2003 Current	\$11,531.19	1.00	145.02	\$11,531.19
FY 2003/2004 Adopted	\$12,430.22	1.00	149.96	\$12,430.22
Totals for Service Delivery Plan 26502:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$1,946,662.14		39,549.24	
FY 2003/2004 Adopted	\$1,927,562.37		35,685.03	

**City of Sunnyvale
Program Performance Budget**

Program 265 - Neighborhood Parks and Open Space Management

Service Delivery Plan 26503 - Support Facilities for Neighborhood Parks and Open Spaces

Maintain and replace fixtures, structures and facilities which support general park use and which cannot be linked to specific park activities (e.g., parking lots, restrooms, drinking fountains), so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* Support facilities are hazard-free, with accidents attributable to unsafe support facility conditions limited to the prior three year average.		
- Number of Accidents	0.00	1.00
* Support facilities meet 75% of all Parks Division standards for attractiveness, so that:		
- Facilities are clean, free of graffiti and other signs of vandalism and are sealed or painted where appropriate.		
- Percentage of Standards	85.00%	75.00%
* Support facilities meet 80% of all Parks Division standards for usability, so that:		
- Structures and fixtures are clean, in good repair and function according to their intended purpose.		
- Benches and bleachers offer a relatively smooth seating surface and are sealed where appropriate.		
- Bollards, flagpoles, utility boxes and signage are visible.		
- Drinking fountains provide a steady flow of potable water when activated and drain completely.		
- Displaced hardscapes do not have unintended differentials greater than one-half inch in height and are free of severe cracking and/or unintended separations greater than one-half inch wide.		
- Restrooms are clean, functional and open during park hours.		
- Percentage of Standards	90.00%	80.00%
* Customer satisfaction with park safety, attractiveness and usability is at 80%.		
- Rating	90.00%	80.00%

**City of Sunnyvale
Program Performance Budget**

Program 265 - Neighborhood Parks and Open Space Management

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 265360 - Maintain Auxiliary Restrooms				
Product: One Building Maintained				
FY 2002/2003 Current	\$171,923.65	12.00	4,028.30	\$14,326.97
FY 2003/2004 Adopted	\$158,724.48	12.00	3,156.94	\$13,227.04
Activity 265370 - Maintain and Replace Structures and Fixtures				
Product: One Structure/Fixture Maintained				
FY 2002/2003 Current	\$236,705.77	2,346.00	4,408.82	\$100.90
FY 2003/2004 Adopted	\$257,664.95	2,346.00	4,456.62	\$109.83
Activity 265380 - Maintain and Replace Hardscapes				
Product: One Square Foot Maintained				
FY 2002/2003 Current	\$34,003.29	772,225.00	185.92	\$0.04
FY 2003/2004 Adopted	\$35,081.67	772,225.00	187.13	\$0.05
Totals for Service Delivery Plan 26503:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$442,632.71		8,623.04	
FY 2003/2004 Adopted	\$451,471.10		7,800.69	

**City of Sunnyvale
Program Performance Budget**

Program 265 - Neighborhood Parks and Open Space Management

Service Delivery Plan 26504 - Support Services

This service delivery plan accounts for services, the costs of which cannot be directly associated with any one activity or service delivery plan.

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* 100% of hazards are abated within 48 hours of notice given. - Percentage of Hazards Abated	100.00%	100.00%
* 95% of acts of vandalism are repaired within three days of notice. - Percentage of Acts of Vandalism	95.00%	95.00%

**City of Sunnyvale
Program Performance Budget**

Program 265 - Neighborhood Parks and Open Space Management

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 265400 - Abate Hazards				
Product: One Hazard Abated				
FY 2002/2003 Current	\$43,427.76	95.00	777.15	\$457.13
FY 2003/2004 Adopted	\$46,858.37	95.00	780.58	\$493.25
Activity 265410 - Abate Vandalism				
Product: One Vandalism Abated				
FY 2002/2003 Current	\$76,941.27	200.00	1,380.78	\$384.71
FY 2003/2004 Adopted	\$83,160.32	200.00	1,391.97	\$415.80
Activity 265420 - Maintain General Grounds and Abate Litter				
Product: One Acre Cleaned				
FY 2002/2003 Current	\$1,095,877.86	320.00	25,884.02	\$3,424.62
FY 2003/2004 Adopted	\$877,485.86	320.00	17,079.26	\$2,742.14
Activity 265430 - Provide Electricity				
Product: One Kilowatt Hour Used				
FY 2002/2003 Current	\$121,468.97	817,884.00	1.24	\$0.15
FY 2003/2004 Adopted	\$117,773.74	768,658.00	1.28	\$0.15
Activity 265440 - Provide Water				
Product: One CCF				
FY 2002/2003 Current	\$316,877.93	355,436.00	1.24	\$0.89
FY 2003/2004 Adopted	\$257,866.21	283,518.00	1.28	\$0.91
Totals for Service Delivery Plan 26504:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$1,654,593.79		28,044.43	
FY 2003/2004 Adopted	\$1,383,144.50		19,254.37	

**City of Sunnyvale
Program Performance Budget**

Program 265 - Neighborhood Parks and Open Space Management

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Totals for Program 265:				
FY 2002/2003 Current	\$5,672,222.63		108,339.00	
FY 2003/2004 Adopted	\$5,282,436.21		89,890.00	

**Environmental
Element**

3. Environmental Management Element

A safe environment is a fragile resource. Without careful management and planning, the physical environment can easily erode causing problems such as shortages in resources and capacities. The City of Sunnyvale is prudent in preserving the physical resources and providing the necessary capacities and operations to maintain the environment. The Environmental Management Element addresses these concerns in the sub-elements, which include:

- ❑ Water Resources
- ❑ Solid Waste Management
- ❑ Sanitary Sewer System
- ❑ Surface Runoff
- ❑ Energy
- ❑ Noise

Water Resources Sub-Element

Goals, Policies and Action Statements

Goal 3.1A Manage future demands to ensure that existing and realistically certain future water supplies will be adequate.

Policy 3.1A.1 Contract for water supplies based on projected reasonable demands.

Action Statements

3.1A.1a Negotiate for long-term supply commitments, using future demands as forecasted by the latest hydraulic network analysis and/or staff estimates.

3.1A.1b Support reasonable, cost-effective, and environmentally sound water supply enhancement projects of San Francisco Water Department/Hetch-Hetchy and Santa Clara Valley Water District.

Policy 3.1A.2 Purchase potable water utilizing the most cost-effective source(s), subject to contractual requirements with our suppliers.

Action Statements

3.1A.2a Provide system controls that can respond to demand while also optimizing the mix of all sources in a cost-effective manner.

3.1A.2b Establish operating budgets that maximize water units in areas where costs are the least.

Policy 3.1A.3 Maintain a cost-effective preventative maintenance program that provides for sufficient reliability of all potable and reclaimed water system facilities.

Action Statements

3.1A.3a Perform preventative maintenance on all system facilities in order to eliminate the need for major unscheduled repairs or replacements.

3.1A.3b Provide for periodic inspection and assessment of system facilities.

3.1A.3c Maintain accurate and up-to-date records and maps.

3.1A.3d Provide for coordination with other utilities as required.

3.1A.3e Test, repair and replace water meters pursuant to established standard frequencies.

3.1A.3f Respond to all customer concerns and inquiries.

3.1A.3g Assure all facilities are properly screened, landscaped and maintained so as not to detract from neighboring developments.

3.1A.3h Provide appropriate security and protection of water facilities.

3.1A.3i Test and repair hydrants pursuant to established standard frequencies.

Goal 3.1B Ensure that potable and reclaimed water meet all quality and health standards.

Policy 3.1B.1 Ensure that backflow from potentially contaminated water services is prevented through an aggressive inspection and maintenance program.

Action Statements

3.1B.1a Ensure that adequate backflow prevention devices are installed as required.

3.1B.1b Monitor annual backflow devices testing program.

3.1B.1c Perform backflow investigations and inspections as required.

3.1B.1d Investigate the potential for the City owning all backflow devices, thereby ensuring proper function and maintenance.

Policy 3.1B.2 Develop a comprehensive water quality monitoring program that meets or exceeds all state and federal requirements, while also meeting specific needs of the City and our citizens.

Action Statements

3.1B.2a Establish parameters to be tested for, together with specific testing frequencies and scheduling.

3.1B.2b Provide adequate laboratory testing facilities.

3.1B.2c Provide adequate training for quality sampling and testing.

3.1B.2d Provide the public with information relative to City's water quality program, bottled water, home water filtering devices, private wells, etc.

3.1B.2e Respond to customer concerns and inquiries.

3.1B.2f Monitor state and federal legislation to ensure City's sampling and testing procedures meet all requirements.

Policy 3.1B.3 Develop an action plan to respond to and protect from contamination of water supplies.

Action Statements

3.1B.3a Monitor all known underground contaminations.

3.1B.3b Ensure responsible parties are taking all reasonable steps to clean up known underground contaminations.

3.1B.3c Ensure responsible enforcement agencies are taking all reasonable steps to have responsible parties clean up known underground contaminations.

3.1B.3d Ensure all business and industry are complying with the City's hazardous materials storage ordinance.

3.1B.3e Maintain an emergency action plan to isolate and prohibit the delivery of known or suspected contaminated water to customers.

3.1B.3f Maintain a program to notify customers of known or suspected contaminated water and of the City's action plan.

3.1B.3g Work with the Santa Clara Valley Water District to identify all private wells in the City.

3.1B.3h Advise owners of private wells of health risks, adequate quality testing, etc., and encourage proper abandonment of the wells where appropriate.

3.1B.3i Encourage owners of private wells that do not have City water service to properly abandon their wells and hook up to the City's water system.

Goal 3.1C Ensure that the water distribution system can meet minimum fire and quality standards during emergency conditions.

Policy 3.1C.1 Maintain an emergency water operations plan.

Action Statements

3.1C.1a Maintain sufficient emergency interties with other water utilities.

3.1C.1b Develop and maintain standard operating procedures for responding to losses of supply or water contamination events.

3.1C.1c Develop and maintain standard operating procedures for notifying the public during losses of supply or water contamination events.

Policy 3.1C.2 Provide sufficient storage and backup power to meet minimum requirements for water during emergencies.

Action Statements

3.1C.2a Check periodically the adequacy of storage facilities and distribution system through a computer modeling program (hydraulic network analysis).

3.1C.2b Study need for additional backup power at key water facilities.

Goal 3.1D Manage potable water demand through the effective use of water rates, conservation programs and reclaimed water.

Policy 3.1D.1 Provide for an on-going potable water conservation program.

Action Statements

3.1D.1a Monitor unaccounted-for water and notify Finance when percentages exceed norms.

3.1D.1b Support demand management programs identified as "Best Management Practices " in our Memorandum of Understanding with the State Department of Water Resources.

3.1D.1c Update our City's Urban Water Management Plan as required by the State.

3.1D.1d Inform the community periodically on the status of water supply and the need to conserve.

3.1D.1e Maintain current inverted rate structure policy.

Policy 3.1D.2 Provide for potable water conservation programs that will effectively respond to periods of water shortages/droughts.

Action Statements

3.1D.2a Implement staged water conservation plans similar to those implemented during the 1987-1992 drought, depending on the severity of future water shortages.

3.1D.2b Implement water usage restrictions tailored to the level of conservation required.

3.1D.2c Keep the community regularly advised as to the status of the water shortage emergency, how they can achieve conservation goals, and the community's progress toward those goals.

3.1D.2d Coordinate drought planning with other involved agencies.

Policy 3.1D.3 Expand opportunities for reclaimed water use consistent with ecology needs of the Bay and/or diminished potable water supplies.

Action Statements

3.1D.3a Complete Phases I and II of the existing Reclaimed Water Project.

3.1D.3b Consider expanding this project into Phase III and beyond.

3.1D.3c Pursue funding for existing and future projects.

3.1D.3d Provide information and assistance to potential reclaimed water customers.

3.1D.3e Monitor use and effectiveness of reclaimed water on turf and landscaping.

Goal 3.1E Maintain a financially stable Water Fund through a user based fee system that funds operation, capital improvements, infrastructure replacement and public education programs.

Policy 3.1E.1 Establish potable and reclaimed water rate structures that will ensure funding of capital improvements, operational and maintenance needs and the development of an adequate reserve.

Action Statements

3.1E.1a Review rate structures annually.

3.1E.1b Establish appropriate reserves to ensure stable rates and provide for capital improvement and replacement needs.

3.1E.1c Review Ten-Year Plan annually for capital improvement and replacement needs.

3.1E.1d Ensure that the City receives 100% of utility entitlement by preparing utility bills accurately, by providing on-going monitoring for the completeness and accuracy of and collection of utility billings.

3.1E.1e Provide timely initiation, discontinuance and changes in water services.

Policy 3.1E.2 Establish rate structures that encourage on-going potable water conservation and that can be modified to achieve even greater levels of water conservation

during period of water shortages/droughts.

Action Statements

3.1E.2a Establish reclaimed water rates in such a way as to attract customers.

3.1E.2b Utilize inverted rate scenarios to achieve both on-going and severe water conservation goals.

Policy 3.1E.3 Establish and maintain adequate reserve levels to replace or renovate Water Fund infrastructure components in order to maximize asset life and meet future community needs.

Action Statements

3.1E.3a Maintain and periodically update an inventory of Water Fund infrastructure components.

3.1E.3b Establish, maintain and review infrastructure renovation and replacement fund schedules for the water distribution system.

Goal 3.1F Provide a customer service program that emphasizes customer satisfaction and confidence.

Policy 3.1F.1 Maintain the provision of a high-quality, dependable source of both potable and reclaimed water at a reasonable and competitive cost to the consumer.

Action Statements

3.1F.1a Expand opportunities for cost savings in operations and maintenance.

3.1F.1b Oppose unreasonable rate increases from our suppliers.

3.1F.1c Notify the community regarding Sunnyvale's water rates, how they were developed, and how they compare with neighboring utilities.

Policy 3.1F.2 Inform customers on issues relating to water supply, quality, rates, conservation, and other matters.

Action Statements

3.1F.2a Utilize bill stuffers, cable TV, direct mailers, civic events, and other media to inform customers on water resource issues.

3.1F.2b Conduct public/neighborhood meetings when and where appropriate.

3.1F.2c Continue to produce and distribute the annual water quality report.

Policy 3.1F.3 Solicit customer input through consumer surveys, City-wide events, and other forums.

Action Statements

3.1F.3a Insert customer input surveys into selected quarterly reports, bill stuffers, door knob hangers, etc.

3.1F.3b Hand out survey forms at selected City-wide events, at neighborhood meetings, schools, and other forums.

Policy 3.1F.4 Monitor customer satisfaction through periodic surveys and responses to citizen inquiries.

Action Statements

3.1F.4a Track customer compliments and complaints from phone calls, letters, etc.

3.1F.4b Distribute customer satisfaction surveys during work activities, by mail, or other delivery systems.

3.1F.4c Incorporate results of 3.1F.4a & b into measurement of desired service levels and/or outcomes measures.

Policy 3.1F.5 Train and encourage employees to develop a customer service work ethic.

Action Statements

3.1F.5a Provide on-going customer service training to employees.

3.1F.5b Incorporate customer service performance into all employee audit processes.

3.1F.5c Develop means to reward outstanding customer service by employees.

Goal 3.1G Support legislation and other efforts that promote the accomplishment of the City's water resources sub-element goals and policies.

Policy 3.1G.1 Support efforts by both the federal and state governments to work cooperatively with municipal governments to ensure safe drinking water.

Action Statements

3.1G.1a Work through the various water utility professional organizations (AWWA, CMUA, BAWUA, etc.) to promote collaborative working relationships with state

and federal drinking water authorities (EPA, DOHS, etc.).

3.1G.1b Work through lobbying organizations (LCC, CMUA, SCVWD, SFWD, etc.) to develop networks with state and federal agencies.

3.1G.1c Support legislation that promotes better cooperation between state and federal governments and municipal governments.

Policy 3.1G.2 Seek support for federal and state funding of Sunnyvale's water resources projects and programs.

Action Statements

3.1G.2a Continue to pursue funding of reclaimed water projects through Santa Clara Valley Water District, San Francisco Water Department and the legislature.

3.1G.2b Monitor and pursue other available funding for major capital improvements and infrastructure replacement projects.

Policy 3.1G.3 Oppose efforts to unreasonably reduce the availability of water supply to Sunnyvale.

Action Statements

3.1G.3a Oppose efforts by the federal government to eliminate Hetch-Hetchy reservoir.

3.1G.3b Oppose legislation that unreasonably diverts existing water supplies from municipalities to other uses.

3.1G.3c Oppose legislation that would block proposed water supply projects that are necessary, reasonable, cost-effective, and environmentally sound.

Policy 3.1G.4 Support efforts to encourage reasonable demand-side water conservation programs.

