



City of
Mountain View

RECOMMENDED BUDGET

FISCAL YEAR
2022-23



**THE CITY OF
MOUNTAIN VIEW,
CALIFORNIA
OPERATING BUDGET
FISCAL YEAR 2022-23**

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City of Mountain View California

City Officials

City Council

Mayor — Lucas Ramirez

Vice Mayor — Alison Hicks

Margaret Abe-Koga

Ellen Kamei

Sally Lieber

Lisa Matichak

Pat Showalter

Executive Staff

City Manager — Kimbra McCarthy

City Attorney — Jennifer Logue

City Clerk — Heather Glaser

Assistant City Manager/Chief Operating Officer — Audrey Seymour Ramberg

Human Resources Director — Sue Rush

CIO/Information Technology Director — Roger R. Jensen

Finance and Administrative Services Director — Jesse Takahashi

Assistant City Manager/Community Development Director — Aarti Shrivastava

Public Works Director — Dawn Cameron

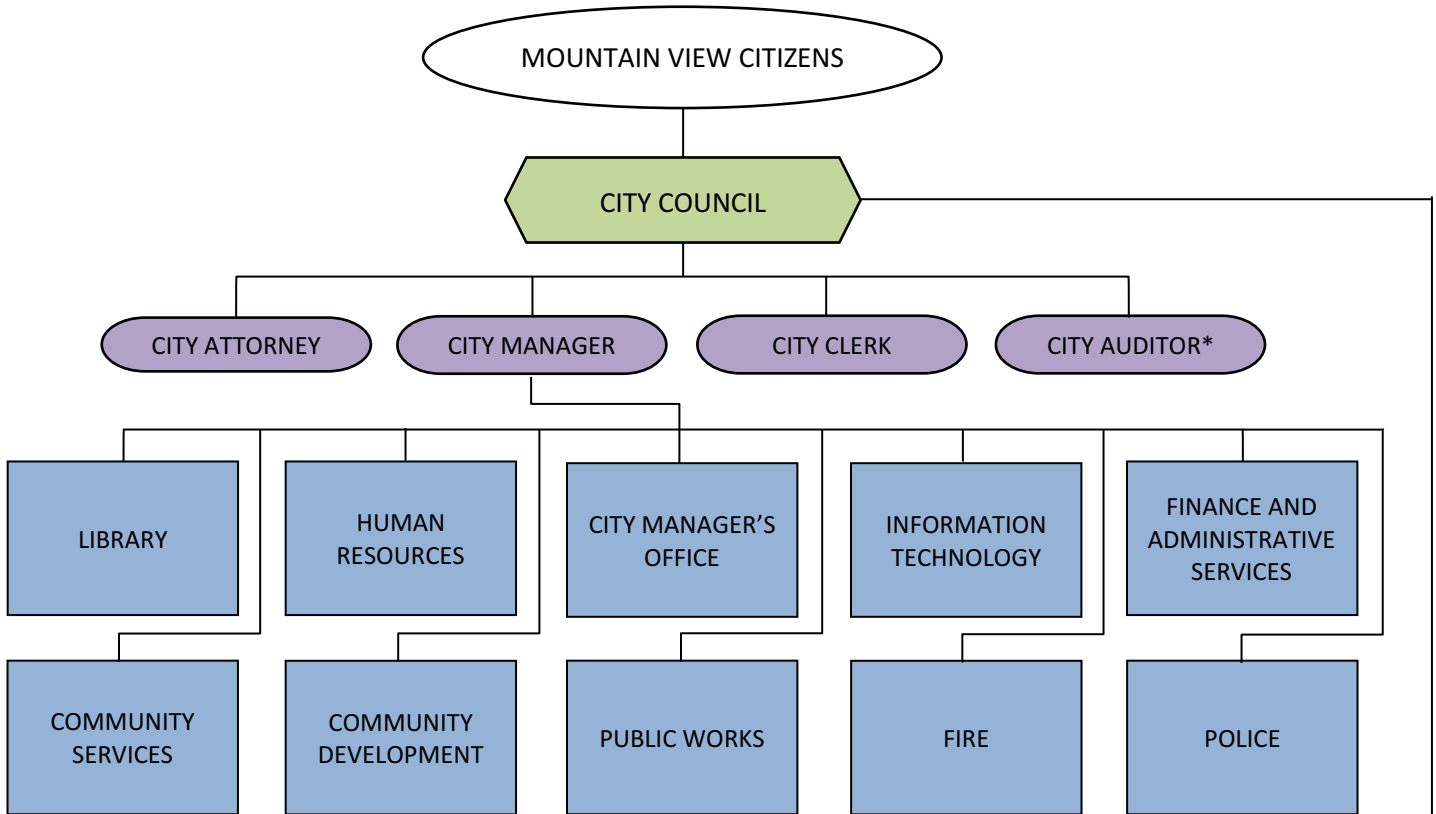
Community Services Director — John Marchant

Library Services Director — Tracy Gray

Fire Chief — Juan Diaz

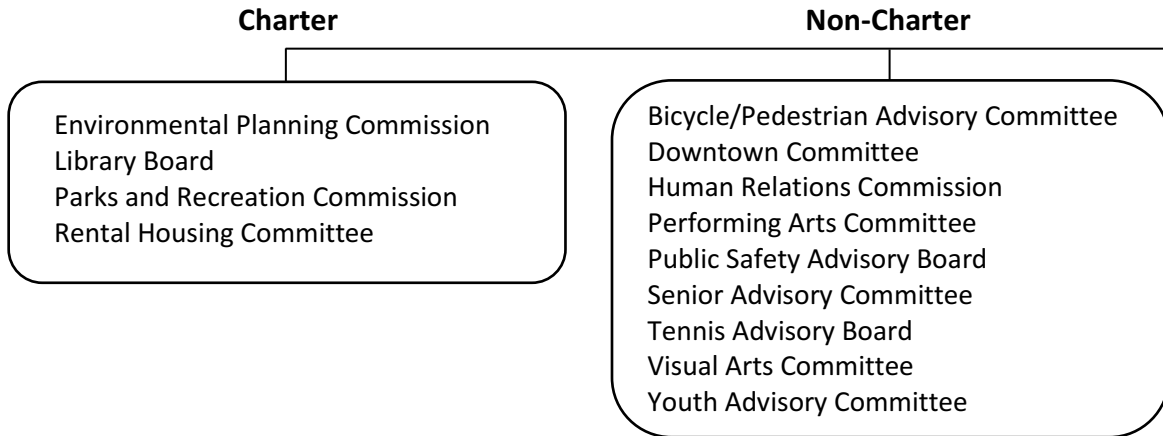
Police Chief — Chris Hsiung

CITY GOVERNMENT ORGANIZATION



- KEY:**
- ELECTED
 - APPOINTED BY COUNCIL
 - APPOINTED BY CITY MANAGER

CITY BOARDS, COMMISSIONS, AND COMMITTEES



* Finance and Administrative Services Director serves as City Auditor.

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INTRODUCTION



OFFICE OF THE CITY MANAGER
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June 14, 2022

Honorable City Council
City of Mountain View

Honorable Mayor and Members of the City Council:

This letter transmits the Fiscal Year 2022-23 Recommended Operating Budget. Formal adoption of the budget is scheduled after a second public hearing on June 28, 2022. This transmittal letter summarizes the Recommended Budget.

INTRODUCTION

During the past year, the City experienced continued challenges with the COVID-19 pandemic and its impacts on the community and our workforce. These challenges persisted as the economy improved at first due to progress in the areas of consistent mask-wearing mandates, increased numbers of vaccinations, and more regular testing protocols, which helped control the spread and severity of the virus. Unfortunately, variants had begun to circulate in other parts of the world and then quickly spread domestically as international travel resumed. Combined with the removal of restrictions previously in place, a resurgence of COVID occurred and, with it, a significant increase in the number of people being infected with the virus. The good news is that, due in large part to a majority of the regional and local population having received vaccinations and booster shots, rates of hospitalization have remained relatively low, and most cases do not appear to be causing severe health effects, as was the case earlier in the pandemic.

Throughout this period of time, the City continued its efforts to bring relief to the community by committing additional funding for a variety of programs and services to help mitigate the negative effects of the pandemic on the most vulnerable members of our community. A significant amount of focus was devoted to providing resources and implementing programs for low-income residents, homeless and unstably housed individuals, those at risk of losing their homes due to inability to pay their rent, and small businesses. The City's resources included allocating Federal relief funds from the American Rescue Plan Act (ARPA) and working with community-based organizations (CBOs) and other advocacy groups to help identify eligible residents and distribute funds.

The economic impacts of COVID-19 have been ever-changing, but mostly positive, as recovery from the pandemic continues with the gradual return of many normal activities, such as indoor dining, live performances, and large scale events, which were previously limited. Businesses began to reopen and bring back workers to the office. The jobs report has been positive as employment indicators have been encouraging in recent months. The Statewide unemployment

rate for March was 4.9%, and the unemployment rate in Mountain View was just 1.7%, indicating the strength of the local economy.

Although the economy has been stabilizing locally, current developments around the world are contributing to increased uncertainty about the future of the economy. For example, the war being waged by Russia in Ukraine has the potential to continue for a much longer time period, impacting nations and economies on a global scale. This, combined with the COVID-related lockdown of a number of cities in China for an extended period, also threatens economic supply chains, which are expected to have ongoing impacts to the economy particularly related to inflation, which has been rising for the past year and extending beyond the time frame many experts had expected. Gasoline prices have also been rising due in large part to these global developments. Consequently, there is an increased risk that the economy may encounter stronger headwinds in the future that could hinder continued economic growth.

In spite of the heightened uncertainties, California continues to be one of the leaders of the country's domestic production. In particular, the regional economy of Silicon Valley plays a key role as a major contributor in this economic growth. The UCLA Anderson School revised its 2022 forecast of gross domestic product (GDP) to 4.3%, and its 2023 estimate is 2.8%, reflecting a more modest level of output. California is expected to continue to lead the nation in the pandemic recovery and beyond. As described below, the City has devoted considerable financial resources and designed creative programs toward COVID-19 recovery, which will continue into the next fiscal year.

COVID-19 Response and Recovery

The City has continued to respond effectively to pandemic-related issues by maintaining and building on innovative strategies designed to assist small businesses and the most vulnerable members of our community. The City has strengthened partnerships with regional partners and CBOs to take a leadership role in responding to the crisis. In addition, the Citywide team has continued to adapt operations to provide high-quality services to the community, streamline processes, and design creative programs in the new environment created by the pandemic.

Significant City efforts over this past year include:

- Allocating over \$1.3 million toward the development and implementation of Elevate MV, the City's Guaranteed Basic Income pilot program, to provide \$500 in monthly income to 166 low-income residents with children.
- Contributing \$1.0 million and working in partnership with the Mountain View Solidarity Fund and Los Altos Mountain View Community Foundation to disburse one-time flexible financial assistance to extremely low-income residents.

- Providing additional \$1.0 million in funding for rent relief and other direct assistance to low-income residents through the Community Services Agency, totaling over \$4.0 million in funding toward establishing one of the largest local rent-relief programs in the Bay Area.
- Creating the City's first Human Services Division operating in the City Manager's Office and funded through a staff reduction in the Police Department.
- Securing \$5.0 million in Community Development Block Grant (CDBG) Homekey funding through the State for LifeMoves to acquire a site for parking and installing solar panels to support the LifeMoves Mountain View interim housing project.
- Securing \$16.6 million in Homekey funding from the State to redevelop the Crestview Hotel into permanent affordable housing with 67 units in partnership with the County.
- Operating three 24/7 safe parking lots with capacity for more than 101 vehicles to park to assist unstably housed residents, the largest program in the County.
- Prioritizing engagement of our diverse community and providing critical information in English, Spanish, Chinese, and Russian.
- Providing extensive, hands-on, ongoing outreach to vulnerable populations to connect them with pandemic relief resources.
- Enhancing communication with the community through the new *City Hall Connection* bimonthly briefing and *The View* newsletter.
- Providing essential services for unhoused and unstably housed residents.
- Conducting ongoing housing help center/eviction prevention clinics facilitating access to rent relief and legal services.
- Developing a Mobile Home Rent Stabilization Ordinance and updating the Tenant Relocation Assistance Ordinance to provide protections to mobile home tenants.
- Continuing implementation of a utility bill relief program for residential and small business customers experiencing economic impacts due to the COVID-19 pandemic.
- Providing 97 grants totaling \$500,000 to Mountain View small businesses to support the recovery of the local economy.
- Implementing nine of the 10 Small Business Action Plan items to assist the City's small businesses during the pandemic and strengthen their resilience for the longer term.

- Securing over \$1.0 million through the Federal Shuttered Venue Operators Grant to reimburse the Center for the Performing Arts staff expenses and offset revenue losses due to COVID-19.
- Supporting COVID-19 testing at the Mountain View Community Center and the Mountain View Center for the Performing Arts in conjunction with the County, with over 24,000 COVID-19 tests completed at City sites since May 2020 and over 7,000 completed in Fiscal Year 2021-22.
- Supporting the County's COVID-19 vaccination clinic site at the Community Center to provide vaccinations to the public, including booster shots and vaccinations for youth, with 137,561 vaccinations completed from January 22, 2021 through April 30, 2022 and over 58,000 completed in Fiscal Year 2021-22.
- Continuing operation of the Fire Department's COVID-19 mobile vaccination program in coordination with the Santa Clara County Public Health Department, administering vaccinations and booster shots to elderly and homebound Mountain View residents.
- Continuing robust internal communication and recognition efforts to keep employees informed and engaged, highlighting employee and team accomplishment, wellness resources, employee events, and COVID-19 protocols.
- Extending the Castro StrEATs program to close downtown Castro Street to vehicles in support of COVID-19 recovery for downtown restaurants and businesses.
- Implementing an enterprise scheduling application for departments to manage appointments with the community.
- Upgrading the Council Chambers to enable "hybrid" (in-person and remote) Council meetings.
- Securing Federal funding through the ARPA and Federal Emergency Management Agency for COVID-19-related community needs and expenses.

American Rescue Plan Act

The City utilized funding provided by the ARPA that was passed by Congress and signed into law by President Joe Biden in March 2021. The City was awarded approximately \$15.7 million in direct funding over two years. Receipt of the funds are being made in two equal payments spaced one year apart. The first distribution, approximately \$7.8 million, was received in October 2021 and was allocated by the City Council as part of last year's budget development process. The

second distribution is expected to occur in or about October 2022. The City has until December 2024 to obligate these funds and until December 2026 to fully expend them.

The City may use these funds for eligible purposes, including the following:

- Revenue replacement for lost revenue due to the pandemic;
- Negative economic impacts from the pandemic;
- Assistance to small businesses, households, hard-hit industries, and economic recovery; and
- Investments in water, sewer, and broadband infrastructure.

Uses of the first tranche of funding included: direct assistance to residents in need through a Guaranteed Basic Income pilot, Mountain View Solidarity Fund, Community Services Agency, and utility bill relief; small business grants; development of an economic vitality strategy; nonprofit funding; technology to support City operational efficiencies and remote work; funding for City employees; and facility improvements and supplies required to maintain health and safety.

The Recommended Budget includes recommendations for the use of a portion of the second tranche of ARPA funding in the amount of approximately \$6.6 million, as shown below in Table 1. In addition, approximately \$240,000 of unspent allocations from the first distribution will be rebudgeted.

Out of the second tranche of funding, staff recommends that the remaining \$1.2 million, or approximately 18% of the Fiscal Year 2022-23 ARPA funding allocation, be dedicated to COVID-19 recovery-related uses determined with input from a community engagement process. Community members will be invited to participate in identifying broad priorities for the funds through an online platform. Additionally, staff will conduct outreach to engage community members aiming to advance equitable participation in the process. Staff will bring a selection of funding recommendations based on community-identified priorities and in compliance with ARPA guidance to the Council for consideration and adoption in fall 2022.

Table 1: Recommended ARPA Funds Utilization

Fiscal Year 2022-23 Recommended Uses	Amount
COVID-19 employee recognition (committed last fiscal year)	\$1,634,000
Castro StrEATs improvements	1,500,000
Elevate MV Guaranteed Basic Income pilot program—Year 2	1,300,000
Community Services Agency (CSA) flexible funding for basic needs	500,000
Mountain View Solidarity Fund	500,000
Technology equipment, hardware, and IT contracts to support hybrid meetings, online services, remote work, Zoom-enabled conference rooms, and cybersecurity needs	450,000
Community workforce development/job training	250,000
Economic/climate resilience support to small businesses	200,000
Contract services/PPE/facility improvements for maintaining health and safety	150,000
Eviction defense fund	100,000
City workforce resilience and well-being programs	60,000
TOTAL RECOMMENDED USES	\$6,644,000
Remaining balance to be recommended following community engagement process	\$1,195,540
Rebudget from Prior Year	
Economic vitality strategy	\$192,000
Displacement strategy	\$50,000

Several of the recommended uses of Year 2 ARPA funds provide continued support to uses approved last year. For example, staff proposes a second year of funding for the Elevate MV Guaranteed Basic Income pilot program, which provides 166 residents with a fixed monthly income of \$500. This guaranteed income source is intended to lessen the impacts of the pandemic and create greater opportunities for participants to realize their economic potential. The additional funding would fund a second year of payments to the participants, expanding on the potential for a positive impact in their lives and in the community and enabling additional data gathering to assess the outcomes of the program. Staff has also recommended a second

year of funding for relief efforts to assist vulnerable and low-income residents through the Community Services Agency and the Mountain View Solidarity Fund.

Additional funding is also recommended for the Castro StrEATs program. With a second year of funding, the City can expand on the aesthetic improvements funded last year, providing new amenities, such as street furniture, lighting, street barriers, coverings, wayfinding, and public activities, in addition to safety improvements, such as pedestrian crossing improvements at intersections, Americans with Disabilities Act (ADA) ramps, pick-up and drop-off areas, and sewer infrastructure improvements.

Race, Equity, and Inclusion Action Plan

In 2020, in response to calls for social justice and racial equity across the nation and locally, the City created a Council Ad Hoc Subcommittee on Race, Equity, and Inclusion and developed a Race, Equity, and Inclusion Action Plan (REI Action Plan) with three areas of focus, including: policing practices, policies, and accountability; celebration and recognition of community diversity; and review of City operations and policies, with opportunities for community engagement throughout. These focus areas are further described below.

1. **Policing Practices and Policies and Accountability:** The City of Mountain View is committed to examining Mountain View Police Department (MVPD) practices and procedures, increasing police accountability, engaging the public about their experiences with MVPD, and increasing public understanding of MVPD practices and policies.
2. **Celebration and Recognition of Community Diversity:** Mountain View is a diverse community with residents and visitors from around the world. Both past and present community members have contributed to making Mountain View the great city that it is. We strive to recognize, celebrate, and increase understanding of Mountain View's diversity.
3. **Review of City Operations and Policies:** The City acknowledges that inequity is often rooted in longstanding policies and procedures. Staff will be reviewing internal operations as well as the policies and procedures of City departments to ensure that the City is promoting diversity, equity, and inclusion.

Over the past fiscal year, the City has continued to implement elements of the REI Action Plan. A summary of accomplishments and current efforts follows:

- Launch of the newly established Public Safety Advisory Board (PSAB) and adoption of a substantive PSAB annual work plan.
- PSAB assessment and recommendations for improvement of the MVPD School Resource Officer program.

- Completion of a Ph.D. Research Fellow assessment of MVPD Traffic Stop Data.
- Implementation of Racial Identity Profile Act data collection in compliance with State Assembly Bill 953, with work under way by the PSAB to recommend approaches to enhance public access to the data.
- PSAB review of the MVPD budget.
- Continuation of MVPDx, Partnership for the Future of Policing, a program to foster dialogue and mutual learning between the MVPD and community members.
- Creation of the Police Chief's Latino Community Advisory Council and Mountain View Faith Leaders Council.
- Collaboration with the cities of Palo Alto and Los Altos to work with Congresswoman Anna Eshoo to secure Federal funding to develop alternative responses to mental health calls for service.
- Launch of the City's inaugural Chinese Language Civic Leadership Academy for 18 Chinese-speaking Mountain View residents.
- Continuation of the Spanish Language Civic Leadership Academy for 17 Spanish-speaking Mountain View residents.
- Providing bystander intervention training hosted by the Mountain View Library and led by the Council on American-Islamic Relations.
- Participation in United Against Hate Week through a series of events, displays, and programs.
- Plans for events led by the Human Relations Commission, including additional bystander training opportunities; a community dialogue to promote connections and healing across racial groups and other facets of Mountain View's diversity; and an event focused on the book *The Color of Law* to promote education and engagement regarding the history of housing and zoning in Mountain View.
- Celebration of the many cultures of Mountain View through the City's third Multicultural Festival, including performances, booths, and crafts, which was attended by approximately 3,000 community members.
- Launch of the City's first Race, Equity, and Inclusion Film Festival.

- Plans for commemorative historic Chinatown signage in downtown Mountain View.
- Application of a budget equity lens in the City’s Budget and Capital Improvement Program (further described below).

Budget Equity Lens

Last year, following a recommendation to the City Council from the Council Ad Hoc Subcommittee on Race, Equity, and Inclusion, the City incorporated the use of an equity lens into the budget development process. This supports the City’s commitment to take a closer look at how decisions, specifically budget decisions, impact communities of color, lower-income residents, and those that may be disadvantaged or disabled and lacking the same access to the benefits and resources that are available to others in the community.

This practice has been carried forward to the development of the Fiscal Year 2022-23 Recommended Budget and was expanded to the development of the Capital Improvement Program (CIP). In assessing proposed budget adjustments and CIP projects, departments considered whether each proposal provided a benefit or could unintentionally burden communities of color and/or low-income residents.

The one-time and ongoing department requests included in the Fiscal Year 2022-23 Recommended Budget and CIP projects were determined to benefit (or be neutral regarding) communities of color and low-income residents.

One-Year Update to the Strategic Priorities and Council Work Plan

The City Council adopted the Strategic Roadmap Action Plan on June 22, 2021 (also called the Council Work Plan). The roadmap describes a vision of being “[a] welcoming, vibrant city that plans intentionally and leads regionally to create livable, sustainable neighborhoods, access to nature and open spaces, and a strong, innovation-driven local economy.”

The Strategic Roadmap also identifies the following seven Strategic Priorities for Fiscal Years 2021-23 to work toward that vision:



At the time the Strategic Roadmap was adopted, it included a two-year Council Work Plan, which had 42 projects related to the above priorities. On February 8, 2022, staff shared a six-month update of the Work Plan, and Council amended the Work Plan to defer the project to explore a Transient Occupancy Tax revenue measure and add in its place a new project to refinance the Shoreline Regional Park Community bonds. Council also approved removal of the project relating to exploration of the Mountain View Los Altos Union High School District’s purchase of the Shenandoah property for shared use with the City to include a school and affordable housing. This change was recommended as the Department of Defense’s plans to sell the property are on hold indefinitely. These actions resulted in a new count of 41 projects.

The update in this report provides a summary of the status of these 41 projects as of May 16, 2022 (in Table 2 below). In addition, Figure 1 highlights significant accomplishments for the first year of the Action Plan and the upcoming key milestones in the next six months for each of the seven Strategic Priorities. A comprehensive spreadsheet with status updates for all projects is included in Enclosure 1.

The next update will be shared for Council review along with the midyear update of the Fiscal Year 2022-23 Budget in February 2023. The City Council will revisit its priorities and establish a new work plan in February 2023 as part of the development of a new biannual Strategic Roadmap for Fiscal Years 2023-25.

Table 2: Summary of Project Status

Project Status	Count
Projects Completed	3
Projects in Progress	34
Projects Not Started	4
Total Projects	41

Significant Accomplishments

- GBI Pilot: Program adopted (Feb. 2022)
- Homelessness Response Strategy: New Human Services Manager onboarded
- Mental Health Crisis Response: Following launch of MVPD's Behavioral Services Unit pilot program, number of frequently contacted individuals decreased
- Mobile Home Rent Stabilization: Ordinance adopted (Sep. 2021); Tenant Relocation Assistance Ordinance amended (Apr. 2021)

Upcoming Milestones

- GBI Pilot: Program launch (Q3 2022)
- Responsible Construction: Ordinance introduction (Q3 2022)
- Wage Theft: Ordinance introduction (Q3 2022)
- Mobile Home Rent Stabilization: Item to Council with an update and options related to Mobile Home accords (June 2022)
- Homelessness Response Strategy: Develop draft strategy (Q1 2023)

Community for All



Significant Accomplishments

- Lot 12: MOU for Measure A funding approved (County: Feb. 22, 2022) and City (Mar. 22, 2022); Developer DDA approved (Apr. 2022)
- Crestview Hotel: \$16.7 million HomeKey funds awarded in addition to City and County funds (Apr. 2022)
- Housing Element: Study sessions (Nov. 2021 & Mar. 2022); Published on project website (May 2022)
- Zoning Ordinance / General Plan review: R1 and R2 parcels reviewed as part of Housing Element Study Session (Mar. 2022)

Upcoming Milestones

- VTA Evelyn Site Affordable Housing: RFP release (Q4 2022)
- Housing Element: Council Study Session (Q2 2022); HCD review (Q3 2022)
- Zoning Ordinance / General Plan review: Adoption of R1 and R2 Code amendments (Q4 2022)

Intentional Development & Housing Options



Significant Accomplishments

- TDM Ordinance: New TDM Analyst onboarded (Q1 2022)
- Castro Pedestrian Mall: Council direction on design concepts (Oct. 2021) and contract approval for interim design guidelines (Dec. 2021)

Upcoming Milestones

- Castro Pedestrian Mall: Council resolution of intent to establish a pedestrian mall (Q2 2022); Public Hearing (Q3 2022)
- Transit Center Master Plan: Design contract approval by Caltrain (Q2 2022)
- Active Transportation Plan: Council authorization of consultant contract (Q2 2022)

Mobility & Connectivity



Significant Accomplishments

- South Bay Salt Ponds: Soil hauling began (May 2022)

Upcoming Milestones

- Shoreline Wildlife Management Plan: Draft plan for PRC and Council review (Q4 2022)
- South Bay Salt Ponds: Final design documents (Q4 2022)
- Biodiversity Requirements: Draft scope of work to PRC (Q2 2022)

Sustainability & Climate Resiliency



Significant Accomplishments

- Safe Storage for Firearms: Ordinance adopted (Mar. 8, 2022); In effect (May 2022)
- Historic Preservation Ordinance: Council approval of scope of work (Apr. 12, 2022)
- Parks and Recreation Strategic Plan: Parks and open space update to Council (May 2022)

Upcoming Milestones

- Visual Arts Committee: Draft Public Art strategy (Q4 2022)
- Parks and Recreation Strategic Plan: Draft scope for PRC and Council review (Q3 2022)
- Downtown Precise Plan for preserving character of downtown core: follow up on Council direction from June 2021 Study Session returning to EPC and Council (Q3 2022)
- Historic Preservation Ordinance: EPC and Council Study Sessions (Q1 2023)

Livability & Quality of Life



Significant Accomplishments

- COVID-19 Recovery: Ongoing implementation of Small Business Action Plan; \$485,000 in small business grants awarded
- Economic Vitality strategy: Consultant contract approved (May 2022)

Economic Vitality



Significant Accomplishments

- Enhanced Legislative Program: Advocacy consultant onboarded (Q4 2021); Council adoption of Legislative Platform (Jan. 2022); Congresswoman Eshoo submittal of Mountain View projects to House Appropriations Committee (May 2022)
- COVID-19 Recovery: Technology upgrades for hybrid Council meetings; Laptop program for remote work
- Campaign Disclosure: Council adoption of Ordinance (Apr. 2022)

Upcoming Milestones

- Building Workspace Study: Workspace analysis survey results (Q2 2022)
- Campaign Disclosure: Additional provisions to Council (Q2 2022)

Organizational Strength & Good Governance



Figure 1: Significant Accomplishments and Upcoming Milestones

City Workforce Impacts and Solutions

The COVID-19 pandemic has brought both challenges and opportunities for how the organization attracts, retains, and assigns staff to meet the needs of the community. It has been necessary for the City's workforce to adapt quickly to uncertainty and change; collaborate with government, nonprofit, and community partners; develop innovative programs for providing urgently needed pandemic relief to residents and small businesses; and find new and more efficient ways to maintain City services and operations. A few examples include:

- Hosting the first mass vaccination site in Santa Clara County at the Mountain View Community Center, where City staff worked in partnership with the County to get it up and running over a holiday weekend and dedicated that space and supported its operation for nearly one and a half years;
- Collaborating with LifeMoves to secure State Homekey funds and transform an underutilized land parcel into interim modular housing for 100 households in less than six months from the start of construction to opening of the project, called LifeMoves Mountain View; and
- Working with the Los Altos Mountain View Community Foundation to establish the TogetherMV fund, enabling Mountain View residents and companies to make contributions to fund small business loans and tenant rent relief.

These and many other examples demonstrate the Council-adopted Strategic Priority of Organizational Strength and Good Governance.

The Great Resignation

The many and varied accomplishments over the past two years have occurred in the midst of a national phenomenon in the labor market that has been referred to as the "Great Resignation," in which a large number of employees have chosen to change jobs, pursue new careers, or leave the workforce entirely.

The public sector has not been immune to this trend. In late 2021, the MissionSquare Research Institute conducted a survey of 1,100 State and local government employees and teachers to assess the impact of the COVID-19 pandemic on public-sector workers. This survey found that 52% of surveyed public-sector workers were considering leaving their jobs, and 80% said that the number of people leaving had put a strain on their workload.

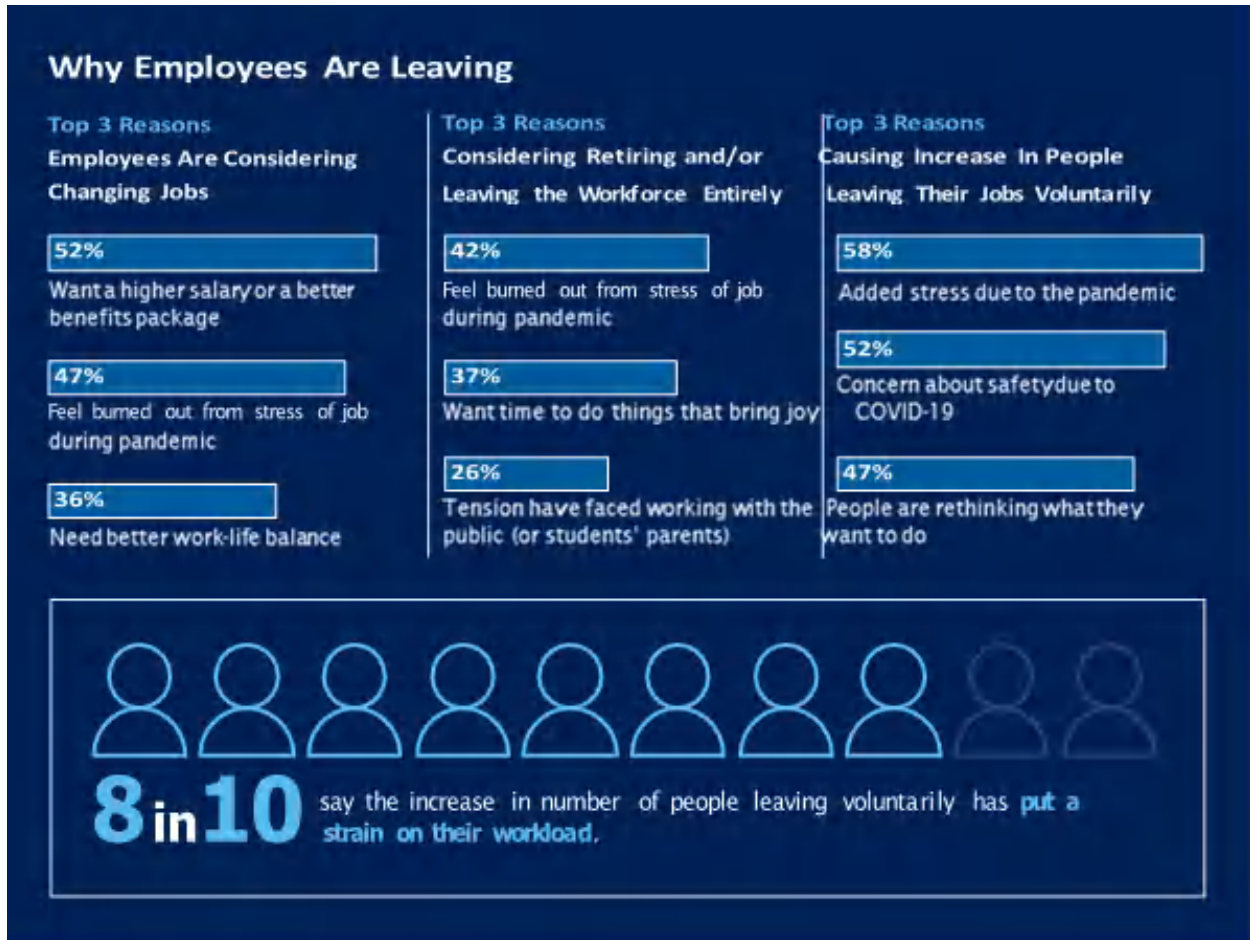


Figure 2: MissionSquare Findings About the Great Resignation

Mountain View has experienced these impacts, seeing both a higher-than-usual turnover rate driven by a considerable number of retirements and resignations as people left the workforce or moved on to other jobs for various reasons, such as moving to areas with lower costs of living. This past fiscal year alone, the City experienced 40 retirements and currently has 82 vacant positions. This has created a significant impact on existing employees, resulting in higher workloads for staff at the same time that they are responding to the pandemic and leaving fewer people to deliver on the City’s ambitious Strategic Priorities and Council Work Plan. Consequently, increased levels of employee stress and burnout are occurring. The ability to recruit for new employees is also more strained in the current public-sector environment. Recruitments may sometimes take longer than they have in the past due to smaller candidate pools and the need to reopen recruitments for second or third rounds. This is a byproduct of the Great Resignation and the region’s high cost of living and has an impact on the City’s existing employees as vacant positions are open for longer time periods.

The City is in a period of rebuilding and adapting to the “next normal,” and we are focused on maintaining Mountain View’s great organizational culture to retain current employees and attract new ones. The City will continue to provide exceptional service to the community, but there will be tradeoffs and limitations in the timing and ability to deliver every desired project and initiative.

Strategies for Organizational Strength and Good Governance

In order to respond to the aforementioned challenges, the City has undertaken a number of strategies and initiatives to maintain and enhance the strength of the organization’s workforce to be an employer of choice for the most highly qualified employees and to continue to provide high-quality services to the Mountain View community. These strategies include the following and are also reflected in proposals within the Fiscal Year 2022-23 Recommended Budget:

- Streamlining and innovating the City’s hiring process and adding staff capacity to the Human Resources Department in order to attract top talent and fill vacancies as quickly as possible;
- Providing training, development, and coaching to employees to support the City’s commitment to promote from within;
- Strengthening workplace engagement and culture through a robust program of employee communication, team-building, recognition, and celebration;
- Participating in regional, Statewide, and national “Next Generation” efforts to attract people into the local government profession and develop those already working in the profession to take on higher levels of responsibility in their careers; and
- Assessing operations and organizational structures to identify opportunities to improve service delivery effectiveness and efficiency and align staffing levels to achieve operational goals and accomplish the City’s Strategic Priorities. An example of such an assessment, the recent Development Review Study, is provided below.

Development Review Study

In 2020, the City hired Matrix Consulting Group (Matrix) to conduct a study of the City of Mountain View’s development review process by which the Community Development and Public Works Departments, along with other City departments, process the review and approval of private property development projects. The study gathered information from permit applicants through a survey, focus groups, and individual interviews; reviewed permit history; identified best practices; evaluated technology and existing tools; and assessed existing staffing levels and workloads. The study was concluded in 2021 and identified several strengths as well as areas for

improvement and presented 53 recommendations. These recommendations vary in the degree of staff time, complexity, and resource needs and are expected to be implemented over multiple years. More information about the study and recommendations is available at: www.mountainview.gov/services/developmentrev/development_review_study.asp.

The Fiscal Year 2022-23 Recommended Budget includes staffing changes in the Community Development Department, Public Works Department, and Information Technology Department needed to achieve the operating improvements recommended in the Development Review Study. The recommended new positions related to the Development Review Study are detailed below and total \$307,100 in the General Operating Fund, \$1.3 million in the Development Services Fund, and \$106,000 in the Shoreline Fund.

Position	Development Services Fund		Shoreline Community Fund		General Operating Fund		Total	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
Asst. CDD Director	0.65	\$ 196,800	0.35	\$106,000	-	-	1.00	\$ 302,800
Executive Assistant	0.75	130,500	-	-	0.25	\$43,500	1.00	174,000
Jr./Asst./Assoc. Planner	1.00	209,500	-	-	-	-	1.00	209,500
Senior Planner	0.90	204,100	-	-	0.10	22,700	1.00	226,800
Sr Civil Engineer—Land Dev.	1.00	256,200	-	-	-	-	1.00	256,200
Sr Civil Engineer—Traffic	1.00	256,200	-	-	-	-	1.00	256,200
PW Inspector I/II—Construction*	1.00	43,800	-	-	-	-	1.00	43,800
Senior IT Analyst	1.00	-	-	-	1.00	240,900	1.00	240,900
TOTAL	7.30	\$1,297,100	0.35	\$106,000	1.35	\$307,100	8.00	\$1,710,200

* Public Works Inspector position partially funded by CIPs.

OVERVIEW OF BUDGET DOCUMENT

The Fiscal Year 2022-23 Recommended Budget document, which includes all City funds, is divided into nine sections as follows:

1. Introduction—Includes a summary of the City’s overall financial plan and recommended changes;
2. City and Community Information—Includes the community profile and other information about the City;

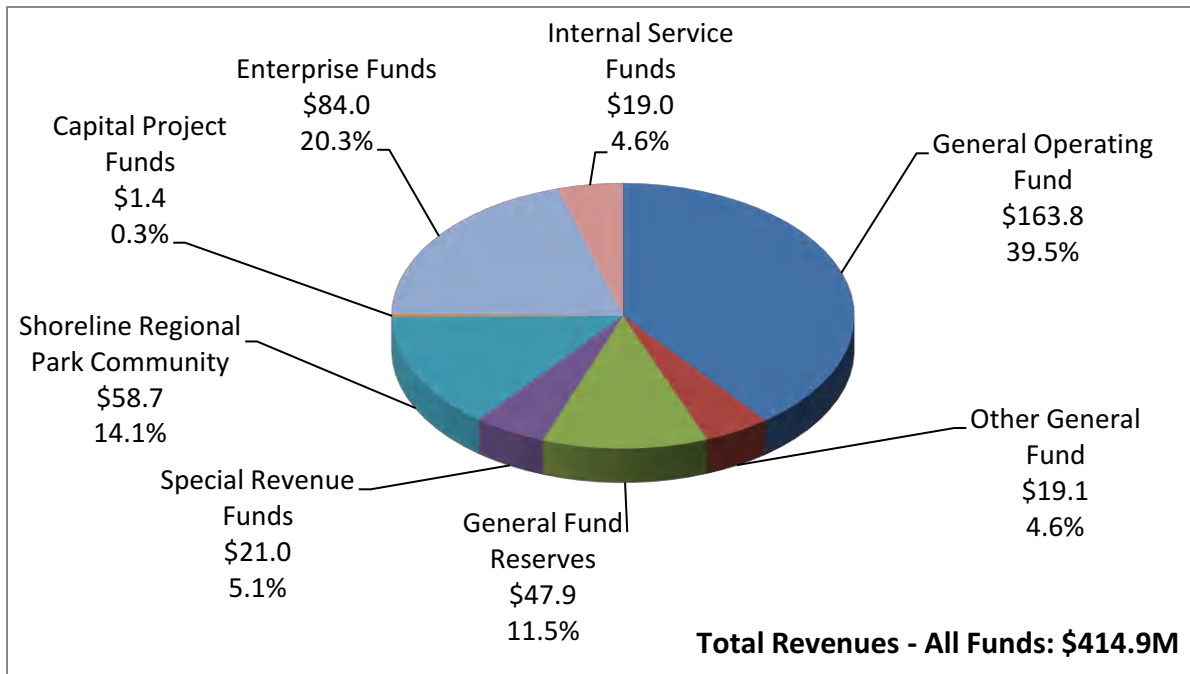
3. General Operating Fund Forecast—Includes the General Operating Fund (GOF) five-year revenue and expenditure forecast;
4. Department Budgets—Includes operating plans for all City departments;
5. Fund Schedules—Includes recommended budgets for all funds;
6. Capital Improvement Projects—Includes the Proposed CIP for Fiscal Year 2022-23 and the remaining years of the Five-Year CIP;
7. Miscellaneous Information—Includes description of the budget process, position listing, debt administration and payments, and other information;
8. Shoreline Regional Park Community—Includes the recommended budget for the Shoreline Regional Park Community; and
9. Glossary and Index—Includes the glossary and index for this document.

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

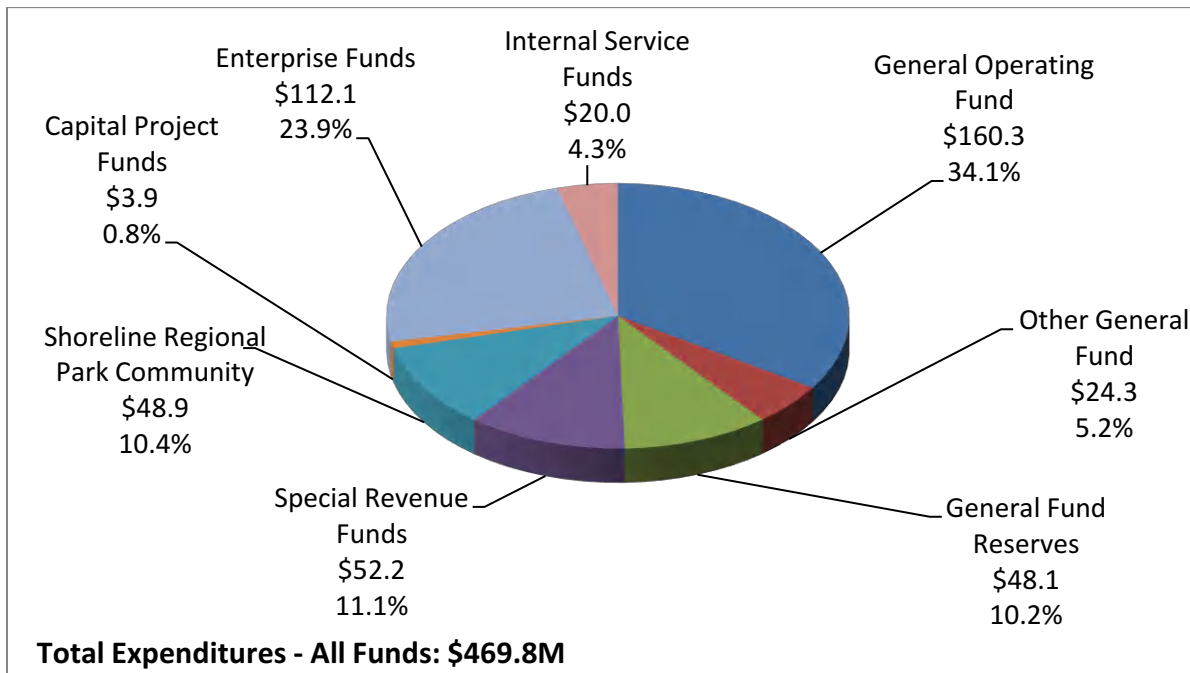
FISCAL YEAR 2022-23 BUDGET OVERVIEW

The total Recommended Budget for Fiscal Year 2022-23 is \$414.9 million in revenues and \$469.8 million in expenditures. Expenditures are greater than revenues as some expenditures, such as capital projects, are funded from existing available resources. The Fund Schedules Section of this document presents the City's financial picture in detail.

**Total Fiscal Year 2022-23 Recommended Revenues—All Funds
(dollars in millions)**



**Total Fiscal Year 2022-23 Recommended Expenditures—All Funds
(dollars in millions)**



GENERAL OPERATING FUND

The GOF is the single largest City fund and provides funding for core services, including Police, Fire, Parks, Recreation, Library, some Planning, Public Works, Sustainability, and all City Administration functions, including City Attorney, City Clerk, City Manager, Human Resources, Finance and Administrative Services, and Information Technology. As previously stated, the GOF's financial health is shaped in large part by positive and negative economic forces beyond the City's control. Many GOF revenues are driven by the economic climate of Silicon Valley, the greater Bay Area, and the State. During the Great Recession of 2008, due primarily to declines in Property Taxes, Sales Taxes, and Transient Occupancy Tax (TOT) revenues, the GOF faced structural deficits before corrective actions were taken for four consecutive fiscal years. In strategically and proactively addressing these ongoing structural deficits, the City was able to better position itself for the economic recovery in the ensuing years leading up to today. In addition, the City's sound fiscal practices and budget discipline have allowed the City to maintain its AAA credit rating for more than 10 years, a status held by only a minority of other California cities.

Staff continually monitors the GOF revenues and expenditures throughout the year. Notably, revenue projections included in this Recommended Budget were difficult to project due to the uncertainty of the current economic climate. Although there is improvement in some revenue sources, it remains a challenge to determine if economic conditions will change for better or worse as the pandemic recovery continues to evolve. For the Recommended Budget, staff used best estimates based on the latest available information.

GOF revenues most impacted by the effects of COVID-19 are Sales Tax, TOT, rents and leases income, and Recreation fees and charges. Some revenues, such as Sales Tax and TOT revenue, are recovering but are still not fully back to prepandemic levels. Recreation activities are coming back strong with record-high registration rates for recreation camps and classes.

The City maintains fiscally prudent budgeting practices of balancing ongoing expenditures with ongoing revenues and adopting structurally balanced operating budgets. In recent years, the City has experienced strong revenue growth with a larger-than-normal net operating balance that allowed the City to address infrastructure needs and unfunded liabilities. This situation has helped the City to weather the revenue losses experienced during the past two fiscal years of the pandemic. Although it is difficult to forecast revenues under this climate of extreme uncertainty, the Recommended GOF budget for Fiscal Year 2022-23 is projected to achieve a modest surplus.

A summary of the GOF Recommended Budget is summarized below (dollars in thousands):

Total Revenues	\$163,836
Total Expenditures	(158,737)
Transfer to General Fund Reserve	<u>(1,600)</u>
 Operating Balance	 <u>\$ 3,499</u>

Based on the current available information and assumptions, the GOF is projected to end the fiscal year with an operating balance of \$3.5 million.

With the aforementioned surplus, the City has the opportunity to address some of the critical staffing needs that have been on hold for a number of years. In Fiscal Year 2022-23, the Recommended Budget includes \$3.9 million of new ongoing expenditures, including 6.6 new regular and converted limited-period to regular positions.

In addition, the City continues to make supplemental contributions to pay down its unfunded California Public Employees’ Retirement System (CalPERS) liabilities. There is \$2.6 million included in Fiscal Year 2022-23 to pay down these liabilities. The following chart shows Fiscal Years 2014-15 through 2021-22 actual contributions and the Fiscal Year 2022-23 recommended contribution to the City’s unfunded liabilities (dollars in millions):

	Fiscal Years 2014-15 through 2018-19		Fiscal Year 2019-20		Fiscal Year 2020-21		Fiscal Year 2021-22		Recommended Fiscal Year 2022-23		Total	
	PERS	OPEB	PERS	OPEB	PERS	OPEB	PERS	OPEB	PERS	OPEB	PERS	OPEB
GOF	\$12.0 M	\$7.0 M	\$4.0 M	—	—	—	—	—	-	—	\$16.0 M	\$7.0 M
GNOF	\$11.5 M	\$4.5 M	\$2.0 M	—	—	—	\$2.0 M	—	\$2.0 M	—	\$17.5 M	\$4.5 M
Other Funds	\$5.5 M	—	\$1.6 M	—	—	—	\$0.5 M	—	\$0.6M	—	\$8.2 M	—
Total	\$29.0 M	\$11.5 M	\$7.6 M	—	—	—	\$2.5 M	—	\$2.6 M	—	\$41.6 M	\$11.5 M

CalPERS and Post-Employment Benefits

The overall funding status of CalPERS has declined over the past decade due to a number of factors, such as the CalPERS Fund’s investment losses, demographic assumption changes, and discount rate (investment rate of return) reductions. However, the City’s funded status as of June 30, 2020, the date of the most recent valuation, is 73.1% and 70.3% for Miscellaneous and Safety plans, respectively. The funding increased from 72.8% for the Miscellaneous Plan but decreased from 70.5% for the Safety Plan. The City’s combined unfunded liability is \$249.4 million based on the latest actuarial valuation as of June 30, 2020.

For the CalPERS pension liability, the City Council adopted a strategy to contribute a significant lump-sum contribution of \$10.0 million (General Fund) in Fiscal Year 2017-18 as well as proportionate contributions from other funds. This contribution is included in the valuation of June 30, 2018. As part of this strategy, an additional \$10.0 million General Fund payment was proposed to come from future Google Parking Lease revenues as well as proportionate contributions from other funds. These lease payments are on a calendar-year basis and began January 2021. Last year, staff recommended making the contribution the fiscal year after funds are received. Therefore, \$2.0 million is available to contribute to CalPERS in Fiscal Year 2022-23. With other funds contributing their share, the total additional contribution to CalPERS for Fiscal Year 2022-23 is expected to be \$2.6 million, as shown in the table above.

For other postemployment benefits (OPEB) or retirees' health obligation, the City has made great strides toward funding the actuarial accrued liability (AAL). The liability was last calculated as of June 30, 2021 along with projections for five years. For Fiscal Year 2022-23, the estimated AAL is \$154.2 million using a 6% discount rate, showing the City is fully funded with estimated assets of \$171.5 million as of June 30, 2022. However, the liability will again be updated as of June 30, 2023 with the next actuarial update prepared during Fiscal Year 2023-24. In the current study, all funds have contributed their full share of the unfunded AAL (UAAL), and staff plans to withdraw a portion of the excess funds to assist with the normal cost payments.

A summary of the Fiscal Year 2022-23 GOF Recommended Budget is provided below. Details of the Recommended GOF revenues and expenditures are included on Page 5-4 and in the General Operating Fund Forecast section of this document.

General Operating Fund Five-Year Financial Forecast (Forecast)

Included in this Recommended Budget document is the Forecast beginning on Page 3-1. Forecasting is an important part of a city's financial planning process. While it is challenging to accurately predict local government revenues due to the variable nature of the revenue sources and their connection to regional, State, national, and even international economic conditions, it is generally possible to identify reasonable financial trends and provide a conceptual financial picture for a multi-year period, which is useful to the City Council's decision-making. However, with the degree of uncertainty surrounding the current economic climate, forecasting financial trends are difficult to project. The Forecast includes staff's best estimates for the projected fiscal outlook for the GOF (including the Fiscal Year 2022-23 Recommended Budget).

The Forecast was prepared assuming the positive revenue trends for the future years. However, some revenues, such as sales tax and other local taxes, are not expected to recover fully until well into the subsequent Forecast years. For Fiscal Year 2022-23, the General Operating Fund is estimated to end with a \$3.5 million operating balance. The Forecast also projects the fund will

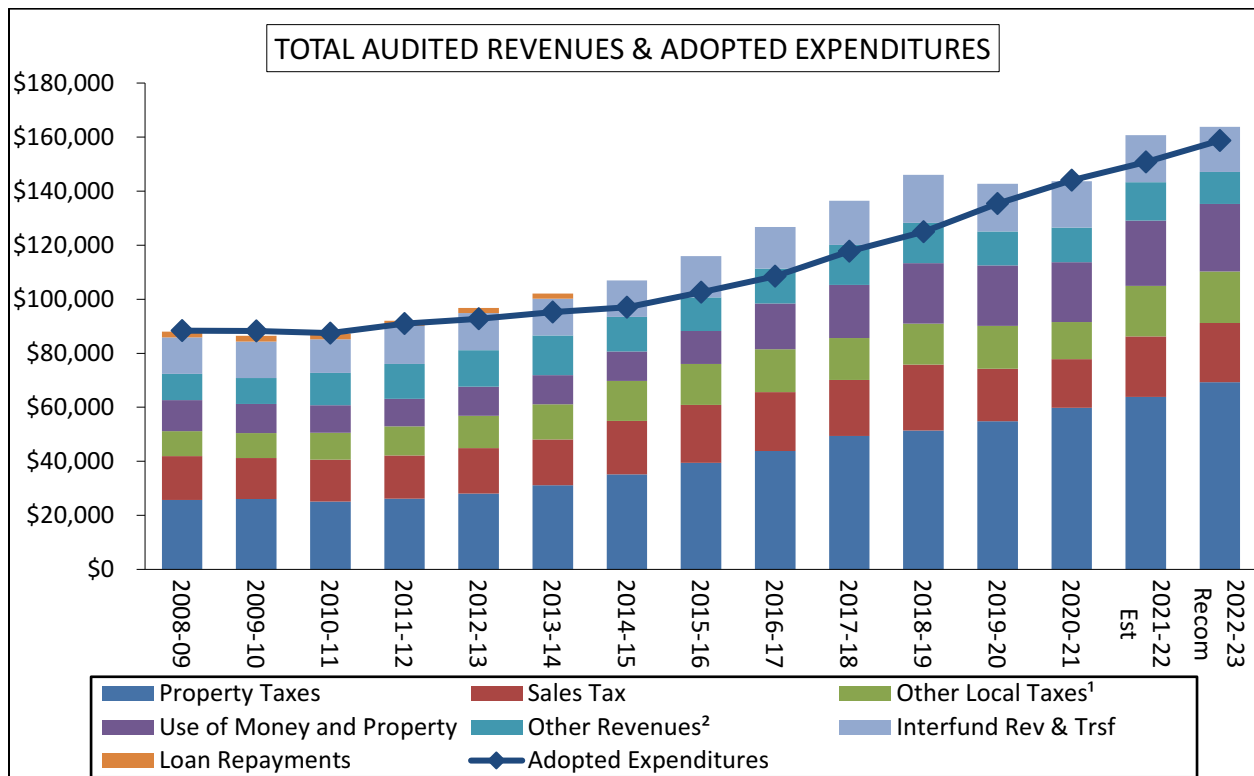
end with a smaller surplus in the following two years due to higher projected expenditures. The fourth and the fifth Forecast years are projected to have a healthy surplus.

Fiscal Year 2022-23 General Operating Fund

Revenues

For Fiscal Year 2022-23, GOF revenues are projected to grow \$17.4 million (11.9%), compared to the Fiscal Year 2021-22 Adopted Budget, to \$163.8 million and still impacted by the effects of the COVID-19 pandemic. More detail on each revenue source can be found in the Forecast.

The City’s recent revenue history and estimated revenues for the current fiscal year and projected revenues for Fiscal Year 2022-23 are as follows (dollars in thousands):



¹ Other Local Taxes consist of Transient Occupancy Tax, Business Licenses, and Utility Users Tax.

² Other Revenues consist of Licenses, Permits and Franchise Fees, Fines and Forfeitures, Intergovernmental, Charges for Services, and Miscellaneous Revenues.

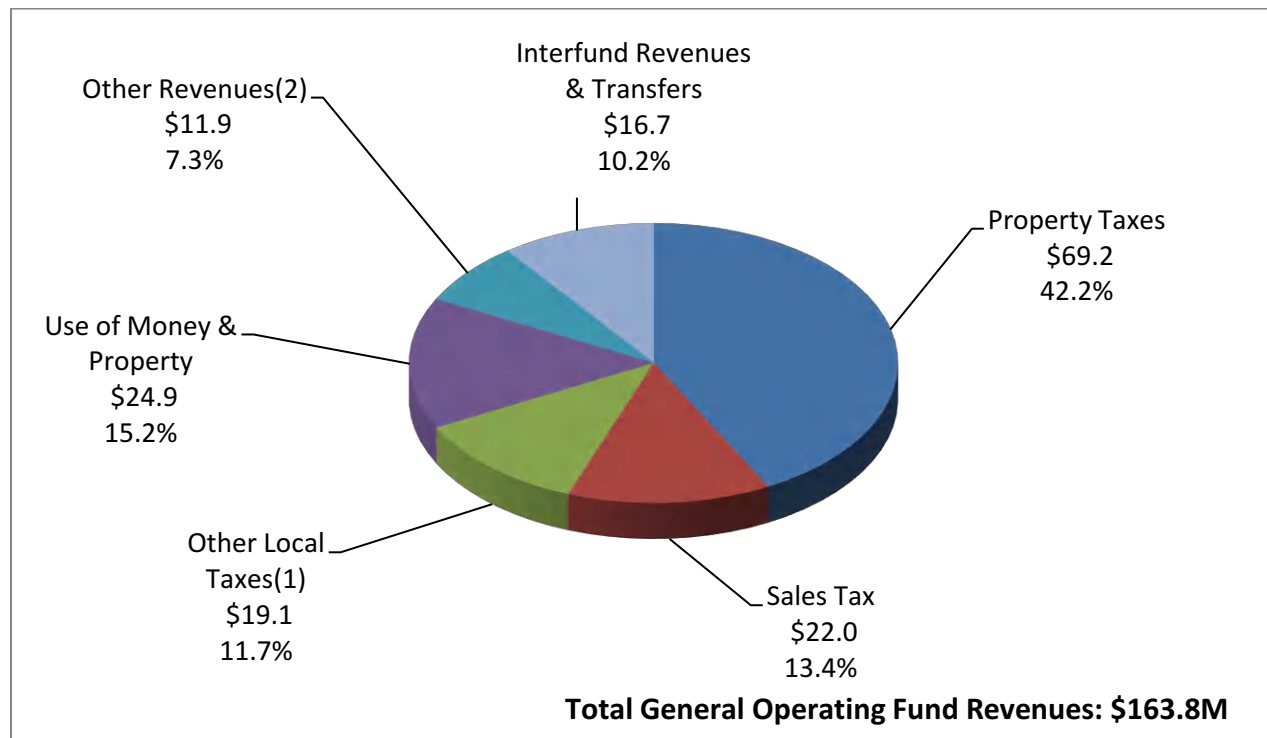
NOTE: Fiscal Years 2020-21 and 2021-22 do not include the excess ERAF funding.

This chart demonstrates the cyclical nature of the City’s balance between revenues and expenditures. In recessionary years, small margins existed between GOF revenues and expenditures while that gap widens during high-revenue-growth years as was experienced the

last six fiscal years. The recommended expenditures in the chart include budget savings; however, for Fiscal Years 2008-09 through 2010-11 and again in Fiscal Year 2020-21, the actual budget saving results were greater than adopted and were necessary to maintain a positive operating balance due to revenue shortfalls compared to budget. In comparison, in Fiscal Years 2011-12 through 2014-15, actual budget savings declined, but revenues were higher than adopted.

A summary of the major categories of GOF Revenues for the Fiscal Year 2022-23 Recommended Budget is as follows:

**Fiscal Year 2022-23 General Operating Fund Recommended Revenues
(dollars in millions)**



¹ Other Local Taxes consist of Transient Occupancy Tax, Business Licenses, and Utility Users Tax.

² Other Revenues consist of Licenses, Permits and Franchise Fees, Fines and Forfeitures, Intergovernmental, Charges for Services, and Miscellaneous Revenues.

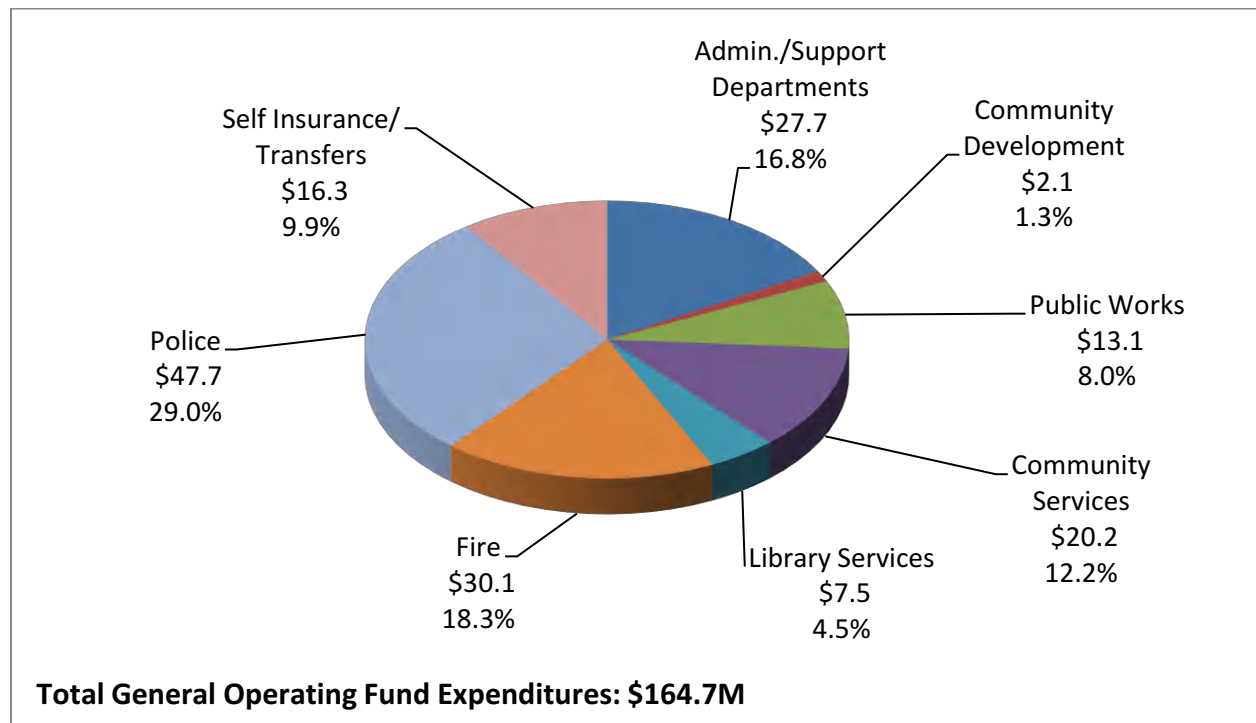
Expenditures

The Recommended Budget includes the addition of necessary expenditures. To address heavy workloads, some current demands for resources are being addressed through limited-period funding.

Recommended expenditures for Fiscal Year 2022-23 include the addition of \$1.3 million of nondiscretionary increases, which preserve current service levels, and \$2.6 million of net discretionary additions for resources to meet demands. In total, including increases for personnel costs, there is a 6.4% increase in expenditures from the Fiscal Year 2021-22 Adopted Budget. The majority of the increase (5.7%) is related to personnel cost increases. Included in Recommended expenditures is an estimated budget savings of \$6.0 million based on average savings over the prior five fiscal years.

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

**Fiscal Year 2022-23 General Operating Fund Recommended Expenditures
(dollars in millions)**



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

NOTE: Excludes the \$6.0 million estimated budget savings and \$1.6 million transfer to the General Fund Reserve.

Fiscal Year 2022-23 Recommended Budget Changes

The following is a discussion of major recommended expenditure changes for Fiscal Year 2022-23.

Nondiscretionary Increases

For Fiscal Year 2022-23, a total of \$1.4 million of nondiscretionary increases are included to fund existing and new required operational costs, such as janitorial cost increases, increases in information technology costs, and Fire Department overtime. A listing of all nondiscretionary items, \$50,000 and over, are as follows (see Page 7-7 for a complete listing of nondiscretionary items with descriptions):

- **Janitorial Cost Increases:** \$616,900
- **Fire Department Overtime:** \$400,000
- **Information Technology Services, Licenses, and Software Renewals:** \$169,000
- **City Utilities Cost Increase:** \$103,800
- **Gas and Electricity Cost Increase:** \$57,000

Discretionary Expenditures

Net new expenditures totaling \$2.6 million are included for high-priority ongoing programs; \$1.7 million is related to personnel (fully loaded cost). These are included in the Fiscal Year 2022-23 Recommended Budget and future projections in the Forecast. A listing of all discretionary items, \$50,000 and over, is as follows (see Page 7-14 for a complete listing of discretionary items with descriptions):

- **Human Resources Analyst I/II Positions (2.0 FTE):** \$411,000
- **Fire Training Overtime, Course, and Travel:** \$335,800
- **Assistant Library Director Position (1.0 FTE):** \$302,800
- **Roadways Maintenance Contract:** \$278,000
- **Network Administrator Position (1.0 FTE):** \$261,600
- **Senior Information Technology Analyst Position (1.0 FTE):** \$240,900
- **Communications Coordinator Positions (1.0 FTE total):** \$222,400
- **Special Projects Contingency:** \$100,000

- **Employee Professional Development Funds:** \$58,000
- **Reclassification of Senior Human Resources Analyst to Human Resources Manager:** \$56,100

Limited-Period Expenditures

Funding of \$3.7 million (excluding rebudgeted items) for new limited-period items is included in the Recommended Budget; \$1.4 million is related to personnel, most of which is a continuation of current staffing (notated with an asterisk (*)). A listing of all limited-period items, \$50,000 and over, is as follows (see Page 7-23 for a complete listing of limited-period items with descriptions):

- **Firefighter Recruit Academy:** \$482,000
- **Safe Parking Program:** \$335,000
- **Police Officer Position—Community Outreach*:** \$301,100
- **November 2022 General Election:** \$279,000
- **Human Resources Analyst I/II Position*:** \$205,500
- **Information Technology Desktop Technician Temporary Help:** \$200,000
- **Management Fellow Position*:** \$181,300
- **Employee Relations/Labor Negotiations Attorney Services:** \$150,000
- **Citywide Succession Planning:** \$150,000
- **Public Works Hourly Staff to Support the Traffic Section:** \$150,000
- **Office Assistant III Position:** \$149,700
- **Employee Relations Consultants:** \$140,000
- **Fire Training and Education Overtime:** \$120,000
- **Website Coordinator Position (0.5 FTE)*:** \$111,200
- **City Council Strategic Priority Project—Legislative Advocacy:** \$100,000

- **Library Security Services:** \$96,000
- **Business Development Specialist Position (0.34 FTE):** \$79,100
- **Americans with Disabilities Act (ADA) Compliance:** \$75,000
- **Program for Sidewalk Ramping, Grinding, and Inspecting:** \$75,000
- **Hourly Staff for Video Production/Multi-Media:** \$75,000
- **Sustainability Fellow Contract:** \$55,000
- **Crossing Guard Services at New Intersections:** \$50,000
- **Transient Occupancy Tax Audit:** \$50,000

* Represents a continuing limited-period position.

General Fund Carryover Available for Allocation

The Fiscal Year 2021-22 estimated GOF operating balance carryover (subject to changes in assets and liabilities and grant/donations carryover), prior fiscal year unallocated balance of \$4.5 million, and one-time revenue of \$6.7 million provides an available balance of \$23.2 million, which is proposed to fund the following items included in the Recommended Budget:

- \$4.0 million Compensated Absences Reserve;
- \$3.7 million for limited-period expenditures;
- \$3.0 million Capital Improvement Reserve;
- \$3.0 million Strategic Property Acquisition Reserve;
- \$2.0 million for the Development Services Fund;
- \$1.0 million for the Public Safety Building Reserve; and
- \$1.0 million for the Sustainability program.

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

OTHER MAJOR FUNDS

Other General Funds

Development Services Fund

Development Services is a General Fund program separated from the GOF in order to facilitate better tracking and accounting. This separation was established to allow for an effective way to match revenues and expenditures. Initially created for Building Services, this fund was expanded for Fiscal Year 2014-15 to more fully encompass all development activity.

Fiscal Year 2022-23 total projected operating revenues are \$14.1 million (net of Land Use Document Fee), \$1.2 million (7.6%) lower than Fiscal Year 2021-22 adopted, and \$1.0 million lower than estimated actuals. The lower revenue estimates are mainly the result of lower projected plan check fees. Total recommended operating expenditures are \$19.3 million. This includes nondiscretionary and discretionary increases of \$1.4 million and new limited-period items of \$1.3 million primarily targeted to address the existing workload related to development activity. In addition, there is an estimated \$600,000 for Land Use Document Fees, a transfer of \$223,000 to the Compensated Absences Reserve, CalPERS contribution of \$203,000 proportionate to the GOF share, and \$515,000 for capital projects. The Development Services Fund is projected to end the fiscal year with a Land Use Document Reserve of \$10.3 million and ending balance of \$4.6 million. The Development Services Fund expenditures exceed revenue by \$5.5 million, of which \$1.3 million is related to one-time expenditures. This deficit has arisen from fees that have not been increased in a number of years and are not fully recovering the costs of providing the related services. A new fee study is planned to be completed in the upcoming year to increase fees to appropriate cost recovery levels.

Shoreline Golf Links and Michaels at Shoreline Restaurant Fund

Shoreline Golf Links and Michaels at Shoreline Restaurant have returned to full operations in Fiscal Year 2021-22. While Shoreline Golf Links has seen record levels of activity throughout the year, the restaurant was not fully operational for the first half of the year due to Shelter-in-Place restrictions and renovations. For Fiscal Year 2022-23, revenues are projected at \$4.4 million, and expenditures are recommended at \$4.0 million, leaving a surplus that is expected to generate a \$150,000 transfer to the GOF.

Special Funds

Shoreline Regional Park Community Fund (Shoreline Community)

The Shoreline Community was created by legislation in 1969, known as the Shoreline Regional Park Community Act (Act), for the development and support of the Shoreline at Mountain View

Regional Park (Shoreline Park) and to economically and environmentally enhance the surrounding North Bayshore Area. In accordance with the Act, all tax revenues received by the Shoreline Community are deposited into a special fund and used to pay the principal of and interest on loans, advances, and other indebtedness of the Shoreline Community. The Act prescribes the powers of the Shoreline Community, including the construction and replacement of the infrastructure needed to serve the Shoreline Community, such as streets, curbs, gutters, parking lots, sidewalks, water and sewer services, lighting, waste disposal, power and communications, and housing and levees as well as operations and maintenance of Shoreline Park. The Shoreline Community is a separate legal entity with its own budget and financial statements but is considered a blended component unit of the City, and financial activities are reported with the City's financial documents. A separate budget for the Shoreline Community is adopted by the Board of the Shoreline Community and is included in a separate section of this Proposed Budget document.

For Fiscal Year 2022-23, operating revenues are projected at \$58.7 million, \$7.7 million higher than the Fiscal Year 2021-22 Adopted. This is primarily due to higher property tax revenues. It is important to note that Assessed Value in the Shoreline Community can be significantly impacted by economic conditions. Operating expenditures are recommended at \$35.3 million, \$1.4 million higher than Fiscal Year 2021-22 Adopted, primarily due to payments to the County and school districts increasing by \$1.2 million. Ongoing changes of \$283,000 are included as well as limited-period expenditures of \$157,000. In addition, there is a \$140,000 transfer to the Compensated Absences Reserve, a CalPERS contribution of \$71,000 proportionate to the GOF share, and capital projects of \$13.4 million. The General Reserve, based on 25.0% of operating expenditures (similar to other reserves) net of intergovernmental payments, is \$5.4 million; a new Site Contamination reserve for expected clean-up obligations is \$5.0 million; the Landfill Reserve is increasing from \$10.0 million to \$11.0 million (incrementally increased in case of a catastrophic event); the Sea Level Rise Reserve is increasing \$3.0 million (as part of a plan to fund \$3.0 million annually for 10 years); and the Development Impact Fee Reserve is estimated at \$352,000. The remaining balance available is projected to be \$35.9 million.

It is worth noting the 2021 Shoreline Sea Level Rise Study identified sea level rise projects costing \$122.0 million. Staff is developing a feasibility analysis in order to prioritize the projects for funding. It is anticipated additional reserves will be needed to provide for increased mitigation over that which was recommended by the initial study. In addition, the Educational Enhancement Reserve Joint Powers Agreement (JPA) with the school districts expires in June 2023. Staff is developing a long-term forecast for the new agreement. Future payments to the school districts could impact the financial condition of this fund.

Utility Funds

The City's enterprise utility funds are fully funded by the rates charged to customers; there is no General Fund support to the utility funds. Utility rates charged by governmental entities for

water, sewer, and trash and recycling services are considered property-related fees and are subject to the procedural requirements of Proposition 218, Article XIII, of the California Constitution. Proposition 218 requires governmental agencies to conduct a majority protest hearing prior to adopting any changes in utility rates. A notice is required to be mailed no later than 45 days prior to the public hearing and is required to include the proposed rate adjustment, the calculation methodology, and describe the process for submitting a protest vote. The legislation also provides for future rate increases within prescribed limits to be approved without holding a hearing each year for up to an additional four years.

A Proposition 218 hearing is not required for the recommended water and wastewater rate increases as the recommended increases for Fiscal Year 2022-23 are within the prescribed limits as noticed May 7, 2021 and approved at the June 22, 2021 public hearing. However, the recommended solid waste rate increase requires a Proposition 218 hearing, scheduled for June 28, 2022, prior to the adoption of any rate modifications. A Proposition 218 hearing will be held on June 28, 2022 for the recommended rate increases for Fiscal Year 2022-23, and notices were mailed on or before May 13, 2022.

Water Fund

For Fiscal Year 2022-23, the wholesale water rate increase from the San Francisco Public Utilities Commission (SFPUC) is 15.6%. Valley Water (formerly the Santa Clara Valley Water District) adopted a 15.6% increase for groundwater (well production) and a 14.5% increase for treated water. Due to the SFPUC and Valley Water rate increases and City cost increases, potable water and meter rates are recommended with a 12.0% increase for Fiscal Year 2022-23. This results in a monthly increase of \$13.17 for the average single-family residence. The Recycled Water rate is recommended with a 5.0% rate increase corresponding to the Consumer Price Index (CPI). There are significant capital improvement projects recommended for Fiscal Year 2022-23 that will draw from the \$15.5 million estimated available balance. On March 22, 2022, the City Council approved the Recycled Water Feasibility Study Update Draft Report, which discussed future CIP needs ranging from \$92.0 million to \$102.0 million over approximately 25 years. The cost of these projects will most likely require a bond issue and will have a significant impact on the recycled water rate.

Fiscal Year 2022-23 projected operating revenues, with the recommended rate adjustments, are \$39.4 million, and recommended operating expenditures are \$38.8 million (after eliminating the budget effect of depreciation expense). Included in expenditures are the rate adjustments to wholesale water costs as provided and the minimum water purchase from SFPUC. There is an operating balance of \$663,000, less than the \$3.1 million annual level of capital projects included in the rate calculation.

For Fiscal Year 2022-23, there is a CalPERS contribution of \$117,000 proportionate to the GOF share, capital projects of \$10.0 million funded from the rate, and additional capital projects of

\$4.3 million funded by capacity fees. There are projected Fiscal Year 2022-23 reserve balances of \$17.7 million, which includes the water transfer reserve, the balance of capacity and development impact fee revenues received, and the interest earned on the balance as well as the full reserve requirement for the fund. The projected ending balance for this fund is \$5.0 million, and the cash available goal is \$5.2 million, or 10.0% of total expenditures.

Wastewater Fund

For Fiscal Year 2022-23, costs for the Palo Alto Regional Water Quality Control Plant (Treatment Plant) are increasing 6.8%. An 8.0% overall rate increase is recommended: 6.0% due to Treatment Plant and City operating cost increases and 2.0% for the eighth year of the phase-in of planned Treatment Plant capital costs.

The majority of the City's sanitary sewer trunk main infrastructure was installed in the 1950s and 1960s. Staff has previously indicated through the budget and CIP process that there are major City sewer main replacement projects necessary over the next 10 years. As identified previously, capacity and development impact fees have provided a source of funding for some projects; however, the fees received are not sufficient to fund all projects, and staff recommended issuing debt to secure additional funds. On October 23, 2018, the City Council approved a \$10.1 million loan financing for Wastewater infrastructure projects, and the proceeds have funded multiple capital projects allocated over three fiscal years. The financing structure includes the ability to draw funds as needed for the first 18 months, lowering interest cost, and the ability to prepay 10.0% of the outstanding balance each year and all of the outstanding balance after 10 years without penalty. All funds have been fully drawn, and annual payments will be approximately \$852,000 henceforth.

There are infrastructure capital projects beyond the annual capital projects included in the rate. In addition to the \$10.1 million loan noted above to fund infrastructure capital projects, Capacity and other Development Fees have provided an additional source of funding for some of these infrastructure capital projects where allowed. There continue to be significant capital improvement projects above the annual \$2.5 million funded annually from rates, of which \$5.6 million is scheduled for Fiscal Year 2023-24, drawing from the available balance, and \$36.1 million is unscheduled. While some projects can be funded from the capacity and development fees collected, there is insufficient available balance to fund all the \$36.1 million in unscheduled projects in the near future. In addition, Treatment Plant capital cost estimates have increased significantly, and it is likely that the additional 2.0% increase will need to continue past the original 10-year plan.

With an overall 8.0% rate increase, operating revenues for Fiscal Year 2022-23 are projected at \$29.3 million (including \$3.1 million in revenue generated by the rate increases for planned Treatment Plant capital costs that is being reserved), and operating expenditures are recommended at \$27.2 million (after eliminating the budget effect of depreciation expense),

resulting in an operating balance of \$2.1 million. This is less than the \$2.5 million annual level of capital projects included in the rate calculation and \$2.7 million in revenue generated by the rate increases for planned Treatment Plant capital costs that is being reserved. For Fiscal Year 2022-23, there is a CalPERS contribution of \$71,000 proportionate to the GOF share, \$2.6 million for capital projects funded by rates and available balance, and \$1.8 million in capital projects funded by capacity fees. There are projected Fiscal Year 2022-23 reserve balances of \$27.9 million, which includes the Treatment Plant reserve, the balance of capacity and development impact fee revenues received, and the interest earned on the balance as well as the full reserve requirement for the fund. The projected ending balance for Fiscal Year 2022-23 is \$5.2 million (\$1.0 million more than the Fiscal Year 2021-22 adopted), and the cash-available goal is \$3.2 million.

Solid Waste Management Fund

For Fiscal Year 2022-23, the increase for Recology for collection services is 3.38%, reflecting the change in CPI per the agreement. The City's share of SMaRT® Station costs are approximately 2.4% lower for Fiscal Year 2022-23; however, taking into consideration the processing services moved from the SMaRT® Station to other specialized facilities as of January 1, 2022, costs are estimated to increase approximately 1.0%. City operating costs are increasing approximately 23.0%, primarily due to the processing services changes and increase in commercial composting costs, resulting in a \$1.7 million increase in operating costs. Senate Bill 1383 mandates residential and commercial composting, which require increased composting services. As a result of all of these increases, trash and recycling rates would need to increase approximately 15.0% to maintain a balanced operating budget. However, there is a sufficient balance in the fund to smooth the rate increase over three fiscal years. Therefore, trash and recycling rates are recommended with a 6.0% increase for Fiscal Year 2022-23, with the remainder spread over the following two fiscal years. This results in a monthly increase of \$2.25 for a 32-gallon cart.

Operating revenues for Fiscal Year 2022-23 are projected at \$15.3 million (\$35.6 million, including Recology), and operating expenditures are adopted at \$17.8 million (\$38.1 million, including Recology, and after eliminating the budget effect of depreciation expense). The operating balance is projected to be a negative \$2.5 million, and there is a CalPERS contribution of \$50,000 proportionate to the GOF share and \$318,000 for capital projects. This fund is projected to draw from reserves to fund ongoing expenditures and capital projects. The fund is projected to end the 2022-23 fiscal year with a reserve at the policy level of \$4.4 million and the reserve for future facility equipment of \$2.6 million. The projected ending balance for Fiscal Year 2022-23 is \$6.6 million, and the cash available goal is \$1.8 million.

Reserves

Most reserves are established pursuant to Council Policy A-11, Financial and Budgetary Policy, and others have been approved as needed by Council (see summary in Miscellaneous Section,

Page 7-89). Reserves can be classified as those uncommitted but designated for a specific purpose and those created to fund liabilities. With the recommendations from the General Non-Operating Fund available balance to supplement the General Fund Reserve and the Compensated Absences Reserve, reserves are at or higher than the target or policy balance. Any remaining GOF carryover balance will be transferred to the General Non-Operating Fund.