Action Statements

3.1G.4a Support on-going state and local water conservation efforts and support legislation encouraging the installation of reasonable water conservation devices in a building prior to transfer of title, provided there is some economic impact criteria.

3.1G.4b Oppose legislation requiring cities and counties to conduct a water supply analysis every three years.

3.1G.4c Work with Santa Clara Valley Water District, San Francisco Water Department and other retailers to support ULFT rebate programs, showerhead giveaways, and other Best Management Practices.

Policy 3.1G.5 Support legislation that would allow greater flexibility for water transfers, subject to protection of water rights and any adverse impacts on affected

communities.

Action Statements

3.1G.5a Support legislation that authorizes any retail water user with a water allocation to transfer that allocation to another user and work with water agencies to devise a means of effective transfer that will not risk existing water rights but rather augment supplies that are severely impacted by drought and encourage the federal government to consider similar legislation.

Policy 3.1G.6 Support legislation and regulations that establish beneficial water quality standards that are based on scientific facts, benefit-risk analyses and other supportable evidence.

Action Statements

3.1G.6a Support efforts by Congress to direct EPA to give to the State the flexibility to adopt toxicity standards based on site-specific conditions, which will provide reasonable, cost-effective protection to aquatic organisms and human health. Support a more cooperative approach between all levels of government and the private sector to determine environmental priorities and standards.

3.1G.6b Support a moratorium on the promulgation and implementation of drinking water regulations under the Safe Drinking Water Act until such time as studies are completed and the reauthorization of the Act is carried out.

3.1G.6c Oppose any water quality legislation or regulations that are not based on scientific evidence and/or do not provide measurable improvements in public health.

Solid Waste Sub-Element

Goals, Policies and Action Statements

Goal 3.2A Ensure that all municipal solid waste generated within the City is collected and transported in a manner that protects public health and safety.

Policy 3.2A.1 Provide convenient, competitively priced solid waste collection services.

Action Statements

3.2A.1a Establish, enforce and periodically update collection service standards.

3.2A.1b Provide collection services that meet the needs of elderly and disabled residents.

3.2A.1c Evaluate methods of achieving increased efficiencies in solid waste collection.

3.2A.1d Compile and analyze information regarding collection operations to ensure that existing operations are operated in a safe, sanitary and efficient manner, and that collection costs are necessary and reasonable.

Policy 3.2A.2 Ensure that standards of Customer Service Excellence policies are met by those providing solid waste collection service.

Action Statements

3.2A.2a Provide and publicize convenient methods by which customer complaints can be filed.

3.2A.2b Investigate all complaints regarding solid waste collection and maintain records of complaint resolution.

Goal 3.2B Reduce solid waste disposal to 50% or less of the amount generated in 1990 (as adjusted to reflect population and economic changes) in the most cost-effective manner.

Policy 3.2B.1 Reduce generation of solid waste by providing source reduction programs and promoting source reduction behavior.

Action Statements

- 3.2B.1a Provide source reduction programs that reduce the generation of solid waste.
- 3.2B.1b Encourage and facilitate private source reduction programs, services and facilities.
- 3.2B.1c Provide comprehensive and ongoing public education programs to encourage source reduction behavior by Sunnyvale residents and businesses.
- 3.2B.1d Continue to monitor the effectiveness of unlimited residential refuse collection.
- Policy 3.2B.2 Maximize diversion of solid waste from disposal by use of demand management techniques, providing and promoting recycling programs, and encouraging private sector recycling.

Action Statements

- 3.2B.2a Continue to use demand management in determining refuse collection rates and policies.
- 3.2B.2b Provide, or facilitate the provision of, recycling collection services to residential, commercial and industrial customers in a cost-effective way that allows achievement of the 50% diversion goal.
- 3.2B.2c Provide comprehensive and ongoing public education and promotion programs to encourage residents and businesses to participate in recycling programs.
- 3.2B.2d Make City facilities models of source reduction and recycling behavior by stating that all employees are expected and empowered to incorporate source reduction and recycling in their work practices.
- 3.2B.2e Compile and analyze information regarding recycling and disposal amounts, program costs and customer satisfaction to evaluate the City's progress toward achieving its disposal diversion goal.
- Policy 3.2B.3 Meet or exceed all federal, state and local laws and regulations concerning solid waste diversion and implementation of recycling and source reduction programs.

Action Statements

- 3.2B.3a Periodically update the Sunnyvale Source Reduction and Recycling Element and perform related tasks as required by state law.
- 3.2B.3b Continue to implement the source reduction and recycling programs described in the Sunnyvale Source Reduction and Recycling Element.

3.2B.3c Continue to monitor the City's compliance with waste diversion laws and regulations.

Policy 3.2B.4 Increase demand for recycled materials by advocating local, state and federal legislation that will increase use of recycled content products.

Action Statement

3.2B.4a Identify and support proposed laws and administrative actions that would increase the demand for and value of recycled materials in a cost effective manner.

Goal 3.2C Encourage residents to maintain clean neighborhoods by preventing unsightly accumulations of discarded materials and illegal dumping of municipal solid waste.

Policy 3.2C.1 Provide periodic opportunities for residents to dispose of refuse at discounted or no charge.

Action Statements

3.2C.1a Periodically provide "extended curbside collection" of bulky residential refuse.

3.2C.1b Periodically provide City residents free disposal of refuse at the Sunnyvale Materials Recovery and Transfer Station.

3.2C.1c Provide disposal services for neighborhood cleanup events.

Goal 3.2D Dispose of solid waste generated within the City in an environmentally sound, dependable and cost-effective manner.

Policy 3.2D.1 Assure that the City possesses a minimum of five years of refuse disposal capacity at all times.

Action Statements

3.2D.1a Annually assess the amount of disposal capacity available with existing disposal arrangements and projected disposal amounts.

3.2D.1b When available disposal capacity equals ten years or less, initiate actions to arrange for sufficient capacity to accommodate present and projected City needs.

Policy 3.2D.2 Reduce the amount of refuse being disposed, generate recycling revenues and minimize truck travel to the disposal site through use of the Sunnyvale Materials Recovery and Transfer Station.

Action Statements

3.2D.2a Achieve economies of scale in the operation of the Sunnyvale Materials Recovery and Transfer Station.

3.2D.2b Continue to monitor Sunnyvale Materials Recovery and Transfer Station operations to ensure compliance with all performance standards and regulatory requirements.

3.2D.2c Research developments in refuse transfer, materials recovery equipment and operations, and markets for recovered materials and implement appropriate changes to Sunnyvale Materials Recovery and Transfer Station equipment and operations.

Goal 3.2E Minimize potential future City liability for wastes generated in the City.

Policy 3.2E.1 Select disposal methods and sites for solid and hazardous wastes that incorporate technologies and practices most likely to eliminate or minimize future City liabilities.

Action Statements

3.2E.1a Obtain and review permits, reports and other information related to disposal facilities to verify compliance with laws, regulations and prudent practices.

3.2E.1b Whenever practical, select to dispose of hazardous wastes by reuse, recycling, incineration and landfilling, in that order.

Policy 3.2E.2 Minimize impact on future rate payers of potential liability for past disposal practices.

Action Statements

3.2E.2a Evaluate existing reserve funds and potential liabilities and adopt appropriate reserve fund policies.

3.2E.2b Seek changes to federal law to minimize the City's potential liability for disposal of municipal solid waste.

Policy 3.2E.3 Minimize illegal and inappropriate disposal of Household Hazardous Waste.

Action Statements

3.2E.3a Encourage use of Household Hazardous Waste source reduction practices by providing promotion and public education.

3.2E.3b Provide and promote convenient Household Hazardous Waste disposal services.

Policy 3.2E.4 To meet or exceed all federal, state and local laws and regulations concerning Household Hazardous Waste and implementation of Household Hazardous Waste programs.

Action Statements

3.2E.4a Periodically update the Sunnyvale Household Hazardous Waste Element and perform related tasks as required by state law.

3.2E.4b Implement the Household Hazardous Waste programs described in the Household Hazardous Waste Element.

Goal 3.2F Maintain sound financial strategies and practices that will enable the City to provide comprehensive solid waste management services to the community while keeping refuse rates at or below countywide averages for cities using cost of service pricing.

Policy 3.2F.1 Establish refuse collection and disposal rates in a manner that equitably allocates program costs among rate payers and promotes rate stability.

Action Statements

3.2F.1a Periodically restructure refuse collection and disposal rates to incorporate demand management, minimize demand for services and reflect actual costs.

3.2F.1b Annually survey refuse rates and rate-setting methods for comparable Santa Clara County cities to determine City's relationship to countywide averages.

Policy 3.2F.2 To the greatest extent possible, anticipate changes required in refuse collection rates in response to changes in laws, regulations and economic factors affecting the solid waste management system.

Action Statements

3.2F.2a Prepare budgets that reflect costs for anticipated legislation and regulations, new programs and modifications to existing programs.

3.2F.2b Annually establish refuse collection rates that use long-range budget projections to maximize the predictability of future rates.

3.2F.2c Identify, and work to modify, proposed laws and legislation that have potential financial impacts on the solid waste management program.

Policy 3.2F.3 Identify additional revenue sources and, where possible, increase revenues from solid waste programs, services and facilities without jeopardizing program goals and customer service quality.

Action Statements

3.2F.3a Seek grant funding from the State and other sources where the cost of obtaining and maintaining the grant does not negate its value.

3.2F.3b Identify and pursue potential customers for any unused capacity of the Sunnyvale Materials Recovery and Transfer Station.

3.2F.3c Review and audit revenue sources to ensure that all appropriate revenues are being received.

3.2F.3d Evaluate revenues of existing and proposed programs as decisions are being made regarding those programs.

Goal 3.2G Contribute to an economic development environment that is supportive of a wide variety of businesses.

Policy 3.2G.1 Provide solid waste services desired by businesses at competitive rates.

Action Statement

3.2G.1a Conduct periodic surveys to verify that businesses receive useful services at a competitive price.

Goal 3.2H Manage the closed Sunnyvale Landfill in a manner that protects the public health and safety and the environment, promotes enjoyable public use of the site and assists in the achievement of other goals of the Solid Waste Sub-Element.

Policy 3.2H.1 Ensure compliance with federal, state and local laws and regulations.

Action Statements

3.2H.1a Continue to monitor and manage leachate, groundwater and landfill gas.

3.2H.1b Continue to monitor and manage the landfill cap, slopes and surface vegetation.

3.2H.1c Maintain post-closure maintenance financial assurance mechanism in compliance with regulations.

Policy 3.2H.2 Extract available resources from the refuse buried at the landfill.

Action Statements

3.2H.2a Provide landfill gas of a quality and at a flow rate suitable for energy recovery.

3.2H.2b Continue to monitor new technologies for further opportunities to extract buried resources.

Policy 3.2H.3 Provide for safe, enjoyable recreational access to portions of the landfill.

Action Statements

3.2H.3a Maintain environmental control systems to provide for safe public access to open space portions of the site.

3.2H.3b Maintain a vegetative screen along Caribbean Drive and Borregas Avenue to enhance the aesthetics of the landfill, as viewed from the adjacent industrial area.

3.2H.3c Provide information to visitors regarding the site's history and relationship to other nearby City-operated environmental management facilities.

Policy 3.2H.4 Provide for facilities and activities on portions of the landfill that support achievement of the City's solid and household hazardous waste goals and policies.

Action Statements

3.2H.4a Continue to provide for concrete and asphalt recycling.

3.2H.4b Consider long-term use of the Carl Road Recycling Center as a household hazardous waste facility.

3.2H.4c Provide a disposal area for dried sewage sludge from the Water Pollution Control Plant.

3.2H.4d Evaluate the benefits to the solid waste program of other waste diversion facilities and activities proposed to be located on the landfill.

Policy 3.2H.5 Generate revenues from post-closure uses of the landfill.

Action Statements

3.2H.5a Periodically evaluate the possibility of increasing revenues generated by existing facilities located on the landfill.

3.2H.5b Evaluate the suitability and revenue potential of proposed revenue-generating uses of the landfill.

Sanitary Sewer System Sub-Element

Goals, Policies and Action Statements

Generations

Goal 3.3A Insure that the quantity and quality of wastes generated does not exceed the capabilities of the transportation and disposal facilities.

Policy 3.3A.1 City shall provide for limitations on flow generated by new industries and enlargements of existing industries so that the total flow to the Water Pollution Control Plant will not exceed the safe operating capacity of the plant but under no circumstances is it to exceed 29.5 MGD.

Action Statements

3.3A.1a Monitor the generation of industrial wastes by new industries and enlargements of existing industries to insure that the safety treatment capacity is not exceeded at any time.

3.3A.1b Enact a sewage discharge moratorium if the average flow to the Water Pollution Control Plant reaches 96% (4% safety factor) of design flow.

3.3A.1c Maintain a fair and equitable allocation system of Water Pollution Control Plant treatment capacity to land use category.

Policy 3.3A.2 Insure that wastes discharged to the transportation system can be treated by existing treatment processes of the Water Pollution Control Plant.

Action Statements

3.3A.2a Provide adequate pretreatment monitoring to insure that the discharge standards are met by the dischargers.

3.3A.2b Develop and implement an information system to inform sewer users of prohibited discharges, pretreatment methods and reporting requirements.

Transportation

Goal 3.3B Continue to operate and maintain the sanitary sewer system so that all sewage and industrial wastes generated within the City are collected and transported under safe and sanitary conditions to the Water Pollution Control Plant.

Policy 3.3B.1 Inspect critical points in the sewerage system annually to insure that the proper level of maintenance is being provided and that the flow in sewers does not exceed design capacity.

Action Statements

3.3B.1a Jet flush the sewer system on a regular basis.

3.3B.1b Monitor locations where the capacity is critical in the sewerage system.

3.3B.1c Continue the program of minimizing the illegal storm connections on private property to the City sanitary system.

3.3B.1d Continue the program of locating and correcting points of infiltration in the sewers.

3.3B.1e Continue to provide an adequate level of maintenance for the sewerage system.

3.3B.1f Develop and maintain accurate, up-to-date maps and records of the sewerage system.

3.3B.1g Explore alternate uses for existing cannery line.

3.3B.1h Ensure that City's 10-year Capital Plan provides for necessary Capital Improvements and Replacements.

Policy 3.3B.2 Permit the direct discharge of process water to the Santa Clara Valley Water District's flood control channels or the City's storm drains pursuant to the requirements of the City's approved policy.

Action Statement

3.3B.2a Process water may be discharged directly to a flood control channel or to a private pipeline that in turn discharges to a flood control channel without a City permit providing discharger has a current National Pollutant Discharge Elimination System (NPDES) permit from the Regional Water Quality Control Board and authorization from the Santa Clara Valley Water District.

Disposal

Goal 3.3C Continue to operate and maintain the Water Pollution Control Plant so that all sewage and industrial wastes generated within the City receive sufficient treatment to meet the effluent discharge and receiving water standards of the regulatory agencies.

Policy 3.3C.1 Monitor Water Pollution Control Plant's operations and maintenance for its ability to meet regulatory standards.

Action Statement

3.3C.1a Continue to provide the water pollution control facilities, personnel, materials and utilities so that the sewage and industrial wastes generated within the City can be treated to the extent needed to meet the regulatory agencies' standards.

Policy 3.3C.2 Coordinate procedures with Energy Sub-Element for optimizing an alternative energy program for the Water Pollution Control Plant so that minimum use and reliance are placed on outside energy sources.

Action Statement

3.3C.2a Implement the procedures deemed feasible of an alternative energy program for the Water Pollution Control Plant.

Policy 3.3C.3 Monitor South Bay water quality testing programs to determine if relocation of treated effluent discharge is necessary.

Action Statement

3.3C.3a Work with the other members of the South Bay dischargers (San Jose/Santa Clara and Palo Alto) to prove to the State Water Resources Control Board and the Regional Water Quality Control Board that the tertiary treated effluent from the three water pollution control plants now being discharged to South San Francisco Bay does not have to be transported to a point of deep water discharge north of Dumbarton Bridge in order to achieve the beneficial uses of the Bay.

3.3C.3b Continue to work with the neighboring cities, state and federal agencies, the county, etc. to solve mutual water quality problems.

Policy 3.3C.4 Study all feasible opportunities of waste-water reuse.

Action Statements

3.3C.4a Consider the development of a water reuse program.

3.3C.4b Study to determine whether a workable program for salt content control can be developed.

3.3C.4c Study effects of water re-use and its relationship on discharge to San Francisco Bay.

3.3C.4d Study feasibility of reclaimed water for restoration and/or enhancement of marshlands.

Funding

Goal 3.3D Maintain financially stable Sewer Fund through a User Based Fee System.

Policy 3.3D.1 Assess connection fees to new system users for costs of excess system capacity constructed for their eventual use.

Policy 3.3D.2 Assess user fees based on quantity and quality of waste generated.

Policy 3.3D.3 Establish appropriate reserves to ensure stable rates and Capital Improvement and Replacement needs.

Policy 3.3D.4 Annually review rate structure.

Policy 3.3D.5 Annually review 10-year plan for Capital Improvement and Replacement needs.

Policy 3.3D.6 Continue to make landowners responsible for maintenance of sewer laterals, except that the City will make repairs to laterals between property line and sewer mains caused by broken pipe and street tree roots.

Surface Runoff Sub-Element

Goals, Policies and Action Statements

Protect Beneficial Uses of Creeks and South San Francisco Bay

Goal 3.4A Assure the reasonable protection of beneficial uses of creeks and South San Francisco Bay, established in the Regional Board's Basin Plan, and protect environmentally sensitive areas.

Policy 3.4A.1 Continue to support the identification and development of Best Management Practices suitable for use in the City through participation in the Santa Clara Valley NPS Control Program, American Public Works Association's Stormwater Quality Task Force, the Bay Area Stormwater Management Agencies Association, and similar organizations.

Policy 3.4A.2 Comply with regulatory requirements and participate in processes which may result in modifications to regulatory requirements.

Action Statements

3.4A.2a Conduct internal audits in order to continue to improve environmental programs.

3.4A.2b Implement appropriate pollution prevention activities for targeted pollutants to comply with regulatory requirements.

3.4A.2c Review proposed changes in regulatory requirements and comment as appropriate.

3.4A.2d When evaluating pollutant control measures, consider all potential impacts including effects on the storm drain system, sanitary sewer system, and groundwater.

Policy 3.4A.3 Ensure that Best Management Practices are implemented to reduce the discharge of pollutants in storm water to the maximum extent practicable.

Action Statements

3.4A.3a Inspect industrial and commercial businesses for potential discharges to storm drains as part of industrial pretreatment inspections for the Water Pollution Control Plant.

- 3.4A.3b Modify Industrial Pretreatment permits to also require Best Management Practices to control the discharge of pollutants to city-owned storm drains.
- 3.4A.3c Use the City newsletter and utility billings to disseminate information regarding the proper disposal of waste and to encourage the public to participate in reducing pollutants in storm water runoff.
- 3.4A.3d Continue outreach programs to industrial and commercial businesses to educate them on proper disposal of waste to the sanitary sewer and storm drains.
- 3.4A.3e Label approximately 1,060 municipal storm drainage inlets a year until all inlets are labeled and maintain labels as necessary to educate the public on the fate of material discharged to storm drains.
- 3.4A.3f Encourage private property owners to label storm drain inlets.
- 3.4A.3g Conduct surveys during public events to track public awareness of the Santa Clara Valley NPS Control Program.
- 3.4A.3h Obtain copies and use the Statewide Best Management Practices Manual (to be available around the beginning of 1993) as guidance.
- 3.4A.3i Modify new development and redevelopment permitting procedures to require developers and contractors to implement Best Management Practices before, during and after construction to minimize pollutants discharged in storm water runoff. The report titled "Storm Water Quality Controls for New Developments in Santa Clara Valley and Alameda County: A Guide for Controlling Post-Development Runoff" will be used as guidance to achieve post-development controls.
- 3.4A.3j Continue to participate with the Santa Clara Valley NPS Control Program to hold workshops to notify developers, consulting firms and contractors of the General Construction Activity Storm Water Permit; to notify industries of industrial National Pollution Discharge Elimination System storm water permit requirements and everyone about the requirements of the City's area-wide municipal storm water National Pollution Discharge Elimination System permit.
- 3.4A.3k Continue to develop and maintain accurate maps of the storm drain system owned and operated by the City.
- 3.4A.3l Track existing municipal government activities, which remove pollutants prior to discharge to storm drains such as the number of storm drain inlets cleaned, curb miles swept and amounts of material removed.
- 3.4A.3m In addition to sweeping streets for aesthetic purposes, sweep to prevent pollutants from entering storm drain inlets. Similarly, in addition to cleaning storm drain inlets to prevent flooding, clean inlets to remove pollutants from the storm drain system. The " Best Management Practices for Street Cleaning and Storm Drainage Facilities" developed by the Alameda County Urban Runoff Clean Water Program may be used as guidance.
- 3.4A.3n Track creek and South San Francisco Bay water quality data collected by the Santa Clara Valley NPS Control Program, the Water Pollution Control Plant

and other environmental monitoring programs, for changes resulting from the implementation of Best Management Practices.

3.4A.3o Continue to detain storm water runoff in the Pump Station No. 2 basin to settle sediment and associated pollutants prior to discharge to receiving waters.

3.4A.3p Monitor influent and effluent from the basin to determine percent removal of pollutants in order to evaluate the effectiveness of the detention basin in removing pollutants.

3.4A.3q Test pollutants in the basins, and develop and implement a maintenance plan to assure that sediment is periodically removed and properly disposed.

Policy 3.4A.4 Effectively prohibit illicit discharges and improper disposal into the storm drain system.

Action Statements

3.4A.4a Encourage all residents, industrial and commercial facilities, and public agencies to report spills and illegal dumping incidents to the Water Pollution Control Plant in order to initiate an immediate response and log spills.

3.4A.4b Perform tests and inspections to discover unauthorized discharges into storm drains.

3.4A.4c Track reports of spill incidents received at the Water Pollution Control Plant.

3.4A.4d Locate and eliminate illicit connections.

3.4A.4e Consider possible improvements to ordinances to more clearly spell out the requirements for implementing Best Management Practices and for providing the authority to request monitoring or technical reports that might be necessary from dischargers to the City's storm drainage system.

Policy 3.4A.5 Prevent accelerated soil erosion.

Action Statements

3.4A.5a Require developers and contractors to implement Association of Bay Area Governments soil erosion control measures.

3.4A.5b Encourage property owners to maintain vegetative cover.

Maintain Storm Drain System

Goal 3.4B Maintain storm drain system to prevent flooding.

Policy 3.4B.1 Maintain and operate the storm drain system so that storm waters are drained from 95% of the streets within one hour after a storm stops.

Action Statements

3.4B.1a Inspect and clean as necessary all storm drainage inlets at least once a year prior to the rainy season.

3.4B.1b Clean drop inlets in response to flood complaints.

3.4B.1c When cleaning storm drain inlets and lines, maximize removal of material at the nearest access point to minimize discharges to watercourses.

3.4B.1d Inspect storm water pump stations weekly and maintain as needed.

3.4B.1e Assure proper disposal of all material cleaned from storm drain inlets and lines.

Policy 3.4B.2 Respond to storm drain emergencies.

Action Statements

3.4B.2a Respond to all emergency calls within 20 minutes during storms and within 45 minutes during other periods.

3.4B.2b Inspect and eliminate unauthorized discharges into the storm drain system.

Recognize Flood Hazard

Goal 3.4C Ensure that flood hazards are recognized.

Policy 3.4C.1 Operate and maintain the storm drainage system at a level to minimize damages and ensure public safety.

Action Statements

3.4C.1a Update maps of the storm drain system after new developments and/or re-developments and storm drainage additions.

3.4C.1b Maintain records of incidents of local flooding and budget for system improvements.

Policy 3.4C.2 Prevent flooding to protect life and property.

Action Statements (primarily from the Seismic Safety & Safety Sub-Element)

3.4C.2a Encourage the Santa Clara Valley Water District to periodically reevaluate the capacity of creeks and channels.

3.4C.2b Encourage the Santa Clara Valley Water District to maintain creeks and channels to remove flow-inhibiting vegetation, debris and silt.

3.4C.2c Encourage the Santa Clara Valley Water District to maintain dikes and levees at least 3 feet above the 1% flood level and to inspect and repair damage caused by burrowing animals.

3.4C.2d Continue to maintain the flood plain management practices outlined by the Federal Emergency Management Agency and the Army Corps of Engineers.

3.4C.2e Continue participation in the National Flood Insurance Program.

Policy 3.4C.3 Monitor and plan for hydraulic changes due to global warming, earthquakes and/or subsidence.

Action Statements

3.4C.3a Track sea level elevations at tide gauge locations maintained by the US Coast Guard, National Oceanic and Atmospheric Administration, and the San Francisco Bay Conservation and Development Commission to monitor changes in sea level.

3.4C.3b Monitor compaction, water level, and land surface elevation data compiled by the Santa Clara Valley Water District for possible land subsidence.

3.4C.3c Encourage the Santa Clara Valley Water District to consider installing tide gates in channels and creeks to prevent flooding during high tides.

- 3.4C.3d Budget for and construct additional storm drainage detention and pumping facilities as needed to assure continued ability to discharge surface runoff into the various Santa Clara Valley Water District facilities and San Francisco Bay.
- 3.4C.3e When designing structures along shorelines, consider future sea level changes.
- 3.4C.3f Ensure that private developers adequately plan and construct buildings to protect property in low lying areas.
- 3.4C.3g Review Federal Emergency Management Agency maps when they are updated every 3-5 years, and incorporate information on flood prone areas into future land use plans.

Minimize Pollutants and Runoff from New Developments

Goal 3.4D Minimize the quantity of runoff and discharge of pollutants to the maximum extent practicable by integrating surface runoff controls into new development and redevelopment land use decisions.

Policy 3.4D.1 Consider the impacts on the water quality of surface runoff as part of land use and development decisions and implement Best Management Practices to minimize the total volume and rate of runoff.

Action Statements

- 3.4D.1a Study and determine the appropriateness of a particular parcel of land to support selected Best Management Practices for removing pollutants prior to discharge.
- 3.4D.1b Assure that all applicable development projects (those disturbing 5 acres or greater of land) obtain coverage under the State Water Board's general construction activity storm water National Pollution Discharge Elimination System permit or under a similar Regional Board permit if one is adopted in the future.
- 3.4D.1c Assure that a reference list of Best Management Practices and copies of appropriate Best Management Practice manuals and/or guidelines are available at City libraries and City offices.

Policy 3.4D.2 Consider the ability of a land parcel to detain excess storm water runoff in flood prone areas and require incorporation of appropriate controls.

Action Statement

3.4D.2a Land use decisions should also consider the ability of a parcel to detain excess storm water in areas prone to flooding through use of oversized collection systems and detention facilities.

Funding

Goal 3.4E Consider alternative methods of generating revenue to support the surface runoff quality improvement activities.

Policy 3.4E.1 Develop a revenue program that will ensure funding to: 1) implement Best Management Practices; 2) conduct public information and participation outreach activities; 3) inspect and eliminate illicit discharges, and inspect industrial and commercial facilities; 4) meet storm drain operational and maintenance needs to improve surface runoff quality; 5) monitor storm water quality; 6) participate in general Santa Clara Valley NPS Control Program activities; and 7) provide appropriate reserves.

Action Statements

3.4E.1a Evaluate the ability of the existing sanitary sewerage revenue program to provide adequate support for the City to comply with activities mandated by the area wide municipal storm water National Pollution Discharge Elimination System permit and with the other surface runoff control activities included in the Santa Clara Valley NPS Control Program.

3.4E.1b Review the rate structure annually and consider appropriate changes.

Energy Sub-Element

The Energy Sub-Element was retired Fiscal Year 1998/1999.

Noise Sub-Element

Goals, Policies and Action Statements

Goal 3.6A Maintain or achieve a compatible noise environment for all land uses in the community (land use compatibility).

Policy 3.6A.1 Prevent significant noise impacts from new development by applying state noise guidelines and Sunnyvale Municipal Code noise regulations in the evaluation of land use issues and proposals.

Action Statements

3.6A.1a Apply the Sunnyvale Municipal Code noise regulations in the evaluation of land uses and proposals. Acoustical analysis may be required to determine if mitigation measures shall be required for the new development. If required, mitigation measures shall be incorporated into the new development that bring the proposed development into conformance with the noise regulations in the Sunnyvale Municipal Code.

3.6A.1b Consult the Noise Condition Map (Appendix A) to determine noise levels throughout the City.

3.6A.1c Comply with the "Noise and Land Use Compatibility Guidelines" (Table 2) for the compatibility of land uses with their noise environments, except where the City determines that there are prevailing circumstances of a unique or special nature.

3.6A.1d Use Table 3.6A.1d to determine if proposed development results in a "significant noise impact" on existing development.

Table 3.6A.1d Significant Noise Impacts from New Development on Existing Land Uses

Ldn of Existing Development ¹	Significant Noise Impact Increase in Ldn of Existing Development from New Development
"Normally Acceptable" ²	More than 5 dBA, but noise level still in the "Normally Acceptable" category
"Normally Acceptable"	More than 3 dBA and the noise level exceeds the "Normally Acceptable" category
exceeds "Normally Acceptable"	More than 3 dBA

1. The Ldn shall be measured at any point along the property line shared by the proposed development and existing land uses.
2. "Normally Acceptable" as defined by the State of California "Noise and Land Use Compatibility Guidelines", summarized in this Sub-Element.

3.6A.1e Use the CEQA and the discretionary permit processes to protect existing land uses from significant noise impacts due to new development. Acoustical analysis required as part of the CEQA or discretionary permit process, master plans, and/or design review shall determine if significant noise impacts occur from proposed development on existing land uses. If significant noise impacts occur, then mitigation measures shall be required to minimize the impact of the new development on existing land uses.

3.6A.1f Supplement the "Noise and Land Use Compatibility Guidelines" (Table 2) for residential uses by attempting to achieve an outdoor Ldn of no greater than 60 dBA for common recreation areas, backyards, patios, and medium and large-size balconies. These guidelines should not apply where the noise source is a railroad or airport. If the noise source is a railroad, then an Ldn of no greater than 70 dBA should be achieved in common recreation areas, backyards, patios, and medium and large balconies. If the noise source is from aircraft, then preventing new residential uses within areas of high Ldn from aircraft noise is recommended.

Policy 3.6A.2 Enforce and supplement state laws regarding interior noise levels of residential units.

Action Statements

3.6A.2a Enforce Title 24 Noise Insulation Requirements for all new hotels, motels, apartments, condominiums group care homes and all other dwellings, except single-family detached homes.

3.6A.2b Apply Title 24 Noise Insulation Requirements to all new single-family detached homes.

3.6A.2c Attempt to achieve a maximum instantaneous noise level of 50dBA in bedrooms and 55dBA in other areas of residential units exposed to train or aircraft noise, where the exterior Ldn exceeds 55dB.

Policy 3.6A.3 Consider techniques, which block the path of noise and insulate people from noise.

Action Statements

3.6A.3a Use a combination of barriers, setbacks, site planning and building design techniques to reduce noise impacts, keeping in mind their benefits and shortcomings.

3.6A.3b Consider compiling and distributing information to residents of noise-impacted areas about what they can do to protect themselves from noise.

3.6A.3c Proposed sound walls or other noise reduction barriers should be reviewed for design, location, and material before installing the barrier. Sound readings should be taken before and after installing the noise reduction barrier in order to determine the efficacy of the noise reduction barrier. Measurement techniques shall be similar to procedures used by Caltrans to measure efficiency of sound walls.

Goal 3.6B Preserve and enhance the quality of neighborhoods by maintaining or reducing the levels of noise generated by transportation facilities (transportation noise).

Policy 3.6B.1 Refrain from increasing or reduce the noise impacts of major roadways.

Action Statements

3.6B.1a Identify and mitigate roadway noise impacts as part of local land use plans and proposals.

3.6B.1b Regulate the location, design and capacity of local roadway improvement projects to mitigate their noise impacts.

3.6B.1c Use local traffic management techniques to reduce or protect noise levels. (For example, the City can place truck routes away from neighborhoods. Commuters can be diverted from residential streets. Note that some techniques may address one problem but cause others. For instance, stop signs can improve safety but they can also raise noise levels. In such cases, the City must balance its goals to the extent possible.)

3.6B.1d Advocate that neighboring cities should identify and mitigate roadway noise impacts that affect Sunnyvale as part of their land use plans.

3.6B.1e Advocate that public agencies should identify and mitigate noise impacts as part of their transportation system improvement projects.

3.6B.1f Support state legislation to reduce vehicle noise levels.

3.6B.1g Continue to enforce state muffler and exhaust laws.

Policy 3.6B.2 Support efforts to reduce or mitigate airport noise.

Action Statements

3.6B.2a Support the retention of the Airport Land Use Commission.

3.6B.2b Support the right of private citizens to sue airports for noise impacts.

3.6B.2c Encourage airport operation policies and procedures, which reduce the level and frequency of noise as well as other policies and federal funding to alleviate the effects of aircraft noise.

Policy 3.6B.3 Support activities that will minimize the noise impacts of Moffett Federal Airfield.

Action Statements

3.6B.3a Monitor the annual number of flight operations and evaluate any increases in activity.

3.6B.3b Encourage NASA to seek ways to minimize flights over the community and manage practice landings.

3.6B.3c Encourage NASA to continue to direct flight operations over the Bay during evening and nighttime hours.

3.6B.3d Encourage NASA to continue flight, landing and maintenance procedures, which lower noise levels.

3.6B.3e Encourage NASA to establish a complaint record and response program.

3.6B.3f Support the continuation of NASA's public information program.