Since the Fiscal Year 2017-18 budget, the City began transferring leasing-related revenues generated from the Ameswell Hotel and Office development into the City's Budget Contingency Reserve to be utilized for funding limited-period expenditures until such time as these funds could be used to pay for debt service on a new Public Safety Administration Building, originally expected to start construction in Fiscal Year 2022-23. However, due to delays from the COVID-19 pandemic and a significant increase in the estimated construction cost of the new building, it is recommended that, until the City can establish a new funding plan for the project, the annual revenue being generated from Ameswell, estimated to be \$2.8 million in Fiscal Year 2022-23, along with an estimated \$10.2 million previously deposited into the Budget Contingency Reserve, be set aside and dedicated for the Public Safety Building until such time it is needed for debt service.

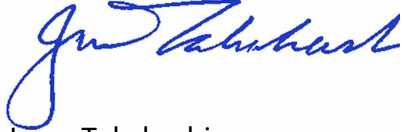
SUMMARY AND CONCLUSION

The City has spent a tremendous amount of effort and funding to address the COVID-19 pandemic during the past years for vulnerable and disadvantaged residents by implementing programs and working with community nonprofit agencies in the area of rent relief, safe parking, sheltering and homeless services, eviction moratorium, small business assistance grants, utility relief, and a host of other financial and nonfinancial assistance for the benefit of the community-at-large. The Fiscal Year 2022-23 Recommended Budget continues many of these programs and will make further increases to programs necessary to improve the welfare for those of lower income and most impacted during the pandemic. Benefitting from the improved economic conditions that we are now seeing, along with the infusion of Federal funding from ARPA, the City is also well-positioned to continue its fiscal recovery while assisting the community financially and through a revised vision for racial equity and inclusion that will bring the City and our residents together by recognizing and building upon our collective diversity and working toward making Mountain View a community for all.

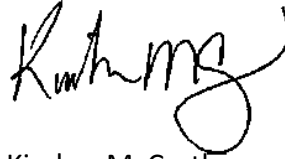
We would like to express our appreciation to the City Council and to staff in all the departments for their cooperation and assistance in the development of this budget. In particular, we want to thank the department heads and the Budget Review Team, with special thanks to Assistant Finance and Administrative Services Director Grace Zheng, Senior Financial Analyst Ann Trinh, and Financial Analyst II Elliot Young for their assistance with the Recommended Budget; Purchasing and Support Services Manager Ann Mehta, Library Manager Laura Shea-Clark, and Police Captain Michael Canfield for their assistance with the capital outlay process; and the

Document Processing Center and Copy Center staff for their invaluable support in the preparation of this document.

Respectfully submitted,



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Finance and Administrative
Services Director



Kimbra McCarthy
City Manager

JT-KMC/GZ/6/FIN
541-06-14-22L

Enclosure: 1. Strategic Roadmap Update

Fiscal Years 2021-22 and 2022-23 Strategic Roadmap Action Plan Update

June 14, 2022

Project No.	Strategic Priority	Project	Department		Status	Updates
			Lead	Support		
1.1	Community for All	Develop and launch a Universal Basic Income pilot program	CMO	CDD	In Progress	Council adopted Elevate MV on February 22, 2022. Staff is working with nonprofit implementation and research partners to prepare for launch of program in Q3 2022 as well as coordinating with City teams to set up application support hubs. The first Lived Experience Advisors panel meeting for feedback on Elevate MV's communications and outreach plan is scheduled for late May.
1.2	Community for All	Develop an ordinance for responsible construction.	CMO	CAO, FASD, CDD-BLDG	In Progress	A study session was held in October 2021 to receive Council input. Staff is working to develop a draft ordinance based on Council direction from the October study session. Ordinance introduction / adoption is proposed for Q3 2022.
1.3	Community for All	Develop an ordinance to address wage theft.	CMO	CAO, FASD, CDD-BLDG	In Progress	A study session was held in October 2021 to receive Council input. Staff is working to develop a draft ordinance based on Council direction from the October study session. Ordinance introduction / adoption is proposed for Q3 2022.
1.4	Community for All	Develop a Community Workforce Agreement	PWD	CMO	In Progress	Staff has begun research about Community Workforce Agreements including outreach to other cities that have Agreements about their process to determine consultant assistance needed. Staff is developing a proposed work plan for next steps.
1.5	Community for All	Develop a mobile home rent stabilization ordinance adopted by Council and administered by the Rental Housing Committee.	CAO	CDD	Complete	The Mobile Home Rent Stabilization Ordinance went into effect on October 28, 2021. Council provided additional direction beyond the initial project scope including an urgency ordinance and Tenant Relocation Assistance Ordinance revisions which were adopted on April 26, 2022 and are effective from May 24, 2022. The Ordinance also included an exemption for mobile home parks that entered into an "accord" with the City that 80% of park residents approved. Council directed staff to develop an accord working with park owners and residents. The MOU process and staff recommendations are scheduled to be presented at the June 28, 2022 Council meeting.
1.6	Community for All	Explore the feasibility of alternative mental health crisis response methods	CMO	PD	In Progress	Staff is coordinating with the County and other North County cities to explore collaboration opportunities for new or expanded programs including the soon to be launched TRUST Community mobile response and the new North County mobile crisis response team. The Police Department has launched a pilot project, in which a Community Service Officer who is an associate Licensed Professional Clinical Counselor, tracks mental health-related calls for service, schedules follow up visits and coordinates social and mental health services to provide assistance when these individuals are not in crisis and reduce or prevent interactions with officers before a crisis event occurs. Over the past 13 months of the pilot project, the number of frequently contacted individuals has decreased.
1.7	Community for All	Develop a comprehensive Homelessness Response Strategy that includes housing, services, and an expenditure and funding plan	CMO	CDD, CSD, PD	Not Started	The new Human Services Manager has been onboarded and is anticipated to begin working on this project in Q3 2022 with a draft strategy for review estimated in Q1 2023.
1.8	Community for All	Expand access to broadband across communities	CMO	IT, PWD	In Progress	Staff is coordinating with the Mountain View Whisman School District for a pilot project to use City fiber and install a satellite device to provide internet access around Castro School. Staff is engaging with the County as they explore creating a municipal broadband utility.
2.1	Intentional Development & Housing Options	Hold a Study Session on a displacement response strategy and net loss; develop a work plan for any desired follow up actions.	CDD		In Progress	Staff has applied for and received grant funding from the Chan-Zuckerberg initiative, worked with the San Francisco Housing Accelerator Fund to evaluate potential costs and options for an acquisition/ preservation program, evaluated a potential preservation project and begun evaluation of potential local replacement requirements for demolished units. The potential preservation project is currently on hold due to higher interest rates which impact the feasibility of the project. The City was awarded a Breakthrough Grant which will fund a Fellow who will assist with the displacement response work. The grant Fellow is expected to start at the end of Q2 2022, and staff anticipates scheduling a followup Study Sessions in Q2 2023.
2.2	Intentional Development & Housing Options	Work with the Mountain View Los Altos Union High School District (MVLA) to explore the possibility of the District acquiring the Shenandoah property and the opportunity for shared uses and affordable housing on the site.	CMO	CDD	Deferred	Staff has been informed that the Department of Defense's proposal to sell the Shenandoah property is on hold indefinitely. City staff has updated MVLA staff. This project is on hold for the foreseeable future and has been removed from the Strategic Roadmap Action Plan.

Project No.	Strategic Priority	Project	Department		Status	Updates
			Lead	Support		
2.3	Intentional Development & Housing Options	Review and propose revisions to the R3 Zone standards that consider form-based zoning, incentivizing stacked flats, and updated row house guidelines.	CDD		In Progress	Since Council direction in 2021, the project team has been conducting targeted outreach to key interest groups and preparing alternatives to present at upcoming neighborhood meetings in the summer to get public input on project alternatives. In Q3 and Q4 2022, the project team will prepare a policy framework and preliminary draft ordinance .
2.4	Intentional Development & Housing Options	Develop strategies for middle-income persons to afford different housing types.	CDD		In Progress	Staff is examining funding sources to support middle-income homeownership opportunities, and expects to bring options to Council in Q3 2022. Several inclusionary moderate-income below-market-rate projects are in the pipeline. An Affordable Housing Study Session is planned for Q3 2022.
2.5	Intentional Development & Housing Options	Facilitate the development of affordable housing at the Santa Clara Valley Transportation Authority (VTA) Evelyn Site.	CDD		In progress	After the execution of the ground lease in September 2021, staff engaged consultants to consider potential affordable housing scenarios for the site. Staff brought proposed project principles and development priorities to Council on May 10, 2022, and received input on elements to include in the upcoming RFQ/RFP process. Upcoming milestones include the release of a RFP (Q4 2022), exercise option to purchase site (Q1 2023) and Council selection of developer partner (Q2 2023).
2.6	Intentional Development & Housing Options	Facilitate the planning/entitlement and building permit process for Lot 12.	CDD		In Progress	Measure A MOU, which included funding for Lot 12, approved by County (Feb. 22, 2022) and City (Mar. 22, 2022). The developer submitted a DDA in January 2022, which was approved in April 2022. The target date for submitting building permits is Q1 2023 and securing remaining external funding is Q2 2023. Staff is working with the developer on the process to select public artist(s)/art for the project.
2.7	Intentional Development & Housing Options	Partner with the County to explore the potential conversion of the Crestview Hotel to housing for people who are unstably housed.	CDD	CMO	In Progress	In its Annual Action Plans in 2021 and 2022, Council appropriated approximately \$5.3 million in CDBG and HOME funds to support the conversion of the Crestview Hotel to permanent housing. The County has designated \$7 million in funds, and the state awarded \$16.7 million in HomeKey funds to the project. City staff is participating in the developer selection process and community meetings. Upcoming milestones include County selection of a developer on June 7, 2022, Council action on CDBG/HOME loans on June 14, 2022, and the building permit process (Q4 2022).
2.8	Intentional Development & Housing Options	Continue work on the Housing Element for the 2023-31 Regional Housing Needs Assessment period.	CDD		In Progress	A Council study session was held on March 8, 2022. The Draft Housing Element was published on the project website on May 6, 2022 and an EPC Study Session was held on May 18 to review it. A Council study session is scheduled for June 14, 2022. HCD Review of Draft Housing Element is scheduled for Q3 2022.
2.9	Intentional Development & Housing Options	Conduct a review of parcels with existing units that exceed the density currently allowed by the Zoning Ordinance/General Plan and hold a Council Study Session to discuss a recommended approach.	CDD		In Progress	A review of R1 and R2 parcels was completed as part of a Housing Element update Study Session on March 8, 2022. Adoption of code amendments regarding R1 and R2 parcels is scheduled for Q4 2022 followed by Review of R3 parcels in Q1 2023 and Adoption of R3 code amendment in Q4 2023.
3.1	Mobility & Connectivity	Develop a Citywide Transportation Demand Management Ordinance	PWD	CDD	In Progress	The new TDM Analyst was onboarded in Q1 2022 and will compile data on existing TDM conditions of approval in Q2 2022.
3.2	Mobility & Connectivity	Complete the Castro Pedestrian Mall Feasibility Study.	PWD	CDD	In Progress	The 100 block Castro Pedestrian Mall feasibility study is complete. Based on Council feedback at a October 12, 2021 Study Session, the phase 2 study includes creating a pedestrian mall on the 100-300 blocks, and developing a plan for low cost interim improvements and pedestrian mall guidelines. Council adoption of a resolution of intent to establish pedestrian mall is scheduled for June 14, 2022 and a Public Hearing is scheduled for September 13, 2022.
3.3	Mobility & Connectivity	Continue to implement the Transit Center Master Plan.	PWD	CDD	In Progress	Caltrain is scheduled to approve a contract for a final design consultant in June 2022.
3.4	Mobility & Connectivity	Prepare the Citywide Travel Demand Update (including the Greenhouse Gas Reduction Program)	PWD	CDD	Not Started	Staff anticipates work to begin on this project in Q1 2023 subject to hiring of staff.
3.5	Mobility & Connectivity	Develop a City Active Transportation Plan (combining pedestrian and bicycle master plans).	PWD	CSD	In Progress	B/PAC reviewed the scope of work in Q4 2021. A Request for Proposals was released in Q1 2022 and a consultant was selected in Q2 2022. Council action to authorize the City Manager to execute the contract is scheduled for May 24, 2022.
4.1	Sustainability & Climate Resiliency	Update the Community Tree Master Plan and review existing guiding policies and ordinances in coordination with the update.	CSD	CDD	In Progress	Based on the PRC and public's desire for a more robust update to the CTMP, an opportunity exists to incorporate the goals, objectives and implementation of the CTMP into the the city-wide Biodiversity Strategy. Staff is engaging with the key partner of the Biodiversity Strategy project to include a comprehensive Urban Forest Plan component in the draft scope of work for the Biodiversity Strategy with its own outreach, action planning and reporting process. This concept and draft scope of work will be presented to the PRC. Staff anticipates hiring consultants and starting work in Q4 2022.

Project No.	Strategic Priority	Project	Department		Status	Updates
			Lead	Support		
4.2	Sustainability & Climate Resiliency	Consolidate and update existing plans into a comprehensive Shoreline Wildlife Management Plan.	CSD	PWD	In Progress	The Consultant and staff will perform a public and stakeholder input process and draft the plan in Q3 2022. The draft plan will be brought to PRC and Council in Q4 2022.
4.3	Sustainability & Climate Resiliency	Work through Sustainability Action Plan projects.	CMO	All	In Progress	This is an on-going project. The majority of actions are in progress or completed. Staff anticipates providing a final SAP-4 update to Council in Q4 2022. Staff will evaluate projects that have not begun to determine which will carry over to SAP-5 in the context of broader planning for carbon neutrality, climate resiliency and adaptation.
4.4	Sustainability & Climate Resiliency	Continue to Participate in South Bay Salt Ponds project in conjunction with California State Coastal Commission.	PWD		In Progress	On December 14, 2021, City Council approved the terms of a Memorandum of Agreement and a Habitat Easement Deed and Habitat Maintenance Agreement with the US Fish and Wildlife Service (project owner) to design, construct, and maintain the portions of the project components on City property. The South Bay Salt Pond team applied for a City excavation permit to begin hauling soil for the project. Soil hauling began in May 2022 and is ongoing. The South Bay Salt Pond team continues to work on the final design plans and specifications for the Pond A2W project. The final design documents are anticipated in Q4 2022 to apply for a City excavation permit for full project construction.
4.5	Sustainability & Climate Resiliency	Define biodiversity requirements for landscaping in Mountain View	CSD	CDD, PWD	In Progress	Staff has proposed FY22-23 CIP funds to hire consultants to develop a city-wide Biodiversity Strategy, and is engaging with San Francisco Estuary Institute (SFEI) as a key partner in the project. SFEI is drafting a proposal to include an Urban Forest Plan component. The draft scope of work will be presented to the PRC in June 2022 and Staff anticipates hiring consultants and beginning work in Q4 2022.
5.1	Livability & Quality of Life	Review and consider minor amendments to Downtown Precise Plan Areas A, G, and H, with the work phased to prioritize preserving the character of the downtown core and preventing, to the extent possible, preemption by State legislation.	CDD		In Progress	Study sessions were held with the EPC in May 2021 and Council in June 2021. The environmental analysis and updates based on the study session comments are being finalized. Staff anticipates presenting to the EPC and Council in Q3 2022.
5.2	Livability & Quality of Life	Review and update the historic preservation ordinance.	CDD		In Progress	Council authorized the scope of work on April 12, 2022 and Upcoming milestones include a Community workshop, EPC and Council Study Sessions (Q4 2022), research on historic properties and Context Statement, and preparation of a draft Ordinance framework (Q1 2023), and research and draft National Register nominations for key Castro Street buildings (Q2 2023).
5.3	Livability & Quality of Life	Continue to work with the Visual Arts Committee to encourage public art.	CDD		In Progress	Staff has been having working session with the Visual Arts Committee (VAC) since January 2022 to discuss policy and procedures for incorporation into a Public Art Strategy. Staff anticipates having a draft Public Art Strategy for VAC consideration in Q4 2022 and Council for approval in Q1 2023.
5.4	Livability & Quality of Life	Update the City/School District Joint-Use Master Agreement	CSD	CMO, CAO, PWD	In Progress	Staff is meeting with MVWSD staff on a regular basis to develop updated language for the Joint-Use Master Agreement.
5.5	Livability & Quality of Life	Develop a Parks and Recreation Strategic Plan	CSD	PWD	In Progress	Staff provided a parks and open space update on May 10, 2022. Staff is drafting the scope of work for the Parks and Recreation Strategic Plan and will bring the draft scope to both the Parks and Recreation Commission and City Council in September 2022. Staff anticipates issuing an RFP for a consultant in October 2022.
5.6	Livability & Quality of Life	Hold a study session to explore consideration of a Moffett Boulevard Precise Plan.	CDD	PWD	Not Started	Work on this project is anticipated to begin in Q1 2023.
5.7	Livability & Quality of Life	Develop a Safe Storage for Firearms Ordinance	CAO	CAO, PD	Complete	On March 8, 2022, Council adopted a Safe Storage of Firearms Ordinance to reduce the risk of firearm-related injury or death by requiring the safe storage of firearms in residences and vehicles. A Public outreach mailer was sent to all residents and the Ordinance went into effect on May 7, 2022.

Project No.	Strategic Priority	Project	Department		Status	Updates
			Lead	Support		
6.1	Economic Vitality	Plan, coordinate, and oversee COVID-19 recovery efforts to support community relief and resilience.	CMO	CDD	In Progress	Council adopted the Small Business Action Plan in September 2020 to support the City's small businesses during the pandemic and strengthen their resilience for the longer term. Nine of the 10 recommendations have been achieved, including a buy-local campaign (Shop Safe Shop Local) and a biweekly business e-newsletter in English, Spanish, and Chinese. The City issued 180 small business loans and grants totaling \$1,162,000 to Mountain View companies and 97 small business grants totaling \$485,000 have been awarded to support the recovery of the local economy. The City provided \$3.8 million towards the City's COVID-19 Rent Relief Program. A total of 1,043 unduplicated households received assistance for 1-3 months. CSFRA staff have implemented an eviction prevention clinic to assist those who may be at risk of eviction or in the eviction process. Staff provides ongoing education and outreach including information on financial and other resources.
6.2	Economic Vitality	Develop an Economic Vitality Strategy (including strategies to support small businesses).	CDD	CMO	In Progress	On October 12, 2021, Council provided feedback on RFP objectives and a scope of services for future consultant work. On May 10, 2022, Council authorized a consultant contract to develop the Economic Vitality Strategy for the City.
7.1	Organizational Strength & Good Governance	Implement the Public Services Study actions, including population updates and Fire Community Risk Assessment.	CMO	FD	In Progress	Staff regularly updates population projections based on Census and State estimates as well as City development and land use plans. Service level impacts are assessed in Environmental Impact Reports. In 2021, a consultant assessment of the permitting process was completed. Action steps will be implemented over the next several quarters, including recommended increases to staff capacity to adequately address community needs. Staff anticipates providing an update to the City Council regarding the Fire Department study next fiscal year.
7.2	Organizational Strength & Good Governance	Develop and implement an enhanced legislative program.	CMO		Complete	The City onboarded an advocacy consultant in Q3 2021 and Council adopted the 2022 Legislative Platform on January 25, 2022. Staff and the consultant are tracking priority legislation related to the legislative platform and are coordinating to prepare letters and meet with intergovernmental partners to present the City's priorities. Staff prepared Community Project Funding requests for the consideration of Mountain View's Federal and State representatives in their current budget processes. Congresswoman Eshoo has submitted the Bernardo Undercrossing and Crestview Housing projects to the House Appropriations Committee.
7.3	Organizational Strength & Good Governance	Plan, coordinate, and oversee COVID-19 recovery efforts for the City workforce and facilities.	CMO	HR, PWD	In Progress	Staff continues to monitor public health conditions and regulations and adapt operations and implement safety protocols. Staff has implemented technological upgrades to enable hybrid meetings and a laptop program to maximize flexibility in employee work locations.
7.4	Organizational Strength & Good Governance	Conduct a City Buildings Workspace Study	PWD		In Progress	In March 2022, the consultant met with department heads and department representatives to provide an overview of the project. It is estimated that analysis and sharing of identified organization space needs with department representatives will be completed by June 30, 2022.
7.5	Organizational Strength & Good Governance	Update the Campaign Disclosure in Advertisements Ordinance.	CAO	CMO	In Progress	On April 26, 2022, Council adopted an Ordinance creating campaign contribution limits and updating the Campaign Disclosure in Advertisements Ordinance. Council also directed staff to review and return with further evaluation of the Campaign Contribution Penalty section to include a penalty amount and top contributor disclosure requirements when at least one top contributor qualifies as such under State law. The draft ordinance is currently under review and introduction of ordinance is scheduled for the June 14, 2022 council meeting.
7.6	Organizational Strength & Good Governance	Study and develop a revenue measure to increase the City's Transient Occupancy Tax.	FASD	CMO, CDD	Deferred	Staff completed background research on TOT rates and received Council approval on December 15, 2021 to proceed with hiring polling, strategy and project management consultants. At its February 8, 2022 meeting, Council directed that this project be deferred.
7.7	Organizational Strength & Good Governance	Refinance existing Shoreline Community outstanding debt.	FASD	CMO	Not Started	Staff anticipates assembling the financing team of staff and bond professional services by end of Q2 2022.

Revenue and Expenditure Tables for All Funds

TOTAL FUND REVENUES

	AUDITED ACTUAL 2020-21	ADOPTED BUDGET 2021-22	ESTIMATED 2021-22	RECOM. BUDGET 2022-23
GENERAL OPERATING ⁽¹⁾	\$ 150,547,692	152,248,350	160,755,075	163,835,960
GF - DEVELOPMENT SERVICES	14,606,860	16,059,800	15,583,886	14,672,100
GF - SHORELINE GOLF /RESTAURANT	3,205,735	3,802,000	3,502,933	4,405,000
GF RESERVES	24,580,081	40,810,388	31,151,434	47,893,238
GAS TAX	3,418,423	3,769,200	3,626,300	4,191,300
OTHER STREETS & TRANSPORTATION	597,507	2,492,804	805,262	3,173,000
CONSTRUCTION/CONVEYANCE TAX	11,483,240	4,490,200	9,406,791	6,016,000
PUBLIC BENEFIT IN LIEU	7,771,972	270,900	744,600	331,400
OTHER TRANSPORTATION DEV FEES	128,537	36,200	167,412	32,400
HOUSING	13,504,201	1,860,300	15,067,763	1,935,300
CSFRA/RENTAL HOUSING COMMITTEE	1,278,852	1,543,000	1,502,452	1,450,500
MOBILE HOME RENT STABILIZATION	0	0	399,500	639,413
SUCCESSOR HOUSING AGENCY	34,630	22,200	133,400	18,800
DOWNTOWN BENEFIT ASSMT DIST	2,027,243	1,755,500	1,735,242	1,736,100
GENERAL SPECIAL PURPOSE	50,679	58,500	4,221	57,900
SUPPLEMENTAL LAW ENFRMNT SRVCS	195,467	175,000	179,657	175,000
COMMUNITY DEV BLOCK GRANT	2,657,776	872,267	786,854	1,070,000
CABLE TELEVISION	181,033	180,000	180,100	180,000
SHORELINE REGIONAL PARK COMM	55,395,977	50,970,700	57,669,811	58,693,200
STORM DRAIN CONSTRUCTION	186,973	23,100	59,601	23,500
PARK LAND DEDICATION	32,272,201	1,459,500	12,329,500	1,394,000
WATER	42,183,974	37,326,100	36,923,859	39,421,900
WASTEWATER	26,793,354	25,916,200	28,504,683	29,282,600
SOLID WASTE MANAGEMENT	14,966,042	15,390,400	14,949,149	15,300,600
EQUIPMENT MAINT & REPLACMNT	6,774,690	6,868,960	7,003,858	7,168,720
WORKERS' COMPENSATION SELF-INS	2,292,626	2,372,000	2,345,170	2,358,100
UNEMPLOYMENT SELF-INS	56,416	58,200	56,700	61,400
LIABILITY INSURANCE	2,839,050	2,907,600	2,853,600	3,705,550
RETIREEES' HEALTH INSURANCE	5,681,256	5,776,590	5,791,346	5,647,290
EMPLOYEE BENEFITS SELF-INS	76,361	72,500	56,600	72,000
OTHER ⁽²⁾	4,484	0	2,670	0
TOTAL	\$ <u>425,793,332</u>	<u>379,588,459</u>	<u>414,279,429</u>	<u>414,942,271</u>

(1) Fiscal Years 2020-21 Audited Actual and 2021-22 Adopted Budget includes Excess ERAF Revenue.

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

TOTAL FUND EXPENDITURES

	AUDITED ACTUAL 2020-21	ADOPTED BUDGET 2021-22	ESTIMATED 2021-22	RECOM. BUDGET 2022-23
GENERAL OPERATING	\$ 136,811,288	150,804,360	148,765,001	160,336,693
GF - DEVELOPMENT SERVICES	16,075,720	17,953,870	18,352,475	20,192,833
GF - SHORELINE GOLF /RESTAURANT	3,187,727	3,793,368	3,439,160	4,130,749
GF RESERVES	17,197,661	41,864,017	35,928,786	48,054,289
GAS TAX	4,055,400	2,937,700	2,937,700	3,504,200
OTHER STREETS & TRANSPORTATION	1,167,328	2,506,904	591,732	3,163,000
CONSTRUCTION/CONVEYANCE TAX	8,262,000	6,303,000	6,666,000	13,145,000
PUBLIC BENEFIT IN LIEU	0	7,800,000	7,800,000	7,230,000
OTHER TRANSPORTATION DEV FEES	156,000	0	0	0
HOUSING	9,093,067	6,879,155	3,476,930	18,498,998
CSFRA/RENTAL HOUSING COMMITTEE	1,277,827	2,098,978	1,744,191	2,078,007
MOBILE HOME RENT STABILIZATION	0	0	199,790	639,259
SUCCESSOR HOUSING AGENCY	208,611	250,000	250,000	0
DOWNTOWN BENEFIT ASSMT DIST	673,331	754,791	663,256	1,675,689
GENERAL SPECIAL PURPOSE	17,095	118,056	38,649	128,730
SUPPLEMENTAL LAW ENFRMNT SRVCS	195,467	175,000	179,657	175,000
COMMUNITY DEV BLOCK GRANT	594,823	4,822,129	928,066	1,746,795
CABLE TELEVISION	322,230	200,000	176,000	200,000
SHORELINE REGIONAL PARK COMM	38,783,808	47,425,537	48,461,895	48,887,524
STORM DRAIN CONSTRUCTION	32,000	32,000	32,000	33,000
PARK LAND DEDICATION	9,642,751	7,478,000	32,678,000	3,850,000
WATER	41,565,085	43,636,444	39,160,221	58,954,822
WASTEWATER	27,191,171	32,325,427	29,632,738	34,669,289
SOLID WASTE MANAGEMENT	13,939,042	16,837,035	14,633,396	18,463,978
EQUIPMENT MAINT & REPLACMNT	5,264,644	8,562,516	13,882,699	7,819,049
WORKERS' COMPENSATION SELF-INS	1,840,801	2,442,500	1,797,534	2,592,500
UNEMPLOYMENT SELF-INS	191,402	127,250	22,100	127,250
LIABILITY INSURANCE	2,834,745	2,828,550	4,418,323	3,705,550
RETIREEES' HEALTH INSURANCE	5,690,616	5,798,490	5,825,821	5,647,290
EMPLOYEE BENEFITS SELF-INS	48,178	114,500	52,274	114,500
OTHER ⁽¹⁾	25,063	0	26,037	0
TOTAL	\$ 346,344,881	416,869,577	422,760,431	469,763,994

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

GENERAL OPERATING FUND REVENUES

FISCAL YEAR	OPERATING REVENUES	% CHANGE FROM PRIOR FISCAL YEAR
2013-14	\$102,045,000	5.4%
2014-15	\$106,940,000 (1)	4.8%
2015-16	\$115,911,000	8.4%
2016-17	\$126,689,000	9.3%
2017-18	\$136,377,000	7.6%
2018-19	\$146,010,000	7.1%
2019-20	\$142,667,000	(2.3%)
2020-21	\$150,547,000 (2)	5.5%
2021-22 *	\$160,755,000	6.8%
2022-23 **	\$163,836,000	1.9%

* Estimated

** Recommended

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

(2) Fiscal Year 2020-21 includes Excess ERAF revenue of \$6.8 million.

GENERAL OPERATING FUND EXPENDITURES

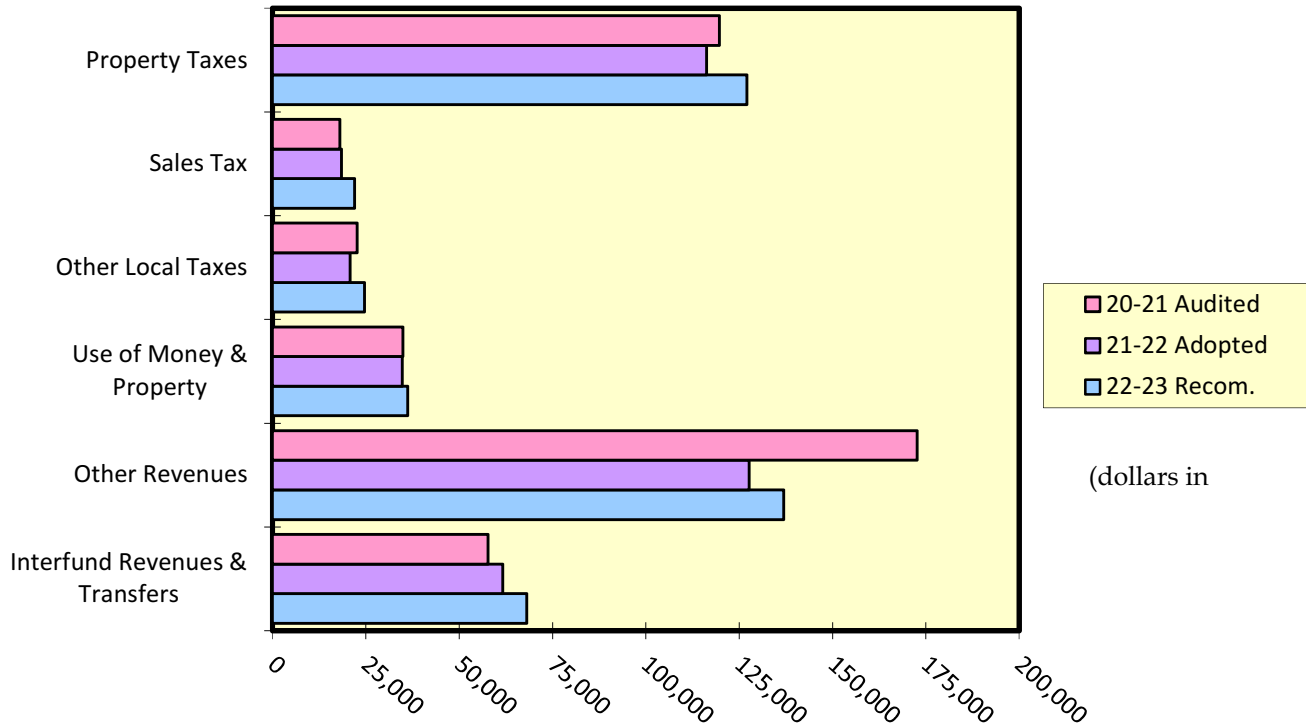
FISCAL YEAR	OPERATING EXPENDITURES	% CHANGE FROM PRIOR FISCAL YEAR
2013-14	\$94,933,000	2.0%
2014-15	\$97,677,000 (1)	2.9%
2015-16	\$102,590,000 (2)	5.0%
2016-17	\$110,936,000 (3)	8.1%
2017-18	\$121,682,000 (4)	9.7%
2018-19	\$137,279,000 (5)	12.8%
2019-20	\$136,911,000 (6)	(0.3%)
2020-21	\$136,811,000	(0.1%)
2021-22 *	\$148,765,000	8.7%
2022-23 **	\$160,337,000 (7)	7.8%

* Estimated

** Recommended

- (1) Effective July 1, 2014, all development related activities are consolidated into the Development Services Fund to more accurately align development related revenues and expenditures. Fiscal Year 2014-15 includes an additional contribution of \$1.0 million towards the OPEB liability.
- (2) Fiscal Year 2015-16 includes additional contributions of \$2.0 million towards the CalPERS liability and \$1.0 million towards the OPEB liability.
- (3) Fiscal Year 2016-17 includes additional contributions of \$2.0 million towards both the CalPERS and OPEB liabilities, and transfers of \$2.0 million to the Strategic Property Acquisition Reserve (SPAR) and \$500,000 to the General Non-Operating Fund (GNOF).
- (4) Fiscal Year 2017-18 includes additional contributions of \$4.0 million and \$2.0 million towards the CalPERS and OPEB liabilities, respectively, and a transfer of \$2.0 million to SPAR.
- (5) Fiscal Year 2018-19 includes additional contributions of \$4.0 million and \$1.0 million towards the CalPERS and OPEB liabilities, respectively, and transfers of \$6.5 million to the GNOF for the Sustainability CIP, \$2.0 million each to the Capital Improvement and Transportation Reserves, and \$1.0 million to the General Fund Reserve.
- (6) Fiscal Year 2019-20 includes an additional contribution of \$4.0 million towards the CalPERS liability, and transfers of \$1.0 million to the GNOF for the Sustainability CIP and \$2.0 million to the General Fund Reserve.
- (7) Fiscal Year 2022-23 includes a transfer of \$1.6 million to the General Fund Reserve.

TOTAL FUND REVENUES

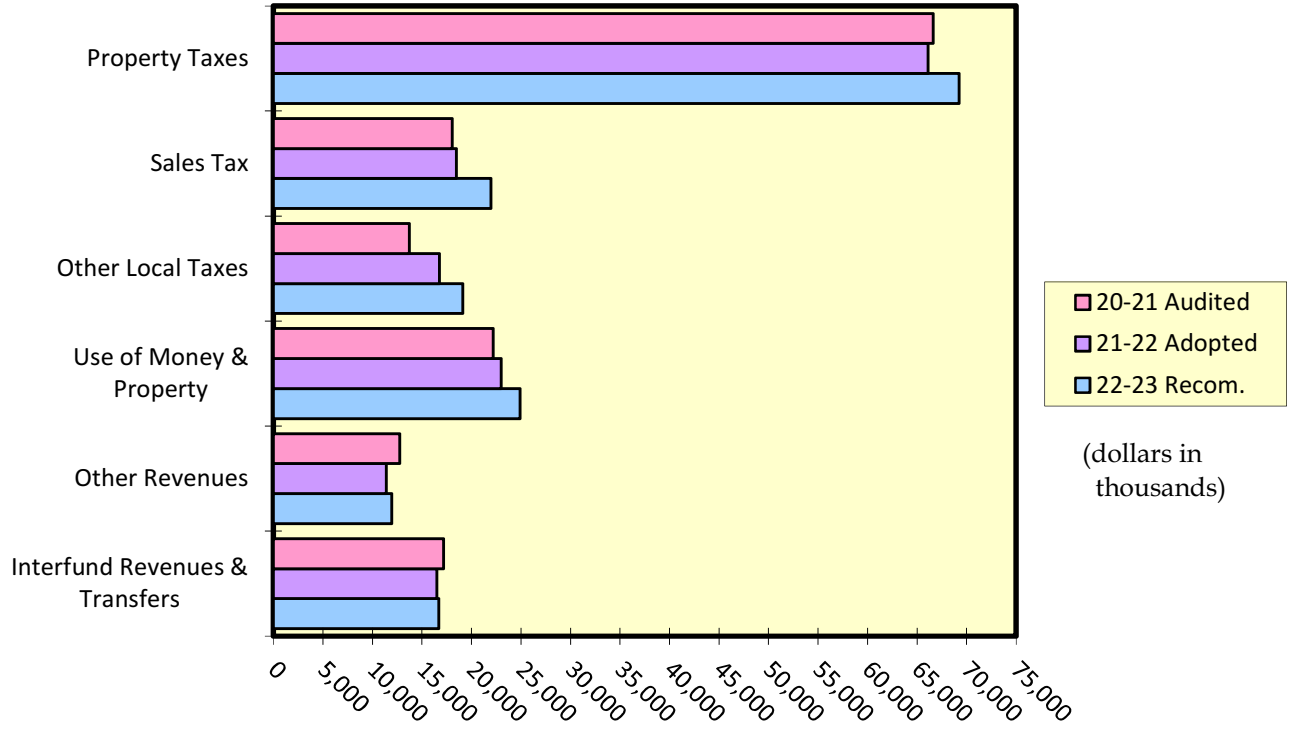


<u>Revenue Category</u>	<u>Audited Actual 2020-21</u>	<u>Adopted Budget 2021-22</u>	<u>Recom. Budget 2022-23</u>	<u>Percent Change *</u>
Property Taxes	\$ 119,678,318	116,281,100	127,103,900	9.3%
Sales Tax	18,057,796	18,477,000	21,960,000	18.9%
Other Local Taxes	22,668,568	20,778,600	24,628,000	18.5%
Use of Money & Property	34,956,381	34,720,611	36,221,141	4.3%
Other Revenues:				
Licenses, Permits & Franchise Fees/ Fines & Forfeitures	13,532,298	15,488,350	15,203,250	(1.8%)
Intergovernmental	6,715,546	16,260,511	17,466,940	7.4%
Charges for Services ⁽¹⁾	141,709,662	90,871,800	96,978,213	6.7%
Miscellaneous Revenues ⁽²⁾	10,726,092	5,013,500	7,314,274	45.9%
Interfund Revenues & Transfers	<u>57,748,671</u>	<u>61,696,987</u>	<u>68,066,553</u>	10.3%
TOTAL	\$ <u>425,793,332</u>	<u>379,588,459</u>	<u>414,942,271</u>	9.3%

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

(1) Includes Developer Fees and Contributions.

GENERAL OPERATING FUND REVENUES

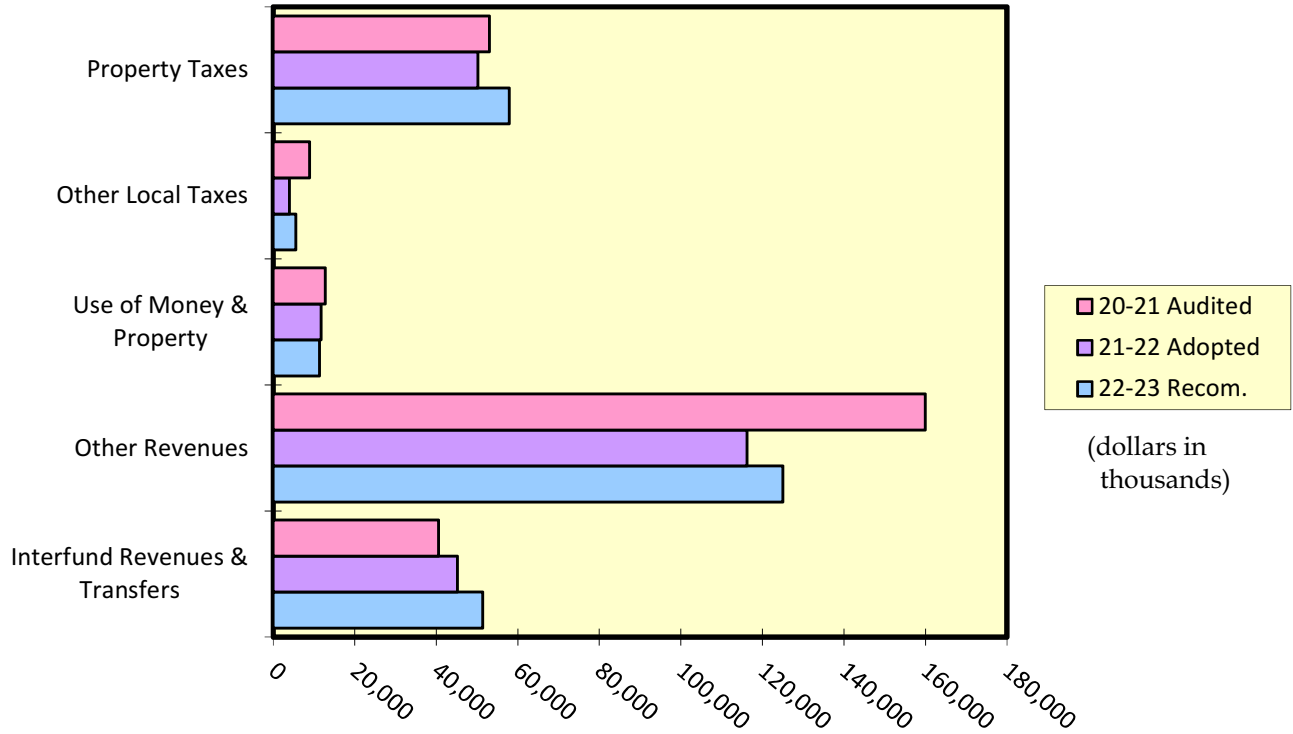


<u>Revenue Category</u>	<u>Audited Actual 2020-21</u>	<u>Adopted Budget 2021-22</u>	<u>Recom. Budget 2022-23</u>	<u>Percent Change *</u>
Property Taxes ⁽¹⁾	\$ 66,624,701	66,108,200	69,232,000	4.7%
Sales Tax	18,057,796	18,477,000	21,960,000	18.9%
Other Local Taxes	13,717,494	16,774,600	19,124,000	14.0%
Use of Money & Property	22,194,550	23,014,300	24,892,650	8.2%
Other Revenues:				
Licenses, Permits & Franchise Fees/				
Fines & Forfeitures	5,676,639	6,767,250	6,472,150	(4.4%)
Intergovernmental	782,562	738,500	711,900	(3.6%)
Charges for Services	1,941,176	2,098,600	2,857,500	36.2%
Miscellaneous Revenue	4,357,642	1,780,500	1,892,000	6.3%
Interfund Revenues & Transfers	<u>17,195,132</u>	<u>16,489,400</u>	<u>16,693,760</u>	1.2%
TOTAL	\$ <u>150,547,692</u>	<u>152,248,350</u>	<u>163,835,960</u>	7.6%

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

(1) FY 20-21 and FY 21-22 include \$6.8 million and \$5.8 million of excess ERAF revenue, respectively.

OTHER FUND REVENUES

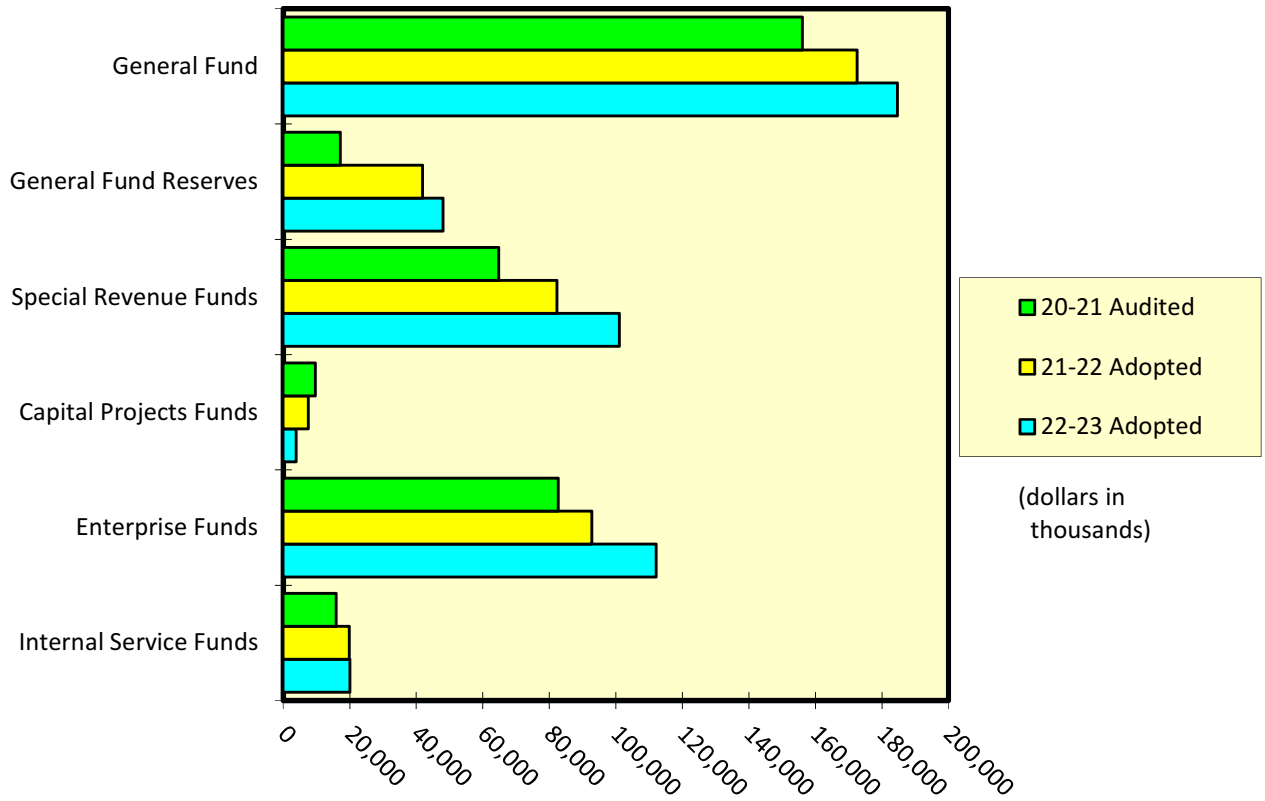


<u>Revenue Category</u>	<u>Audited Actual 2020-21</u>	<u>Adopted Budget 2021-22</u>	<u>Recom. Budget 2022-23</u>	<u>Percent Change *</u>
Property Taxes	\$ 53,053,617	50,172,900	57,871,900	15.3%
Other Local Taxes	8,951,074	4,004,000	5,504,000	37.5%
Use of Money & Property	12,761,831	11,706,311	11,328,491	(3.2%)
Other Revenues:				
Licenses, Permits & Franchise Fees/ Fines & Forfeitures	7,855,659	8,721,100	8,731,100	0.1%
Intergovernmental	5,932,984	15,522,011	16,755,040	7.9%
Charges for Services ⁽¹⁾	139,768,486	88,773,200	94,120,713	6.0%
Miscellaneous Revenues ⁽²⁾	6,368,450	3,233,000	5,422,274	67.7%
Interfund Revenues & Transfers	<u>40,553,539</u>	<u>45,207,587</u>	<u>51,372,793</u>	13.6%
TOTAL	\$ <u>275,245,640</u>	<u>227,340,109</u>	<u>251,106,311</u>	10.5%

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

(1) Includes Developer Fees and Contributions.

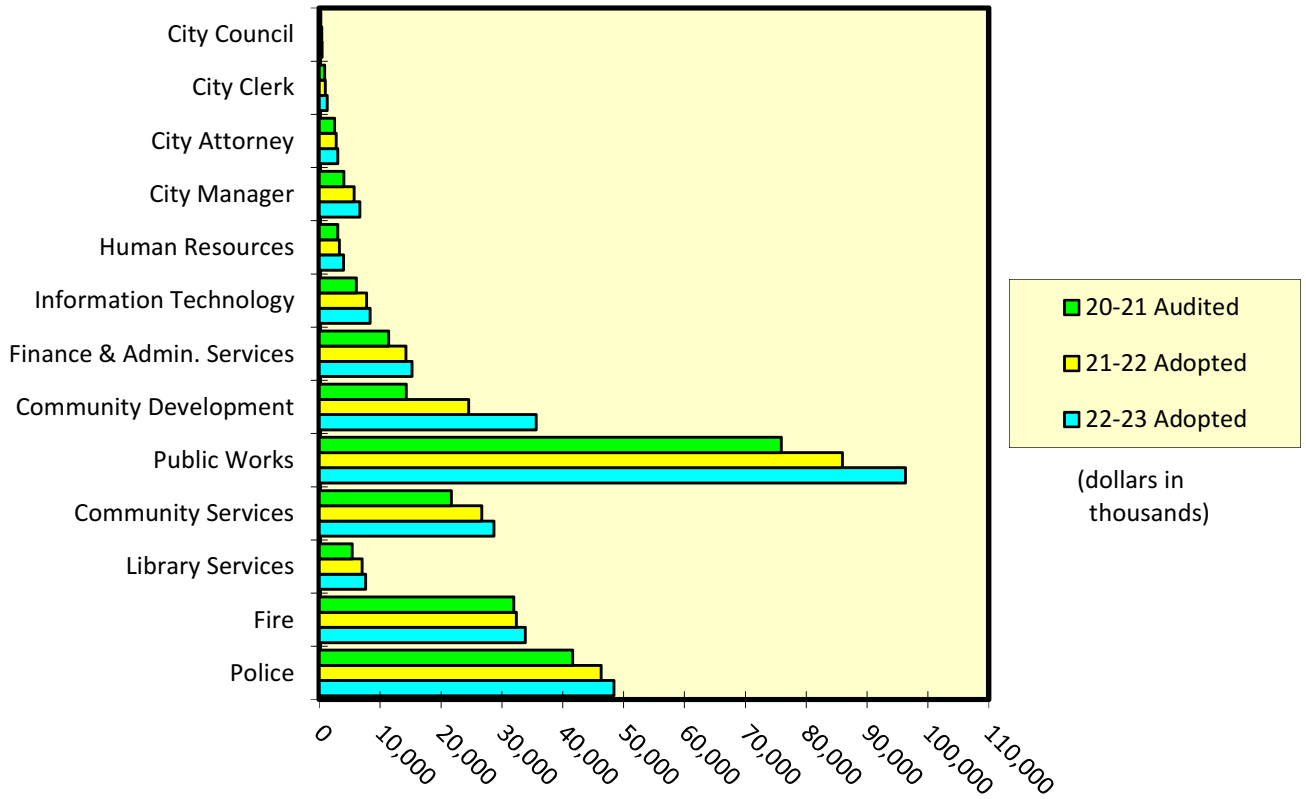
TOTAL EXPENDITURES BY FUND TYPE



<u>Fund Type</u>	<u>Audited Actual 2020-21</u>	<u>Adopted Budget 2021-22</u>	<u>Adopted Budget 2022-23</u>	<u>Percent Change *</u>
General Fund	\$ 156,074,735	172,551,598	184,660,275	7.0%
General Fund Reserves	17,197,661	41,864,017	48,054,289	14.8%
Special Revenue Funds	64,806,987	82,271,250	101,072,202	22.9%
Capital Projects Funds	9,674,751	7,510,000	3,883,000	(48.3%)
Enterprise Funds	82,695,298	92,798,906	112,088,089	20.8%
Internal Service Funds	15,895,449	19,873,806	20,006,139	0.7%
TOTAL	\$ <u>346,344,881</u>	<u>416,869,577</u>	<u>469,763,994</u>	12.7%

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

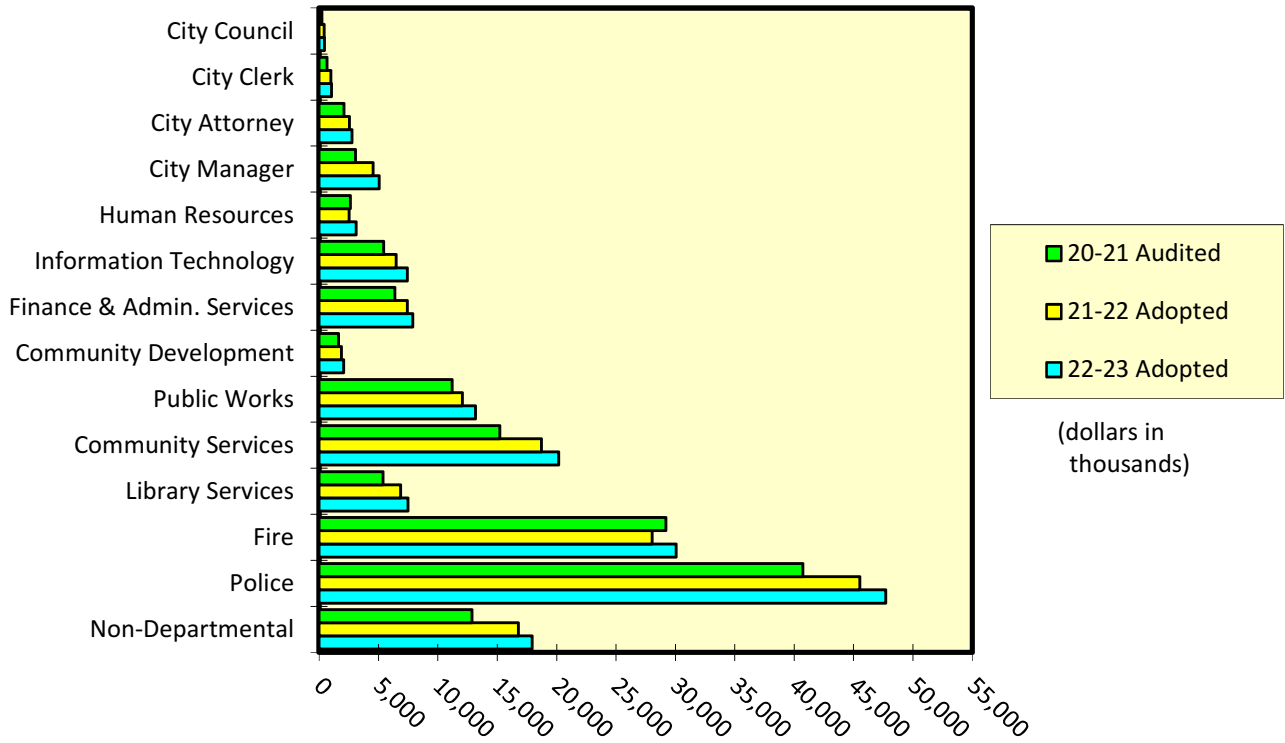
TOTAL DEPARTMENT EXPENDITURES



<u>Department</u>	Audited Actual 2020-21	Adopted Budget 2021-22	Adopted Budget 2022-23	Percent Change *
City Council	\$ 234,930	423,870	455,797	7.5%
City Clerk	891,702	984,776	1,323,164	34.4%
City Attorney	2,497,940	2,765,297	3,020,018	9.2%
City Manager	4,033,498	5,723,448	6,642,719	16.1%
Human Resources	3,059,998	3,312,291	3,984,199	20.3%
Information Technology	6,065,583	7,770,908	8,363,038	7.6%
Finance and Admin Svcs	11,376,134	14,240,339	15,248,786	7.1%
Community Development	14,310,595	24,548,272	35,615,586	45.1%
Public Works	75,932,335	85,949,395	96,301,623	12.0%
Community Services	21,706,226	26,717,314	28,678,905	7.3%
Library Services	5,420,380	7,025,984	7,610,664	8.3%
Fire	31,934,962	32,355,671	33,833,121	4.6%
Police	41,618,752	46,321,248	48,436,976	4.6%
TOTAL	\$ 219,083,035	258,138,813	289,514,596	12.2%

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

GENERAL OPERATING FUND EXPENDITURES



Department	Audited Actual 2020-21	Adopted Budget 2021-22	Adopted Budget 2022-23	Percent Change *
City Council	\$ 226,285	423,870	444,397	4.8%
City Clerk	680,461	984,776	1,034,164	5.0%
City Attorney	2,091,669	2,548,397	2,783,118	9.2%
City Manager	3,069,032	4,539,248	5,049,319	11.2%
Human Resources	2,628,641	2,522,441	3,109,999	23.3%
Information Technology	5,438,485	6,489,616	7,423,056	14.4%
Finance and Admin Srvcs	6,379,534	7,425,592	7,875,968	6.1%
Community Development	1,646,798	1,874,227	2,066,989	10.3%
Public Works	11,210,034	12,062,821	13,165,968	9.1%
Community Services	15,211,655	18,718,946	20,167,945	7.7%
Library Services	5,395,154	6,870,084	7,494,664	9.1%
Fire	29,207,943	28,049,379	30,068,192	7.2%
Police	40,741,199	45,518,725	47,718,434	4.8%
Non-Departmental	12,884,397 **	16,776,238 **	17,934,480 **	6.9%
Projected Budget Savings	Included	(4,000,000)	(6,000,000)	50.0%
TOTAL	\$ 136,811,287	150,804,360	160,336,693	6.3%

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

** FY 22-23 includes a transfer of \$1.6 million to the General Fund Reserve.

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**CITY &
COMMUNITY
INFO**

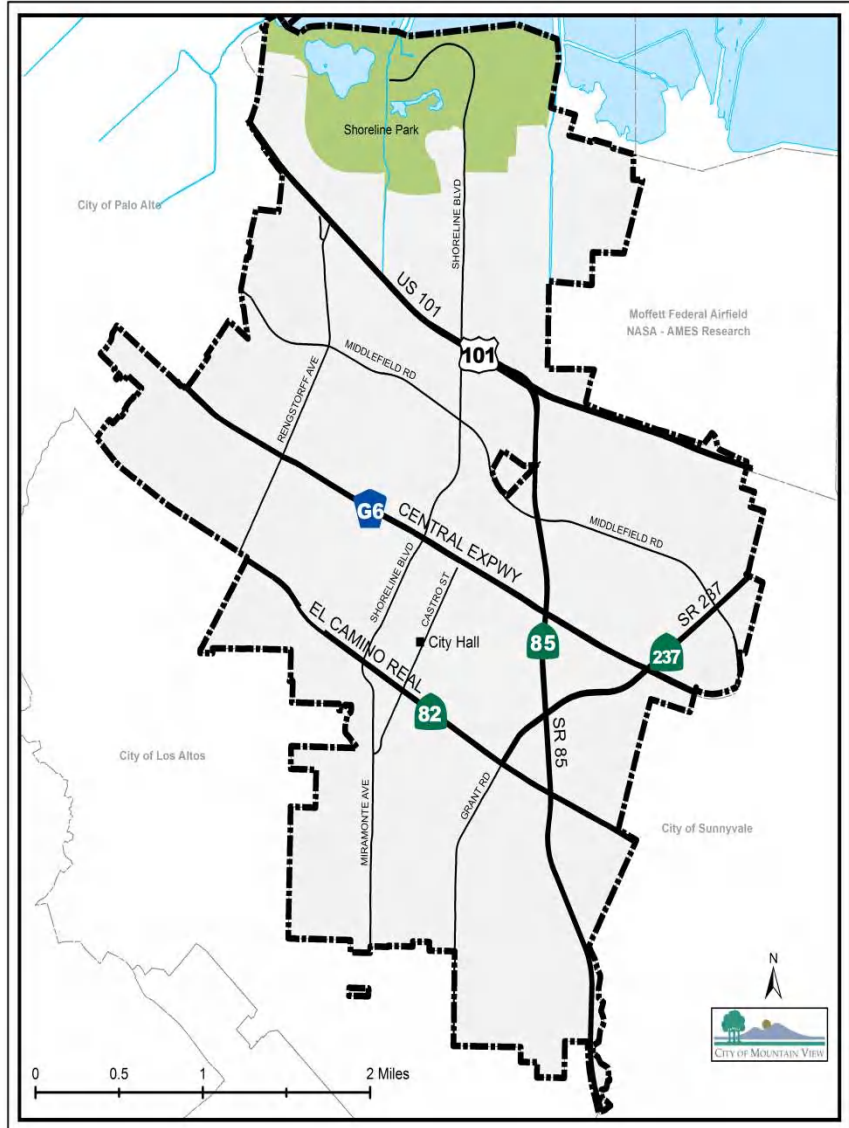
City of Mountain View, California Community Profile

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

State of California



City of Mountain View



Location

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

City of Mountain View, California
Community Profile
(Continued)

History

Mountain View began as a stagecoach stop and an agricultural center for the lush Santa Clara Valley. The town was incorporated in 1902 with a population of fewer than 1,000 people. Once covered in orchards and vineyards, by 1960 with the growth of the electronic and aerospace industries, the City of Mountain View's (City) population had exploded to over 30,000. As of January 1, 2022, the population is 83,864.



Castro Street, 1904

Today

Mountain View is a modern, high-tech city that retains quiet neighborhoods and a historic downtown core. While Mountain View is keeping pace with new ideas and innovations, the City is also committed to the traditional values of strong neighborhoods and resident involvement. Mountain View is comprised of a variety of distinct, locally organized neighborhood and homeowners associations which help identify the community's needs and shape the City's future. In 2016, Mountain View



was honored as City of the Year by California veterans for its significant programs and activities in the City related to veterans. In 2018, Livability.com ranked Mountain View in "2018 Top 100 Best Places to Live" of small to mid-sized cities in the United States. In 2020 and 2021, Niche ranked Mountain View fifth and third, respectively, in "Best Suburbs to Live in California". In 2022, Niche ranked Mountain View second in "Best Suburbs to Live in San Francisco Bay Area".



Mountain View Veterans Memorial

In recent years, the City has developed some of the finest recreation and community facilities the San Francisco Bay Area has to offer. The City's extensive park system not only provides an outstanding array of neighborhood parks, but also includes an innovative regional park built on reclaimed landfill. Shoreline at Mountain View, adjacent to the San Francisco Bay, features an 18-hole golf course, professionally managed concert venue, a sailing lake and wild life preservation areas. The Civic Center,

City of Mountain View, California
Community Profile
(Continued)



Utility Box Public
Art Project

built around downtown's Pioneer Park, has one of the finest theater facilities in Northern California as well as a 60,000 square foot state-of-the-art library. Stevens Creek Trail has been undergoing phases of extensions since 1991 and is currently a 5.14 mile section of paved all-weather pathway for pedestrians and cyclists. Dialogue continues to extend the trail to neighboring cities.

Downtown Mountain View is the “heartbeat” of the City. This vibrant and active center offers a tremendous array of restaurants, as well as shops, the Center for Performing Arts, sidewalk cafes, clubs, businesses and the civic center. Downtown Mountain View is known for its festivals, parades, cultural events, the weekly farmers’ market, summer concerts and a variety of unique celebrations throughout the year. Hundreds of thousands of people come to downtown Mountain View each year to enjoy the events, and the character of downtown keeps them coming back.



Downtown – Castro Street

City Government

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




City of Mountain View, California
Community Profile
(Continued)

City at a Glance

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

Population

1960 Census	30,889
1970 Census	54,132
1980 Census	58,722
1990 Census	67,460
2000 Census	71,369
2010 Census	74,066
2020 Census	82,376
2021	83,128
2022	83,864
2025 Forecast	93,202



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

*Source: U.S. Census Bureau (1960-2020)
City of Mountain View (2025, Based on unbuilt approved projects through 1/1/2022)
California State Department of Finance (CA DOF) (all other years are provisional estimates as of January 1, revised annually)*

White	40.1%
Asian	34.9%
Hispanic or Latino	17.2%
Black or African American	1.4%
American Indian and Alaska Native	0.1%
Native Hawaiian and Other Pacific Islander	0.3%
Two or More Races	5.3%
Other Race	0.7%

<5	6.5%
5-19	15.4%
20-24	5.2%
25-34	22.6%
35-44	16.8%
45-54	12.1%
55-64	10.2%
65+	11.2%

Source: U.S. Census Bureau, 2020 Census State Redistricting Data

Source: U.S. Census Bureau, 2016-2020 American Community Survey (ACS) 5-Year Estimates

City of Mountain View, California
Community Profile
(Continued)

Parks, Recreation, and Performing Arts

- 18-hole golf course
- Boathouse & Sailing Lake
- Center for the Performing Arts
- 22,000 Seat Amphitheatre
- Community Center
- Senior Center
- Teen Center
- 44 Parks
- 5 Trails
- 2 Pools
- 3 Community Gardens
- 2 Sports Centers
- 2 Athletic Fields Complexes
- Deer Hollow Farm
- Library



Transportation

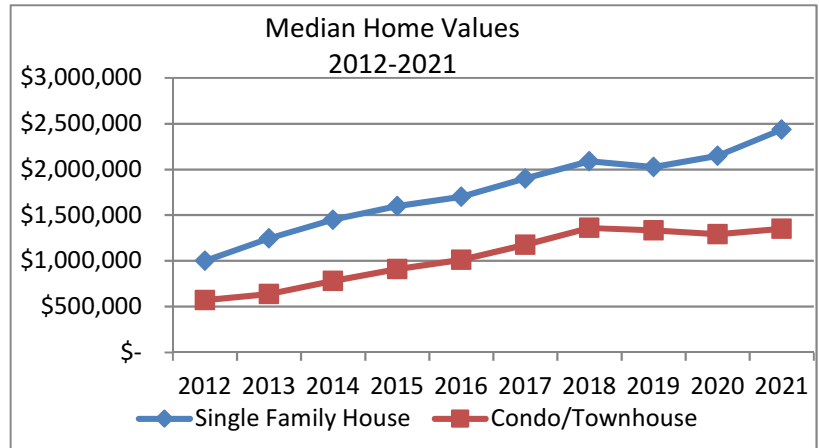
- Highway 101 and Interstate 280
- State Routes 82, 85, and 237
- Central and Foothill Expressways
- Downtown Transit Center
 - Caltrain
 - Valley Transportation Authority
- Shared Use Paths (Class I): 18.3 miles
- Bike Lanes (Class II): 30.6 miles
- Bike Routes (Class III): 14.1 miles
- Protected Bikeways (Class IV): 0.7 miles
- Mountain View Community Shuttle
- MVgo Shuttle Services



City of Mountain View, California
Community Profile
(Continued)

Housing

- 38,916 housing units*, including 1,628 affordable housing units existing
- Median Home Values (end of 2021)
 - Single-family home: \$2,435,000
 - Condo/townhouse: \$1,350,000
- 41.4% owner-occupied**
- 58.6% renter-occupied**
- 7.8% Vacancy Rate**



Recently opened 100% affordable housing: 950 West El Camino Real

The City’s goal is to create, preserve and improve a range of housing opportunities serving an economically diverse community. Through development fees, the City funds and supports an inventory of affordable rental housing developments for families, seniors, unhoused community members, and developmentally disabled adults. There are 1,628 affordable housing units in the City. Currently there are 9 affordable housing projects in various stages of development, which would add

861 units to the City’s affordable housing inventory.

Education

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

- 9 Public Elementary Schools
- 2 Public Middle Schools
- 3 Public High Schools
- Higher Education Statistics:
 - 71.0% age 25 and over have a bachelor’s degree or higher**
 - 41.8% age 25 and over have a graduate or professional degree**

Sources: * CA DOF, 1/1/2022 City/County Population and Housing Estimates

** U.S. Census Bureau, 2016-2020 ACS 5-year Estimates

City of Mountain View, California
Community Profile
(Continued)

Sustainability

The City is committed to promoting sustainability to protect the natural environment, address climate change, meet water conservation and zero waste goals, ensure that members of our diverse community are integrated into our policy-making and planning processes through equity-centered programs, and create a resilient city that can adapt to the impacts of climate change (such as wildfires, extreme heat, increased flooding, and sea level rise) in order to safeguard the health and well-being of residents and businesses.

The following are a few of the City's sustainability achievements.

- Committed to becoming a Carbon Neutral city by 2045, and reducing emissions 80% below 2005 levels by 2050.
- Reduced carbon emissions from City operations 51% and community-wide 14% since 2005.
- Adopted building “Reach Codes” requiring new development to be all-electric and include electric vehicle charging infrastructure and solar energy.
- Launched Electrify Mountain View, an online site for renters and homeowners that offers personalized recommendations on how to electrify all aspects of your life.
- Adopted a Zero Waste goal and developed zero waste action plans for municipal operations and the community.
- Launched a plant-based eating program focused on promoting healthy and ethical food choices, supporting equitable access to healthy food, and spreading awareness of the positive health and environmental impacts of a plant-based diet.
- Developed an Electric Vehicle Action Plan, and on track to have 68 publicly-accessible EV chargers at City facilities by summer 2022.
- A founding member of Silicon Valley Clean Energy, which provides carbon-free electricity to >97% of Mountain View.
- Installed “purple pipe” throughout the North Bayshore area to supply recycled water for landscape irrigation.
- Divested City investments from fossil fuel companies.
- Developed an e-bike rebate program focused on low-income residents



Land Use Distribution

	<u>Estimated Total Acres</u>	<u>Percentage of Total</u>
Residential	2,618	40.9%
Commercial	388	6.0%
Office/Industrial	1,169	18.3%
Other	2,192	34.3%
Vacant	<u>30</u>	<u>0.5%</u>
Total	6,397	100.0%

City of Mountain View, California
Community Profile
(Continued)

Income

Based on the U.S. Census Bureau, 2016-2020 American Community Survey (ACS) 5-Year Estimates, the median household income in Mountain View is \$144,000 (in 2020 inflation-adjusted dollars). This is higher than the median household income of \$131,000 in Santa Clara County and \$65,000 in the United States.



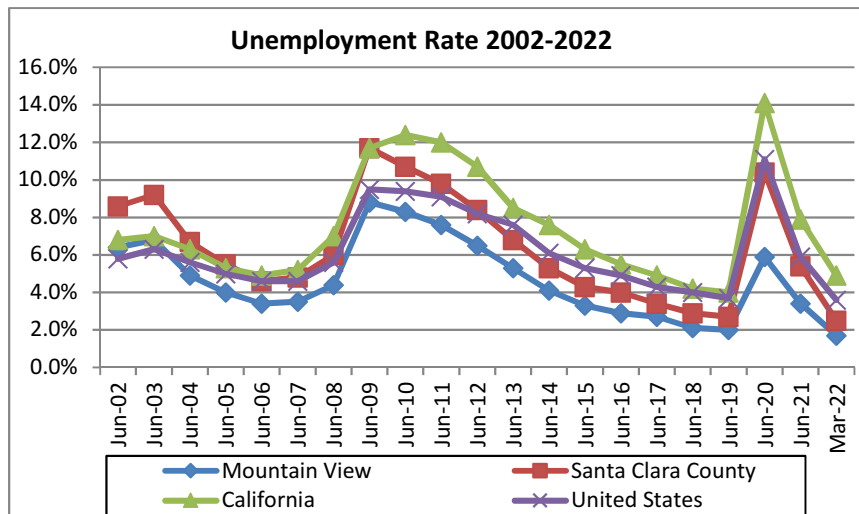
The Census Bureau establishes an income threshold for poverty every year. Below is a summary of the City’s poverty level compared to Santa Clara County and the United States.

2016-2020 ACS 5-Year Estimated Poverty Status - Percentage Below Poverty Level		
Entity	Total Population	Under 18 Years
City of Mountain View	6.5%	4.8%
Santa Clara County	7.2%	7.3%
United States	12.8%	17.5%

Employment

Unemployment rates as of March 2022 (preliminary):

- 1.7% in Mountain View
- 2.5% in Santa Clara County
- 4.9% in California
- 3.6% in U.S.



Health Care



The 2016-2020 ACS estimates 4.6% of Mountain View residents are uninsured. About one third of Mountain View residents can access a major medical facility within 30 minutes using public transit. El Camino Hospital is the primary hospital in Mountain View and one of the prominent hospitals in the Bay Area. Community health centers such as MayView Community Health Center (which offers services to low-income families and immigrants regardless of status), Kaiser Permanente, and Palo Alto Medical Foundation are also available. Carbon Health is an urgent care clinic and an alternative to an emergency room.

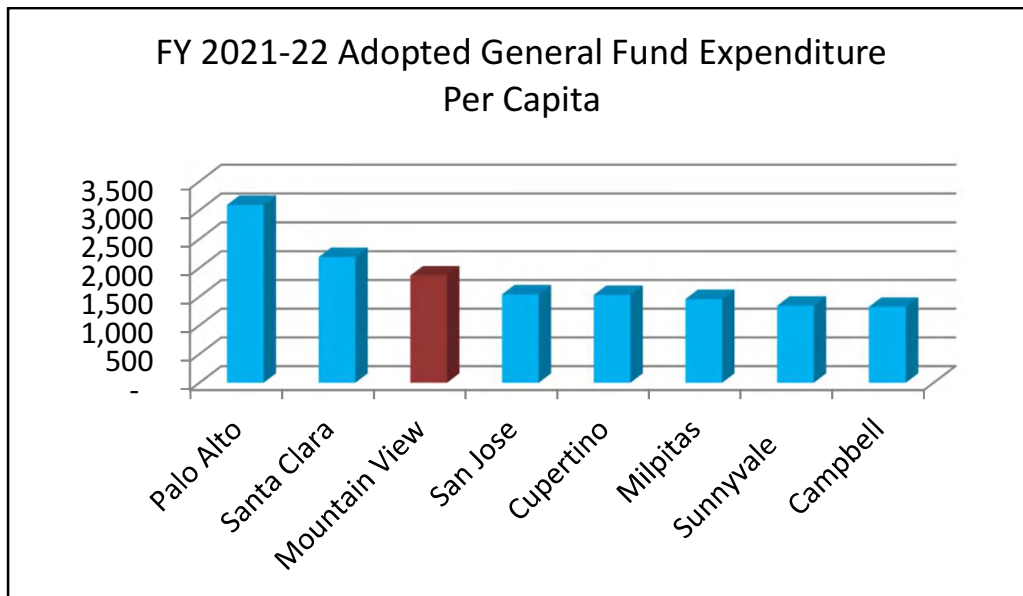
City of Mountain View, California
Community Profile
(Continued)

Fiscal Year 2021-22 Financial Status Comparisons – Selected Santa Clara County Cities

City	Population ⁽¹⁾	Adopted General Fund Revenues	Adopted General Fund Appropriations	Adopted Total Budget	General Fund Expenditure Per Capita
Campbell	41,533	\$ 57,130,551	\$ 54,984,092	\$ 92,710,156	\$1,324
Cupertino	58,656	89,647,891	89,767,034	148,845,235	1,530
Milpitas	75,663	110,639,648	110,435,632	195,169,140	1,460
Mountain View	82,814	152,248,350	154,804,360⁽²⁾	416,869,577	1,869
Palo Alto	67,657	209,210,000	209,210,000	703,482,000	3,092
San Jose	1,029,782	1,313,874,870	1,586,737,216	5,911,873,633	1,541
Santa Clara	130,746	256,944,069	286,025,931	1,402,386,282	2,188
Sunnyvale	153,827	202,411,320	206,624,730	516,744,301	1,343

Source: Revenues, Appropriations and Budget obtained from respective cities

- ⁽¹⁾ Estimates as of 1/1/21, obtained from the CA DOF.
- ⁽²⁾ Does not include projected budget savings.



City of Mountain View, California
Community Profile
(Continued)

Major Employers*

(In alphabetical order)

<u>Employer</u>	<u>Type of Business</u>
Atlassian Inc	Software Development
City of Mountain View	Government
El Camino Hospital	Health Care
Google LLC	R&D, Software Development
Intuit Inc.	Software Development
LinkedIn Corporation	Business Information
Microsoft Corporation	Research and Development
Mountain View Whisman School District	Education
Nuro Inc	R&D, Software Development
Palo Alto Medical Foundation	Health Care
Pure Storage Inc.	Information Technology
Samsung Research America Inc.	R&D, Software Development
Synopsys, Inc.	Software Development
Waymo LLC	R&D, Software Development

*Sources: City of Mountain View Business License Data
Silicon Valley Business Journal
Company Representatives*

** Based on number of employees (over 500 employees)*

City of Mountain View, California
Community Profile
(Continued)

Top 25 Sales Tax Producers
As of December 31, 2021
(In alphabetical order)

Allison BMW
Ameswell Hotel
Bemo Usa Corporation
Best Buy
Bon Appetit
Chevron
Costco
Financial Services Vehicle Trust
In N Out Burger
Kiwi Co
Kohls
Marshalls
Mountain View Shell
Omnicell
Project Fi by Google
Ross
Safeway
Siemens Medical Solutions
Synopsis
Target
Tesla Motors
Total Wine & More
Valley Oil
Walmart
Waymo

Source: HdL Companies

FISCAL YEAR 2021-22

Top Ten Property Taxpayers
(dollars in thousands)

<u>OWNER</u>	<u>AGENCY</u>	<u>PRIMARY USE</u>	<u>NET ASSESSED VALUATION</u>	<u>PERCENTAGE OF TOTAL NET ASSESSED VALUATION</u>
Google Inc.	City/SRPC	Industrial/ Unsecured	\$ 5,936,256	15.8%
Baccarat Shoreline LLC	SRPC	Commercial	453,500	1.2%
Nor Cal Plymouth Realty LLC	SRPC	Commercial	221,145	0.6%
Sobrato Interests	City/SRPC	Commercial/ Unsecured	343,461	0.9%
P A Charleston Road LLC	SRPC	Commercial	117,732	0.3%
Richard T. Peery Trustee	SRPC	Commercial	105,110	0.3%
Intuit Inc.	City/SRPC	Industrial/ Unsecured	241,788	0.7%
Microsoft Corporation	City/SRPC	Industrial/ Unsecured	89,179	0.2%
MGP IX SAC II Properties LLC	City	Commercial	473,830	1.3%
LinkedIn Corporation	City	Industrial/ Unsecured	420,423	1.1%
Total			\$ <u><u>8,402,424</u></u>	22.4%

Fiscal Year 2021-22 Total Net Assessed Valuation \$37,581,597

Source: Santa Clara County Assessor Fiscal Year 2021-22 Combined Tax Rolls (as of July 1, 2021).
Ranking based on Tax Revenue.

City: City of Mountain View (General Operating Fund)

SRPC: Shoreline Regional Park Community

**GENERAL
OPERATING FUND
FIVE-YEAR FINANCIAL
FORECAST**

GENERAL OPERATING FUND FIVE-YEAR FINANCIAL FORECAST

INTRODUCTION

Forecasting is an important part of a city's financial planning process. Even in ordinary times, it is difficult to predict local government revenues due to the variable nature of the revenue sources and their connection to regional, State, national, and even international economic conditions, but it is possible to identify reasonable financial trends and provide a conceptual financial picture for a multi-year period, which is useful for City Council planning and decision-making. However, the unprecedented impact of COVID-19 has made forecasting very challenging, and financial trends are difficult to project with the degree of uncertainty surrounding the current economic climate that continues to impede a clear view of the future. In addition, the recent geopolitical situation that is continuing to develop, as the conflict between Russia and Ukraine widens, could negatively impact the economy, including the supply chain, which could cause significant expenditure increases. Until such time as the volatility settles down and greater stability returns, the ability to accurately forecast future revenues and expenditures will continue to be challenging.

A Five-Year Financial Forecast is prepared annually and a longer-range 10-year Financial Forecast is prepared periodically and presented to the City Council during the budget process. This report is a Five-Year Financial Forecast (Forecast) for the time period of Fiscal Years 2022-23 through 2026-27. The last 10-year Financial Forecast was completed for Fiscal Years 2019-2028.

Generally, a financial forecast, even with fluctuating economic variables, can assist with identification of long-term financial trends, causes of fiscal imbalances, future fiscal challenges, opportunities, and potential requirements, all of which may assist in keeping the City on a continuing path of fiscal sustainability. The Forecast is for the General Operating Fund (GOF), which provides funding for the majority of City services, including Police, Fire, Parks, Recreation, Library, and administrative functions necessary for ongoing City operations. The GOF is also the fund that is most significantly influenced by economic conditions. The Forecast demonstrates staff's best estimates to the projected fiscal outlook for the GOF at this point in time.

BACKGROUND

The Forecast is based on reasonable assumptions utilizing available information from a wide variety of sources. These sources generally include reviewing the City's historical trends, gathering information from economists that specialize in the regional economics of Silicon Valley, reviewing various indicators (e.g., unemployment data, etc.), networking with staff of neighboring agencies, reviewing State of California (State) and national economic trends, and factoring in known Mountain View conditions, such as lease terms and economic and property development. However, projecting revenues during this unprecedented time has proven to be extremely difficult due to the many unknowns still surrounding the pandemic and the current

developments around the world. The level of City services, staffing, and cost of operations projected for Fiscal Year 2022-23 is the base year for subsequent fiscal years' expenditures in the Forecast. Confidence levels in the Forecast assumptions become less certain with each subsequent fiscal year, and actual future revenues and expenditures will vary from the Forecast. The Forecast is not intended to precisely predict GOF revenues and expenditures but, rather, an indication of what the financial picture might look like.