3.6B.3g Oppose any effort and/or expenditure of public funds to promote Moffett Federal Airfield for non-federal purposes.

3.6B.3h Support efforts to limit non-essential air traffic at Moffett Federal Airfield.

3.6B.3i Support federal legislation that require military and federal aircraft to meet Stage 3 noise requirements similar to commercial aircraft.

Policy 3.6B.4 Support activities that will minimize and/or reduce the noise impacts of San Jose International Airport.

Action Statements

3.6B.4a Monitor the annual number of passengers and evaluate trends in activity at San Jose International Airport.

3.6B.4b Monitor plans for expansion of San Jose International Airport terminals and evaluate the resulting increases in activity.

3.6B.4c Consider encouraging the City of San Jose to install a local noise monitoring station in the Lakewood area.

3.6B.4d Encourage the City of San Jose to promote the use of Stage 3 aircraft.

3.6B.4e Encourage the City of San Jose to maintain strict control over flight patterns, which influence noise in Sunnyvale.

3.6B.4f Encourage the City of San Jose to educate pilots and seek their cooperation in using cockpit techniques that reduce noise levels.

3.6B.4g Support federal legislation to lower the noise levels of civilian aircraft.

3.6B.4h Support state legislation to lower the noise levels of civilian airports.

Policy 3.6B.5 Encourage activities that limit the noise impacts of helicopters.

Action Statements

3.6B.5a Encourage NASA to direct helicopter flight operations and flight patterns so that they occur over industrial, not residential, areas.

3.6B.5b Allow the use of airborne helicopters at construction sites on a limited basis as permitted by the FAA and the Caltrans Division of Aeronautics.

Policy 3.6B.6 Mitigate and avoid the noise impacts from trains.

Action Statements

3.6B.6a Monitor plans and projects, which would increase the number of commuter trains and evaluate their noise impacts and seek mitigation for any change that worsens local conditions.

3.6B.6b Monitor plans and projects, which would increase the number of freight trains and evaluate their noise impacts and seek mitigation for any change that worsens local conditions.

3.6B.6c Avoid construction of new residential uses where the outdoor Ldn is greater than 70 dBA as a result from train noise.

3.6B.6d Educate owners of older homes on ways to reduce noise levels from trains.

3.6B.6e Support legislation to reduce the noise level of trains.

3.6B.6f Seek the cooperation of train engineers to avoid unnecessary and prolonged use of air horns except for safety purposes.

Policy 3.6B.7 Monitor and mitigate the noise impacts of light rail facilities.

Action Statements

3.6B.7a Monitor regional plans for light rail facilities in Sunnyvale to ensure that noise impacts are identified and mitigated.

Goal 3.6C Maintain or achieve acceptable limits for the levels of noise generated by land use operations and single-events (community noise).

Policy 3.6C.1 Regulate land use operation noise.

Action Statements

3.6C.1a Monitor the effectiveness of operational noise regulations every five years by referring to related community condition indicators.

3.6C.1b Apply conditions to discretionary land use permits, which limit hours of operation, hours of delivery and other factors, which affect noise.

3.6C.1c Continue interdepartmental procedures to respond to complaints about operational noise.

3.6C.1d Instantaneous noise measurements taken for the purpose of enforcing the noise regulations in the Sunnyvale Municipal Code shall be taken at the property line of the property generating the noise and in a location and time(s) that fairly represents the noise.

Policy 3.6C.2 Regulate select single-event noises and periodically monitor the effectiveness of the regulations.

Action Statements

3.6C.2a Monitor the effectiveness of limits on delivery hours and hours of operation of powered equipment on properties adjacent to residentially zoned properties every five years by referring to related community condition indicators.

3.6C.2b Continue efforts by the Department of Public Safety and Neighborhood Preservation to mediate complaints about single-event noise that is not regulated by the Sunnyvale Municipal Code.

Air Quality Sub-Element

Goals, Policies and Action Statements

Goal 3.7A Improve Sunnyvale's Air Quality and reduce the exposure of its citizens to air pollutants.

Policy 3.7A.1 Require all new development to utilize site planning to protect citizens from unnecessary exposure to air pollutants.

Action Statements

3.7A.1a Evaluate new development with potential sources of odors or criteria air pollutants to determine whether it is appropriate for them to be located near existing or planned residential development or sensitive receptors.

3.7A.1b New residential zones or residential development in non-residential zones should not be permitted near existing sources of TAC's, unless it can be shown through a Health Risk Assessment that no unacceptable health risk is created.

3.7A.1c New residential development should be located at least 15 feet from the property line along major streets or intersections unless a lesser distance can be demonstrated to not expose residents to unhealthy pollutant concentrations.

Policy 3.7A.2 Reduce automobile emissions through traffic and transportation improvements. Since traffic congestion delays increase the level of emissions, congestion management has air quality benefits.

Action Statements

3.7A.2a Develop and maintain a balanced transportation system in Sunnyvale by promoting pedestrian, bicycle and transit modes of travel.

3.7A.2b The City should give high priority to traffic improvements that improve vehicle operating conditions (average speed, delay) such as signal timing improvements, signal synchronization, turn lanes, etc. Bay Area Air Quality Management District guidance developed for the CMP program deficiency plans defines such improvements.

Goal 3.7B Reduce air pollution impacts from future development.

Policy 3.7B.1 Utilize land use strategies to reduce air quality impact.

Action Statements

- 3.7B.1a Promote extension of transit systems, and locate higher density development/redevelopment along transit corridors.
- 3.7B.1b Promote mixed land use development that provides commercial services such as day care, restaurants, banks and stores near employment centers, reducing auto trip generation by promoting pedestrian travel. Promote neighborhood commercial and park uses within residential developments to reduce short auto trip generation by making pedestrian and bicycle trips feasible (for example, require sidewalks, bike trails and bicycle parking areas).
- Policy 3.7B.2 Assist employers in meeting requirements of Transportation Demand Management plans for existing and future large employers and participate in the development of Transportation Demand Management plans for employment centers in Sunnyvale.

Action Statements

- 3.7B.2a Enforce the provisions of the City's Transportation Demand Management ordinance covering businesses employing 100 or more persons.
- 3.7B.2b Amend the City's existing Transportation Demand Management ordinance to comply with the Bay Area Air Quality Management District 's Trip Reduction Rule.
- 3.7B.2c At the appropriate time, the City should explore the feasibility of seeking delegation of regulations which would affect smaller employers located within multi-tenant complexes, which are not included in the Trip Reduction Rule authority from the Bay Area Air Quality Management District.
- Policy 3.7B.3 Apply the Indirect Source Rule to new development with significant air quality impacts. Indirect Source review would cover commercial and residential projects as well as other land uses that produce or attract motor vehicle traffic.

Action Statements

- 3.7B.3a Increase densities near transit stations.
- 3.7B.3b Develop requirements for bicycle and pedestrian facilities.
- 3.7B.3c Require site design to encourage transit circulation and stops/waiting areas for transit and carpools.
- 3.7B.3d Consider controls to decrease vehicle idling emissions caused by "drive-through" operations.
- Goal 3.7C Make a contribution towards improving regional air quality.

Policy 3.7C.1 The City should actively participate in regional air quality planning.

Action Statements

3.7C.1a The City should work with regional air quality planning agencies such as the Bay Area Air Quality Management District, Metropolitan Transportation Commission, Association of Bay Area Governments, and Congestion Management Agency in the development and implementation of regional air quality strategies.

3.7C.1b Continue to monitor federal and state legislation regarding air quality issues.

Policy 3.7B.2 Improve opportunities for citizens to live and work in close proximity.

Action Statements

3.7C.2a In the long term, the City should encourage a better balance between jobs and housing than currently exists in Sunnyvale to reduce long distance commuting.

3.7C.2b The City should encourage affordable housing.

Policy 3.7C.3 Contribute to a reduction in regional vehicle miles traveled.

Action Statements

3.7C.3a The City should support and actively promote the expansion and improvement of local and regional transit systems providing service to Sunnyvale.

3.7C.3b The City should be a leader in implementing the Transportation Control Measures that are included in the Bay Area '91 Clean Air Plan, the regional plan required under the California Clean Air Act. The Plan currently includes 23 Transportation Control Measures. Of these the following identify cities as an implementing agency:

Transportation Control Measures 1:	Expand Employer Assistance Programs
Transportation Control Measures 2:	Adopt Employer-Based Trip Reduction Rule
Transportation Control Measures 9:	Improve Bicycle Access and Facilities
Transportation Control Measures 12:	Improve Arterial Traffic Management
Transportation Control Measures 13:	Transit Use Incentives
Transportation Control Measures 15:	Provide Carpool Incentives
Transportation Control Measures 16:	Indirect Source Control Program
Transportation Control Measures 18:	Zoning for Higher Densities Near Transit Stations
Transportation Control Measures 10:	Air Quality Elements for General Plans

Policy 3.7C.4 Reduce Emissions from City of Sunnyvale fleet vehicles.

Action Statements

3.7C.4a As a large employer, the City will provide leadership in the implementation of air quality programs such as the Trip Reduction Ordinance.

3.7C.4b The City will evaluate the development and implementation of a program to introduce and expand the use of alternative, cleaner fuels in its fleet of vehicles.

Community Condition Indicators

Water Resources Sub-Element - 3.1

		2000/2001	2001/2002		2002/2003	
		Actual	Actual	% Change	Projected	% Change
3.1.1	Millions of gallons of water sold annually:					
	Residential	5,095	4,706	-7.6%	4,700	-0.1%
	Other	3,424	2,863	-16.4%	2,800	-2.2%
3.1.2	Average daily water demand in million gallons	23.33	23.23	-0.4%	20.53	-11.6%
3.1.3	Miles of City water mains and appurtenances	282	282	0.0%	282	0.0%
3.1.4	Water use peak/minimum day in million gallons	46/12	46/12	0.0%	40/10	0%/-16.6%
3.1.5	Cost to delivery water (\$/100 cubic-feet)	\$0.99	\$1.11	12.1%	\$1.11	0.0%
3.1.6	Unit cost for well water (\$/acre-foot)	\$310.00	\$330.00	6.5%	\$432.00	30.9%
3.1.7	Unit cost for SCVWD water (\$/acre-foot)	\$380.00	\$410.00	7.9%	\$406.00	-1.0%
3.1.8	Unit cost for SFWD water (\$/acre-foot)	\$394.00	\$411.00	4.3%	\$443.00	7.8%
3.1.9	Annual consumption per acre (acre-foot/acre)	1.7	1.7	1.2%	1.5	-11.8%
3.1.10	Water services	28,303	28,303	0.0%	28,303	0.0%
3.1.11	Fire hydrants	3,351	3,351	0.0%	3,390	1.2%
3.1.12	Storage capacity (million gallons)	27.5	27.5	0.0%	27.5	0.0%
3.1.13	Wells/production capacity (gallons/minute)	9/7,824	9/7,824	0.0%	9/7,824	0.0%
3.1.14	Energy cost for water produced (\$/acre-foot)	\$18.00	\$53.78	198.8%	\$17.40	-67.6%
3.1.15	Number of samples collected for testing	7,700	7,700	0.0%	7,638	-0.8%
3.1.16	Curb miles of streets that require sweeping	665	665	0.0%	665	0.0%
3.1.17	Miles of storm water lines	150	150	0.0%	150	0.0%
3.1.18	Drop inlets in storm drainage system	4,200	4,200	0.0%	4,270	1.7%
3.1.19	Miles of sanitary sewer mains	327	327	0.0%	327	0.0%
3.1.20	Millions of gallons of liquid wastes treated per year	6,200	6,050	-2.4%	5,500	-9.1%
3.1.21	Average daily volume of liquid wastes in millions of gallons	16.9	16.6	-1.8%	15.1	-9.0%
3.1.22	Average dry weather (May-October inclusive) liquid waste flow per day as a percentage of treatment plant design capacity	57.5	57.5	0.0%	49.5	-13.9%

Community Condition Indicators**Water Resources Sub-Element - 3.1**

	<u>2000/2001</u>	<u>2001/2002</u>		<u>2002/2003</u>	
	<u>Actual</u>	<u>Actual</u>	<u>% Change</u>	<u>Projected</u>	<u>% Change</u>
3.1.23 Redevelopments and utility additions which require map updates	39	16	-59.0%	3	-81.3%
3.1.24 Subdivision construction permit applications	2	4	100.0%	5	25.0%
3.1.25 Development permit applications	4	5	25.0%	3	-40.0%
3.1.26 New developments requiring map changes	18	26	44.4%	12	-53.8%
3.1.27 Street cut permit applications	357	300	-16.0%	276	-8.0%
3.1.28 Air pollution: Days ozone standards exceeded per year	7	7	0.0%	8	14.3%
3.1.29 Tons of res. Comm./ind. Solid wastes disposed annually	111,802	98,112	-12.2%	100,743	2.7%

Community Condition Indicators**Sanitary Sewer Sub-Element - 3.3**

		<u>2000/2001</u>	<u>2001/2002</u>		<u>2002/2003</u>	
		<u>Actual</u>	<u>Actual</u>	<u>% Change</u>	<u>Projected</u>	<u>% Change</u>
3.3.1	Miles of sanitary sewer mains	327	327	0.0%	327	0.0%
3.3.2	Millions of gallons of liquid wastes treated per year	6,200	6,050	-2.4%	5,500	-9.1%
3.3.3	Daily average volume of liquid wastes in million gallons	16.9	16.6	-1.8%	15.1	-9.0%
3.3.4	Average dry weather (May-October inclusive) liquid waste flow per day as a percentage of treatment plant capacity	57.5	56.3	-2.1%	49.5	-12.1%
3.3.5	Water Pollution Control Plant energy consumption in B.T.U. per million gallon of wastes	105 Mil.	105 Mil.	0.0%	105 Mil.	0.0%
3.3.6	Wastewater discharge permits	66	67	1.5%	63	-6.0%

Community Condition Indicators
Surface Runoff Sub-Element - 3.4

		2000/2001	2001/2002		2002/2003	
		Actual	Actual	% Change	Projected	% Change
3.4.1	Sunnyvale Rain Gauge Stations (Annual Rainfall Inches)					
	North Sunnyvale	10.50	9.48	-9.7%	11.20	18.1%
	Corporation Yard	13.61	9.29	-31.7%	11.57	24.5%
	Central Sunnyvale	14.38	*N/A	*N/A	12.16	N/A
	West Sunnyvale	14.00	11.79	-15.8%	16	137.0%
3.4.2	Maintenance Activities					
	Number of Storm Drain inlets Cleaned (total number of storm drain inlets In Sunnyvale = 3200):	3,160	1,909	-39.6%	4,019	110.5%
	Preventive Maintenance In response to complaints	30	30	0.0%	30	0.0%
3.4.3	Streets Swept (curb miles; total curb miles in Sunnyvale=665)	14,800	14,800	0.0%	14,800	0.0%

** Due to equipment malfunction no data available for FY 01/02 for Central Sunnyvale Annual Rainfall.*

Community Condition Indicators

Noise Sub-Element - 3.6

		2000/2001	2001/2002		2002/2003	
		Actual	Actual	% Change	Projected	% Change
3.6.1	U.S. Highway 101 ADT	151,667	153,875	1.5%	150,000	-2.5%
3.6.2	State Highway 237 ADT	85,250	86,785	1.8%	85,000	-2.1%
3.6.3	Lawrence Expressway (between Highways 101 and 237) ADT	N/A	N/A	N/A	N/A	N/A
3.6.4	Evelyn Avenue (between Mathilda and Sunnyvale Avenues) ADT	13,456	13,380	-0.6%	13,330	-0.4%
3.6.5	Fremont Avenue (between Mary and Hollenbeck Avenues) ADT	26,872	27,632	2.8%	27,500	-0.5%
3.6.6	Homestead Road (between Hollenbeck Ave and S'vale-Saratoga Road) ADT	23,895	23,653	-1.0%	23,500	-0.6%
3.6.7	Hollenbeck Avenue (between Homestead Road and Fremont Avenue) ADT	14,659	14,765	0.7%	14,630	-0.9%
3.6.8	Mary Avenue (between Central Expressway and Maude Avenue) ADT	15,613	15,725	0.7%	15,500	-1.4%
3.6.9	Remington Dr (between El Camino Real and Sunnyvale-Saratoga Road) ADT	17,389	17,463	0.4%	17,000	-2.7%
3.6.10	Wolfe Road (between Homestead Road and Fremont Avenue) ADT	30,907	29,987	-3.0%	29,450	-1.8%
3.6.11	Commuter Trains (trains per day)	78	85	9.0%	95	11.8%
3.6.12	Moffett Federal Airfield (flight operations per year)*	1,800	1,823	1.3%	1,850	1.5%
3.6.13	San Jose International Airport (flight operations per year)					
	General Aviation:	N/A**	N/A	N/A	N/A	N/A
	Commercial:	N/A**	N/A	N/A	N/A	N/A
3.6.14	San Jose Airport Passengers per year	13,093,096	14,150,035	8.1%	14,200,000	0.4%
3.6.15	Land Use Operational Noise Complaints	86	63	-26.7%	50	-20.6%
3.6.16	Single-event Noise Complaints (includes powered equipment, deliveries, music, voices, barking dogs, airplane, fireworks, horns, etc. ****)	41	0	-100.0%	****	N/A

*Count includes any landing and take-offs.

** Due to the Airport's plan to make adjustments in the area of
General Aviation traffic, no projections are available at this time.

***Land Use complaints show increase due to multiple infractions cited and recorded.

**** 3.6.16 Figures combined with 3.6.15 as of 00/01.

**City of Sunnyvale
Program Performance Budget**

Program 302 - Public Works Support Services

Program Outcome Statement

Facilitate the cohesive and cost effective operation of Public Works functions, coordinate financial analysis and planning, and respond to administrative support needs by:

- Providing timely applications of administrative support hours,
- Monitoring the ongoing financial condition and results of operations of Departmental programs,
- Managing City rental units, real property and franchises, and
- Providing clear, timely and complete information to support City-Wide operations.

So that:

<u>Program Outcome Measures</u>	<u>Weight</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* The Overall Performance Index for all Public Works programs is 100. - Number	5	100.00	100.00
* Department financial statements and budgets are analyzed and corrected within one working day of due date 90% of the time. - Percent	4	90.00%	90.00%
* Occupancy rates for City owned rental properties equal the Industrial Office Availability Index for Sunnyvale. - Sunnyvale Rate	4	100.00	100.00
- Industrial Office Availability Index	4	100.00	100.00
* A Customer Satisfaction Rating of 90% is achieved for the timeliness, accuracy, and effectiveness of Support Services. - Percent	3	90.00%	90.00%
* The Budget/Cost Ratio (planned cost divided by actual cost) is at 1.0. - Ratio	4	1.00	1.00

**City of Sunnyvale
Program Performance Budget**

Program 302 - Public Works Support Services

Service Delivery Plan 30201 - Administrative Support

Facilitate the overall coordination and cost effective operation of the Public Works Department by:

- Providing leadership to Department program managers and staff,
- Providing timely and reliable support services, and
- Overseeing budgetary and financial reviews of Department programs and projects.

So that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* The Overall Performance Index for all Public Works programs is at 100. - Number	100.00	100.00
* Department financial statements and budgets are analyzed and corrected as scheduled 90% of the time. - Percent	90.00%	90.00%
* A Customer Satisfaction Rating of 90% is achieved for the timeliness, accuracy and effectiveness of Support Services. - Percent	90.00%	90.00%
* An aggregate Customer Satisfaction Rating of 86% for the Department is achieved based on surveys of internal/external customers. - Rating	90.00%	86.00%

**City of Sunnyvale
Program Performance Budget**

Program 302 - Public Works Support Services

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 302110 - Public Works Management				
Product: A Work Hour				
FY 2002/2003 Current	\$344,159.84	3,580.00	3,580.00	\$96.13
FY 2003/2004 Adopted	\$345,246.22	3,380.00	3,380.00	\$102.14
Activity 302120 - Public Works Support				
Product: A Work Hour				
FY 2002/2003 Current	\$148,191.87	3,180.00	3,180.00	\$46.60
FY 2003/2004 Adopted	\$162,488.08	3,155.00	3,155.00	\$51.50
Totals for Service Delivery Plan 30201:	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$492,351.71		6,760.00	
FY 2003/2004 Adopted	\$507,734.30		6,535.00	

**City of Sunnyvale
Program Performance Budget**

Program 302 - Public Works Support Services

Service Delivery Plan 30202 - Property Management Services

Provide a centralized property management service for all City real property that complies with governmental regulations and provides cost savings by:

- Maximizing revenues from City owned buildings not occupied by City staff,
- Assisting in the procurement and administration of non-City buildings used for City purposes,
- Inspecting, maintaining and improving City owned excess land parcels, and
- Negotiating directly for the acquisition or sale of City owned real property

So that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* Occupancy rates for City owned rental properties equal the Industrial Office Availability Index for Sunnyvale.		
- Sunnyvale Rate	100.00	100.00
- Industrial Office Availability Index	100.00	100.00
* 90% of City excess land parcels are free of weeds, debris and hazardous materials based on periodic field inspections.		
- Percent	90.00%	90.00%
* The Property Acquisition Index (market value divided by sales price) is at 100.		
- Index	100.00	100.00

**City of Sunnyvale
Program Performance Budget**

Program 302 - Public Works Support Services

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 302220 - Property Acquisitions or Sales				
Product: A Property Acquisition or Sale Related Project				
FY 2002/2003 Current	\$15,007.01	3.00	200.00	\$5,002.34
FY 2003/2004 Adopted	\$15,969.36	3.00	200.00	\$5,323.12
Activity 302230 - Property Leases				
Product: A Property Lease Renegotiated				
FY 2002/2003 Current	\$15,007.01	35.00	200.00	\$428.77
FY 2003/2004 Adopted	\$15,969.36	35.00	200.00	\$456.27
Activity 302240 - Property Inspections				
Product: A Property Inspected				
FY 2002/2003 Current	\$9,004.22	500.00	120.00	\$18.01
FY 2003/2004 Adopted	\$9,581.62	500.00	120.00	\$19.16
Totals for Service Delivery Plan 30202:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$39,018.24		520.00	
FY 2003/2004 Adopted	\$41,520.34		520.00	

**City of Sunnyvale
Program Performance Budget**

Program 302 - Public Works Support Services

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Totals for Program 302:				
FY 2002/2003 Current	\$531,369.95		7,280.00	
FY 2003/2004 Adopted	\$549,254.64		7,055.00	

**City of Sunnyvale
Program Performance Budget**

Program 306 - Engineering Services

Program Outcome Statement

Ensure safe, functional, reliable, timely and cost-effective capital improvements to the City infrastructure and provide engineering support by:

- Working with customers to develop multi-year plans to scope budget and schedule future projects, and
- Providing technical and project management services dedicated to implementing the capital improvement program utilizing value engineering principles and in accordance with approved project scopes, budgets, schedules and plans and specifications.

So that:

<u>Program Outcome Measures</u>	<u>Weight</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* 100% of projects submitted to Engineering Division by customers before October 1st, have schedules, cost estimates and detailed scope submitted for the capital improvement program according to the budget calendar.			
- Percent	3	100.00%	100.00%
- Number of Projects	3	100.00	100.00
* 100% of high priority and 90% of all other capital projects are completed per approved schedule.			
- Percent of High Priority Projects	4	100.00%	100.00%
- Percent of Non-High Priority Projects	4	90.00%	90.00%
* 90% of all capital projects are completed within budget.			
- Percent	5	90.00%	90.00%
- Number of Projects	5	18.00	18.00
* 100% of capital projects are constructed in accordance with approved plans and specifications when reviewed by an outside inspector.			
- Percent	4	100.00%	0.00%
- Number of Projects	4	20.00	0.00
* A customer satisfaction rating of 90% for engineering services is achieved.			
- Rating	3	90.00%	90.00%
* The Budget/Cost Ratio (planned cost divided by actual cost) is at 1.0.			
- Ratio	4	1.00	1.00

**City of Sunnyvale
Program Performance Budget**

Program 306 - Engineering Services

Service Delivery Plan 30601 - Multi-Year Capital Improvement Planning

Ensure capital improvement projects are well planned with clear scopes of work and estimated project costs by:

- Reviewing and updating the existing ten-year capital improvement plan with customers on a quarterly basis, revising project scopes and cost estimates as required to reflect changing conditions and developing scope and cost estimates for potential new projects, and
- Working with customers to complete detailed scopes, cost estimates and establish schedules for projects to be initiated in the first two years of the ten-year Resource Allocation Plan.

So that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* Project Information needed to update the ten year capital improvement plan are submitted to the Finance Department in accordance with the budget calendar 100% of the time. - Percent	100.00%	100.00%
* 100% of project submitted to Engineering Divison by customers before October 1 have schedules, cost estimates and detailed scope submitted for the capital improvement program according to the budget calendar. - Percent	100.00%	100.00%
- Number of Projects	100.00	100.00
* A customer satisfaction rating of 90% is achieved for planning services. - Rating	90.00	90.00

**City of Sunnyvale
Program Performance Budget**

Program 306 - Engineering Services

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 306120 - Review/Update Project Budgets				
Product: A Project				
FY 2002/2003 Current	\$37,056.63	100.00	520.00	\$370.57
FY 2003/2004 Adopted	\$39,268.29	100.00	520.00	\$392.68
 Totals for Service Delivery Plan 30601:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$37,056.63		520.00	
FY 2003/2004 Adopted	\$39,268.29		520.00	

**City of Sunnyvale
Program Performance Budget**

Program 306 - Engineering Services

Service Delivery Plan 30602 - Project Management Services

Complete capital improvement projects according to City standards, in coordination with the customer and other departments involved so as to meet their requirements on schedule and within the project budget by:

- Providing functional and cost effective designs that meet approved scope and are within project budget,
- Ensuring construction is in accordance with the approved plans and specifications, schedule and budget,
- Meeting the needs of the customer by communicating regularly throughout the process, and
- Providing effective project management at a competitive cost.

So that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* 100% of high priority and 90% of all other capital projects are completed per approved schedule.		
- Percent of High Priority Projects	100.00%	100.00%
- Percent of Non-High Priority Projects	90.00%	90.00%
* 90% of all capital projects are completed within budget.		
- Percent	90.00%	90.00%
- Number of Projects	18.00	18.00
* The dollar amount of errors and omissions change orders is five percent of construction costs.		
- Percent	5.00%	5.00%
* 100% of the projects are constructed in accordance with approved plans and specifications when reviewed by an independent evaluator.		
- Percent	100.00%	0.00%
- Number of Projects	20.00	0.00
* Customers are kept informed on the status of the project on a monthly basis for 100% of the projects.		
- Percent	100.00%	100.00%
* A customer satisfaction rating of 90% for Project Management Services is achieved.		
- Rating	90.00%	90.00%

**City of Sunnyvale
Program Performance Budget**

Program 306 - Engineering Services

Notes

Industry standard for the dollar amount of errors and omissions change orders is ten percent of construction costs.

**City of Sunnyvale
Program Performance Budget**

Program 306 - Engineering Services

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 306200 - Project Design Phase				
Product: A Project Ready to Bid				
FY 2002/2003 Current	\$294,746.02	20.00	4,340.00	\$14,737.30
FY 2003/2004 Adopted	\$316,756.34	20.00	4,340.00	\$15,837.82
Activity 306210 - Project Bidding Phase				
Product: An Executed Contract				
FY 2002/2003 Current	\$31,500.45	20.00	450.00	\$1,575.02
FY 2003/2004 Adopted	\$33,561.49	20.00	450.00	\$1,678.07
Activity 306220 - Project Construction Management				
Product: A Project Accepted				
FY 2002/2003 Current	\$555,445.20	20.00	9,890.00	\$27,772.26
FY 2003/2004 Adopted	\$597,829.63	20.00	9,890.00	\$29,891.48
Totals for Service Delivery Plan 30602:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$881,691.67		14,680.00	
FY 2003/2004 Adopted	\$948,147.46		14,680.00	

**City of Sunnyvale
Program Performance Budget**

Program 306 - Engineering Services

Service Delivery Plan 30603 - General Engineering and Administration

Provide Administrative and General Engineering Services.

**City of Sunnyvale
Program Performance Budget**

Program 306 - Engineering Services

Notes

Administrative Services

**City of Sunnyvale
Program Performance Budget**

Program 306 - Engineering Services

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 306910 - Maps and Real Property Information				
Product: A Work Hour				
FY 2002/2003 Current	\$96,935.43	1,896.00	1,896.00	\$51.13
FY 2003/2004 Adopted	\$80,399.24	1,416.00	1,416.00	\$56.78
Activity 306920 - Provide General Engineering Information				
Product: A Work Hour				
FY 2002/2003 Current	\$100,196.02	1,784.00	1,784.00	\$56.16
FY 2003/2004 Adopted	\$108,065.14	1,784.00	1,784.00	\$60.57
Activity 306950 - Review and Develop Standards				
Product: A Work Hour				
FY 2002/2003 Current	\$10,311.24	160.00	160.00	\$64.45
FY 2003/2004 Adopted	\$11,121.08	160.00	160.00	\$69.51
Activity 306960 - Administrative Support Services				
Product: A Work Hour				
FY 2002/2003 Current	\$217,678.79	5,410.00	5,410.00	\$40.24
FY 2003/2004 Adopted	\$171,152.93	3,810.00	3,810.00	\$44.92
Activity 306970 - Safety and Training Related Activities				
Product: A Work Hour				
FY 2002/2003 Current	\$121,177.77	2,088.00	2,088.00	\$58.04
FY 2003/2004 Adopted	\$125,091.89	1,968.00	1,968.00	\$63.56
Activity 306980 - Program Management				
Product: A Work Hour				
FY 2002/2003 Current	\$429,441.54	1,932.00	1,932.00	\$222.28
FY 2003/2004 Adopted	\$353,467.48	1,932.00	1,932.00	\$182.95

**City of Sunnyvale
Program Performance Budget**

Program 306 - Engineering Services

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 306230 - Review Encroachment Permit Applications				
Product: A Work Hour				
FY 2002/2003 Current	\$29,857.33	570.00	570.00	\$52.38
FY 2003/2004 Adopted	\$32,135.84	570.00	570.00	\$56.38
Activity 306240 - Close Encroachment Permits				
Product: A Work Hour				
FY 2002/2003 Current	\$129,526.27	2,570.00	2,570.00	\$50.40
FY 2003/2004 Adopted	\$139,069.45	2,570.00	2,570.00	\$54.11
Totals for Service Delivery Plan 30603:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$1,135,124.39		16,410.00	
FY 2003/2004 Adopted	\$1,020,503.05		14,210.00	
Totals for Program 306:				
FY 2002/2003 Current	\$2,053,872.69		31,610.00	
FY 2003/2004 Adopted	\$2,007,918.80		29,410.00	

**City of Sunnyvale
Program Performance Budget**

Program 312 - Water Supply and Distribution

Program Outcome Statement

Supply the community with safe and reliable sources of water at competitive prices funded through user fees by:

- Managing water resources in a cost effective manner through utilization of conservation programs, reclaimed water, City owned wells and the purchase of potable water,
- Managing the construction, operation and maintenance of the distribution system to ensure reliable delivery of water that meets all quality and health standards, and
- Providing administrative and support services to promote customer satisfaction and confidence.

So that:

<u>Program Outcome Measures</u>	<u>Weight</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* City water rates, weighted by user category, are five percent less than the Bay Area average as determined by Bay Area Water Users Association surveys. - Percent	4	5.00%	5.00%
* The Water Program is in compliance with all health and water quality regulatory agencies 100% of the time. - Percent	5	100.00%	100.00%
* Average total potable water usage is 15% below the 1987 baseline during periods of drought and five percent below the baseline at all other times. - Percent during non-drought years	3	5.00%	5.00%
- Percent during drought years	3	15.00%	15.00%
* A customer satisfaction rating of 90% for Water Supply and Distribution is achieved. - Rating	3	90.00%	90.00%
* The Budget/Cost Ratio (planned cost divided by actual cost) is at 1.0. - Ratio	4	1.00	1.00
* 85% of the annual identified recycled water users are connected to the recycled water system. - Percent Connected	1	85.00%	85.00%

**City of Sunnyvale
Program Performance Budget**

Program 312 - Water Supply and Distribution

Notes

Program Measure 2 based on two year average.