Historically, recessions have generally occurred between three and nine years, post-World War II, with the longest period of expansion being the most recent lasting more than 11-1/2 years, from June 2009 to February 2020. A table of previous recessions is as follows:

Name	Period Range	Duration (months)	Time Since Previous Recession (years)
1949 Recession	Nov. 1948 to Oct. 1949	11	3.1
1953 Recession	Jul. 1953 to May 1954	10	3.8
1958 Recession	Aug. 1957 to Apr. 1958	8	3.3
1960-1961 Recession	Apr. 1960 to Feb. 1961	10	2.0
1969-1970 Recession	Dec. 1969 to Nov. 1970	11	8.8
1973-1975 Recession	Nov. 1973 to Mar. 1975	16	3.0
1980 Recession	Jan. 1980 to Jul. 1980	6	4.8
1981-1982 Recession	Jul. 1981 to Nov. 1982	16	1.0
Early 1990s Recession	Jul. 1990 to Mar. 1991	8	7.7
Early 2000s Recession	Mar. 2001 to Nov. 2001	8	10.0
Great Recession	Dec. 2007 to Jun. 2009	18	6.1
COVID-19 Recession	Feb. 2020 to April 2020	2	10.7

Most of the mandated restrictions have now been lifted, and California has been able to, essentially, fully reopen its economy. The Forecast projects a \$3.5 million balance in the initial forecast year and a slight surplus in the second year followed by surpluses ranging from \$993,000 to \$4.7 million in the remaining forecast years. These projections may change as more information becomes available.

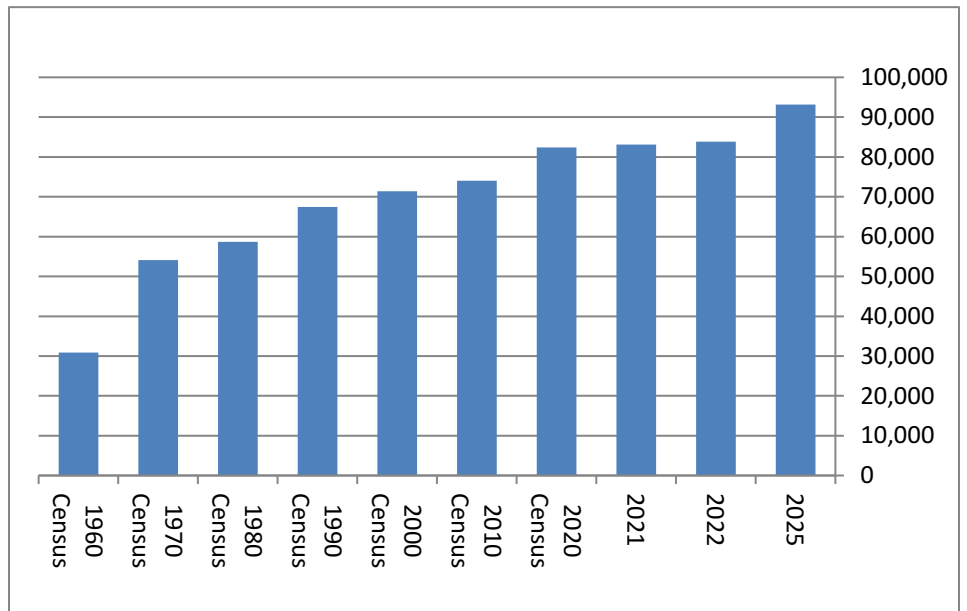
Influencing Factors

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

Population

The following chart shows historical population annually for the past two years and each U.S. Census year back to 1960. From the 2010 Census to the 2020 Census, the City of Mountain View population grew by 8,310 (11.2%). According to the California State Department of Finance (CA DOF), the City's population estimate, as of January 1, 2022, is 83,864, a 1.8% growth since the last census. With the current pace of housing development and potential for housing in the North Bayshore Area, staff has estimated a population of 93,202 for 2025 based on projects approved through January 2022.

1960 Census	30,889
1970 Census	54,132
1980 Census	58,722
1990 Census	67,460
2000 Census	71,369
2010 Census	74,066
2020 Census	82,376
2021	83,128
2022	83,864
2025 Forecast	93,202



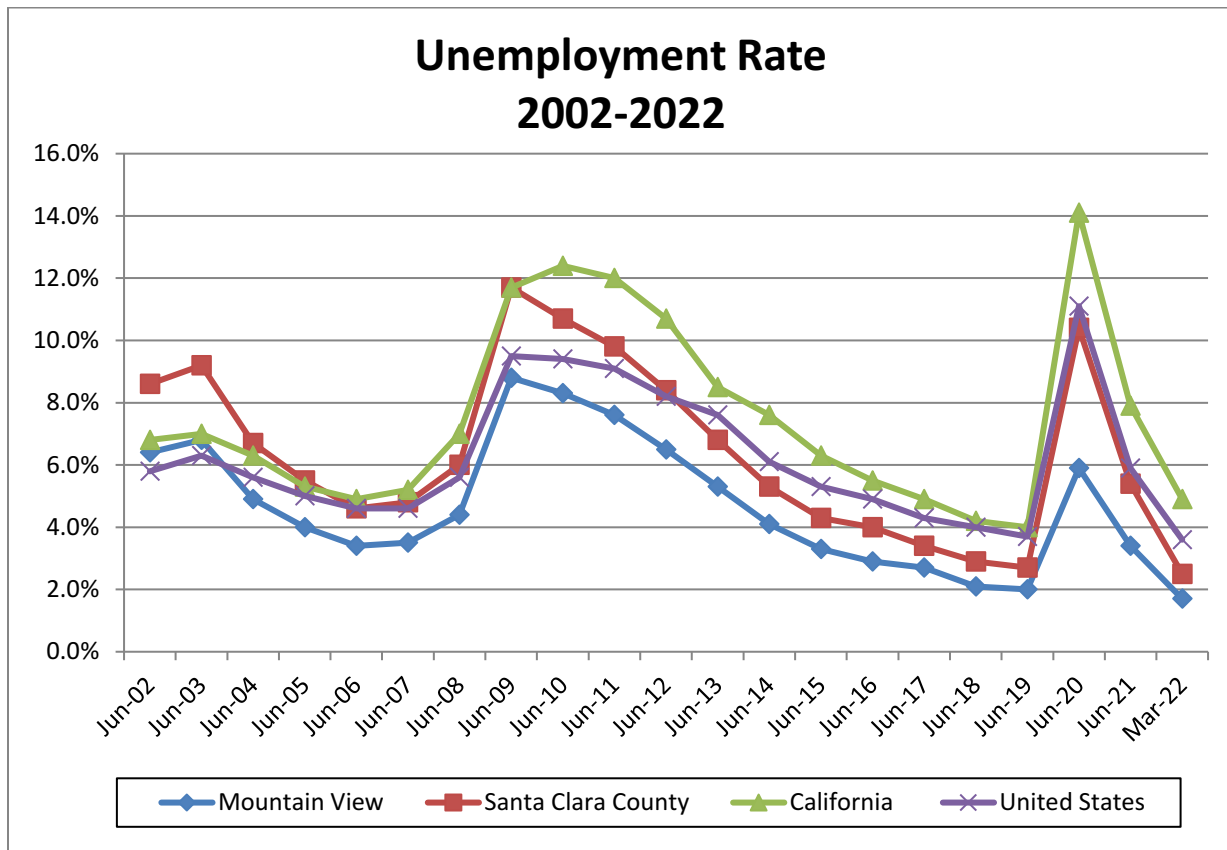
Sources: U.S. Census Bureau (1960 through 2020).

City of Mountain View (2025, based on unbuilt approved projects through January 1, 2022).

California State Department of Finance (all other years are provisional estimates as of January 1, revised annually).

Unemployment

As detailed in the chart below, Mountain View's unemployment level has been below the County of Santa Clara (County), State, and national levels, except during the recession of the early 2000s, which hit Silicon Valley the hardest. With the current COVID-19 pandemic, the Bureau of Labor Statistics (BLS) has reported the preliminary unemployment rate as of March 2022 in the City at 1.7%, well below the County (2.5%), the State (4.9%), and the Nation (3.6%).



State of California

The Governor's Fiscal Year 2022-23 May Revised Budget is projected with a significant General Fund budget surplus while continuing to prepare for an uncertain future that may include an economic downturn. While the current revenue forecast has been upgraded significantly due to recent cash trends, there is increased economic uncertainty due to the war, global supply chain disruptions, and the record inflation rate, if it persists. The Stock Market has also declined significantly during spring 2022 giving some indication that a "bear market" may be forthcoming. The May Revision reflects funding in budgetary reserves and plans to prepay billions of dollars in State debts and make supplemental deposits into its Rainy Day Fund.

ANALYSIS

Revenue and Expenditure Overview

In order to maintain a base level of services in the City, revenue growth is necessary. If the existing revenue base cannot generate sufficient revenues to fund the cost of operations, the economic base must be enhanced or operating costs reduced. Fiscal Year 2022-23 revenues are projected to increase \$17.4 million (11.9%) compared to Fiscal Year 2021-22 adopted revenues and \$3.1 million (1.9%) compared to Fiscal Year 2021-22 estimated revenues.

This forecast will continue to incorporate impacts from the COVID-19 pandemic for some revenue sources, such as Sales Tax and TOT, although impacts will be less significant than in the prior fiscal year. The City is in a stronger financial position with annual surpluses projected for the forecast years, the result of increased revenues generated by continued economic growth. Locally, this includes new rental and ownership housing developments as well as major commercial developments from LinkedIn, Intuit, and the Sobrato Organization.

Employee labor agreements expire on June 30, 2023 and include an opener for salary for Fiscal Year 2022-23 for which negotiations of new contracts are currently in progress and are expected to conclude prior to budget adoption in June. Modest cost-of-living adjustments (COLAs) are included in the Forecast years in addition to step and merit increases. Projected budget savings of \$6.0 million are expected in Fiscal Year 2022-23 due to a significant number of expected vacant positions, \$5.5 million and \$5.0 million of budget savings over the next two fiscal years, respectively, and savings of \$4.0 million anticipated in the last two fiscal years of the Forecast.

Fiscal Year 2022-23 recommended expenditures are \$9.9 million (6.4%) higher compared to the Fiscal Year 2021-22 adopted expenditures. The increases in expenditures are primarily related to personnel costs as approximately 80.0% of the budget is for the cost of employees to provide services. New ongoing expenditures of \$4.0 million are included to address these needs. The operating balance is projected to be \$3.5 million (after the projected budget savings of \$6.0 million, which represents approximately 2.1% of GOF-projected revenues).

Staff and Council previously recognized the opportunity to take advantage of the City's healthy financial position to reduce unfunded pension liabilities for CalPERS and Other Postretirement Employee Benefits (OPEB). As part of the funding strategy, from Fiscal Years 2014-15 to 2021-22, the City had contributed \$39.0 million toward the CalPERS pension liability and \$11.5 million toward the OPEB liability. There is \$2.6 million included in Fiscal Year 2022-23 to continue to pay down the CalPERS unfunded liabilities.

The following chart shows the contributions to the City’s unfunded liabilities for Fiscal Years 2014-15 through 2022-23 (dollars in millions):

	Fiscal Years 2014-15 through 2018-19		Fiscal Year 2019-20		Fiscal Year 2020-21		Fiscal Year 2021-22		Recommended Fiscal Year 2022-23		Total	
	PERS	OPEB	PERS	OPEB	PERS	OPEB	PERS	OPEB	PERS	OPEB	PERS	OPEB
GOF	\$12.0 M	\$7.0 M	\$4.0 M	—	—	—	—	—	—	—	\$16.0 M	\$7.0 M
GNOF	\$11.5 M	\$4.5 M	\$2.0 M	—	—	—	\$2.0 M	—	\$2.0 M	—	\$17.5 M	\$4.5 M
Other Funds	\$5.5 M	—	\$1.6 M	—	—	—	\$0.5 M	—	\$0.6M	—	\$8.2 M	—
Total	\$29.0 M	\$11.5 M	\$7.6 M	—	—	—	\$2.5 M	—	\$2.6 M	—	\$41.7 M	\$11.5 M

The overall funding status of CalPERS has declined over the past decade due to a number of factors, such as the CalPERS Fund’s investment losses, demographic assumption changes, and discount rate (investment rate of return) reductions. However, the City’s funded status as of June 30, 2020, the date of the most recent valuation, is 73.1% and 70.3% for Miscellaneous and Safety plans, respectively. The funding increased from 72.8% for the Miscellaneous Plan but decreased from 70.5% for the Safety Plan. The City’s combined unfunded liability is \$249.4 million, based on the latest actuarial valuation as of June 30, 2020.

For the CalPERS pension liability, the City Council adopted a strategy to contribute a significant lump-sum contribution of \$10.0 million (General Fund) in Fiscal Year 2017-18 as well as proportionate contributions from other funds. This contribution is included in the valuation of June 30, 2018. As part of this strategy, an additional \$10.0 million General Fund payment was proposed to come from future Google Parking Lease revenues as well as proportionate contributions from other funds. These lease payments are on a calendar-year basis and began January 2021. Last year, staff recommended making the contribution the fiscal year after funds are received. Therefore, \$2.0 million is available to contribute to CalPERS in Fiscal Year 2022-23. With other funds contributing their share, the total additional contribution to CalPERS for Fiscal Year 2022-23 is expected to be \$2.6 million, as shown in the table above.

For other post-employment benefits (OPEB), or retirees’ health obligation, the City has made great strides toward funding the actuarial accrued liability (AAL). The liability was last calculated as of June 30, 2021 along with projections for the following five years. For Fiscal Year 2022-23, the estimated AAL is \$154.2 million using a 6% discount rate, showing the City is fully funded with estimated assets of \$171.5 million as of June 30, 2022. However, the liability will again be updated as of June 30, 2023 with the next actuarial update prepared during Fiscal Year 2023-24. In the current study, all funds have contributed their full share of the unfunded AAL (UAAL), and staff plans to withdraw a portion of the excess funds to assist with the normal cost payments.

The following table includes the projected revenues and recommended expenditures by category for Fiscal Year 2022-23 and projections for the subsequent Forecast years. As stated previously, this Forecast was prepared assuming a strong recovery, but some revenues, such as sales tax and TOT, are still not fully back to prepandemic levels.

GENERAL OPERATING FUND FORECAST (dollars in thousands)

	<u>2021-22 ADOPTED</u>	<u>2021-22 ESTIMATED</u>	<u>2022-23 RECOM</u>	<u>2023-24 FORECAST</u>	<u>2024-25 FORECAST</u>	<u>2025-26 FORECAST</u>	<u>2026-27 FORECAST</u>
REVENUES:							
Property Taxes	\$ 60,272	\$ 63,783	\$ 69,232	\$ 73,757	\$ 78,515	\$ 83,589	\$ 89,008
Sales Tax	18,477	22,443	21,960	22,575	23,294	24,023	24,764
Other Local Taxes ¹	16,775	18,677	19,124	19,740	20,402	20,836	21,287
Use of Money and Property	23,014	24,228	24,893	25,715	26,720	27,588	27,503
Other Revenues ²	<u>27,874</u>	<u>31,624</u>	<u>28,627</u>	<u>29,134</u>	<u>29,347</u>	<u>29,844</u>	<u>30,258</u>
TOTAL REVENUES	<u>\$146,412</u>	<u>\$160,755</u>	<u>\$163,836</u>	<u>\$170,921</u>	<u>\$178,278</u>	<u>\$185,880</u>	<u>\$192,820</u>
EXPENDITURES:							
Salaries and All Pays	72,483	71,184	78,424	85,741	88,483	90,764	93,010
Retirement	25,834	24,882	28,172	28,812	30,308	31,102	31,628
Health Benefits	11,803	9,072	12,043	12,688	13,476	14,209	14,985
All Other Benefits	<u>7,762</u>	<u>7,060</u>	<u>8,163</u>	<u>8,200</u>	<u>8,453</u>	<u>8,682</u>	<u>8,913</u>
Salaries and Benefits	117,882	112,198	126,802	135,441	140,720	144,757	148,536
Supplies and Services	20,086	19,576	21,812	22,466	23,140	23,834	24,550
Capital Outlay/ Equipment Repl.	2,745	3,043	2,611	3,868	3,970	4,074	4,181
Interfund Expenditures and Transfers	13,091	13,948	12,512	9,948	10,155	10,368	10,584
Debt Service	<u>1,000</u>	<u>-0-</u>	<u>1,000</u>	<u>4,300</u>	<u>4,300</u>	<u>4,300</u>	<u>4,300</u>
Total Operating Exp	\$154,804	\$148,765	\$164,737	\$176,023	\$182,285	\$187,333	\$192,151
Budget Savings	<u>(4,000)</u>	<u>Included</u>	<u>(6,000)</u>	<u>(5,500)</u>	<u>(5,000)</u>	<u>(4,000)</u>	<u>(4,000)</u>
NET EXPENDITURES	<u>150,804</u>	<u>148,765</u>	<u>158,737</u>	<u>170,523</u>	<u>177,285</u>	<u>183,333</u>	<u>188,151</u>
Excess ERAF Contribution	5,836	-0-	-0-	-0-	-0-	-0-	-0-
Transfer to GF Reserve	<u>-0-</u>	<u>-0-</u>	<u>(1,600)</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
OPERATING BALANCE/(DEFICIT)³	<u>\$ 1,444</u>	<u>\$ 11,990</u>	<u>\$ 3,499</u>	<u>\$ 398</u>	<u>\$ 993</u>	<u>\$ 2,547</u>	<u>\$ 4,669</u>

¹ Other Local Taxes consist of Transient Occupancy Tax, Business Licenses, and Utility Users Tax.

² Other Revenue consist of License, Permits and Franchise Fees, Fines and Forfeitures, Intergovernmental, Charges for Services, Miscellaneous Revenues, and Interfund Revenues and Transfers.

³ Balance is prior to the change in assets and liabilities, encumbrances, and rebudgets for grants and donations.

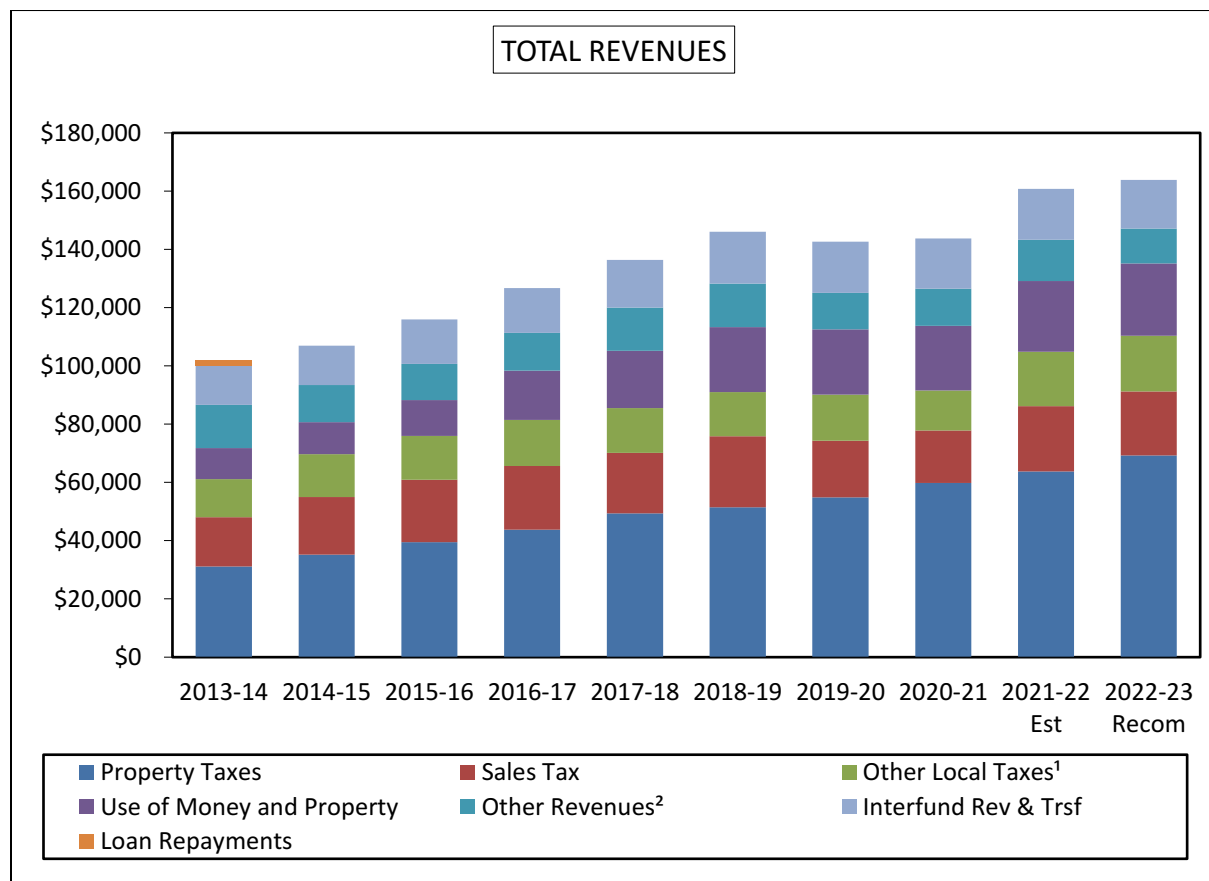
Revenue and Expenditure Background

Revenues

Historical experience demonstrates Mountain View had a relatively volatile revenue base, primarily related to sales tax, with substantial variation in the amount of revenues collected over time (see Exhibit A for revenue and expenditure history). In addition to the overarching factors described in the Impacting Factors Section, the City’s revenue volatility is continually affected by local factors. In the past decade, however, other revenue sources, such as property taxes and lease revenues, have led to a more stable and predictable overall revenue base.

For Fiscal Year 2022-23, GOF Revenues are projected \$17.4 million (11.9%) higher than the Fiscal Year 2021-22 Adopted Budget and continue to be impacted by the effects of the COVID-19 pandemic. Additional discussion of individual revenue sources can be found later in this Forecast.

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



¹ Other Local Taxes consist of Transient Occupancy Tax, Business Licenses, and Utility Users Tax.

² Other Revenues consist of Licenses, Permits and Franchise Fees, Fines and Forfeitures, Intergovernmental, Charges for Services, and Miscellaneous Revenues.

Expenditures

During Fiscal Years 2009-10 through 2012-13, there were projected structural deficits ranging from \$1.1 million to \$6.0 million. Through a combination of operating efficiencies and expenditure reductions (totaling \$7.4 million), modest revenue enhancements, and employee cost containment (totaling \$2.2 million), the City was able to balance those budgets and weather the Great Recession. Revenues recovered sufficiently and no budget restructuring was necessary beginning in Fiscal Year 2013-14. Since then, the economic health of the City continued to improve, resulting in a higher level of demand for services to support significant commercial and residential development as well as to support other community priorities, such as affordable housing, transportation, and sustainability.

From the peak in Fiscal Year 2001-02 through Fiscal Year 2012-13, the GOF employee count was reduced by more than 70.0 positions (over 14.0%). Although there have been positions added in recent years, overall, the City's GOF continues to experience a heavy workload, which requires additional staffing to keep up with the City's operational demands. The Fiscal Year 2022-23 budget includes additional regular and continuing limited-period and overhire positions to address the most critical workload demands.

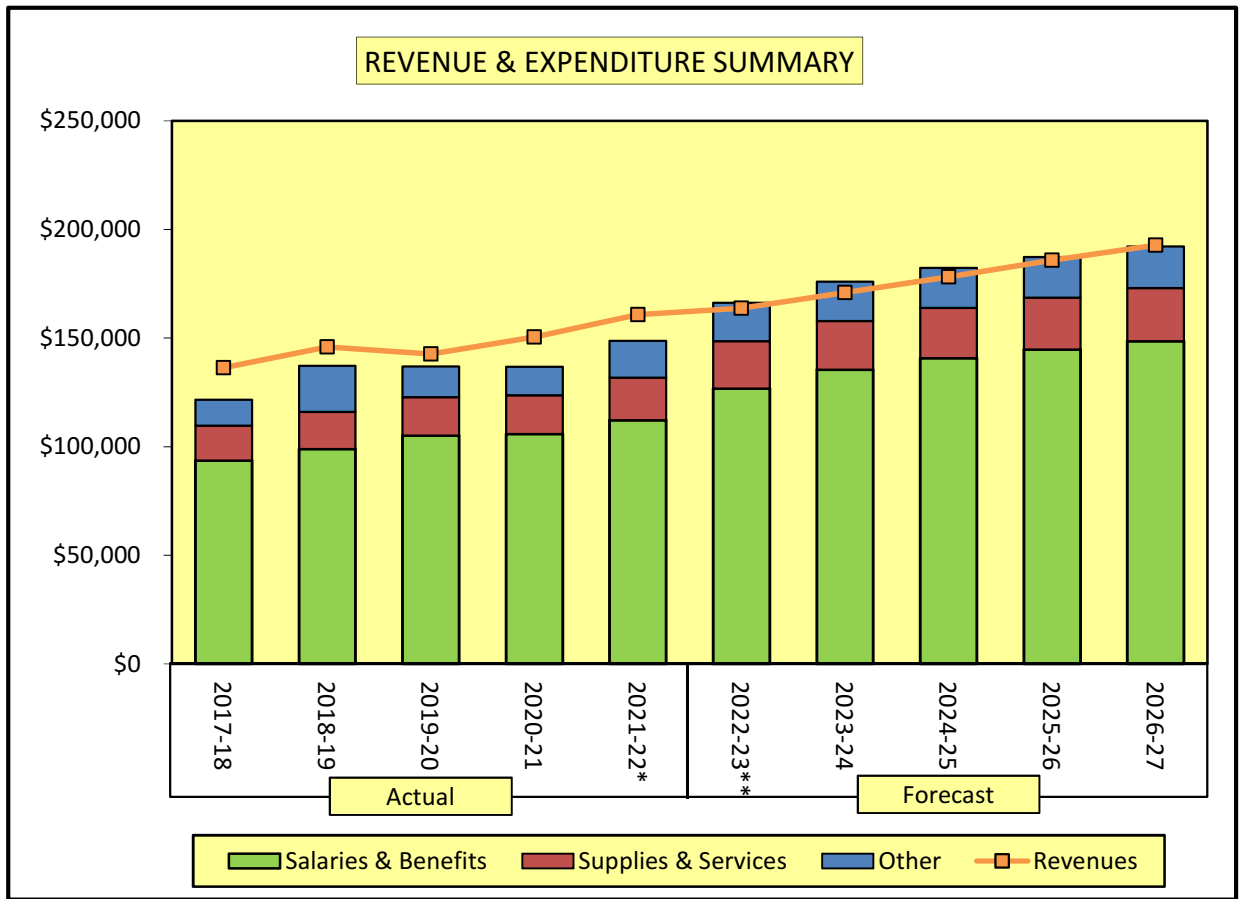
The Forecast expenditures are calculated in the same manner as the annual budget and include the full cost of each existing position (salary and benefits). For Fiscal Year 2022-23, estimated COLAs for the five-year forecast are included in the budget. Also included are multi-year assumptions related to the remaining cost components (e.g., steps, merits, retirement, health care, etc.) throughout the Forecast period. The factors for future health benefit costs are based on health-care trends and historical experience. The CalPERS rates for Fiscal Years 2022-23 through 2026-27 were provided by CalPERS based on the Fiscal Year 2019-20 actuarial valuations.

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

Based on past experience, it is typical to underspend the budget due to vacant positions and savings in Supplies and Services accounts. Beginning in Fiscal Year 2009-10, a budget savings amount was assumed and has ranged between \$1.8 million and \$2.8 million. In Fiscal Year 2017-18, it was increased to \$2.3 million to reflect a current five-year average. For Fiscal Year 2020-21, it was increased to \$4.0 million to reflect the then five-year average. Due to the additional positions that are recommended in this budget and the amount of time expected to fill them, savings of \$6.0 million are included for Fiscal Year 2022-23, followed by a decrease in the amount of savings over the next two years, and projected savings of \$4.0 million in the last two fiscal years.

SUMMARY

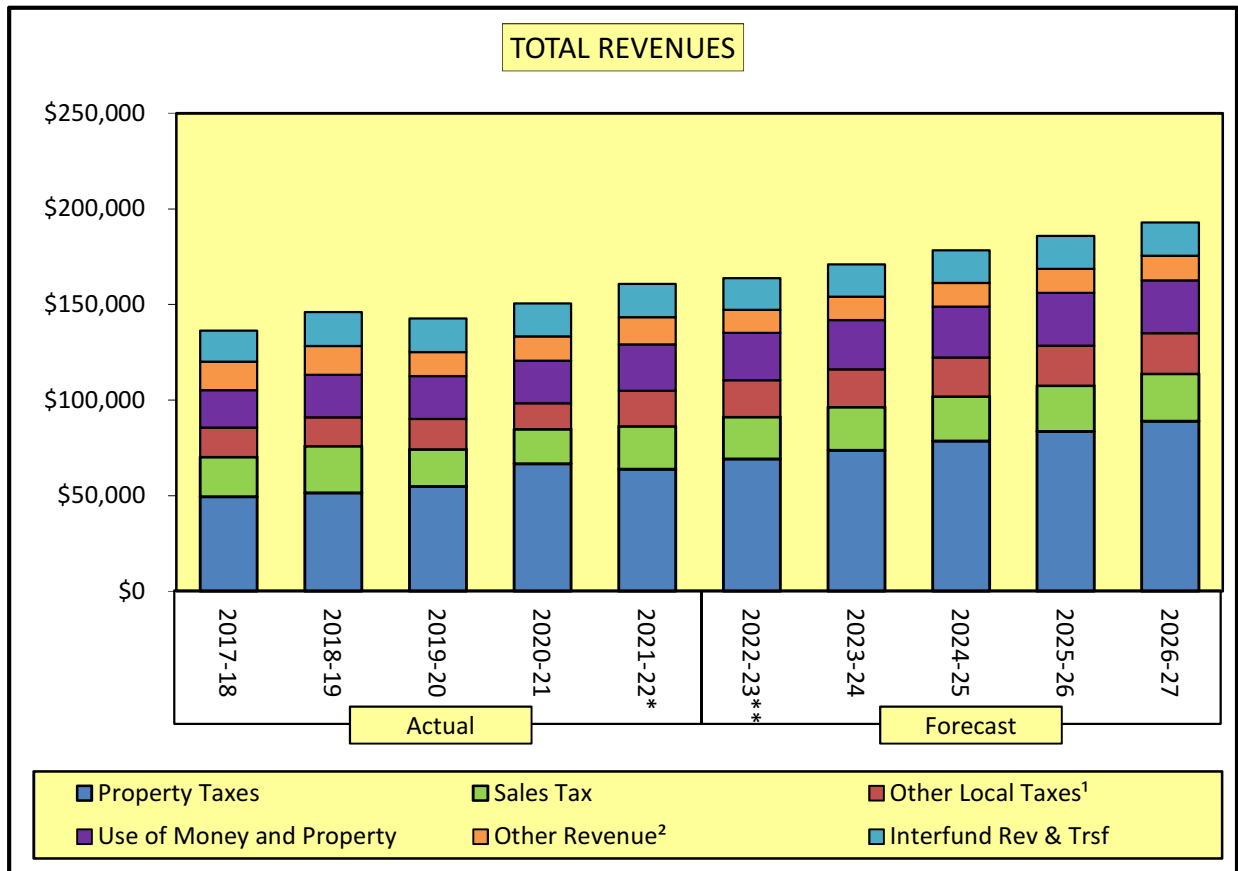
The past year continued to be challenging for the City with the COVID-19 pandemic. We have seen positive economic improvements with the gradual return of many normal activities, such as indoor dining, live performances, and large-scale events. The job reports have been positive as well as an encouraging employment indicator in recent months. Businesses began to reopen and bring back workers to the office. However, current developments around the world contribute to increased uncertainty about the future of the economy. Staff continually monitors the General Operating Fund revenues and expenditures, and this Forecast represents staff's best projections at this point in time.



<u>Fiscal Year</u>	<u>Revenues</u>	<u>Expenditures</u>
2017-18	136,377	121,682
2018-19	146,010	137,279
2019-20	142,667	136,911
2020-21	150,547	136,811
2021-22 *	160,755	148,765
2022-23 **	163,836	166,337
2023-24	170,921	176,024
2024-25	178,278	182,285
2025-26	185,880	187,333
2026-27	192,820	192,151

* Estimated
 ** Recommended
 (dollars in thousands)

Fiscal Year 2020-21 includes Excess ERAF revenue of \$6.8 million. The Fiscal Year 2022-23 recommended expenditures and all forecast years do not include the projected operating budget savings.



<u>Fiscal Year</u>	<u>Total Revenues</u>	<u>% Change</u>
2017-18	136,377	7.6%
2018-19	146,010	7.1%
2019-20	142,667	(2.3%)
2020-21	150,547	5.5%
2021-22 *	160,755	6.8%
2022-23 **	163,836	1.9%
2023-24	170,921	4.3%
2024-25	178,278	4.3%
2025-26	185,880	4.3%
2026-27	192,820	3.7%

* Estimated
 ** Recommended
 (dollars in thousands)

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

² Includes Licenses, Permits & Franchise Fees, Fines & Forfeitures, Intergovernmental, Charges for Services, and Miscellaneous Revenues.

Fiscal Year 2020-21 includes Excess ERAF revenue of \$6.8 million.

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PROPERTY TAXES

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

SOURCES

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

ECONOMIC FACTORS

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

HISTORY

In 1992, as a way of solving its own budget shortfall, the State enacted legislation that shifted partial financial responsibility for funding education to local government. Property tax revenues belonging to cities, counties, and special districts were shifted to the Education Revenue Augmentation Fund (ERAF). The net cumulative loss to the GOF resulting from all ERAF shifts through Fiscal Year 2021-22 is approximately \$134.5 million (\$138.4 million for the entire City).

For the past two decades, housing activity has remained strong with short periods of uncertainty or declines related to the availability of housing stock, interest rates, and the overall economy. During Fiscal Year 2008-09, the housing market collapsed and assessed values across the County suffered and caused some properties to be appraised at less than the outstanding debt on the property. During that time, foreclosures nationwide increased dramatically as homeowners defaulted on their mortgages, and California was the epicenter of the foreclosure crisis. Mountain View experienced foreclosures, but not as severely as other parts of the State. For calendar 2021, there were a total of 27 foreclosures in the County. Of these, Mountain View had only two.

Beginning Fiscal Year 2008-09, the County began processing Proposition 8 (Prop 8) reductions for residential and commercial properties. The majority of the lost value for residential Prop 8 reductions in the City was recaptured by Fiscal Year 2015-16. These temporary Prop 8 reductions will likely be restored in the next year or two. The Prop 8 reductions beginning Fiscal Year 2020-21 were relatively small compared to the prior recession.

In the time period since the beginning of the recession and continuing into the recovery and expansion, commercial property owners have submitted applications for value reductions. The number of appeals submitted Countywide as of April 2022 is lower than the same time frame in 2021. As of April 2022, the County had approximately 7,100 active appeals compared to 7,500 the previous year. Because of the variable nature of commercial properties, the process of reviewing and valuing them is lengthy and more complicated. The County processes Countywide AV roll reductions (primarily the result of resolved appeals) and corrections throughout the year and currently estimates a net \$3.5 billion in reductions for Fiscal Year 2021-22. The General Fund's share of this property tax revenue loss is approximately \$361,000.

Tracking of property sales activity, including new developments, was initiated in 2007 and the most recent 12 years of history are detailed below. The highest number of sales transactions for all types of properties and the largest increase in AV resulting from changes in ownership (CIO) occurred in 2021. For the second time since tracking began, the increase in AV related to sales exceeded \$1.0 billion. There has been growth in the median price of single-family homes (SFH) experiencing a CIO every year from 2010 to 2018. In 2019, the median prices of all properties showed a slight decline. In 2020, the median price for condos/townhomes showed another decline while single-family homes once again showed an increase. In 2021, the median price for both SFH and condos/townhomes increased.

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

<u>Year</u>	<u>Single-Family Home (SFH)</u>	<u>Number of SFH CIO</u>	<u>Condo/ Townhome</u>	<u>Number of Condo/ Townhome CIO</u>
2010	\$892,000	267	\$572,500	268
2011	\$900,750	306	\$445,000	241
2012	\$1,000,000	341	\$570,000	299
2013	\$1,245,000	297	\$639,000	356
2014	\$1,450,000	255	\$781,000	322
2015	\$1,600,000	274	\$910,000	312
2016	\$1,700,000	253	\$1,013,000	345
2017	\$1,900,000	278	\$1,175,000	387
2018	\$2,100,000	343	\$1,360,000	417
2019	\$2,027,000	282	\$1,334,000	370
2020	\$2,150,000	297	\$1,290,000	307
2021	\$2,435,000	402	\$1,350,000	605

Also impacting the growth in Property Taxes is the CCPI. Over the past 12 fiscal years (2010-11 to 2021-22), six years have had annual CCPI increases less than the maximum 2.0% allowed, and one of those six years was a negative CCPI.

In total, Fiscal Year 2021-22 estimated Property Tax revenues of \$63.8 million is expected to exceed the Fiscal Year 2020-21 Audited of \$59.8 million by 6.7% and the Fiscal Year 2021-22 Adopted Budget of \$60.3 million by 5.8%. The information provided by the Santa Clara County Assessor after the beginning of the current fiscal year indicates the total actual July 1, 2021 General Fund Assessed Value (AV) increased a net 6.1% compared to the July 1, 2020 AV, reflecting growth in both secured and unsecured AV. Overall, AV in the City increased a net 8.1%, which is the highest among the 15 cities in the County. This presented a better outlook than staff originally expected as developers showed continued interest in constructing commercial and residential buildings.

FORECAST

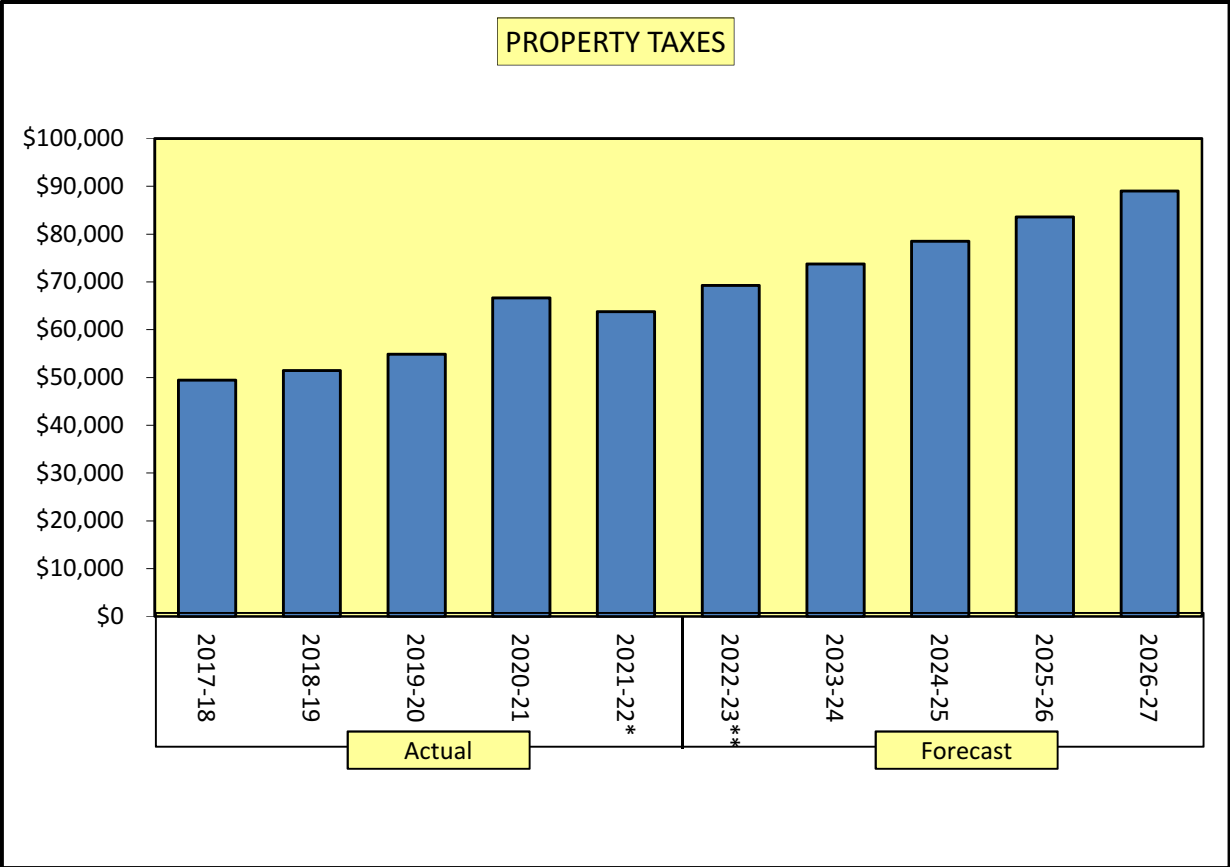
The Fiscal Year 2022-23 projected secured property tax revenue is based on the July 1, 2021 tax roll adjusted for the following:

- A 2.0% CCPI increase to the AV of all eligible residential and commercial property;

- Projected AV loss from resolution of pending appeals and projected new appeals;
- AV changes related to property transfers and sales prior to the January 1 lien date; and
- Projected AV increase related to new development, tenant improvements, and remodels.

As mentioned earlier, the County has approximately 7,100 active appeals. The Fiscal Year 2022-23 revenue includes a projected tax loss based on the historic resolution of appeals. For the remaining Forecast years, total secured property tax is projected with net annual increases ranging from 6.5% to 7.0% and an annual change in AV based on a 2.0% CCPI. In addition, increased AV is projected for Fiscal Years 2022-23 through 2026-27 as a result of new development projects under construction and in the pipeline (including numerous housing, hotel, corporate campus, and office developments), and anticipated growth from CIO and remodeling. The Forecast assumes appeals will continue to be filed annually and a portion will be resolved resulting in an AV loss. In addition, the Forecast normally does not include a projection of Excess ERAF property tax to be distributed to the City. This revenue is not ongoing and may end after Fiscal Year 2022-23 depending on whether there are legislative changes.

Unsecured property tax revenue is projected to decline by 2.6% for Fiscal Year 2022-23 and grow for the remainder of the Forecast period.



<u>Fiscal Year</u>	<u>Property Taxes</u>	<u>% Change</u>
2017-18	49,419	12.9%
2018-19	51,451	4.1%
2019-20	54,839	6.6%
2020-21	66,624	21.5%
2021-22 *	63,783	(4.3%)
2022-23 **	69,232	8.5%
2023-24	73,757	6.5%
2024-25	78,515	6.5%
2025-26	83,589	6.5%
2026-27	89,008	6.5%

* Estimated
 ** Recommended
 (dollars in thousands)

Fiscal Year 2020-21 includes Excess ERAF revenue of \$6.8 million.

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SALES TAX

Sales Tax revenue is currently the third largest single revenue source of the GOF and also the most volatile. The City of Mountain View is allocated 1.0% of every sales dollar subject to sales tax. In the late 1990s, sales tax from commercial/industrial businesses generated a greater amount of sales tax than retail businesses, an approximate 1.5:1.0 ratio. During the current decade, as a result of relocations, recession, growth of the service economy (nontaxable products), and California Department of Tax and Fee Administration (CDTFA) reporting changes, retail contributes a greater share, and the ratio for Fiscal Year 2020-21 is 1.0:5.1.

SOURCES

- Retail sales of tangible personal property to individuals and other businesses.
- Use tax on business consumption of personal property.
- State and County pooled sales tax allocated by the City's share of the Countywide tax on point-of-sale transactions.

ECONOMIC FACTORS

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

HISTORY

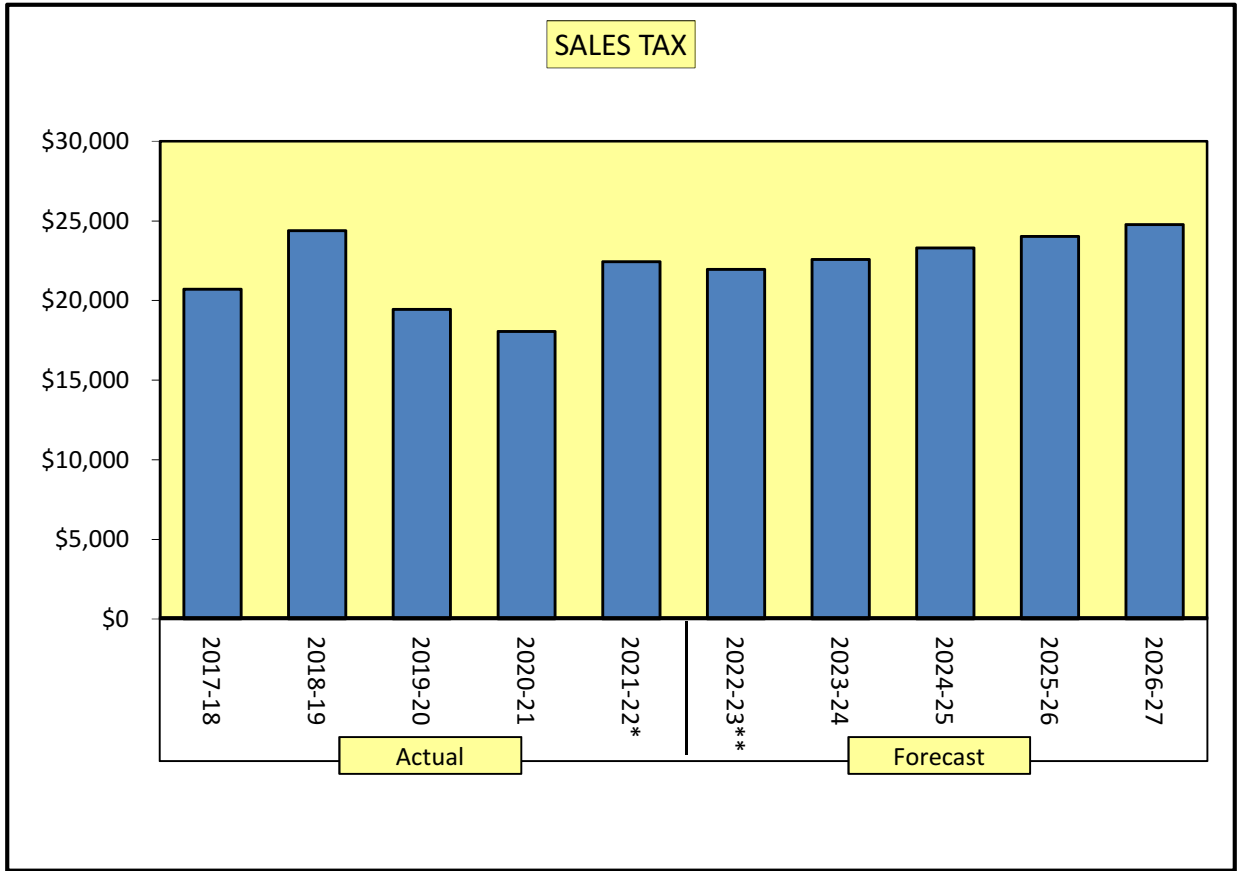
Since the early 1990s, sales tax has been an extremely volatile revenue source, reaching a record high of \$24.1 million in Fiscal Year 2000-01, primarily resulting from high-tech businesses. A precipitous decline to \$14.2 million occurred in Fiscal Year 2003-04 followed by steady growth through Fiscal Year 2007-08 to \$17.3 million. These variations typically occur as businesses move in and out of the City, companies modify reporting and/or sales methods, and the economy changes. Fundamentally, as the service economy grows, less manufacturing is done locally, resulting in a smaller commercial tax base as sales tax is not applicable to most technology company sales. As a result of the Great Recession, Sales Tax revenue fell in excess of \$2.0 million (11.8%) to \$15.2 million in Fiscal Year 2009-10. Subsequently, sales tax revenue grew steadily

through Fiscal Year 2015-16, but, since then, has either seen little growth or has declined. In Fiscal Year 2017-18, the CDTFA experienced issues with its new software system, which delayed payments to local agencies. Approximately \$1.6 million received in Fiscal Year 2018-19 has been identified as late payments for Fiscal Year 2017-18. After adjusting for these late payments, total sales tax revenue for Fiscal Year 2017-18 would be \$22.3 million instead of the \$20.7 million audited, and total sales tax revenue for Fiscal Year 2018-19 would be \$22.8 million instead of the \$24.4 million audited.

Fiscal Year 2021-22 sales tax revenue is currently estimated at \$22.4 million, \$4.0 million (21.5%) higher than budget, primarily due to strength in new automobile sales, fuel/service stations, and quicker-than-expected rebound from restaurants as the economy continued to recover.

FORECAST

Fiscal Year 2022-23 sales tax revenue is projected at \$22.0 million, \$483,000 (9.9%) lower than the Fiscal Year 2021-22 Estimated and \$3.5 million (18.9%) higher than the Fiscal Year 2021-22 Adopted Budget. The remaining Forecast years project 2.8% to 3.2% increases.



<u>Fiscal Year</u>	<u>Sales Tax</u>	<u>% Change</u>
2017-18	20,713	(5.1%)
2018-19	24,390	17.8%
2019-20	19,452	(20.2%)
2020-21	18,058	(7.2%)
2021-22 *	22,443	24.3%
2022-23 **	21,960	(2.2%)
2023-24	22,575	2.8%
2024-25	23,294	3.2%
2025-26	24,023	3.1%
2026-27	24,764	3.1%

* Estimated
 ** Recommended
 (dollars in thousands)

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OTHER LOCAL TAXES

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

SOURCES

- TOT is a 10.0% tax assessed on hotel and motel occupancies. Any occupancy by a government employee while on government business, or a stay exceeding 30 consecutive days, is exempt from the tax. This tax is self-reported on a quarterly basis by hotels and motels within the City limits, and a compliance audit is performed on a periodic basis. On November 13, 2018, the City Council adopted an ordinance related to the short-term rental (STR) of residential property. These rentals will be subject to the City's 10.0% TOT.
- Business License Tax is assessed on all businesses known to be operating in Mountain View and billed annually. Currently, there are approximately 5,000 active businesses licensed. Prior to Measure P, approved by Mountain View voters in November 2018, the tax rate was generally \$30 per year for most businesses (73.0%), but reached \$250 for certain types of businesses. The Business License Tax structure changed effective January 1, 2020, whereby the tax is assessed on a structure of tiered number of employees. The change is phased in over a three-year period for businesses with more than 50 employees. The City Council earmarked by resolution 80.0% of additional revenue generated from the restructured tax to transportation and 10.0% to affordable housing.
- UUT is a 3.0% tax assessed on the consumption of all telecommunication (2.5% tax on purchases of Mobile Telephony Services (MTS)), electricity, and gas services. Companies providing taxable utility services remit UUT payments monthly, and a compliance audit is performed on a periodic basis.

ECONOMIC FACTORS

- TOT: Number of hotel rooms and STR properties, room rate, occupancy rate, and number of exemptions.
- Business License Tax: Number and types of businesses licensed by the City, number of employees, and the applicable tax rate.
- UUT: Customer base, level of consumption, and price of the commodity.

HISTORY

TOT: The current tax rate of 10.0% was last modified in June 1991 from 8.0%. Occupancy and room rates in the City typically grow in nonrecessionary times. The impacts of economic downturns or disruptions are immediately reflected in TOT revenue as demonstrated by the

52.1% decline resulting from the dot-com bust and the 26.6% decline during the Great Recession. TOT revenues began to recover from the Great Recession in spring 2010, and growth continued through Fiscal Year 2016-17 with Fiscal Years 2017-18 and 2018-19 revenue being relatively flat. Fiscal Year 2019-20 audited revenue was significantly impacted by the Shelter-in-Place restrictions due to COVID-19, with revenues at \$5.6 million, \$1.4 million (20.5%) lower than prior fiscal year audited. Fiscal Year 2020-21 audited revenue was \$1.9 million, another significant drop of \$3.7 million (65.8%) compared to the prior year audited. Revenues have not been this low since the 1990s. Fiscal Year 2021-22 revenue is estimated at \$4.4 million, \$2.4 million and \$1.1 million higher than the prior year audited and budget, respectively. Although revenues are higher than anticipated, travel and, in particular, business travel, remains impacted by the pandemic affecting hotel occupancy and the resulting revenue.

Business License Tax: Prior to the approval of Measure P, this revenue did not change significantly from year to year as the tax rate has remained essentially unchanged since June 1954 (excluding two business types updated in 1985). Any fluctuation in the number of businesses did not significantly change annual revenue because of the low annual tax rate.

As mentioned previously, in November 2018, Mountain View voters approved Measure P, which restructured the Business License Tax. The new structure is an incremental, progressive tax based on number of employees. The new tax was phased-in over a three-year period beginning January 1, 2020. Revenue for Fiscal Year 2019-20 rose to \$2.4 million, \$2.2 million higher than the prior year audited for the first year phase-in. Fiscal Year 2020-21 audited was \$4.1 million, an increase of \$1.7 million for the second year phase-in. Fiscal Year 2021-22 is estimated at \$6.2 million, an increase of \$2.1 million for the last year of the phase-in.

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

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

The Agreement between the CDTFA and the City for prepaid phone cards was executed in December 2015, and the City received the first quarterly payment in September 2016. In addition, direct providers of prepaid phone cards began remitting UUT payments in July 2016. UUT revenue from telecommunications has been declining since Fiscal Year 2015-16 as more customers “cut the cord” on services. Payments from a major telecommunications provider have

been steadily declining since Fiscal Year 2015-16, and the pervasive use of cell phones has eliminated the necessity and cost of a landline for many people, and it is not uncommon for a cell phone to be utilized for both personal and professional uses. The City began receiving UUT payments from Silicon Valley Clean Energy (SVCE) in the beginning of Fiscal Year 2017-18, offset by lower payments from PG&E resulting from customer migration. Fiscal Year 2021-22 revenue is estimated higher than both the prior audited and Fiscal Year 2021-22 adopted, 6.0% and 8.1%, respectively, primarily due to higher collections from PG&E.

FORECAST

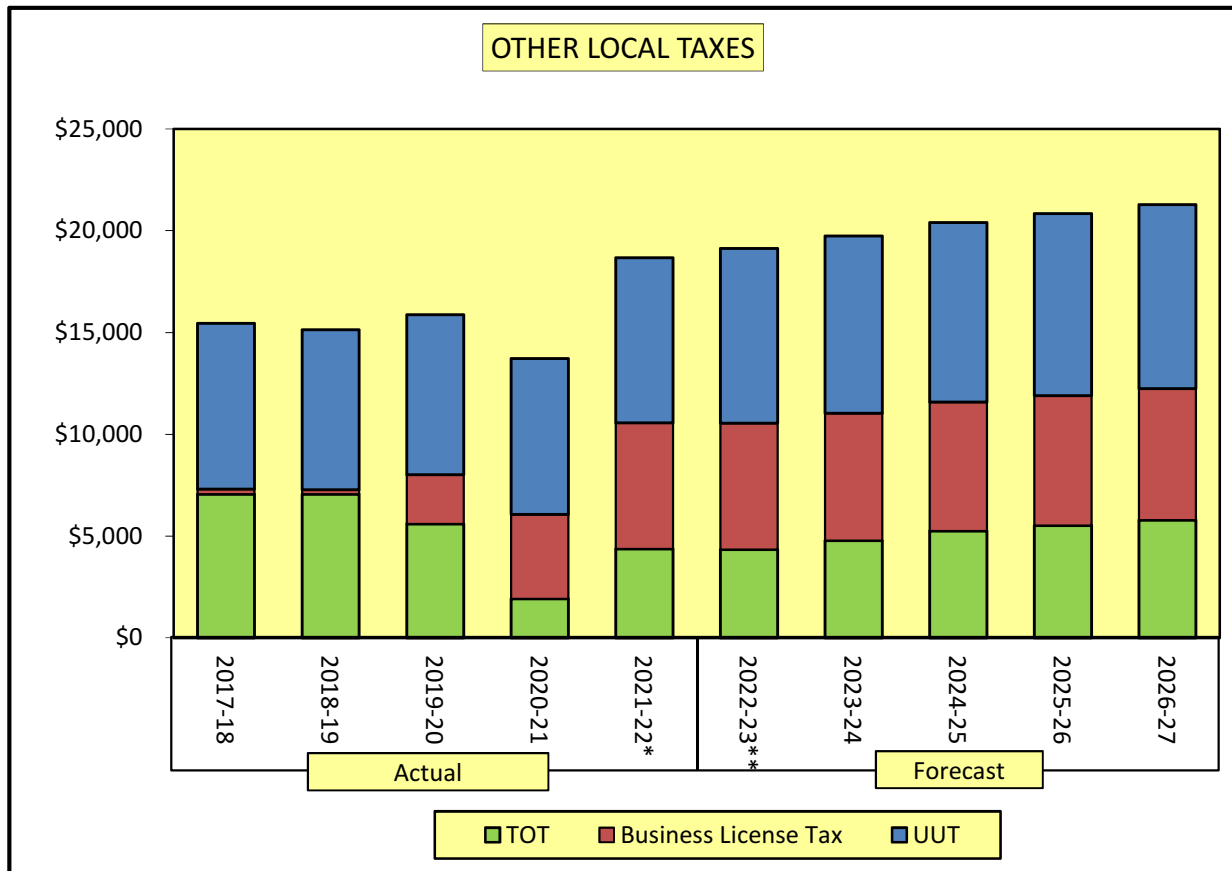
TOT: Fiscal Year 2022-23 projected revenue is essentially the same as the Fiscal Year 2021-22 Estimated. The remaining Forecast years reflect a gradual recovery from the impacts of COVID-19.

Business License Tax: Fiscal Year 2022-23 projected business license tax revenue is essentially the same as the Fiscal Year 2021-22 Estimated. The City Council earmarked by resolution 80.0% of the increased tax revenue for transportation and 10.0% for affordable housing, resulting in a net revenue gain to the GOF of approximately \$845,000. Transfers to the Transportation Reserve and General Housing Fund are included in the Forecast and discussed later in the Expenditures section.

Because the Business License Tax revenue has been earmarked for and transferred to transportation and housing, net revenue to the GOF is not significantly impacted by impacts of the pandemic.

UUT: Fiscal Year 2022-23 total projected UUT revenue is 5.8% higher than the Fiscal Year 2021-22 Estimated, primarily from higher collections for energy services. The remaining Forecast years reflect incremental growth plus UUT generated from development anticipated in the Shoreline Regional Park Community as identified in the North Bayshore Precise Plan Fiscal Impact Analysis.

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Fiscal Year	Transient Occupancy Tax	Business License Tax	Utility Users Tax	Total Other Local Taxes	% Change
2017-18	7,057	251	8,136	15,444	(2.7%)
2018-19	7,050	231	7,850	15,131	(2.0%)
2019-20	5,602	2,408	7,870	15,880	5.0%
2020-21	1,917	4,146	7,654	13,717	(13.6%)
2021-22 *	4,364	6,200	8,113	18,677	36.2%
2022-23 **	4,341	6,201	8,582	19,124	2.4%
2023-24	4,775	6,263	8,702	19,740	3.2%
2024-25	5,252	6,326	8,824	20,402	3.4%
2025-26	5,515	6,389	8,932	20,836	2.1%
2026-27	5,790	6,453	9,044	21,287	2.2%

* Estimated
 ** Recommended
 (dollars in thousands)

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USE OF MONEY AND PROPERTY

Use of Money and Property is comprised of investment earnings and revenue from rents and leases of City-owned property. Investment Earnings are generated from the General Fund's share of the City's pooled investment portfolio. Rents and Leases revenue is generated from rental properties and lease agreements. This combined category is the second largest revenue source of the GOF.

SOURCES

- Monthly interest allocation generated by the City's pooled investment portfolio.
- Leased and rented properties, including:
 - North Charleston, Crittenden, and Charleston East ground leases
 - Shoreline Amphitheatre
 - Ameswell
 - Recology
 - Center for the Performing Arts
 - Michaels at Shoreline Restaurant
 - Community School of Music and Arts (CSMA)
 - CVS (parking structure, retail space)
 - Historic Adobe Building, Community Center, and Senior Center
 - Bean Scene Café, Olympus Caffè, and Savvy Cellar Wines, Inc.
 - Bank of America (ATM)
 - Hope Street Office and Hotel Development
 - Wireless Telecommunication Providers (GTE Mobilnet, Metro PCS, Sprint)
 - Various construction staging sites

ECONOMIC FACTORS

- Economy.
- Federal Reserve policy and interest rates.
- Portfolio balance.
- City Investment Policy.
- Rental revenues received and lease agreements.

HISTORY

Investment Earnings: One of the City's financial strategies is to build reserves in anticipation of budget constraints in order to generate additional revenue in the form of investment earnings and to maintain sufficient funds to withstand significant, temporary declines in revenues. After overseeing a long period of extremely low interest rates, the Federal Reserve, through the Federal Open Market Committee (FOMC), raised its benchmark interest rates twice during 2022, the most significant increase being 50 basis points, the largest increase in over two decades, increasing its target benchmark to 0.75% to 1.0%. In addition, the FOMC is considering additional 50-basis-point increases in the coming months to combat a significant rise in inflation during the past year.

Fiscal Year 2021-22 investment earnings are estimated at \$2.7 million, \$187,000 (6.4%) lower than the prior fiscal year audited, and exceeds budget by \$91,000. The City has a practice of laddering its portfolio so the impact of higher interest rates will have a greater impact on future fiscal years as lower-yielding securities mature and are replaced with higher-yielding securities.

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

In 1995, 1996, and 2008, the City first negotiated and signed ground lease agreements for the North Charleston, Crittenden, and Charleston East sites, respectively. As allowed in the ground leases, the rent includes fixed annual increases and is revalued every 10 years to market. The decennial revaluation of the North Charleston lease was effective April 1, 2016, resulted in a 141.0% rent increase (\$3.3 million for a full year) and will continue to escalate 4.0% annually. The decennial revaluation of the Crittenden lease was effective January 1, 2017, resulted in a 104.8% rent increase (\$3.1 million for a full year) and will continue to escalate 4.0% annually.

The first decennial revaluation for the Charleston East (Lot 1) lease between the City and Google LLC (Google) was effective February 1, 2018. This lease includes a cap on the revalued rent that is not included in the other two land leases. The cap is 165.0% of the monthly rent payable during the initial year of the prior 10-year period. In this case, the rent for the period beginning February 1, 2018 is capped at 165.0% of the rent paid in February 2008. The total annualized revalued rent is \$1.9 million, an increase of \$387,000 (26.5%) compared to the prior year annualized rent and will continue to escalate 3.0% annually.

In late Fiscal Year 2005-06, Council approved the amended and restated lease between the City and SFX Entertainment, Inc. (SFX—operating company of Live Nation, Inc.), for the lease of the Shoreline Amphitheatre. The terms of the lease eliminated the percentage rent structure and replaced it with a fixed amount of \$200,000 per month for the concert season (nine months), a total of \$1.8 million annually. The first annual contractual increase of 2.0% went into effect March 2018. The estimated Fiscal Year 2021-22 payment is \$2.0 million, about \$325,000 higher

than budgeted, due to three months of revenues collected that were previously projected to be waived due to the pandemic.

In September 2007, CVS opened in the Bryant Street parking structure and began paying the City the negotiated monthly lease rent. The parking structure was partially funded with former Revitalization Authority funds and, based on the Compensation Agreement, any revenues generated from the parking structures are shared with the taxing entities in the same proportion of the Authority's contribution to the structures. The Compensation Agreement was effective July 1, 2014, resulting in annual lease revenue of \$165,000 to the GOF, a loss of \$78,000 annually. The CVS lease agreement provides for an 11.9% increase that is effective September 2017 through September 2022.

In May 2010, Savvy Cellars opened to the public at the Centennial Plaza Train Depot and, in accordance with the lease, the annual revenue to the City for the first five years was \$29,700. The first annual increase was effective December 2014, and there have been annual increases effective each subsequent December. In addition, there are various other rentals of City-owned property as listed previously in the Sources section which contribute revenue to the GOF.

On December 11, 2018, staff updated the City Council on the Police/Fire Administration Building Expansion Study and confirmed most of the revenue generated from the Ameswell development is earmarked for debt service related to this facility. The City Council authorized staff to issue a Request for Proposal (RFP) to prepare a preliminary design for a renovation/addition as well as evaluation of a new building.

For Fiscal Year 2021-22 estimated, rents and leases revenue is \$21.5 million, \$1.1 million (5.5%) higher than adopted, primarily due to unbudgeted percentage rent revenue for the Ameswell office lease.

FORECAST

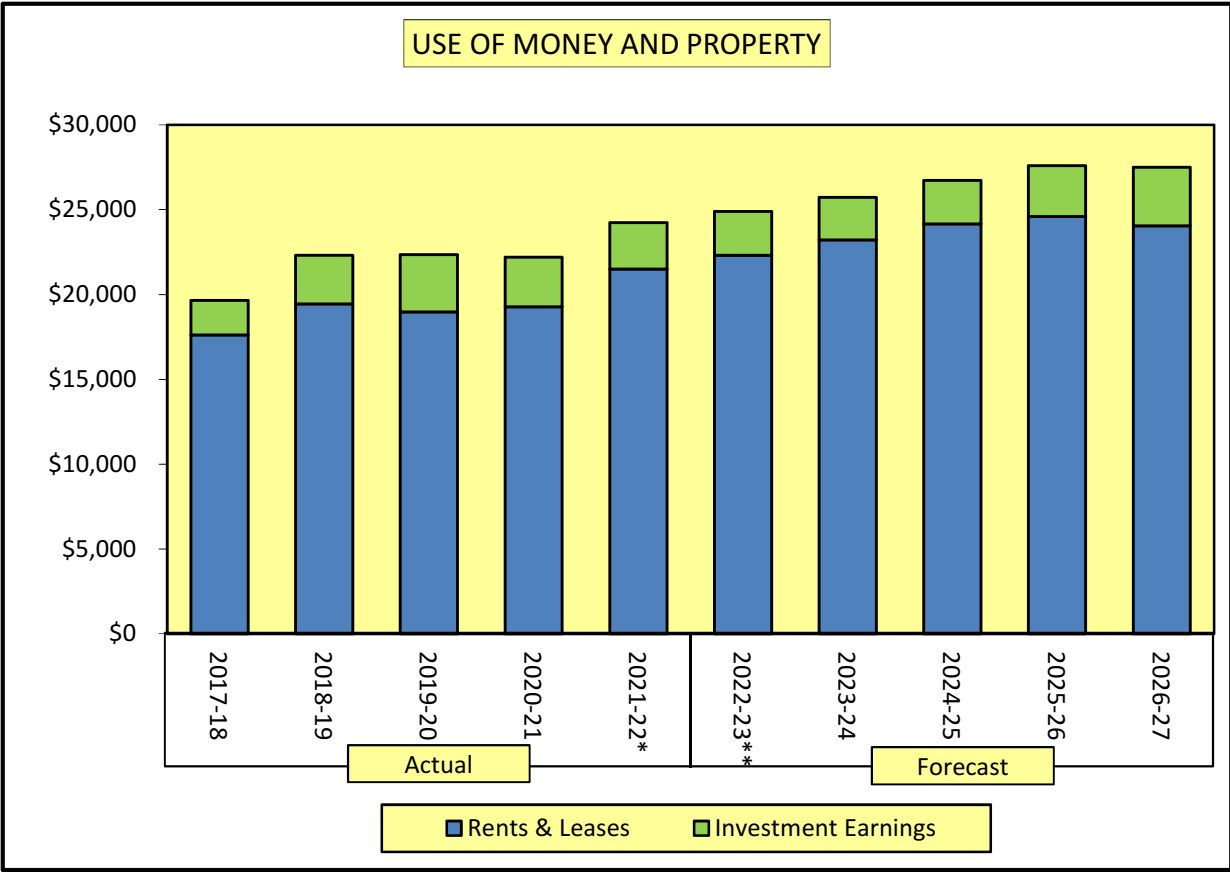
Investment Earnings: The Fiscal Year 2022-23 projection is based on the assumption that as investments mature, the funds will be reinvested at rates higher than those available prior to the FOMC actions stated above, resulting in a projected average portfolio yield of 1.28% for Fiscal Year 2022-23. However, the City's average portfolio yield is anticipated to continue falling through Fiscal Year 2024-25 with incremental increases the last two years due to the impacts of having lower-yielding investments added during the prior years.

Rents and Leases: Fiscal Year 2022-23 revenues are projected at \$22.3 million, \$820,000 (3.8%) higher than the Fiscal Year 2021-22 Estimated. The Forecast assumed the CVS lease would not be renewed as negotiations were still in progress. Rental revenue is projected to increase and continue throughout the Forecast.

The Ameswell rent of \$2.1 million will continue to be transferred to the Budget Contingency Reserve and will be part of the \$2.8 million that is recommended to be set-aside and dedicated

for the Public Safety Building until such time as it is needed for debt service. The Forecast for the three long-term ground leases includes annual increases. For the remaining leases and rental agreements, the Forecast period includes annual contractual increases and assumes renewal options will be exercised or extended.

As previously discussed with the City Council, Google paid the City \$600,000 for extending the sublease of Parking Lots C and D from SFX through December 31, 2020. In addition, Google agreed to lease the parking lots from the City for an additional five years (January 2021 to December 2025) and will pay over \$2.0 million annually, unless the lease is terminated early. As these payments are limited-period in nature, they will not flow through the GOF. As discussed with the City Council during the Fiscal Year 2017-18 budget process, the \$2.0 million annual payments (\$10.0 million over the 5-year period) will be recorded as one-time GF revenues and then contributed to CalPERS toward the City's unfunded pension liability, and both the annual earned portion of the \$600,000 and the annual rent in excess of the \$2.0 million will be transferred to the Capital Improvement Reserve.



<u>Fiscal Year</u>	<u>Rents & Leases</u>	<u>Investment Earnings</u>	<u>Total Use of Money and Property</u>	<u>% Change</u>
2017-18	17,618	2,041	19,659	16.4%
2018-19	19,443	2,873	22,316	13.5%
2019-20	18,970	3,375	22,345	0.1%
2020-21	19,280	2,915	22,195	(0.7%)
2021-22 *	21,500	2,728	24,228	9.2%
2022-23 **	22,319	2,573	24,893	2.7%
2023-24	23,213	2,502	25,715	3.3%
2024-25	24,159	2,561	26,720	3.9%
2025-26	24,594	2,994	27,588	3.2%
2026-27	24,046	3,457	27,503	(0.3%)

* Estimated
 ** Recommended
 (dollars in thousands)

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LICENSES, PERMITS, AND FRANCHISE FEES/FINES AND FORFEITURES

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

SOURCES

- Licenses and Permits revenues are generated from businesses requiring specific City permits such as Police business permits.
- Franchisees are required to pay Franchise Fees as compensation to the City for the use of City property while providing a commercial service to Mountain View businesses and residents. The City has franchise agreements with Recology; Pacific Gas and Electric; Comcast and AT&T Cable; and California Water Service.
- Fines and Forfeitures are generated from Library fines and citations issued by the City Police Department and the California Highway Patrol.

ECONOMIC FACTORS

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

HISTORY

Licenses, Permits, and Franchise Fees: Historically, Licenses and Permits revenue tended to fluctuate with the development cycle. In Fiscal Year 2006-07, Building Services was separated from the GOF to better facilitate tracking and accounting. In order to provide a more comprehensive picture of the development process and to more accurately align all development-related revenues and expenditures, Council approved the consolidation of all development-related functions within the City into a Development Services Fund for Fiscal Year 2014-15. Development-related revenues and expenditures were moved from the GOF to the Development Services Fund, which decreased revenues in several categories, including this one, and eliminated the effect of development. Fiscal Year 2021-22 estimated Licenses and Permits revenue is \$4,500 higher than the Fiscal Year 2020-21 Audited and \$148,000 lower than the Fiscal Year 2021-22 Adopted. The variance compared to the budget is due to the assumption the City would have issued cannabis permits as early as Fiscal Year 2021-22. Projections have been revised, and the City expects these permits to be issued during Fiscal Year 2022-23.

Franchise Fee revenue generated from gas and electricity usage has historically increased as a result of significant commercial and residential development and declined during economic

downturns as a result of commercial office vacancies and conservation by residential and commercial customers.

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

Beginning in Fiscal Year 2011-12, Cable Franchise revenues were budgeted directly as General Fund Franchise revenue in lieu of a transfer from the Cable Fund. This revenue grew through Fiscal Year 2015-16 but has been declining since.

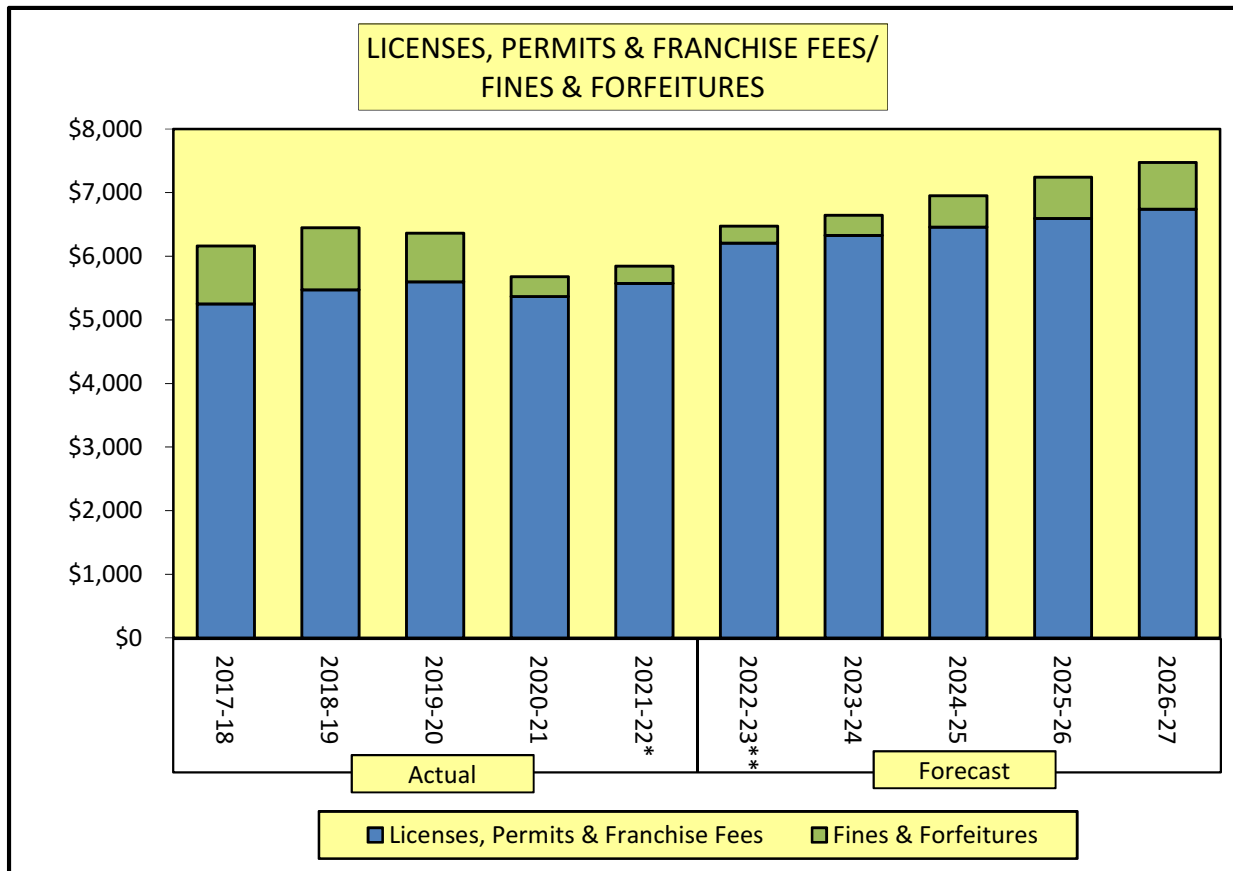
Fiscal Year 2021-22 Franchise Fee revenues are \$382,000 lower than the Fiscal Year 2021-22 Adopted and \$203,000 higher than the Fiscal Year 2020-21 Audited.

Fines and Forfeitures: This revenue source includes false alarm response fees, bail/fine payments from the County, Library fines, and parking violation payments. Overall, the Fiscal Year 2021-22 estimated Fines and Forfeitures revenue sources are lower than budget and Fiscal Year 2020-21 Audited, primarily due to less collections from parking violations, bail/fine payments from the County, vehicle fines, and false alarm fees.

FORECAST

Licenses, Permits, and Franchise Fees: Revenue is projected to increase \$636,000 (11.4%) in Fiscal Year 2022-23 from the Fiscal Year 2021-22 Estimated, primarily from the approval of one cannabis permit and the Recology franchise fee. Revenues are projected to increase incrementally in the remaining Forecast years.

Fines and Forfeitures: Fiscal Year 2022-23 is projected to be \$8,000 (3.0%) lower than the Fiscal Year 2021-22 Estimated. The Forecast period gradually increases the fines to prepandemic levels.



<u>Fiscal Year</u>	<u>Licenses, Permits & Franchise Fees</u>	<u>Fines & Forfeitures</u>	<u>Total Licenses, Permits & Franchise Fees/ Fines & Forf</u>	<u>% Change</u>
2017-18	5,249	912	6,161	7.3%
2018-19	5,470	978	6,448	4.7%
2019-20	5,596	768	6,364	(1.3%)
2020-21	5,365	312	5,677	(10.8%)
2021-22 *	5,572	272	5,844	2.9%
2022-23 **	6,208	264	6,472	10.7%
2023-24	6,327	318	6,645	2.7%
2024-25	6,457	494	6,951	4.6%
2025-26	6,594	647	7,241	4.2%
2026-27	6,738	737	7,475	3.2%

* Estimated
 ** Recommended
 (dollars in thousands)

INTERGOVERNMENTAL

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

SOURCES

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

ECONOMIC FACTORS

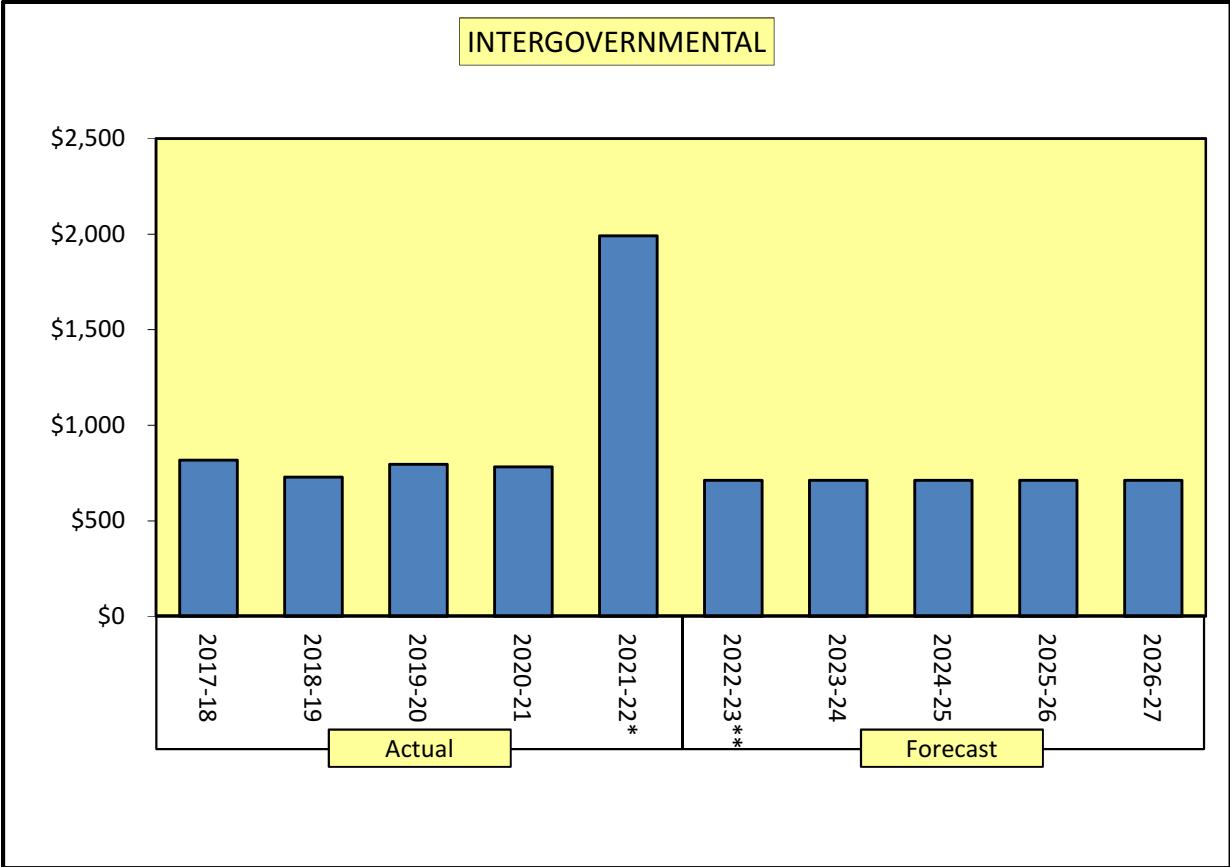
- Actions by the State Legislature.
- State and Federal regulations, legislation, and funded programs.

HISTORY

For more than a decade, many revenues from the State have been reduced or eliminated, including Vehicle License Fees (VLF), Community-Oriented Policing Services (COPS), Public Library Funds, Rapid Enforcement Allied Computer Team (REACT), SB 90 mandate reimbursement, and other programs. Fiscal Year 2021-22 is estimated with a net revenue gain compared to the Fiscal Year 2021-22 Adopted Budget and Fiscal Year 2020-21 Audited by \$1.3 million and \$1.2 million, respectively, primarily due to higher-than-expected reimbursements from governmental agencies and a grant awarded to the Center for the Performing Arts (CPA).

FORECAST

Fiscal Year 2022-23 is projected \$27,000 (3.6%) lower than Fiscal Year 2021-22 Adopted to adjust the County reimbursements for REACT that was previously budgeted too high. The remaining Forecast years are at essentially the same level.



<u>Fiscal Year</u>	<u>Intergovernmental</u>	<u>% Change</u>
2017-18	817	10.3%
2018-19	728	(10.9%)
2019-20	795	9.2%
2020-21	782	(1.6%)
2021-22 *	1,991	154.6%
2022-23 **	712	(64.2%)
2023-24	712	0.0%
2024-25	712	0.0%
2025-26	712	0.0%
2026-27	712	0.0%

* Estimated
 ** Recommended
 (dollars in thousands)

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CHARGES FOR SERVICES

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

SOURCES

- City Recreation programs.
- City sports facility use.
- Reimbursement of administrative costs related to private development activity.
- Center for the Performing Arts facility use and ticket services.

ECONOMIC FACTORS

- State of the economy.
- Level of participation in City Recreation programs.
- Level of attendance at Center for the Performing Arts (CPA) programs.
- Level of development activity.

HISTORY

In order to ensure appropriate pricing for services, during Fiscal Year 2009-10, staff initiated a Police services cost-of-service study, and the City Council approved a Recreation Cost Recovery Policy (Policy). As a result of these actions, increased recovery levels for services provided by other departments, and new or increased service fees were adopted. Subsequent to approval of the Policy, staff completed an analysis of participation levels, revenues, and changes in programming related to Recreation services. There was an indication that participation levels decreased in some programs, and the utilization of the fee waiver program increased (likely as a result of the struggling economy at that time). Therefore, the number of programs and classes was reduced as attendance did not achieve the minimum requirement authorized in the Policy, and new revenue sources, such as sponsorships, were approved.

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

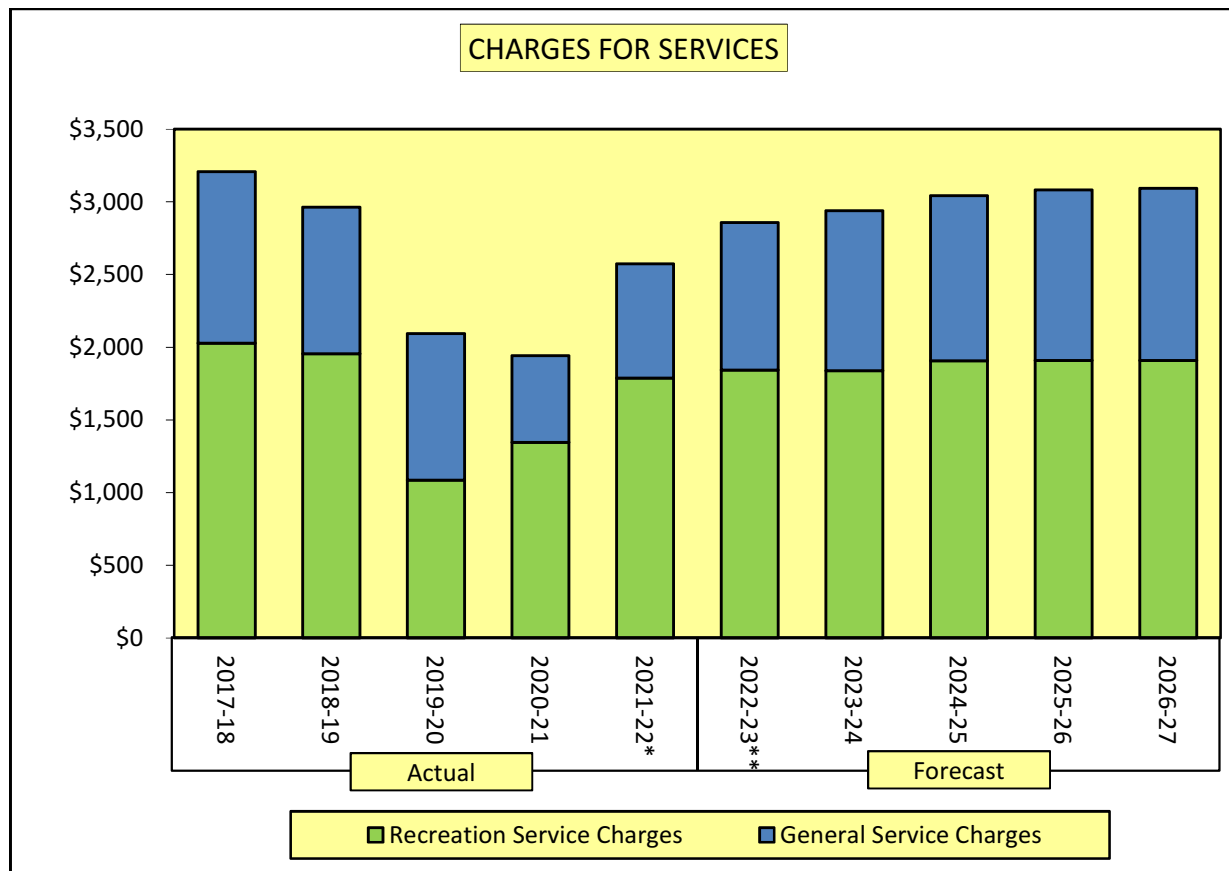
Staff continually reviews programming and pricing, adjusts as appropriate, and Recreation-related Service Charge revenue has continued to improve. Effective with the Fiscal Year 2015-16 Adopted Budget, some Charges for Services revenue was determined to be rental income and was moved to the appropriate revenue category.

On December 13, 2016, the City Council approved revision of the Recreation Financial Assistance Program (FAP) to a two-tier system which was implemented in September 2017. In addition, the City Council authorized staff to make future amendments to the FAP as part of the City's annual budget process and update the relevant information in the Master Fee Schedule.

Total Service Charge revenue for Fiscal Year 2021-22 is estimated \$2.6 million, \$475,000 (22.7%) higher than the Adopted Budget, primarily due to the strong recovery from Recreation and the Center for the Performing Arts offset by Short-Term Rental (STR) registration revenue, estimated to be \$145,000 lower than budget.

FORECAST

Total Service Charge revenue for Fiscal Year 2022-23 is projected to be \$284,000 (11.%) higher than Fiscal Year 2021-22 Estimated. The remaining Forecast years are projected with increases reflecting an economic recovery.



<u>Fiscal Year</u>	<u>Recreation Service Charges</u>	<u>General Service Charges</u>	<u>Total Charges for Services</u>	<u>% Change</u>
2017-18	2,027	1,181	3,208	13.0%
2018-19	1,956	1,007	2,963	(7.6%)
2019-20	1,086	1,008	2,094	(29.3%)
2020-21	1,346	595	1,941	(7.3%)
2021-22 *	1,787	787	2,574	32.6%
2022-23 **	1,842	1,016	2,857	11.0%
2023-24	1,839	1,099	2,938	2.8%
2024-25	1,906	1,136	3,042	3.5%
2025-26	1,908	1,174	3,082	1.3%
2026-27	1,909	1,185	3,094	0.4%

* Estimated
 ** Recommended
 (dollars in thousands)

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MISCELLANEOUS REVENUES

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

SOURCES

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

ECONOMIC FACTORS

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

HISTORY

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

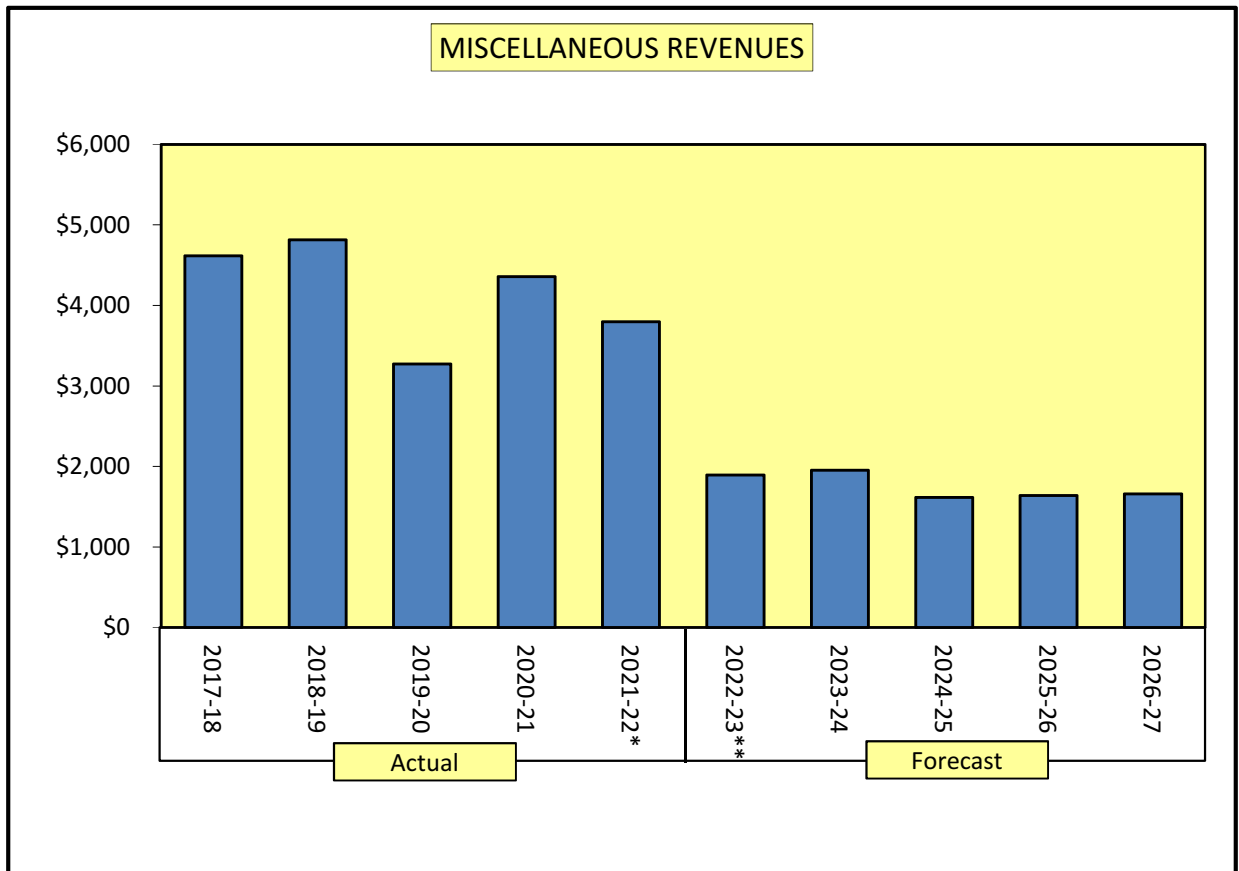
Some reimbursement for services provided in Fiscal Year 2021-22 and prior fiscal years are budgeted as they are ongoing in nature. Other reimbursements are one-time in nature and are not budgeted. The City provides the following categories of services:

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

Total annual Miscellaneous Revenues vary, but over the past 10 years has averaged approximately \$3.6 million annually.

FORECAST

Fiscal Year 2022-23 Miscellaneous Revenues are projected to be \$112,000 (6.3%) higher than the Fiscal Year 2021-22 Adopted Budget and, as discussed earlier, lower than the Fiscal Year 2021-22 Estimated as a result of grants, donations, and reimbursements not budgeted. The remaining Forecast period is projecting incremental increases to reflect a steady recovery from the pandemic with the exception of a decrease resulting from the City's agreement with Santa Clara County to provide first-responder support to Rural Metro expiring June 30, 2024.



<u>Fiscal Year</u>	<u>Miscellaneous Revenues</u>	<u>% Change</u>
2017-18	4,616	27.8%
2018-19	4,817	4.4%
2019-20	3,273	(32.1%)
2020-21	4,358	33.2%
2021-22 *	3,799	(12.8%)
2022-23 **	1,892	(50.2%)
2023-24	1,954	3.3%
2024-25	1,615	(17.3%)
2025-26	1,638	1.4%
2026-27	1,661	1.4%

* Estimated
 ** Recommended
 (dollars in thousands)

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INTERFUND REVENUES AND TRANSFERS

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

SOURCES

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

- Interfund Transfers are transfers from other City funds.

ECONOMIC FACTORS

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

HISTORY

Interfund Revenues: In the early 1990s, with the assistance of a cost plan consultant, the City began preparing and utilizing a full cost plan allocation for reimbursement to the GOF. The Plan has been updated approximately every two to four years, most recently during Fiscal Year 2014-15 and the results incorporated for Fiscal Year 2015-16. Fiscal Year 2021-22 revenue is estimated to be \$926,000 higher than budget as capital improvement project expenditures have been higher, generating a higher level of reimbursement.

Interfund Transfers: These vary from year to year and are both ongoing and one-time/limited-period in nature. Fiscal Year 2021-22 Estimated includes the annual transfers from the Gas Tax and Parking District funds, and net operating income from Shoreline Golf Links and Michaels at Shoreline Restaurant.

In April 2011, the City executed a long-term (52 years) ground lease with Google LLC (Google) for the other portion of the Charleston East site which became effective in June 2011. Google remitted \$30.0 million in prepaid rent to the City which is invested and generates annual investment earnings. The \$30.0 million of prepaid rent was received from Google for the Charleston East site when the portfolio yield was above 2.5% and the average annual rate was projected at 3.5% for the 52 years. However, due to the previous recession, the FOMC reduced interest rates (and subsequently increased the benchmark rate and decreased the benchmark rate back to levels of the previous recession) and the actual investment yields have been significantly lower than the 3.5% originally projected. This low interest rate environment has lasted longer than anticipated; therefore, in order to preserve the principal amount of the

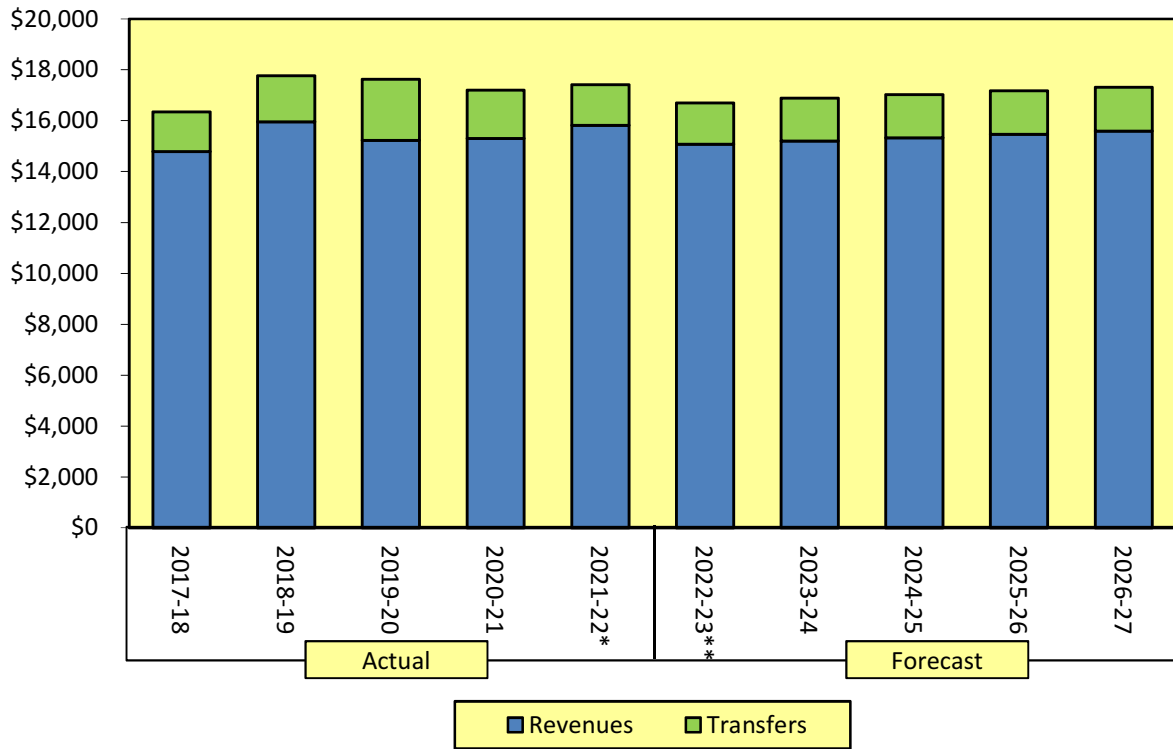
prepaid rent, beginning in Fiscal Year 2014-15, Council agreed to defer transfers until interest rates regain prior levels and revenues can be reevaluated.

FORECAST

Interfund Revenues: Fiscal Year 2022-23 Interfund Revenues include reimbursement from various funds which receive support from the GOF. The remaining Forecast period includes annual increases of less than 1.0%.

Interfund Transfers: For Fiscal Year 2022-23, Interfund Transfers include \$1.4 million of reimbursement from the Gas Tax Fund, \$150,000 of net operating income from Shoreline Golf Links and Michaels at Shoreline Restaurant, and \$108,000 of reimbursement from the Parking District. As discussed previously, the transfer from the Lease Reserve continues to be deferred. The remaining Forecast period projects the remaining transfers are either level or increasing slightly.

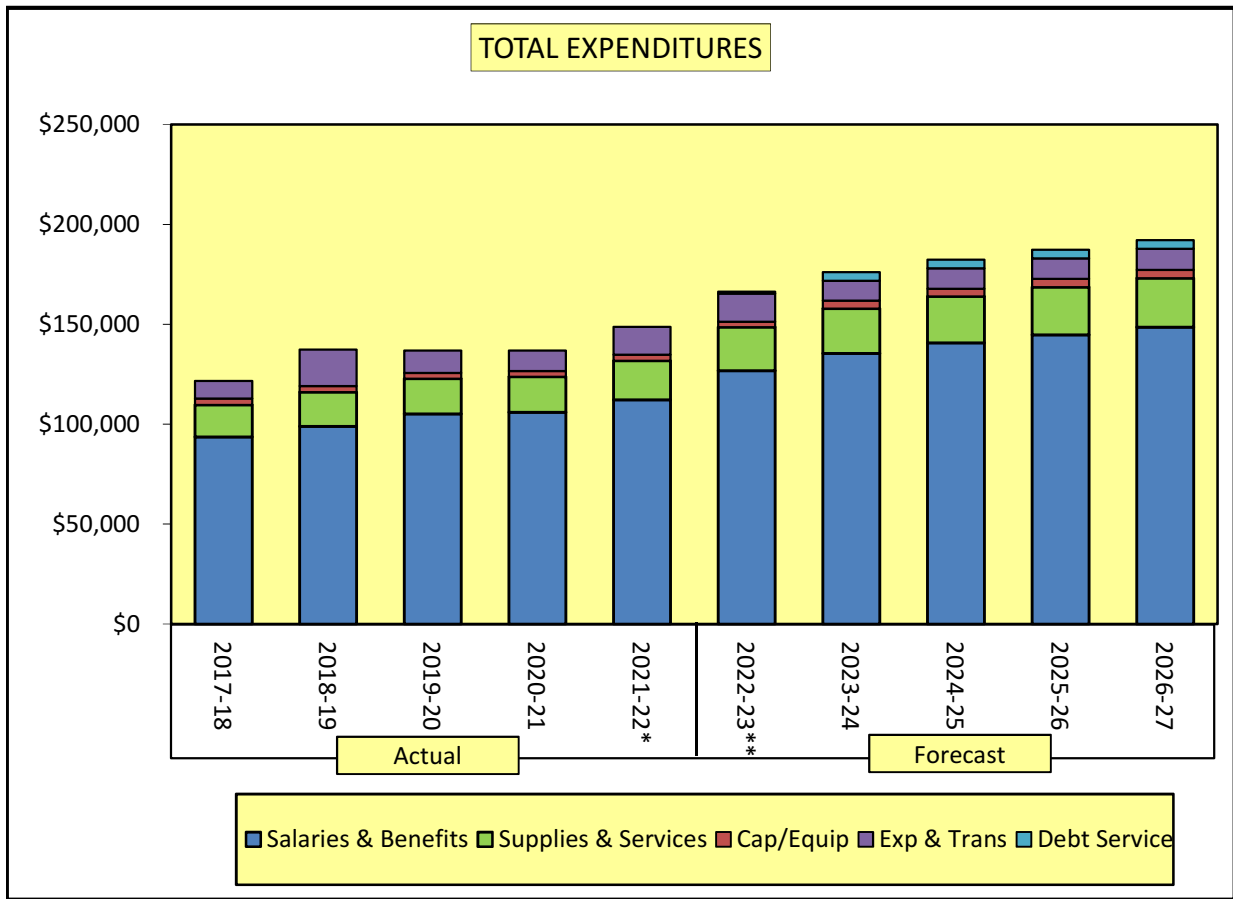
INTERFUND REVENUES AND TRANSFERS



Fiscal Year	Interfund Revenues	Interfund Transfers	Total Interfund Rev & Trans	% Change
2017-18	14,790	1,550	16,340	6.2%
2018-19	15,958	1,808	17,766	8.7%
2019-20	15,221	2,404	17,625	(0.8%)
2020-21	15,305	1,890	17,195	(2.4%)
2021-22 *	15,811	1,605	17,416	1.3%
2022-23 **	15,075	1,619	16,694	(4.1%)
2023-24	15,203	1,682	16,885	1.1%
2024-25	15,331	1,696	17,027	0.8%
2025-26	15,461	1,710	17,171	0.8%
2026-27	15,592	1,724	17,316	0.8%

* Estimated
 ** Recommended
 (dollars in thousands)

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<u>Fiscal Year</u>	<u>Total Expenditures</u>	<u>% Change</u>
2017-18	121,682	9.7%
2018-19	137,279	12.8%
2019-20	136,911	(0.3%)
2020-21	136,811	(0.1%)
2021-22 *	148,765	8.7%
2022-23 **	166,337	11.8%
2023-24	176,023	5.8%
2024-25	182,285	3.6%
2025-26	187,333	2.8%
2026-27	192,151	2.6%

* Estimated
 ** Recommended
 (dollars in thousands)

The Fiscal Year 2022-23 recommended expenditures and all forecast years do not include the projected operating budget savings.

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SALARIES AND BENEFITS

The Salaries and Benefits category makes up the largest component of GOF expenditures and represents all personnel-related costs.

CATEGORIES

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

HISTORY

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

Since Fiscal Year 2000-01, there have been two downturns in the economy resulting in a net reduction of approximately 70.0 positions and other employee compensation cost containment. From Fiscal Year 2009-10 to Fiscal Year 2013-14, a salary freeze was in effect for two to four years, depending on the employee group. During Fiscal Year 2011-12, the City negotiated three-year contracts with all employee groups that expired June 30, 2015, then two-year contracts were

negotiated with all employee groups that expired June 30, 2017, then three-year contracts were negotiated with all employee groups that expired June 30, 2020, then two-year contracts were negotiated with all employee groups that expired June 30, 2021. Staff worked with employee groups to extend the contracts for another two years through June 30, 2023 with a reopener for salary in the second year. Staff is negotiating with employee groups for the new salary increases currently, and estimated COLAs are built into this Forecast for budget purposes. Additional cost-containment measures that became effective for Fiscal Year 2012-13 for all or some of the employee groups included maximum vacation accruals, modified sick-leave incentive program, HMO medical plan copay, option of new high-deductible health plans, improved alignment of dental and vision plans between groups, and Retirees' Health Trust contributions.

Pension costs have increased dramatically since 2000, when pension costs were \$2.9 million (4.7% of GOF expenditures), compared to \$25.8 million (16.7% of GOF expenditures) adopted for Fiscal Year 2021-22. Pension costs continue to increase and, in many cities, the employer pays some or all of the employee contribution. Mountain View employees not only pay the full employee contribution, but they also pay a portion of the employer contribution. This was an unusual and progressive arrangement when instituted in Mountain View and reflects the collaborative approach of our employees. For Fiscal Year 2021-22, cost shares range from 10.5% to 17.4%, depending on the employee group.

In 2012, structural changes were adopted Statewide with the Public Employees' Pension Reform Act (PEPRA). For new employees hired on January 1, 2013 and thereafter, reduced benefit formulas and increased retirement ages became effective. However, the changes resulting from pension reform will likely not be realized for 15 years or more, until there are a majority of employees under the new formula.

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

- In March 2012, the CalPERS Board approved the reduction of 0.25% in the discount rate used to calculate the pension liability and corresponding employer contribution rates. The impact was a 0.92% and 1.4% employer rate increase for miscellaneous employees and a 2.56% and 1.6% employer rate increase for safety employees for Fiscal Years 2013-14 and 2014-15, respectively. For Mountain View, this resulted in an increase to pension costs of \$1.3 million (net of additional cost share) phased in over two years.
- On April 17, 2013, the CalPERS Board adopted recommendations of the Chief Actuary that changed the methodology for the amortization and smoothing of rates. Overall, the methods were expected to result in higher volatility in employer rates in normal years, but less volatility in employer rates in years where extreme events occur (e.g., significant investment losses). The method was expected to result in increased employer rates over time, but was also expected to result in improved funding levels. This change was reflected in the employer rates beginning in Fiscal Year 2015-16.

- On February 18, 2014, the CalPERS Board adopted changes as a result of the demographic study. The study resulted in increased rates as life expectancy continues to rise. Generational mortality tables were also incorporated in the actuarial assumptions. The demographic changes were anticipated to raise rates by 4.5% and 7.05% over five years, for miscellaneous and public safety, respectively. This impact was reflected in the employer rates beginning in Fiscal Year 2016-17.
- On November 18, 2015, the CalPERS Board adopted an approach to mitigate future rate volatility. The Funding Risk Mitigation Policy included attributes of the flexible glide path methodology, a lowering of the discount rate, and expected investment volatility following a great investment return with reviews to allow the ongoing monitoring and assessing of the progress toward reducing risk and investment volatility in the funding of the pension system.
- On December 21, 2016, the CalPERS Board approved lowering the discount rate from 7.5% to 7.0%. The reduction was phased in over three years beginning in Fiscal Year 2018-19 for local governments with the full impact reached in Year 7 (Fiscal Year 2024-25) due to the five-year ramp-up and ramp-down methodology previously adopted. CalPERS initially indicated the reduction would result in employer normal costs rate increases between 1.0% and 3.0% of payroll for most miscellaneous plans and increases of 2.0% to 5.0% for most safety plans. In addition, CalPERS estimated increases of 30.0% to 40.0% in unfunded accrued liability (UAL) annual payments. Rates provided in the June 30, 2016 actuarial valuation showed the impact to the rates were not as drastic as CalPERS originally indicated: 1.9% and 3.1% for Miscellaneous and Safety normal cost, respectively, and 11.5% and 14.2% for Miscellaneous and Safety UAL, respectively.
- On February 14, 2018, the CalPERS Board adopted changes to the Amortization Policy to shorten the amortization period from 30 years to 20 years for new gains and losses and remove the ramp-up and ramp-down effects attributable to assumption, noninvestment, and investment gains and losses. The policy changes were effective June 30, 2019.

These actions have been adopted to maintain the financial sustainability of the pension fund; however, these actions resulted in higher rates for the City. The City Council approved additional contributions (including the CalPERS Discount Rate Change Funding Strategy proposed by staff to pay down the unfunded CalPERS liability) from the General Fund totaling \$31.5 million from a combination of carryover funds and budgets since Fiscal Year 2014-15 through Fiscal Year 2021-22. The GOF represents approximately 80.0% of the total CalPERS contribution; therefore, additional contributions from the Other Funds, proportional to the GOF contribution, were also included in Fiscal Years 2015-16 through 2021-22.

FORECAST

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

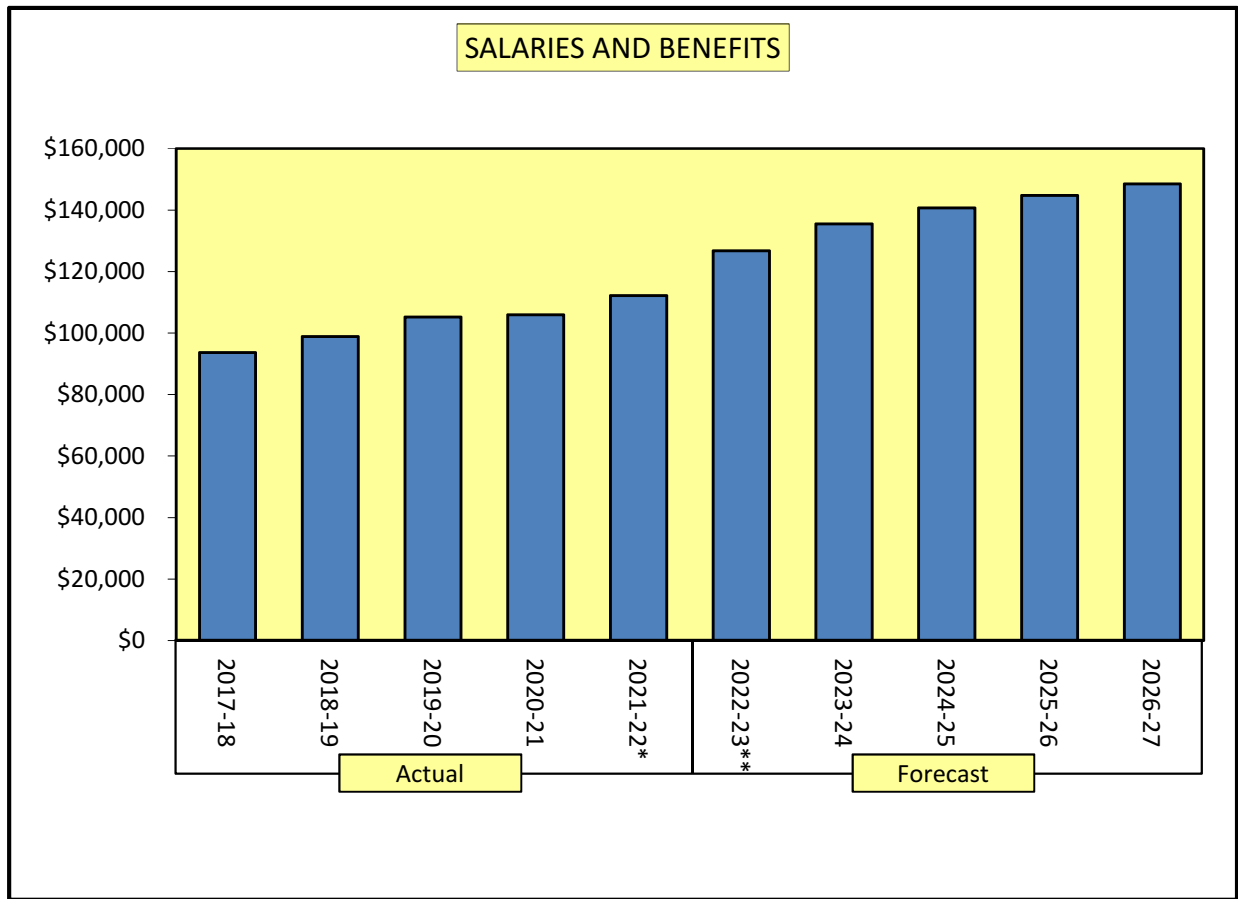
All labor agreements extended the contract for another two years through June 30, 2023 with a reopener for salary in the second year. Fiscal Year 2022-23 includes estimated COLAs based on the best information on hand when this Forecast was prepared, and a modest COLA is included in all of the remaining Forecast years. All Forecast years also include step and merit increases.

Fiscal Year 2022-23 medical insurance rates are projected to increase 5.0% to 7.0% (depending on the health plan), for the second half of the fiscal year and dental rates are projected to increase 2.0%. The remaining Forecast years assume medical rates will increase 5.0% to 7.0% annually (depending on the health plan) and dental rates will continue to increase by 2.0% annually.

For Fiscal Year 2022-23, retirement benefit costs (including the cost for new positions) are projected to increase 9.0% compared to the Fiscal Year 2021-22 Adopted Budget. The Forecast years include the rates provided in the June 30, 2020 CalPERS actuarial valuations that determine the rates for Fiscal Year 2022-23. Retirement costs are impacted by salary increases (COLAs, steps, and merits) and CalPERS rates which include the impact of the discount rate change. The Forecast no longer includes additional funding from the GOF to pay down the unfunded CalPERS pension obligation with additional contributions as the City had been able to do for six of the past eight fiscal years. However, additional funding contributions from the GNOF is recommended. The table in the Revenue and Expenditure Overview Section of the Forecast provides detailed amounts for each fiscal year.

Beginning with the June 30, 2015 CalPERS actuarial valuation report (rates for Fiscal Year 2017-18), CalPERS provides a rate for the normal cost component and a flat dollar payment for the UAL. Staff then converts the flat-dollar UAL payment into a rate based on estimated payroll provided in the CalPERS actuarial report in order to distribute the cost to all funds through payroll. Below are the projected employer rates provided in the June 30, 2020 actuarial valuations (the valuation for Fiscal Year 2022-23 rates and estimates through Fiscal Year 2027-28). It should be noted that these rates do not include the potential impact from CalPERS investment results for the fiscal year ending June 30, 2021.

	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Miscellaneous	35.120	35.600	36.300	36.300	36.400	36.000
Safety	53.510	54.300	55.200	55.200	55.000	54.200



<u>Fiscal Year</u>	<u>Salaries and Benefits</u>	<u>% Change</u>
2017-18	93,624	9.9%
2018-19	98,894	5.6%
2019-20	105,185	6.4%
2020-21	105,929	0.7%
2021-22 *	112,198	5.9%
2022-23 **	126,802	13.0%
2023-24	135,441	6.8%
2024-25	140,720	3.9%
2025-26	144,757	2.9%
2026-27	148,536	2.6%

* Estimated
 ** Recommended
 (dollars in thousands)

Fiscal Year 2016-17 includes an additional \$2.0M CalPERS contribution and Fiscal Years 2017-18 through 2019-20 include an additional \$4.0M CalPERS contribution.

SUPPLIES AND SERVICES

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

CATEGORIES

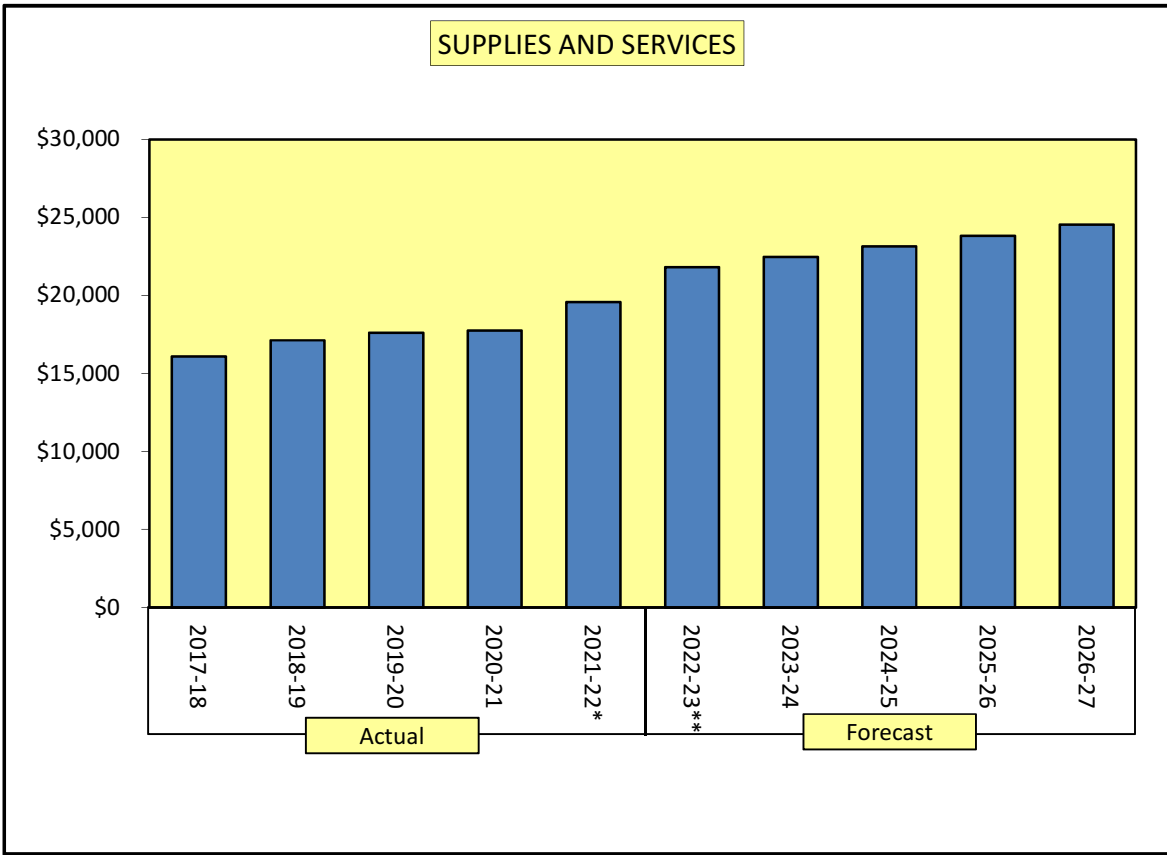
- Materials and Supplies.
- Maintenance and Operations.
- Utilities.
- Professional/Technical Services.
- Training, Conference, and Travel.
- Miscellaneous Expenditures.

HISTORY

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

FORECAST

Fiscal Year 2022-23 (including recommended discretionary and nondiscretionary increases) is increasing \$1.7 million (8.5%) compared to the Fiscal Year 2021-22 Adopted. The increase is primarily related to janitorial cost increases, roadways maintenance contracts, IT services/licenses/software renewals, and City utility costs. The remainder of the Forecast period includes average annual changes of 3.0%.



<u>Fiscal Year</u>	<u>Supplies and Services</u>	<u>% Change</u>
2017-18	16,089	7.8%
2018-19	17,128	6.5%
2019-20	17,611	2.8%
2020-21	17,753	0.8%
2021-22 *	19,576	10.3%
2022-23 **	21,812	11.4%
2023-24	22,466	3.0%
2024-25	23,140	3.0%
2025-26	23,834	3.0%
2026-27	24,550	3.0%

* Estimated
 ** Recommended
 (dollars in thousands)

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CAPITAL OUTLAY AND EQUIPMENT REPLACEMENT

The Capital Outlay and Equipment Replacement category represents the new and replacement equipment needs of the City. Although Capital Outlay is one-time in nature, the City includes this category in the Operating Budget to reflect capital needs on an annual basis. In addition, annual contributions to the Equipment Replacement Fund are made by other funds as appropriate, based on the equipment used by each of those operations. Equipment replacement expenses are accounted for in the Equipment Replacement Reserve Fund.

CATEGORIES

- Capital Outlay.
- Equipment Replacement.

HISTORY

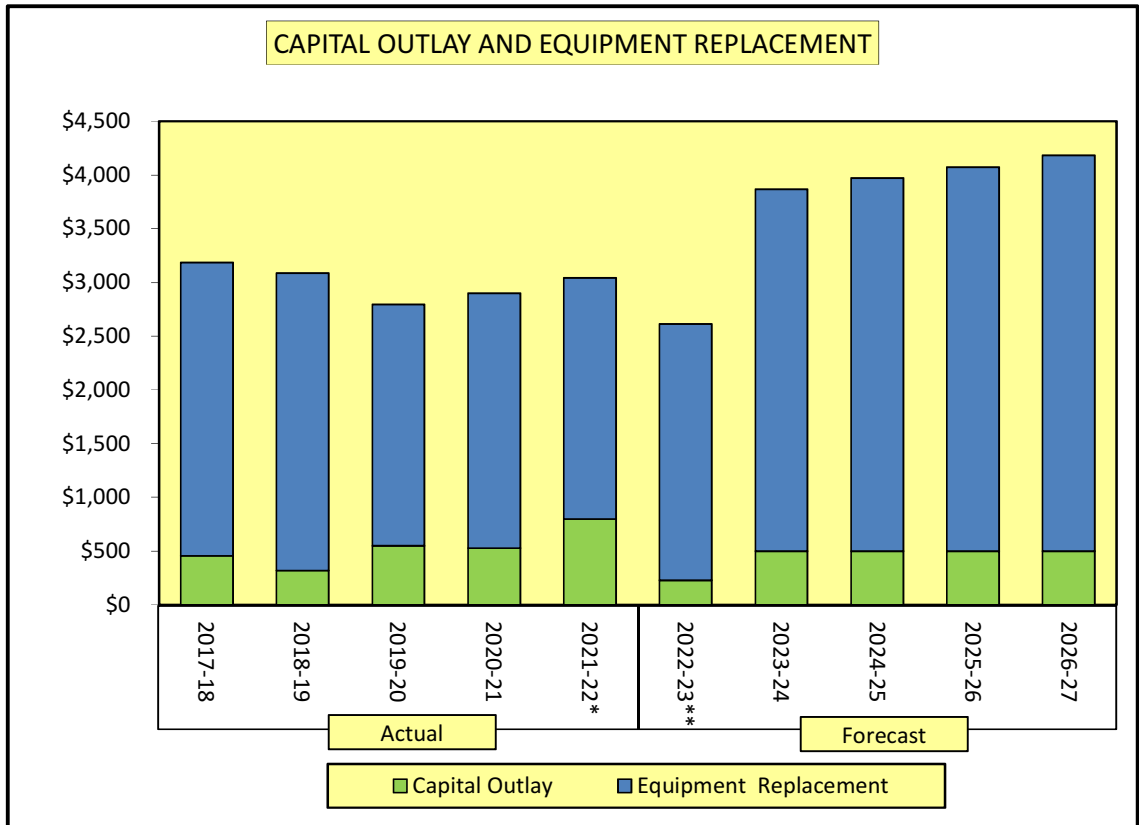
Capital Outlay: Annual expenditures have grown as a result of an increased level of technology and related equipment, an increase in the number and quality of safety vehicles, and the addition of hybrid vehicles to the fleet. This category is also influenced by the economic condition impacting the GOF and has experienced fluctuations over the past 10 fiscal years. For the past decade, annual budgeted expenditures for Capital Outlay have ranged between \$200,000 and \$525,000. For Fiscal Year 2021-22, Capital Outlay was funded at \$500,000.

Equipment Replacement: The Equipment Replacement Reserve was funded with year-end General Fund carryover in Fiscal Years 1992-93 and 1993-94. Subsequently, appropriations were gradually increased until the GOF was fully funding its share in Fiscal Year 2001-02. Then, after several years of reduced contributions, a review of cost methodologies, useful life assumptions, and annual contributions was completed in Fiscal Year 2005-06, and staff concluded annual funding would need to be restored in order to financially sustain the replacement schedule. This was accomplished through a combination of increasing operating budget contributions supplemented by General Fund carryover. Beginning in Fiscal Year 2009-10, the full share of funding is budgeted in the GOF. The Fiscal Year 2021-22 contribution to Equipment Replacement was adopted at \$2.2 million. Both Fiscal Years 2020-21 and 2021-22 were lower than the prior fiscal years due to no annual funding needed for certain pieces of equipment that have reached their life expectancy but were not recommended for replacement as they are still in good operating condition. This is a one-time reduction as when this equipment is replaced, the full annual funding will be required again.

FORECAST

Capital Outlay: For Fiscal Year 2022-23, the Capital Outlay has a budget of \$229,000, and for the remainder of the Forecast period, capital outlay items is budgeted at \$500,000.

Equipment Replacement: The GOF contribution for Fiscal Year 2022-23 is decreasing 6.1% to \$2.4 million due to a net of inflation for replacement cost and some adjustments to quantity of items and life expectancy offset by no annual funding needed for certain pieces of equipment that have reached their life expectancy but are not recommended for replacement as they are still in good operating condition. This is a one-time lower level of funding as when this equipment is replaced, the full annual funding will be required again. Fiscal Year 2023-24 is increasing 41.4% to \$3.7 million with the assumption that the delayed replacement of the equipment in the prior fiscal year will be replaced. The remaining Forecast period includes annual increases of 3.0%, continuing full funding of the GOF's share of equipment replacement.



Fiscal Year	Capital Outlay	Equipment Replacement	Total Capital Outlay & Equip. Replcmnt.	% Change
2017-18	456	2,728	3,184	7.9%
2018-19	318	2,768	3,086	(3.1%)
2019-20	549	2,248	2,797	(9.4%)
2020-21	526	2,373	2,899	3.6%
2021-22 *	798	2,245	3,043	5.0%
2022-23 **	229	2,382	2,611	(14.2%)
2023-24	500	3,368	3,868	48.1%
2024-25	500	3,470	3,970	2.6%
2025-26	500	3,574	4,074	2.6%
2026-27	500	3,681	4,181	2.6%

* Estimated
 ** Recommended
 (dollars in thousands)

INTERFUND EXPENDITURES AND TRANSFERS

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

CATEGORIES

- General Liability.
- Vision Care.
- Retirees' Health Program.
- Housing.
- Limited-Period Needs.
- Capital Improvements.
- Strategic Property Acquisition.

HISTORY

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

Vision Care: Vision care claims for employees and retirees with the City's Health Net medical coverage and safety employees and retirees who are covered by the CalPERS health insurance program (PEMHCA), and reimbursement for safety glasses submitted by current employees are paid for by the Employee Benefits Fund. The annual cost of this program is allocated to other funds as appropriate.

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

In 2004, the Government Accounting Standards Board (GASB) published Statement No. 45—*Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than*

Pensions (OPEB)—which required the City report the annual cost of this liability in the City’s Annual Comprehensive Financial Report (ACFR) beginning in Fiscal Year 2007-08. The Retirees Health program encompasses annual funding of the normal cost (NC), annual self-insurance funding of the unfunded actuarial accrued liability (UAAL) and periodically includes additional funding transfers from the GOF. An actuarial report was completed and beginning in Fiscal Year 2006-07, the calculated NC portion for current employees has been budgeted in all the affected funds. In addition, for Fiscal Year 2006-07, Council approved contributions from other funds for their proportionate share of the UAAL. The combined NC and the amortization of the UAAL represents the annual required contribution (ARC). The City has committed to contributing the ARC on an annual basis. The actuarial valuation is required to be updated every two years and was most recently updated as of June 30, 2021.

In February 2008, Council approved an agreement authorizing the City’s participation in the CalPERS-administered CERBT Fund, and in February 2009, the City began depositing funds into the CERBT. The estimated balance in the CERBT is \$171.3 million as of June 30, 2022. All funds have fully contributed to their share of the actuarial accrued liability. However, changes such as the option to choose the Defined Contribution plan has added volatility to calculating the actuarial accrued liability for each fund. Staff will continue calculations as valuations are updated. The City Council has approved additional General Fund contributions totaling \$11.5 million from Fiscal Years 2014-15 through 2018-19. As part of the agreement for Public Safety to move to the CalPERS Health Care system, Public Safety employees are contributing an ongoing 1.2% of salary towards the OPEB liability.

GASB Statement No. 75, *Accounting and Financial Reporting by Employers for Post-Employment Benefits Other than Pensions*, is effective with the fiscal year ending June 30, 2018. The new OPEB standard parallels the pension standard issued with GASB Statement No. 68, *Financial Reporting for Pension Plans*, which essentially requires the City to report the unfunded liability on the face of the City’s financial statements and enhances the note disclosures and required supplementary information (RSI) the City’s OPEB liability.

Housing: As a result of the dissolution of the former Revitalization Authority (RDA), the GOF now receives its share of the former RDA property taxes. For Fiscal Years 2014-15 and 2015-16, 20.0% of the GOF share has been appropriated for low- and moderate-income housing as limited-period funding in the General Non-Operating Fund. As directed by Council, beginning Fiscal Year 2016-17, the budget includes an annual transfer of these property taxes, in the amount of \$51,000, to the General Housing Fund. In addition, the Fiscal Year 2016-17 Adopted Budget included a transfer from the General Non-Operating Fund to the General Housing Fund for the balance of prior fiscal year funds.

In November 2018, Mountain View voters approved Measure P, which restructured the City’s Business License Tax. The new structure is an incremental, progressive tax based on number of employees. As previously noted, the City Council earmarked by resolution 80.0% of the increased tax revenue for transportation and 10.0% for housing. Fiscal Year 2020-21 transferred \$390,000

and Fiscal Year 2021-22 transferred \$573,000, representing 10.0% of the increased Business License Tax revenue.

General Non-Operating Fund (GNOF): As directed by the City Council at the Fiscal Year 2016-17 budget public hearing, the Adopted Budget included a transfer of \$500,000 to the GNOF to fund a one-time employee bonus, recruitment strategies and employee engagement activities, and a new limited-term Communications Training Supervisor position. At the April 30, 2019 Study Session, the City Council directed staff to allocate funding of \$7.5 million for sustainability efforts. This allocation is made up of \$4.5 million from the GOF carryover for Fiscal Year 2018-19, \$2.0 million originally designated for the SPAR in Fiscal Year 2018-19, and \$1.0 million from the GOF in Fiscal Year 2019-20. A Sustainability CIP is included in Fiscal Year 2019-20 with all funding sources transferred to the GNOF and the total \$7.5 million transferred to the Sustainability CIP.

General Fund Reserve: For Fiscal Year 2018-19 and 2019-20, transfers of \$1.0 million and \$2.0 million, respectively, from the General Fund are included to bring this reserve above the 20.0% minimum level.

GF Budget Contingency Reserve: The full amount of projected annual revenues from the Ameswell property is estimated at over \$3.3 million. The majority of this revenue is currently earmarked for debt service to fund the Public Safety Building Project (see Debt Service section).

During the Fiscal Year 2017-18 budget process, a strategy was adopted for the Ameswell property revenue received in the fiscal years prior to the beginning of debt service to be transferred to this reserve and used for a limited-period need. The Fiscal Year 2017-18 Adopted Budget included a transfer of \$755,400 to the Budget Contingency Reserve; however, only \$35,000 was transferred as the project was delayed and the building permit was not issued until June 2018. The Fiscal Year 2018-19 Adopted Budget included a transfer of \$1.4 million, which reflected a full year of office-based rent. Fiscal Year 2019-20 and 2020-21 included a total transfer of \$1.6 million and \$1.5 million, respectively, in the Adopted Budget. The Fiscal Year 2021-22 Estimated will transfer a total of \$2.9 million, which is a combination of base rent and property taxes.

GF Transportation Reserve: A number of priority transportation projects were identified, and a new Transportation Reserve was established Fiscal Year 2018-19 with \$2.0 million initial funding from the Fiscal Year 2017-18 GF carryover and \$2.0 million funding from the Fiscal Year 2018-19 GOF. Fiscal Year 2019-20 included a transfer of \$1.7 million for 80.0% of the increased business license tax revenue. Fiscal Year 2021-22 included a transfer of \$4.8 million from the business license tax.

GF Capital Improvement Reserve: By mid-Fiscal Year 2017-18, the decennial revaluation process had been completed for the three City-owned land leases between the City and Google. Based on the revaluations of the three sites, annualized rent payments increased approximately \$6.8 million. It is probable that during the time span before the next decennial adjustment in April 2026, there will be at least one economic downturn, and if a downturn occurs when a revaluation occurs, the lease revenues to the City could decline. Staff reviewed the changes in

AV for the past 13 years and identified a potential 15.0% loss in secured AV in the event of an economic downturn. Therefore, to reduce dependency on these revenues, staff recommended, and the City Council adopted, a strategy to set aside 10.0% of this potential decline in lease revenues (“at-risk” lease revenue) to fund future capital projects. In Fiscal Year 2017-18, a potential 10.0% decline in revenues, calculated at \$1.2 million, was transferred to the Capital Improvement Reserve to fund projects in Fiscal Year 2018-19 or later. In Fiscal Year 2018-19, a total \$3.4 million was transferred; \$1.4 million in “at-risk” lease revenue, and an additional \$2.0 million from GOF balance for potential debt service to fund the Public Safety Building project should the City Council desire to fund the project sooner than revenues from the Ameswell development will be received. Fiscal Year 2019-20 included \$1.5 million in “at-risk” revenue and an additional \$3.0 million allocation for potential debt service to fund the Public Safety Building project; however, with the impact of COVID-19 on GOF revenues, this \$3.0 million transfer was reversed midyear. Fiscal Year 2021-22 includes \$1.6 million in “at-risk” revenue.

GF Strategic Property Acquisition Reserve (SPAR): The City has successfully leveraged City-owned property for ongoing revenues and setting aside available resources in the SPAR could assist in obtaining future strategic properties. The Fiscal Years 2016-17 and 2017-18 Adopted Budgets included transfers of \$2.0 million each in order to increase the available funding for future property investment. For Fiscal Year 2018-19, the budget included a transfer of \$2.0 million to the SPAR; however, as stated above, at the April 30, 2019 Study Session, the City Council directed staff to, instead, use the \$2.0 million for sustainability efforts.

FORECAST

General Liability: The Fiscal Years 2022-23 through 2026-27 projections are based on maintaining the minimum policy level for reserve balances. The City currently has a \$1.0 million SIR. For Fiscal Year 2022-2, the GOF is contributing \$2.7 million for the cost of claims and administering the program, a 29.2% increase from Fiscal Year 2021-22 Adopted. The remaining Forecast period includes 3.0% annual increases.

Vision Care: The cost of the self-funded vision plan has gone down based on usage and, thus, the GOF’s share of funding has decreased for Fiscal Year 2022-23.

Retirees’ Health Insurance Program: The City has made great strides toward funding the AAL. The actuarial valuation was updated as of June 30, 2021, along with projections for the following five years. For Fiscal Year 2022-23, the estimated AAL is \$154.2 million, using a 6% discount rate, showing the City is fully funded with estimated assets of \$171.5 million. All funds have contributed their full share of the unfunded AAL, so no transfer is needed in this Forecast. The actuarial valuation will be updated as of June 30, 2023 during Fiscal Year 2023-24.

Housing: As a result of the dissolution of the former Revitalization Authority (RDA), the GOF now receives its share of the former RDA property taxes. An annual transfer of these property taxes, in the amount of \$51,000, to the Housing Fund is included for the remaining Forecast period. As a result of the restructured Business License Tax and the City Council’s earmarking 10.0% for

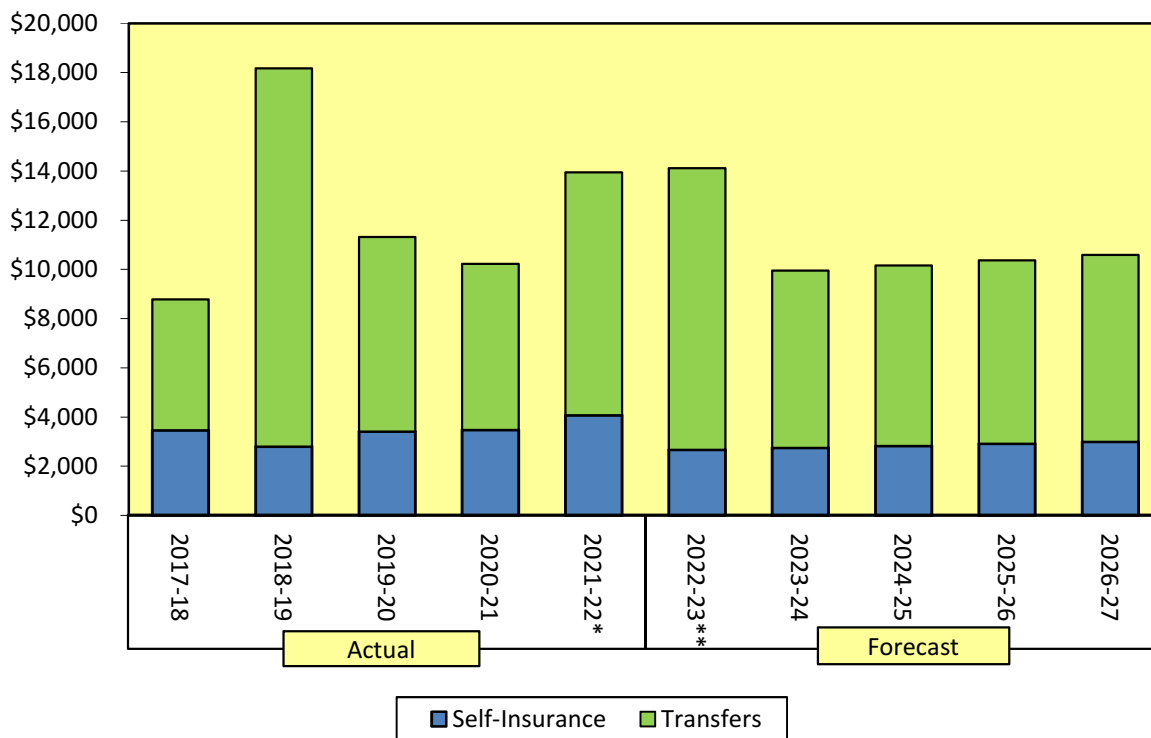
housing, the Forecast reflects 10.0% of the increased Business License Tax revenue estimated at \$595,000 for Fiscal Year 2022-23, growing to \$620,000 in the last year of the Forecast period.

GF Budget Contingency Reserve: As discussed above, revenue from the Ameswell development began late Fiscal Year 2017-18 and by the end of the Forecast period is projected over \$3.3 million annually. This revenue is earmarked for debt service payments related to the Public Safety Building project (see Debt Service section). The annual debt payment is included in the Fiscal Year 2022-23 forecast as the new building originally expected to start construction in Fiscal Year 2022-23. However, due to delays from the COVID-19 pandemic and a significant increase in the estimated construction cost of the new building, the estimated annual rent is not enough to cover the debt payment for the new building. It is recommended that, until the City can establish a new funding plan for the project, the annual revenue being generated from Ameswell, estimated to be \$2.8 million in Fiscal Year 2022-23, along with an estimated \$10.2 million previously deposited into the Budget Contingency Reserve, be set aside and dedicated for the Public Safety Building until such time as it is needed for debt service.

GF Transportation Reserve: The Forecast reflects 80.0% of the increased business license tax revenue, estimated at \$4.8 million for Fiscal Year 2022-23 and growing to \$5.0 million in the last year of the Forecast period.

GF Capital Improvement Reserve: As mentioned in the History section above, in order to reduce the dependency on the long-term lease revenues, \$1.6 million is included to be transferred to the Capital Improvement Reserve for Fiscal Year 2022-23. For the remaining Forecast period, this amount is increased by the annual rent escalation factors referenced in the lease agreements.

INTERFUND EXPENDITURES AND TRANSFERS



Fiscal Year	Self Insurance	Transfers	Total SI & Transfers	% Change
2017-18	3,457	5,328	8,785	11.1%
2018-19	2,792	15,379	18,171	106.8%
2019-20	3,404	7,914	11,318	(37.7%)
2020-21	3,476	6,754	10,230	(9.6%)
2021-22 *	4,075	9,873	13,948	36.3%
2022-23 **	2,664	11,448	14,112	1.2%
2023-24	2,744	7,204	9,948	(29.5%)
2024-25	2,827	7,328	10,155	2.1%
2025-26	2,911	7,457	10,368	2.1%
2026-27	2,999	7,585	10,584	2.1%

* Estimated
 ** Recommended
 (dollars in thousands)

DEBT SERVICE

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

CATEGORIES

- Public Safety Building.

HISTORY

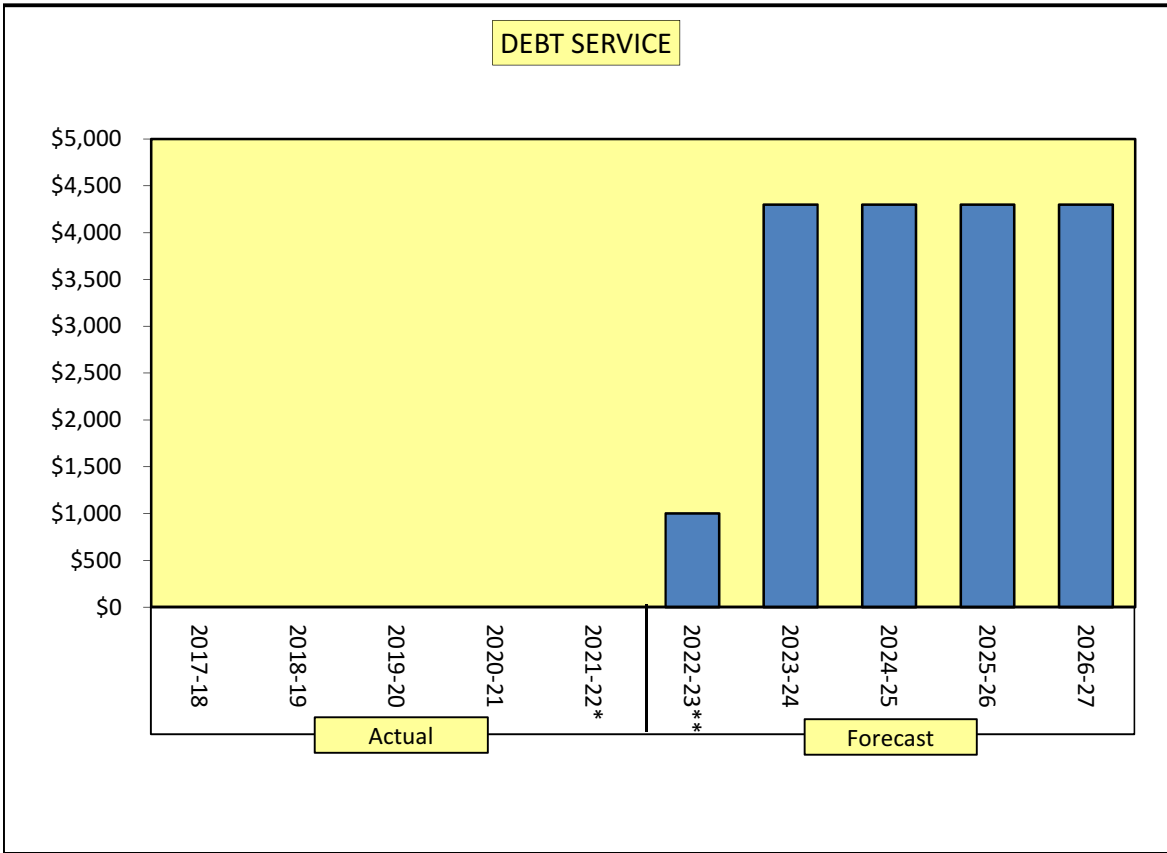
The GOF has had no debt obligations since prior to Fiscal Year 2009-10, when the City Hall/Center for the Performing Arts debt repayment was transferred to Construction/Conveyance Tax funding. This debt was fully retired in Fiscal Year 2015-16.

FORECAST

Public Safety Building: The Forecast assumes revenue generated from the Ameswell development is earmarked for the Public Safety Building project. It is assumed debt will be issued for the project and annual debt service payments of approximately \$3.3 million have been included as a placeholder beginning in Fiscal Year 2023-24.

Hope Street Parking: Fiscal Year 2022-23 includes projected annual debt service payments of \$1.0 million for an estimated \$12.0 million debt issue that staff anticipates working on next fiscal year, but which is dependent upon secured financing by the developer of the project.

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<u>Fiscal Year</u>	<u>Debt Service</u>	<u>% Change</u>
2017-18	0	0.0%
2018-19	0	0.0%
2019-20	0	0.0%
2020-21	0	0.0%
2021-22 *	0	0.0%
2022-23 **	1,000	100.0%
2023-24	4,300	330.0%
2024-25	4,300	0.0%
2025-26	4,300	0.0%
2026-27	4,300	0.0%

* Estimated
 ** Recommended
 (dollars in thousands)

GENERAL OPERATING FUND HISTORY (dollars in thousands)

	<u>2011-12</u> <u>AUDITED</u>	<u>2012-13</u> <u>AUDITED</u>	<u>2013-14</u> <u>AUDITED</u>	<u>2014-15</u> <u>AUDITED</u>	<u>2015-16</u> <u>AUDITED</u>
REVENUES:					
Property Taxes	\$26,216	\$28,122	\$ 31,120	\$ 35,173	\$ 39,461
Sales Tax	15,940	16,744	16,936	19,773	21,401
Other Local Taxes ¹	10,774	12,015	13,089	14,805	15,137
Use of Money and Property	10,138	10,783	10,690	10,928	12,219
Other Revenues ²	27,079	27,253	28,316	26,261	27,693
Loan Repayments	<u>1,894</u>	<u>1,894</u>	<u>1,894</u>	<u>-0-</u>	<u>-0-</u>
TOTAL REVENUES	<u>92,041</u>	<u>96,811</u>	<u>102,045</u>	<u>106,940</u>	<u>115,911</u>
EXPENDITURES:					
Salaries and All Pays	50,445	51,252	52,379	52,231	54,024
Retirement	10,028	10,856	11,219	11,799	12,575
Health Benefits	7,701	8,086	8,215	7,886	8,102
All Other Benefits	<u>4,363</u>	<u>4,367</u>	<u>4,385</u>	<u>4,791</u>	<u>5,372</u>
Salaries and Benefits	72,537	74,561	76,198	76,707	80,073
Supplies and Services	12,910	13,414	13,608	14,386	13,969
Capital Outlay/Equipment Replc.	2,282	2,315	2,562	2,582	2,696
Interfund Expenditures and Transfers	2,876	2,751	2,565	3,002	2,852
Debt Service	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
TOTAL EXPENDITURES	<u>90,605</u>	<u>93,041</u>	<u>94,933</u>	<u>96,677</u>	<u>99,590</u>
Transfer to GNOF	-0-	-0-	-0-	-0-	-0-
Transfer to GF Reserve	-0-	-0-	-0-	-0-	-0-
Transfer to Trans Res	-0-	-0-	-0-	-0-	-0-
Transfer to Cap Impr Res	-0-	-0-	-0-	-0-	-0-
Transfer to SPAR	-0-	-0-	-0-	-0-	-0-
CalPERS Contrib.	-0-	-0-	-0-	-0-	(2,000)
OPEB Contrib.	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>(1,000)</u>	<u>(1,000)</u>
OPERATING BALANCE³	<u>\$ 1,436</u>	<u>\$ 3,770</u>	<u>\$ 7,112</u>	<u>\$ 9,263</u>	<u>\$ 13,321</u>

¹ Other Local Taxes consist of Transient Occupancy Tax, Business Licenses, and Utility Users Tax.

² Other Revenues consist of Licenses, Permits & Franchise Fees, Fines & Forfeitures, Intergovernmental, Charges for Services, Miscellaneous Revenues, and Interfund Revenues & Transfers.

³ Balance prior to changes in assets and liabilities, encumbrances, and rebudgets for grants and donations, net transferred to General Non-Operating Fund and General Fund Reserve.

GENERAL OPERATING FUND HISTORY (dollars in thousands)

	<u>2016-17</u> <u>AUDITED</u>	<u>2017-18</u> <u>AUDITED</u>	<u>2018-19</u> <u>AUDITED</u>	<u>2019-20</u> <u>AUDITED</u>	<u>2020-21</u> <u>AUDITED</u>
REVENUES:					
Property Taxes	\$ 43,774	\$ 49,419	\$ 51,451	\$ 54,839	\$ 59,783
Sales Tax	21,828	20,713	24,390	19,452	18,058
Other Local Taxes ¹	15,866	15,444	15,131	15,880	13,717
Use of Money and Property	16,896	19,659	22,316	22,345	22,195
Other Revenues ²	28,325	31,142	32,722	30,151	29,953
Loan Repayments	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
TOTAL REVENUES	<u>126,689</u>	<u>136,377</u>	<u>146,010</u>	<u>142,667</u>	<u>143,706</u>
EXPENDITURES:					
Salaries and All Pays	55,262	59,483	62,949	64,899	68,292
Retirement	13,606	15,360	16,723	20,247	21,672
Health Benefits	8,320	8,527	8,675	8,963	9,090
All Other Benefits	<u>5,968</u>	<u>6,254</u>	<u>6,547</u>	<u>7,076</u>	<u>6,875</u>
Salaries and Benefits	83,156	89,624	94,894	101,185	105,929
Supplies and Services	14,926	16,089	17,128	17,611	17,753
Capital Outlay/Equipment Replc.	2,950	3,184	3,086	2,797	2,899
Interfund Expenditures and Transfers	3,404	4,785	5,671	8,318	10,230
Debt Service	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
TOTAL EXPENDITURES	<u>104,436</u>	<u>113,682</u>	<u>120,779</u>	<u>129,911</u>	<u>136,811</u>
Excess ERAF	-0-	-0-	-0-	-0-	6,841
Transfer to GNOF	(500)	-0-	(6,500)	(1,000)	-0-
Transfer to GF Reserve	-0-	-0-	(1,000)	(2,000)	-0-
Transfer to Trans Res	-0-	-0-	(2,000)	-0-	-0-
Transfer to Cap Impr Res	-0-	-0-	(2,000)	-0-	-0-
Transfer to SPAR	(2,000)	(2,000)	-0-	-0-	-0-
CalPERS Contrib.	(2,000)	(4,000)	(4,000)	(4,000)	-0-
OPEB Contrib.	<u>(2,000)</u>	<u>(2,000)</u>	<u>(1,000)</u>	<u>-0-</u>	<u>-0-</u>
OPERATING BALANCE³	<u>\$ 15,753</u>	<u>\$ 14,695</u>	<u>\$ 8,731</u>	<u>\$ 5,756</u>	<u>\$ 13,736</u>

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DEPARTMENT BUDGETS

GENERAL NOTES

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

A. Organizational Charts

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

B. Text Pages

1. Centered at the top of the page is a title identifying the Department or Division name and if it is the Department Summary or a Division Summary.
2. The Department or Division Manager is identified.
3. The Department mission statement and an overview of the functions and responsibilities of the Department and Divisions are provided.
4. The Department's functions are listed on the Department Summary only. Functions are the key ongoing responsibilities of the Department and are tied to performance measures.
5. The Department's major goals/projects/initiatives for Fiscal Year 2021-22 and 2022-23 are listed on the Department Summary. Items in **bold** are tied to Fiscal Years 2021-22 and 2022-23 Strategic Roadmap Action Plan Projects. Major Department Goals/Projects/Initiatives are short-term in nature.
6. Major Division Changes are new funding items and are identified by fund on the Division Summary pages or the Department Summary if there are no Divisions for the Department.
7. Performance measures are listed on Department Summary pages only. Performance/Workload Measures are related to Department Functions. If a Department Function has a Performance/Workload Measure tied to it, it is noted in parenthesis with an "M" and the Performance/Workload Measure number(s) following (e.g. M 1, 2, 3). The long-term goals are listed as Department Functions and directly tied to Performance/Workload Measures.

GENERAL NOTES

(Continued)

C. Numerical Pages

1. The listed number of positions for each Department or Division represents the maximum number of regular authorized positions that can be filled. "Part-Time Hourly" positions identify the number of full-time equivalent positions budgeted to be filled by hourly personnel. Limited-Period and contract personnel are not included in this listing.
2. Positions listed in the "2020-21 Adjusted" column are those positions actually approved in the adopted budget that year plus any adjustments made midyear. Positions listed in the "2021-22 Adopted" column are those positions adopted in Fiscal Year 2021-22. Positions listed in the "2022-23 Recom." column are those positions in the "2021-22 Adopted" column plus any amendments or adjustments made midyear and any changes recommended for Fiscal Year 2022-23.
3. Salaries for regular positions are calculated using the employees' actual salary plus any agreed to COLA and potential merit increases for the upcoming budget year. Vacant positions are budgeted at fifth step or control point. Hourly positions are calculated using the minimum/maximum range of the position classification. In general, hourly positions are budgeted at the higher end of the range; seasonal hourly positions are generally budgeted at mid-range.

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FISCAL YEAR 2022-23 RECOMMENDED BUDGET APPROPRIATIONS MATRIX

	City Council	City Clerk's Office	City Attorney's Office	City Manager's Office	Human Resources	Information Technology
<u>GENERAL FUND</u>						
General Operating	\$ 444,397	1,034,164	2,783,118	5,049,319	3,109,999	7,423,056
Development Services	0	0	0	0	0	0
Shoreline Golf Links/Restaurant	0	0	0	0	0	0
TOTAL	\$ 444,397	1,034,164	2,783,118	5,049,319	3,109,999	7,423,056
<u>SPECIAL REVENUE</u>						
Below-Market-Rate Housing	\$ 0	0	0	0	0	0
Housing Impact	0	0	0	0	0	0
CSFRA/Rental Housing Committee	0	0	0	0	0	0
MHRSO/Rental Housing Committee	0	0	0	0	0	0
Downtown Benefit Assmt Districts	0	0	0	0	0	0
Supplemental Law Enforcement Services	0	0	0	0	0	0
CDBG	0	0	0	0	0	0
Cable Television	0	0	0	200,000	0	0
Shoreline Regional Park Community	0	0	10,000	0	0	0
TOTAL	\$ 0	0	10,000	200,000	0	0
<u>ENTERPRISE</u>						
Water	\$ 0	0	0	0	0	682,982
Wastewater	0	0	0	0	0	0
Solid Waste Management	0	0	0	0	0	0
TOTAL	\$ 0	0	0	0	0	682,982
<u>INTERNAL SERVICE</u>						
Equipment Maint & Replacmnt	\$ 0	0	0	0	0	0
Workers' Compensation	0	0	0	0	0	0
Unemployment	0	0	0	0	0	0
Liability	0	0	130,000	0	0	0
Employee Benefits	0	0	0	0	14,000	0
TOTAL	\$ 0	0	130,000	0	14,000	0
<u>GENERAL FUND RESERVES</u>						
General Non-Operating	\$ 11,400	289,000	96,900	1,393,400	860,200	257,000
TOTAL	\$ 11,400	289,000	96,900	1,393,400	860,200	257,000
GRAND TOTAL	\$ 455,797	1,323,164	3,020,018	6,642,719	3,984,199	8,363,038

Finance and Administrative Services	Community Development	Public Works	Community Services	Library	Fire	Police	Total
7,875,968	2,066,989	13,165,968	20,167,945	7,494,664	30,068,192	47,718,434	148,402,213
0	10,551,878	5,502,681	0	0	903,773	0	16,958,332
0	0	0	3,638,989	0	0	0	3,638,989
7,875,968	12,618,867	18,668,649	23,806,934	7,494,664	30,971,965	47,718,434	168,999,534
0	16,337,197	0	0	0	0	0	16,337,197
0	1,431,161	0	0	0	0	0	1,431,161
0	1,781,647	0	0	0	0	0	1,781,647
0	296,249	0	0	0	0	0	296,249
0	578,649	0	0	0	0	0	578,649
0	0	0	0	0	0	175,000	175,000
0	1,746,785	0	0	0	0	0	1,746,785
0	0	0	0	0	0	0	200,000
32,500	715,931	1,529,955	4,861,971	0	173,178	40,000	7,363,535
32,500	22,887,619	1,529,955	4,861,971	0	173,178	215,000	29,910,223
760,018	0	34,205,872	0	0	0	0	35,648,872
0	0	22,022,013	0	0	2,168,878	152,442	24,343,333
0	0	16,515,725	0	0	0	0	16,515,725
760,018	0	72,743,610	0	0	2,168,878	152,442	76,507,930
0	0	2,999,609	0	0	0	0	2,999,609
2,592,500	0	0	0	0	0	0	2,592,500
127,250	0	0	0	0	0	0	127,250
3,575,550	0	0	0	0	0	0	3,705,550
0	0	0	0	0	0	0	14,000
6,295,300	0	2,999,609	0	0	0	0	9,438,909
285,000	109,100	359,800	10,000	116,000	519,100	351,100	4,658,000
285,000	109,100	359,800	10,000	116,000	519,100	351,100	4,658,000
15,248,786	35,615,586	96,301,623	28,678,905	7,610,664	33,833,121	48,436,976	289,514,596

NOTES

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CITY COUNCIL

CITY COUNCIL

Councilmembers	Term Expires
Lucas Ramirez, Mayor	01/2023
Alison Hicks, Vice Mayor	01/2023
Margaret Abe-Koga	01/2025
Ellen Kamei	01/2023
Sally J. Lieber	01/2025
Lisa Matichak	01/2025
Pat Showalter	01/2025

STANDING COMMITTEES

Appointments Review Committee (CARC)

Ramirez, Chair
Hicks
Kamei

Finance Committee (CFC)/ Investment Review Committee (IRC)*

Lieber, Chair
Matichak
Ramirez

Neighborhoods Committee (CNC)

Showalter, Chair
Hicks
Ramirez

NOFA Review Committee

Showalter, Chair
Abe-Koga
Hicks

Policy and Procedures Committee (CPPC)

Matichak, Chair
Hicks
Ramirez

Sustainability Committee (CSC)

Hicks, Chair
Abe-Koga
Showalter

Transportation Committee (CTC)

Lieber, Chair
Kamei
Matichak

Youth Services Committee (CYSC)

Kamei, Chair
Abe-Koga
Lieber

AD HOC SUBCOMMITTEE

Race, Equity, and Inclusion

Kamei, Chair
Abe-Koga
Lieber

* The IRC consists of the members of the CFC and two members of the public.

CITY COUNCIL DEPARTMENT SUMMARY

DEPARTMENT MISSION STATEMENT

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

DEPARTMENT OVERVIEW

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

There are eight standing City Council committees, each with three members. From time to time, ad hoc committees are also formed. There is currently one ad hoc subcommittee with three members. In addition, Councilmembers represent the City and serve on numerous regional agencies and organizations.

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

DEPARTMENT FUNCTIONS

- Serve as Board of Directors for the Mountain View Shoreline Regional Park Community and the City of Mountain View Capital Improvements Financing Authority.
- Participate in regional boards and agencies which directly affect the City of Mountain View and the needs and interests of the residents.
- Adopt the annual budget and Capital Improvement Program.
- Appoint members to the Council advisory bodies.
- Adopt the City's strategic priorities and work plan of projects and initiatives every two years.

**CITY COUNCIL
DEPARTMENT SUMMARY**

MOUNTAIN VIEW STRATEGIC ROADMAP

VISION:

A welcoming, vibrant city that plans intentionally and leads regionally to create livable, sustainable neighborhoods, access to nature and open spaces, and a strong, innovation-driven local economy.