**City of Sunnyvale
Program Performance Budget**

Program 312 - Water Supply and Distribution

Service Delivery Plan 31201 - Managing Water Resources

Manage appropriate, dependable and cost effective sources of water to meet customer needs by:

- Optimizing the purchase of potable water to meet demand and maximize savings while meeting contractual obligations,
- Using City wells to manage peak demand periods and maintain system pressure,
- Maximizing the use of recycled water, and
- Utilizing conservation programs to manage customer demand, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* During years when non-contract pricing is available, the average acre foot cost of Santa Clara Valley Water District purchased water is at 95% of contract pricing. - Percent	95.00%	95.00%
* Contracts for water supply meet projected commitments for three years into the future 100% of the time. - Percent	100.00%	100.00%
* Water distribution system pressure is maintained between 40-105 psi 95% of the time. - Percent	95.00%	95.00%
* 85% of the annual identified recycled water users are connected to the recycled water system. - Percent connected	85.00%	85.00%
* Average total potable water usage is 15% below the 1987 baseline during periods of drought and five percent below baseline at all other times. - Percent during non-drought years	5.00%	5.00%
- Percent during drought years	15.00%	15.00%
* Average multi-family potable water usage is 15% below the 1987 baseline during periods of drought and 5% below baseline at all other times. - Percent	15.00%	15.00%
- Percent	5.00%	5.00%

**City of Sunnyvale
Program Performance Budget**

Program 312 - Water Supply and Distribution

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 312100 - San Francisco Water Dept (Hetch-Hetchy)				
Product: An Acre Foot of Water				
FY 2002/2003 Current	\$5,003,057.08	11,300.00	50.00	\$442.75
FY 2003/2004 Adopted	\$5,328,197.11	11,300.00	50.00	\$471.52
Activity 312110 - Santa Clara Valley Water District (SCVWD)				
Product: An Acre Foot of Water				
FY 2002/2003 Current	\$4,873,295.68	12,000.00	50.00	\$406.11
FY 2003/2004 Adopted	\$4,948,009.12	12,000.00	50.00	\$412.33
Activity 312120 - City Wells				
Product: An Acre Foot of Water				
FY 2002/2003 Current	\$863,807.95	2,000.00	50.00	\$431.90
FY 2003/2004 Adopted	\$878,764.04	2,000.00	50.00	\$439.38
Activity 312130 - Recycled Water				
Product: An Acre Foot of Water				
FY 2002/2003 Current	\$2,335.76	1,200.00	50.00	\$1.95
FY 2003/2004 Adopted	\$2,493.90	1,300.00	50.00	\$1.92
Activity 312140 - SCADA System Operations				
Product: A Work Hour				
FY 2002/2003 Current	\$76,138.33	1,557.00	1,557.00	\$48.90
FY 2003/2004 Adopted	\$78,576.23	1,557.00	1,557.00	\$50.47
Activity 312150 - Demand Management				
Product: A Work Hour				
FY 2002/2003 Current	\$141,168.46	2,717.00	2,717.00	\$51.96
FY 2003/2004 Adopted	\$48,056.01	917.00	917.00	\$52.41

**City of Sunnyvale
Program Performance Budget**

Program 312 - Water Supply and Distribution

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 312160 - Administration - Managing Water Resources				
Product: A Work Hour				
FY 2002/2003 Current	\$238,000.46	1,177.00	1,177.00	\$202.21
FY 2003/2004 Adopted	\$222,632.36	1,120.00	1,120.00	\$198.78
Totals for Service Delivery Plan 31201:	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$11,197,803.72		5,651.00	
FY 2003/2004 Adopted	\$11,506,728.77		3,794.00	

**City of Sunnyvale
Program Performance Budget**

Program 312 - Water Supply and Distribution

Service Delivery Plan 31202 - Managing Water Distribution and Quality

Deliver a safe, reliable and aesthetically acceptable supply of water to customers by:

- Responding to water system emergencies in a timely manner,
- Performing preventive maintenance as scheduled,
- Protecting water supply quality through cross connection control,
- Monitoring water quality, and
- Planning infrastructure replacement and improvements, so that:

Service Delivery Plan Measures

	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* The number of hours customers are without water service is at the previous three year average. - Number	0.00	0.00
* Water service is restored within 24 hours on emergency repairs 90% of the time and within 48 hours for all other repairs. - Percent of Emergency Repairs	90.00%	90.00%
- Percent of All Other Repairs	90.00%	90.00%
* Scheduled maintenance is conducted as planned 90% of the time. - Percent	90.00%	90.00%
* Backflow detector checks are conducted as scheduled 90% of the time. - Percent	90.00%	90.00%
* The Water Program is in compliance with all health and water quality regulatory agencies 100% of the time. - Percent	100.00%	100.00%
* Water system infrastructure projects are completed as planned 90% of the time. - Percent	90.00%	90.00%

**City of Sunnyvale
Program Performance Budget**

Program 312 - Water Supply and Distribution

Notes

SDP 31202 measure 1 based on two year average.

**City of Sunnyvale
Program Performance Budget**

Program 312 - Water Supply and Distribution

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 312200 - Preventive Maintenance				
Product: A Preventive Maintenance Activity Completed				
FY 2002/2003 Current	\$325,772.38	12,291.00	5,102.00	\$26.50
FY 2003/2004 Adopted	\$273,672.13	12,171.00	4,945.00	\$22.49
Activity 312210 - Corrective Repairs				
Product: A Corrective Repair Completed				
FY 2002/2003 Current	\$691,632.71	11,201.00	12,975.00	\$61.75
FY 2003/2004 Adopted	\$731,438.63	11,201.00	12,975.00	\$65.30
Activity 312220 - New Services				
Product: A New Service Installed				
FY 2002/2003 Current	\$180,848.44	320.00	2,095.00	\$565.15
FY 2003/2004 Adopted	\$188,311.41	320.00	2,095.00	\$588.47
Activity 312230 - Backflow Program				
Product: A Backflow Device in Compliance				
FY 2002/2003 Current	\$136,136.12	678.00	3,325.00	\$200.79
FY 2003/2004 Adopted	\$145,571.10	678.00	3,325.00	\$214.71
Activity 312240 - Water Quality Monitoring				
Product: A Test Completed				
FY 2002/2003 Current	\$152,426.62	24,700.00	2,308.00	\$6.17
FY 2003/2004 Adopted	\$159,064.88	24,700.00	2,308.00	\$6.44
Activity 312250 - Infrastructure Planning				
Product: A Work Hour				
FY 2002/2003 Current	\$125,198.27	1,800.00	1,800.00	\$69.55
FY 2003/2004 Adopted	\$50,170.00	0.00	0.00	\$0.00

**City of Sunnyvale
Program Performance Budget**

Program 312 - Water Supply and Distribution

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 312260 - Administration - Water Distribution System				
Product: A Work Hour				
FY 2002/2003 Current	\$659,415.19	2,150.00	2,150.00	\$306.70
FY 2003/2004 Adopted	\$537,326.08	1,132.00	1,132.00	\$474.67
Totals for Service Delivery Plan 31202:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$2,271,429.73		29,755.00	
FY 2003/2004 Adopted	\$2,085,554.23		26,780.00	

**City of Sunnyvale
Program Performance Budget**

Program 312 - Water Supply and Distribution

Service Delivery Plan 31203 - Managing Administration and Support Services

Support the operation of the Water Supply and Distribution Program by:

- Responding to customer services requests, and
- Testing, repairing and replacing water meters, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* A customer satisfaction rating of 90% for Water Supply and Distribution is achieved. - Rating	90.00%	90.00%
* The number of water supply and distribution complaints per 1,000 services is at the previous three year average. - Number	0.00	0.00
* City water rates, weighted by user category, are five percent less than the Bay Area average as determined by Bay Area Water Users Association surveys. - Percent	5.00%	5.00%

**City of Sunnyvale
Program Performance Budget**

Program 312 - Water Supply and Distribution

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 312300 - Customer Services				
Product: A Customer Request Completed				
FY 2002/2003 Current	\$139,934.12	2,050.00	3,250.00	\$68.26
FY 2003/2004 Adopted	\$148,840.26	2,050.00	3,250.00	\$72.61
Activity 312310 - Water Usage Measurement				
Product: A Meter Serviced				
FY 2002/2003 Current	\$416,192.07	5,910.00	8,000.00	\$70.42
FY 2003/2004 Adopted	\$440,384.19	5,910.00	8,000.00	\$74.52
Activity 312340 - Administration				
Product: A Work Hour				
FY 2002/2003 Current	\$643,387.53	14,441.00	14,441.00	\$44.55
FY 2003/2004 Adopted	\$677,532.39	14,311.00	14,311.00	\$47.34
Totals for Service Delivery Plan 31203:				
FY 2002/2003 Current	\$1,199,513.72		25,691.00	
FY 2003/2004 Adopted	\$1,266,756.84		25,561.00	

**City of Sunnyvale
Program Performance Budget**

Program 312 - Water Supply and Distribution

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Totals for Program 312:				
FY 2002/2003 Current	\$14,668,747.17		61,097.00	
FY 2003/2004 Adopted	\$14,859,039.84		56,135.00	

**City of Sunnyvale
Program Performance Budget**

Program 322 - Solid Waste

Program Outcome Statement

Reduce the amount of refuse disposed and provide reliable, competitively priced and environmentally sound services for collection, disposal reduction and disposal of solid wastes by:

- Promoting source reduction behavior and providing recycling services that divert solid waste from landfill disposal and into economically productive uses,
- Providing reliable, convenient, competitively priced and environmentally sound solid waste collection and disposal services, and
- Taking advantage of economies of scale by providing diversion and refuse transfer services to other jurisdictions at the SMaRT Station.

So that:

<u>Program Outcome Measures</u>	<u>Weight</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* Diversion of solid waste from disposal is maintained at 50%. - Percent	3	50.00%	50.00%
* The charge for collection of refuse in Sunnyvale is 98% of charges for comparable services in similar local cities. - Percent	4	98.00%	98.00%
* The index of solid waste complaints per 10,000 collections provided is limited to the previous three year average. - Percent of average	4	100.00%	100.00%
* City refuse is disposed at sites that are designed and operated to prevent unpermitted environmental contamination 100% of the time. - Percent	5	100.00%	100.00%
* SMaRT Station uptime is 95%. - Percent	1	95.00%	95.00%
* Major contracts are managed so that annual unit cost increases are limited to the rate of inflation. - Percent	2	100.00%	100.00%
* The Budget/Cost Ratio (planned cost divided by actual cost) is at 1.0. - Ratio	4	1.00	1.00
* An overall customer satisfaction rating of 90% for Solid Waste Management services is achieved. - Rating	3	90.00%	90.00%

**City of Sunnyvale
Program Performance Budget**

Program 322 - Solid Waste

Service Delivery Plan 32201 - Solid Waste Diversion

Conserve landfill capacity, energy and natural resources by:

- Providing source reduction programs and promoting source reduction behavior,
- Maximizing diversion of solid waste from disposal by use of demand management techniques and recycling programs, and
- Increasing demand for recycled materials by advocating local, state and federal legislation and policies that will increase use of recycled content products, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* Diversion of solid waste from disposal is maintained at 50%. - Percent	50.00%	50.00%
* The aggregate cost per ton to divert is at the previous three year average. - Cost	\$72.02	\$72.02

**City of Sunnyvale
Program Performance Budget**

Program 322 - Solid Waste

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 322100 - Promote Source Reduction/Recycling				
Product: A Work Hour				
FY 2002/2003 Current	\$340,426.21	6,419.41	6,419.41	\$53.03
FY 2003/2004 Adopted	\$358,596.31	6,419.41	6,419.41	\$55.86
Activity 322110 - Coordinate Recycling Services				
Product: A Ton Diverted				
FY 2002/2003 Current	\$156,733.41	27,298.00	2,863.11	\$5.74
FY 2003/2004 Adopted	\$161,670.16	27,298.00	2,863.11	\$5.92
Totals for Service Delivery Plan 32201:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$497,159.62		9,282.52	
FY 2003/2004 Adopted	\$520,266.47		9,282.52	

**City of Sunnyvale
Program Performance Budget**

Program 322 - Solid Waste

Service Delivery Plan 32202 - Solid Waste Collection and Disposal

Protect the public from disease and odors associated with unsightly accumulations of refuse and minimize current and future community financial and legal liabilities by:

- Collecting and disposing of discarded materials (e.g., refuse, yard trimmings and recyclable materials) in a dependable, environmentally sound and cost effective manner,
- Providing periodic opportunities for residents to dispose of refuse at discounted or no charge,
- Monitoring and managing that landfill gas, soil cover and groundwater at the City's landfill are in compliance with regulatory requirements, and
- Minimizing illegal and inappropriate disposal of household hazardous wastes, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* The index of solid waste complaints per 10,000 collections provided is at the previous three year average. - Percent	100.00%	100.00%
* 90% of SMaRT Station loads checked do not contain hazardous wastes. - Percent	90.00%	90.00%
* The charge for collection of refuse in Sunnyvale is 98% of charges for comparable services in similar local cities. - Percent	98.00%	98.00%
* The landfill gas collection system provides 90% of the prior year number of BTU's to the Power Generation Facility. - Percent	90.00%	90.00%
* Major contracts are managed so that annual unit cost increases are limited to the rate of inflation. - Percent	100.00%	100.00%

**City of Sunnyvale
Program Performance Budget**

Program 322 - Solid Waste

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 322200 - Collect Discarded Materials				
Product: A Ton Collected				
FY 2002/2003 Current	\$15,570,967.61	146,001.00	1.00	\$106.65
FY 2003/2004 Adopted	\$16,234,327.59	146,001.00	1.00	\$111.19
Activity 322210 - Manage Collection Franchise				
Product: A Liquidated Damages Report Prepared				
FY 2002/2003 Current	\$314,469.20	12.00	3,476.23	\$26,205.77
FY 2003/2004 Adopted	\$328,556.09	12.00	3,476.23	\$27,379.67
Activity 322220 - Household Hazardous Waste Events				
Product: A Vehicle Served				
FY 2002/2003 Current	\$109,970.42	3,100.00	183.02	\$35.47
FY 2003/2004 Adopted	\$111,373.78	3,100.00	183.02	\$35.93
Activity 322230 - Maintain Closed Landfill				
Product: An Inspection Performed				
FY 2002/2003 Current	\$610,578.38	12.00	5,538.63	\$50,881.53
FY 2003/2004 Adopted	\$569,784.98	12.00	5,538.63	\$47,482.08
Activity 322240 - Maintain Disposal Capacity/Intergovernmental				
Product: A Work Hour				
FY 2002/2003 Current	\$38,727.26	505.60	505.60	\$76.60
FY 2003/2004 Adopted	\$40,550.72	505.60	505.60	\$80.20
Activity 322250 - Refuse Transfer and Disposal Expense				
Product: A Quarterly Payment Made				
FY 2002/2003 Current	\$8,612,347.61	4.00	1.00	\$2,153,086.90
FY 2003/2004 Adopted	\$8,131,517.75	4.00	1.00	\$2,032,879.44

**City of Sunnyvale
Program Performance Budget**

Program 322 - Solid Waste

Totals for Service Delivery Plan 32202:

	<u>Costs</u>	<u>Work Hours</u>
FY 2002/2003 Current	\$25,257,060.48	9,705.48
FY 2003/2004 Adopted	\$25,416,110.91	9,705.48

**City of Sunnyvale
Program Performance Budget**

Program 322 - Solid Waste

Service Delivery Plan 32203 - SMaRT Station

Use economies of scale to minimize diversion and transfer expenses by:

- Providing refuse transfer and materials recovery services and facilities to SMaRT Station cities, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* The SMaRT Station annual facility diversion rate is 19.0%. - Rate	19.00%	19.00%
* Review equipment replacement funding schedules by January 1st each year for inclusion into the budgeting process to provide adequate funding for Solid Waste equipment replacement. - Percent	100.00%	100.00%
* The participating agencies are provided with billings, payments, reconciliations, audits, and other reports on mutually agreed dates 90% of the time. - Percent	90.00%	90.00%
* SMaRT Station uptime is 95%. - Percent	95.00%	95.00%
* Major contracts are managed so that annual unit cost increases are limited to the rate of inflation. - Percent	100.00%	100.00%

**City of Sunnyvale
Program Performance Budget**

Program 322 - Solid Waste

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 322300 - Operate SMaRT Station				
Product: A Ton Received				
FY 2002/2003 Current	\$7,400,155.06	289,748.00	2,713.00	\$25.54
FY 2003/2004 Adopted	\$7,127,191.84	289,478.00	2,713.00	\$24.62
Activity 322310 - Refuse Disposal				
Product: A Ton Landfilled				
FY 2002/2003 Current	\$10,359,235.14	212,496.00	1.00	\$48.75
FY 2003/2004 Adopted	\$9,608,000.02	212,496.00	1.00	\$45.21
Activity 322320 - SMaRT Station Revenue Distribution				
Product: A Revenue Distributed				
FY 2002/2003 Current	\$1,595,568.00	0.00	0.00	\$0.00
FY 2003/2004 Adopted	\$1,067,803.00	0.00	0.00	\$0.00
Totals for Service Delivery Plan 32203:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$19,354,958.20		2,714.00	
FY 2003/2004 Adopted	\$17,802,994.86		2,714.00	
Totals for Program 322:				
FY 2002/2003 Current	\$45,109,178.30		21,702.00	
FY 2003/2004 Adopted	\$43,739,372.24		21,702.00	

**City of Sunnyvale
Program Performance Budget**

Program 342 - Wastewater Management

Program Outcome Statement

A cost effective wastewater management program, funded by user fees, that is environmentally sound and regulated to protect public health, safety, property and the quality of the Bay by:

- Collecting and conveying sewage to the treatment facility,
- Treating sewage to meet regulatory standards,
- Collecting and conveying storm water to prevent flooding,
- Using by-products for beneficial purposes, and
- Promoting water pollution prevention, conservation and reuse behavior in the community.