STRATEGIC PRIORITIES FOR FISCAL YEARS 2021-22 AND 2022-23:

- **Community for All:** Support Mountain View’s socioeconomic and cultural diversity. Engage and protect vulnerable populations through policies that promote access to housing, transportation, and other programs and services.
- **Livability and Quality of Life:** Enhance Mountain View as a great place to live that values community health and well-being. Preserve Mountain View’s unique character, restore wildlife habitats, and promote arts and culture. Provide parks, open space, and other key amenities.
- **Intentional Development and Housing Options:** Support an increase in the quantity and diversity of housing options, including assistance for the unhoused. Provide opportunities for affordable housing as well as home ownership. Plan for neighborhoods with nearby transit, jobs, and amenities that balance density with livable, green, mixed-use development.
- **Mobility and Connectivity:** Develop a mobility network that enhances connectivity across Mountain View and establishes green corridors. Promote transit and safe active transportation options that reduce single-occupancy vehicle trips and traffic, and increase walking and biking.
- **Sustainability and Climate Resilience:** Through implementation of the Sustainability Action Plan and other actions, reduce and minimize the City’s greenhouse gas emissions and prepare for sea level rise. Protect and enhance local ecosystems and biodiversity through rewilding and other measures. Support residents and businesses to adopt sustainable practices and use resources wisely.
- **Economic Vitality:** Support a walkable, beautiful, vibrant downtown and accessible village centers that draw residents and visitors. Create an environment where small, local, diverse businesses can thrive across the City alongside large employers. Continue to work in partnership with the business community so that Mountain View remains a center for innovations with meaningful jobs for workers.
- **Organizational Strength and Good Governance:** Continue to innovate, collaborate, and continuously improve to deliver a high level of customer service. Recruit, develop, and retain top-notch staff. Maintain fiscal responsibility and effective intergovernmental partnerships. Communicate and engage regularly and transparently with our multilingual community.

**CITY COUNCIL
DEPARTMENT SUMMARY**

MAJOR DEPARTMENT CHANGES

- General Non-Operating Fund:

Newly Elected Councilmember Per-Term Allowance (limited-period) \$11,400

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

BUD/LHP-001-01 FY2022-23

**CITY COUNCIL
DEPARTMENT SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Mayor	1	1	1
Councilmember	6	6	6
TOTAL REGULAR	7	7	7
TOTAL PART-TIME HOURLY	0	0	0
TOTAL POSITIONS	7	7	7
<hr/>			
EXPENDITURE SUMMARY	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries Wages and Benefits	\$ 210,758	295,290	315,817
Supplies and Other Services	24,172	128,580	139,980
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 234,930	423,870	455,797
<hr/>			
FUNDING SOURCES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
General Operating	\$ 226,285	423,870	444,397
General Non-Operating	8,645	0	11,400
TOTAL FUNDING	\$ 234,930	423,870	455,797
<hr/>			
EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 97,252	104,845	112,554
Wages	0	0	0
Benefits	113,506	190,445	203,263
TOTAL PERSONNEL	210,758	295,290	315,817
Materials and Supplies	8,588 *1	11,200	22,600 *4
Maintenance and Operations	0	0	0
Utilities	6,725	12,780	12,780
Professional/Technical Services	6,302 *1	15,000 *2	15,000
Other Expenses	2,557	89,600 *3	89,600
TOTAL SUPPLIES AND SERVICES	24,172	128,580	139,980
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 234,930	423,870	455,797

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

*2 Includes increased funding of \$15,000 for Council team building.

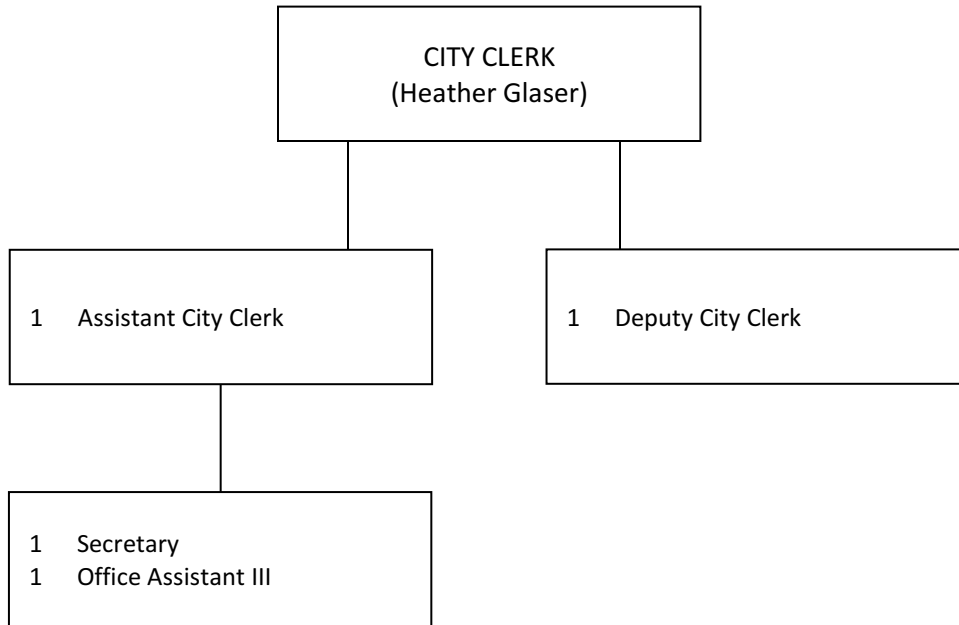
*3 Includes increased funding of \$22,100 for training, conference, and travel reserve.

*4 Includes limited-period funding of \$11,400 for per-term Council allowance.

NOTES

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CITY CLERK'S OFFICE



FISCAL YEAR 2022-23 POSITION TOTALS: 5.0 Full-Time

NOTES

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**CITY CLERK'S OFFICE
DEPARTMENT SUMMARY**

DEPARTMENT MANAGER—CITY CLERK

DEPARTMENT MISSION STATEMENT

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

DEPARTMENT OVERVIEW

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

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

The City Clerk's Office provides administrative assistance to the Council, maintains the City Code and City Charter, is custodian of the City Seal, administers oaths or affirmations, and maintains the official record of City contracts and agreements. The City Clerk's Office also maintains official City records, administers the Public Records Act request process, and provides information to the public regarding the legislative operations of government.

DEPARTMENT FUNCTIONS

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

**CITY CLERK'S OFFICE
DEPARTMENT SUMMARY**

FISCAL YEAR 2021-22 ACCOMPLISHMENTS

- Implemented Public Records Act tracking system in conjunction with the Information Technology Department.
- Added all Brown Act bodies to the Legistar system to enhance consistency and access to legislative records, such as agendas and minutes.
- Developed an Ordinance Creating Campaign Contribution Limits and Updating the Campaign Disclosure in Advertisements Ordinance, in conjunction with the City Attorney's Office.

**MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR
FISCAL YEARS 2021-22 AND 2022-23**

- Review and update City Council policies as appropriate.
- Review procedures and systems to maximize efficiencies.
- Implement electronic document recording with Santa Clara County Clerk-Recorder's Office.
- Train all Brown Act body liaisons on use of Legistar.
- Update retention schedules across City Departments.
- Update Conflict of Interest Code.
- Develop and implement an ongoing training program for City advisory boards and staff liaisons on public meeting process and legal requirements, in conjunction with the City Manager's Office and City Attorney's Office.

MAJOR DEPARTMENT CHANGES

- General Non-Operating Fund:

General Election Costs (limited-period):

\$289,000

Provides funding for the November 8, 2022 General Municipal Election, including three Councilmember seats and one ballot measure. Funding is also included for legal advertisement.

**CITY CLERK'S OFFICE
DEPARTMENT SUMMARY**

PERFORMANCE/WORKLOAD MEASURES

	2019-20 Actual	2020-21 Actual	2021-22 Target	2021-22 6 Months	2022-23 Target
Elections:					
1. Percentage of official election notices published without errors and on time	100%	100%	100%	N/A	100%
Legislative:					
2. Percentage of minutes prepared for a City Council meeting without relevant errors of fact ^(A)	91% ^(B)	100%	>98%	100%	100%
3. Percentage of legal hearing notices published and mailed within legal deadlines and per the City's noticing guidelines	100%	100%	100%	100%	100%
Administrative/Support to Council:					
4. Percentage of Council service requests responded to within one working day of receipt	100%	100%	100%	100%	100%

^(A) Measure updated for Fiscal Year 2020-21 from "Percentage of minutes prepared for a City Council meeting without errors of fact."

^(B) Draft minutes were prepared for 21 City Council meetings. The draft minutes of two City Council meetings included errors of fact, which were corrected at the time of City Council approval.

BUD/LHP-428-01 FY2022-23

**CITY CLERK'S OFFICE
DEPARTMENT SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
City Clerk	1	1	1
Assistant City Clerk	0	1 *1	1
Deputy City Clerk	1	1	1
Secretary	1	1	1
Office Assistant III	1	1	1
TOTAL REGULAR	4	5	5
TOTAL PART-TIME HOURLY	0	0	0
TOTAL POSITIONS	4	5	5

*1 Addition of an Assistant City Clerk position.

EXPENDITURE SUMMARY	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries Wages and Benefits	\$ 643,980	943,716	993,104
Supplies and Other Services	247,722	41,060	330,060
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 891,702	984,776	1,323,164

FUNDING SOURCES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
General Operating	\$ 680,461	984,776	1,034,164
General Non-Operating	211,241	0	289,000
TOTAL FUNDING	\$ 891,702	984,776	1,323,164

REVENUE SUMMARY	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
General Service Charges	\$ 250	0	0
Miscellaneous Revenue	3,982	0	0
TOTAL REVENUES	\$ 4,232	0	0

**CITY CLERK'S OFFICE
DEPARTMENT SUMMARY**

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 382,050	603,212	646,982
Wages	61,390	8,000	8,000
Benefits	200,540	332,504	338,122
TOTAL PERSONNEL	<u>643,980</u>	<u>943,716</u>	<u>993,104</u>
Materials and Supplies	19,204 *1	10,595	21,125 *2
Maintenance and Operations	1,010	1,475	475
Utilities	240	290	290
Professional/Technical Services	217,702 *1	11,530	291,000 *2
Other Expenses	9,566	17,170	17,170
TOTAL SUPPLIES AND SERVICES	<u>247,722</u>	<u>41,060</u>	<u>330,060</u>
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ <u>891,702</u>	<u>984,776</u>	<u>1,323,164</u>

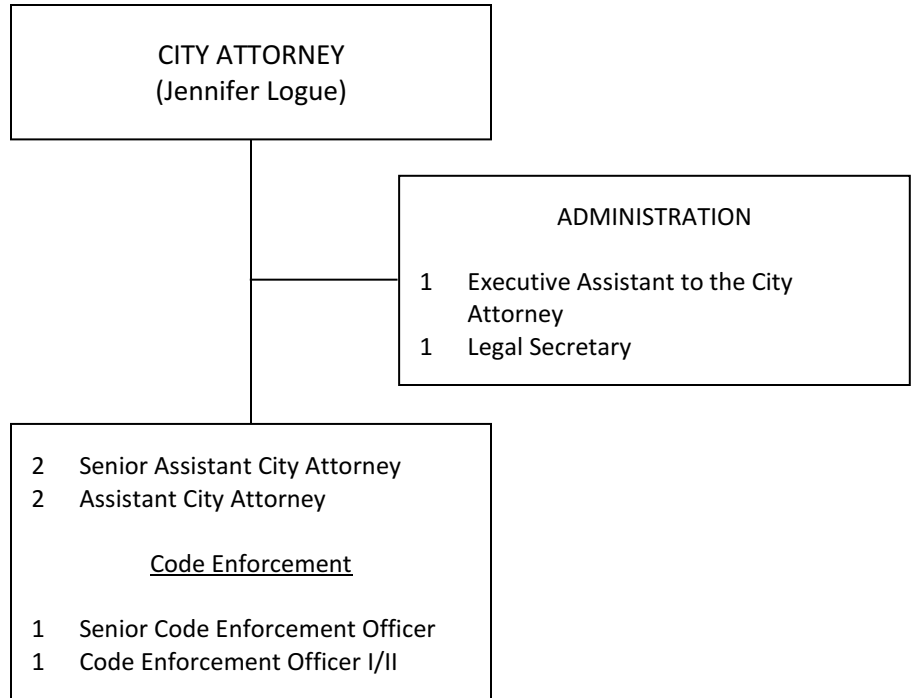
*1 Includes limited-period expenditures for the November 2020 General Municipal Election and for microfilm digitizing services.

*2 Includes limited-period funding of \$289,000 for the November 2022 General Municipal Election.

NOTES

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CITY ATTORNEY'S OFFICE



FISCAL YEAR 2022-23 POSITION TOTALS: 9.0 Full-Time

**CITY ATTORNEY'S OFFICE
DEPARTMENT SUMMARY**

DEPARTMENT MANAGER—CITY ATTORNEY

DEPARTMENT MISSION STATEMENT

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

DEPARTMENT OVERVIEW

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

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

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

DEPARTMENT FUNCTIONS

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

**CITY ATTORNEY'S OFFICE
DEPARTMENT SUMMARY**

FISCAL YEAR 2021-22 ACCOMPLISHMENTS

- Developed an ordinance requiring the safe storage for firearms in residences and vehicles in Mountain View, in conjunction with the Police Department.
- Developed a military equipment funding, acquisition, and use policy in compliance with State Assembly Bill 481 for Council adoption, in conjunction with the Police Department.
- Developed an ordinance creating campaign contribution limits and updating the Campaign Disclosure in Advertisements Ordinance, in conjunction with the City Clerk's Office.
- Developed a Mobile Home Rent Stabilization Ordinance adopted by Council and administered by the Rental Housing Committee, in conjunction with the Community Development Department.
- Updated the Tenant Relocation Assistance Ordinance to provide protections to mobile home tenants, in conjunction with the Community Development Department.
- Assisted the Public Works Department and Community Development Department with development of an ordinance and related actions to adopt new Development Impact Fees to fund infrastructure for the East Whisman Precise Plan area, as contemplated by the Precise Plan.
- Assisted the Community Development Department with development of an ordinance amending the Subdivision Code and Zoning Code to implement SB 9.
- Assisted Public Works with development of a food service ware ordinance.
- Assisted Public Works with development of an ordinance in compliance with SB 1383 relating to organic waste regulations.
- Assisted the Community Development Department in updating CDBG forms and templates for subrecipients to comply with HUD requirements.

**MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR
FISCAL YEARS 2021-22 AND 2022-23**

*(Items in **bold** are tied to Fiscal Years 2021-22 and 2022-23 Strategic Roadmap Action Plan Projects)*

- **Update the City/School District Joint-Use Master Agreement, in conjunction with the City Manager's Office and Community Services Department.**
- Support the Community Development Department in preparing the Housing Element Update.
- Support the City Manager's Office in legal review of implementation actions for the Guaranteed Basic Income Pilot Program.
- Negotiate an agreement with the Mountain View Whisman School District to provide funding for its below-market-rate and workforce housing development at 777 West Middlefield Road, consistent with Council direction at the time of project approval.

**CITY ATTORNEY’S OFFICE
DEPARTMENT SUMMARY**

- Provide legal support to update Precise Plans to implement the General Plan.
- Provide legal support in development review of the Google Master Plan projects in East Whisman and North Bayshore districts, including negotiation of development agreements, environmental review, and preparation of required resolutions.
- Support the City Manager’s Office in the development of a wage theft ordinance and responsible construction ordinance.
- Support the Police Department and City Manager’s Office in development of Memorandums of Understanding with school districts regarding the Mountain View Police Department School Resource Officer Program.
- Provide legal support to the City Clerk’s Office for the November 2022 Election.
- Develop and implement an ongoing training program for City advisory boards and staff liaisons on public meeting processes and legal requirements, in conjunction with the City Manager’s Office and City Clerk’s Office.

MAJOR DEPARTMENT CHANGES

- General Non-Operating Fund:
 - Training, Conference, and Travel: \$5,000
Provides increased funding for training, conference, and travel for attorneys to fulfill continuing legal education requirements.
 - Memberships, Dues, and Filing Fees: \$2,600
Provides increased funding for membership in the California Bar, local bar associations, and municipal law associations.
- General Non-Operating Fund:
 - Americans with Disabilities Act (ADA) Compliance (limited-period): \$75,000
Provides funding to retain ADA consulting services to update the City’s ADA program, policies, and procedures.
 - City Council Strategic Priority Project—Mobile Home Park Space Rents (rebudget balance): \$21,900
Rebudgets the balance of funding to develop a mobile home rent control ordinance and related work.

**CITY ATTORNEY'S OFFICE
DEPARTMENT SUMMARY**

PERFORMANCE/WORKLOAD MEASURES

	2019-20 Actual	2020-21 Actual	2021-22 Target	2021-22 6 Months	2022-23 Target
City Attorney's Office:					
1. Total cost of legal services, in-house and outside counsel, as a percentage of the General Operating Fund expenditures.	1.3%	1.3%	<2%	1.3%	<2%
2. Percentage of claims entered into the claim reporting system, reported to ACCEL, and directed to appropriate departments for response within five working days of receipt of the claim.	100%	100%	>90%	100%	>90%
3. Percentage of standard contracts reviewed within two working days.	90%	97%	>85%	98%	>85%
4. Percentage of complex contracts reviewed within 20 working days.	100%	99%	>80%	100%	>80%
5. Percentage of code enforcement cases responded to within five working days of receipt of complaint or observation of violation.	95%	97%	>95%	98%	>95%

BUD/LHP-011-01 FY2022-23

**CITY ATTORNEY'S OFFICE
DEPARTMENT SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
City Attorney	1	1	1
Senior Assistant City Attorney	2	2	2
Assistant City Attorney	1	2 *1	2
Senior Deputy City Attorney	1	0 *1	0
Senior Code Enforcement Officer	1	1	1
Code Enforcement Officer I/II	1	1	1
Exec Asst to the City Attorney	1	1	1
Legal Secretary	1	1	1
TOTAL REGULAR	9	9	9
TOTAL PART-TIME HOURLY	0	0	0
TOTAL POSITIONS	9	9	9

*1 Reclassification of the Senior Deputy City Attorney position to Assistant City Attorney.

EXPENDITURE SUMMARY	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries Wages and Benefits	\$ 2,021,886	2,407,807	2,633,928
Supplies and Other Services	474,159	349,490	377,090
Capital Outlay	0	0	0
Interfund Expenditures	1,895	8,000	9,000
TOTAL EXPENDITURES	\$ 2,497,940	2,765,297	3,020,018

FUNDING SOURCES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
General Operating	\$ 2,091,669	2,548,397	2,783,118
General Non-Operating	38,308	76,900	96,900
Shoreline Regional Park Community	0	10,000	10,000
Liability Self-Insurance	367,963	130,000	130,000
TOTAL FUNDING	\$ 2,497,940	2,765,297	3,020,018

REVENUE SUMMARY	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Fines and Forfeitures	\$ 3,908	23,750	23,750
Miscellaneous Revenue	1,461	2,000	2,000
Interfund Revenue Transfers	700,000 *1	0	0
TOTAL REVENUES	\$ 705,369	25,750	25,750

*1 Midyear transfer from the Wastewater Fund for a litigation case.

**CITY ATTORNEY'S OFFICE
DEPARTMENT SUMMARY**

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 1,347,876	1,609,137	1,754,622
Wages	24,821	0	0
Benefits	649,189	798,670	879,306
TOTAL PERSONNEL	<u>2,021,886</u>	<u>2,407,807</u>	<u>2,633,928</u>
Materials and Supplies	34,609	36,660 *2	36,660
Maintenance and Operations	2,318	1,200	1,200
Utilities	1,155	3,350	3,350
Professional/Technical Services	428,252 *1	282,800 *3	302,800 *4
Other Expenses	7,825	25,480 *2	33,080 *5
TOTAL SUPPLIES AND SERVICES	<u>474,159</u>	<u>349,490</u>	<u>377,090</u>
Capital Outlay	0	0	0
Interfund Expenditures	1,895	8,000	9,000
TOTAL EXPENDITURES	<u>\$ 2,497,940</u>	<u>2,765,297</u>	<u>3,020,018</u>

*1 Includes limited-period expenditures for litigation cases and the City Council Major Goals Work Plan - Mobile home park space rents.

*2 Includes increased funding of \$6,300 for books and memberships.

*3 Includes budget of \$85,000 moved from the Finance and Administrative Services Department and increased funding of \$15,000 for legal services related to general liability. Also includes limited-period fundings of \$50,000 for legal services (rebudget) and \$26,900 for City Council Strategic Priority Project - Mobile home park space rents (rebudget balance).

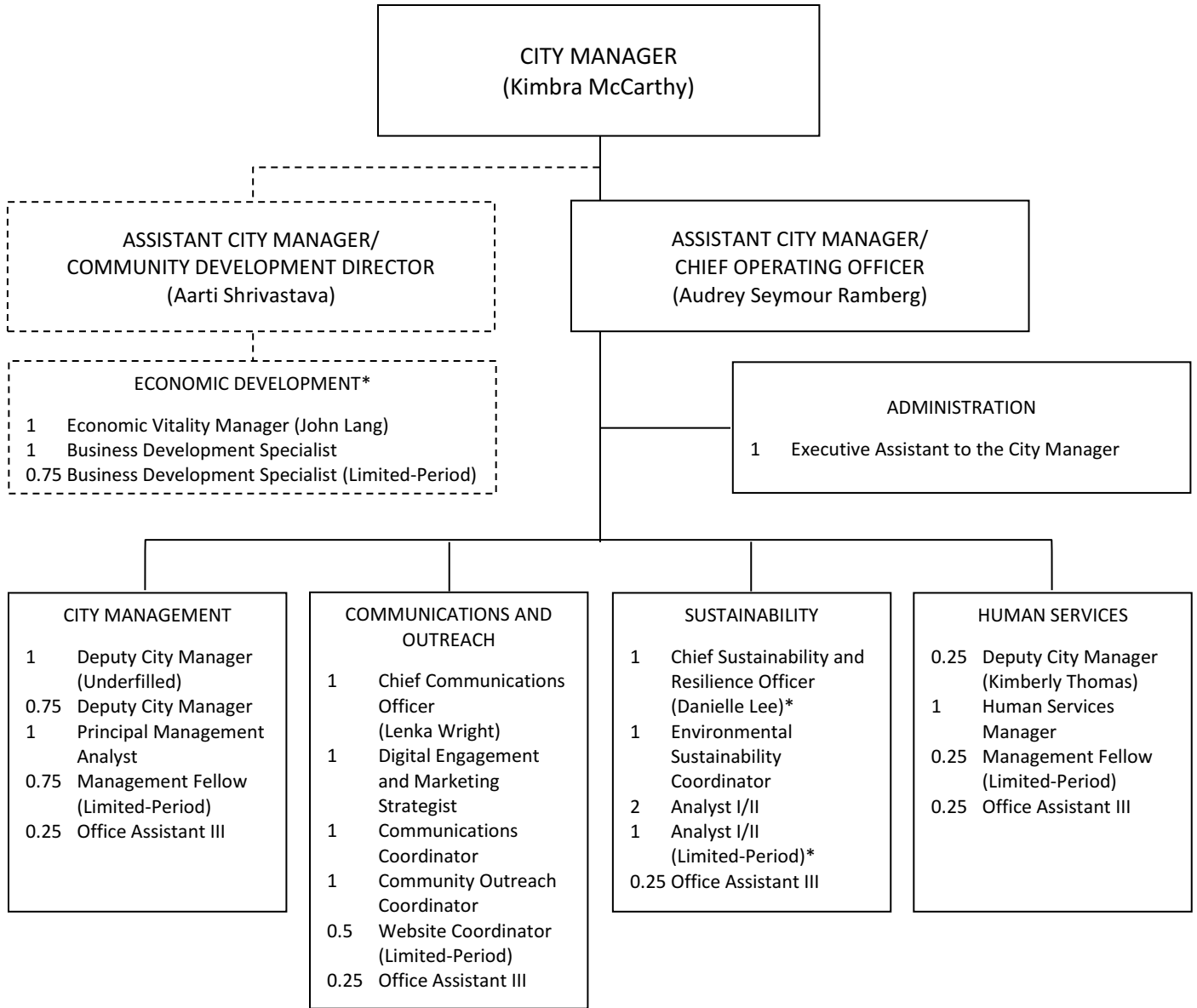
*4 Includes limited-period fundings of \$75,000 for Americans with Disability Act (ADA) Compliance and \$21,900 for City Council Strategic Priority Project - Mobile home park space rents (rebudget balance).

*5 Includes increased fundings of \$5,000 for training, conference and travel and \$2,600 for memberships, dues and filing fees.

NOTES

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CITY MANAGER'S OFFICE



FISCAL YEAR 2022-23 POSITION TOTALS: 16.0 Full-Time
2.5 Limited-Period

* Funded by the Sustainability CIP through Fiscal Year 2023-24.

NOTE: The City's Economic Development function is budgeted in the Community Development Department. It is also shown in the City Manager's Office organization chart to signify the importance of this function and its close connection to the City Manager's Office. The FTE count for this function is not included in the above for the City Manager's Office.

CITY MANAGER'S OFFICE DEPARTMENT SUMMARY

DEPARTMENT MANAGER—ASSISTANT CITY MANAGER/ CHIEF OPERATING OFFICER

DEPARTMENT MISSION STATEMENT

To support the City Council in the development and execution of the City Council's goals and policies; to provide leadership and guidance to City departments in the delivery of City services; to inform and engage the community through a range of outreach, communication, and marketing activities; to develop and implement homelessness response strategies and other human services for vulnerable populations in collaboration with community and regional partners; and to collaborate with City departments, the community, and other partners to achieve a thriving, sustainable community.

DEPARTMENT OVERVIEW

The City Manager is appointed by the City Council. The City Manager's Office consists of four divisions: City Management, Communications and Outreach, Sustainability, and Human Services. In addition, the Economic Development Division, while officially a part of the Community Development Department budget, reports to the City Manager through the Assistant City Manager/Community Development Director. Through these divisions, the Office: provides professional leadership in the administration of all City services, activities, and facilities; directs the execution of policies and objectives adopted by the City Council; develops and presents to the City Council recommendations and strategies in response to community issues; plans and executes programs to meet the current and future needs of the City of Mountain View; provides strategic communication and marketing services and conducts outreach and engagement in a variety of languages and formats to maximize access to information, services, and opportunities for input; develops and implements strategies and programs to address homelessness and other human-service needs for vulnerable populations; plans and implements strategies to support the Mountain View economy and businesses; and plans and coordinates a wide range of sustainability and resiliency policies and programs.

DEPARTMENT FUNCTIONS

- Develop and present to the City Council solutions and strategies in response to community issues.
- Provide leadership to City departments in the execution of policies, objectives, and programs adopted by the City Council.
- Respond to all City Council and resident inquiries received by the City Manager's Office in a timely manner.
- Manage customer/resident relationship management (CRM) "Ask Mountain View" web- and mobile-based systems.
- Assist the City Council in setting strategic priorities and track departments' progress in achieving Citywide goals. (M 3)
- Develop and submit an annual balanced City budget to the City Council and support City Council efforts in long-term financial planning.
- Develop, lead, and execute the City's legislative advocacy and intergovernmental relations efforts. (M 2)

CITY MANAGER'S OFFICE DEPARTMENT SUMMARY

- Coordinate specific interdepartmental and intergovernmental compliance issues.
- Manage complex, cross-departmental projects.
- Develop, execute, and lead the City's external and internal communication and outreach strategy using a broad range of communication channels and Citywide communication initiatives.
- Provide information to the community through public forums, publications, and government access programming to expand visibility and awareness of emerging issues, programs, priorities, and progress on City goals and initiatives. (M 6)
- Enhance and promote the City's overarching identity and manage the marketing function in a manner consistent with the City's vision, organizational values, Code of Ethics, and cultural ideals.
- Serve as the City's Public Information Officer and manage media relations. (M 6, 7, 8)
- Manage the Multicultural Engagement Program to provide clear, timely, and meaningful information and opportunities for input to a diverse and multilingual community. (M 4, 5)
- Develop and oversee outreach strategies to enhance civic engagement using a range of social media and other platforms to enable proactive and positive interactions. (M 6,8)
- Provide staff support to the Human Relations Commission.
- Serve as the lead staff liaison to the Public Safety Advisory Board.
- Act as City liaison to and coordinate with various community groups, nonprofit organizations, and intergovernmental partners to maintain effective relationships to assess and address the needs of the most vulnerable Mountain View residents. (M 15)
- Develop policy recommendations and response strategies to work collaboratively with local and regional partners to address homelessness and the human service needs of vulnerable Mountain View residents.
- Administer budgets, agreements, and grants to provide safe parking, outreach, housing support services, basic human services, and other associated programs. (M 16, 17, 18, 19)
- Convene cross-departmental teams to plan and coordinate City services and initiatives for homeless, unstably housed, and other vulnerable residents.
- Track, analyze, and report data and outcomes associated with programs and services associated with homeless, unstably housed, and other vulnerable residents.
- Provide staff support to the Council Sustainability Committee (CSC) and Council Policy and Procedures Committee (CPPC).
- Coordinate cross-departmental sustainability and resiliency strategic planning and policy-making.
- Develop and oversee implementation of sustainability and resiliency initiatives. (M 10)

CITY MANAGER'S OFFICE DEPARTMENT SUMMARY

- Provide information and resources to encourage the community to undertake sustainability actions. (M 11, 12, 13, 14)
- Develop partnerships with regional agencies, neighboring jurisdictions, and local employers to coordinate and maximize the impact of sustainability and resiliency solutions.
- Identify and seek grant funding to support sustainability and resiliency efforts.

FISCAL YEAR 2021-22 ACCOMPLISHMENTS

- Led coordination across City departments on COVID-19 recovery efforts, including monitoring and adapting to changing COVID-19 conditions and public health protocols to provide ongoing City services, disseminating up-to-date public information, and protecting the health and safety of the community and City employees.
- Developed Elevate MV, the City's Guaranteed Basic Income pilot program, in conjunction with the Community Development Department.
- Created the City's first Human Services Division.
- Provided extensive, ongoing outreach to vulnerable populations to connect them with pandemic relief resources.
- Led the process to implement a new Strategic Roadmap for the City, including a new vision statement, seven new Strategic Priorities, and a Council Work Plan with projects and initiatives supporting the Strategic Priorities.
- Provided support for the Mayor's Resiliency Roundtable for community leaders to collaborate on COVID-19 recovery efforts.
- Provided essential services for unhoused and unstably housed residents.
- Launched an enhanced legislative program, including onboarding of an advocacy consulting firm and adoption of a comprehensive platform of legislative priorities.
- Collaborated with the Cities of Los Altos and Palo Alto to receive \$3 million in Federal funding in support of developing alternative responses to mental health crises, as advanced by Congresswoman Anna Eshoo
- Collaborated with State Senator John Becker to secure \$8 million in State funding for the City-owned Lot 12 affordable housing project.
- Developed agreements and worked with the Mountain View Solidarity Fund and Los Altos Mountain View Community Foundation to provide \$1 million in City funds for them to disburse in one-time financial assistance to extremely low-income residents.
- Engaged community groups and presented options to Council to create ordinances to address wage theft and promote responsible construction.
- Continued oversight and coordination of the implementation of the City's Race, Equity and Inclusion Action Plan.

CITY MANAGER'S OFFICE DEPARTMENT SUMMARY

- Developed a work plan of priorities for the newly established Public Safety Advisory Board in conjunction with the Police Department.
- Completed the Public Safety Advisory Board assessment of the Mountain View Police Department School Resource Officer Program, in conjunction with the Police Department.
- Completed the Ph.D. Research Fellow assessment of Mountain View Police Department Traffic Stop Data and presented it to the Public Safety Advisory Board, in conjunction with the Police Department.
- Conducted the City's first Chinese Language Civic Leadership Academy.
- Conducted a Spanish Language Civic Leadership Academy.
- Launched Electrify Mountain View to help residents shift from fossil fuels to carbon-free energy sources.
- Developed an Electric Vehicle Action Plan identifying ways to support transition to electric vehicles and expansion of the infrastructure for EV charging.
- Launched a second cohort of Cool Block neighborhood teams to help residents adopt sustainable practices, build community, and be more disaster-prepared and resilient.
- Developed an e-bike rebate program focused on low-income residents.
- Launched a program and adopted a resolution to educate, raise awareness, and provide information to residents, food establishments, and City employees about the health and environmental benefits of a plant-based eating diet and encourage an increase in plant-based eating.
- Developed and implemented a refreshed City visual identity, with a new City logo, colors, font, and other elements to reflect the City's vision and enhance community communications.
- Redesigned The View newsletter to provide enhanced access to relevant and timely City information to every household in Mountain View.
- Started the design process for a new City website that will be easier to navigate with more relevant, timely information.

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEARS 2021-22 AND 2022-23

*(Items in **bold** are tied to Fiscal Years 2021-22 and 2022-23 Strategic Roadmap Action Plan Projects)*

- **Oversee implementation of *Elevate MV*, a Guaranteed Basic Income pilot program, in conjunction with the Community Development Department.**
- **Expand access to broadband across communities, in conjunction with the Information Technology and Public Works Departments.**
- **Explore the feasibility of alternative mental health crisis response methods, in conjunction with the Police Department, Public Safety Advisory Board, County of Santa Clara, and community partners.**

CITY MANAGER'S OFFICE DEPARTMENT SUMMARY

- **Develop a comprehensive Homelessness Response Strategy that includes housing, services, and an expenditure and funding plan, in conjunction with the Community Development Department.**
- **Develop an ordinance to address wage theft, in conjunction with the Finance and Administrative Services Department.**
- **Develop an ordinance for responsible construction, in conjunction with the Public Works and Community Development Departments.**
- **Develop a Community Workforce Agreement, in conjunction with the Public Works Department.**
- **Work through Sustainability Action Plan projects.**
- **Review the Fire Community Risk Assessment, in conjunction with the Fire Department, to determine next steps and financial feasibility.**
- **Update the City/School District Joint-Use Master Agreement, in conjunction with the City Attorney's Office and Community Services Department.**
- **Continue to plan, coordinate, and oversee COVID-19 recovery efforts to support community relief and resilience, in conjunction with the Community Development Department.**
- Plan, coordinate, and oversee COVID-19 recovery efforts for the City workforce and facilities, in conjunction with the Human Resources and Public Works Departments.
- Redesign the City's website to improve the community's access to information, refresh the look and feel of the site, and reflect the vision and priorities established through the strategic planning process, in conjunction with the Information Technology Department.
- Continue implementation of the City's Race, Equity, and Inclusion Action Plan.
- Oversee and coordinate implementation of the City Council's Strategic Roadmap.
- Continue to oversee collaboration with the school districts on matters of shared interest for the benefit of the community.
- Continue to coordinate a City of Mountain View Americans with Disabilities Act (ADA) assessment and transition plan for City facilities, communications, and programs.
- Implement City Council direction related to the Youth and Community Unit and the School Resource Officer program, including development of Memoranda of Understanding with school districts and development of a School Resource Officer procedure manual, which will be presented to the Public Safety Advisory Board, in conjunction with the Police Department and City Attorney's Office.
- Develop a language access policy.
- Redesign the City's Intranet site to improve employee access to information and resources and support enhanced coordination and engagement.
- Develop a new, long-term sustainability and resiliency plan and short-term Sustainability Action Plan 5 (SAP-5) that incorporates GHG reductions, carbon neutrality, social equity, adaptation, and resilience.

**CITY MANAGER'S OFFICE
DEPARTMENT SUMMARY**

- Support interagency collaboration on climate resilience and Sea Level Rise, including exploration of the formation of a regional Sea Level Rise networking group, in conjunction with the Public Works Department.
- Develop and implement programs and policies to maximize employee engagement and renew workplace culture in recovery from pandemic operational impacts, in conjunction with the Human Resources Department.
- Develop and implement an ongoing training program on public meeting process and legal requirements for City advisory boards and staff liaisons, in conjunction with the City Clerk's Office and City Attorney's Office.

**CITY MANAGER'S OFFICE
DEPARTMENT SUMMARY**

PERFORMANCE/WORKLOAD MEASURES

	2019-20 Actual	2020-21 Actual	2021-22 Target	2021-22 6 Months	2022-23 Target
City Management Division:					
1. Percentage of City Manager's Office cost as a percent of the General Operating Fund expenditures. ^(A)	1.5%	1.8%	<2%	1.8%	Discontinue
2. Number of communications regarding the City's position on legislation or legislative issues made annually to the State Legislature, Congress, and other branches of government.	11	25 ^(B)	9	19	TBD ^(C)
3. Percentage of Strategic Roadmap Action Plan Projects completed within two year plan horizon.				New for FY22-23	50%
Communications and Outreach Division:					
4. Number of outreach and support activities the Multicultural Engagement Program conducted to support City initiatives (in-person and virtual attendance at special events, community, and resident meetings; and interpretation requests fulfilled).	67	212 ^(D)	>=80	141	>=100
5. Number of written translation requests the Multicultural Engagement Program fulfilled to support City initiatives.		New for FY21-22	>=60	111	>=100
6. Number of Community Information and Outreach Program products provided (newsletters, press releases, internet postings, media contacts, etc.).	1,380 ^(E)	1,150 ^(D) New for FY21-22	900	400 ^(F)	700
7. Number of media inquiries.		New for FY21-22	120	85	120
8. Engagement rate of City's social media channels for:					
• Twitter (@MtnViewGov)		New for FY21-22	0.75%	2.2%	2.0%
• Facebook		New for FY21-22	5.0%	5.4%	5.0%
9. Number of film permits and inquiries.		New for FY21-22	25	14	Discontinue
Sustainability Division:					
10. Percentage of Sustainability Division "Sustainability Action Plan" items completed.	New for FY20-21	50% ^(G)	>80%	38% ^(G)	>80%
11. Increase in the number of community engagement points of contact.	New for FY20-21	458 ^(D)	>=150	331	>=200
12. Increase in the number of people "Informed or "Engaged" through Collaborate Mountain View.	New for FY20-21	299 ^(H)	150	90 ^(I)	Discontinue

**CITY MANAGER'S OFFICE
DEPARTMENT SUMMARY**

	2019-20 Actual	2020-21 Actual	2021-22 Target	2021-22 6 Months	2022-23 Target
13. Increase in the number of people who participate in at least one program/event.	New for FY20-21	146	>=100	106	>=125
14. Percentage of event attendee survey respondents who reported increased knowledge.	New for FY20-21	100% ^(j)	>75%	82%	>75%
Human Services Division:					
15. Number of meetings held with community-based organizations for human services collaboration and coordination.				New for FY22-23	>=11
16. Number of outreach communications to people living in vehicle community.				New for FY22-23	>=24
17. Public service grant monitoring reports and low-income subsidy tracking reports received on time.				New for FY22-23	>90%
18. Percentage at capacity for safe parking lots.				New for FY22-23	>95%
19. Percentage at capacity for LifeMoves Mountain View.				New for FY22-23	>95%

^(A) Percentage is for the City Management Division only.

^(B) Due to a higher volume of State/Federal legislative matters related to Council priorities, the City produced a higher volume of communications stating the City's position.

^(C) The City began working with a legislative advocacy firm in late 2021. Staff will determine whether an updated target or new measure(s) are appropriate in light of this enhanced legislative advocacy program.

^(D) Due to COVID-19, outreach activities increased and many were conducted virtually.

^(E) Higher volume of outreach products released due to COVID-19.

^(F) Fiscal Year 2020-21 actual information and outreach products were greatly increased due to frequent COVID-19 communications. Communications strategy was adjusted for Fiscal Year 2021-22 to provide more focused COVID-19 messaging along with information of general City interest, while managing the frequency of communication to ensure effectiveness.

^(G) Lower-than-target completion rate due to COVID-19 and staff vacancy impacts.

^(H) Higher volume of online communication due to COVID-19.

^(I) With the variety of sustainability engagement platforms and information sources and the substantial increase in engagements overall, not as much new interest is driven to the Collaborate Mountain View site. Going forward, this measure will be discontinued, and the Collaborate Mountain View connections will be captured in Performance Measure No. 10.

^(J) One hundred percent (100%) reported increase in knowledge during events the first half of the fiscal year. No data is available for the second half of the fiscal year.

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**CITY MANAGER'S OFFICE
DEPARTMENT SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.	
City Manager	1	1	1	
Assistant City Manager/Chief Operating Officer	1	1	1	
Deputy City Manager	1	1	2	*4
Assistant to the City Manager	1	1	0	*4
Chief Communications Officer	1	1	1	
Chief Sustainability and Resilience Officer	1	1	1	
Digital Engagement and Marketing Strategist	1	1	1	
Human Services Manager	0	1	1	*2
Principal Management Analyst	1	1	1	
Environmental Sustainability Coordinator	1	1	1	
Analyst I/II	2	2	2	
Communications Coordinator	0.50	0.50	1	*5
Community Outreach Coordinator	1	1	1	
Exec Asst to the City Manager	1	1	1	
Office Assistant III	0.75	0.75	1	*5
TOTAL REGULAR	<u>14.25</u>	<u>15.25</u>	<u>16</u>	
TOTAL PART-TIME HOURLY	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL POSITIONS	<u>14.25</u> *1	<u>15.25</u> *3	<u>16</u> *3	

*1 In addition there are the following limited-period positions: Management Fellow, 0.10 FTE Communications Coordinator, 0.50 FTE Community Outreach Coordinator, and an Analyst I/II (funded by the Sustainability CIP).

*2 Added a Human Services Manager position.

*3 In addition there are the following limited-period positions: Management Fellow, 0.5 Website Coordinator, and an Analyst I/II (funded by the Sustainability CIP through Fiscal Year 2023-24).

*4 Reclassification of the Assistant to the City Manager position to Deputy City Manager.

*5 Added 0.50 FTE to the Communications Coordinator position and moved 0.25 FTE Office Assistant III from the Human Resources Department.

DEPARTMENT DIVISIONS	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
City Management	\$ 3,452,634	3,148,528	3,421,029
Communications and Outreach	0	1,068,457	1,312,889
Sustainability	580,864	765,965	821,473
Human Services	0	740,498	1,087,328
TOTAL EXPENDITURES	<u>\$ 4,033,498</u>	<u>5,723,448</u>	<u>6,642,719</u>

*1 New Division created for Fiscal Year 2021-22

**CITY MANAGER'S OFFICE
DEPARTMENT SUMMARY**

EXPENDITURE SUMMARY	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries Wages and Benefits	\$ 2,861,924	3,989,335	4,481,713
Supplies and Other Services	1,171,574	1,734,113	2,161,006
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 4,033,498	5,723,448	6,642,719

FUNDING SOURCES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
General Operating	\$ 3,069,032	4,539,248	5,049,319
General Non-Operating	742,236	984,200	1,393,400
Cable Television	222,230	200,000	200,000
TOTAL FUNDING	\$ 4,033,498	5,723,448	6,642,719

REVENUE SUMMARY	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Miscellaneous Revenue	\$ 291,033	180,000	180,000
TOTAL REVENUES	\$ 291,033	180,000	180,000

NOTES

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**CITY MANAGER’S OFFICE—CITY MANAGEMENT
DIVISION SUMMARY**

DIVISION MANAGER—DEPUTY CITY MANAGER

DIVISION OVERVIEW

The City Management Division supports the City Council policy-making process through the preparation of City Council meeting and Study Session agendas and reports; plans, facilitates goal-setting, and tracks progress on Council priority projects and Citywide strategic plans; coordinates cross-departmental projects; provides oversight and support to all City services, activities, and facilities; serves as a liaison for intergovernmental relations; develops, executes, and leads the City’s external and internal communication strategy using a broad range of communication channels and Citywide communication initiatives; manages the Multilingual Community Outreach Program to provide clear, timely, and meaningful information and opportunities for input to a diverse and multilingual community; provides staff support to the Human Relations Commission; and promotes the City’s best interests in interactions with other levels of government.

MAJOR DIVISION CHANGES

- General Operating Fund:
 - Special Projects Contingency: \$100,000
Provides funding for special projects across City departments to address unanticipated, time-sensitive needs.
 - Reclassification of the Assistant to the City Manager Position to Deputy City Manager: \$16,400
Provides funding to reclassify an Assistant to the City Manager position to Deputy City Manager.
- General Non-Operating Fund:
 - Americans with Disabilities Act (ADA) Consultant (rebudget): \$200,000
Rebudgets funding for a consultant to prepare an ADA assessment and transition plan for City facilities, website, and public programs (streets, sidewalks, etc.).
 - Organizational Analysis (rebudget): \$200,000
Rebudgets funding to support an analysis of the City’s administrative functions, procedures, and resources to help streamline and modernize these functions to provide superior, customer-driven, and cost-effective services to both external and internal customers.
 - Management Fellow Position (0.75 FTE) (limited-period): \$136,000
Provides continued funding for a Management Fellow position. The other 0.25 FTE is in the new Human Services Division. The objective of this position is to provide increased capacity and an increased level of analytical rigor for important department and Citywide projects.

**CITY MANAGER’S OFFICE—CITY MANAGEMENT
DIVISION SUMMARY**

City Council Strategic Priority—Legislative Advocacy (limited-period): \$100,000

Provides continued funding to engage the services of a legislative advocacy consultant to support the City’s legislative priorities at a State and Federal level to include assistance with legislative tracking and updates, analysis, development of a legislative strategy and advocacy plan, and assist with establishing interagency relationships, regional advocacy, and stakeholder engagement.

- Cable Fund:

Audio/Visual Equipment (rebudget): \$5,000

Rebudgets funding for audio/visual equipment for staff or freelance photographers to use for City video productions that would be shown on Mountain View City television and social media platforms, including YouTube.

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**CITY MANAGER'S OFFICE - CITY MANAGEMENT
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	9.75	6 *2	6.25 *3
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	9.75 *1	6 *1	6.25 *1

*1 In addition there is 0.75 of a limited-period Management Fellow position.

*2 Moved 3.5 positions to the new Communications and Outreach Division and 0.25 position to the new Human Services Division.

*3 Moved 0.25 FTE Office Assistant III from the Human Resources Department.

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 1,601,817 *1	1,405,395 *3	1,520,811 *3
Wages	38,935	26,400	26,400
Benefits	723,384	609,798	666,883
TOTAL PERSONNEL	2,364,136	2,041,593	2,214,094
Materials and Supplies	52,130	38,760	38,760
Maintenance and Operations	740	0	0
Utilities	1,253	720	720
Professional/Technical Services	1,024,343 *2	1,043,250 *4	1,043,250 *4
Other Expenses	10,032	24,205 *5	124,205 *7
TOTAL SUPPLIES AND SERVICES	1,088,498	1,106,935	1,206,935
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 3,452,634	3,148,528 *6	3,421,029

*1 Includes expenditures for limited-period Management Fellow position.

*2 Includes limited-period expenditures for safe parking program, organizational analysis, ADA consultant, homeless enforcement initiatives, and mobile sanitation and hygiene services.

*3 Includes limited-period funding for a Management Fellow.

*4 Includes limited-period fundings of \$200,000 for ADA consultant (rebudget), \$200,000 for organizational analysis (rebudget), and \$100,000 for legislative advocacy.

*5 Includes limited-period funding of \$5,000 for cable audio/visual equipment.

*6 Budget of \$69,700 moved to the new Communications and Outreach Division.

*7 Includes increased funding of \$100,000 for special projects contingency and limited-period funding of \$5,000 for cable audio/visual equipment (rebudget).

REVENUES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Miscellaneous Revenue	\$ 291,033	180,000 *1	180,000
TOTAL REVENUES	\$ 291,033	180,000	180,000

*1 Includes reduced revenue due to lower Public, Education and Government (PEG) fees collected by the cable providers.

**CITY MANAGER’S OFFICE—COMMUNICATIONS AND OUTREACH
DIVISION SUMMARY**

DIVISION MANAGER—CHIEF COMMUNICATIONS OFFICER

DIVISION OVERVIEW

The Communications and Outreach Division leads the City’s communication strategy using a broad range of communication channels and outreach methods to provide clear, timely, and meaningful information, access to City services, and opportunities for input to Mountain View’s diverse and multilingual community. The Division serves as the central point of contact for the news media; drives the use of technology and digital media to further enhance community and stakeholder relationships; and oversees internal employee communications. The Division provides a unique and robust Multicultural Engagement Program (formerly called the Multilingual Community Outreach Program) to provide translation and interpretation in Spanish, Chinese/Mandarin, and Russian; coordinate leadership development and networking in the community; and conduct outreach to share information about City services and meetings. As the hub of Citywide communications, the Division strives to build deeper connections with the community, deliver clear communications that enhance transparency and exemplify the City’s values and identity, and use technology and outreach to enhance community engagement.

MAJOR DIVISION CHANGES

- General Operating Fund:
 - Communications Coordinator Position (0.5 FTE): \$111,200
Provides funding to increase the Communications Coordinator position from half-time to full-time. This will provide more consistent coverage of the position’s current duties and enable the City to establish and operate expanded video production capabilities.
 - Multicultural Engagement Program Wages: \$10,000
Provides increased funding for wages to accommodate increased demand for translations and interpretations along with language access training. Expanding the City’s ability to engage with Spanish-, Chinese-, and Russian-speaking residents has a direct benefit for communities of color in Mountain View.
- General Non-Operating Fund:
 - Website Coordinator Position (0.5 FTE) (limited-period): \$111,200
Provides continued funding for a half-time Website Coordinator position. This position will support the transition to a new website and intranet design; apply web best practices, including ADA accessibility; make recommendations for site navigation, support departments on web publishing processes, identify and resolve problems with web content and links; analyze data for search engine optimization; monitor and report on analytics and recommend changes to enhance site accessibility and effectiveness; and promote uniform fonts, formatting, and design.
 - Production and Multimedia Wages (limited-period): \$75,000
Provides funding for hourly wages to produce videos to expand community access to City information and enhance the City’s communication and outreach efforts.

**CITY MANAGER'S OFFICE - COMMUNICATIONS AND OUTREACH
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular		3.50 *1	4 *3
Total Part-Time Hourly		0	0
TOTAL POSITIONS		3.50 *2	4 *2

*1 The Chief Communications Officer, Digital Engagement and Marketing Strategist, 0.5 Communications Coordinator and Community Outreach Coordinator positions moved from the City Management Division.

*2 In addition, there is a limited-period 0.5 Website Coordinator position.

*3 Added 0.50 to the Communications Coordinator Position.

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$	642,296 *1	767,437 *1
Wages		30,300 *2	115,300 *6
Benefits		282,690	316,981
TOTAL PERSONNEL		955,286	1,199,718
Materials and Supplies		22,500 *3	22,500
Maintenance and Operations		43,800 *4	43,800
Utilities		0	0
Professional/Technical Services		40,446	40,446
Other Expenses		6,425 *4	6,425
TOTAL SUPPLIES AND SERVICES		113,171	113,171
Capital Outlay		0	0
Interfund Expenditures		0	0
TOTAL EXPENDITURES	\$	1,068,457 *5	1,312,889

*1 Includes limited-period funding for 0.5 Website Coordinator position.

*2 Includes increased funding of \$15,000 for Multicultural Engagement Program wages.

*3 Includes increased funding of \$9,000 for postage for The View.

*4 Includes increased funding of \$49,800 for communications software tools/media monitoring, training and memberships.

*5 Budget of \$69,700 moved from the City Management Division.

*6 Includes increased funding of \$10,000 for Multicultural Engagement Program wages and limited-period funding of \$75,000 for production and multimedia wages.

**CITY MANAGER’S OFFICE—SUSTAINABILITY
DIVISION SUMMARY**

DIVISION MANAGER—ASSISTANT CITY MANAGER/
CHIEF OPERATING OFFICER

DIVISION OVERVIEW

The Sustainability Division oversees the City’s sustainability activities both from a communitywide and municipal operations perspective. This includes formulating strategies and policies and implementing programs and projects based on broad stakeholder engagement with residents, businesses, and City employees and direction from the City Council. The Division addresses environmental, social equity, and economic considerations, seeking to create a more resilient, safe, and livable Mountain View for all community members by: (1) optimizing land use, transportation, energy, water, waste, and ecosystem resources; (2) mitigating and adapting to the effects of climate change through outreach, education, and action; and (3) increasing the efficiency of City operations to reduce expenses.

MAJOR DIVISION CHANGES

- General Non-Operating Fund:

Sustainability Fellow Contract (limited-period): \$55,000

Provides continued funding for a professional services agreement for a Sustainability Fellow to support the implementation of Sustainability Action Plan 4 (SAP-4) with a focus on community outreach and engagement.

Sustainability Outreach and Engagement Program (limited-period): \$40,000

Provides continued funding for the City’s outreach program in support of SAP-4.

BUD/LHP-610-04 FY2022-23

**CITY MANAGER'S OFFICE - SUSTAINABILITY
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	4.50	4.50	4.50
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	4.50 *1	4.50 *1	4.50 *1

*1 In addition there is a limited-period Analyst I/II position funded by the Sustainability CIP through Fiscal Year 2023-24.

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 334,662	429,216 *2	450,204 *2
Wages	95	0	0
Benefits	163,031	218,249	252,769
TOTAL PERSONNEL	497,788	647,465	702,973
Materials and Supplies	3,599	15,000	15,000
Maintenance and Operations	119	0	0
Utilities	0	0	0
Professional/Technical Services	74,008 *1	95,000 *3	95,000 *3
Other Expenses	5,350	8,500	8,500
TOTAL SUPPLIES AND SERVICES	83,076	118,500	118,500
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 580,864	765,965	821,473

*1 Includes limited-period expenditures for Sustainability Fellow contract and for outreach and engagement.

*2 Funding for limited-period Analyst I/II position is included in the Sustainability CIP through Fiscal Year 2023-24

*3 Includes limited-period fundings of \$55,000 for Sustainability Fellow contract and \$40,000 for sustainability outreach and engagement program.

**CITY MANAGER’S OFFICE—HUMAN SERVICES
DIVISION SUMMARY**

DIVISION MANAGER—ASSISTANT TO THE CITY MANAGER

DIVISION OVERVIEW

The Human Services Division leads the City’s programs, services, and partnerships to meet the needs of Mountain View’s most vulnerable residents to improve the quality of life for all residents. This includes developing policy recommendations and response strategies; coordinating with community-based organizations, nonprofits, and intergovernmental partners; managing cross-departmental planning; promoting access to essential services; and administering budgets, agreements, and grants. The Division works in collaboration with a network of service providers to assist homeless, unstably housed, and other vulnerable residents through housing services, mental health services, and other basic-need human services.

MAJOR DIVISION CHANGES

- General Non-Operating Fund:
 - Safe Parking Program (limited-period): \$335,000
Provides funding for services related to the operation of City safe parking locations.
 - City Council Strategic Priority Project—Homeless Response Strategy (rebudget): \$75,000
Rebudgets funding to prepare a comprehensive review of community needs and available resources related to housing and supportive services for homeless and unstably housed Mountain View residents and develop an expenditure and funding plan in coordination with regional partners.
 - Management Fellow Position (0.25 FTE) (limited-period): \$45,300
Provides continued funding for a Management Fellow position. The other 0.75 FTE is in the City Management Division. The objective of this position is to provide increased capacity and an increased level of analytical rigor for important department and Citywide projects.
 - Homeless Initiatives (rebudget balance): \$20,900
Rebudgets the balance of funding for homeless initiatives.

BUD/LHP-610-05 FY2022-23

**CITY MANAGER'S OFFICE - HUMAN SERVICES
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular		1.25 *1	1.25
Total Part-Time Hourly		0	0
TOTAL POSITIONS		1.25 *2	1.25 *2

*1 Added a Human Services Manager position and moved 0.25 Assitant to the City Manager position from the City Management Division.

*2 In addition there is 0.25 of a limited-period Management Fellow position.

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$	230,463 *1	245,709 *1
Wages		0	0
Benefits		114,528	119,219
TOTAL PERSONNEL		344,991	364,928
Materials and Supplies		0	0
Maintenance and Operations		0	0
Utilities		0	0
Professional/Technical Services		110,900 *2	430,900 *4
Other Expenses		284,607 *3	291,500
TOTAL SUPPLIES AND SERVICES		395,507	722,400
Capital Outlay		0	0
Interfund Expenditures		0	0
TOTAL EXPENDITURES	\$	740,498	1,087,328

*1 Includes limited-period funding for a Management Fellow.

*2 Includes limited-period fundings of \$75,000 for homeless response strategy, \$20,900 for homeless initiatives (rebudget balance), and \$15,000 for mobile sanitation and hygiene services (rebudget balance).

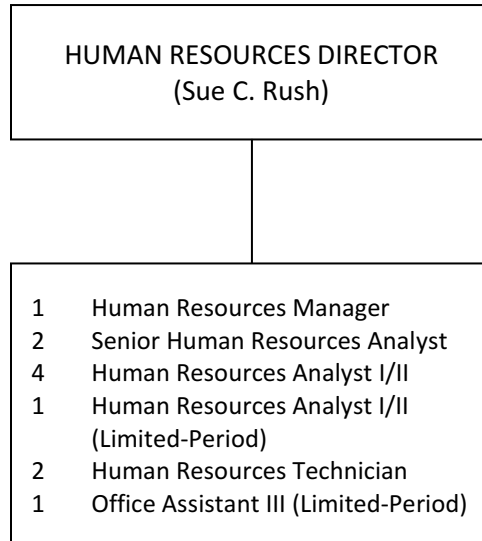
*3 Community Health Awareness Council and Nonprofit budget moved from the Finance and Administrative Services Department.

*4 Includes limited-period fundings of \$335,000 for safe parking program, \$75,000 for homeless response strategy (rebudget), and \$20,900 for homeless initiatives (rebudget balance).

NOTES

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HUMAN RESOURCES DEPARTMENT



FISCAL YEAR 2022-23 POSITION TOTALS: 10.0 Full-Time
2.0 Limited-Period

HUMAN RESOURCES DEPARTMENT SUMMARY

DEPARTMENT MANAGER—HUMAN RESOURCES DIRECTOR

DEPARTMENT MISSION STATEMENT

To attract, retain, and develop highly qualified employees who exemplify with the City's values and provide exceptional service to the community and work in alignment with the City's priorities.

DEPARTMENT OVERVIEW

The Human Resources Department strives to create an engaging and high-performing workplace culture and provides strategic assistance and support to City departments, employees, and prospective employees.

DEPARTMENT FUNCTIONS

- Manage the Human Resources Department, including day-to-day functions and organizationwide initiatives, to promote engagement and a workplace culture grounded in the organization's workplace ideals: Empower People, Foster Collaboration, Support Continuous Learning, Enhance Our Community, Champion Wellness, Lead with Empathy, and Embrace Change and Innovation.
- Orient all new employees to the City and conduct interviews with all employees who separate from City service. (M 3, 4)
- Manage and maintain positive employee/labor relations with unrepresented and represented employee groups through negotiations and administration of Memorandums of Understanding and resolutions governing unrepresented compensation and collaborative problem-solving on matters of mutual interest. (M 1, 2)
- Develop and maintain infrastructure for administering effective personnel/employee relations functions. (M 1)
- Plan, coordinate, and offer a selection of comprehensive training and development opportunities that support employee professional growth and succession planning efforts, including internal and external certificate programs and academies, in-house trainings for all staff, and legally mandated trainings.
- Continue employee engagement efforts, including coordinating employee events and supporting recognition programs.
- Fill vacant positions as quickly and cost-effectively as possible while adhering to equal employment principles. Create strategic recruitment and selection plans for each vacancy to meet the needs of departments and employ qualified and engaged staff. (M 2)
- Evaluate, update, and maintain the City's classification plan through periodic salary surveys and classification/reclassification studies, and implement changes to the City's compensation plan as needed.
- Manage and administer the City's comprehensive benefits program for employees and retirees, including the wellness program. (M 5)

HUMAN RESOURCES DEPARTMENT SUMMARY

- Oversee the City's leave and performance management programs.
- Lead workplace wellness by offering a variety of programs, activities, and incentive opportunities that allow for a personalized and unique approach to individual physical and mental health, while simultaneously fostering community support, engagement, and achievements.
- Manage and coordinate the City's grievance and appeals process and assist departments with all disciplinary actions.
- Coordinate with the Finance and Administrative Services Department to process accurate personnel information for payroll, budgeting, and reporting purposes.
- Partner with department leaders for strategic workforce planning, including: recruitment activities to attract and retain a highly engaged workforce; training and executive coaching to support employee development and address skill gaps; reorganization, including classification and compensation review; and analysis of turnover, including retirement projections.
- Continue to inform and engage City staff in collaboration with the Communications Division, including staff briefs, CityNet, Virtual Employee Town Hall, and other forms of communication.

FISCAL YEAR 2021-22 ACCOMPLISHMENTS

- Implemented leave programs for employees impacted by COVID-19 in compliance with and above and beyond State requirements.
- Continued robust internal communication and recognition efforts via a bi-monthly Citywide newsletter to keep employees informed and engaged, highlighting employee and team accomplishment, wellness resources, employee events, and COVID-19 protocols.
- Created and implemented the City's COVID-19 vaccination policy and exemption process and oversaw compliance with testing and exposure reporting requirements.
- Executed an agreement for optional Flexible Spending Account plan provisions in accordance with the CARES Act to provide employees with greater flexibility during the uncertainty of COVID-19.
- Ensured compliance with ongoing updates to County and State regulations related to COVID-19 and engaged with labor groups on working condition impacts.
- Conducted contract negotiations with all bargaining groups and unrepresented employees to reach an agreement on employee compensation.
- Created and implemented a Coaching Certificate program, providing training to managers and supervisors to enhance their skills in supporting staff performance and development.
- Completed the transition to a sole 457(b) deferred compensation provider to reduce plan participant cost and improve record-keeping, administration, and ongoing education for deferred compensation and retiree health savings accounts plan, in conjunction with the Finance and Administrative Services Department.

HUMAN RESOURCES DEPARTMENT SUMMARY

- Conducted a Request for Proposal process for employee medical benefits and facilitated review by the employee Health Benefits Committee.
- Conducted an executive search to recruit a new City Attorney.
- Continued to innovate and streamline the employee recruitment process to hire the most talented candidates, including an increased in LinkedIn followers by approximately 10% in this fiscal year to date for a current total of 5,715 City followers and posted content that made over 131,000 impressions.
- Continued development and implementation of creative virtual recognition efforts and planned and implemented a transition back to in-person outdoor employee appreciation and celebration events.

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEARS 2021-22 AND 2022-23

*(Items in **bold** are tied to Fiscal Years 2021-22 and 2022-23 Strategic Roadmap Action Plan Projects)*

- **Plan, coordinate, and oversee COVID-19 recovery efforts for the City workforce and facilities, in conjunction with the City Manager's Office and Public Works Department.**
- Engage in contract negotiations and adopt successor agreements, as appropriate, with all bargaining groups and unrepresented employees.
- Enhance the City's coaching program to support employee development for current and future leadership roles in the organization.
- Engage employees to develop awareness, skills, policies, and procedures that promote diversity, equity, and inclusion and ensure Mountain View is a workplace that values, respects, and collaborates effectively with all people.
- Conduct the biannual employee engagement survey.
- Develop and implement programs and policies to maximize employee engagement and renew workplace culture in recovery from pandemic operational impacts, in conjunction with the City Manager's Office.
- Continue to innovate and implement enhancements to the City's recruitment process, marketing, outreach, branding strategies, and new employee onboarding.
- Reevaluate Police Officer and professional staff recruiting strategies and employee retention models, in conjunction with the Police Department.
- Identify and implement organizational improvements to support succession planning goals, including professional development and career paths, within the Fire and Environmental Protection Division, in conjunction with the Fire Department.

HUMAN RESOURCES DEPARTMENT SUMMARY

MAJOR DEPARTMENT CHANGES

- General Operating Fund:
 - Human Resources Analyst I/II Positions (2.0 FTE): \$411,000

Provides funding for two full-time Human Resources Analyst I/II positions. These positions will provide professional and analytical support to address the continued increase in volume of workload in Human Resources.
 - Professional Development Funds: \$58,000

Provides increased funding for the professional/management development and technology reimbursement program.
 - Reclassification of Senior Human Resources Analyst Position to Human Resources Manager: \$56,100

Provides funding to reclassify one Senior Human Resources Analyst to Human Resources Manager. The Human Resources Manager will primarily focus on developing working relationships with department managers and bargaining units, implementing strategies in support of negotiations and employee relations, and managing programs to provide staffing, training, and other resources.
 - Employee Healthy Snacks: \$25,000

Provides funding for the City's Wellness Program's healthy employee snacks initiative. This initiative was launched in 2017 as a pilot program to provide fresh organic fruit and dry snacks Citywide. The program was on hold due to COVID-19. As the City's workforce has returned, this funding will relaunch the program.
 - Training and Development: \$6,000

Provides increased funding to support the training and development of new personnel.
 - Employee Appreciation and Holiday Lunch Events: \$5,000

Provides increased funding in anticipation of higher headcount and increased vendor costs for employee appreciation and holiday lunch events.
- General Non-Operating Fund:
 - Human Resources Analyst I/II Position (limited-period): \$205,500

Provides continued funding for a Human Resources Analyst I/II position. This position will provide needed staffing to assist with leave administration, training functions, and recruitments.

**HUMAN RESOURCES
DEPARTMENT SUMMARY**

Citywide Succession Planning (limited-period):	\$150,000
Provides continued funding for Citywide Succession Planning efforts. The funds will be used for recruitment resources, coaching, and development to prepare the organization for upcoming retirements and transitions in essential leadership positions.	
Employee Relations/Labor Negotiations Attorney Services (limited-period):	\$150,000
Provides continued funding for labor negotiation services and supports implementation of any new agreement terms that require legal advice. Also provides funding for legal advice on general employee relations matters.	
Office Assistant III Position (limited-period):	\$149,700
Provides funding for an Office Assistant III position. This position will provide office administrative and clerical support.	
Employee Relations Consultants (limited-period):	\$140,000
Provides continued funding for outside consultants to support investigations and class/compensation surveys.	
Human Resources Analyst Wages (rebudget):	\$65,000
Rebudgets funding for the Human Resources Analyst hourly wages. The funding will provide dedicated resources for special projects and employee communications.	

**HUMAN RESOURCES
DEPARTMENT SUMMARY**

PERFORMANCE/WORKLOAD MEASURES

	2019-20 Actual	2020-21 Actual	2021-22 Target	2021-22 6 Months	2022-23 Target
1. Employee turnover rate. ^(A)	8%	8%	<10%	8%	<10%
2. Percentage of recruitments/vacant positions filled by existing personnel (excludes promoting within positions classified as I/II).	39%	38%	>30%	40%	>30%
3. Percentage of new employee orientations conducted within seven days of hire.	98%	100%	>98%	100%	>98%
4. Percentage of retirement planning informational meetings conducted with retiring employees.	100%	95%	>90%	96%	>90%
5. Percentage of employee benefit inquiries responded to within two working days.	99%	97%	>90%	100%	>90%

^(A) Includes voluntary separations only.

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**HUMAN RESOURCES
DEPARTMENT SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.	
Human Resources Director	1	1	1	
Human Resources Manager	0	0	1	*2
Senior Human Resources Analyst	3	3	2	*2
Human Resources Analyst I/II	2	2	4	*3
Human Resources Technician	2	2	2	
Office Assistant III	0.25	0.25	0	*4
TOTAL REGULAR	8.25	8.25	10	
TOTAL PART-TIME HOURLY	0	0	0	
TOTAL POSITIONS	8.25 *1	8.25 *1	10 *5	

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

*2 Reclassification of a Senior Human Resources Analyst position to Human Resources Manager.

*3 Addition of two Human Resources Analyst I/II positions.

*4 Moved 0.25 Office Assistant III position to the City Manager's Office.

*5 In addition there are the following limited-period positions: Human Resources Analyst I/II and Office Assistant III.

EXPENDITURE SUMMARY	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries Wages and Benefits	\$ 2,093,489	2,175,239	2,822,697
Supplies and Other Services	966,509	1,137,052	1,161,502
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 3,059,998	3,312,291	3,984,199

FUNDING SOURCES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
General Operating	\$ 2,628,641	2,522,441	3,109,999
General Non-Operating	424,149	775,850	860,200
Employee Benefits	7,208	14,000	14,000
TOTAL FUNDING	\$ 3,059,998	3,312,291	3,984,199

REVENUE SUMMARY	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Miscellaneous Revenue	\$ 794	0	0
TOTAL REVENUES	\$ 794	0	0

**HUMAN RESOURCES
DEPARTMENT SUMMARY**

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 1,401,063 *1	1,440,889 *4	1,924,291 *8
Wages	38,867 *1	68,840 *5	68,840 *5
Benefits	653,559	665,510	829,566
TOTAL PERSONNEL	2,093,489	2,175,239	2,822,697
Materials and Supplies	45,274	51,760	51,760
Maintenance and Operations	605	122	122
Utilities	242	0	0
Professional/Technical Services	355,199 *2	424,500 *6	519,500 *9
Other Expenses	565,189 *3	660,670 *7	590,120 *10
TOTAL SUPPLIES AND SERVICES	966,509	1,137,052	1,161,502
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 3,059,998	3,312,291	3,984,199

*1 Includes expenditures for limited-period positions.

*2 Includes limited period expenditures for employee relations/labor negotiations attorney services and deferred compensation administration.

*3 Includes limited-period expenditures for Citywide succession planning, employee wellness program, and frontline employee development pilot extension.

*4 Includes limited-period funding for a Human Resources Analyst I/II position.

*5 Includes limited-period funding for Human Resources Analyst wages.

*6 Includes increased funding of \$5,000 for employee homebuyer program administration. Also includes limited-period fundings of \$100,000 for employee relations consultants, \$95,000 for employee relations/labor negotiations attorney services.

*7 Includes limited-period fundings of \$221,800 for frontline employee development program continuation and \$92,700 for Citywide succession planning.

*8 Includes limited-period funding for a Human Resources Analyst I/II position and an Office Assistant III position.

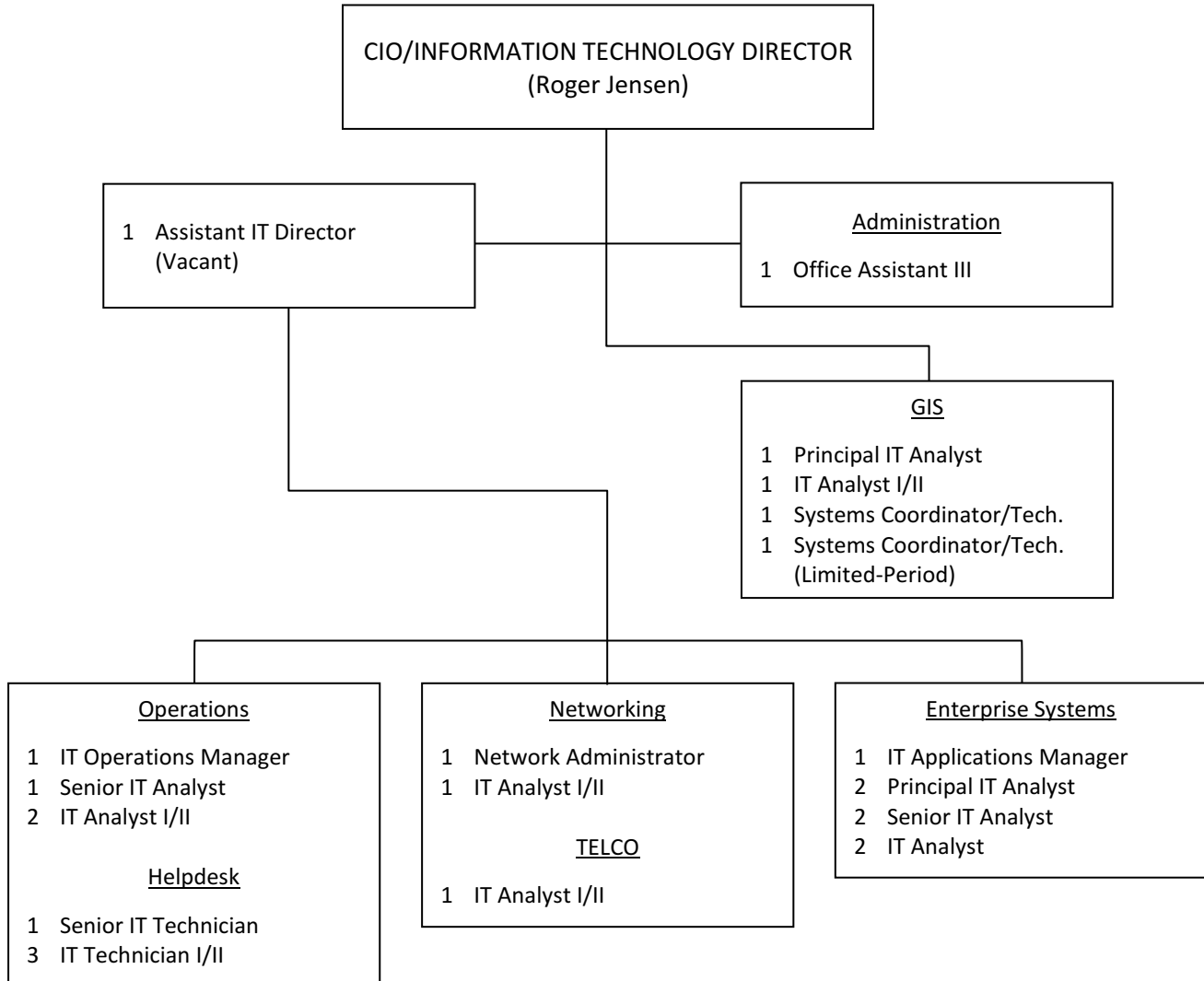
*9 Includes limited-period fundings of \$150,000 for employee relations/labor negotiations attorney services and \$140,000 for employee relations consultants.

*10 Includes increased funding of \$58,000 for professional development funds, \$25,000 for employee healthy snacks, \$6,000 for training and development, and \$5,000 for employee appreciation and holiday lunch events. Also includes limited-period funding of \$150,000 for Citywide succession planning.

NOTES

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INFORMATION TECHNOLOGY DEPARTMENT



FISCAL YEAR 2022-23 POSITION TOTALS: 24.0 Full-Time
1.0 Limited-Period

INFORMATION TECHNOLOGY DEPARTMENT SUMMARY

DEPARTMENT MANAGER—CIO/INFORMATION TECHNOLOGY DIRECTOR

DEPARTMENT MISSION STATEMENT

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

DEPARTMENT OVERVIEW

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

DEPARTMENT FUNCTIONS

- Manage and support the planning, implementation, operation, and maintenance of information technology, providing a reliable Citywide network, electronic mail, public access, public WiFi, City internet and intranet websites, and technical support of computer applications in City departments. (M 1, 2, 3)
- Coordinate cost-effective telephone services, including long-distance, voice mail applications, and cellular phone services.
- Manage the Geographic Information System (GIS) team to support departments by providing accurate, consistent, and comprehensive GIS data, GIS infrastructure, and GIS services.

FISCAL YEAR 2021-22 ACCOMPLISHMENTS

- Implemented a Public Records Act tracking system, in conjunction with the City Clerk’s Office.
- Supported the City’s employee telecommute strategy and launched a laptop program to maximize flexibility in work locations.
- Upgraded the Council Chambers to enable “hybrid” (in-person and remote) Council meetings.
- Implemented an enterprise scheduling application for departments to manage appointments with the community.
- Completed a cybersecurity threat assessment.

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEARS 2021-22 AND 2022-23

*(Items in **bold** are tied to Fiscal Years 2021-22 and 2022-23 Strategic Roadmap Action Plan Projects)*

- **Expand access to broadband across communities, in conjunction with the City Manager’s Office and Public Works Department.**

INFORMATION TECHNOLOGY DEPARTMENT SUMMARY

- Continue to review/implement the digitizing of the microfilm/microfiche records project.
- Implement the recommendations from the Development Services Review study for the development review process, including streamlining process improvements and implementation of technology, in conjunction with the Community Development, Public Works, and Fire Departments.
- Support implementation of a paperless permitting system, in conjunction with the Community Development and Public Works Departments.
- Support a redesign of the City's public and internal websites, in conjunction with the City Manager's Office.
- Implement a second network circuit for redundant internet connectivity.
- Develop and implement an integrated data management system to fulfill Fire and Environmental Protection Division data management and reporting needs across multiple regulatory program disciplines, in conjunction with the Fire Department.
- Add Zoom Room functionality to the Atrium and Plaza Conference Rooms to enable hybrid meetings for Council subcommittees and City advisory bodies.
- Update staff conference rooms with new audio-visual systems and Zoom Room capabilities to enable hybrid staff meetings.
- Replace audio-visual equipment at the Adobe Building to provide an enhanced viewing and listening experience with improved ease of use.
- Implement a cybersecurity monitoring system, including new hardware and software.
- Complete implementation of new closed-circuit TV system for the Police/Fire Administration Building and the Library, in conjunction with the Police, Fire, and Library Services Departments.
- Complete migration of City employee computer users from desktop PCs and virtual desktop infrastructure (VDI) systems to laptop computers.

MAJOR DEPARTMENT CHANGES

- General Operating Fund:
 - Network Architect/Manager Position: \$261,600
 - Provides funding for a Network Architect/Manager Position. This position will manage and support the growing number and complexity of network systems throughout the City.
 - Senior Information Technology Analyst Position: \$240,900
 - Provides funding for a Senior Information Technology Analyst position. This position will manage the creation, implementation, and ongoing administration of the Land Management System.

INFORMATION TECHNOLOGY DEPARTMENT SUMMARY

Information Technology Services, Licenses, and Software Renewals:	\$169,900
Provides new and increased funding for the annual services, licenses, and software renewals for Microsoft Office, DocuSign, Adobe Acrobat Pro, and various other software licenses.	
Reclassification of Systems Coordinator/Technician Position to Information Technology Analyst I/II (0.80 FTE):	\$38,200
Provides funding to reclassify a Systems Coordinator/Technician position to Information Technology Analyst I/II. The additional responsibilities for this position will be interfacing with departments to identify GIS projects, working with staff to schedule tasks, and ensuring projects meet the needs of the end-user (the other 0.20 FTE is funded from the Water Fund).	
Reclassification of Senior Information Technology Analyst to Principal Information Technology Analyst:	\$10,100
Provides funding to reclassify a Senior Information Technology Analyst to Principal Information Technology Analyst. This position will provide additional resources to manage feasibility studies, requirements analysis, and system design reviews.	
• General Non-Operating Fund:	
IT Desktop Technician Temporary Help (limited-period):	\$200,000
Provides continued funding for temporary help at the IT Desktop Technician level to provide support for employee Helpdesk requests, which have increased due to teleworking.	
Aspen Discovery Library Software (limited-period):	\$21,000
Provides funding for essential discovery software for the Library.	
Envisio Software (limited-period):	\$15,000
Provides continued funding for a software system to better track City Council Goals and other projects.	
Microsoft Teams Licenses (limited-period):	\$15,000
Provides funding for licenses for Microsoft Teams meeting software as a pilot program.	
Virtual Desktop Infrastructure (VDI) Licenses (limited-period):	\$6,000
Provides funding for VDI hardware licenses.	

INFORMATION TECHNOLOGY DEPARTMENT SUMMARY

- Water Fund:

Systems Coordinator/Technician Position (limited-period): \$174,500

Provides continued funding for a Systems Coordinator/Technician position to assist the Public Works Department with GIS and utility functions.

Reclassification of Systems Coordinator/Technician Position to Information Technology Analyst I/II (0.20): \$9,600

Provides funding for the reclassification of a System Coordinator/Technician position as noted in the General Operating Fund section above.

ESRI GIS System License: \$5,000

Provides increased funding for the cost of the ESRI GIS single-site license.

PERFORMANCE/WORKLOAD MEASURES

	2019-20 Actual	2020-21 Actual	2021-22 Target	2021-22 6 Months	2022-23 Target
Information Technology:					
1. Cost of Information Technology as a percentage of total City department expenditures.	2.6%	2.7%	<3%	2.7%	<3%
2. Percentage of time the City's website is up.	99%	99%	>98%	99%	>98%
3. Percentage of IT Helpdesk tickets responded to within SLA targets. ^(A)	95%	96%	>90%	96%	>90%

^(A) IT Service Level Agreement (SLA) targets:

- Critical Priority within 30 business minutes (system down or work stopped for multiple business units).
- Medium Priority within one business hour (system degraded or performance affected for multiple users).
- Low Priority within eight business hours (system degraded or performance affected for single user).