So that:

**City of Sunnyvale
Program Performance Budget**

Program 342 - Wastewater Management

<u>Program Outcome Measures</u>	<u>Weight</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* Sewer and storm emergencies are responded to within 30 minutes 90% of the time. - Percent	5	90.00%	90.00%
* Regulatory standards for sewage treatment are met 100% of the time. - Percent	5	100.00%	100.00%
* The number of sewer and main plugs are 95% of the previous three year average. - Percent	4	95.00%	95.00%
- Number of Plugs	4	92.00	92.00
* The City recycled water distribution system is operational 100% of the time. - Percent	4	100.00%	100.00%
* City sewer rates, weighted by user category, are five percent less than rates of comparable local agencies. - Percent	4	5.00%	5.00%
* Energy needs of the Water Pollution Control Plant are met by the conversion of waste gases 75% of the time. - Percent	3	75.00%	75.00%
* Costs for laboratory services provided will be five percent less than comparable State certified laboratories. - Percent	3	5.00%	5.00%
* A customer service rating of 71% for Storm Water Collection is achieved. - Rating	3	71.00%	71.00%
* The Department Budget/Cost Ratio (planned cost divided by actual cost) is at 1.0. - Ratio	4	1.00	1.00
* The Department-Wide Cost Efficiency Index is at 100. - Index	2	100.00	100.00

**City of Sunnyvale
Program Performance Budget**

Program 342 - Wastewater Management

Service Delivery Plan 34201 - Sanitary Sewer Collection System Maintenance

Protect the public from disease and other health-related problems and eliminate odors and sewage spills by:

- Ensuring all sanitary sewage is collected and transported to the City's Water Pollution Control Plant,
- Managing the maintenance of the City's sanitary sewer collection system in a cost effective, safe, reliable and timely manner,
- Complying with all federal, state and local laws and regulations pertaining to sanitary sewer collection and maintenance,
- Responding to emergency events and assisting residents and businesses during these events, and
- Providing administrative and support services to promote customer satisfaction and confidence, so that:

Service Delivery Plan Measures

	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* Preventive maintenance is completed as scheduled 90% of the time. - Percent	90.00%	90.00%
* Responses to sewer emergencies occur within 30 minutes of notification 90% of the time. - Percent	90.00%	90.00%
* The program is in compliance with all health and regulatory standards 100% of the time. - Percent	100.00%	100.00%
* The number of sewer and main plugs are 95% of the previous three year average. - Percent	95.00%	95.00%
- Number of Plugs	92.00	92.00
* A customer satisfaction rating of 90% for Sanitary Sewer Collection System Maintenance is achieved. - Rating	90.00%	90.00%

**City of Sunnyvale
Program Performance Budget**

Program 342 - Wastewater Management

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 342000 - Preventative Maintenance				
Product: A Preventative Maintenance Activity Completed				
FY 2002/2003 Current	\$181,682.54	391,192.00	4,510.00	\$0.46
FY 2003/2004 Adopted	\$160,703.47	391,192.00	3,510.00	\$0.41
Activity 342010 - Corrective Repairs				
Product: A Corrective Repair Activity Completed				
FY 2002/2003 Current	\$101,690.25	178.00	1,554.00	\$571.29
FY 2003/2004 Adopted	\$74,629.54	178.00	1,430.00	\$419.27
Activity 342020 - Maintain Lift Stations				
Product: A Lift Station Inspected				
FY 2002/2003 Current	\$36,698.85	255.00	355.00	\$143.92
FY 2003/2004 Adopted	\$38,011.20	255.00	355.00	\$149.06
Activity 342030 - Customer Services				
Product: A Service Request Completed				
FY 2002/2003 Current	\$191,080.96	2,300.00	4,345.00	\$83.08
FY 2003/2004 Adopted	\$69,608.85	1,800.00	1,375.00	\$38.67
Activity 342040 - Hazardous Spills				
Product: An Occasion				
FY 2002/2003 Current	\$1,707.30	3.00	15.00	\$569.10
FY 2003/2004 Adopted	\$1,768.24	3.00	15.00	\$589.41
Activity 342050 - Rinconada Sewer Maintenance				
Product: A Service Request Completed				
FY 2002/2003 Current	\$27,031.87	100.00	355.00	\$270.32
FY 2003/2004 Adopted	\$8,569.83	100.00	180.00	\$85.70

**City of Sunnyvale
Program Performance Budget**

Program 342 - Wastewater Management

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 342060 - Administration and General Maintenance				
Product: A Work Hour				
FY 2002/2003 Current	\$512,230.53	6,110.00	6,110.00	\$83.83
FY 2003/2004 Adopted	\$468,632.40	5,495.00	5,495.00	\$85.28
Activity 342070 - Jet Flush Sewers				
Product: A Lineal Foot Maintained				
FY 2002/2003 Current	\$99,651.04	619,318.00	2,325.00	\$0.16
FY 2003/2004 Adopted	\$107,006.57	619,318.00	2,325.00	\$0.17
Totals for Service Delivery Plan 34201:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$1,151,773.34		19,569.00	
FY 2003/2004 Adopted	\$928,930.10		14,685.00	

**City of Sunnyvale
Program Performance Budget**

Program 342 - Wastewater Management

Service Delivery Plan 34202 - Water Pollution Control Plant Operations

Treating sewage to meet regulatory standards and to protect the public health and the environment by:

- Monitoring and assessing plant flows and solids,
- Continuously operating and monitoring processes and related equipment, and
- Planning new or expanded facilities to maintain National Pollution Discharge Elimination System compliance and to ensure cost effective operations, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* Per Regulatory Standards, 85% of all solids are removed from the incoming waste stream. - Percent	85.00%	85.00%
* Dewatering facility recovers 75% of solids from the digesters. - Percent	75.00%	75.00%
* Regulatory standards for sewage treatment are met 100% of the time. - Percent	100.00%	100.00%
* Projects resulting from special testing and studies are implemented as scheduled 90% of the time. - Percent	90.00%	90.00%
* An internal customer satisfaction rating of 90% for Water Pollution Control Plant operations is achieved. - Rating	90.00%	90.00%

**City of Sunnyvale
Program Performance Budget**

Program 342 - Wastewater Management

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 342090 - Process Solids				
Product: Lbs. of Solids Removed from Process & Delivered to Digesters (in 1,000 lbs.)				
FY 2002/2003 Current	\$390,742.39	5,900.00	8,374.00	\$66.23
FY 2003/2004 Adopted	\$424,352.68	5,900.00	8,374.00	\$71.92
Activity 342100 - Process Liquids for NPDES Discharge				
Product: Million Gallons (MG) Discharged				
FY 2002/2003 Current	\$771,371.51	6,000.00	16,683.00	\$128.56
FY 2003/2004 Adopted	\$827,655.33	6,000.00	16,683.00	\$137.94
Activity 342110 - Complete Preventative Operational Procedures (POP)				
Product: A Completed Work Order				
FY 2002/2003 Current	\$280,761.93	12,800.00	6,152.00	\$21.93
FY 2003/2004 Adopted	\$301,191.56	12,800.00	6,152.00	\$23.53
Activity 342120 - Attend Safety Training				
Product: A Number of Training Events Attended				
FY 2002/2003 Current	\$83,307.13	708.00	1,798.00	\$117.67
FY 2003/2004 Adopted	\$89,293.96	708.00	1,798.00	\$126.12
Activity 342130 - Administration				
Product: A Work Hour				
FY 2002/2003 Current	\$285,972.22	5,673.40	5,673.40	\$50.41
FY 2003/2004 Adopted	\$302,996.66	5,673.40	5,673.40	\$53.41
Activity 342140 - Purchase Goods and Services				
Product: A Product				
FY 2002/2003 Current	\$124,221.55	0.00	0.00	\$0.00
FY 2003/2004 Adopted	\$109,821.67	0.00	0.00	\$0.00

**City of Sunnyvale
Program Performance Budget**

Program 342 - Wastewater Management

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 342150 - Feed Polymer				
Product: A Gallon of Polymer				
FY 2002/2003 Current	\$759,325.49	45,000.00	105.00	\$16.87
FY 2003/2004 Adopted	\$780,364.61	45,000.00	105.00	\$17.34
Totals for Service Delivery Plan 34202:	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$2,695,702.22		38,785.40	
FY 2003/2004 Adopted	\$2,835,676.47		38,785.40	

**City of Sunnyvale
Program Performance Budget**

Program 342 - Wastewater Management

Service Delivery Plan 34203 - Water Pollution Control Plant Maintenance

Maintaining the Water Pollution Control Plant equipment to enable the treatment of sewage to meet regulatory standards to protect the public health and the environment by:

- Performing preventive maintenance to reduce the unscheduled downtime due to unscheduled repairs,
- Correcting mechanical/electrical deficiencies and completing necessary modification to Water Pollution Control Plant equipment and facilities,
- Maintain a minimum level of 100% redundancy for all critical Water Pollution Control Plant equipment, and
- Optimize equipment replacement based on replacement cost, life and current condition, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* A minimum treatment capacity of 30 million gallons per day is maintained 95% of the time. - Percent	95.00%	95.00%
* Preventive maintenance is completed as scheduled 95% of the time. - Percent	95.00%	95.00%
* Unscheduled repairs shall not exceed 40% of total repairs. - Percent	40.00%	40.00%
* Percentage of repeat repairs shall not exceed five percent of corrective repair expenses in any three month period. - Percent	5.00%	5.00%
* Water Pollution Control Plant equipment is reviewed when estimated cost to repair exceeds 50% for the replacement cost 100% of the time. - Percent	100.00%	100.00%
* A customer satisfaction rating of 90% for Water Pollution Control Plant maintenance is achieved. - Rating	90.00%	90.00%

**City of Sunnyvale
Program Performance Budget**

Program 342 - Wastewater Management

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 342160 - Complete Preventive Maintenance Work Order				
Product: A Completed Work Order				
FY 2002/2003 Current	\$306,586.00	1,289.00	2,934.00	\$237.85
FY 2003/2004 Adopted	\$320,782.02	1,393.00	4,480.00	\$230.28
Activity 342170 - Complete Major Maintenance Work Orders				
Product: A Completed Work Order				
FY 2002/2003 Current	\$192,415.65	30.00	1,560.00	\$6,413.86
FY 2003/2004 Adopted	\$199,274.77	30.00	1,560.00	\$6,642.49
Activity 342180 - Complete Modification Work Orders				
Product: A Completed Work Order				
FY 2002/2003 Current	\$127,303.90	134.00	1,638.00	\$950.03
FY 2003/2004 Adopted	\$133,718.91	134.00	1,638.00	\$997.90
Activity 342190 - Complete Corrective Maintenance Work Orders				
Product: A Completed Work Order				
FY 2002/2003 Current	\$330,073.48	518.00	3,705.00	\$637.21
FY 2003/2004 Adopted	\$344,900.60	518.00	3,705.00	\$665.83
Activity 342200 - Administration				
Product: A Work Hour				
FY 2002/2003 Current	\$371,605.30	5,246.20	5,246.20	\$70.83
FY 2003/2004 Adopted	\$384,212.29	5,246.20	5,246.20	\$73.24
Activity 342210 - Staff Meeting/Training				
Product: A Work Hour				
FY 2002/2003 Current	\$93,720.09	1,588.00	1,588.00	\$59.02
FY 2003/2004 Adopted	\$95,567.62	1,588.00	1,588.00	\$60.18

**City of Sunnyvale
Program Performance Budget**

Program 342 - Wastewater Management

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 342220 - Wastewater Equipment Replacement				
FY 2002/2003 Current	\$560,959.28	0.00	0.00	\$0.00
FY 2003/2004 Adopted	\$512,788.07	0.00	0.00	\$0.00
Totals for Service Delivery Plan 34203:	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$1,982,663.70		16,671.20	
FY 2003/2004 Adopted	\$1,991,244.28		18,217.20	

**City of Sunnyvale
Program Performance Budget**

Program 342 - Wastewater Management

Service Delivery Plan 34204 - Environmental Laboratory Services

Providing customers with timely, certified and legally defensible analytical services and scientific studies at comparable cost by:

- Maintaining State Environmental Laboratory certification for critical testing methods,
- Collecting representative samples and maintaining documentation per established standards,
- Providing in-house, contract routine and emergency analytical services to generate quality data,
- Supporting and conducting special studies that improve the quality of treatment and operation of the water pollution control plant and drinking water distribution system,
- Developing and implementing study plans which provide pertinent data and information to assist in/with operational improvements, and
- Reviewing and managing data required to generate State and Federal reports, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* Daily test results are completed and available for operational decisions 98% of the time. - Percent	98.00%	98.00%
* State Laboratory Certification is maintained 100% of the time. - Percent	100.00%	100.00%
* Costs for services provided will be five percent less than comparable state certified laboratories. - Percent	5.00%	5.00%
* Regulatory reporting requirements are met 100% of the time. - Percent	100.00%	100.00%
* In-house testing for the Pretreatment Program is completed within 14 days, 95% of the time. - Percent	95.00%	95.00%
* A customer satisfaction rating of 90% for Laboratory Services is achieved. - Rating	90.00%	90.00%

**City of Sunnyvale
Program Performance Budget**

Program 342 - Wastewater Management

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 342240 - Wet Chemistry Test Group I				
Product: A Test Completed				
FY 2002/2003 Current	\$53,847.86	1,066.00	1,062.02	\$50.51
FY 2003/2004 Adopted	\$57,703.21	1,066.00	1,065.71	\$54.13
Activity 342250 - Wet Chemistry Test Group II				
Product: A Test Completed				
FY 2002/2003 Current	\$28,274.81	230.00	566.06	\$122.93
FY 2003/2004 Adopted	\$30,503.22	230.00	570.23	\$132.62
Activity 342260 - Wet Chemistry Test Group III				
Product: A Test Completed				
FY 2002/2003 Current	\$22,629.79	3,176.00	462.48	\$7.13
FY 2003/2004 Adopted	\$23,561.10	3,176.00	452.39	\$7.42
Activity 342270 - Solids				
Product: A Test Completed				
FY 2002/2003 Current	\$61,355.96	3,980.00	1,254.96	\$15.42
FY 2003/2004 Adopted	\$65,230.53	3,980.00	1,250.71	\$16.39
Activity 342280 - Selective Ion Electrode Methods				
Product: A Test Completed				
FY 2002/2003 Current	\$56,614.78	4,920.00	1,082.63	\$11.51
FY 2003/2004 Adopted	\$59,955.44	4,920.00	1,077.11	\$12.19
Activity 342290 - Titrations				
Product: A Test Completed				
FY 2002/2003 Current	\$25,406.53	1,490.00	524.77	\$17.05
FY 2003/2004 Adopted	\$26,711.90	1,490.00	519.55	\$17.93

**City of Sunnyvale
Program Performance Budget**

Program 342 - Wastewater Management

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 342330 - Metals Furnace Atomic Absorption				
Product: A Test Completed				
FY 2002/2003 Current	\$110,456.43	5,381.00	1,816.41	\$20.53
FY 2003/2004 Adopted	\$109,682.96	5,381.00	1,829.82	\$20.38
Activity 342340 - Specialty Metals: As, Se				
Product: A Test Completed				
FY 2002/2003 Current	\$18,211.41	646.00	327.05	\$28.19
FY 2003/2004 Adopted	\$19,517.70	646.00	329.47	\$30.21
Activity 342350 - Metals Cold Vapor Hg				
Product: A Test Completed				
FY 2002/2003 Current	\$11,377.35	253.00	213.84	\$44.97
FY 2003/2004 Adopted	\$12,226.13	253.00	215.42	\$48.32
Activity 342360 - Botulism Control				
Product: A Survey Trip Completed				
FY 2002/2003 Current	\$26,647.79	52.00	186.58	\$512.46
FY 2003/2004 Adopted	\$26,469.17	52.00	171.07	\$509.02
Activity 342370 - Chronic Toxicity Testing				
Product: A Test Completed				
FY 2002/2003 Current	\$50,558.19	24.00	60.63	\$2,106.59
FY 2003/2004 Adopted	\$50,634.01	24.00	50.69	\$2,109.75
Activity 342380 - Acute Toxicity Testing				
Product: A Test Completed				
FY 2002/2003 Current	\$8,792.03	12.00	136.17	\$732.67
FY 2003/2004 Adopted	\$8,516.42	12.00	124.18	\$709.70

**City of Sunnyvale
Program Performance Budget**

Program 342 - Wastewater Management

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 342400 - Organic Compounds Gas Chromatography				
Product: A Sample Tested				
FY 2002/2003 Current	\$100,870.10	266.00	1,685.59	\$379.21
FY 2003/2004 Adopted	\$107,672.60	266.00	1,698.03	\$404.78
Activity 342410 - Total Organic Carbon				
Product: A Test Completed				
FY 2002/2003 Current	\$19,497.39	516.00	295.61	\$37.79
FY 2003/2004 Adopted	\$20,708.45	516.00	297.79	\$40.13
Activity 342420 - Ion Chromatography				
Product: A Sample Tested				
FY 2002/2003 Current	\$52,250.06	510.00	1,069.22	\$102.45
FY 2003/2004 Adopted	\$56,200.73	510.00	1,077.11	\$110.20
Activity 342430 - Microbiological Testing: Wastewater				
Product: A Test Completed				
FY 2002/2003 Current	\$18,582.46	364.00	277.05	\$51.05
FY 2003/2004 Adopted	\$18,877.03	364.00	266.11	\$51.86
Activity 342450 - Wastewater Sampling				
Product: A Sample Collected				
FY 2002/2003 Current	\$35,518.32	3,848.00	654.53	\$9.23
FY 2003/2004 Adopted	\$37,610.39	3,848.00	652.60	\$9.77
Activity 342470 - Observations/Readings				
Product: An Entry Logged				
FY 2002/2003 Current	\$19,441.64	2,028.00	450.46	\$9.59
FY 2003/2004 Adopted	\$20,629.60	2,028.00	448.58	\$10.17