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**INFORMATION TECHNOLOGY
DEPARTMENT SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.	
CIO/Information Technology Director	1	1	1	
Assistant Information Technology Director	0	0	1	*3
Information Technology Manager	1	1	0	*3
Information Technology Operations Manager	1	1	1	
Information Technology Applications Manager	0	1	1	*1
Network Administrator	0	0	1	*4
Principal Information Technology Analyst	2	2	3	*5
Senior Information Technology Analyst	3	3	3	*4/5
Information Technology Analyst I/II	6	6	7	*6
Senior Information Technology Technician	1	1	1	
System Coordinator /Technician	2	2	1	*6
Information Technology Technician I/II	2	3	3	*1
Office Assistant III	1	1	1	
TOTAL REGULAR	20	22	24	
TOTAL PART-TIME HOURLY	0	0	0	
TOTAL POSITIONS	20	22	24	*2

*1 Addition of an Information Technology Applications Manager and Information Technology Technician I/II positions.

*2 In addition, there is a limited-period Systems Coordinator/Technician position.

*3 Midyear reclassification of the Information Technology Manager position to Assistant Information Technology Director.

*4 Addition of a Network Administrator position and a Senior Information Technology Analyst Position.

*5 Reclassification of a Senior Information Technology Analyst position to Principal Information Technology Analyst.

*6 Reclassification of a System Coordinator/Technician position to Information Technology Analyst I/II.

EXPENDITURE SUMMARY	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries Wages and Benefits	\$ 4,266,507	5,150,448	5,951,578
Supplies and Other Services	1,799,076	2,620,460	2,411,460
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 6,065,583	7,770,908	8,363,038

FUNDING SOURCES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
General Operating	\$ 5,438,485	6,489,616	7,423,056
General Non-Operating	192,718	640,000	257,000
Water	434,380	641,292	682,982
TOTAL FUNDING	\$ 6,065,583	7,770,908	8,363,038

**INFORMATION TECHNOLOGY
DEPARTMENT SUMMARY**

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 2,720,737 *1	3,306,003 *4	3,856,255 *4
Wages	48,826 *1	6,000	6,000
Benefits	1,496,944	1,838,445	2,089,323
TOTAL PERSONNEL	<u>4,266,507</u>	<u>5,150,448</u>	<u>5,951,578</u>
Materials and Supplies	45,487	46,250	72,250 *7
Maintenance and Operations	1,129,853 *2	1,679,740 *5	1,553,740 *7/8
Utilities	177,959	197,500	197,500
Professional/Technical Services	435,615 *3	656,470 *6	547,470 *7/9
Other Expenses	10,162	40,500	40,500
TOTAL SUPPLIES AND SERVICES	<u>1,799,076</u>	<u>2,620,460</u>	<u>2,411,460</u>
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	<u><u>\$ 6,065,583</u></u>	<u><u>7,770,908</u></u>	<u><u>8,363,038</u></u>

*1 Includes expenditures for limited-period positions.

*2 Includes limited-period expenditures for envisio software and cyber attack monitoring services.

*3 Includes limited-period expenditures for professional IT services and temporary desktop help.

*4 Includes limited-period funding for a Systems Coordinator/Technician position.

*5 Includes increased funding of \$110,000 for Information Technology services, licenses, and software renewals. Also includes limited-period fundings of \$200,000 for cyberattack monitoring services, \$60,000 for Public Records Act management software (\$40,000 rebudget), \$20,000 for fax host update, and \$15,000 for Envisio software.

*6 Includes limited-period fundings of \$120,000 for professional IT services, \$110,000 for Smart City innovation (rebudget balance), \$100,000 for an IT Desktop Technician temporary help, and \$15,000 for SharePoint consultant (rebudget).

*7 Includes increased funding of \$169,900 for Information Technology services, licenses, and software renewals.

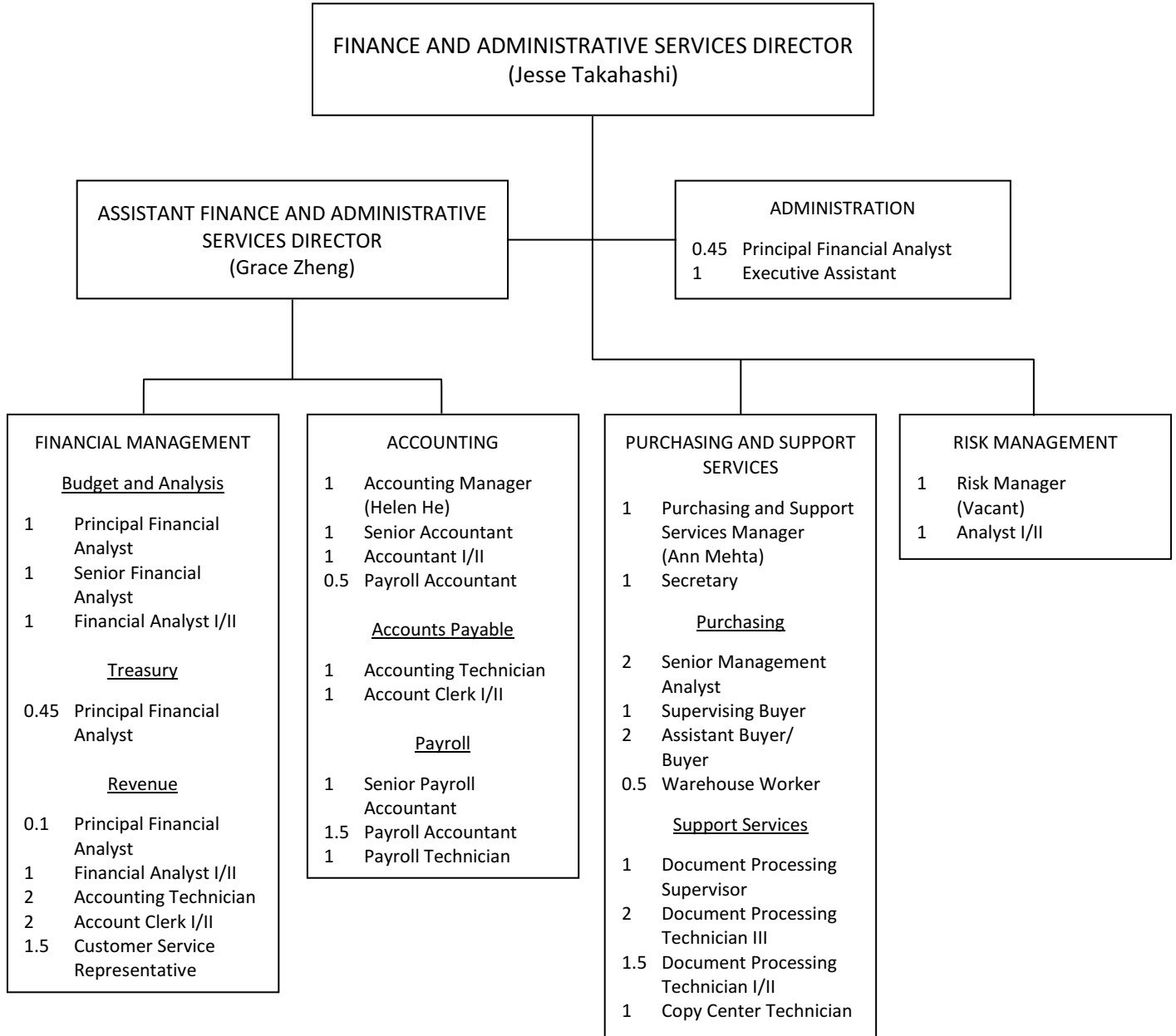
*8 Includes increased funding of \$5,000 for ESRI GIS System License. Also includes limited-period fundings of \$21,000 for Aspent Discovery Library software, \$15,000 for Envisio software, \$15,000 for Microsoft Teams pilot program and \$6,000 for VDI hardware licenses.

*9 Includes limited-period funding of \$200,000 for IT Desktop Technician temporary help.

NOTES

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FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT



FISCAL YEAR 2022-23 POSITION TOTALS: 36.0 Full-Time
1.5 Regular Part-Time

FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT SUMMARY

DEPARTMENT MANAGER—FINANCE AND ADMINISTRATIVE SERVICES DIRECTOR

DEPARTMENT MISSION STATEMENT

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

DEPARTMENT OVERVIEW

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

DEPARTMENT FUNCTIONS

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

FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT SUMMARY

- Provide efficient and effective centralized purchasing services, as required by the City Charter and City Code, and the sale of surplus equipment. (M 10, 11)
- Provide cost-beneficial, centralized document processing, document reproduction, and mail distribution services. (M 12, 13, 14)
- Manage the City's comprehensive general liability, property, loss control, Workers' Compensation, and industrial disability retirement programs, including self-insurance programs and excess insurances for catastrophic loss. (M 15, 16, 17)

FISCAL YEAR 2021-22 ACCOMPLISHMENTS

- Completed required reporting for the American Rescue Plan Fiscal Recovery Funds Program and assisted in determination of eligible expenditures.
- Continued implementation of a utility bill relief program for residential and small business customers experiencing economic impacts due to the COVID-19 pandemic.
- Provided financial analysis and support on numerous projects, including the implementation of the Mobile Home Rent Stabilization Ordinance, the Lot 12 development, the Google Master Plan, and Senate Bill 129 grant funds from the State Budget Act of 2021 related to affordable housing.
- Applied for and received grant funds from the California Water and Wastewater Arrearages Payment Program for those affected by COVID-19.
- Continued to maintain detailed supporting documentation for COVID-19-related expenditures, and submitted claims for reimbursement to the Federal Emergency Management Agency (FEMA).
- Received the Government Finance Officers Association "Award for Excellence in Financial Reporting" and its "Distinguished Budget Presentation Award."
- Received the National Procurement Institute's "Award for Excellence in Procurement."
- Completed the bid process and selected a new vendor for janitorial services, in conjunction with the Public Works Department.
- Streamlined the Business License application process to reduce the wait time to receive a business license, in conjunction with the Community Development Department.
- Researched alternative processes for the collection of cannabis tax.
- Assisted in the transition of new City logo on City letterhead, reports, and other documents, in conjunction with the City Manager's Office.
- Assisted with the transition to a sole 457(b) deferred compensation provider to reduce plan participant cost and improve record-keeping, administration, and ongoing education for deferred compensation and retiree health savings accounts plan, in conjunction with the Human Resources Department.

**FINANCE AND ADMINISTRATIVE SERVICES
DEPARTMENT SUMMARY**

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR
FISCAL YEARS 2021-22 AND 2022-23

*(Items in **bold** are tied to Fiscal Years 2021-22 and 2022-23 Strategic Roadmap Action Plan Projects)*

- **Develop an ordinance to address wage theft, in conjunction with the City Manager’s Office.**
- **Refinance the 2011 Shoreline Regional Park Community Revenue Bonds in order to achieve budget savings.**
- Research feasibility of replacing utility billing and business license systems.
- Begin work on the issuance of debt related to the City’s funding obligation for the Hope Street development project, pending approved financing plan by the developer.
- Research feasibility of obtaining more advantageous insurance pool options for general liability, property, and related insurance risk transfer.
- Prepare a Citywide update to the Cost Allocation Plan and Master Fee Schedule.
- Implement Governmental Accounting Standards Board Statement (GASB) No. 87, Leases, to provide enhanced financial information regarding the City’s leases to the users of the City’s financial statements.

PERFORMANCE/WORKLOAD MEASURES

	2019-20 Actual	2020-21 Actual	2021-22 Target	2021-22 6 Months	2022-23 Target
Financial Management:					
1. Accuracy of final budget numbers—percentage of budget corrections needed due to error.	0.1%	0.1%	<2%	0.0%	<2%
2. Percentage of time portfolio’s market-risk target (modified duration) is within:					
— 3.0% of the benchmark (policy requires 25.0% of time within 3.0%).	92%	92%	>50%	100%	>50%
— 15.0% of the benchmark (policy requires 100.0% of time within 15.0%).	100%	100%	100%	100%	100%
3. Percentage of utility accounts and accounts receivable written off as a percent of total receivables.	0.1%	0.03%	<2%	0.0% ^(A)	<2%
Accounting:					
4. Percentage of correcting accounting entries to total accounting entries.	5.7%	4%	<10%	4%	<10%
5. Percentage of month-end closes completed within 10 working days (target assumes June and July will not close within 10 working days due to year-end workload).	83%	83%	83%	83%	83%

**FINANCE AND ADMINISTRATIVE SERVICES
DEPARTMENT SUMMARY**

	2019-20 Actual	2020-21 Actual	2021-22 Target	2021-22 6 Months	2022-23 Target
6. Cost of Accounts Payable processing as a percentage of total dollars spent.	0.3%	0.2%	<1%	0.2%	<1%
7. Cost per payroll check issued (cost of payroll operation to total paychecks issued).	\$26.33	\$30.60	<\$30.00	\$27.65	<\$32.00
8. Percentage of reissued payroll checks due to errors versus total issued. ^(B)	0.02%	0.0%	<1%	0.0%	<1%
9. Payroll checks issued.	21,734	19,316	21,500	10,248	21,500
Purchasing and Support Services:					
10. Cost of procurement services as a percentage of total dollars spent.	4%	3%	<5%	2%	<5%
11. Percentage of time purchase orders are issued timely.	90%	89%	>89%	92%	>89%
12. Percentage of time City Council documents are completed timely.	99%	98%	>90%	99%	>90%
13. Percentage of time non-City Council documents are completed timely.	99%	99%	>90%	99%	>90%
14. Percentage of time Copy Center documents are completed timely.	97%	92%	>90%	99%	>90%
Risk Management:					
15. Percentage of Workers' Compensation program costs to total payroll.	1.8%	2.1%	<5%	Reported Annually	<5%
16. Percentage of hours lost to occupational injury compared to total hours worked.	1.1%	0.9%	<2.5%	Reported Annually	<2.5%
17. Percentage of dollars recovered compared to expenditures paid to repair damage to City property.	92%	95%	>85%	Reported Annually	>85%

^(A) The collection process for utilities and other accounts receivable is on hold due to the COVID-19 pandemic.

^(B) Measure updated in Fiscal Year 2021-22 from "Percentage of reissued payroll checks versus total issued."

**FINANCE AND ADMINISTRATIVE SERVICES
DEPARTMENT SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.	
Finance and Administrative Svcs Director	1	1	1	
Assistant Finance and Admin Svcs Director	1	1	1	
Purchasing and Support Services Manager	1	1	1	
Risk Manager	1	1	1	
Accounting Manager	1	1	1	
Principal Financial Analyst	1	1	2	*1
Senior Payroll Accountant	1	1	1	
Senior Management Analyst	3	3	2	*1
Senior Financial Analyst	2	2	1	*1
Senior Accountant	1	1	1	
Payroll Accountant I/II	1	1	2	*2
Financial Analyst I/II	1	1	2	*1
Analyst I/II	1	1	1	
Accountant I/II	1	1	1	
Supervising Buyer	1	1	1	
Document Processing Supervisor	1	1	1	
Assistant Buyer/Buyer	2	2	2	
Payroll Technician	1	1	1	
Accounting Technician	3	3	3	
Account Clerk I/II	3	3	3	
Document Processing Technician III	2	2	2	
Document Processing Technician I/II	1.50	1.50	1.50	
Warehouse Worker	0.50	0.50	0.50	
Executive Assistant	1	1	1	
Copy Center Technician	1	1	1	
Customer Service Representative	1.50	1.50	1.50	
Secretary	1	1	1	
TOTAL REGULAR	36.50	36.50	37.50	
TOTAL PART-TIME HOURLY	0.30	0.30	0.30	
TOTAL POSITIONS	36.80	36.80	37.80	

*1 Midyear Reclassifications of a Senior Financial Analyst position to Principal Financial Analyst and a Senior Management Analyst position to Financial Analyst I/II.

*2 Midyear addition of a Payroll Accountant I/II position.

DEPARTMENT DIVISIONS	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Finance and Admin. Services Administration	\$ 3,191,440	2,205,554	1,696,158
Financial Management	1,661,412	2,113,200	2,256,240
Accounting	1,522,187	1,652,637	1,875,743
Purchasing and Support Services	1,788,349	2,500,646	2,631,179
Risk Management	3,212,746	5,768,302	6,789,466
TOTAL EXPENDITURES	\$ 11,376,134	14,240,339	15,248,786

**FINANCE AND ADMINISTRATIVE SERVICES
DEPARTMENT SUMMARY**

EXPENDITURE SUMMARY	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries Wages and Benefits	\$ 6,071,961	7,690,319	7,776,766
Supplies and Other Services	5,289,084	6,502,020	7,390,020
Capital Outlay	1,076	15,000	47,000
Interfund Expenditures	14,013	33,000	35,000
TOTAL EXPENDITURES	\$ 11,376,134	14,240,339	15,248,786

FUNDING SOURCES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
General Operating	\$ 6,379,534	7,425,592	7,875,968
General Non-Operating	1,621,540	849,000	285,000
Shoreline Regional Park Community	42,500	32,500	32,500
Water	585,860	664,947	760,018
Workers Compensation Insurance	1,417,436	2,442,500	2,592,500
Unemployment Self-Insurance	191,401	127,250	127,250
Liability Self-Insurance	1,137,863	2,698,550	3,575,550
TOTAL FUNDING	\$ 11,376,134	14,240,339	15,248,786

REVENUE SUMMARY	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Federal Intergovernmental Revenue	\$ 1,049,483	0	0
General Service Charge	10,344	146,000	146,000
Miscellaneous Revenue	163,792	78,200	82,600
TOTAL REVENUES	\$ 1,223,619	224,200	228,600

**FINANCE AND ADMINISTRATIVE SERVICES—ADMINISTRATION
DIVISION SUMMARY**

DIVISION MANAGER—FINANCE AND
ADMINISTRATIVE SERVICES DIRECTOR

DIVISION OVERVIEW

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

MAJOR DIVISION CHANGES

- General Operating Fund:
 - External Auditing Services: \$30,000

Provides increased funding for external auditing services. The annual auditing services contract cost is adjusted based on the Consumer Price Index, but the auditing budget has not been increased for several years.

- General Non-Operating Fund:
 - Cost Allocation Plan Update and Fee Study (rebudget): \$120,000

Rebudgets funding for a Cost Allocation Plan update and comprehensive user-fee study. These projects will serve as a basis for assessing the City’s cost-recovery levels for fees and charges. Council approved repurposing this funding in Fiscal Year 2021-22, which was previously approved for a Transient Occupancy Tax ballot measure.

 - Funding for Hourly Wages (rebudget balance): \$100,000

Rebudgets the balance of funding for two overhire positions due to retirement to hourly wages to provide training to the new hires for knowledge transfers.

 - Transient Occupancy Tax Compliance Audit (limited-period): \$50,000

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

BUD/LHP-546-02 FY2022-23

**FINANCE AND ADMINISTRATIVE SERVICES - ADMINISTRATION
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	3.50	3.50	3.45 *1
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	3.50	3.50	3.45

*1 Moved 0.05 position to Financial Management Division.

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 762,950 *1	1,099,003 *2	799,245 *5
Wages	63,222 *1	25,000 *3	0
Benefits	374,579 *1	384,691	368,053
TOTAL PERSONNEL	1,200,751	1,508,694	1,167,298
Materials and Supplies	142,523 *1	17,310	17,310
Maintenance and Operations	5,657 *1	0	0
Utilities	0	0	0
Professional/Technical Services	1,092,769 *1	470,100 *3	325,100 *6
Other Expenses	749,740 *1	209,450 *4	186,450
TOTAL SUPPLIES AND SERVICES	1,990,689	696,860	528,860
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 3,191,440	2,205,554	1,696,158

*1 Includes limited-period expenditures for emergency operations due to COVID-19 pandemic, consultant services, non-profit agencies, Transportation Management Association, and Regional Airplane Noise Roundtable.

*2 Includes limited period funding of \$400,000 for overhire positions (rebudget balance).

*3 Includes limited-period fundings of \$250,000 for COVID-19 emergency expenses, \$120,000 for potential TOT ballot measure costs, and \$23,000 for Regional Airplane Noise Roundtable.

*4 Budget for the Community Health Awareness Council and Nonprofits moved to the City Manager's Office.

*5 Includes limited-period funding of \$100,000 for funding hourly wages (rebudget balance).

*6 Includes increased funding of \$30,000 for external auditing services and limited-period fundings of \$120,000 for cost allocation plan update and fee study (rebudget) and \$50,000 for transient occupancy tax audit.

REVENUES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Federal Intergovernmental Revenue	\$ 1,049,483 *1	0	0
TOTAL REVENUES	\$ 1,049,483	0	0

*1 CARES Act funding due to COVID Pandemic.

**FINANCE AND ADMINISTRATIVE SERVICES—FINANCIAL MANAGEMENT
DIVISION SUMMARY**

DIVISION MANAGER—ASSISTANT FINANCE AND
ADMINISTRATIVE SERVICES DIRECTOR

DIVISION OVERVIEW

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

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

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

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

MAJOR DIVISION CHANGES

- Water Fund:

Online Payment Processing Charges:	\$70,000
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Provides increased funding for online payment processing charges for utility bills. The increased cost is due to increased usage of online bill pay.

BUD/LHP-546-03 FY2022-23

**FINANCE AND ADMINISTRATIVE SERVICES - FINANCIAL MANAGEMENT
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	10	10	10.05 *1
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	10	10	10.05

*1 Moved 0.05 position from the Administration Division.

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 874,312	1,049,366	1,100,537
Wages	0	0	0
Benefits	495,613	586,204	608,073
TOTAL PERSONNEL	1,369,925	1,635,570	1,708,610
Materials and Supplies	63,993	89,580	89,580
Maintenance and Operations	4,903	3,500	3,500
Utilities	0	0	0
Professional/Technical Services	219,618	376,550 *1	446,550 *2
Other Expenses	1,897	8,000	8,000
TOTAL SUPPLIES AND SERVICES	290,411	477,630	547,630
Capital Outlay	1,076	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 1,661,412	2,113,200	2,256,240

*1 Includes increased funding of \$30,000 for online payment processing charges.

*2 Includes increased funding of \$70,000 for online payment processing charges.

REVENUES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
General Service Charge	\$ 10,344	146,000	146,000
TOTAL REVENUES	\$ 10,344	146,000	146,000

**FINANCE AND ADMINISTRATIVE SERVICES—ACCOUNTING
DIVISION SUMMARY**

DIVISION MANAGER—ACCOUNTING MANAGER

DIVISION OVERVIEW

The Accounting Division manages and maintains the general accounting and financial records of the City. This division is also primarily responsible for coordinating the independent audit of the City's financial records and preparation of the Comprehensive Annual Financial Report and other required State reports. The Accounts Payable Section of this division matches and reconciles all invoices, purchase requisitions, purchase orders, contracts, and agreements prior to processing payments for City obligations. The Payroll Section of this division processes timecards, payroll documents, and biweekly payroll for all City employees and prepares reports relating to retirement, insurance benefits, deferred compensation, and payroll taxes.

BUD/LHP-546-04 FY2022-23

**FINANCE AND ADMINISTRATIVE SERVICES - ACCOUNTING
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	8	8	9 *1
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	8	8	9

*1 Midyear addition of a Payroll Accountant I/II position.

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 927,893	985,170	1,153,921
Wages	0	900	900
Benefits	557,461	600,367	695,722
TOTAL PERSONNEL	1,485,354	1,586,437	1,850,543
Materials and Supplies	7,729	7,200	7,200
Maintenance and Operations	865	950	950
Utilities	0	0	0
Professional/Technical Services	20,362	47,000 *1	6,000
Other Expenses	7,877	11,050	11,050
TOTAL SUPPLIES AND SERVICES	36,833	66,200	25,200
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 1,522,187	1,652,637	1,875,743

*1 Includes limited-period funding of \$41,000 for Accounting temporary staffing.

REVENUES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Miscellaneous Revenue	\$ 7,746	10,100	9,000
TOTAL REVENUES	\$ 7,746	10,100	9,000

**FINANCE AND ADMINISTRATIVE SERVICES—PURCHASING AND
SUPPORT SERVICES DIVISION SUMMARY**

DIVISION MANAGER—PURCHASING AND SUPPORT SERVICES MANAGER

DIVISION OVERVIEW

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

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

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

BUD/LHP-546-05 FY2022-23

**FINANCE AND ADMINISTRATIVE SERVICES - PURCHASING AND SUPPORT SERVICES
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	13	13	13
Total Part-Time Hourly	0.30	0.30	0.30
TOTAL POSITIONS	13.30	13.30	13.30
EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 951,248	1,383,813	1,465,364
Wages	72,763	20,948	22,160
Benefits	531,105	865,835	879,605
TOTAL PERSONNEL	1,555,116	2,270,596	2,367,129
Materials and Supplies	45,012	50,050	50,050
Maintenance and Operations	2,367	44,200	44,200
Utilities	0	0	0
Professional/Technical Services	102,714	6,200	6,200
Other Expenses	69,127	81,600	81,600
TOTAL SUPPLIES AND SERVICES	219,220	182,050	182,050
Capital Outlay	0	15,000	47,000
Interfund Expenditures	14,013	33,000	35,000
TOTAL EXPENDITURES	\$ 1,788,349	2,500,646	2,631,179
REVENUES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Miscellaneous Revenue	\$ 45,013	27,100 *1	38,300
TOTAL REVENUES	\$ 45,013	27,100	38,300

*1 Lower equipment/scrap sales and rebate revenue.

**FINANCE AND ADMINISTRATIVE SERVICES—RISK MANAGEMENT
DIVISION SUMMARY**

DIVISION MANAGER—RISK MANAGER

DIVISION OVERVIEW

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

MAJOR DIVISION CHANGES

- Workers’ Compensation Self-Insurance Fund:

Workers’ Compensation Excess Insurance: \$150,000

Provides increased funding for Workers’ Compensation excess insurance. The increased cost is related to increased overtime, payroll, and loss experience.

- General Liability Insurance Fund:

Liability Insurances: \$877,000

Provides increased funding for cost increases related to the City’s excess liability insurance and property insurance.

BUD/LHP-546-06 FY2022-23

**FINANCE AND ADMINISTRATIVE SERVICES - RISK MANAGEMENT
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	2	2	2
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	2	2	2
EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 311,528	526,960 *1	513,506 *1
Wages	0	1,500	1,500
Benefits	149,287	160,562	168,180
TOTAL PERSONNEL	460,815	689,022	683,186
Materials and Supplies	81	6,000	6,000
Maintenance and Operations	0	0	0
Utilities	0	0	0
Professional/Technical Services	251,581	245,950 *2	245,950
Other Expenses	2,500,269	4,827,330 *3	5,854,330 *4
TOTAL SUPPLIES AND SERVICES	2,751,931	5,079,280	6,106,280
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 3,212,746	5,768,302	6,789,466

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

*2 Budget of \$85,000 for general liability legal services moved to the City Attorney's Office.

*3 Includes increased funding of \$727,000 for liability insurances and \$59,000 for workers' compensation excess insurance.

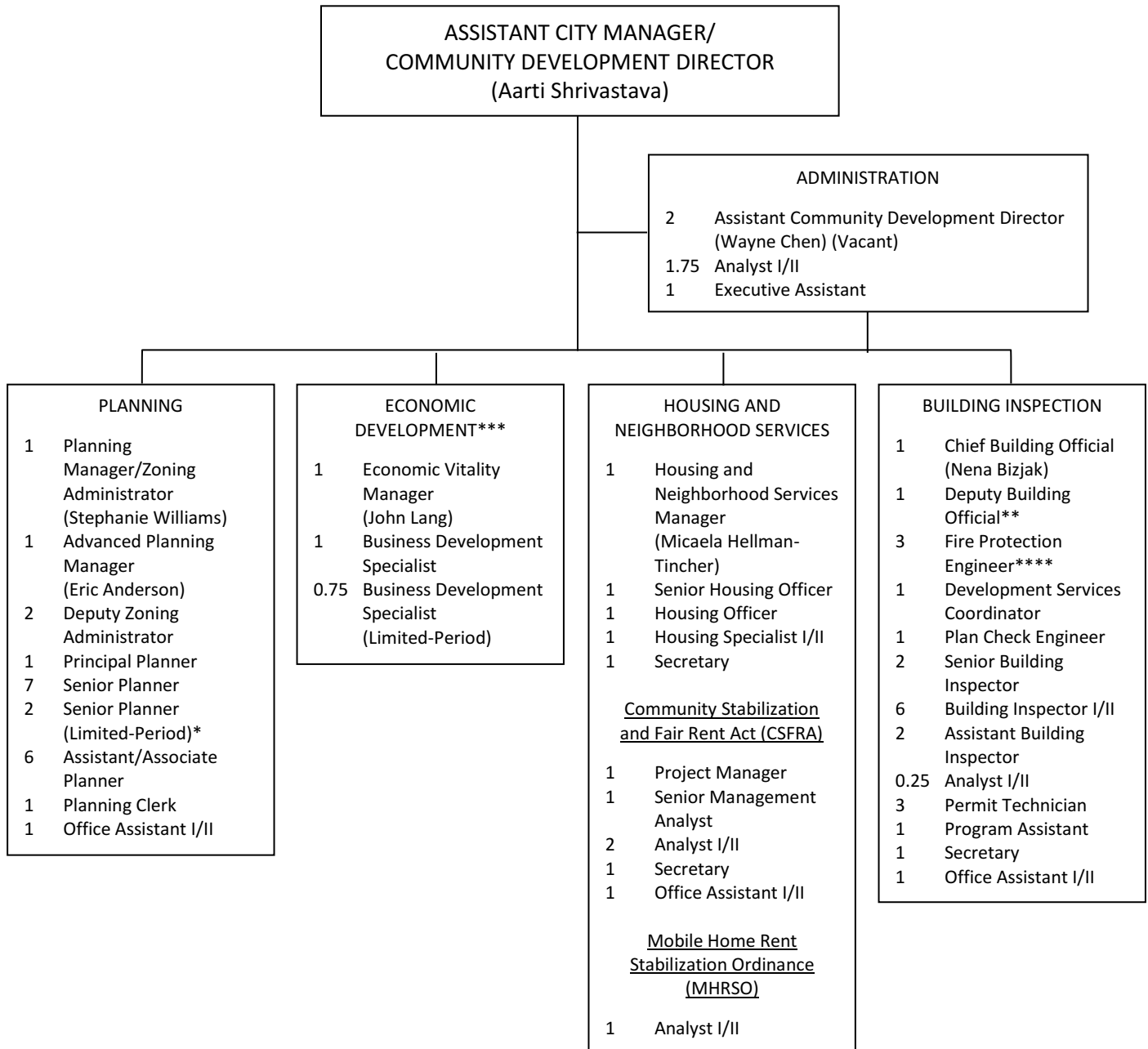
*4 Includes increased funding of \$877,000 for liability insurances and \$150,000 for workers' compensation excess insurance.

REVENUES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Miscellaneous Revenue	\$ 111,033	41,000	35,300
TOTAL REVENUES	\$ 111,033	41,000	35,300

NOTES

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COMMUNITY DEVELOPMENT DEPARTMENT



FISCAL YEAR 2022-23 POSITION TOTALS: 60.0 Full-Time
2.75 Limited-Period

* The two limited-period Senior Planner positions have been approved for the duration of the Google Reimbursement Agreement.

** This position is funded by the Sustainability CIP through Fiscal Year 2023-24.

*** The Economic Development Division works directly with the City Manager’s Office and is also shown on the City Manager’s organization chart to signify the importance of this function and its close connection to the City Manager’s Office.

**** Located in the Community Development Department but budgeted in the Fire Department.

COMMUNITY DEVELOPMENT DEPARTMENT SUMMARY

DEPARTMENT MANAGER—ASSISTANT CITY MANAGER/ COMMUNITY DEVELOPMENT DIRECTOR

DEPARTMENT MISSION STATEMENT

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

DEPARTMENT OVERVIEW

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

DEPARTMENT FUNCTIONS

- Ensure quality development that is sensitive to community goals and consistent with City standards.
- Coordinate effective and efficient responses to individual applications or Environmental Planning Commission-/City Council-initiated General Plan and Zoning Ordinance amendments and Precise Plan changes.
- Provide support for the comprehensive planning goals of the City Council and the Environmental Planning Commission and effective integration of public input into the process.
- Provide timely, professional assistance with the review of proposed subdivision applications and development applications for Administrative Zoning and Subdivision Committee hearings.
- Provide zoning and planning information to the public in a timely, complete, accurate, and courteous manner.
- Provide a foundation for long-range planning activities by maintaining comprehensive databases on land use, demographics, and economics.
- Retain existing businesses and attract new businesses throughout the City. (M 2)
- Provide staff support to the Environmental Planning Commission, Downtown Committee, and Visual Arts Committee.
- Implement economic development strategies. (M 2)
- Manage affordable housing programs, including the Below-Market-Rate (BMR) program, funding of new affordable housing projects, and oversight of Federally subsidized units. (M 3, 4)

COMMUNITY DEVELOPMENT DEPARTMENT SUMMARY

- Provide staff support to the Council Neighborhoods Committee and neighborhood programs.
- Continue to implement the Neighborhood Preservation Strategy by managing the Council Neighborhoods Committee's Neighborhood Grant Program, neighborhood meetings, and neighborhood networking events.
- Assist the City Council in allocating CDBG/HOME funding and monitor the use of these funds in compliance with Federal regulations. (M 3)
- Maintain the efficiency of the City's plan review and permit system and building fire/life safety inspection elements of the City's development review process while integrating the requirements of City departments and other public agencies with community service goals. (M 5, 6, 7)
- Coordinate development from design review through construction.
- Support code enforcement efforts.

FISCAL YEAR 2021-22 ACCOMPLISHMENTS

- Adopted a Downtown Parking Strategy to improve the efficiency of existing parking, implement parking technology, support transportation demand management and multi-modal transportation goals, and identify and develop policies to increase parking supply.
- Approved 97 Mountain View small business grants totaling \$485,000 to support the recovery of the local economy.
- Approved public art installations for Rengstorff and Fayette Parks.
- Implemented nine of the 10 Small Business Action Plan items to assist the City's small businesses during the pandemic economic crisis and strengthen their resilience for the longer term.
- Adopted the Gateway Master Plan in the North Bayshore Area.
- Updated City Codes to comply with Senate Bill 9, which was enacted by the State to allow lot splits to create two lots in R1 Zoning Districts and/or development of up to four units on each original lot.
- Began implementation of process and technology improvements to align with the Matrix Consulting Group Development Review Assessment recommendations.
- Developed the Mobile Home Rent Stabilization Ordinance adopted by Council and administered by the Rental Housing Committee, in conjunction with the City Attorney's Office.
- Updated the Tenant Relocation Assistance Ordinance to provide protections to mobile home tenants, in conjunction with the City Attorney's Office.
- Executed a lease for the Santa Clara Valley Transportation Authority Evelyn site, including an option to purchase, began site studies, and held a Study Session to determine development principles and priorities for the future affordable housing and RFQ/RFP process.
- Conducted ongoing eviction prevention clinics facilitating access to rent relief and legal services.

COMMUNITY DEVELOPMENT DEPARTMENT SUMMARY

- Developed a Memorandum of Understanding with the County of Santa Clara to secure Measure A funds in the amount of \$80 million for Mountain View affordable housing developments.
- Awarded Breakthrough Grant through the Partnership for the Bay's Future to develop an affordable housing funding strategy, displacement response strategy, and community outreach/storytelling strategy.
- Awarded \$5 million in CDBG Homekey funding by the State for LifeMoves to acquire a site for parking and installing solar panels to support an interim housing project at 2566 Leghorn Street.
- Secured funding to redevelop the Crestview Hotel into permanent affordable housing.
- Transitioned the administration of the Below Market Rate housing program to a new administrator who is able to implement Phase II modifications, which includes a Homeowners' Association (HOA) reserve to help lower-income BMR households with increases in HOA fees.
- Developed Elevate MV, the City's Guaranteed Basic Income pilot program, in conjunction with the City Manager's Office.

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEARS 2021-22 AND 2022-23

*(Items in **bold** are tied to Fiscal Years 2021-22 and 2022-23 Strategic Roadmap Action Plan Projects)*

- **Oversee implementation of Elevate MV, a Guaranteed Basic Income pilot program, in conjunction with the City Manager's Office.**
- **Develop a comprehensive Homelessness Response Strategy that includes housing, services, and an expenditure and funding plan, in conjunction with the City Manager's Office.**
- **Continue to plan, coordinate, and oversee COVID-19 recovery efforts to support community relief and resilience, in conjunction with the City Manager's Office.**
- **Review and consider minor amendments to Downtown Precise Plan Areas A, G, and H, with the work phased to prioritize preserving the character of the downtown core and preventing, to the extent possible, preemption by State legislation.**
- **Review and update the Historic Preservation Ordinance, establish a process and criteria for the designation of local historic districts, and update the Historic Register.**
- **Develop a Public Art Strategy and encourage public art, in conjunction with the Visual Arts Committee.**
- **Develop an Economic Vitality Strategy (including strategies to support small businesses).**
- **Develop strategies for middle-income persons to afford different housing types.**
- **Hold a Study Session on a displacement response strategy and net loss and develop a work plan for any desired follow up actions.**
- **Hold a Study Session to explore consideration of a Moffett Boulevard Precise Plan, in conjunction with the Public Works Department.**

COMMUNITY DEVELOPMENT DEPARTMENT SUMMARY

- Review and propose revisions to the R3 Zone standards to promote a mix of housing types, including stacked flats, to increase affordability and to develop a form-based zoning to create buildings that fit into the neighborhood context and a high-quality public realm, including walkable and bikeable streets.
- Update the Housing Element for 2023 through 2031, including reviewing and updating City housing policies to accommodate for a planned share of the region's projected housing needs and policies and programs to create opportunities for housing the required income levels and affirmatively further fair housing.
- Market and facilitate the development of affordable housing at the Santa Clara Valley Transportation Authority (VTA) Evelyn Avenue Site.
- Facilitate the planning/entitlement and building permit process for City Lot 12.
- Conduct a review of parcels with existing units that exceed the density currently allowed by the Zoning Ordinance/General Plan, in conjunction with the Housing Element and R3 Zone update.
- Partner with Santa Clara County on the Crestview Hotel project to create permanent affordable housing opportunities.
- Continue to implement the Transit Center Master Plan, in conjunction with the Public Works Department.
- Develop a Citywide Transportation Demand Management (TDM) Ordinance, in conjunction with the Public Works Department.
- Complete the Castro Pedestrian Mall Feasibility Study, in conjunction with the Public Works Department.
- Prepare the Citywide Travel Demand Update (including the Greenhouse Gas Reduction Program), in conjunction with the Public Works Department.
- Define biodiversity requirements for landscaping in Mountain View, in conjunction with the Community Services and Public Works Departments.
- Update the Community Tree Master Plan as an element of the Biodiversity Plan and review existing guiding policies and ordinances in coordination with the update, in conjunction with the Community Services Department.
- Develop an ordinance for responsible construction, in conjunction with the City Manager's Office and Public Works Department.
- Develop a City Active Transportation Plan (combining Pedestrian Master Plan, Bicycle Master Plans and green streets elements), in conjunction with Public Works Department.
- Lead the review of Master Plan applications in the North Bayshore and East Whisman areas.
- Implement the recommendations from the Development Services Review study for the development review process, including streamlining process improvements and implementation of technology, in conjunction with the Public Works, Fire, and Information Technology Departments.

COMMUNITY DEVELOPMENT DEPARTMENT SUMMARY

- Continue to coordinate the process for a permanent closure of the 100 through 300 blocks of Castro Street and implementation of interim improvements until a permanent Pedestrian Mall can be designed and constructed, in conjunction with the Public Works, Community Services, and Police Departments.

PERFORMANCE/WORKLOAD MEASURES

	2019-20 Actual	2020-21 Actual	2021-22 Target	2021-22 6 Months	2022-23 Target
Planning:					
1. Percentage of on-time response rates by Project Coordinating Committee members. ^(A)	52% ^(B)	32% ^(C)	>75%	57%	Discontinue
Economic Development:					
2. Number of new and existing Mountain View businesses assisted.		New for FY21-22	60	42	75
Housing and Neighborhood Services:					
3. Percentage of Federally funded contracts carried out in compliance with City and Federal requirements.	100%	100%	100%	100%	100%
4. Number of low-/moderate-income persons served by City housing programs.	5,408	5,549 ^(D)	4,500	3,899 ^(D)	4,500
Building Inspection:					
5. Percentage of time where City provides 24-hour building inspection response for those inspection requests received by 3:00 p.m. on weekdays.	98% ^(E)	100%	100%	100%	100%
6. Number of inspections performed.	51,997	55,282	40,000	56,295 ^(F)	45,000
7. Number of plan checks performed.	4,809	4,779 ^(E)	3,800	5,129 ^(F)	4,000

^(A) Response rates for a three-week time frame by departments/divisions (Building, Public Works, Fire, CSD, etc.) providing comments regarding planning applications to the Planning Division.

^(B) Lower due to high volume of submittals and staffing vacancies. For Fiscal Year 2019-20, Planning received 690 on-time comments out of 1,318 items.

^(C) Lower due to high volume of submittals, staffing vacancies, and COVID-19 Shelter-in-Place orders. For Fiscal Year 2020-21, Planning received 382 on-time comments out of 1,179 items.

^(D) The actual number of people served came in much higher than the target due to new programs and projects during the fiscal year, such as Project Homekey.

^(E) Numbers are lower than expected due to COVID-19 Shelter-in-Place orders. Staff was unable to provide services requested by the public for plan check and inspections.

^(F) Numbers reflect Building and Fire services performed during the reporting period.

BUD/LHP-820-01 FY2022-23

NOTES

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**COMMUNITY DEVELOPMENT
DEPARTMENT SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.	
Assistant City Manager/Comm. Dev. Director	1	1	1	
Assistant Community Development Director	1	1	2	*4
Economic Vitality Manager	1	1	1	
Housing & Neighborhood Svcs Manager	1	1	1	
Chief Building Official	1	1	1	
Planning Manager/Zoning Administrator	1	1	1	
Advanced Planning Manager	1	1	1	
Deputy Zoning Administrator	2	2	2	
Principal Planner	1	1	1	
Deputy Building Official	1	1	1	
Business Development Specialist	1	1	1	
Development Services Coordinator	1	1	1	
Plan Check Engineer	1	1	1	
Senior Building Inspector	2	2	2	
Project Manager	2	1	1	*2
Senior Housing Officer	0	1	1	*2
Senior Planner	7	6	7	*2 *4
Housing Officer	0	1	1	*2
Building Inspector I/II	6	6	6	
Asst/Associate Planner	6	5	6	*2 *4
Housing Specialist I/II	0	1	1	*2
Assistant Building Inspector	2	2	2	
Senior Management Analyst I/II	1	1	1	
Analyst I/II	4	5	5	*3 *5
Administrative Aide	1	0	0	*3
Permit Technician	3	3	3	
Program Assistant	1	1	1	
Planning Board Clerk	1	1	1	
Executive Assistant	0	0	1	*4
Secretary	3	3	3	
Office Assistant I/II	2	2	3	*4
TOTAL REGULAR	55	55	60	
TOTAL PART-TIME HOURLY	0	0	0	
TOTAL POSITIONS	55 *1	55 *1	60 *6	

*1 In addition there are the following limited-period positions: Senior Planner (for the duration of the Google Reimbursement Agreement), an Asst/Associate Planner, and a 0.5 FTE Secretary.

*2 Title changes for Housing staff include Project Manager to Senior Housing Officer, Senior Planner to Housing Officer, and Asst/Associate Planner to Housing Specialist I/II.

*3 Reclassification of the Administrative Aide position to Analyst I/II.

*4 Addition of Assistant Community Development Director, Senior Planner, Asst/Associate Planner, Executive Assistant, and Office Assistant I/II positions.

*5 Midyear addition of an Analyst I/II and moved an Analyst I/II to the Public Works Department.

*6 In addition there are the following limited-period positions: Two Senior Planners (for the duration of Google Reimbursement Agreement) and a 0.75 FTE Business Development Specialist.

**COMMUNITY DEVELOPMENT
DEPARTMENT SUMMARY**

DEPARTMENT DIVISIONS	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Community Development Administration	\$ 693,392	804,830	908,277
Planning	3,675,369	4,988,836	5,808,223
Economic Development	1,038,096	1,224,987	1,284,669
Housing and Neighborhood Services	3,980,670	12,264,275	22,083,278
Building Inspection	4,923,068	5,265,344	5,531,139
TOTAL EXPENDITURES	\$ 14,310,595	24,548,272	35,615,586

EXPENDITURE SUMMARY	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries Wages and Benefits	\$ 8,419,533	11,231,402	12,956,976
Supplies and Other Services	5,768,791	13,050,270	22,417,210
Capital Outlay	0	120,200	94,000
Interfund Expenditures	122,271	146,400	147,400
TOTAL EXPENDITURES	\$ 14,310,595	24,548,272	35,615,586

FUNDING SOURCES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
General Operating	\$ 1,646,798	1,874,227	2,066,989
General Non-Operating	193,681	44,000	109,100
Building/Development Services	8,172,159	9,656,556	10,551,878
Below-Market-Rate Housing	1,857,083	3,586,516	16,337,197
Housing Impact	248,240	1,564,965	1,431,161
CSFRA/Rental Housing Committee	1,029,552	1,803,708	1,781,647
MHRSO/Rental Housing Committee	0	0	296,249
Parking District No.2	587,157	659,751	578,649
Grants	341,327	4,822,129	1,746,785
Shoreline Regional Park Community	234,598	536,420	715,931
TOTAL FUNDING	\$ 14,310,595	24,548,272	35,615,586

REVENUE SUMMARY	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
General Licenses & Permits	\$ 5,979,817	7,246,100	7,246,100
Federal Intergovernmental Revenue	409,782	872,267	870,000
General Service Charges	4,825,232	6,967,200	6,707,713
Miscellaneous Revenue	1,218	0	200,000
TOTAL REVENUES	\$ 11,216,049	15,085,567	15,023,813

**COMMUNITY DEVELOPMENT—ADMINISTRATION
DIVISION SUMMARY**

DIVISION MANAGER—ASSISTANT CITY MANAGER/
COMMUNITY DEVELOPMENT DIRECTOR

DIVISION OVERVIEW

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

MAJOR DIVISION CHANGES

- General Operating Fund:

Executive Assistant Position (0.25 FTE): \$43,500

Provides funding for an Executive Assistant position to support the Community Development Director (the other 0.75 FTE is funded by the Development Services Fund, split between the Planning and Building Divisions).

BUD/LHP-820-02 FY2022-23

**COMMUNITY DEVELOPMENT - ADMINISTRATION
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	2.75	2.75	3 *1
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	2.75	2.75	3

*1 Addition of 0.25 Executive Assistant position.

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 442,532	488,531	556,675
Wages	0	0	0
Benefits	207,582	219,140	254,443
TOTAL PERSONNEL	650,114	707,671	811,118
Materials and Supplies	26,802	58,448	58,448
Maintenance and Operations	3,230	286	286
Utilities	0	0	0
Professional/Technical Services	5,000	5,060	5,060
Other Expenses	8,246	33,365	33,365
TOTAL SUPPLIES AND SERVICES	43,278	97,159	97,159
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 693,392	804,830	908,277

NOTES

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**COMMUNITY DEVELOPMENT—PLANNING
DIVISION SUMMARY**

DIVISION MANAGER—ASSISTANT COMMUNITY DEVELOPMENT DIRECTOR/
PLANNING MANAGER

DIVISION OVERVIEW

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

MAJOR DIVISION CHANGES

- General Operating Fund:
 - Senior Planner Position (0.10 FTE): \$22,700
 - Provides funding for a Senior Planner position to address the increase in development projects and increased complexity of project issues (the other 0.90 FTE is budgeted in the Development Services Fund).

- Development Services Fund:
 - Associate Planner Position: \$209,500
 - Provides funding for an Associate Planner position to support the continued high level of development activity and provide additional support at the Development Services Counter.

 - Senior Planner Position (0.90 FTE): \$204,100
 - Provides funding for the allocation to the Development Services Fund for the position as noted in the General Operating Fund above.

 - Assistant Community Development Director (0.65 FTE): \$196,800
 - Provides funding for an Assistant Community Development Director position to oversee the development review process and the Permit Navigation program and cross-departmental team (the other 0.35 FTE is budgeted in the Shoreline Regional Park Community Fund).

 - Legal Services (limited-period): \$125,000
 - Provides continued funding for legal services to assist with complex development projects and/or policies.

**COMMUNITY DEVELOPMENT—PLANNING
DIVISION SUMMARY**

Precise Plan Noticing, Filing, and Consultant: \$77,500

Provides funding for noticing, filing fees, and consultant assistance for planning projects.

Executive Assistant Position (0.38 FTE): \$65,300

Provides funding for an Executive Assistant position to support the Community Development Director (0.25 FTE is in the General Operating Fund Administration Division and the other 0.37 FTE is in the Building Division).

- Shoreline Regional Park Community Fund:

Assistant Community Development Director (0.35 FTE): \$106,000

Provides funding for an Assistant Community Development Director position as noted in the Development Services Fund section above.

Legal Services (limited-period): \$40,000

Provides continued funding for legal services on matters involving North Bayshore District planning.

Precise Plan Noticing, Filing, and Consultant: \$17,500

Provides funding for noticing, filing fees, and consultant assistance for planning projects.

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**COMMUNITY DEVELOPMENT - PLANNING
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	20	20	22.38 *2
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	20 *1	20 *1	22.38 *3

*1 In addition there are the following limited-period positions: Senior Planner and Asst/Associate Planner.

*2 Addition of Assistant Community Development Director, Senior Planner, Asst/Associate Planner, and 0.38 Executive Assistant positions, and moved an Analyst I/II to the Public Works Department.

*3 In addition there are two limited-period Senior Planner positions (for the duration of Google Reimbursement Agreement).

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 2,207,563 *1	2,940,141 *3	3,372,776
Wages	0	0	0
Benefits	1,106,533	1,391,288	1,812,040
TOTAL PERSONNEL	3,314,096	4,331,429	5,184,816
Materials and Supplies	31,347	10,515	45,515 *5
Maintenance and Operations	2,308	0	0
Utilities	914	0	0
Professional/Technical Services	294,718 *2	342,892	392,892 *5
Other Expenses	31,986 *2	304,000 *4	185,000 *5
TOTAL SUPPLIES AND SERVICES	361,273	657,407	623,407
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 3,675,369	4,988,836	5,808,223

*1 Includes expenditures for limited-period positions.

*2 Includes limited-period expenditures for legal services.

*3 Funding for the Analyst I/II position is included in the Sustainability CIP through Fiscal Year 2023-24. Also includes limited-period funding for an Asst./Associate Planner position.

*4 Includes limited-period fundings of \$165,000 for legal services, \$100,000 for transportation demand management ordinance (rebudget), and \$29,000 for Precise Plan noticings (rebudget balance).

*5 Includes increased funding of \$95,000 for precise plan noticing, filing, and consultant. Also includes limited-period funding of \$165,000 for legal services.

REVENUES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
General Licenses & Permits	\$ 10,800	15,100	15,100
General Service Charges	846,498	875,000	875,000
Miscellaneous Revenue	1,000	0	0
TOTAL REVENUES	\$ 858,298	890,100	890,100

NOTES

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COMMUNITY DEVELOPMENT—ECONOMIC DEVELOPMENT DIVISION SUMMARY

DIVISION MANAGER—ECONOMIC VITALITY MANAGER

DIVISION OVERVIEW

Economic Development is responsible for the Citywide economic development program. Economic Development staff serves as a primary contact and liaison with prospective new businesses that may need assistance in finding and developing an appropriate site. Another key function is retaining existing businesses by responding to situations where a business may need to expand or relocate. The program includes outreach efforts such as the corporate visitation program and regional economic development programs.

The Economic Development Division is also responsible for staffing the Downtown Committee and works closely with downtown businesses, property owners, and developers. The Division is responsible for recruitment and retention of downtown businesses, the review of public and private projects in downtown, coordination for the continued improvement and maintenance of downtown, and for implementation of the Downtown Precise Plan.

MAJOR DIVISION CHANGES

- General Non-Operating Fund:

Business Development Specialist Position (0.34 FTE) (limited-period): \$79,100

Provides funding for a three-quarter-time Business Development Specialist position to support the Economic Development Division (the other 0.41 FTE is funded from the Downtown Benefit Assessment District Fund and the Shoreline Community Fund).

Retail Vacancy Analysis and Support (limited-period): \$20,000

Provides funding for consultant services to support commercial property owners with assessing and filling vacant space. This funding would allow the City to assist up to 10 vacant storefronts (this item is also funded by the Shoreline Regional Park Community Fund).

City Council Strategic Priority Project—Public Art Strategy (rebudget): \$10,000

Rebudgets funding for a consultant to complete the Public Art Strategy.

- Downtown Benefit Assessment Districts Fund:

Business Development Specialist Position (0.23 FTE) (limited-period): \$52,100

Provides funding for the allocation to the Downtown Benefit Assessment District Fund for the three-quarter-time position as noted in the General Non-Operating Fund section above.

City Utility Cost Increase: \$3,000

Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments (the total cost increase for all funds Citywide is \$164,800).

**COMMUNITY DEVELOPMENT—ECONOMIC DEVELOPMENT
DIVISION SUMMARY**

- Shoreline Regional Park Community Fund:

Business Development Specialist Position (0.18 FTE) (limited-period): \$43,400

Provides funding for the allocation to the Shoreline Community Fund for the three-quarter-time position as noted in the General Non-Operating Fund section above.

Retail Vacancy Analysis and Support (limited-period): \$10,000

Provides funding for consultant services as noted in the General Non-Operating Fund section above.

BUD/LHP-820-04 FY2022-23

**COMMUNITY DEVELOPMENT - ECONOMIC DEVELOPMENT
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	2	2	2
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	2 *1	2 *1	2 *2

*1 In addition, there is a limited-period 0.5 FTE Secretary position.

*2 In addition, there is a limited-period 0.75 FTE Business Development Specialist position.

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 186,560	436,231 *2	549,942 *5
Wages	80,427 *1	32,000	32,000
Benefits	126,378	178,876	191,847
TOTAL PERSONNEL	393,365	647,107	773,789
Materials and Supplies	21,085 *1	11,610	11,610
Maintenance and Operations	97,280	96,000	96,000
Utilities	78,028	130,000	133,000 *6
Professional/Technical Services	283,750 *1	126,500 *3	146,500 *7
Other Expenses	56,188 *1	105,370 *4	15,370 *7
TOTAL SUPPLIES AND SERVICES	536,331	469,480	402,480
Capital Outlay	0	0	0
Interfund Expenditures	108,400	108,400	108,400
TOTAL EXPENDITURES	\$ 1,038,096	1,224,987	1,284,669

*1 Includes limited-period expenditures for a Secretary position, Small Business Strategy, and downtown parking long-term solutions.

*2 Includes limited-period funding for a 0.50 FTE Secretary position.

*3 Includes limited-period funding of \$10,000 for public art strategy.

*4 Includes limited-period funding of \$100,000 for downtown parking consultant services (rebudget balance).

*5 Includes limited-period funding for a 0.75 FTE Business Development Specialist position.

*6 Includes increased funding of \$3,000 for City utilities cost increase.

*7 Includes limited-period fundings of \$30,000 for retail vacancy analysis and support, and \$10,000 for public art strategy (rebudget).

REVENUES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
General Licenses & Permits	\$ 5,890 *1	156,000 *1	156,000
General Service Charges	165,386	178,600	178,600
Miscellaneous Revenue	162	0	0
TOTAL REVENUES	\$ 171,438	334,600	334,600

*1 Parking permit revenue lower due to impacts of COVID-19 pandemic.

NOTES

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**COMMUNITY DEVELOPMENT—
HOUSING AND NEIGHBORHOOD SERVICES
DIVISION SUMMARY**

DIVISION MANAGER—HOUSING AND
NEIGHBORHOOD SERVICES MANAGER

DIVISION OVERVIEW

Housing and Neighborhood Services handles a variety of neighborhood- and housing-related issues, including affordable housing information, the Below-Market-Rate (BMR) Housing Program, a volunteer mediation program for neighborhood and tenant/landlord disputes, and other activities that support a variety of housing opportunities and promote quality neighborhoods. Housing and Neighborhood Services is also responsible for staffing the Council Neighborhoods Committee, which holds neighborhood meetings throughout the City.

The Division also administers the Community Development Block Grant (CDBG) and HOME Federal funds allocated to the City by the U.S. Department of Housing and Urban Development (HUD). These grant funds benefit primarily low- and moderate-income citizens by funding affordable housing projects and community services and improvements.

MAJOR DIVISION CHANGES

- Below-Market-Rate(BMR) Housing Fund:
 - La Avenida Affordable Development (rebudget balance): \$13,700,000
Rebudgets the balance of funding approved midyear for the La Avenida affordable housing development project.
 - La Avenida Predevelopment (rebudget balance): \$1,273,000
Rebudgets the balance of funding approved for the predevelopment of La Avenida NOFA project.
 - Lot 12 Predevelopment (rebudget balance): \$256,400
Rebudgets the balance of funding approved for the predevelopment of Lot 12.
 - Consulting Services—Affordable Housing (limited-period): \$90,000
Provides funding for external consulting services to support the implementation of Housing and Neighborhood Services Division programs.
 - Legal Services (limited-period): \$85,000
Provides funding for legal services to comply with new housing laws.
 - Legal Services—Affordable Housing: \$20,000
Provides increased funding for legal services to comply with new housing laws.

**COMMUNITY DEVELOPMENT—
HOUSING AND NEIGHBORHOOD SERVICES
DIVISION SUMMARY**

- Housing Impact Fund:
 - Montecito Avenue NOFA Predevelopment (rebudget balance): \$1,136,000
 - Rebudgets the balance of funding approved for the predevelopment of the Montecito Avenue NOFA project.
 - Consulting Services—Affordable Housing: \$20,000
 - Provides funding for external consulting to provide financial and economic analysis relating to affordable housing proposals.

- CSFRA/Rental Housing Committee (RHC) Fund:
 - Office Assistant I/II Position: \$140,400
 - Provides funding for an Office Assistant I/II position to support rent stabilization programs. Duties will include organizing staff meetings and workshops, printing of collateral, assisting in website updates, and the initial intake of customer inquiries.
 - Net Miscellaneous Expenses: (\$132,500)
 - Provides savings from operating expenses as recommended by the RHC on May 23, 2022.

- MHRSO/Rental Housing Committee (RHC) Fund:
 - Net Miscellaneous Expenses: \$90,000
 - Provides funding for operating expenses as recommended by the RHC on April 25, 2022.

BUD/LHP-820-06 FY2022-23

**COMMUNITY DEVELOPMENT - HOUSING AND NEIGHBORHOOD SERVICES
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	10	10	12 *1
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	10	10	12

*1 Addition of an Office Assistant I/II position and midyear addition of an Analyst I/II position.

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 885,787	1,243,692 *2	1,524,567
Wages	15,446 *1	0 *2	0
Benefits	474,493	717,029	828,417
TOTAL PERSONNEL	1,375,726	1,960,721	2,352,984
Materials and Supplies	116,619	209,570	219,570 *5
Maintenance and Operations	42,330	55,065	60,065 *5
Utilities	0	0	0
Professional/Technical Services	2,259,655 *1	5,846,455 *3	2,745,323 *5
Other Expenses	186,340 *1	4,072,264 *4	16,611,336 *6
TOTAL SUPPLIES AND SERVICES	2,604,944	10,183,354 *2	19,636,294
Capital Outlay	0	120,200	94,000
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 3,980,670	12,264,275	22,083,278

*1 Includes limited-period expenditures for Lot 12 development, legal services, and various NOFA project predevelopment costs.

*2 Includes savings of \$66,500 as recommended by the RHC on May 17, 2021 for net miscellaneous expenses.

*3 Includes limited-period funding of \$8,600 for Lot 12 development (rebudget balance).

*4 Includes limited-period fundings of \$1.3 million for Montecito Predevelopment, \$1.3 million Lot 12 Predevelopment (rebudget balance), \$1.3 million La Avenida Predevelopment (rebudget balance), \$75,000 for legal services, and \$50,000 for Lot 12 development (rebudget balance).

*5 Includes increased funding of \$90,000 for MHRSO net miscellaneous expenses as recommended by the RHC on April 25, 2022, and savings of \$132,500 for CSFRA net miscellaneous expenses as recommended by the RHC on May 23, 2022. Also includes increased fundings of \$20,000 for legal services, and \$20,000 for consulting services.

*6 Includes limited-period fundings of \$13.7 million for La Avenida affordable development (rebudget balance), \$1.3 million for La Avenida predevelopment (rebudget balance), \$1.1 million for Montecito Avenue NOFA predevelopment (rebudget balance), \$256,400 for Lot 12 predevelopment (rebudget balance), \$90,000 for consulting services, and \$85,000 for legal services.

REVENUES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Federal Intergovernmental Revenue	\$ 409,782	872,267	870,000
General Service Charges	1,255,376	1,524,900	2,074,113
Miscellaneous Revenue	0	0	200,000
TOTAL REVENUES	\$ 1,665,158	2,397,167	3,144,113

**COMMUNITY DEVELOPMENT—BUILDING INSPECTION
DIVISION SUMMARY**

DIVISION MANAGER—CHIEF BUILDING OFFICIAL

DIVISION OVERVIEW

The Building Inspection Division, including new-construction fire prevention functions in coordination with the Planning Division, helps provide the community a true “one-stop” service for development-related activities. The Division is primarily responsible for the review of all building construction-related applications for conformance to the adopted Uniform Building Code and City Code to ensure safe and habitable structures within the City. The Building Inspection Division inspection services help to ensure conformance to the adopted codes and adherence to the approved construction plans. Building Inspection staff is also a valuable resource to the community and City staff for building, fire, plumbing, electrical, mechanical, State- and Federal-related code questions, interpretations, and guidance.

MAJOR DIVISION CHANGES

- Development Services Fund:

Executive Assistant Position (0.37 FTE): \$65,200

Provides funding for an Executive Assistant position to support the Community Development Director (0.25 FTE is in the General Operating Fund Administration Division and the other 0.37 FTE is in the Planning Division).

Code Adoption Materials (limited-period): \$15,000

Provides funding for the acquisition of required Building and Fire Code materials.

BUD/LHP-820-07 FY2022-23

**COMMUNITY DEVELOPMENT - BUILDING INSPECTION
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	20.25	20.25	20.62 *1
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	20.25	20.25	20.62

*1 Addition of 0.37 Executive Assistant position.

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 1,672,383	2,240,294 *1	2,395,453 *1
Wages	39,918	0	0
Benefits	973,931	1,344,180	1,438,816
TOTAL PERSONNEL	2,686,232	3,584,474	3,834,269
Materials and Supplies	34,959	35,515	35,515
Maintenance and Operations	5,845	53,500	53,500
Utilities	15,622	20,000	20,000
Professional/Technical Services	2,157,897	1,510,000	1,510,000
Other Expenses	8,642	23,855	38,855 *2
TOTAL SUPPLIES AND SERVICES	2,222,965	1,642,870	1,657,870
Capital Outlay	0	0	0
Interfund Expenditures	13,871	38,000	39,000
TOTAL EXPENDITURES	\$ 4,923,068	5,265,344	5,531,139

*1 Funding for the Deputy Building Official position is included in the Sustainability CIP through Fiscal Year 2023-24.

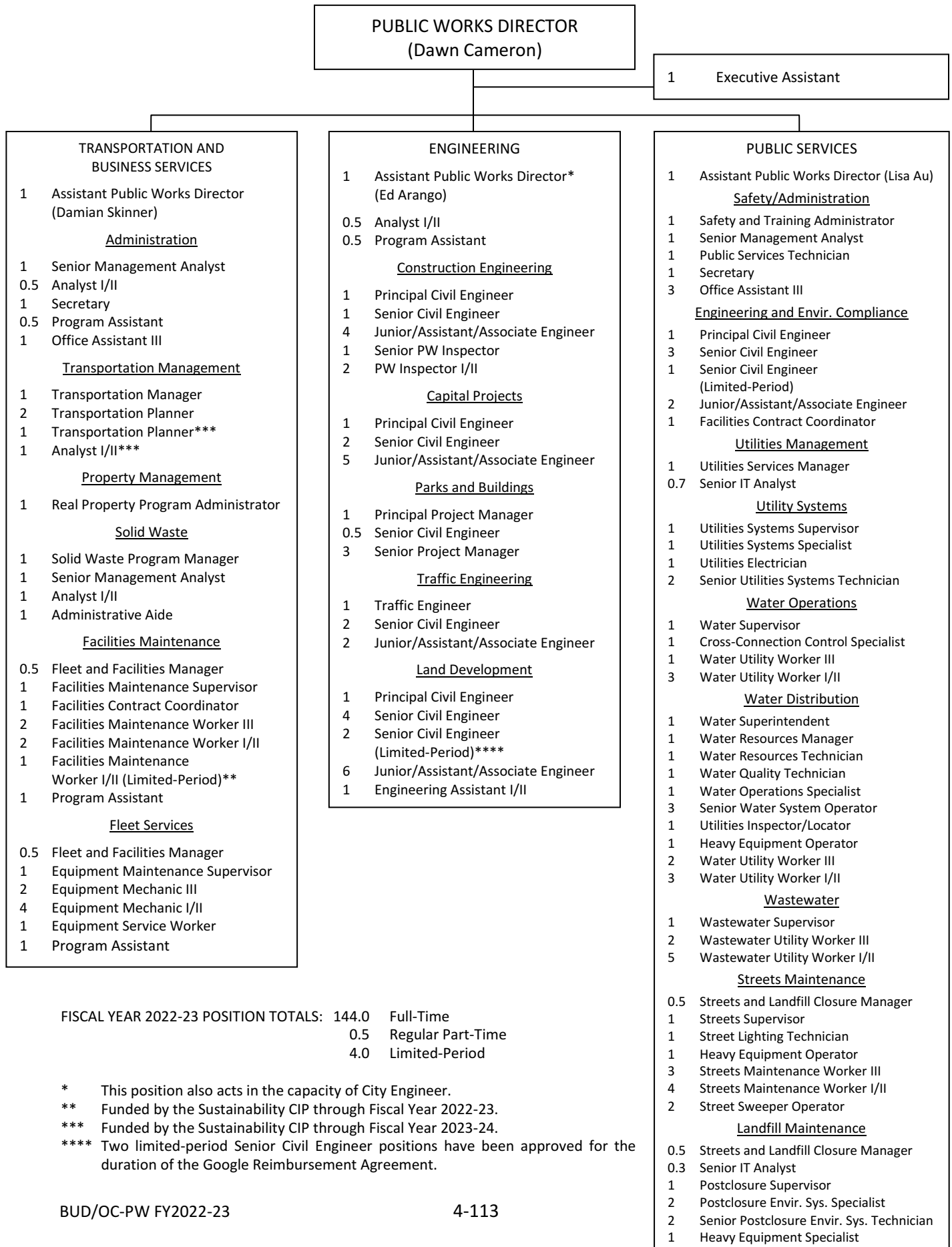
*2 Includes limited-period funding of \$15,000 for code adoption materials.

REVENUES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
General Licenses & Permits	\$ 5,963,127	7,075,000	7,075,000
General Service Charges	2,557,972	4,388,700	3,580,000
Miscellaneous Revenue	56	0	0
TOTAL REVENUES	\$ 8,521,155	11,463,700	10,655,000

NOTES

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PUBLIC WORKS DEPARTMENT



FISCAL YEAR 2022-23 POSITION TOTALS: 144.0 Full-Time
 0.5 Regular Part-Time
 4.0 Limited-Period

* This position also acts in the capacity of City Engineer.
 ** Funded by the Sustainability CIP through Fiscal Year 2022-23.
 *** Funded by the Sustainability CIP through Fiscal Year 2023-24.
 **** Two limited-period Senior Civil Engineer positions have been approved for the duration of the Google Reimbursement Agreement.

NOTES

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PUBLIC WORKS DEPARTMENT SUMMARY

DEPARTMENT MANAGER—PUBLIC WORKS DIRECTOR

DEPARTMENT MISSION STATEMENT

Plan, design, review, construct, operate, maintain, and improve the City's infrastructure, facilities, utilities, fleet, property, and equipment.

DEPARTMENT OVERVIEW

The Public Works Department plans, designs, reviews, constructs, operates, maintains, and improves the City's infrastructure, facilities, utilities, fleet, property, and equipment; administers the City's Solid Waste Management, Real Estate Management, and Grant programs; provides traffic engineering and transportation planning services; and permits private developments in the public right-of-way.

DEPARTMENT FUNCTIONS

- Represent the City's interest in local and regional public works studies and projects and encourage the highest design and environmental quality in public and private improvements.
- Manage the City's participation in the National Flood Insurance Program.
- Manage the acquisition, lease, and disposal of City real property.
- Meet State-mandated solid waste landfill diversion goals by maximizing commercial and residential recycling. (M 1)
- Represent the City in matters relating to, and provide for, solid waste collection and disposal.
- Manage and implement the City's annual Capital Improvement Program (CIP). (M 5,)
- Ensure the design and construction of programmed capital projects remain on schedule and within budget. (M 6)
- Review, evaluate, and regulate private and public development and construction in the public right-of-way in conformance with the City's General Plan, ordinances, and policies. (M 7, 8)
- Review maps and plans of proposed private developments and assist developers, consultants, engineers, and the public in complying with the City's conditions of approval for private developments. (M 7, 8)
- Manage the processing of private developments, utility company projects, and encroachment and excavation permits.
- Provide for safe, efficient, and convenient circulation of vehicle, bicycle, and pedestrian traffic within the community.
- Maintain traffic-related records, conduct surveys, and perform studies as necessary for the analysis of traffic problems and develop and implement mitigation measures when appropriate.

PUBLIC WORKS DEPARTMENT SUMMARY

- Maintain public streets, sidewalks, parking lots, streetlight systems, and traffic-control measures, including traffic signals. (M 9)
- Manage the City's facilities maintenance and improvement efforts to ensure safe and aesthetically pleasing facilities and provide project management and contract administration services. (M 2)
- Maintain and assist in the procurement of the City's vehicle and equipment fleet. (M 3, 4)
- Manage occupational safety programs and practices in the Public Works and Community Services Departments.
- Operate and maintain the recycled water supply and distribution system.
- Operate and maintain wastewater collection and discharge systems. (M 10, 11)
- Operate and maintain the City's potable water supply and distribution system. (M 12, 13)
- Monitor water quality and ensure compliance with all regulations. (M 13)
- Manage the City's water purchases and consumption to meet State water conservation goals and water supply contract minimum purchase requirements.
- Represent the City in regional transportation issues and congestion management planning.
- Continue to monitor regional transportation projects and coordinate with local, regional, and State transportation agencies.
- Operate and maintain the landfill cap, gas, and leachate collection systems, gas wells, flare station, and landfill gas-fueled microturbines. (M 14)
- Manage shopping cart collection and graffiti abatement activities.
- Continue providing landscaping selection assistance, irrigation Best Management Practices guidance, and on-site support to recycled water system customers.
- Continue to implement bicycle and pedestrian mobility improvements that are low-cost and easily implementable.
- Manage the recycled water program to improve water quality, maximize water use, expand the City's distribution system, and participate in efforts to develop a regional distribution system.

FISCAL YEAR 2021-22 ACCOMPLISHMENTS

- Adopted the Mandatory Organic Waste Disposal Reduction Ordinance for residents and businesses to comply with SB 1383.
- Adopted an update to the Food Service Ware Ordinance to advance the City's Zero Waste Plan initiative, Food Ware Packaging Reduction Plan, Phase 1.

PUBLIC WORKS DEPARTMENT SUMMARY

- Launched a new and improved Safe Routes to School program, with the first major training events on April 7, 2022 at Graham Middle School for 800 students and April 26 and 27 at Edith Landels Elementary School for 330 students.
- Approved vacation of Gamel Way in support of a development that will add 121 residential units.
- Completed construction of the following capital projects: Water Main Emergency Replacement on San Antonio Road; Charleston Road Crossing at Permanente Creek; Park Irrigation Pump Station; Fayette Greenway; Calderon Bike Lanes; City Hall Locker Room Renovation with New Lactation Room; Metal Beam Guardrail installation at the intersections of Grant Road/South Drive and Moorpark Way/Dana Street; Sewer Interceptor Trunk Main; Annual Water Main Replacement; Pyramid and Mora Parks; Michaels Restaurant Renovation; City Hall/CPA HVAC Replacement; and Sailing Lake Access Road.
- Began construction of the Rengstorff Aquatics Center, a traffic signal replacement project at Shoreline Boulevard and Villa Street, and Shoreline Maintenance Storage Building.
- Completed the conversion of the Fire Station 1 HVAC system to a new electrically powered system.
- Installed additional touchless pedestrian push buttons at traffic signals.
- Completed the North Bayshore Circulation and Feasibility Study.
- Completed the Recycled Water Feasibility Study.
- Completed the 2021 Sea Level Study Update.
- Completed the bid process and selected a new vendor for Janitorial Services in conjunction with the Finance and Administrative Services Department.
- Collaborated with the U.S. Fish and Wildlife Service and the California State Coastal Conservancy to start hauling soil for the South Bay Salt Pond Restoration Project.
- Started selling landfill gas to Google/Bloom Energy to generate power at their fuel cell system.
- Completed the Whisman Pump Station Assessment study.
- Provided Safety Day Training to Public Works and Community Services Department field staff.

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEARS 2021-22 AND 2022-23

*(Items in **bold** are tied to Fiscal Years 2021-22 and 2022-23 Strategic Roadmap Action Plan Projects)*

- **Develop a Community Workforce Agreement, in conjunction with the City Manager's Office.**
- **Expand access to broadband across communities, supporting the City Manager's Office and Information Technology Department.**
- **Develop a Citywide Transportation Demand Management Ordinance, in conjunction with the Community Development Department.**

PUBLIC WORKS DEPARTMENT SUMMARY

- **Complete the Castro Pedestrian Mall Feasibility Study, in conjunction with the Community Development Department.**
- **Continue to implement the Transit Center Master Plan, in conjunction with the Community Development Department.**
- **Prepare the Citywide Travel Demand Model Update (including the Greenhouse Gas Reduction Program), in conjunction with the Community Development Department.**
- **Develop a City Active Transportation Plan (combining Pedestrian Master Plan, Bicycle Master Plans, and green streets elements), in conjunction with the Community Services Department.**
- **Continue to Participate in the South Bay Salt Ponds project, in conjunction with California State Coastal Commission.**
- **Support definition of biodiversity requirements for landscaping in Mountain View, in conjunction with the Community Services and Community Development Departments.**
- **Support update of the City/School District Joint-Use Master Agreement, in conjunction with the Community Services Department.**
- **Support development of a Parks and Recreation Strategic Plan, in conjunction with the Community Services and Community Development Departments.**
- **Support a Study Session to explore considerations for a Moffett Boulevard Precise Plan, in conjunction with the Community Development Department.**
- **Continue to plan, coordinate, and oversee COVID-19 recovery efforts for the City workforce and facilities, supporting the City Manager's Office and Human Resources Department.**
- **Conduct a City Buildings Workspace Study.**
- **Support development of an ordinance for responsible construction, in conjunction with the City Manager's Office and Community Development Department.**
- **Construct the Shoreline Boulevard transit lane and utility improvements, including protected bikeways.**
- **Continue the preliminary design of Shoreline Boulevard bicycle/pedestrian bridge over U.S. 101.**
- **Continue to coordinate the process for a permanent closure of the 100 to 300 blocks of Castro Street and implementation of interim improvements until a permanent Pedestrian Mall can be designed and constructed, in conjunction with the Community Development, Community Services, and Police Departments.**
- **Implement the recommendations from the Development Services Review Study for the development review process, including streamlining process improvements and implementation of technology, in conjunction with the Community Development, Fire, and Information Technology Departments.**
- **Support the planning and entitlement processes for the Master Plans in the North Bayshore Precise Plan area and the East Whisman Precise Plan area, in conjunction with the Community Development Department.**

PUBLIC WORKS DEPARTMENT SUMMARY

- Continue design of three new parks (400 San Antonio Road, 1720 Villa Street, and 525 to 555 East Evelyn Avenue), in conjunction with the Community Services Department.
- Complete Final Design of the Plymouth Street/Space Park Way realignment and the U.S. 101/Shoreline Boulevard Off-Ramp realignment projects.
- Work with Caltrans to include pedestrian improvements and protected bikeways in their upcoming El Camino Real paving project.
- Complete design and begin construction of the Stierlin Road Bicycle and Pedestrian Improvements consistent with the timeline requirements of the Federal grant.
- Work with Caltrain and VTA on the Final Design for both the Transit Center (Castro Street) and Rengstorff Grade Separation projects and with MTC and VTA to apply for Federal and State grant funding for the projects.
- Complete design of the Center for the Performing Arts SecondStage seating and support space upgrade, in conjunction with the Community Services Department.
- Construct the erosion control project at Shoreline Sailing Lake, which includes installation of a new dock and kayak launch area, in conjunction with the Community Services Department.
- Complete improvements to parks and facilities, including Cuesta Park and Sylvan Park, in conjunction with the Community Services Department.
- Begin design for the new Public Safety Building, in conjunction with the Police and Fire Departments.
- Construct the new Rengstorff Aquatics Center Replacement Project, in conjunction with the Community Services Department.
- Continue to implement the new and expanded Safe Routes to School program, in partnership with the school districts, schools, parents, and students.
- Complete the Recycled Water Feasibility Study Update and identify projects for recycled water storage and distribution expansion to include in the five-year Capital Improvement Program (CIP).
- Work with the City of Palo Alto to prepare a Restated Agreement between the City of Palo Alto, the City of Mountain View, and the City of Los Altos for the acquisition, construction, operation, and maintenance of a Joint Wastewater Treatment and Sewer System.
- Support interagency collaboration on climate resilience and Sea Level Rise, including exploration of the formation of a regional Sea Level Rise networking group, in conjunction with the City Manager's Office.
- Identify opportunities to purchase property for new parks, in conjunction with the Community Services Department.

**PUBLIC WORKS
DEPARTMENT SUMMARY**

PERFORMANCE/WORKLOAD MEASURES

	2019-20 Actual	2020-21 Actual	2021-22 Target	2021-22 6 Months	2022-23 Target
Transportation and Business Services:					
1. Pounds of disposed waste per person per day.	3.9	4.2	<7.8	3.2	<7.8
2. Percentage of Facilities Section work orders completed in 30 days or fewer.	73% ^(A)	87% ^(A)	>90%	90%	>90%
3. Percentage of Fleet Section work orders completed in 30 days or fewer.	95%	96%	>95%	96%	>95%
4. Percentage of time frontline fleet units are available (Public Services and Community Services field vehicles).	98%	98%	>95%	98%	>95%
Engineering:					
5. Percentage of construction projects completed with less than 10% time increase over the original contract award.	100%	100%	>85%	100%	>85%
6. For capital improvement projects, the percentage of time the low bid is within 25% of the Engineer's Estimate.	89%	89%	>75%	83%	>75%
7. Percentage of time all tentative maps and private development applications are reviewed within the departmental standard review time.	64% ^(B)	55% ^(C)	>70%	81% ^(D)	>70%
8. Percentage of time building plans are reviewed within the departmental standard review time.	89% ^(E)	69% ^(F)	>90%	80% ^(G)	>80%
9. Pavement Condition Index (PCI) for asphalt (Metropolitan Transportation Commission rating scale of 0-100, 70-100 being good to excellent).	61 ^(H)	72 ^(I)	>75	72 ^(J)	>75
Public Services:					
10. Number of feet of sewer mains cleaned.	974,265 ^(K)	901,092	>500,000	444,586	>500,000
11. Total number of sanitary sewer overflows.	2	4	<6	1	<6
12. Total number of water main breaks.	8 ^(L)	15 ^(M)	<6	6 ^(N)	<6
13. Total number of water quality reportable events.	0	1 ^(O)	0	0	0
14. Total number of air and/or water quality reportable events at the closed landfills.	0	0	<4	0	<4

^(A) Significant temporary reductions in work force due to COVID-19 resulted in work order completion delays.