**City of Sunnyvale
Program Performance Budget**

Program 342 - Wastewater Management

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 342500 - Contract Laboratory Inorganic Testing Wastewater				
Product: A Result Provided				
FY 2002/2003 Current	\$55,509.43	0.00	151.20	\$0.00
FY 2003/2004 Adopted	\$56,579.58	0.00	151.20	\$0.00
Activity 342510 - Contract Laboratory Organic Testing Wastewater				
Product: A Result Provided				
FY 2002/2003 Current	\$78,055.56	0.00	208.80	\$0.00
FY 2003/2004 Adopted	\$79,547.39	0.00	208.80	\$0.00
Activity 342550 - Environmental Laboratory Certification Program				
Product: A Test Completed				
FY 2002/2003 Current	\$63,252.97	228.00	1,079.28	\$277.43
FY 2003/2004 Adopted	\$67,589.47	228.00	1,087.25	\$296.45
Activity 342570 - Administration - Non-Allocated				
Product: A Work Hour				
FY 2002/2003 Current	\$466,988.25	5,204.94	5,204.94	\$89.72
FY 2003/2004 Adopted	\$479,853.86	5,226.46	5,226.46	\$91.81
Totals for Service Delivery Plan 34204:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$1,384,139.11		18,770.28	
FY 2003/2004 Adopted	\$1,435,980.89		18,770.28	

**City of Sunnyvale
Program Performance Budget**

Program 342 - Wastewater Management

Service Delivery Plan 34205 - Storm Water Collection System

Protect the City from flood damage, minimize inconvenience to traffic and reduce pollution entering the waterways by:

- Coordinating creek and waterway maintenance with Santa Clara Valley Water District,
- Managing the maintenance of the City's storm water collection system in a cost effective, safe, reliable and timely manner,
- Responding to storm drainage emergencies and assisting residents and businesses during these emergencies,
- Responding to unauthorized discharges and assisting in cleanup efforts,
- Identifying and correcting non-permitted connections to the storm water collection system, and
- Inspecting facilities for storm water pollution prevention compliance, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* Preventive maintenance is completed as scheduled 90% of the time. - Percent	90.00%	90.00%
* Responses to storm emergencies occur within 30 minutes of notification 90% of the time. - Percent	90.00%	90.00%
* Property damage resulting from storm emergencies is avoided 95% of the time. - Percent	95.00%	95.00%
* Responses to unauthorized discharges occur within 30 minutes of notification 95% of the time. - Percent	95.00%	95.00%
* A customer satisfaction rating of 90% for the Storm Water Collection System is achieved. - Rating	90.00%	90.00%
* Non-permitted connections to the system are corrected within 30 days or placed on a time schedule for compliance. - Number	30.00	30.00
* All new and existing facilities with the potential to discharge pollutants to the storm collection system are inspected annually 100% of the time. - Percent	100.00%	100.00%

**City of Sunnyvale
Program Performance Budget**

Program 342 - Wastewater Management

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 342600 - Preventative Maintenance				
Product: A Preventative Maintenance Activity Completed				
FY 2002/2003 Current	\$56,329.93	5,586.00	1,255.00	\$10.08
FY 2003/2004 Adopted	\$52,021.72	5,586.00	1,065.00	\$9.31
Activity 342610 - Corrective Repairs				
Product: A Corrective Activity Completed				
FY 2002/2003 Current	\$34,272.81	4,195.00	750.00	\$8.17
FY 2003/2004 Adopted	\$36,652.90	4,195.00	750.00	\$8.74
Activity 342620 - Pump Stations				
Product: A Pump Station Inspected				
FY 2002/2003 Current	\$90,205.31	203.00	695.00	\$444.36
FY 2003/2004 Adopted	\$92,963.23	203.00	695.00	\$457.95
Activity 342630 - Storm Response				
Product: An Event				
FY 2002/2003 Current	\$3,495.49	50.00	90.00	\$69.91
FY 2003/2004 Adopted	\$3,753.51	50.00	90.00	\$75.07
Activity 342640 - Hazardous Spills				
Product: An Occasion				
FY 2002/2003 Current	\$1,937.86	5.00	45.00	\$387.57
FY 2003/2004 Adopted	\$2,070.55	5.00	45.00	\$414.11
Activity 342650 - Administration				
Product: A Work Hour				
FY 2002/2003 Current	\$110,193.96	1,071.00	1,071.00	\$102.89
FY 2003/2004 Adopted	\$123,220.22	1,356.00	1,356.00	\$90.87

**City of Sunnyvale
Program Performance Budget**

Program 342 - Wastewater Management

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 342670 - Jet Flush Storm Drains				
Product: A Lineal Foot				
FY 2002/2003 Current	\$62,252.93	26,400.00	1,420.00	\$2.36
FY 2003/2004 Adopted	\$60,655.17	26,400.00	1,288.00	\$2.30
 Totals for Service Delivery Plan 34205:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$358,688.29		5,326.00	
FY 2003/2004 Adopted	\$371,337.30		5,289.00	

**City of Sunnyvale
Program Performance Budget**

Program 342 - Wastewater Management

Service Delivery Plan 34206 - By-Product Reuse

Use water pollution control plant by-products for beneficial purposes by:

- Producing recycled water that meets the quality and quantity demands of the water supply and distribution program,
- Recovering and converting waste gases into energy to reduce the purchase of utility power, and
- Producing reusable biosolids, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* The City's recycled water distribution system is operational 100% of the time. - Percent	100.00%	100.00%
* Water delivered to the recycled water distribution system is recycled water 80% of the time. - Percent	80.00%	80.00%
* Energy needs of the Water Pollution Control Plant are met by the conversion of waste gases 75% of the time. - Percent	75.00%	75.00%
* Recovered biosolids are beneficially reused 85% of the time. - Percent	85.00%	85.00%
* A internal customer satisfaction rating of 90% from users of water pollution by-products is achieved. - Rating	90.00%	90.00%

**City of Sunnyvale
Program Performance Budget**

Program 342 - Wastewater Management

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 342680 - Produce Recycled Water				
Product: Gallons Water Processed During Title 22 Production				
FY 2002/2003 Current	\$108,390.55	1,200.00	2,306.00	\$90.33
FY 2003/2004 Adopted	\$116,265.98	1,200.00	2,306.00	\$96.89
Activity 342690 - Recycled Water Used				
Product: Millions of Gallons of Recycled Water Used				
FY 2002/2003 Current	\$50,292.66	300.00	990.00	\$167.64
FY 2003/2004 Adopted	\$53,750.51	300.00	990.00	\$179.17
Activity 342700 - Biosolids Recycled				
Product: Tons of Biosolids Removed				
FY 2002/2003 Current	\$304,731.35	1,200.00	4,850.00	\$253.94
FY 2003/2004 Adopted	\$340,802.18	1,200.00	4,850.00	\$284.00
Activity 342710 - Gas Used to Produce Energy				
Product: Cubic Feet (in thousands) of Landfill Gas Delivered to PGF				
FY 2002/2003 Current	\$55,850.11	283,600.00	1,155.00	\$0.20
FY 2003/2004 Adopted	\$59,888.08	283,600.00	1,155.00	\$0.21
Activity 342720 - Operate Power Generation Facility (PGF)				
Product: Total Kilowatt Hours Produced (in thousands)				
FY 2002/2003 Current	\$106,957.59	8,800.00	2,223.00	\$12.15
FY 2003/2004 Adopted	\$114,701.60	8,800.00	2,223.00	\$13.03
Activity 342730 - Maintain Power Generation Facility				
Product: A Completed Work Order				
FY 2002/2003 Current	\$175,277.97	53.00	1,319.00	\$3,307.13
FY 2003/2004 Adopted	\$194,807.99	53.00	1,319.00	\$3,675.62

**City of Sunnyvale
Program Performance Budget**

Program 342 - Wastewater Management

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 342740 - Energy Contract Management				
Product: A Contract Managed				
FY 2002/2003 Current	\$366,872.45	100.00	100.00	\$3,668.72
FY 2003/2004 Adopted	\$374,366.64	100.00	100.00	\$3,743.67
Activity 342750 - Administration				
Product: A Work Hour				
FY 2002/2003 Current	\$62,772.90	1,004.60	1,004.60	\$62.49
FY 2003/2004 Adopted	\$65,883.13	1,004.60	1,004.60	\$65.58
Activity 342760 - Feed Polymer for 2 NTU Production				
Product: A Gallon of Polymer				
FY 2002/2003 Current	\$764,771.35	40,000.00	510.00	\$19.12
FY 2003/2004 Adopted	\$653,419.16	70,000.00	510.00	\$9.33
Activity 342770 - Recycled Water Used in Plant				
Product: Million Gallons Used				
FY 2002/2003 Current	\$2,902.10	300.00	60.00	\$9.67
FY 2003/2004 Adopted	\$3,116.33	300.00	60.00	\$10.39
Activity 342850 - Deliver Digester Gas				
Product: One Thousand Cubic Feet				
FY 2002/2003 Current	\$30,398.95	24,000.00	650.00	\$1.27
FY 2003/2004 Adopted	\$32,642.76	24,000.00	650.00	\$1.36
Totals for Service Delivery Plan 34206:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$2,029,217.98		15,167.60	
FY 2003/2004 Adopted	\$2,009,644.36		15,167.60	

**City of Sunnyvale
Program Performance Budget**

Program 342 - Wastewater Management

Service Delivery Plan 34207 - Administration and Support Services

Facilitate the cohesive and cost-effective operation of Water Pollution Control Plant administrative functions, coordinate financial analysis and planning, meet regulatory support needs and provide environmental protection by:

- Providing timely applications of administrative support hours,
- Monitoring the ongoing financial condition and results of operations of Water Pollution Control Plant projects and programs,
- Participating in the regional stakeholder approach to environmental regulations to represent the City's interest and environmental protection,
- Monitoring regulatory requirements for treatment plant operations and facilitating compliance, and
- Delivering messages about how to prevent water pollution, conserve and reuse water, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* Division financial statements and budgets are analyzed and corrected as scheduled 90% of the time. - Percent	90.00%	90.00%
* A customer satisfaction rating of 90% is achieved for the timeliness, accuracy and effectiveness of Support Services. - Rating	90.00%	90.00%
* Division complies with all regulatory requirements for all treatment plant operations 100% of the time. - Percent	100.00%	100.00%
* Participation in environmental outreach programs is 50% of the targeted audience. - Percent	50.00%	50.00%

**City of Sunnyvale
Program Performance Budget**

Program 342 - Wastewater Management

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 342780 - Administration				
Product: A Work Hour				
FY 2002/2003 Current	\$47,419.82	600.00	600.00	\$79.03
FY 2003/2004 Adopted	\$49,449.78	600.00	600.00	\$82.42
Activity 342790 - Support Services				
Product: A Work Hour				
FY 2002/2003 Current	\$349,926.70	1,380.00	1,380.00	\$253.57
FY 2003/2004 Adopted	\$294,701.39	1,330.00	1,330.00	\$221.58
Activity 342800 - Environmental Outreach				
Product: A Work Hour				
FY 2002/2003 Current	\$173,405.52	2,914.00	2,914.00	\$59.51
FY 2003/2004 Adopted	\$118,036.70	1,339.00	1,339.00	\$88.15
Activity 342810 - Intergovernmental Regulatory Program Coordination				
Product: A Work Hour				
FY 2002/2003 Current	\$103,511.66	2,039.00	2,039.00	\$50.77
FY 2003/2004 Adopted	\$106,557.77	1,939.00	1,939.00	\$54.96
Activity 342820 - Support Services Training				
Product: A Work Hour				
FY 2002/2003 Current	\$28,837.53	675.00	675.00	\$42.72
FY 2003/2004 Adopted	\$27,915.35	600.00	600.00	\$46.53
Totals for Service Delivery Plan 34207:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$703,101.23		7,608.00	
FY 2003/2004 Adopted	\$596,660.99		5,808.00	

**City of Sunnyvale
Program Performance Budget**

Program 342 - Wastewater Management

Service Delivery Plan 34208 - Pretreatment Services

Provide environmental regulatory services that protect the community, sanitary sewer collection system, Water Pollution Control Plant and the Bay by:

- Permitting users of the sanitary sewer collection system,
- Monitoring discharges to the sanitary sewer collection system,
- Implementing the Programs' Enforcement Response Plan,
- Reporting the effectiveness of the Pretreatment Program to the Regulatory Authority,
- Participating in interagency committees and other organizations,
- Conducting special studies and projects that support program improvements, and
- Providing support and service during Water Pollution Control Plant emergencies, so that:

<u>Service Delivery Plan Measures</u>	<u>FY2002/2003 Current</u>	<u>FY2003/2004 Adopted</u>
* 100% of Significant Industrial Users (SIU) are inspected annually. - Percent	100.00%	100.00%
* Regulatory reporting requirements are met 100% of the time. - Percent	100.00%	100.00%
* 100% of Significant Industrial Users (SIU) discharging to the sanitary sewer are sampled quarterly. - Percent	100.00%	100.00%
* Non-compliant Significant Industrial Users (SIU) return to compliance within one calendar year, 100% of the time. - Percent	100.00%	100.00%
* A customer satisfaction rating of 90% for Pretreatment Services is achieved. - Rating	90.00%	90.00%

**City of Sunnyvale
Program Performance Budget**

Program 342 - Wastewater Management

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 342870 - Permitting of Significant Industrial Users (SIU)				
Product: A Permit Issued				
FY 2002/2003 Current	\$255,503.27	69.00	4,826.74	\$3,702.95
FY 2003/2004 Adopted	\$270,908.19	69.00	4,826.73	\$3,926.21
Activity 342880 - Permitting of Non-Significant Industrial Users (Non-SIU)				
Product: A Permit-by-Consent Issued				
FY 2002/2003 Current	\$85,996.40	1,014.00	1,631.82	\$84.81
FY 2003/2004 Adopted	\$91,174.78	1,014.00	1,631.82	\$89.92
Activity 342890 - Monitoring Discharges to the Sanitary Sewer				
Product: A Sample Event Completed				
FY 2002/2003 Current	\$204,187.17	1,411.00	4,218.24	\$144.71
FY 2003/2004 Adopted	\$215,297.51	1,411.00	4,218.24	\$152.59
Activity 342900 - Enforcement Plan Activities				
Product: A Work Hour				
FY 2002/2003 Current	\$29,763.52	562.27	562.27	\$52.93
FY 2003/2004 Adopted	\$31,558.03	562.27	562.27	\$56.13
Activity 342910 - Regulatory and Program Compliance				
Product: A Report Completed				
FY 2002/2003 Current	\$21,264.22	3.00	364.85	\$7,088.07
FY 2003/2004 Adopted	\$22,581.86	3.00	364.85	\$7,527.29
Activity 342930 - Special Studies and Investigations				
Product: A Special Study or Investigation Completed				
FY 2002/2003 Current	\$6,248.61	1.00	126.00	\$6,248.61
FY 2003/2004 Adopted	\$6,739.34	1.00	126.00	\$6,739.34

**City of Sunnyvale
Program Performance Budget**

Program 342 - Wastewater Management

	<u>Costs</u>	<u>Products</u>	<u>Work Hours</u>	<u>Product Costs</u>
Activity 342940 - Industrial or Commercial Non-Point Source				
Product: An Industrial or Commercial Non-Point Source Inspection Completed				
FY 2002/2003 Current	\$20,077.05	301.00	381.08	\$66.70
FY 2003/2004 Adopted	\$21,285.92	301.00	381.09	\$70.72
Activity 342950 - Administration - Non-Allocated				
Product: A Work Hour				
FY 2002/2003 Current	\$153,188.94	2,825.52	2,825.52	\$54.22
FY 2003/2004 Adopted	\$158,513.37	2,825.52	2,825.52	\$56.10
Totals for Service Delivery Plan 34208:				
	<u>Costs</u>		<u>Work Hours</u>	
FY 2002/2003 Current	\$776,229.18		14,936.52	
FY 2003/2004 Adopted	\$818,059.00		14,936.52	
Totals for Program 342:				
FY 2002/2003 Current	\$11,081,515.05		136,834.00	
FY 2003/2004 Adopted	\$10,987,533.39		131,659.00	