^(B) Two hundred eighty-two (282) out of 434 excavation permits, and 206 out of 332 planning commentaries were reviewed within the standard time. The increase in review time was due to the continued high level and complexity of workload performed by existing staff resources. Additionally, staff resources for Fiscal Year 2019-20 were not fully filled.

^(C) Three hundred thirty-five (335) out of 548 excavation permits and 121 out of 282 planning commentaries were reviewed within the standard time. The increase in review time was due to the continued high level and complexity of workload performed by existing staff resources and COVID-19 pandemic impacts on work

**PUBLIC WORKS
DEPARTMENT SUMMARY**

processes. Additionally, staff resources for Fiscal Year 2020-21 were not fully filled and new staff needed to be trained on processes.

- (D) Two hundred fifty (250) out of 313 building plans were reviewed within the standard time. The increase in review time was due to the continued high level and complexity of workload performed by existing staff resources and COVID-19 pandemic impacts on work processes. Staff resources are fully filled, but new staff need to be trained on processes.
- (E) Five hundred fifty-three (553) out of 632 building plans were reviewed within the standard time. The increase in review time was due to the significant increase in the volume of plans and complexity of the work performed by the existing staff resources. Additionally, staff resources for Fiscal Year 2019-20 were not fully filled.
- (F) Five hundred six (506) out of 731 building plans were reviewed within the standard time. The increase in review time was due to the significant increase in volume of plans and complexity of the work performed by the existing staff resources. Additionally, staff resources for Fiscal Year 2020-21 were not fully filled, and new staff needed to be trained on processes.
- (G) Two hundred fifty (250) out of 313 building plans were reviewed within the standard time. The increase in review time was due to the continued high level and complexity of workload performed by existing staff resources and COVID-19 pandemic impacts on work processes. Staff resources are fully filled, but new staff need to be trained on processes.
- (H) The City still strives to reach a PCI target of 75 points. Due to the recent adjustment of the PCI rating system by a new evaluation firm that brought the City's PCI down by nine points, the City has since allocated more funding to street reconstruction and resurfacing projects. The PCI assessment is conducted every two years with the last assessment performed in 2018. Therefore, the current rating will show deterioration until the new assessment is completed in fall 2022.
- (I) The MTC hired a new consulting firm to assess the City's PCI in Fiscal Year 2020-21 (different firm than the two previous assessments). The firm has completed and certified the recent assessment and determined the PCI is higher than the previous assessments. The City still strives to reach a PCI target of 75, and Fiscal Year 2019-20 has continued to allocate more funding to street reconstruction and resurfacing projects.
- (J) The City still strives to reach a PCI target of 75 points. Staff met with the Metropolitan Transportation Commission staff in 2021 to evaluate the data integrity from the 2018 pavement evaluation. MTC and the City agreed that there were significant data issues that called into question the accuracy of the 2018 PCI value for the City's network. This value will not be used in the City's three-year average or for considering future funding.
- (K) Sewer mains area exceeded goal due to having a full (seven-worker) crew and two working Vac-Cons for the entire fiscal year cleaned.
- (L) Six of the eight main breaks were "beam breaks" attributed to ground movement, and the other two were holes in the main due to aging infrastructure.
- (M) Four of the breaks were mains due to be replaced in Fiscal Year 2021-22, and one break was on a main replaced in Fiscal Year 2020-21. Eight of the 15 were "beam breaks" attributed to ground movement, and seven breaks were due to holes in the main due to aging infrastructure.
- (N) Three of the six main breaks were "beam breaks" attributed to ground movement, one gate valve failure due to ground movement, and the other two were holes in the main due to aging infrastructure. Two of the breaks were located on Spring Street, which is currently being replaced in the CIP project.
- (O) The positive bacteriologist sample was due to a sampling error. The sample was retaken and came back negative.

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**PUBLIC WORKS
DEPARTMENT SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Public Works Director	1	1	1
Assistant Public Works Director	3	3	3
Transportation Manager	1	1	1
Fleet and Facilities Manager	1	1	1
Utilities Services Manager	1	1	1
Streets and Landfill Closure Manager	1	1	1
Solid Waste Program Manager	1	1	1
Principal Civil Engineer	4	4	4
Principal Project Manager	0	1 *2	1
Senior Civil Engineer	10.50	10.50	12.50 *4
Senior Project Manager	3	3	3
Transportation Planner	3	3	3
Traffic Engineer	1	1	1
Water Resources Manager	1	1	1
Real Property Program Administrator	1	1	1
Safety and Training Administrator	1	1	1
Senior Information Technology Analyst	0	0	1 *4
Senior Management Analyst	3	3	3
Postclosure Supervisor	1	1	1
Utilities Systems Supervisor	1	1	1
Water Quality Supervisor	1	1	1
Water Superintendent	1	1	1
Wastewater Supervisor	1	1	1
Streets Supervisor	1	1	1
Equipment Maintenance Supervisor	1	1	1
Facilities Maintenance Supervisor	1	1	1
Facilities Contract Coordinator	2	2	2
Jr/Asst/Associate Engineer (Civil)	15	15	19 *4/5
Analyst I/II	2	2	3 *6
Utility Systems Specialist	1	1	1
Postclosure Environmental Systems Specialist	2	2	2
Utilities Electrician	1	1	1
Water Quality Technician	1	1	1
Senior Public Works Inspector	1	1	1
Water Operations Specialist	1	1	1
Senior Water System Operator	3	3	3
Senior Utilities Systems Technician	2	2	2
Senior Postclosure Environmental Systems Tech	2	2	2
Street Lighting Technician	1	1	1
Engineering Assistant I/II	1	1	1
Heavy Equipment Specialist	1	1	1
SUBTOTAL REGULAR	80.50	81.50	89.50

**PUBLIC WORKS
DEPARTMENT SUMMARY**

POSITIONS CONTINUED	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Balance Forward	80.50	81.50	89.50
Water Resource Technician	1	1	1
Cross-Connection Cntrl Specialist	1	1	1
Public Works Inspector I/II	1 *1	1	2 *4
Utilities Inspector/Locator	1	1	1
Heavy Equipment Operator	2	2	2
Facilities Maintenance III	2	2	2
Facilities Maintenance I/II	2	2	2
Equipment Mechanic III	2	2	2
Equipment Mechanic I/II	4	4	4
Equipment Service Worker	1	1	1
Streets Maintenance Worker III	3	3	3
Streets Maintenance Worker I/II	4	4	4
Streetsweeper Operator	2	2	2
Water Utility Worker III	3	3	3
Water Utility Worker I/II	6	6	6
Wastewater Utility Worker III	2	2	2
Wastewater Utility Worker I/II	5	5	5
Public Services Technician	1	1	1
Administrative Aide	0	0	1 *4
Program Assistant	3	3	3
Executive Assistant	0	0	1 *5
Secretary	2	2	2
Office Assistant III	4	4	4
TOTAL REGULAR	132.50	133.50	144.50
TOTAL PART-TIME HOURLY	1.12	1.12	1.12
TOTAL POSITIONS	133.62 *1	134.62 *3	145.62 *7

- *1 In addition there is a Public Works Inspector I/II overhire position and the following limited-period positions: two Senior Civil Engineers (for the duration of the Google Reimbursement Agreement), four Jr/Asst/Associate Civil Engineers, an Administrative Aide, and a Senior Civil Engineer position and a Facilities Maintenance Worker I/II position (funded by the Sustainability CIP).
- *2 Addition of a Principal Project Manager position.
- *3 In addition there are the following limited-period positions: two Senior Civil Engineers (for the duration of the Google Reimbursement Agreement), four Jr/Asst/Associate Civil Engineers, Public Works Inspector I/II, Administrative Aide, and a Senior Civil Engineer position and a Facilities Maintenance Worker I/II position (funded by the Sustainability CIP through Fiscal Year 2021-22 and Fiscal Year 2022-23, respectively).
- *4 Addition of three Senior Civil Engineer positions, a Jr/Asst/Associate Civil Engineer position, a Public Works Inspector I/II position, and an Administrative Aide position.
- *5 Midyear addition of three Jr/Asst/Associate Civil Engineer positions and an Executive Assistant position.
- *6 Transferred an Analyst I/II position from the Community Development Department.
- *7 In addition there are the following limited-period positions: two Senior Civil Engineers (for the duration of the Google Reimbursement Agreement), a Senior Civil Engineer position, and a Facilities Maintenance Worker I/II position (funded by the Sustainability CIP through 2022-23).

**PUBLIC WORKS
DEPARTMENT SUMMARY**

DEPARTMENT DIVISIONS	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Public Works Administration	\$ 1,405,191	1,235,169	1,314,632
Transportation and Business	17,828,568	21,036,676	23,379,332
Engineering	7,325,180	8,871,053	9,578,020
Public Services	49,373,396	54,806,497	62,029,639
TOTAL EXPENDITURES	\$ 75,932,335	85,949,395	96,301,623

EXPENDITURE SUMMARY	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries Wages and Benefits	\$ 23,183,583	26,897,358	29,256,283
Supplies and Other Services	51,840,130	58,009,537	65,885,840
Capital Outlay	80,153	35,000	120,000
Interfund Expenditures	828,469	1,007,500	1,039,500
TOTAL EXPENDITURES	\$ 75,932,335	85,949,395	96,301,623

FUNDING SOURCES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
General Operating	\$ 11,210,034	12,062,821	13,165,968
General Non-Operating	231,621	480,000	359,800
Building/Development Services	3,782,767	4,877,745	5,502,681
Shoreline Regional Park Community	1,084,029	1,378,252	1,529,955
Water	28,916,815	30,450,128	34,205,872
Wastewater	15,943,488	18,989,864	22,022,013
Solid Waste	12,188,495	14,820,955	16,515,725
Equipment Maintenance and Replacement	2,575,086	2,889,630	2,999,609
TOTAL FUNDING	\$ 75,932,335	85,949,395	96,301,623

**PUBLIC WORKS
DEPARTMENT SUMMARY**

REVENUE SUMMARY	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
General Licenses & Permits	\$ 1,176,410	975,000	985,000
Local Intergovernmental Revenue	100,000	0	0
State Intergovernmental Revenue	277,136	135,000	135,000
General Service Charges	2,195,507	1,500,000	1,257,000
Water Service Charges	35,462,274 *1	34,707,000 *4	36,691,000 *7
Wastewater Service Charges	22,229,185 *2	24,980,000 *5	28,411,000 *8
Recycled Water Charges	924,010 *1	800,000 *4	895,000 *7
Refuse Service Charges	14,439,395 *3	15,013,000 *6	15,002,000 *5
Miscellaneous Revenue	1,327,081	539,000	539,000
Equipment Maintenance Charges	2,451,961	3,059,500	3,155,500
Interfund Revenue Transfers	53,400	53,400	53,400
TOTAL REVENUE	\$ 80,636,359	81,761,900	87,123,900

*1 Includes rate increase of 1% for average cost of water and meter rates and 50 cent per unit increase for recycled water effective January 1, 2021.

*2 Includes rate increase of 4%, 2% effective July 1, 2020 and 2% effective January 1, 2021.

*3 Includes rate increase of 2% effective January 1, 2021.

*4 Includes rate increase of 1% for average cost of water and meter rates and for recycled water.

*5 Includes rate increase of 6%.

*6 Includes rate increase of 4%.

*7 Includes rate increase of 12% for average cost of water and meter rates and 5% for recycled water.

*8 Includes rate increase of 8%.

**PUBLIC WORKS—ADMINISTRATION
DIVISION SUMMARY**

DIVISION MANAGER—PUBLIC WORKS DIRECTOR

DIVISION OVERVIEW

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

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**PUBLIC WORKS - ADMINISTRATION
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	3.50	3.50	3.50
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	3.50	3.50	3.50
EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 753,487	806,951	864,672
Wages	0	0	0
Benefits	603,754	395,598	417,340
TOTAL PERSONNEL	1,357,241	1,202,549	1,282,012
Materials and Supplies	24,382	23,590	23,590
Maintenance and Operations	6,327	850	850
Utilities	0	345	345
Professional/Technical Services	13,719	2,500	2,500
Other Expenses	3,522	5,335	5,335
TOTAL SUPPLIES AND SERVICES	47,950	32,620	32,620
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 1,405,191	1,235,169	1,314,632

**PUBLIC WORKS—TRANSPORTATION AND BUSINESS SERVICES
DIVISION SUMMARY**

DIVISION MANAGER—ASSISTANT PUBLIC WORKS DIRECTOR

DIVISION OVERVIEW

Transportation Management reviews, analyzes, and evaluates City and regional transportation issues, studies, programs, and policies that impact the City, developing recommendations for improvements. Transportation Management is the liaison and advocate for City positions with County, regional, and State agencies involved in transportation planning and provides support to the Council Transportation Committee, Council Rail Corridor Committee, and Bicycle/Pedestrian Advisory Committee. The Division is also responsible for developing, updating, and promoting City programs, policies, and projects to improve pedestrian and bicycle mobility. Other responsibilities include developing the Department’s operating budget and financial reports, contract management, grant applications and monitoring, and providing clerical support to Public Works Department operations at City Hall.

Property Management manages appraisals, sales, and acquisitions of City property and monitors the Department’s grant compliance.

Solid Waste Management develops and implements residential/commercial waste reduction and recycling programs and manages waste disposal and SMaRT[®] Station recycling contracts.

Fleet Services provides safe, reliable, economical, and high-quality vehicles and equipment to City departments. This program performs vehicle and equipment services to comply with environmental and safety regulations, minimize operational and ownership costs, and maximize safety and equipment life. Fleet Services also maintains the City’s inventory of alternative-fuel vehicles.

Facilities provides safe, clean, and reliable facilities for employees and their clients. The program maintains, inspects, and improves buildings to comply with environmental and safety regulations, minimize operational and ownership costs, and maximize building life.

MAJOR DIVISION CHANGES

- General Operating Fund:
 - Janitorial Services: \$600,000
Provides increased funding for janitorial services for City facilities due to cost increase from the new janitorial services contract.
 - Gas and Electricity Cost Increase: \$10,000
Provides increased funding for gas and electricity costs (the total cost increase for all funds Citywide is \$83,500).

**PUBLIC WORKS—TRANSPORTATION AND BUSINESS SERVICES
DIVISION SUMMARY**

Citywide Memberships:	\$5,400
Provides increased funding for Citywide membership to the Congestion Management Agency with Valley Transportation Authority.	
• General Non-Operating Fund:	
Hourly Staff to Support the Transportation Section (limited-period):	\$40,000
Provides continued funding for hourly staff to support the Transportation Section. The increase in workload is mainly attributable to the increased volume of transportation issues.	
Pressure Washing Services (limited-period):	\$19,800
Provides funding for pressure washing services for the Library parking garage.	
• Solid Waste Fund:	
Processing Costs :	\$1,680,000
Provides increased funding for food waste composting (both commercial and multi-family residential) and processing cost increases for construction and demolition and recycle programs previously provided under the SMaRT agreement.	
Administrative Aide—Solid Waste Section Position:	\$176,300
Provides funding for an Administrative Aide position to assist with increasing responsibilities and workload due to new regulations and a commitment to zero waste.	
• Equipment Maintenance and Replacement Fund:	
Hourly Staff to Support the Fleet Section (limited-period):	\$25,000
Provides continued funding for hourly staff to continue supporting the Fleet Section. The additional resources will allow for an on-site fabricator to perform on-site metal work to create and repair vehicle and equipment components.	

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**PUBLIC WORKS - TRANSPORTATION AND BUSINESS SERVICES
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	29.50	29.50	30.90 *2
Total Part-Time Hourly	0.62	0.62	0.62
TOTAL POSITIONS	30.12 *1	30.12 *1	31.52 *3

*1 In addition there are the following limited-period positions: Administrative Aide and Facilities Maintenance Worker I/II.

*2 Addition of an Administrative Aide position and midyear addition of 0.40 Executive Assistant Position.

*3 In addition there is a limited-period Facilities Maintenance Worker I/II position (funded by the Sustainability CIP through 2022-23).

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 3,025,159 *1	3,678,427 *2	3,827,935 *8
Wages	241,280 *1	103,673 *3	118,388 *9
Benefits	1,747,926	2,094,011	2,272,751
TOTAL PERSONNEL	5,014,365	5,876,111	6,219,074
Materials and Supplies	169,109	91,825	171,825 *10
Maintenance and Operations	2,009,108	2,532,774 *4	3,012,774 *10
Utilities	9,996,493	11,638,566 *5	13,129,059 *11
Professional/Technical Services	567,213	496,100 *6	515,900 *12
Other Expenses	22,874	317,800 *7	243,200 *13
TOTAL SUPPLIES AND SERVICES	12,764,797	15,077,065	17,072,758
Capital Outlay	1,419	0	0
Interfund Expenditures	47,987	83,500	87,500
TOTAL EXPENDITURES	\$ 17,828,568	21,036,676	23,379,332

*1 Includes limited-period expenditures for limited-period positions.

*2 Includes limited-period funding for an Administrative Aide position. Funding for the limited-period Facilities Maintenance Worker I/II position is included in the Sustainability CIP through Fiscal Year 2023-24.

*3 Includes limited-period fundings of \$30,000 for Transportation and \$25,000 for Fleet hourly staff support.

*4 Includes limited-period funding of \$40,000 for external window cleaning of City facilities.

*5 Includes net increased funding of \$689,500 for solid waste processing costs.

*6 Includes increased funding of \$15,000 for zero waste plan initiatives contract services.

*7 Includes limited-period funding of \$80,000 for zero waste plan initiatives.

*8 Funding for the limited-period Facilities Maintenance Worker I/II position is included in the Sustainability CIP through Fiscal Year 2022-23

*9 Includes limited-period fundings of \$40,000 for Transportation and \$25,000 for Fleet hourly staff support.

*10 Includes increased funding of \$600,000 for janitorial services.

*11 Includes increased fundings of \$1,680,000 for solid waste processing costs.

*12 Includes limited-period funding of \$19,800 for pressure washing services.

*13 Includes increased funding of \$5,400 for VTA/CMA membership.

**PUBLIC WORKS - TRANSPORTATION AND BUSINESS SERVICES
DIVISION SUMMARY**

REVENUES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
State Intergovernmental Revenue	\$ 277,136	135,000	135,000
General Service Charges	100	0	0
Refuse Service Charges	14,439,395 *1	15,013,000 *2	15,002,000 *3
Miscellaneous Revenue	407,522	9,000	9,000
Equipment Maintenance Charges	2,451,961	3,059,500	3,155,500
Interfund Revenue Transfers	21,000	21,000	21,000
TOTAL REVENUES	\$ 17,597,114	18,237,500	18,322,500

*1 Includes rate increase of 2% effective January 1, 2021.

*2 Includes rate increase of 4%.

*3 Includes rate increase of 6%.

**PUBLIC WORKS—ENGINEERING
DIVISION SUMMARY**

DIVISION MANAGER—ASSISTANT PUBLIC WORKS DIRECTOR

DIVISION OVERVIEW

Construction Engineering performs inspections for compliance with plans, specifications, regulations, ordinances, and policies pertaining to capital projects and private developments/improvements in the public right-of-way.

Capital Projects Engineering plans, directs, and coordinates the design and management of capital improvement projects, including preparing or reviewing engineering studies, surveys, designs, specifications, and contract documents.

Traffic Engineering plans, designs, and implements traffic operational improvements for the safe and convenient movement and circulation of vehicles, bicycles, and pedestrians within the City. Traffic Engineering also maintains traffic-related records, such as accidents, counts, and speeds, and conducts surveys and studies necessary to analyze traffic situations.

Land Development Engineering establishes development conditions for approval and reviews the accuracy and completeness of private development plans, specifications, plats, maps, property descriptions, and engineering calculations submitted for City approval. Land Development Engineering also assists developers, consultants, engineers, and the public in complying with Public Works Department conditions.

MAJOR DIVISION CHANGES

- General Non-Operating Fund:

Hourly Staff to Support the Traffic Section (limited-period): \$150,000

Provides continued funding for hourly staff to support the Traffic Section. The increase in workload is mainly attributable to the high level of development activity.

City Council Strategic Priority Project-Community Workforce Agreement (rebudget): \$75,000

Rebudgets funding for a consultant to assist with outreach, analysis, and development of proposed terms for a Community Workforce Agreement.

- Development Services Fund:

Consultants to Support Land Development Section (limited-period): \$400,000

Provides continued funding for consultants to support the Land Development Section. Additional resources are necessary to process the additional workload created by the high level of development activity.

**PUBLIC WORKS—ENGINEERING
DIVISION SUMMARY**

Consultants to Support Construction Section (limited-period):	\$400,000
Provides continued funding for consultants to support the Construction Section. Additional resources are necessary to process the additional workload created by the high level of development activity.	
Senior Civil Engineer—Land Development Section:	\$256,200
Provides funding for a Senior Civil Engineer to provide project management to the Land Development Engineering Section.	
Senior Civil Engineer—Traffic Section:	\$256,200
Provides funding for a Senior Civil Engineer to provide additional staff support in development and permit reviews.	
Consultants to Support Traffic Engineering Section (limited-period):	\$150,000
Provides continued funding for consultants to support the Traffic Engineering Section. The increase in activity is mainly attributable to the approval of the three Precise Plans.	
Hourly Staff to Support the Land Development Section (limited-period):	\$130,000
Provides continued funding for hourly staff to support the Land Development Section. The increase in workload is mainly attributable to the high level of development activity.	
City Council Strategic Priority Project—Transportation Demand Management Ordinance (rebudget):	\$100,000
Rebudgets funding for the General Plan action item for a consultant to help prepare a Transportation Demand Management Ordinance.	
Hourly Staff to Support the Construction Section (limited-period):	\$60,000
Provides continued funding for hourly staff to support the Construction Section. The increase in workload is mainly attributable to the high level of development activity.	
Engineering Inspections and Materials Testing (limited-period):	\$50,000
Provides continued funding for inspections and materials testing during the construction process.	
Public Works Inspector I/II—Construction Section Position (\$209,800 offset by charges to CIPs):	\$43,800
Provides funding for a Public Works Inspector I/II position. The position will support the high level of private development-related construction activity in the North Bayshore Area.	

**PUBLIC WORKS - ENGINEERING
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	32.50	33.50 *2	40.10 *4
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	32.50 *1	33.50 *3	40.10 *5

*1 In addition there is a Public Works Inspector I/II overhire position funded with limited-period funds and the following limited-period positions: two Senior Civil Engineers and three Jr/Asst/Associate Civil Engineers.

*2 Addition of a Principal Project Manager position.

*3 In addition there are the following limited-period positions: two Senior Civil Engineers, three Jr/Asst/Associate Civil Engineers, and Public Works Inspector I/II.

*4 Addition of two Senior Civil Engineer Positions and one Public Works Inspector I/II position. Also midyear addition of three Jr/Asst/Associate Civil Engineer positions and 0.60 Executive Assistant position.

*5 In addition there are two limited-period Senior Civil Engineer positions (for the duration of the Google Reimbursement Agreement).

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Labor Chargeback	\$ 0 *1	(2,755,500)	(2,921,500)
Salaries	3,310,000 *2	6,065,983 *3	6,660,623
Wages	350,246 *2	460,800 *4	400,800 *7
Benefits	1,747,784	2,870,390	3,517,717
TOTAL PERSONNEL	5,408,030	6,641,673	7,657,640
Materials and Supplies	25,471	20,270	20,270
Maintenance and Operations	80,203	79,265	79,265
Utilities	79,339	76,000	86,000 *8
Professional/Technical Services	887,133	567,100 *5	517,100 *9
Other Expenses	826,958 *2	1,418,745 *6	1,113,745 *10
TOTAL SUPPLIES AND SERVICES	1,899,104	2,161,380	1,816,380
Capital Outlay	0	35,000	70,000
Interfund Expenditures	18,046	33,000	34,000
TOTAL EXPENDITURES	\$ 7,325,180	8,871,053	9,578,020

*1 Actual Labor Chargeback is accounted for net of salaries.

*2 Includes limited-period expenditures for Associate Civil Engineer positions, Public Works Inspector I/II Overhire position, hourly staff support, and consultant support.

*3 Includes limited-period fundings for three Jr/Asst/Associate Civil Engineer positions and a Public Works Inspector I/II position.

*4 Includes limited-period fundings for hourly staff support of \$150,000 for the Traffic Engineering section, \$130,000 for the Land Development section, \$60,000 for the Capital Projects section, and \$60,000 for the Construction section.

*5 Includes increased funding of \$170,000 for development review maser contract services, and limited-period fundings of \$75,000 for community workforce agreement, and \$50,000 for survey monument preservation.

*6 Includes limited-period fundings for consultant support of \$580,000 for the Land Development section (\$130,000 rbudget), \$400,000 for the Construction section, \$375,000 for Traffic Engineering section, and \$50,000 for engineering inspections and materials testing.

*7 Includes limited-period fundings for hourly staff support of \$150,000 for the Traffic Engineering section, \$130,000 for the Land Development section, and \$60,000 for the Construction section.

*8 Includes increased funding of \$10,000 for PG&E cost increase.

*9 Includes limited-period funding of \$75,000 for community workforce agreement (rebudget).

*10 Includes limited-period fundings for consultant support of \$400,000 for the Land Development section, \$400,000 for the Construction section, and \$150,000 for Traffic Engineering section. Also includes limited-period fundings of \$100,000 for transportation demand management ordinance (rebudget) and \$50,000 for engineering inspections and materials testing.

**PUBLIC WORKS - ENGINEERING
DIVISION SUMMARY**

<u>REVENUES</u>	<u>2020-21 ACTUAL</u>	<u>2021-22 ADOPTED</u>	<u>2022-23 RECOM.</u>
General Licenses & Permits	\$ 1,176,410	975,000	985,000
General Service Charges	2,195,407	1,500,000	1,257,000
Miscellaneous Revenue	6,193	10,000	10,000
TOTAL REVENUES	\$ 3,378,010	2,485,000	2,252,000

NOTES

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**PUBLIC WORKS—PUBLIC SERVICES
DIVISION SUMMARY**

DIVISION MANAGER—ASSISTANT PUBLIC WORKS DIRECTOR

DIVISION OVERVIEW

Safety and Administration manages the occupational safety program for the Public Works and Community Services Departments, including accident and illness prevention, workplace safety training, and Public Works emergency response planning. Administration manages customer service programs, including graffiti abatement and abandoned shopping cart retrieval.

Engineering and Environmental Compliance is responsible for the design and permitting of all landfill postclosure systems and meeting regulatory guidelines for landfill maintenance and other Public Services programs. This section also administers capital improvement and miscellaneous engineering projects.

Utilities Maintenance manages the City's water and wastewater systems. The Water Operation installs, operates, and maintains the equipment and facilities to distribute approximately 10 million gallons of water per day to approximately 17,500 customers in the Mountain View service area. The Water Operation also operates and maintains the City's recycled water system. The Wastewater Operation installs, operates, and maintains the sanitary sewer and storm drain systems. Sanitary sewer activities include installing sewer laterals, cleanouts, and connections; clearing sewer blockages; and pumping sewage to the Palo Alto Regional Water Quality Control Plant. Storm drain activities include cleaning storm lines and catch basins, maintaining City retention basins, and operating pump stations.

The Streets and Landfill Postclosure Maintenance Section maintains and repairs the City's improved and unimproved streets, sidewalks, curbs and gutters, bikeways, public parking lots, and parking lots at City facilities. Street Maintenance also maintains the striping and markings on streets, curbs, and public parking lots; and installs, maintains, and repairs City street signs and streetlights. Landfill Maintenance operates the Flare Station, microturbines, and leachate and gas extraction system, and maintains the landfill cap.

MAJOR DIVISION CHANGES

- General Operating Fund:

Materials Cost: \$10,000

Provides increased funding for traffic sign materials.

- General Non-Operating Fund:

Program for Sidewalk Ramping, Grinding, and Inspection (limited-period): \$75,000

Provides continued funding to hire hourly seasonal workers to continue performing sidewalk ramping and grinding operations, including bimonthly sidewalk inspections to target areas needing repair.

- Shoreline Regional Park Community Fund:

Environmental Monitoring Contract Services: \$120,000

Provides funding for the City's annual testing of groundwater and indoor air quality at City-owned property.

**PUBLIC WORKS—PUBLIC SERVICES
DIVISION SUMMARY**

<p>Senior Civil Engineer—Engineering and Environmental Compliance Section Position (limited-period \$256,200 offset by charges to CIPs) (limited-period):</p> <p>Provides funding for a Senior Civil Engineer position to manage capital improvement projects relating to sea level rise.</p>	<p>\$64,100</p>
<p>Gas and Electricity Cost Increase:</p> <p>Provides increased funding for gas and electricity costs (the total cost increase for all funds Citywide is \$83,500).</p>	<p>\$4,000</p>
<ul style="list-style-type: none"> • Water Fund: 	
<p>Associate Civil Engineer—Engineering and Environmental Compliance Section Position:</p> <p>Provides funding for an Associate Civil Engineer position. Additional staff resources are necessary to comply with recycled water regulations.</p>	<p>\$236,100</p>
<p>Senior Information Technology Analyst—Utilities Position (0.35 FTE):</p> <p>Provides funding for a Senior Information Technology Analyst position to manage the supervisory control and data acquisition (SCADA) system (the other 0.65 FTE is funded from the Wastewater and Solid Waste Funds).</p>	<p>\$84,300</p>
<p>Contract Services—SCADA:</p> <p>Provides increased funding for contract services to perform complex control system programming, troubleshooting, and repairs for the electrical and mechanical equipment of the SCADA system. The City has a large inventory of electrical and mechanical equipment to operate and maintain infrastructure used to deliver potable water, collect and pump wastewater, collect and discharge stormwater, and collect and destroy landfill gas. Costs are split with the Wastewater Fund.</p>	<p>\$75,000</p>
<p>Materials Cost:</p> <p>Provides increased funding for material supplies for water operations.</p>	<p>\$75,000</p>
<p>Citywide Memberships:</p> <p>Provides increased funding for the City’s membership dues for the Bay Area Water Supply and Conservation Agency (BAWSCA).</p>	<p>\$61,600</p>
<p>City Utility Cost Increase:</p> <p>Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments (the total cost increase for all funds Citywide is \$164,800).</p>	<p>\$1,000</p>

**PUBLIC WORKS—PUBLIC SERVICES
DIVISION SUMMARY**

- Wastewater Fund:
 - Contract Services—Sewer Televising: \$140,000
Provides increased funding for sewer televising contract services to meet current costs.
 - Senior Information Technology Analyst—Utilities Position (0.35 FTE): \$84,300
Provides funding for the allocation to the Wastewater Fund for this position as mentioned in the Water Fund section above.
 - Contract Services—SCADA: \$60,000
Provides increased funding for contract services as described in the Water Fund above.
 - Gas and Electricity Cost Increase: \$11,000
Provides increased funding for gas and electricity costs (the total cost increase for all funds Citywide is \$83,500).
 - City Utility Cost Decrease: \$(10,000)
Provides reduced funding for City utility services used by City departments based on usage and utility rate adjustments (the total cost increase for all funds Citywide is \$164,800).

- Solid Waste Fund:
 - Senior Information Technology Analyst—Utilities Position (0.30 FTE): \$72,300
Provides funding for the allocation to the Solid Waste Fund for this position as mentioned in the Water Fund section above.
 - City Utility Cost Increase: \$4,000
Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments (the total cost increase for all funds Citywide is \$164,800).

BUD/LHP-939-06 FY2022-23

**PUBLIC WORKS - PUBLIC SERVICES
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	67	67	69 *2
Total Part-Time Hourly	0.50	0.50	0.50
TOTAL POSITIONS	67.50 *1	67.50 *1	69.50 *3

*1 In addition there is a limited-period Jr/Asst/Associate Civil Engineer position.

*2 Addition of a Senior Information Technology Analyst position and a Jr/Asst/Associate Civil Engineer position.

*3 In addition there is a limited-period Senior Civil Engineer position.

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 7,054,581 *1	8,050,166 *2	8,646,843 *4
Wages	113,766 *1	96,630	99,505
Benefits	4,235,600	5,030,229	5,351,209
TOTAL PERSONNEL	11,403,947	13,177,025	14,097,557
Materials and Supplies	708,091	652,560	737,560 *5
Maintenance and Operations	35,037	58,890	58,890
Utilities	34,485,501	38,235,344	43,919,354 *6
Professional/Technical Services	1,449,634	1,385,550 *3	1,780,550 *7
Other Expenses	450,016	406,128	467,728 *8
TOTAL SUPPLIES AND SERVICES	37,128,279	40,738,472	46,964,082
Capital Outlay	78,734	0	50,000
Interfund Expenditures	762,436	891,000	918,000
TOTAL EXPENDITURES	\$ 49,373,396	54,806,497	62,029,639

*1 Includes limited-period expenditures for a Jr/Asst/Associate Civil Engineer position and wages for sidewalk ramping, grinding, inspecting, and utility locating.

*2 Includes limited-period funding for a Jr/Asst/Associate Civil Engineer position.

*3 Includes increased fundings of \$70,000 for SCADA contract services and \$34,000 for Customer Portal and Dashboard Program. Also includes limited-period funding of \$75,000 for sidewalk ramping, grinding, and inspecting.

*4 Includes funding for the limited-period Senior Civil Engineer position.

*5 Includes increased funding of \$85,000 for materials cost.

*6 Includes net increased funding of \$10,000 for gas and electricity and City utility costs.

*7 Includes increased fundings of \$140,000 for sewer televising contract services, \$135,000 for SCADA contract services, and \$120,000 for environmental monitoring contract services. Also includes limited-period funding of \$75,000 for sidewalk ramping, grinding, and inspecting.

*8 Includes increased funding of \$61,600 for BAWSCA dues.

**PUBLIC WORKS - PUBLIC SERVICES
DIVISION SUMMARY**

REVENUES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Local Intergovernmental Revenue	\$ 100,000	0	0
Water Service Charges	35,462,274 *1	34,707,000 *3	36,691,000 *5
Wastewater Service Charges	22,229,185 *2	24,980,000 *4	28,411,000 *6
Recycled Water Charges	924,010 *1	800,000 *3	895,000 *5
Miscellaneous Revenue	913,366	520,000	520,000
Interfund Revenue Transfers	32,400	32,400	32,400
TOTAL REVENUES	\$ 59,661,235	61,039,400	66,549,400

*1 Includes rate increase of 1% for average cost of water and meter rates and 50 cent per unit increase for recycled water effective

*2 Includes rate increase of 4%, 2% effective July 1, 2020 and 2% effective January 1, 2021.

*3 Includes rate increase of 1% for average cost of water and meter rates and for recycled water.

*4 Includes rate increase of 6%.

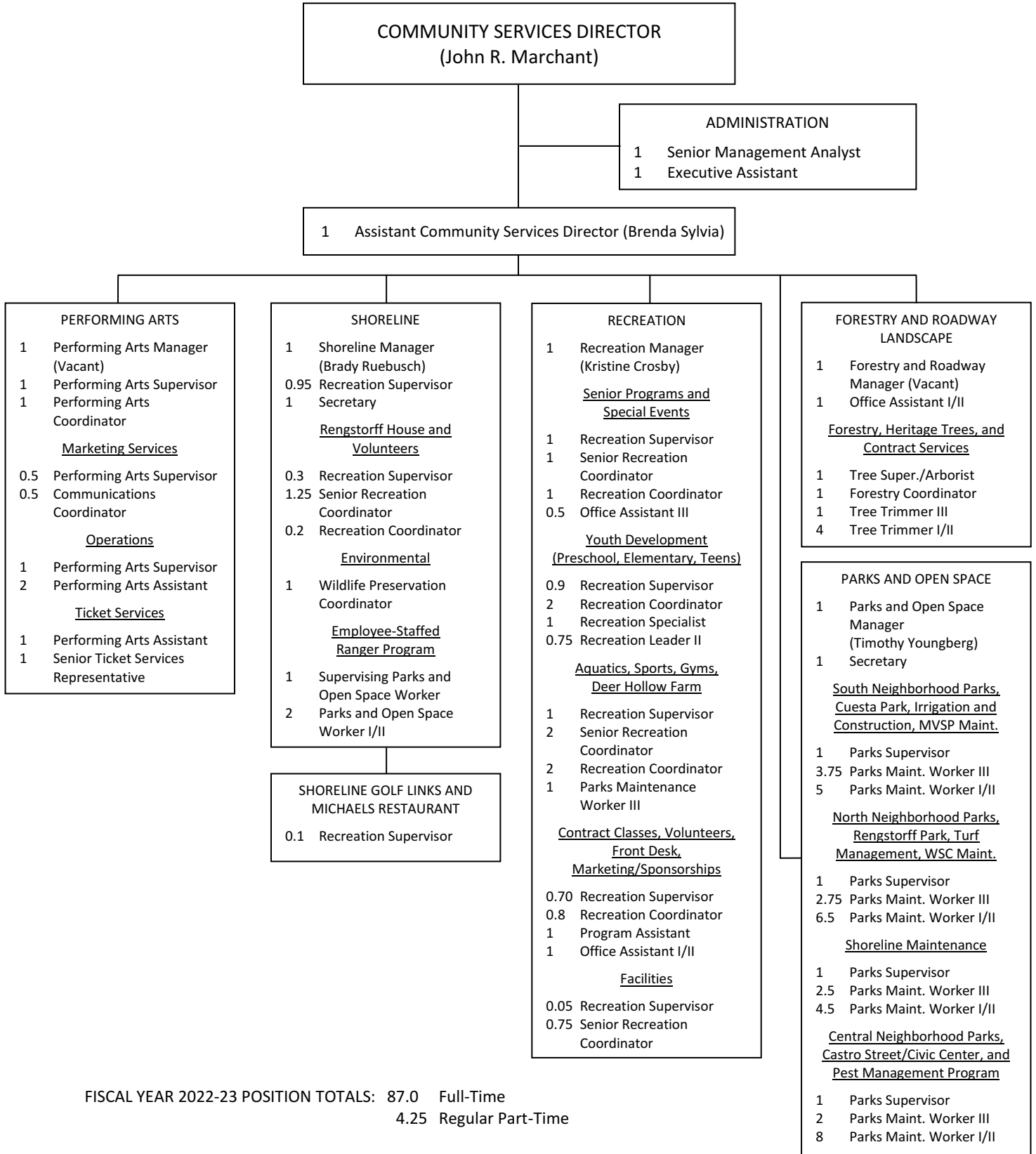
*5 Includes rate increase of 12% for average cost of water and meter rates and 5% for recycled water.

*6 Includes rate increase of 8%.

NOTES

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COMMUNITY SERVICES DEPARTMENT



FISCAL YEAR 2022-23 POSITION TOTALS: 87.0 Full-Time
4.25 Regular Part-Time

COMMUNITY SERVICES DEPARTMENT SUMMARY

DEPARTMENT MANAGER—COMMUNITY SERVICES DIRECTOR

DEPARTMENT MISSION STATEMENT

To create community through people, parks, and programs; provide recreational experiences; promote health and wellness; foster human development; protect environmental and open-space resources; strengthen security and safety; support economic growth; facilitate community problem-solving; and strengthen community image and sense of place.

DEPARTMENT OVERVIEW

The Community Services Department is responsible for the programming and operation of the Mountain View Center for the Performing Arts; for the continued development and operation of commercial and recreational activities at the City's 750-acre Shoreline at Mountain View Regional Park; for the maintenance and operation of Shoreline Golf Links/Michaels at Shoreline Restaurant and of Stevens Creek Trail; for the maintenance of City-owned parks, roadway landscaping, and street trees; and for delivery of recreation programs and services that make Mountain View a better place to live now and in the future.

DEPARTMENT FUNCTIONS

- Assure that services provided are responsive to community needs. (M 1, 2, 3, 4, 5, 6, 7, 8, 15, 16, 17, 19, 20, 21, 22, 23, 24, 25, 26, 27)
- Analyze the Department's services to assure they are provided in a cost-effective manner.
- Continue to monitor and evaluate use of recycled water and maintain current aesthetics and plant health.
- Provide access to performing arts facilities and provide quality service for clients/licensees. (M 2, 3, 4, 5)
- Provide entertainment opportunities for Center for the Performing Arts patrons. (M 2, 3)
- Provide education and outreach opportunities to the community.
- Comply with various regulatory agency requirements as they relate to wetlands, wildlife, and land use in the Shoreline at Mountain View area.
- Provide the community and visitors a safe and secure outdoor recreation experience by proper maintenance and supervision of trails, pathways, roadway/landscaped areas, turf areas, and facilities in the Shoreline and North Bayshore areas. (M 6, 10, 11, 12)
- Manage and operate Shoreline Golf Links and Michaels at Shoreline Restaurant in such a manner as to maximize operating revenues and control operating expenses. (M 7, 8, 9)
- Provide golfing customers an enjoyable golfing experience, including enhanced playing conditions and high levels of customer service. (M 7, 8, 9)
- Manage the Urban Forestry Program, including maintenance of street, median, and park trees, and enforcement of the Heritage Tree Ordinance. (M 10, 11, 12)

COMMUNITY SERVICES DEPARTMENT SUMMARY

- Maintain all City landscaped areas, including parks, Stevens Creek Trail, medians, roadways, vacant land, and public facilities. (M 10, 11, 12, 13, 14)
- Conduct safety inspections of all park and playground areas and equipment.
- Monitor and evaluate Recreation Cost-Recovery Policy goals as approved by the City Council.
- Continue to implement positive and constructive activities for youth.
- Provide or facilitate scheduling of youth, adult, and older adult recreation activities, sports, classes, events, and facility rentals at the Community Center, Senior Center, The View Teen Center, Mountain View Sports Pavilion, Whisman Sports Center, Graham Sports Complex, Shoreline Athletic Fields, Cuesta Tennis Center, historic Adobe Building, and Rengstorff House as well as various park areas and school sites. (M 15, 16, 17, 18, 22, 23, 24, 25, 26, 27)
- Provide environmental education classes and camps at Deer Hollow Farm.
- Coordinate the Citywide volunteer program and establish effective partnerships with community-based organizations. (M 19)
- Provide a comprehensive aquatics program using Eagle and Rengstorff Pools. (M 20, 21)
- Plan, implement, and review Citywide special events.

FISCAL YEAR 2021-22 ACCOMPLISHMENTS

- Reopened Recreation facilities such as the Community Center, Senior Center, Adobe Building, Mountain View Sports Pavilion, and Whisman Sports Center for programs and private rentals.
- Implemented in-person City special events with the return of the Concert on the Plaza Series, Summer Outdoor Movie Night Series, Monster Bash, Community Tree Lighting Ceremony, Multicultural Festival, KidStock, and more.
- Supported COVID-19 testing at the Mountain View Community Center and the Mountain View Center for Performing Arts in conjunction with the County of Santa Clara, with over 24,000 COVID-19 tests completed at City sites since May 2020 and over 7,000 completed in Fiscal Year 2021-22.
- Supported the County of Santa Clara's COVID-19 vaccination clinic site at the Community Center, to provide vaccinations to the public, including booster shots and vaccinations for youth, with 137,561 vaccinations completed from January 22, 2021 through April 30, 2022, and over 58,000 completed in Fiscal Year 2021-22.
- Registered a record number of participants for Recreation classes and camps, exceeding 2018-19 registration numbers for summer 2021, fall 2021, and winter 2022 seasons, with the highest enrollment and revenue for each season to-date.
- Completed construction and hosted grand openings for Mora Park and Pyramid Park.
- Completed the renovation of playground surfacing at San Veron Park, Thaddeus Park, and Devonshire Park.

COMMUNITY SERVICES DEPARTMENT SUMMARY

- Planted 100 trees in parks and medians as part of the City Hall HVAC Offset Project mitigation.
- Received a \$30,000 grant from Google to continue efforts to preserve and enhance pollinators and their habitats within Shoreline and other areas of Mountain View.
- Engaged with Audobon Society and GreenSpacesMV volunteers to establish and maintain a biodiverse pollinator habitat with native plants and sustainable landscaping at Cuesta Park.
- Completed the renovations of Michaels at Shoreline Restaurant and the restroom building on Hole 7 at Shoreline Golf Links.
- Received over \$1 million through the Shuttered Venue Operators Grant, administered by the U.S. Small Business Administration, to reimburse Center for the Performing Arts staff expenses and offset revenue losses due to COVID-19.

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEARS 2021-22 AND 2022-23

*(Items in **bold** are tied to Fiscal Years 2021-22 and 2022-23 Strategic Roadmap Action Plan Projects)*

- **Develop a Parks and Recreation Strategic Plan to increase parks and access to open space throughout the City, in conjunction with the Public Works and Community Development Departments.**
- **Update the City/School District Joint-Use Master Agreement, in conjunction with the City Attorney's Office and City Manager's Office.**
- **Define biodiversity requirements for landscaping in Mountain View, in conjunction with Community Development and Public Works Departments.**
- **Update the Community Tree Master Plan as an element of the Biodiversity Plan and review existing guiding policies and ordinances in coordination with the update, in conjunction with the Community Development Department.**
- Develop a Shoreline Wildlife Management Plan to ensure protection of habitat for wildlife within Shoreline at Mountain View.
- Support the completion of improvements to parks and facilities, including Cuesta Park and Sylvan Park, in conjunction with Public Works Department.
- Collaborate with the Los Altos School District to design the shared use open space at the new school site on California Street.
- Support design and construction of Fayette Park, Villa Park, and Evelyn Park, in conjunction with the Public Works Department.
- Support fundraising, design, and construction of an all-inclusive playground in conjunction with the Magical Bridge Foundation.
- Support the construction of the Rengstorff Park Aquatics Center Replacement Project, in conjunction with the Public Works Department.

COMMUNITY SERVICES DEPARTMENT SUMMARY

- Support design and construction of the Center for the Performing Arts SecondStage seating and support space upgrade, in conjunction with the Public Works Department.
- Replace the play structure (scow) at Shoreline at Mountain View.
- Continue to evaluate policies and procedures related to facilities and programming to operate safely and enhance recovery in response to the postpandemic environment.
- Support the design of the Middlefield Park Master Plan and North Bayshore Master Plan, in conjunction with the Community Development and Public Works Departments.
- Continue to coordinate the process for a permanent closure of the 100 to 300 blocks of Castro Street and implementation of interim improvements until a permanent Pedestrian Mall can be designed and constructed, in conjunction with the Public Works, Community Development, and Police Departments.
- Analyze data from the 2021 irrigation audit and make adjustments to irrigation practices based on audit findings and ongoing drought conditions.
- Renovate greenside bunkers at Shoreline Golf Links to reshape, line, and add new sand to improve course playability.
- Support the erosion control project at Shoreline Sailing Lake, which includes installation of a new dock and kayak launch area, in conjunction with the Public Works Department.
- Expand biodiversity in Shoreline at Mountain View by increasing and enhancing pollinator habitats.
- Identify opportunities to purchase property for new parks, in conjunction with the Public Works Department.

PERFORMANCE/WORKLOAD MEASURES

	2019-20 Actual	2020-21 Actual	2021-22 Target	2021-22 6 Months	2022-23 Target
Administration:					
1. Number of open space acres per 1,000/population:					
Including North Bayshore Area	13.4	13.5	>3	13.5	>3
Excluding North Bayshore Area	2.6 ^(A)	2.7 ^(A)	>3	2.8 ^(A)	>3
Center for the Performing Arts:					
2. Number of use days ^(B)	327 ^(C)	79 ^(C)	>255 ^(D)	174	>240
3. Number of performances	276 ^(C)	77 ^(C)	>195 ^(D)	162	>195
4. Percentage of clients surveyed who rate the theatre experience as “very good” or “outstanding”	95%	100%	>90%	100%	>90%
5. Percentage of patrons surveyed who say they enjoyed their experience at the MVCPA	99%	N/A ^(E)	>90%	N/A ^(E)	>90%
Shoreline:					
6. Number of Rengstorff House rentals	357 ^(C)	22 ^(C)	>350 ^(D)	155	>350

**COMMUNITY SERVICES
DEPARTMENT SUMMARY**

	2019-20 Actual	2020-21 Actual	2021-22 Target	2021-22 6 Months	2022-23 Target
Shoreline Golf Links:					
7. Number of paid rounds of golf	55,531 ^(F)	79,355	>68,549	42,384	78,256
8. Number of tournament rounds	3,761 ^(C)	4,657 ^(C)	>5,109	2,720	5,125
9. Number of memberships	387 ^(C)	508 ^(C)	>740	373	740
Forestry:					
10. Average maintenance cost per landscaped median acre	\$12,512	\$13,157	<\$14,000	\$5,611	<\$14,000
11. Number of trees planted	294	180 ^(C)	>256	70 ^(G)	>256
12. Number of trees trimmed	2,537 ^(C)	2,668	>2,700	1,678	>2,700
Parks and Open Space:					
13. Average maintenance cost per park acre (not including Shoreline at Mountain View)	\$21,885	\$23,769 ^(H)	<\$22,000	\$12,252	<\$25,000
14. Average water consumption per park acre	629 units	749 units	<820 units	430 units	<850 units
Recreation:					
15. Percentage of class registrations completed online (net, not including golf, tennis, drop-in or lap swim)	83%	89%	>70%	84%	>70%
16. Number of participants registered in Recreation classes	2,606 ^(C)	6,834 ^(C)	>4,000 ^(D)	Reported Annually	>7,000
17. Number of facility rental bookings/hours:					
Community Center	3,890 ^(C)	5,930 ^(C)	>3,000 ^(D)	4,712 ^(I)	6,000
Senior Center	861	130 ^(C)	>400 ^(D)	575	750
Adobe Building	515 ^(C)	0 ^(C)	>325 ^(D)	284	400
Gyms	3,429 ^(C)	479 ^(C)	>2,000 ^(D)	1,655	2,200
Athletic Fields	16,855 ^(C)	21,323 ^(C)	>25,000 ^(D)	14,464	25,000
18. Barbecue Rentals	5,897	2,408 ^(C)	>3,000 ^(D)	4,356	6,000
19. Annual Citywide volunteer hours	33,952 ^(C)	7,845 ^(C)	>10,000 ^(D)	8,426	15,000
20. Number of Lap Swim participants	17,210 ^(C)	22,550 ^(C)	>20,000 ^(D)	13,353	20,000
21. Number of swim lesson participants	2,205	242 ^(C)	>1,000 ^(D)	1,822	1,500 ^(J)
22. Number of meals served through the Senior Center Nutrition Program	34,139	46,307	>30,000	26,162	30,000
23. Number of summer camp participants	1,630	174 ^(C)	>600 ^(D)	1,045	1,200
24. Number of preschool participants	56 ^(C)	36 ^(C)	>40 ^(D)	38	>40
25. Number of participants in contract classes	2,699 ^(C)	1,872 ^(C)	>1,000 ^(D)	3,036	>3,200
26. Number of attendees participating at teen programs and events	5,898 ^(C)	812 ^(C)	>4,000 ^(D)	2,721	>4,000
27. Number of permits issued for special events and activities	97 ^(C)	16 ^(C)	>60 ^(D)	51	>60

(A) Citywide target set at three acres per 1,000 population as defined by the City's Park Land Dedication Ordinance. The City continues to develop new open space, but an increase in population has kept the actual below target.

(B) Total includes rental of the rehearsal studio.

(C) Targets missed due to COVID-19 and Shelter-in-Place orders reducing or ceasing operations, services, and/or rentals. For Fiscal Year 2020-21, the number of use days for the Center for Performing Arts is for COVID-19 testing and a few actual spring events; and the rental bookings/hours for the Community Center reflect the usage as a vaccination site and cooling center.

COMMUNITY SERVICES DEPARTMENT SUMMARY

- (D) Target adjusted to account for COVID-19 and Shelter-In-Place orders reducing or ceasing operations, services, and/or rentals.
- (E) The Center for the Performing Arts has not administered patron surveys during the COVID-19 pandemic but expects to transition to digital surveys for Fiscal Year 2022-23.
- (F) Competition from Moffett Golf Course and the reopening of Baylands Golf Course in Palo Alto in May 2018 continue to have an effect on the number of rounds and membership, along with the rain earlier in the fiscal year than estimated for the target. COVID-19 has also impacted the paid rounds since Shoreline Golf Links was closed for approximately seven weeks during Shelter-In-Place orders.
- (G) Fiscal Year 2021-22 decrease in tree plantings is due to staff shortages, competing workload demands, and need for process improvements. Operations and tree planting opportunities will be evaluated when the vacant Forestry Manager position is filled.
- (H) Due to the addition of two new parks in Fiscal Year 2020-21 and increased maintenance costs over recent years, the average cost per acre has increased. Future targets will be evaluated and adjusted for additional parks and cost increases.
- (I) Majority of hours booked at the Community Center for the first six months are related to the County of Santa Clara's use as a COVID-19 vaccination and testing site. Private rental hours are a small portion of the total.
- (J) Target adjusted due to Rengstorff Park Pool being closed for construction from winter 2022 through summer 2023.

BUD/LHP-209-01 FY2022-23

**COMMUNITY SERVICES
DEPARTMENT SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.	
Community Services Director	1	1	1	
Assistant Community Services Director	1	1	1	
Shoreline Manager	1	1	1	
Performing Arts Manager	1	1	1	
Forestry and Roadway Manager	1	1	1	
Parks and Open Space Manager	1	1	1	
Recreation Manager	1	1	1	
Performing Arts Supervisor	2.50	2.50	2.50	
Tree Supervisor/Arborist	1	1	1	
Parks Supervisor	4	4	4	
Performing Arts Coordinator	1	1	1	
Recreation Supervisor	5	5	5	
Senior Recreation Coordinator	5	5	5	
Volunteer Coordinator	0.75	0.75	0	*2
Recreation Coordinator	5	5	6	*2
Forestry Coordinator	1	1	1	
Communications Coordinator	0	0	0.50	*3
Tree Trimmer III	1	1	1	
Tree Trimmer I/II	4	4	4	
Parks Maintenance Worker III	12	12	12	
Parks Maintenance Worker I/II	24	24	24	
Supervising Parks and Open Space Worker	1	1	1	
Parks and Open Space Worker I/II	2	2	2	
Senior Management Analyst	1	1	1	
Executive Assistant	1	1	1	
Program Assistant	1	1	1	
Secretary	2	2	2	
Office Assistant III	0.50	0.50	0.50	
Office Assistant I/II	2	2	2	
Performing Arts Assistant	3	3	3	
Recreation Specialist	1	1	1	
Wildlife Preservation Coordinator	1	1	1	
Senior Ticket Service Representative	1	1	1	
Recreation Leader II	0.75	0.75	0.75	
TOTAL REGULAR	<u>90.50</u>	<u>90.50</u>	<u>91.25</u>	
TOTAL PART-TIME HOURLY	<u>47.12</u>	<u>46.05</u>	<u>46.05</u>	
TOTAL POSITIONS	<u><u>137.62</u></u> *1	<u><u>136.55</u></u> *1	<u><u>137.30</u></u>	

*1 In addition there is a limited-period 0.50 FTE Communications Coordinator position.

*2 Reclassification of the Volunteer Coordinator position to Recreation Coordinator and addition of 0.25 FTE.

*3 Addition of a 0.50 FTE Communications Coordinator position.

**COMMUNITY SERVICES
DEPARTMENT SUMMARY**

DEPARTMENT DIVISIONS	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Community Services Administration	\$ 733,083	1,072,503	1,098,225
Performing Arts	1,588,734	1,955,206	1,981,178
Shoreline	1,460,588	2,041,755	2,117,139
Shoreline Golf Links/Restaurant	2,607,885	3,310,328	3,638,989
Forestry and Roadway Landscape	3,844,291	4,391,624	2,906,755
Parks and Open Space	6,693,935	7,361,593	9,987,732
Recreation	4,777,710	6,584,305	6,948,887
TOTAL EXPENDITURES	\$ 21,706,226	26,717,314	28,678,905

EXPENDITURE SUMMARY	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries Wages and Benefits	\$ 14,477,913	17,641,622	18,633,982
Supplies and Other Services	6,727,976	8,466,292	9,344,923
Capital Outlay	102,372	48,400	116,000
Interfund Expenditures	397,965	561,000	584,000
TOTAL EXPENDITURES	\$ 21,706,226	26,717,314	28,678,905

FUNDING SOURCES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
General Operating	\$ 15,211,655	18,718,946	20,167,945
General Non-Operating	261,843	203,700	10,000
Shoreline Golf Links/Restaurant	2,607,885	3,310,328	3,638,989
Shoreline Regional Park Community	3,624,843	4,484,340	4,861,971
TOTAL FUNDING	\$ 21,706,226	26,717,314	28,678,905

REVENUE SUMMARY	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Fines & Forfeitures	\$ 2,500	1,000	3,000
Rents & Leases	250,285	505,300	938,600
Local Intergovernmental Revenue	152,160	134,000	134,000
Recreation Service Charges	1,345,656	1,215,900	1,846,700
Golf Course Service Charges	2,844,090	2,541,000	2,981,000
Restaurant Revenue	288,037	1,241,000	1,404,000
General Service Charges	54,894	162,100	258,400
Miscellaneous Revenue	502,731	473,400	562,600
Interfund Revenue Transfers	55,000	55,000	55,000
TOTAL REVENUES	\$ 5,495,353	6,328,700	8,183,300

**COMMUNITY SERVICES—ADMINISTRATION
DIVISION SUMMARY**

DIVISION MANAGER—COMMUNITY SERVICES DIRECTOR

DIVISION OVERVIEW

Administration is responsible for the management of the Community Services Department. The Division provides leadership, policy development, administrative and technical support, career development, and training opportunities.

BUD/LHP-209-02 FY2022-23

**COMMUNITY SERVICES - ADMINISTRATION
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	3.80	3.80	3.80
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	3.80	3.80	3.80
EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 397,354	624,949	667,777
Wages	7,052	0	0
Benefits	211,645	343,401	326,295
TOTAL PERSONNEL	616,051	968,350	994,072
Materials and Supplies	2,436	7,183	7,183
Maintenance and Operations	5,253	0	0
Utilities	0	250	250
Professional/Technical Services	107,128	81,735	81,735
Other Expenses	2,215	14,985	14,985
TOTAL SUPPLIES AND SERVICES	117,032	104,153	104,153
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 733,083	1,072,503	1,098,225

**COMMUNITY SERVICES—PERFORMING ARTS
DIVISION SUMMARY**

DIVISION MANAGER—PERFORMING ARTS MANAGER

DIVISION OVERVIEW

Performing Arts is responsible for the management and operation of the Mountain View Center for the Performing Arts, a three-theatre performing arts complex, owned and managed by the City. The Center and the Center’s staff service an active schedule of performances with a mix of community and regional artists. The Center provides a well-maintained and -equipped facility; technical service support; computerized ticket sales operation; marketing and publication support; house management; and a volunteer usher corps for all performances.

MAJOR DIVISION CHANGES

- General Operating Fund:

Communications Coordinator Position (0.50): \$111,200

Provides funding for a 0.50 FTE Communications Coordinator position. The additional resources will provide continued support for marketing and public relations.

BUD/LHP-209-03 FY2022-23

**COMMUNITY SERVICES - PERFORMING ARTS
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	8.50	8.50	9.00 *2
Total Part-Time Hourly	1.67	1.67	1.67
TOTAL POSITIONS	10.17 *1	10.17 *1	10.67

*1 In addition there is a limited-period 0.50 FTE Communications Coordinator position.

*2 Addition of a 0.50 FTE Communications Coordinator position.

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 899,240 *1	1,031,267 *2	1,010,770
Wages	29,411	158,389	164,876
Benefits	575,187	568,903	630,285
TOTAL PERSONNEL	1,503,838	1,758,559	1,805,931
Materials and Supplies	13,995	39,397	39,397
Maintenance and Operations	3,751	71,700 *3	71,700
Utilities	245	450	450
Professional/Technical Services	9,354	51,800 *3	51,800
Other Expenses	6,429	11,900	11,900
TOTAL SUPPLIES AND SERVICES	33,774	175,247	175,247
Capital Outlay	51,122	21,400	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 1,588,734	1,955,206	1,981,178

*1 Includes limited-period expenditures for Communications Coordinator position.

*2 Includes limited-period funding for a 0.50 FTE Communications Coordinator position.

*3 Includes increased funding of \$27,000 for annual rigging inspection and maintenance.

REVENUES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Rents & Leases	\$ 9,905	116,400	387,200
General Service Charges	0	77,200	167,900
Miscellaneous Revenue	150	57,500	154,100
TOTAL REVENUES	\$ 10,055 *1	251,100 *2	709,200

*1 Revenues lower due to impacts from COVID-19 pandemic.

*2 Revenues estimated lower due to impacts from COVID-19 pandemic.

**COMMUNITY SERVICES—SHORELINE
DIVISION SUMMARY**

DIVISION MANAGER—SHORELINE MANAGER

DIVISION OVERVIEW

The Shoreline Division is responsible for the operations, maintenance, preservation, and enhancement of the environmental areas within Shoreline at Mountain View; rental and operations of the historic Rengstorff House; regulatory permits, relating to open space and marsh restoration; management of commercial leases (including Shoreline Amphitheatre); park-related capital improvement projects; and oversight of the Citywide Park Ranger Program, including patrol of Stevens Creek Trail.

MAJOR DIVISION CHANGES

- Shoreline Regional Park Community Fund:

Water Costs: \$95,000

Provides increased funding for irrigation of environmentally important areas of Shoreline at Mountain View.

Gas and Electricity Cost Increase: \$10,000

Provides increased funding for gas and electricity costs (the total cost increase for all funds Citywide is \$83,500).

Rengstorff House Advertising: \$8,400

Provides increased funding for advertising and marketing services for Rengstorff House facility rentals. The increased budget will allow the Rengstorff House to remain competitive by advertising to a broader market.

BUD/LHP-209-04 FY2022-23

**COMMUNITY SERVICES - SHORELINE
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	8.79	8.79	8.80 *1
Total Part-Time Hourly	3.48	3.48	3.48
TOTAL POSITIONS	12.27	12.27	12.28

*1 Addition of 0.01 FTE to a Recreation Coordinator position.

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 673,875	833,339	893,032
Wages	98,907	203,666	211,998
Benefits	445,558	550,426	575,419
TOTAL PERSONNEL	1,218,340	1,587,431	1,680,449
Materials and Supplies	34,422	52,600	61,000 *2
Maintenance and Operations	18,463	58,600 *1	45,400
Utilities	53,330	77,300	182,300 *3
Professional/Technical Services	112,702	246,434 *1	68,600
Other Expenses	8,177	6,390	6,390
TOTAL SUPPLIES AND SERVICES	227,094	441,324	363,690
Capital Outlay	0	0	59,000
Interfund Expenditures	15,154	13,000	14,000
TOTAL EXPENDITURES	\$ 1,460,588	2,041,755	2,117,139 *4

*1 Includes increased funding of \$121,800 for janitorial services for parks restrooms (hourly offset in the Parks and Open Space Division).

*2 Includes increased funding of \$8,400 for Rengstorff House advertising costs.

*3 Includes increased funding of \$95,000 for water costs and \$10,000 for gas and electricity cost increase.

*4 Moved budget of \$191,000 to the Parks and Open Space Division.

REVENUES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Rents & Leases	\$ 216,752	255,000 *1	359,000
Local Intergovernmental Revenue	14,560	0	0
Recreation Service Charges	0	5,000	5,000
General Service Charges	27,579	50,000	50,000
Miscellaneous Revenue	4,443	0	0
TOTAL REVENUES	\$ 263,334	310,000	414,000

*1 Revenues estimated lower due to impacts from COVID-19 pandemic.

**COMMUNITY SERVICES—SHORELINE GOLF LINKS/RESTAURANT
DIVISION SUMMARY**

DIVISION MANAGER—SHORELINE MANAGER

DIVISION OVERVIEW

Shoreline Golf Links is the City's 18-hole golf course, open for group and individual play 364 days a year. The Shoreline Golf Links/Restaurant Division is responsible for overseeing the management services contract for the operation and maintenance of Shoreline Golf Links and Michaels at Shoreline Restaurant.

MAJOR DIVISION CHANGES

- Shoreline Golf Links Fund:

Net Operating Changes (offset by \$440,000 increased revenue):	\$276,500
Provides increased funding for personnel-related costs (\$143,900), materials and supplies (\$69,900), contracts (\$41,700), and other operating costs (\$21,000).	
Water Cost Increase:	\$40,500
Provides increased funding for water cost increases to maintain Shoreline Golf Links.	

- Shoreline Restaurant Fund:

Net Operating Changes (offset by \$163,000 increased revenue):	(\$7,800)
Provides net savings from an increase in personnel-related costs (\$47,100) offset by reductions to contracts (\$18,200), materials and supplies (\$5,000), and other operating costs (\$31,700).	

BUD/LHP-209-08 FY2022-23

**COMMUNITY SERVICES - SHORELINE GOLF LINKS/RESTAURANT
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	0.30	0.30	0.30
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	0.30	0.30	0.30
EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 57,116	60,332	65,226
Wages	0	0	0
Benefits	29,922	32,480	34,366
TOTAL PERSONNEL	87,038	92,812	99,592
Materials and Supplies	173,100	168,925	233,795
Maintenance and Operations	171,789	262,479	203,320
Utilities	645,742	677,738 *1	699,645
Professional/Technical Services	1,327,834	1,642,690	1,857,107
Other Expenses	202,382	465,684	532,830
TOTAL SUPPLIES AND SERVICES	2,520,847	3,217,516 *2	3,526,697 *3
Capital Outlay	0	0	11,700
Interfund Expenditures	0	0	1,000
TOTAL EXPENDITURES	\$ 2,607,885	3,310,328	3,638,989

*1 Includes increased funding of \$64,500 for golf course water cost increase.

*2 Includes net reduced funding of \$39,900 for the Golf Course and \$399,200 for the Restaurant.

*3 Includes net increased funding of \$317,000 for the Golf Course and net reduced funding of \$7,800 for the Restaurant.

REVENUES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Golf Course Service Charges	\$ 2,844,090	2,541,000	2,981,000
Restaurant Revenue	288,037 *1	1,241,000 *2	1,404,000
Miscellaneous Revenue	57,639	15,000	20,000
TOTAL REVENUES	\$ 3,189,766	3,797,000	4,405,000

*1 Revenue lower due to impacts from COVID-19 pandemic.

*2 Revenues estimated lower due to impacts from COVID-19 pandemic.

**COMMUNITY SERVICES—FORESTRY AND ROADWAY LANDSCAPE
DIVISION SUMMARY**

DIVISION MANAGER—FORESTRY AND ROADWAY MANAGER

DIVISION OVERVIEW

The Forestry and Roadway Landscape Division is responsible for maintaining the landscape on roadways, medians, overpasses, and all nonpark, City-owned lands; managing the Urban Forestry Program, which includes maintenance of street trees (including those in parks and medians); and administering the City’s Heritage Tree Ordinance. The Division is responsible for maintenance of 120.25 acres of roadway landscape and 28,000 trees; maintaining 12 acres in the downtown area consisting of Castro Street, Civic Center, Centennial Plaza, and the Transit Center; and administering an Integrated Pest Management Program.

MAJOR DIVISION CHANGES

- General Operating Fund:
 - Roadways Maintenance Contract: \$278,000

Provides increased funding for the roadways landscape maintenance contract. Outsourcing roadways responsibilities will allow current Roadway—Downtown Division staff to direct efforts towards park maintenance.
 - City Utility Cost Increase: \$17,000

Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments (the total cost increase for all funds Citywide is \$164,800).
 - Gas and Electricity Cost Increase: \$2,000

Provides increased funding for gas and electricity costs (the total cost increase for all funds Citywide is \$83,500).
- Shoreline Regional Park Community Fund:
 - City Utility Cost Increase: \$6,000

Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments (the total cost increase for all funds Citywide is \$164,800).

BUD/LHP-209-05 FY2022-23

**COMMUNITY SERVICES - FORESTRY AND ROADWAY LANDSCAPE
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.	
Total Regular	20	20	9	*1
Total Part-Time Hourly	1.05	1.05	0	*2
TOTAL POSITIONS	21.05	21.05	9	

*1 Moved 11 positions to the Parks and Open Space Division.

*2 Moved hours to the Parks and Open Space Division.

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.	
Salaries	\$ 1,749,740	1,905,452	972,077	
Wages	18,436	56,038	0	
Benefits	1,117,374	1,291,334	684,778	
TOTAL PERSONNEL	<u>2,885,550</u>	<u>3,252,824</u>	<u>1,656,855</u>	
Materials and Supplies	85,794	80,461	30,161	
Maintenance and Operations	5,068	12,000	9,600	
Utilities	570,303	674,100	669,000	*2
Professional/Technical Services	131,956	134,414	412,414	*3
Other Expenses	3,431	8,825	7,725	
TOTAL SUPPLIES AND SERVICES	<u>796,552</u>	<u>909,800</u>	<u>1,128,900</u>	
Capital Outlay	1,139	27,000	0	
Interfund Expenditures	161,050	202,000	121,000	
TOTAL EXPENDITURES	\$ <u>3,844,291</u>	<u>4,391,624</u>	<u>2,906,755</u>	*4

*1 Includes limited-period expenditures for organic pesticides.

*2 Includes increased funding of \$23,000 for City utilities cost increases and \$2,000 for gas and electricity cost increase.

*3 Includes increased funding of \$278,000 for roadways maintenance contract.

*4 Moved budget of \$170,900 to the Parks and Open Space Division.

REVENUES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.	
Fines and Forfeitures	\$ 2,500	1,000	3,000	
Local Intergovernmental Revenue	62,600	59,000	0	*1
General Service Charges	21,781	19,600	20,100	
Interfund Revenue Transfers	55,000	55,000	0	*1
TOTAL REVENUES	\$ <u>141,881</u>	<u>134,600</u>	<u>23,100</u>	

*1 Moved revenue to the Parks and Open Space Division.

**COMMUNITY SERVICES—PARKS AND OPEN SPACE
DIVISION SUMMARY**

DIVISION MANAGER—PARKS AND OPEN SPACE MANAGER

DIVISION OVERVIEW

The Parks and Open Space Division is responsible for maintaining the City’s landscape investment at City facilities, 38 urban parks (193.5 acres), and 9.35 miles of pedestrian trail along the Bay; and Permanente Creek, Stevens Creek, Hetch Hetchy, and Whisman Trails.

MAJOR DIVISION CHANGES

- General Operating Fund:
 - City Utility Cost Increase: \$81,800
 - Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments (the total cost increase for all funds Citywide is \$164,800).

- General Non-Operating Fund:
 - Cuesta Park Gopher Control (limited-period): \$10,000
 - Provides funding for gopher and rodent control services at Cuesta Park. The impact of gopher holes has led to concerns about the safety and usability of the turf.

- Shoreline Regional Park Community Fund:
 - City Utility Cost Increase: \$55,000
 - Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments (the total cost increase for all funds Citywide is \$164,800).
 - Janitorial Services for Park Restrooms: \$33,000
 - Provides increased funding to continue daily cleaning services for park restrooms by the City’s janitorial provider.
 - Gas and Electricity Cost Increase: \$1,500
 - Provides increased funding for gas and electricity costs (the total cost increase for all funds Citywide is \$83,500).

BUD/LHP-209-06 FY2022-23

**COMMUNITY SERVICES - PARKS AND OPEN SPACE
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	30	30	41 *2
Total Part-Time Hourly	5.21	4.14 *1	5.19 *3
TOTAL POSITIONS	35.21	34.14	46.19

*1 Includes reduction in hours to offset increased parks restrooms janitorial cost increase.

*2 Moved 11 positions from the Forestry and Roadway Landscape Division.

*3 Moved hours from the Forestry and Roadway Landscape Division.

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 2,743,287	2,908,461	4,119,568
Wages	65,659	222,090	307,969
Benefits	1,746,356	1,907,800	2,682,769
TOTAL PERSONNEL	4,555,302	5,038,351	7,110,306
Materials and Supplies	251,534	247,275	297,575
Maintenance and Operations	11,494	15,290	241,724 *2
Utilities	1,610,185	1,603,082	1,771,432 *3
Professional/Technical Services	45,879	100,398 *1	110,398 *4
Other Expenses	15,022	44,197	45,297
TOTAL SUPPLIES AND SERVICES	1,934,114	2,010,242	2,466,426
Capital Outlay	0	0	0
Interfund Expenditures	204,519	313,000	411,000
TOTAL EXPENDITURES	\$ 6,693,935	7,361,593	9,987,732 *5

*1 Includes increased funding of \$17,000 for janitorial services for parks restrooms (offset by reduction in hourly wages).

*2 Includes increased funding of \$33,000 for janitorial services for park restrooms.

*3 Includes increased funding of \$136,800 for City utility cost increase and \$1,500 for gas and electricity cost increase.

*4 Includes limited-period funding of \$10,000 for Cuesta Park gopher control.

*5 Moved budgets of \$191,000 from the Shoreline Division and \$170,900 from the Forestry and Roadway Landscape Division.

REVENUES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Local Intergovernmental Revenue	\$ 0	0	59,000 *1
Miscellaneous Revenue	\$ 210,984	208,500	214,500
Interfund Revenue Transfers	0	0	55,000 *1
TOTAL REVENUES	\$ 210,984	208,500	328,500

*1 Moved revenue from the Forestry and Roadway Landscape Division.

**COMMUNITY SERVICES—RECREATION
DIVISION SUMMARY**

DIVISION MANAGER—RECREATION MANAGER

DIVISION OVERVIEW

Recreation provides activities to facilitate social/community connections, advance lifelong learning, and promote healthy lifestyles.

Activities, classes, and events are held at Cuesta and Rengstorff Community Parks, Crittenden and McKelvey Athletic Fields, Deer Hollow Farm, Mountain View Sports Pavilion, Whisman Sports Center, Cuesta Tennis Center, Graham Sports Complex, Community Center, Senior Center, The View Teen Center, Eagle Park and Rengstorff Pools, historic Adobe Building, and various other park areas and school sites.

Program areas include: aquatics; adult and youth sports; seniors; cultural arts; preschool; elementary and teens; youth development; environmental education; community gardens; volunteers; coordination of special events and summer concerts; and reservations of buildings, facilities, and barbecue areas.

MAJOR DIVISION CHANGES

- General Operating Fund:

Gas and Electricity Cost Increase: \$45,000

Provides increased funding for gas and electricity costs (the total cost increase for all funds Citywide is \$83,500).

Reclassification of Volunteer Coordinator to Recreation Coordinator and Increase to Full-Time (0.25 FTE): \$32,000

Provides funding to reclassify the Volunteer Coordinator position to Recreation Coordinator, and increases the position from three-quarter-time to full-time. The position will have additional responsibilities supporting Recreation activities while still providing volunteer services Citywide.

Community Center Day Porter Services: \$16,900

Provides funding for additional janitorial services, room setup/tear-down, and support for special events at Recreation facilities. These resources will continue to provide a Day Porter at the new Community Center.

BUD/LHP-209-07 FY2022-23

**COMMUNITY SERVICES - RECREATION
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	19.11	19.11	19.35 *1
Total Part-Time Hourly	35.71	35.71	35.71
TOTAL POSITIONS	54.82	54.82	55.06

*1 Addition of 0.24 FTE to a Recreation Coordinator position.

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 1,662,761	1,932,307	2,070,368
Wages	890,240	1,732,960	1,833,760
Benefits	1,058,793	1,278,028	1,382,649
TOTAL PERSONNEL	3,611,794	4,943,295	5,286,777
Materials and Supplies	162,727	270,057	270,057
Maintenance and Operations	259,646	361,739 *1	288,539 *2
Utilities	274,350	292,083	337,083 *3
Professional/Technical Services	354,968	658,274	658,274
Other Expenses	46,872	25,857	25,857
TOTAL SUPPLIES AND SERVICES	1,098,563	1,608,010	1,579,810
Capital Outlay	50,111	0	45,300
Interfund Expenditures	17,242	33,000	37,000
TOTAL EXPENDITURES	\$ 4,777,710	6,584,305	6,948,887

*1 Includes increased funding for \$67,000 for Community Center day porter services and limited-period funding of \$90,100 for janitorial services for pool buildings.

*3 Includes increased funding of \$16,900 for Community Center day porter services.

*3 Includes increased funding of \$45,000 for gas and electricity cost increase.

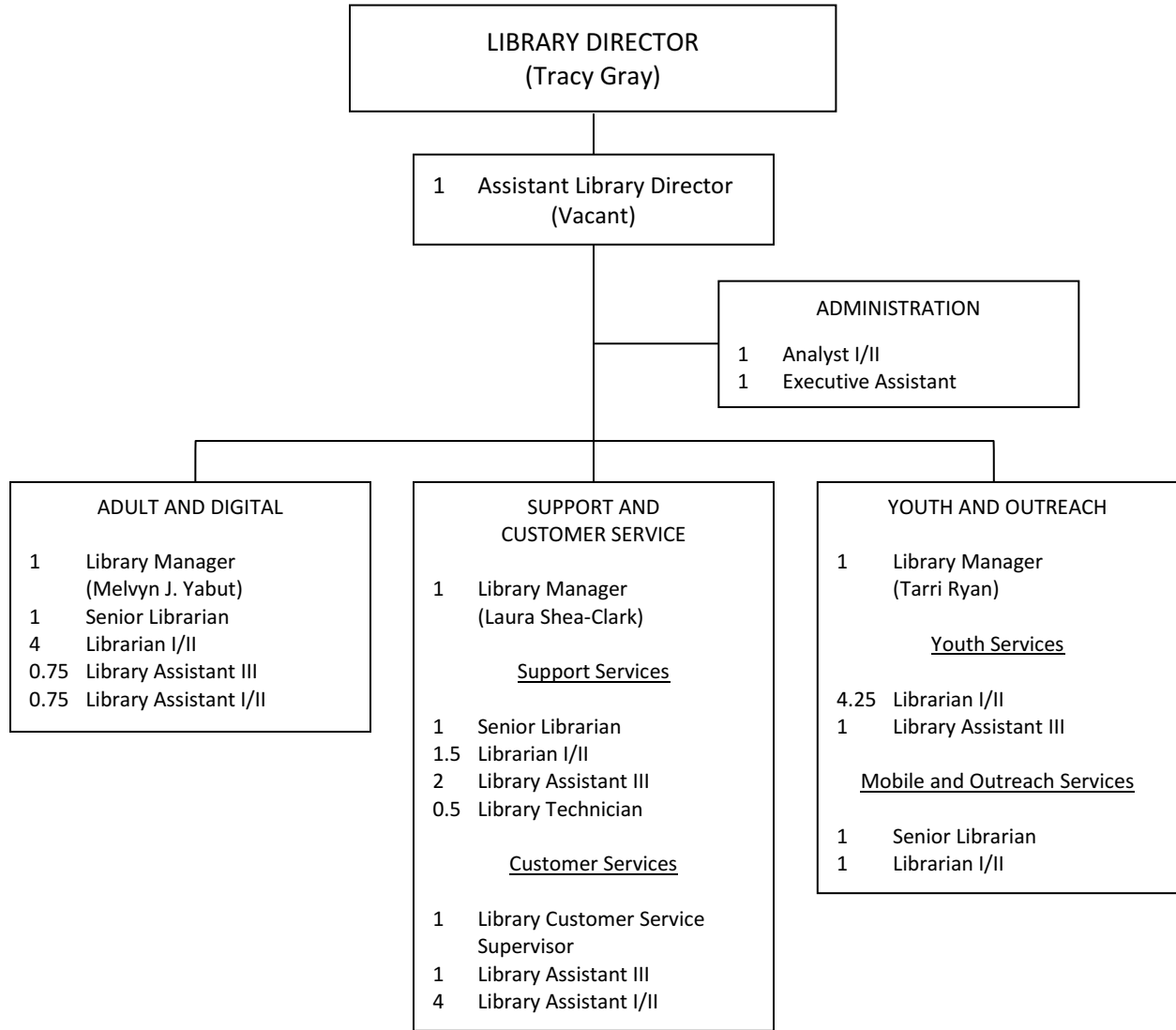
REVENUES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Rents & Leases	\$ 23,628	133,900	192,400
Local Intergovernmental Revenue	75,000	75,000	75,000
Recreation Service Charges	1,345,656	1,210,900	1,841,700
General Service Charges	5,534	15,300	20,400
Miscellaneous Revenue	229,515	192,400	174,000
TOTAL REVENUES	\$ 1,679,333	1,627,500 *1	2,303,500

*1 Revenues continue to be estimated lower due to impacts from COVID-19 pandemic.

NOTES

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LIBRARY DEPARTMENT



FISCAL YEAR 2022-23 POSITION TOTALS: 26.0 Full-Time
5.75 Regular Part-Time

NOTES

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LIBRARY DEPARTMENT SUMMARY

DEPARTMENT MANAGER—LIBRARY DIRECTOR

DEPARTMENT MISSION STATEMENT

“Our Library is for everyone. We are a free resource helping our community connect, create, and learn.”

DEPARTMENT OVERVIEW

The Library offers free materials, services, programs, and facilities for the community to connect, create, and learn. The Library provides informational, reference, readers’ advisory, and technology assistance in person, via email, and via phone. Library resources are available in a variety of formats, including print, media, and digital, and are regularly assessed to meet the changing needs of the community. Convenient access to physical materials from other libraries is made possible through the Library’s participation in a regional resource-sharing cooperative. Digital resources are available 24/7 in the form of e-books, databases, streaming media, and access to sites that promote information literacy, digital literacy, financial literacy, and workforce development, among others. The Library provides programs for all ages which aim to entertain, educate, and celebrate the diversity of the community. The Library provides a welcoming, well-maintained, and safe facility for customers to enjoy with comfortable seating, study tables, internet computers, WiFi, and study rooms. A dedicated Children’s Room and a space reserved for teen use are available to provide services specific to those groups. The building also features the History Center, which houses a collection that is historically significant to Mountain View and Santa Clara County. Library materials and services are offered outside the facility through outreach to homebound customers and a Mobile Library Vehicle that makes stops at schools, corporate locations, senior facilities, and other community locations.

DEPARTMENT FUNCTIONS

- Provide a quality and organized collection of popular and enduring materials in a variety of formats for customers to use and borrow for free with a Library card. (M 1, 2, 3, 4, 8, 9)
- Provide diverse and special collections, such as world languages, language learning, and parenting and citizenship materials. (M 1, 2, 4, 8,9)
- Provide 24/7 access to digital resources, such as e-books, audiobooks, digital magazines, streaming media, and databases and resources that support skill-building, financial literacy, language learning, and more. (M 1, 2, 3)
- Provide access to materials in other libraries through a regional resource-sharing cooperative to enhance and expand access to materials. (M 2, 4, 8, 9)
- Provide a welcoming, comfortable, well-maintained, and safe facility and environment for all customers to use and enjoy. Post information on policies and processes that govern conduct while in the facility and when using Library services. (M 1)
- Provide and maintain services in the facility, such as comfortable seating and study tables, study rooms, internet computers, and free WiFi. (M1, 10)
- Provide information for borrowing Library materials and using all of the Library’s services and programs. (M 1, 2, 3, 4)

LIBRARY DEPARTMENT SUMMARY

- Provide appropriate informational, reference, readers advisory, and technology assistance in person, via email, and via phone. (M 1, 5, 10)
- Maintain a History Center that collects, preserves, and displays materials and artifacts pertaining to Mountain View's history. Provide educational programs, assist in local history research, and demonstrate how to use physical and digitized local history materials. (M 1, 2, 3, 4, 5, 6)
- Provide additional access to Library services through homebound and Mobile Library Vehicle services. (M 2,3, 4, 5, 9)
- Build partnerships with local schools to provide Library tours, school visits, and student connect cards for K-12 students, improve students' access to public libraries' digital and physical collections, and strengthen student learning opportunities. (M 1, 2, 3, 4, 5, 6)
- Provide current, relative, innovative, and free Library programs and events for all ages to meet community needs and interests in areas such as education, literacy, technology, culture, diversity, and entertainment to support lifelong learning. (M, 6, 7)
- Promote Library services through various marketing efforts and outreach events to ensure that all residents are aware of the breadth of Library services and how to better use those services.
- Participate in regional library consortiums which analyze and determine funds for planning, coordination, and evaluation of Statewide and regional services, programs, resource-sharing, and staff development.
- Provide staff support to the Library Board of Trustees.
- Review, research, and update Library technology systems and applications to improve usability and access to resources and services.
- Review and revise Library policies when applicable.
- Represent the City at community events and functions.

FISCAL YEAR 2021-22 ACCOMPLISHMENTS

- Received grant funding from the Pacific Library Partnership to upgrade public catalog stations to touchscreen computers for enhanced usability.
- Received a second round of grant funding from the California State Library to continue the Career Online High School program, supporting scholarships for students to earn their high school diploma.
- Launched five new skill-building resources through a project of the California State Library.
- Revised the Library Card and Borrowing Policy, Computer and Network Use Policy, and the Behavior Policy, which were adopted by the Library Board of Trustees.
- Created an eLibrary card type to provide access to the digital library, library computers, and study rooms.

LIBRARY DEPARTMENT SUMMARY

- Executed a Student Connect Card agreement with the Mountain View Los Altos Unified High School District and launched a program to provide e-resource access to students.
- Revised Library practices to increase access to materials, including updating hold and checkout limits.
- Reopened the first-floor Teen Zone after completing a project to refresh the space with new paint and carpet and additional shelving.
- Launched a new copier service to the public, which expands available options for scanning and saving documents.
- Reorganized the video game, world language, and Children's Room collections to make items more browsable and easier to find.
- Added butterfly-friendly milkweed seeds to the Seed Library in support of the Mayors' Monarch pledge.
- Increased engagement with English Language Learner classrooms at area high schools.
- Hosted staff from the Community Development Department for a weekly rent relief program starting in fall 2021.
- Planned and hosted a virtual training for Bay Area librarians on storytimes that support children on the autism spectrum.
- Participated in the United Against Hate week campaign by offering topical programs and curated book lists.
- Launched a return to in-person programs with weekly outdoor storytimes in Pioneer Park, a Jazz in the Park concert, and monthly Drop-In Bike Clinics.
- Launched Common Core aligned virtual field trips that incorporate the Library's History Center and other local history information for elementary students.
- Incorporated American Sign Language (ASL) into storytime programming to increase accessibility.
- Expanded parenting programs to include conversations with Bay Area child development and medical researchers.
- Offered six programs on Mountain View history celebrating the diversity of the community.
- Offered free tax preparation assistance to low-income members of the public in collaboration with United Way Bay Area.
- Offered bilingual wellness programs in English and Mandarin languages in collaboration with El Camino Hospital.

**LIBRARY
DEPARTMENT SUMMARY**

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR
FISCAL YEARS 2021-22 AND 2022-23

- Establish a Library literacy program for Mountain View residents to help residents reach literacy goals and use Library services effectively.
- Analyze Mobile Library Vehicle operations and assess stops and collections to ensure that all community members have the opportunity to access Library services.
- Continue to develop and maintain services, programs, and collections to promote diversity, equity, and inclusion within the community.
- Implement a new and updated catalog system for improved user-friendly features designed to make it easier than ever to find and borrow materials from the Library.
- Work with other City departments to plan and purchase a new Mobile Library Vehicle and relaunch Mobile Library Vehicle services in the community.
- Collaborate with the worldwide The Human Library® to implement a local program of “human books” to represent groups in our society that are often subjected to prejudice or discrimination because of their lifestyle, diagnosis, belief, disability, social status, or ethnic origin and create a safe space for dialogue.
- Continue building partnerships with local schools to provide student connect cards for K-12 students, improve students’ access to public libraries’ digital and physical collections, and strengthen student learning opportunities.
- Complete implementation of a new closed-circuit TV system, in conjunction with the Information Technology Department.

PERFORMANCE/WORKLOAD MEASURES

	2019-20 Actual	2020-21 Actual	2021-22 Target	2021-22 6 Months	2022-23 Target
1. Number of visits to the Library.	441,391 ^(A)	74,328 ^(A)	>60,000 ^(B)	124,711	>250,000
2. Total circulation.	960,887 ^(A)	741,871 ^(A)	>650,000 ^(B)	606,908	>1,200,000
3. Total electronic items circulated.		New for FY21-22	>200,000	116,433	>230,000
4. Total physical items circulated.		New for FY21-22	>425,000	490,475	>980,000
5. Total questions answered.		New for FY21-22	>3,000	7,466	>15,000
6. Total attendees at Library programs.	35,982 ^(A)	16,207 ^(A)	>15,000 ^(B)	4,732	>15,000
7. Satisfaction rate for Library programs.	92%	97%	>90%	96%	>90%

**LIBRARY
DEPARTMENT SUMMARY**

	2019-20 Actual	2020-21 Actual	2021-22 Target	2021-22 6 Months	2022-23 Target
8. Average number of calendar days between receipt of new item and availability to check out.	6	7	<10	9.6	<10
9. New book and media items processed.	27,890	19,333 ^(A)	>17,000 ^(B)	10,956	>22,000
10. Number of public computer sessions in the Library.	30,851	924 ^(A)	>1,000 ^(B)	8,424	>16,000

^(A) The measures were affected by the Library closure due to the COVID-19 global pandemic starting in March 2020.

^(B) The target has been adjusted for Fiscal Year 2021-22 due to the continuing impacts of COVID-19.

BUD/LHP-026-01 FY2022-23

**LIBRARY
DEPARTMENT SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.	
Library Director	1	1	1	*1
Assistant Library Director	0	0	1	*2
Library Manager	3	3	3	*3
Library Customer Service Supervisor	1	1	1	
Senior Librarian	3	3	3	
Librarian I/II	10.75	10.75	10.75	
Analyst I/II	1	1	1	
Executive Assistant	1	1	1	
Library Assistant III	4.75	4.75	4.75	
Library Assistant I/II	4.75	4.75	4.75	
Library Technician	0.50	0.50	0.50	
TOTAL REGULAR	<u>30.75</u>	<u>30.75</u>	<u>31.75</u>	
TOTAL PART-TIME HOURLY	<u>12.78</u>	<u>12.78</u>	<u>12.78</u>	
TOTAL POSITIONS	<u>43.53</u>	<u>43.53</u>	<u>44.53</u>	

*1 Title change from Library Services Director to Library Director.

*2 Addition of the Assistant Library Director position.

*3 Title change from Library Services Manager to Library Manager.

DEPARTMENT DIVISIONS	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Library Administration	\$ 704,761	799,967	1,286,425
Adult and Virtual Services	1,419,797	2,016,620	2,131,313
Support and Customer Services	2,170,174	2,392,382	2,604,085
Youth and Outreach Services	1,125,648	1,817,015	1,588,841
TOTAL EXPENDITURES	<u>\$ 5,420,380</u>	<u>7,025,984</u>	<u>7,610,664</u>

EXPENDITURE SUMMARY	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries Wages and Benefits	\$ 4,557,868	5,915,518	6,519,198
Supplies and Other Services	861,256	913,466	1,036,466
Capital Outlay	0	175,000	32,000
Interfund Expenditures	1,256	22,000	23,000
TOTAL EXPENDITURES	<u>\$ 5,420,380</u>	<u>7,025,984</u>	<u>7,610,664</u>

FUNDING SOURCES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
General Operating	\$ 5,395,154	6,870,084	7,494,664
General Non-Operating	25,226	155,900	116,000
TOTAL FUNDING	<u>\$ 5,420,380</u>	<u>7,025,984</u>	<u>7,610,664</u>

**LIBRARY
DEPARTMENT SUMMARY**

REVENUE SUMMARY	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Fines and Forfeitures	\$ 6,429	4,000	5,000
General Service Charges	872	9,000	10,000
Miscellaneous Revenue	17,273	0	0
TOTAL REVENUES	\$ 24,574	13,000	15,000

**LIBRARY—ADMINISTRATION
DIVISION SUMMARY**

DIVISION MANAGER—LIBRARY DIRECTOR

DIVISION OVERVIEW

Administration is responsible for the Department’s organizational structure, strategic planning, goal-setting, and devising future services. Administration is responsible for stakeholder relations and is the liaison to the Mountain View Library Board of Trustees, the California State Library, and regional library consortiums and committees. Administration manages the Department’s budget planning and analysis, grant and donation funding, contracts, and Memorandums of Understanding (MOU). Administration oversees all Department policies, Departmentwide projects, and improvements to the facility and services. Administration oversees personnel, staff trainings, safety, and security. Administration oversees communications, social media, marketing, and the Department website.

MAJOR DIVISION CHANGES

- General Operating Fund:

Assistant Library Director Position: \$302,800

Provides funding for an Assistant Library Director to oversee Library operations, administration, and staff training and development.

Annual Subscription Fees: \$12,000

Provides increased funding for annual subscriptions for Library self-checkout, automated return, and materials-handling systems.

Training, Conference, and Travel: \$5,000

Provides increased funding for staff conferences and trainings.

- General Non-Operating Fund:

Security Services (limited-period): \$96,000

Provides funding for an outside company to provide security services for the Library.

BUD/LHP-026-02 FY2022-23

**LIBRARY - ADMINISTRATION
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	3	3	4 *1
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	3	3	4

*1 Addition of the Assistant Library Director position.

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 364,202	430,740	655,282
Wages	28,367	0	0
Benefits	155,459	208,319	325,235
TOTAL PERSONNEL	548,028	639,059	980,517
Materials and Supplies	33,815	30,530	30,530
Maintenance and Operations	59,666	62,167	74,167 *1
Utilities	3,462	7,000	7,000
Professional/Technical Services	17,306	20,000	116,000 *2
Other Expenses	42,484	41,211	46,211 *3
TOTAL SUPPLIES AND SERVICES	156,733	160,908	273,908
Capital Outlay	0	0	32,000
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 704,761	799,967	1,286,425

*1 Includes increased funding of \$12,000 for annual subscription fees.

*2 Includes limited-period funding of \$96,000 for security services.

*3 Includes increased funding of \$5,000 training, conference, and travel.

REVENUES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Fines and Forfeitures	\$ 110	0	0
General Service Charges	872	9,000	10,000
Miscellaneous Revenue	9,470	0	0
TOTAL REVENUES	\$ 10,452	9,000	10,000

**LIBRARY—ADULT AND DIGITAL
DIVISION SUMMARY**

DIVISION MANAGER—LIBRARY MANAGER

DIVISION OVERVIEW

Adult and Digital oversees collections, programs, and services primarily for adults. Adult and Digital oversees the second floor of the Library, which includes an extensive collection of print and media materials, public computers, a Seed Library, group study rooms, and a History Center that houses materials with historical significance to Mountain View. An information desk on the second floor provides reference assistance, readers' advisory, and help with the use of resources offered by the Library. Adult and Digital manages the Digital Library, which gives customers 24/7-access to materials such as e-books, e-audiobooks, streaming media, digital databases, and resources that support skill-building, financial literacy, language learning, and more. Adult and Digital hosts events and programs that promote lifelong learning and community engagement and provides outreach to homebound customers.

MAJOR DIVISION CHANGES

- General Non-Operating Fund:

Books and Materials (limited-period): \$20,000

Provides continued funding for e-books and electronic resources to address the significant increase in demand.

BUD/LHP-026-03 FY2022-23

**LIBRARY - ADULT AND DIGITAL
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	6.50	7.25 *1	7.50 *2
Total Part-Time Hourly	3.13	3.13	3.13
TOTAL POSITIONS	9.63	10.38	10.63

*1 Transferred 0.75 Library Assistant I/II position from the Support and Customer Services Division.

*2 Transferred 0.25 Librarian I/II position from the Youth and Outreach Division.

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 499,778	746,910	814,697
Wages	37,845	186,619	203,938
Benefits	259,647	435,631	465,218
TOTAL PERSONNEL	797,270	1,369,160	1,483,853
Materials and Supplies	610,485	642,060 *1	642,060 *1
Maintenance and Operations	0	0	0
Utilities	0	0	0
Professional/Technical Services	800	1,500	1,500
Other Expenses	11,242	3,900	3,900
TOTAL SUPPLIES AND SERVICES	622,527	647,460	647,460
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 1,419,797	2,016,620	2,131,313

*1 Includes limited-period funding of \$20,000 for books and materials.

REVENUES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Miscellaneous Revenue	\$ 6,400	0	0
TOTAL REVENUES	\$ 6,400	0	0

**LIBRARY—SUPPORT AND CUSTOMER SERVICE
DIVISION SUMMARY**

DIVISION MANAGER—LIBRARY MANAGER

DIVISION OVERVIEW

Support Services provides support and maintenance of the Library’s automation and catalog systems and automated check-in and check-out systems. Support Services manage purchasing, cataloging, physical processing, and maintenance of all materials in the Library’s collection. Support Services oversee the timely return of Library materials to the shelves and maintaining the orderliness of the Library’s materials collection. Support Services is also responsible for the Link+ service, which provides materials from a consortium of academic and public libraries.

Customer Service is responsible for answering customer questions, issuing library cards, lending and tracking library materials loaned to the public, assisting customers with automated check-out and check-in systems, and collecting money owed for replacements and damages.

MAJOR DIVISION CHANGES

- General Operating Fund:

Annual Subscriptions: \$10,000

Provides increased funding for annual subscriptions for essential Library products.

BUD/LHP-026-04 FY2022-23

**LIBRARY - SUPPORT AND CUSTOMER SERVICE
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	12.25	11.50 *1	12 *2
Total Part-Time Hourly	8.82	8.82	8.82
TOTAL POSITIONS	21.07	20.32	20.82

*1 Transferred 0.75 Library Assistant I/II position to the Adult and Virtual Division.

*2 Transferred 0.5 Librarian I/II position from the Youth and Outreach Division.

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 1,049,220	1,101,445	1,221,405
Wages	364,275	467,730	485,056
Benefits	675,784	727,509	791,926
TOTAL PERSONNEL	2,089,279	2,296,684	2,498,387
Materials and Supplies	29,806	39,648	39,648
Maintenance and Operations	0	0	0
Utilities	0	0	0
Professional/Technical Services	49,289	54,050	64,050 *1
Other Expenses	1,800	2,000	2,000
TOTAL SUPPLIES AND SERVICES	80,895	95,698	105,698
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 2,170,174	2,392,382	2,604,085

*1 Includes increased funding of \$10,000 for annual subscriptions.

REVENUES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Fines and Forfeitures	\$ 6,319	4,000	5,000
Miscellaneous Revenue	128	0	0
TOTAL REVENUES	\$ 6,447	4,000	5,000

**LIBRARY—YOUTH AND OUTREACH
DIVISION SUMMARY**

DIVISION MANAGER—LIBRARY MANAGER

DIVISION OVERVIEW

Youth Services plans and maintains developmentally appropriate Library spaces and oversees a collection of a wide variety of materials and resources, including multilingual collections, for ages zero through 18, families, and educators.

Youth Librarians provide reference and readers' advisory services; promote, encourage, and support literacy education, including critical and creative thinking; and conduct educational and mission-focused programs and auxiliary services, including partnerships with like institutions.

Outreach Services operates the Mobile Library Vehicle, which provides community-based Library services for customers of all ages who live, work, and learn in Mountain View. Outreach Services furthers the visibility and accessibility of Library services in the community and supports the diverse communities of Mountain View with relevant materials, resources, and learning opportunities.

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**LIBRARY - YOUTH AND OUTREACH
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	9	9	8.25 *1
Total Part-Time Hourly	0.83	0.83	0.83
TOTAL POSITIONS	9.83	9.83	9.08

*1 Transferred 0.25 Librarian I/II position to the Adult and Digital Division and 0.5 Librarian I/II position to the Support and Customer Service Division.

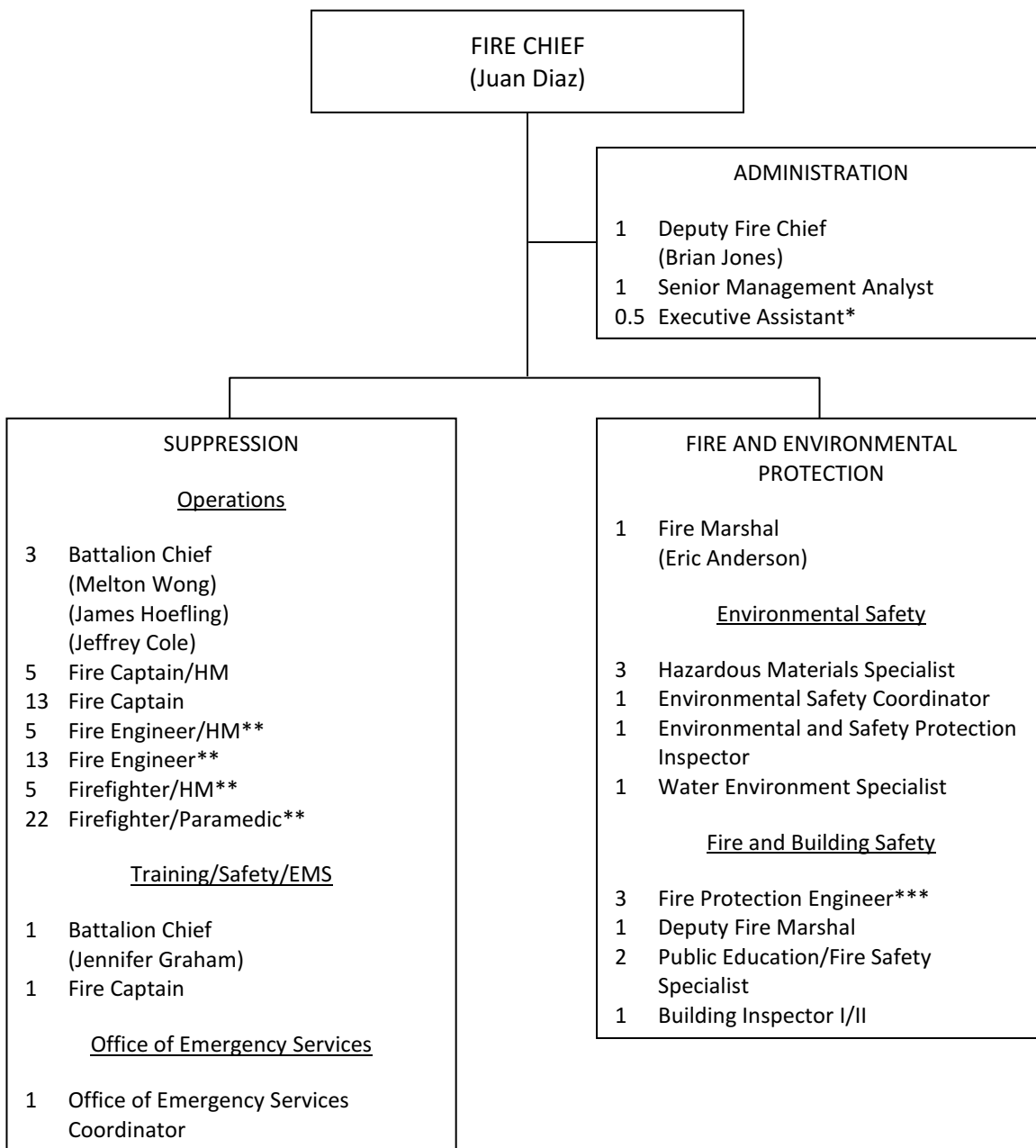
EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 694,823	929,274	894,592
Wages	0	77,576	82,449
Benefits	428,468	603,765	579,400
TOTAL PERSONNEL	1,123,291	1,610,615	1,556,441
Materials and Supplies	320	9,400	9,400
Maintenance and Operations	0	0	0
Utilities	3	0	0
Professional/Technical Services	0	0	0
Other Expenses	778	0	0
TOTAL SUPPLIES AND SERVICES	1,101	9,400	9,400
Capital Outlay	0	175,000	0
Interfund Expenditures	1,256	22,000	23,000
TOTAL EXPENDITURES	\$ 1,125,648	1,817,015	1,588,841

REVENUES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Miscellaneous Revenue	\$ 1,275	0	0
TOTAL REVENUES	\$ 1,275	0	0

NOTES

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FIRE DEPARTMENT



FISCAL YEAR 2022-23 POSITION TOTALS: 86.5 Full-Time

- * Position directly reports to the Police Department but supports the Fire Department.
- ** Authorization of 27 Paramedics includes Engineer, Engineer/Hazardous Materials, and Firefighter/Hazardous Materials levels.
- *** Located in Community Development Department but budgeted in Fire Department.

FIRE DEPARTMENT SUMMARY

DEPARTMENT MANAGER—FIRE CHIEF

DEPARTMENT MISSION STATEMENT

The Mountain View Fire Department exists to save lives and property, protect the environment, and minimize the risk of fire and natural disaster by investing in education, training, and prevention. The vision of the Department is to be a progressive fire department that treats everyone with respect and dignity and applies best practices in innovative emergency response, fire prevention, training, environmental protection, and public education.

DEPARTMENT OVERVIEW

The Fire Department's personnel and equipment are strategically deployed throughout the City to rapidly assist citizens when emergencies occur, such as emergency medical services, fire suppression, technical rescue, and hazardous materials response, along with community emergency preparedness and recovery training. In addition to emergency response, the Fire Department focuses on community safety and education through fire prevention, housing code enforcement, public education, waste discharge and general surface water pollution prevention, and other services to the community.

DEPARTMENT FUNCTIONS

- Respond quickly to all emergencies and take appropriate actions, thereby reducing loss of life, property, and environmental damage while ensuring the safety of all Fire personnel involved. (M 1, 2)
- Maintain a professional level of operational readiness as Firefighters, Paramedics, Emergency Medical Technicians, Hazardous Materials First Responders, Hazardous Materials Technicians, Specialists, and Rescuers.
- Provide annual training and coordination for City staff, and residential and business community volunteers on disaster preparedness, response, and recovery.
- Provide management and oversight for the Santa Clara County Regional Command Training Center located in Mountain View.
- Ensure that facilities using or storing hazardous materials, or discharging wastewater into the sanitary or storm sewers, comply with applicable Federal, State, and local requirements. (M 3, 4)
- Maintain an ongoing fire prevention program, hazardous materials, and underground storage tank inspection program. (M 4)
- Maintain a rental housing inspection program.

FISCAL YEAR 2021-22 ACCOMPLISHMENTS

- Continued operation of the COVID-19 mobile vaccination program in coordination with the Santa Clara County Public Health Department, administering vaccinations and booster shots to elderly and homebound Mountain View residents.

FIRE DEPARTMENT SUMMARY

- Conducted community outreach and began implementation of an ordinance amendment prohibiting smoking in multi-family residential properties.
- Implemented succession planning through promotional processes for the positions of Fire Engineer/Driver Operator, Fire Captain, and Battalion Chief.
- Revised the City of Mountain View Office of Emergency Services Emergency Operations Plan.
- Established a Line of Duty Death Policy Manual.
- Graduated a Community Emergency Response Team (CERT) Volunteer Academy with 20 new CERT members.
- Revised the Cooling Center Policy to be in alignment with Santa Clara County Office of Emergency Management.
- Implemented a new end-user Computer-Aided Dispatch (CAD) platform for emergency response and incident command management and resource accountability.

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEARS 2021-22 AND 2022-23

*(Items in **bold** are tied to Fiscal Years 2021-22 and 2022-23 Strategic Roadmap Action Plan Projects)*

- **Review the Fire Community Risk Assessment, in conjunction with the City Manager's Office, to determine next steps and financial feasibility.**
- Continue to support the implementation of initiatives for unhoused and unstably housed residents, including those living in vehicles, with both short-term and long-term actions.
- Implement the recommendations from the Development Services Review study for the development review process, including streamlining process improvements and implementation of technology, in conjunction with the Community Development, Public Works and Information Technology Departments.
- Continue to support State and regional efforts to provide COVID-19 vaccinations by Firefighters, including working with Santa Clara County Public Health on a mobile vaccination clinic.
- Develop and implement an integrated data management system to fulfill Fire and Environmental Protection Division data management and reporting needs across multiple regulatory program disciplines, in conjunction with the Information Technology Department.
- Negotiate location-based automatic aid agreements with Santa Clara County Fire Department when their CAD is upgraded to a system compatible with Mountain View's.
- Enroll a team of nine members to attend Fire Suppression Training School to develop skills in structural firefighting.
- Improve incident management and accountability through the use of Incident Command System training and technology to be in alignment with Firescope standards.

**FIRE
DEPARTMENT SUMMARY**

- Identify and implement organizational improvements to support succession planning goals, including professional development and career paths within the Fire and Environmental Protection Division, in conjunction with the Human Resources Department.
- Review and revise the City’s Emergency Operations Plan.
- Continue to train City staff assigned to the Emergency Operations Center in position-based roles following the FEMA-based Independent Study Program.
- Schedule and conduct one Emergency Operations Center drill annually per the Homeland Security Exercise Evaluation Program.
- Establish a mentoring program for all Fire Department employees.
- Begin design for the new Public Safety Building, in conjunction with the Police and Public Works Departments.
- Complete implementation of the closed-circuit TV system for the Police/Fire Administration Building, in conjunction with the Police and Information Technology Departments.

PERFORMANCE/WORKLOAD MEASURES

	2019-20 Actual	2020-21 Actual	2021-22 Target	2021-22 6 Months	2022-23 Target
Suppression:					
1. For prehospital medical emergencies, rescues, and small fires:					
• Turnout time of two minutes.*		New for FY21-22	>90%	100%	>90%
• Travel time of four minutes for the first-due unit.*		New for FY21-22	>90%	42% ^(A)	>90%
• First-due unit should arrive within 7 minutes 30 seconds of the time from the receipt of the 9-1-1 call.*		New for FY21-22	>90%	96%	>90%
2. For building fires:					
• Turnout time of two minutes.*		New for FY21-22	>90%	100%	>90%
• Travel time of eight minutes for all units.*		New for FY21-22	>90%	100%	>90%
• Multiple-unit effective response force (ERF) of 15 personnel should arrive within 11 minutes 30 seconds from the time of 9-1-1 call receipt.*		New for FY21-22	>90%	100%	>90%

**FIRE
DEPARTMENT SUMMARY**

	2019-20 Actual	2020-21 Actual	2021-22 Target	2021-22 6 Months	2022-23 Target
Fire and Environmental Protection:					
3. Percentage of plans checked within 15 working days of receipt by Division.	100%	100%	100%	100%	100%
4. Number of inspections conducted by Environmental Safety Section.	1,718	1,605	1,500	851	1,500

^(A) Below target as a result of traffic congestion and simultaneous incident activity at peak hours of the day. In addition, the Department's training model of using the Engine 54 crew Citywide with incident activity and traffic congestion thins out available crews too much at peak hours of the day. This deficiency is addressed in a report conducted by Citygate Associates: "Community Hazard and Risk Assessment, Standards of Cover Study, and Location Analysis (2020)."

* Performance standards are based on best practice guidelines and criteria in the field of deployment analysis, including National Fire Protection Association (NFPA) standards, the Self-Assessment Criteria on the Commission of Fire Accreditation International (CFAI), Insurance Services Office (ISO), and Citygate's recommended best practices.

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**FIRE
DEPARTMENT SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Fire Chief	1	1	1
Deputy Fire Chief	1	1	1
Battalion Chief	4	4	4
Fire Marshal	1 *2	1 *2	1 *2
Office of Emergency Services Coordinator	1	1	1
Fire Protection Engineer	3	3	3
Deputy Fire Marshal	1	1	1
Public Education/Fire Safety Specialist	2	2	2
Fire Captain/HM	5	5	5
Fire Captain	14	14	14
Fire Engineer/HM	5	5	5
Fire Engineer	13	13	13
Firefighter/HM	5	5	5
Firefighter/Paramedic	22 *1	22 *1	22 *1
Haz Mat Specialist	3	3	3
Environmental Safety Coordinator	1	1	1
Environmental & Safety Protection Inspector	1	1	1
Water Environment Specialist	1	1	1
Building Inspector I/II	1	1	1
Senior Management Analyst	0	0	1 *3
Analyst I/II	1	1	0 *3
Executive Assistant	0.50	0.50	0.50
TOTAL REGULAR	<u>86.50</u>	<u>86.50</u>	<u>86.50</u>
TOTAL PART-TIME HOURLY	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL POSITIONS	<u>86.50</u>	<u>86.50</u>	<u>86.50</u>

*1 Authorization of 27 Paramedics includes Engineer, Engineer/HM, and Firefighter/HM levels.

*2 The Fire Marshall position is flexibly staffed as safety/non-safety.

*3 Reclassification of the Analyst I/II position to Senior Management Analyst.

DEPARTMENT DIVISIONS	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Fire Administration	\$ 1,325,813	1,368,218	1,471,109
Fire Suppression	27,709,514	27,052,191	28,219,964
Fire and Environmental Protection	2,899,635	3,935,262	4,142,048
TOTAL EXPENDITURES	\$ <u>31,934,962</u>	<u>32,355,671</u>	<u>33,833,121</u>

**FIRE
DEPARTMENT SUMMARY**

EXPENDITURE SUMMARY	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries Wages and Benefits	\$ 30,147,470	29,605,890	31,685,105
Supplies and Other Services	1,167,306	1,454,981	1,504,016
Capital Outlay	119,265	738,800	72,000
Interfund Expenditures	500,921	556,000	572,000
TOTAL EXPENDITURES	\$ 31,934,962	32,355,671	33,833,121
FUNDING SOURCES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
General Operating	\$ 29,207,943	28,049,379	30,068,192
General Non-Operating	349,929	1,152,550	519,100
Building/Development Services	799,646	859,759	903,773
Shoreline Regional Park Community	160,692	230,978	173,178
Wastewater	1,416,752	2,063,005	2,168,878
TOTAL FUNDING	\$ 31,934,962	32,355,671	33,833,121
REVENUE SUMMARY	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
General Licenses & Permits	\$ 737,444	541,000	541,000
Fines and Forfeitures	3,748	1,000	1,000
General Service Charges	246,013	236,300	236,300
Miscellaneous Revenue	3,106,455	367,400	380,700
Interfund Revenue Transfers	188,730	0	0
TOTAL REVENUES	\$ 4,289,901	1,145,700	1,159,000

**FIRE—ADMINISTRATION
DIVISION SUMMARY**

DIVISION MANAGER—FIRE CHIEF

DIVISION OVERVIEW

Administration is responsible for management of the Fire Department. The Division provides strategic planning, leading, managing, and support for Fire Department personnel and programs in the accomplishment of the Department's mission.

MAJOR DIVISION CHANGES

- General Operating Fund:

Reclassification of Analyst I/II to Senior Management Analyst:	\$16,900
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Provides funding to reclassify the Analyst I/II position to Senior Management Analyst.

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**FIRE - ADMINISTRATION
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	3.50	3.50	3.50
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	3.50	3.50	3.50
EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 ADOPTED
Salaries	\$ 789,523	812,262	881,977
Wages	0	0	0
Benefits	461,914	489,982	522,158
TOTAL PERSONNEL	1,251,437	1,302,244	1,404,135
Materials and Supplies	25,026	40,044	39,744
Maintenance and Operations	19,006	1,000	1,300
Utilities	0	0	0
Professional/Technical Services	25,850	0	0
Other Expenses	3,189	8,930	8,930
TOTAL SUPPLIES AND SERVICES	73,071	49,974	49,974
Capital Outlay	0	0	0
Interfund Expenditures	1,305	16,000	17,000
TOTAL EXPENDITURES	\$ 1,325,813	1,368,218	1,471,109

FIRE—SUPPRESSION DIVISION SUMMARY

DIVISION MANAGER—FIRE CHIEF

DIVISION OVERVIEW

The Suppression Division consists of the Operations, Personnel and Training, and Office of Emergency Services/Public Information Sections.

The Operations Section provides firefighting, hazardous materials incident, paramedic, and rescue response services from five Fire stations strategically located throughout the City. Firefighters also conduct fire prevention inspections, public education, and equipment and facilities maintenance as well as ongoing training activities. Paramedic Firefighters are assigned to every Fire station.

The Personnel and Training Section plans, schedules, and provides training to Firefighters. This Section also coordinates the Firefighter recruitment and selection process.

The Office of Emergency Services Section is responsible for disaster preparedness and coordinates disaster response.

MAJOR DIVISION CHANGES

- General Operating Fund:
 - Overtime: \$655,800
Provides increased funding for overtime related to minimum staffing and Fire personnel training and education.
 - Training and Education: \$80,000
Provides increased funding for Fire personnel to attend conferences and training relating to operations, emergency medical services, and hazardous materials.
 - Telecommunications and Utilities: \$17,400
Provides new and increased funding for costs related to telephone, cable, and email communications.
 - Mapping Services: \$14,000
Provides increased funding for annual mapping services.
 - Image Trend Application: \$5,800
Provides increased funding for the Image Trend application annual subscription cost.
 - City Utility Cost Increase: \$5,000
Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments (the total cost increase for all funds Citywide is \$164,800).

**FIRE—SUPPRESSION
DIVISION SUMMARY**

- General Non-Operating Fund:

Firefighter Recruit Academy (limited-period): \$482,000

Provides funding for up to seven Firefighter recruits to attend the Firefighter Academy. The funding includes personnel costs, supplies and equipment, and overtime for in-house instructors.

Medical Specialist Training (limited-period): \$37,100

Provides funding to send three Paramedics to Medical Specialist Training to increase knowledge, skills, and abilities in the Urban Search and Rescue program. The amount includes overtime and course costs related to the training.

- Shoreline Regional Park Community Fund:

City Utility Cost Increase: \$2,000

Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments (the total cost increase for all funds Citywide is \$164,800).

BUD/LHP-100-03 FY2022-23

**FIRE - SUPPRESSION
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	69	69	69
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	69	69	69
EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 17,924,439 *1	15,764,437 *2	16,898,141 *7
Wages	0	0	0
Benefits	8,373,458 *1	9,068,096	9,670,665
TOTAL PERSONNEL	<u>26,297,897</u>	<u>24,832,533</u>	<u>26,568,806</u>
Materials and Supplies	381,607 *1	442,789 *3	483,179 *8
Maintenance and Operations	101,672 *1	83,386 *4	87,778 *9
Utilities	137,252	131,370	151,270 *9
Professional/Technical Services	88,034 *1	181,930 *5	195,930 *10
Other Expenses	98,181 *1	150,383 *6	159,001 *11
TOTAL SUPPLIES AND SERVICES	<u>806,746</u>	<u>989,858</u>	<u>1,077,158</u>
Capital Outlay	119,265	738,800	72,000
Interfund Expenditures	485,606	491,000	502,000
TOTAL EXPENDITURES	\$ <u>27,709,514</u>	<u>27,052,191</u>	<u>28,219,964</u>

*1 Includes limited-period expenditures for Firefighter recruitment, training overtime, HazMat training, Fire Operations training, training and education, Tactical Paramedic training, antique fire apparatus restoration, and VHF infrastructure maintenance. Also includes overtime for fire strike team deployment.

*2 Includes increased funding of \$40,000 for entry level recruitment overtime. Also includes limited-period fundings for overtime of \$451,500 for Firefighter recruits (rebudget balance), \$121,400 for training and education (\$1,400 rebudget balance), \$94,800 for Fire Operations training (\$22,800 rebudget), \$32,800 for HazMat training (rebudget balance), \$24,000 for EMS Conference, and \$8,400 for Tactical Paramedic training (rebudget balance).

*3 Includes increased fundings of \$10,000 for entry level recruitment and \$7,200 for fire hose replacement. Also includes limited period fundings of \$20,500 for Firefighter recruits (rebudget balance) and \$15,100 for City's antique fire apparatus (rebudget balance).

*4 Includes increased funding of \$15,000 for VHF infrastructure maintenance.

*5 Includes increased fundings of \$17,600 for fires station alerting system maintenance and \$5,000 for Poulse Point App.

*6 Includes limited-period fundings of \$35,500 for HazMat training (rebudget balance), \$31,700 for Fire Operations training, \$5,800 for EMS conference training, and \$2,000 for Firefighter recruits (rebudget balance).

*7 Includes increased funding of \$400,000 for minimum staffing overtime and \$255,800 for training overtime. Also includes limited-period fundings of \$418,600 for Firefighter recruit academy salaries and overtime and \$26,800 for medicat specialist training overtime.

*8 Includes increased funding of \$5,800 for ImageTrend application. Also includes limited-period funding \$63,400 for Firefighter recruit academy supplies, equipment, and books.

*9 Includes increased fundings of \$17,400 for telecommunications and utilities, and \$7,000 for City utility cost increases.

*10 Includes increased funding of \$14,000 for mapping services.

*11 Includes increased funding of \$80,000 for training and education. Also includes limited-period funding \$10,300 for medical specialist training course costs.

**FIRE - SUPPRESSION
DIVISION SUMMARY**

REVENUES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Local Intergovernmental Revenue	\$ 7,511	0	0
Miscellaneous Revenue	3,104,044 *1	348,400	361,700
Interfund Revenue Transfers	188,730	0	0
TOTAL REVENUES	\$ 3,300,285	348,400	361,700

*1 Includes reimbursements for fire strike team deployments.

**FIRE—FIRE AND ENVIRONMENTAL PROTECTION
DIVISION SUMMARY**

DIVISION MANAGER—FIRE MARSHAL

DIVISION OVERVIEW

The Fire and Environmental Protection Division consists of the Environmental Safety and the Fire and Building Safety Sections.

The Environmental Safety Section is responsible for the enforcement of local hazardous materials storage codes, State underground chemical storage tank regulations, industrial waste discharge, and Federal and State regulations related to the control of industrial waste and stormwater runoff. Efforts are aimed at preventing uncontrolled releases and movement of hazardous and toxic substances.

The Fire and Building Safety Section is responsible for conducting the City’s fire and housing code enforcement programs, fire cause investigations, and technical support to the Suppression Division.

MAJOR DIVISION CHANGES

- Development Services Fund:
 - Strong Motion Instrumentation Program (SMIP) (rebudget balance): \$29,300
 - Rebudgets the balance of funding available for SMIP funds to be used for a Community Emergency Response Team (CERT) grant program.

- Wastewater Fund:
 - Consultant Services for Web-Based Reporting (rebudget): \$20,000
 - Rebudgets funding to create an electronic reporting system. The State requires all local government agencies to electronically report hazardous materials business plan, inspection, and enforcement information.

 - Permit Fees: \$4,200
 - Provides increased funding for National Pollutant Discharge Elimination System permit fees.

 - Silicon Valley Urban Runoff Pollution Prevention Program (SCVURPPP): \$3,900
 - Provides increased funding for the City’s portion of the Silicon Valley Urban Runoff Pollution Prevention Program annual budget.

**FIRE - FIRE AND ENVIRONMENTAL PROTECTION
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	14	14	14
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	14	14	14
EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 1,663,441	2,218,479	2,380,367
Wages	0	0	0
Benefits	934,695	1,252,634	1,331,797
TOTAL PERSONNEL	2,598,136	3,471,113	3,712,164
Materials and Supplies	35,399	23,515	23,515
Maintenance and Operations	981	3,375	3,375
Utilities	4,760	4,800	4,800
Professional/Technical Services	237,024	288,600 *1	281,700 *2
Other Expenses	9,325	94,859 *1	63,494 *2
TOTAL SUPPLIES AND SERVICES	287,489	415,149	376,884
Capital Outlay	0	0	0
Interfund Expenditures	14,010	49,000	53,000
TOTAL EXPENDITURES	\$ 2,899,635	3,935,262	4,142,048

*1 Includes limited-period fundings of \$40,000 for cost of service study, \$35,700 for Strong Motion Instrumentation Program (SMIP) (\$26,600 rebudget balance) and \$20,000 for consultant services for web-based reporting (rebudget).

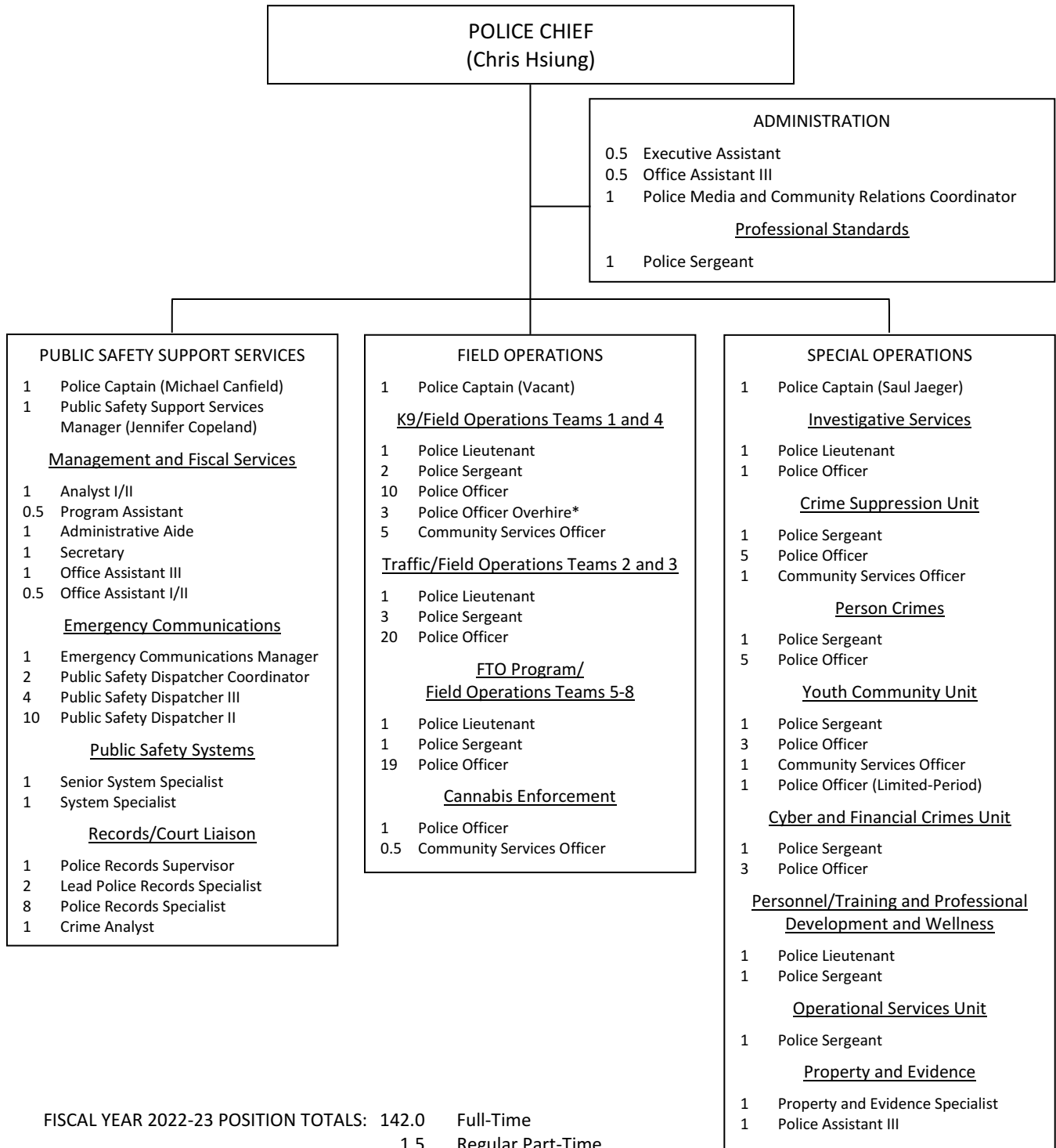
*2 Includes increased fundings of \$4,200 for permit fees and \$3,900 for SCVURPP annual fee. Also includes limited-period fundings of \$29,300 for Strong Motion Instrumentation Program (SMIP) (rebudget balance) and \$20,000 for consultant services for web-based reporting (rebudget).

REVENUES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
General Licenses & Permits	\$ 737,444	541,000	541,000
Fines and Forfeitures	3,748	1,000	1,000
General Service Charges	246,013	236,300	236,300
Miscellaneous Revenue	2,411	19,000	19,000
TOTAL REVENUES	\$ 989,616	797,300	797,300

NOTES

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POLICE DEPARTMENT



FISCAL YEAR 2022-23 POSITION TOTALS: 142.0 Full-Time
 1.5 Regular Part-Time
 1.0 Limited-Period

* The three Police Officer overhire positions are funded at 50%.

POLICE DEPARTMENT SUMMARY

DEPARTMENT MANAGER—POLICE CHIEF

DEPARTMENT MISSION STATEMENT

The Police Department keeps Mountain View safe and tackles crime through quality policing that secures the trust and support of the people it serves and protects.

DEPARTMENT OVERVIEW

Through people, community collaboration, technology, and regional cooperation, the Police Department fulfills its mission through comprehensive programs that make safety a priority, focus on effectively working with people, and obtain fair and impartial results through education, prevention, intervention, suppression, and enforcement efforts. The Department provides a visible presence, effective and timely response to calls for service, innovative community engagement activities, and comprehensive services for investigations, community-focused policing initiatives, and emergency preparedness. The Department is also responsible for Police and Fire support services, emergency communications, and ensuring professional standards and accountability.

DEPARTMENT FUNCTIONS

- Promote a sense of safety and security in the community, keep the peace, provide public assistance, prevent and detect criminal activity, assist crime victims, apprehend offenders, and facilitate due process through the response to requests for Police service, conducting investigations, and enforcing of the spirit of the law. (M 1, 2, 3, 4, 6, 7)
- Promote safety on the roadways through comprehensive and proactive education and enforcement initiatives that prevent fatal and injury traffic collisions. (M 3)
- Continue to enhance outreach and engagement programs with neighborhoods, schools, small businesses, corporations, and other stakeholders to promote community safety, prevention of crime, and secure communitywide trust and support. (M 5)
- Continually develop staff and implement solutions that enhance workplace and community safety, the ability to work effectively with people, and deliver fair and impartial results.
- Prevent juvenile delinquency, underage and illegal substance abuse, and gang activity.
- Work collaboratively with the community, City, and other criminal justice agencies in order to protect life, safeguard property, and enhance policing legitimacy and community support for the Police Department. (M 3, 4, 6)
- Provide support services functions to fulfill responsibilities related to public safety systems, technologies, records, warrants, and property and evidence.
- Recruit, retain, develop, and empower a broad range of talents at all levels of the organization who represent the diversity of the Mountain View community.

POLICE DEPARTMENT SUMMARY

- Provide communication services for Police, Fire, medical emergencies, and contract agencies. (M 7, 8)
- Prepare for, respond to, mitigate, and recover from all-hazard critical incidents and disasters.

FISCAL YEAR 2021-22 ACCOMPLISHMENTS

- Selected and on-boarded a 16-month-old K9 named Maia to assist the Department with narcotics detection and community events.
- Continued outreach through the Neighborhood and Event Services Unit, providing resources and referrals, including 67 referrals to Project Homekey.
- Expanded the Crisis Negotiations Team (including the addition of four Spanish-speaking officers) to provide patrol teams with officers trained and experienced with advanced deescalation and tactical communication abilities to engage with community members experiencing a mental health crisis.
- Continued the Behavioral Services Unit Pilot Program, staffed by a team of Officers with 80 hours of specialized crisis training and a Community Services Officer who is an Associate Licensed Professional Clinical Counselor/Marriage and Family Therapist, to review and follow up on mental health-related calls, provide resources and referrals, and serve as a liaison with the Santa Clara County's Mobile Crisis Response Team to reduce or eliminate the need for further Police Officer contact.
- Participated in the National Faith and Blue Event weekend, partnering with the community and local faith congregations to receive donations, assemble, and distribute over 200 hygiene kit supplies.
- Created a Threat Assessment team to help Police Department staff evaluate and address an increasing number of threats made via social media related to local people, places, and events.
- Received \$75,000 in California State Office of Traffic Safety Grant to address drunk driving and other traffic safety measures.
- Took new investigative steps in 10 unsolved cold case homicides, with two cases being closed in 2021 and a third nearing conclusion.
- Developed a work plan of priorities for the newly established Public Safety Advisory Board, in conjunction with the City Manager's Office.
- Completed the Public Safety Advisory Board assessment of the Mountain View Police Department School Resource Officer Program, in conjunction with the City Manager's Office.
- Completed the Ph.D. Research Fellow assessment of Mountain View Police Department Traffic Stop Data and presented it to the Public Safety Advisory Board, in conjunction with the City Manager's Office.
- Implemented a new Records Management System with the cities of Los Altos and Palo Alto.
- Implemented collection of Racial Identity Profile Act (RIPA) data in compliance with State Assembly Bill 953 and began working with the Public Safety Advisory Board on approaches to enhance public access to the data, in conjunction with the City Manager's Office.

POLICE DEPARTMENT SUMMARY

- Partnered with a Stanford University neuroscience researcher to study the effects of critical decision-making as it relates to situational factors and physiological factors to help inform the most effective ways to train Officers for critical incidents.
- Partnered with the Community Services Department to host National Night Out on Castro Street.
- Developed a Military Equipment Funding, Acquisition, and Use Policy in compliance with State Assembly Bill 481 for Council adoption, in conjunction with the City Attorney's Office.
- Developed an ordinance requiring the safe storage for firearms in residences and vehicles in Mountain View, in conjunction with the City Attorney's Office.

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEARS 2021-22 AND 2022-23

*(Items in **bold** are tied to Fiscal Years 2021-22 and 2022-23 Strategic Roadmap Action Plan Projects)*

- **Explore the feasibility of alternative mental health crisis response methods, in conjunction with the City Manager's Office.**
- Continue to implement programs that enhance Police Department employee safety and wellness.
- Begin design for the new Public Safety Building, in conjunction with the Public Works and Fire Departments.
- Implement City Council direction related to the Youth and Community Unit and the School Resource Officer program, including development of Memoranda of Understanding with school districts and development of a School Resource Officer procedure manual, which will be presented to the Public Safety Advisory Board, in conjunction with the City Manager's and City Attorney's Offices.
- Expand engagement and outreach to Hispanic, Chinese, and faith-based organizations through multilingual outreach events and communications.
- Reevaluate Police Officer and professional staff recruiting strategies and employee retention models, in conjunction with the Human Resources Department.
- Continue to coordinate the process for a permanent closure of the 100 to 300 blocks of Castro Street and implementation of interim improvements until a permanent Pedestrian Mall can be designed and constructed, in conjunction with the Public Works, Community Development, and Community Services Departments.
- Complete implementation of a new closed-circuit TV system for the Police/Fire Administration Building, in conjunction with the Information Technology and Fire Departments.
- Begin process to upgrade the Computer Aided Dispatcher (CAD) system.
- Continue building an adaptive organizational culture focused on excellence, providing compassionate police services to the community.

**POLICE
DEPARTMENT SUMMARY**

- Work with a UC Berkeley postdoctorate fellow to examine effective and academically sound methods to gauge community sentiment about public safety in Mountain View and the Mountain View Police Department.

PERFORMANCE/WORKLOAD MEASURES

	2019-20 Actual	2020-21 Actual	2021-22 Target	2021-22 6 Months	2022-23 Target
Field Operations:					
1. Sustain a violent crime rate below the rate most recently reported by the California Department of Justice for Santa Clara County.	164	178	<324	134	<317
2. Sustain a property crime rate below the rate most recently reported by the California Department of Justice for Santa Clara County.	1,685	1,542	<2,427	1,368	<2,258
3. Sustain a fatal and injury traffic collision rate that is below the rate most recently reported by the California Highway Patrol for Santa Clara County.	208.5	140	<401	95	<398
4. Maintain an average response time (dispatch to on-scene) of five minutes or less to emergency (Priority 0) calls for service.	2.8	2.8	<5	2.3	<5
Special Operations:					
5. Continue an opt-in growth of 20% per year across digital media platforms.	9% ^(A)	9.9%	>10%	8.9%	>10%
6. Sustain a violent and property crime clearance rate above the rate most recently reported by the California Department of Justice for Santa Clara County.	19%	18%	>11%	14%	>11%
Public Safety Support Services:					
7. Answer incoming calls to 9-1-1 within nine seconds.	96%	98%	>95%	98%	>95%
8. Dispatch emergency (Priority 0) and urgent (Priority 1) calls in under two minutes.	96%	96%	>95%	94%	>95%

^(A) Followership, based on the changes on the platforms, is no longer a viable metric to measure for success. The target was adjusted for Fiscal Year 2020-21.

**POLICE
DEPARTMENT SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.	
Police Chief	1	1	1	
Deputy Police Chief	1	1	0	*5
Police Captain	2	2	3	*5
Public Safety Support Services Manager	1	1	1	
Police Lieutenant	4	4	5	*5
Police Sergeant	17	17	16	*5
Police Officer	68	67	67	*2
Police Officer (Overhire)	3	3	3	
Police Media and Community Relations Coord.	1	1	1	
Senior Systems Specialist	1	1	1	
Crime Analyst	1	1	1	
Systems Specialist	1	1	1	
Emergency Communications Manager	1	1	1	
Assistant Communications Operations Supervisor	1	0	0	*3
Public Safety Dispatcher Coordinator	0	2	2	*3
Lead Public Safety Dispatcher	1	0	0	*3
Public Safety Dispatcher III	4	4	4	
Public Safety Dispatcher II	10	10	10	
Police Records Supervisor	1	1	1	
Lead Police Records Specialist	2	2	2	
Police Records Specialist	8	8	8	
Community Services Officer	7.50	7.50	7.50	
Property & Evidence Specialist	1	1	1	
Police Assistant III	1	1	1	
Analyst I/II	1	1	1	
Program Assistant	0.50	0.50	0.50	
Administrative Aide	1	1	1	
Executive Assistant	0.50	0.50	0.50	
Secretary	1	1	1	
Office Assistant III	1.50	1.50	1.50	
Office Assistant I/II	0.50	0.50	0.50	
TOTAL REGULAR	144.50	143.50	143.50	
TOTAL PART-TIME HOURLY	3.05	3.05	3.05	
TOTAL POSITIONS	147.55 *1	146.55 *4	146.55 *6	

*1 In addition there are two Public Safety Dispatch Overhire positions at 50 percent funding, a 0.50 FTE Community Services Officer (CSO) overhire, and a Senior Systems Specialist Overhire for 3 months, as well as the following limited-period positions: two Police Officer Trainees at 25 percent funding, and a Police Officer-Community Outreach.

*2 Reduction of one Police Officer position to offset the new Human Services Manager position in the City Manager's Office.

*3 Elimination of the Assistant Communications Operations Supervisor position, addition of a Public Safety Dispatcher Coordinator position and the reclassification of the Lead Public Safety Dispatcher position to Public Safety Dispatcher Coordinator.

*4 In addition there is a Senior Systems Specialist Overhire for 3 months, as well as a limited-period Police Officer-Community Outreach.

*5 Reclassification of the Deputy Police Chief position to Police Captain and a Police Sergeant position to Police Lieutenant.

*6 In addition, there is a limited-period Police Officer-Community Outreach.

**POLICE
DEPARTMENT SUMMARY**

DEPARTMENT DIVISIONS	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Police Administration	\$ 2,058,072	2,045,368	1,573,657
Field Operations	21,370,661	24,104,243	25,435,258
Special Operations	10,223,245	11,081,883	11,560,880
Public Safety Support Services	7,966,774	9,089,754	9,867,181
TOTAL EXPENDITURES	\$ 41,618,752	46,321,248	48,436,976

EXPENDITURE SUMMARY	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries Wages and Benefits	\$ 37,885,481	42,611,568	44,669,714
Supplies and Other Services	2,670,728	2,795,112	2,882,562
Capital Outlay	368,973	80,568	30,700
Interfund Expenditures	693,570	834,000	854,000
TOTAL EXPENDITURES	\$ 41,618,752	46,321,248	48,436,976

FUNDING SOURCES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
General Operating	\$ 40,741,199	45,518,725	47,718,434
General Non-Operating	515,086	440,118	351,100
Police Asset Forfeitures	25,063	0	0
Supplemental Law Enforcement Services	195,467	175,000	175,000
Shoreline Regional Park Community	0	40,000	40,000
Wastewater	141,937	147,405	152,442
TOTAL FUNDING	\$ 41,618,752	46,321,248	48,436,976

REVENUE SUMMARY	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
General Licenses & Permits	\$ 75,402	227,000	219,000
Fines & Forfeitures	298,142	635,000	231,000
Local Intergovernmental Revenue	224,107	284,000	249,000
State Intergovernmental Revenue	227,958	205,000	205,000
Federal Intergovernmental Revenue	3,928	0	0
General Service Charges	147,569	178,600	209,600
Miscellaneous Revenue	587,355	929,500	939,400
TOTAL REVENUES	\$ 1,564,461	2,459,100	2,053,000

**POLICE—ADMINISTRATION
DIVISION SUMMARY**

DIVISION MANAGER—POLICE CHIEF

DIVISION OVERVIEW

Administration is responsible for managing the Police Department. This Division is responsible for maintaining the integrity of the Department and investigating all complaints against Police employees, tracking all major community policing actions, coordinating and implementing crime-prevention activities, crime analysis, and relaying public information by maintaining open communications and relationships with local media personnel.

BUD/LHP-312-02 FY2022-23

**POLICE - ADMINISTRATION
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	5	5	4 *1
Total Part-Time Hourly	0.57	0.57	0.57
TOTAL POSITIONS	5.57	5.57	4.57

*1 Reclassified the Deputy Police Chief position to Police Captain and moved to Support Services Division.

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 1,114,716	1,114,265	843,592
Wages	42,249	44,083	46,723
Benefits	741,224	758,370	553,692
TOTAL PERSONNEL	1,898,189	1,916,718	1,444,007
Materials and Supplies	22,772	12,050	12,050
Maintenance and Operations	250	0	0
Utilities	0	0	0
Professional/Technical Services	71,069	57,500	57,500
Other Expenses	56,921	39,100	39,100
TOTAL SUPPLIES AND SERVICES	151,012	108,650	108,650
Capital Outlay	0	0	0
Interfund Expenditures	8,871	20,000	21,000
TOTAL EXPENDITURES	\$ 2,058,072	2,045,368	1,573,657

REVENUES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
General Licenses and Permits	\$ 75,078	87,000	72,000
Fines & Forfeitures	92,600	128,000	75,000 *3
General Service Charges	16,893	38,000	60,000
Miscellaneous Revenue	54	0	0
TOTAL REVENUES	\$ 184,625 *1	253,000 *2	207,000

*1 Revenues lower due to impacts from COVID-19 pandemic.

*2 Revenues estimated lower due to impacts from COVID-19 pandemic.

*3 Reduced revenues as a result of less collections from false alarm fees.

**POLICE—FIELD OPERATIONS
DIVISION SUMMARY**

DIVISION MANAGER—FIELD OPERATIONS CAPTAIN

DIVISION OVERVIEW

The Field Operations Division is responsible for providing all uniform police services to the community. The Division's primary function includes responding to criminal activity and calls for service in an effective and timely manner and providing crime suppression and prevention activities. Within this Division resides Patrol, Traffic Safety, Canine, SWAT, Crisis Negotiations, and Bicycle Patrol. In addition, this Division is responsible for coordinating the Field Training Officer Program and training all newly hired Police Officers and Reserve Officers in the field.

MAJOR DIVISION CHANGES

- General Operating Fund:
 - Crossing Guard Services: \$9,300
 - Provides increased funding for Crossing Guard services at schools.

- General Non-Operating Fund:
 - Crossing Guard Services (limited-period): \$50,000
 - Provides additional funding for Crossing Guard services at schools. The limited-period funding will be matched by the school district.

BUD/LHP-312-03 FY2022-23

**POLICE - FIELD OPERATIONS
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	72.50	71.50 *2	71.50
Total Part-Time Hourly	1.17	1.17	1.17
TOTAL POSITIONS	73.67 *1	72.67 *1	72.67

*1 In addition there are is a 0.50 FTE Community Services Officer (CSO) overhire position and two limited-period Police Officer Trainee positions at 25 percent funding.

*2 Reduction of one Police Officer position to offset the new Human Services Manager position in the City Manager's Office.

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 11,743,585 *1	13,108,479	13,772,073
Wages	119,102	85,402	90,794
Benefits	7,796,759	9,295,965	9,884,694
TOTAL PERSONNEL	19,659,446	22,489,846	23,747,561
Materials and Supplies	121,748	37,700	37,700
Maintenance and Operations	24,649	21,150	21,150
Utilities	356	0	0
Professional/Technical Services	595,487	781,837 *2	841,137 *3
Other Expenses	82,291	111,710	111,710
TOTAL SUPPLIES AND SERVICES	824,531	952,397	1,011,697
Capital Outlay	284,776	0	0
Interfund Expenditures	601,908	662,000	676,000
TOTAL EXPENDITURES	\$ 21,370,661	24,104,243	25,435,258

*1 Includes limited-period expenditures for two Police Officer Trainee positions and a CSO position.

*2 Includes increased funding of \$22,800 for crossing guard services.

*3 Includes increased funding of \$9,300 for crossing guard services. Also includes limited-period funding of \$50,000 for crossing guard services.

REVENUES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
General Licenses and Permits	\$ 0	140,000	147,000
Fines & Forfeitures	205,542	507,000	156,000 *1
Local Intergovernmental Revenue	3,869	0	0
State Intergovernmental Revenue	227,741	205,000	205,000
General Service Charges	112,303	115,600	120,600
Miscellaneous Revenue	114,188	21,000	21,000
TOTAL REVENUES	\$ 663,643	988,600	649,600

*1 Reduced estimated fines to bring in line with recent collections for parking violations, bail/fine payments from the County, and vehicle fines.

**POLICE—SPECIAL OPERATIONS
DIVISION SUMMARY**

DIVISION MANAGER—SPECIAL OPERATIONS CAPTAIN

DIVISION OVERVIEW

The Special Operations Division is responsible for reducing and solving crime through prevention, intervention, investigation, and suppression activities; supporting patrol; providing Police services for schools and special events; coordinating personnel and functions; coordinating victim services; and providing technical support services. Within this Division resides Investigations, which includes: Specialized Suppression, which addresses narcotic, vice, burglary, fraud, auto theft, and high-tech crimes; and Person Crimes, which addresses violent crimes, sexual predators, crimes against children, and missing persons. Also residing in this Division is Special Services, which includes: Youth Services, which provides school resources, juvenile diversion, and gang-suppression activities; Operational Services, which manages special events, training, permits, and Reserve Officers; Personnel Services; and Property and Evidence, which is responsible for the collection and safekeeping of property and evidence taken into Department custody.

MAJOR DIVISION CHANGES

- General Operating Fund:

Reclassification of a Police Sergeant to Police Lieutenant (offset by reclassification of Deputy Police Chief to Police Captain): No Net Increase

Reclassifies a Police Sergeant position to Police Lieutenant. The increased cost is offset by the reclassification of the Deputy Police Chief to Police Captain in the Support Services Division.

- General Non-Operating Fund:

Police Officer Position—Community Outreach (limited-period): \$301,100

Provides continued funding for a Police Officer position. This position focuses on improving the effectiveness of the Police Department’s handling of community concerns and issues related to vulnerable populations, including the homeless and mentally ill, and works in close coordination with staff in the City Manager’s Office. In addition, the Officer would coordinate and expand the Department’s Crisis Intervention Training (CIT) efforts.

BUD/LHP-312-04 FY2022-23

**POLICE - SPECIAL OPERATIONS
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	30	30	30
Total Part-Time Hourly	0.45	0.45	0.45
TOTAL POSITIONS	30.45 *1	30.45 *1	30.45 *1

*1 In addition there is a limited-period Police Officer-Community Outreach Position.

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 5,777,830 *1	6,259,944 *2	6,569,664 *2
Wages	61,940	90,390	92,454
Benefits	3,745,905	4,050,975	4,272,606
TOTAL PERSONNEL	9,585,675	10,401,309	10,934,724
Materials and Supplies	112,746	142,153	142,153
Maintenance and Operations	24,141	24,635	24,635
Utilities	6,828	2,000	2,000
Professional/Technical Services	206,556	194,325	194,325
Other Expenses	120,996	116,893 *3	114,043
TOTAL SUPPLIES AND SERVICES	471,267	480,006	477,156
Capital Outlay	84,197	55,568	0
Interfund Expenditures	82,106	145,000	149,000
TOTAL EXPENDITURES	\$ 10,223,245	11,081,883	11,560,880

*1 Includes limited-period expenditures for a Police Officer - Community Outreach position.

*2 Includes limited-period funding for a Police Officer - Community Outreach position.

*3 Includes limited-period funding of \$2,900 for State-allocated Assembly Bill 109 (AB109) funds (rebudget balance).

REVENUES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Local Intergovernmental Revenue	\$ 220,238	284,000	249,000
Federal Intergovernmental Revenue	3,928	0	0
Miscellaneous Revenue	57,534	505,000	505,000
TOTAL REVENUES	\$ 281,700 *1	789,000	754,000

*1 Revenues lower due to impacts from COVID-19 pandemic.

**POLICE—PUBLIC SAFETY SUPPORT SERVICES
DIVISION SUMMARY**

DIVISION MANAGER—PUBLIC SAFETY SUPPORT SERVICES CAPTAIN

DIVISION OVERVIEW

The Public Safety Support Services Division is responsible for providing essential administrative and technical services to the Police and Fire Departments. Within this Division reside Management and Fiscal Services, which is responsible for providing appropriate, accurate, and effective fiscal analyses and administrative support for the Police and Fire Departments; Emergency Communications, which answers 9-1-1 and nonemergency calls for public safety, dispatching the most appropriate response of Police, Fire, or ambulances and emergency medical dispatch services; Public Safety Systems, which manages the City’s various radio systems; and Records, which is responsible for record-keeping activities, such as filing, indexing, and collecting records and statistical information and processing arrest warrants.

MAJOR DIVISION CHANGES

- General Operating Fund:

Body Cameras and Tasers: \$31,000

Provides increased funding for the vendor agreement for Officer-worn body cameras, Tasers, and video storage of body camera footage. The increased cost includes upgraded software and additional storage for video.

Reclassification of Deputy Police Chief to Police Captain (savings offset by reclassification of Police Sergeant to Police Lieutenant): No Net Increase

Reclassifies the Deputy Police Chief position formerly in the Administration Division to Police Captain to oversee the Support Services Division. The savings from this reclassification are offset by the reclassification of a Police Sergeant to Police Lieutenant in the Special Operations Division.

BUD/LHP-312-05 FY2022-23

**POLICE - PUBLIC SAFETY SUPPORT SERVICES
DIVISION SUMMARY**

POSITIONS	2020-21 ADJUSTED	2021-22 ADOPTED	2022-23 RECOM.
Total Regular	37	37	38 *3
Total Part-Time Hourly	0.86	0.86	0.86
TOTAL POSITIONS	37.86 *1	37.86 *2	38.86

*1 In addition there are two Public Safety Dispatch Overhire positions at 50 percent funding and a Senior Systems Specialist Overhire for 3 months.

*2 In addition there is a Senior Systems Specialist Overhire for 3 months.

*3 Moved a Police Captain position from the Administration Division.

EXPENDITURES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
Salaries	\$ 4,243,928 *1	4,830,685 *2	5,283,740
Wages	88,880	80,775	86,806
Benefits	2,409,363	2,892,235	3,172,876
TOTAL PERSONNEL	6,742,171	7,803,695	8,543,422
Materials and Supplies	109,625	95,801	95,801
Maintenance and Operations	583,944	813,470	844,470 *3
Utilities	325,876	179,668	179,668
Professional/Technical Services	145,650 *1	101,040	101,040
Other Expenses	58,823	64,080	64,080
TOTAL SUPPLIES AND SERVICES	1,223,918	1,254,059	1,285,059
Capital Outlay	0	25,000	30,700
Interfund Expenditures	685	7,000	8,000
TOTAL EXPENDITURES	\$ 7,966,774	9,089,754	9,867,181

*1 Includes limited-period expenditures for a Public Safety Dispatch Overhire positions and public safety network design.

*2 Includes limited-period fundings for a Senior Systems Specialist Overhire.

*3 Includes increased funding of \$31,000 for body cameras and Tasers.

REVENUES	2020-21 ACTUAL	2021-22 ADOPTED	2022-23 RECOM.
General Licenses & Permits	\$ 324	0	0
State Intergovernmental Revenue	217	0	0
General Service Charges	18,373	25,000	29,000
Miscellaneous Revenue	415,579	403,500	413,400
TOTAL REVENUES	\$ 434,493	428,500	442,400

NOTES

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FUND SCHEDULES

**CITY OF MOUNTAIN VIEW
FUND STRUCTURE OUTLINE AND DESCRIPTION OF FUNDS**

GOVERNMENTAL FUNDS:

GENERAL FUND

General Operating (101000)	Operations of the City which are not recorded in other funds.
Development Services (101102)	City's operation of development services.
Shoreline Golf Links/Restaurant (213000, 213005)	City's operation of the municipal golf course.

GENERAL FUND RESERVES

Reserves (101103-101151)	Committed for specific purposes or to fund liabilities.
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SPECIAL REVENUE

Gas Tax (201000, 201001, 201002)	Expenditures restricted to specific purposes as prescribed by law, primarily road construction, maintenance and certain administrative costs.
Other Streets & Transportation (202000, 202001)	Voter approved fee to fund local road improvements and repairs.
Construction/Conveyance Tax (204000)	Revenues derived from fees authorized by Mountain View City Code restricted for implementation of the Capital Improvement Program.
Public Benefit In Lieu (206000, 206002)	Developer fees in-lieu of providing improvements necessitated by their development.
Other Transportation Developer Fees (206010, 206020)	Developer fees for transportation improvements related to new development.
Housing - Below-Market-Rate Housing (207000)/ Housing Impact (207002)/Rental Housing Impact (207003)/General Fund Housing (207005)	Developer fees in-lieu of providing affordable housing and nonresidential development fees restricted to increase/improve the supply of very low to moderate income housing. GOF contribution for low and moderate-income housing.
Comm Stabilization & Fair Rent Act (CSFRA)/ Rental Housing Committee (208000)	Community Stabilization and Fair Rent Act (CSFRA) funds related to stabilization of rents and provision of just cause eviction protections.
Mobile Home Rent Stabilization Ordinance (MHRSO) (209000)	Stabilization of rents for mobile homes and mobile home spaces.
Successor Housing Agency (210001)	City designated as Housing Successor Agency to dissolved RDA.
Downtown Benefit Assessment Districts (214000, 214001, 214002)	Operations of a Maintenance Assessment District, a Business Improvement District created for specific areas downtown, and collection of Parking in-lieu fees (restricted for construction of new parking spaces).
General Special Purpose (215001, 215002)	Fees paid for replacement trees and CASp Program.
Supplemental Law Enforcement Services (221000)	State Supplemental Law Enforcement Services (COPS) grant restricted to fund law enforcement services.
Community Development Block Grant (222001, 222003)	Federal Community Development Block Grant and Home Investment Partnership Program funds.
Cable Television (231001)	Cable Public, Education and Government (PEG) funds restricted for related expenditures.
Shoreline Regional Park Community (258000, 258001, 258002, 258003, 258005, 258007, 258008)	Created by State legislation. Tax increment and other revenue generated by the activities of the Shoreline Community are restricted to the development and support of the Shoreline Community and surrounding North Bayshore Area.

CAPITAL PROJECTS

Storm Drain Construction (412000)	Revenues derived from off-site drainage fees authorized by Mountain View City Code Section 28.51 and restricted for storm drainage capital improvements.
Park Land Dedication (413000)	Revenues derived from fees authorized by Chapter 41 of the Mountain View City Code restricted for park and recreation projects.

PROPRIETARY FUNDS:

ENTERPRISE

Water (601000, 601001, 601003, 601004, 601010)	Operation and maintenance of all facilities required to supply, distribute and meter potable and recycled water.
Wastewater (602000, 602001, 602003, 602004, 602005, 602006, 602010, 602030)	Operation and maintenance of all facilities required to transport and process wastewater.
Solid Waste Management (610000, 610001, 610004, 610005)	Collection, transportation, recycling and disposal services of the City and two of the City's landfill postclosure maintenance activities.

INTERNAL SERVICE

Equipment Maintenance & Replacement (701000, 701001)	Centralized fleet maintenance services and certain equipment replacement.
Workers' Compensation Self-Insurance (751000)	City's workers' compensation self insurance program.
Unemployment Self-Insurance (752000)	City's unemployment self insurance program.
Liability Insurance (754000)	City's liability self insurance program.
Retirees' Health Insurance (756000)	City's retirees' health insurance program.
Employee Benefits Self-Insurance (759000)	City's employee benefits self insurance program (vision and other misc benefits).

RECOMMENDED FISCAL YEAR 2022-23 BUDGET - FUND GROUP SUMMARIES

	BEGINNING		TOTAL	EXPENDI-
	<u>BALANCE</u>	<u>REVENUES</u>	<u>AVAILABLE</u>	<u>TURES</u>
<u>GENERAL FUND</u>				
General Operating	\$ 0	163,835,960	163,835,960	145,506,913
Development Services	20,386,555	14,672,100	35,058,655	19,340,013
Shoreline Golf Links/Restaurant	161,594	4,405,000	4,566,594	3,750,389
TOTAL	\$ 20,548,149	182,913,060	203,461,209	168,597,315
<u>SPECIAL REVENUE</u>				
Gas Tax	\$ 2,321,830	4,191,300	6,513,130	0
Other Streets & Transportation	1,155,737	3,173,000	4,328,737	0
Construction/Conveyance Tax	14,335,833	6,016,000	20,351,833	0
Public Benefit In Lieu	13,329,485	331,400	13,660,885	0
Other Transportation Developer Fees	1,603,070	32,400	1,635,470	0
Housing	88,228,815	1,935,300	90,164,115	18,491,788
CSFRA/Rental Housing Committee	1,295,704	1,450,500	2,746,204	2,063,017
Mobile Home Rent Stabilization	199,710	639,413	839,123	346,259
Successor Housing Agency	1,235,203	18,800	1,254,003	0
Downtown Benefit Assessment Districts	21,251,089	1,736,100	22,987,189	563,929
General Special Purpose	236,537	57,900	294,437	128,730
Supplemental Law Enforcement Services	0	175,000	175,000	175,000
Community Development Block Grant	1,749,150	1,070,000	2,819,150	1,746,795
Cable Television	761,508	180,000	941,508	200,000
Shoreline Regional Park Community	62,874,233	58,693,200	121,567,433	29,376,446
TOTAL	\$ 210,577,904	79,700,313	290,278,217	53,091,964
<u>CAPITAL PROJECTS</u>				
Storm Drain Construction	\$ 460,575	23,500	484,075	0
Park Land Dedication	60,006,165	1,394,000	61,400,165	0
TOTAL	\$ 60,466,740	1,417,500	61,884,240	0
<u>ENTERPRISE</u>				
Water	\$ 37,531,857	39,421,900	76,953,757	42,441,242
Wastewater	36,257,362	29,282,600	65,539,962	28,336,957
Solid Waste Management	16,451,199	15,300,600	31,751,799	17,968,398
TOTAL	\$ 90,240,418	84,005,100	174,245,518	88,746,597
<u>INTERNAL SERVICE</u>				
Equipment Maintenance & Replacement	\$ 27,174,044	7,168,720	34,342,764	7,777,329
Workers' Compensation Self- Insurance	13,024,215	2,358,100	15,382,315	2,592,500
Unemployment Self- Insurance	526,702	61,400	588,102	127,250
Liability Insurance	4,701,280	3,705,550	8,406,830	3,705,550
Retirees' Health Insurance	385,438	5,647,290	6,032,728	5,647,290
Employee Benefits Self- Insurance	474,123	72,000	546,123	114,500
TOTAL	\$ 46,285,802	19,013,060	65,298,862	19,964,419
<u>GENERAL FUND RESERVES</u>				
TOTAL	\$ 129,378,464	47,893,238	177,271,702	19,402,949
GRAND TOTAL	\$ 557,497,477	414,942,271	972,439,748	349,803,244

<u>DEBT</u> <u>SERVICE</u>	<u>CAPITAL</u> <u>PROJECTS</u>	<u>INTRFD</u> <u>TRANSFERS</u>	<u>TOTAL</u> <u>EXPENDI-</u> <u>TURES</u>	<u>OTHER</u>	<u>ENDING</u> <u>BALANCE</u>
1,000,000	0	13,829,780	160,336,693	0	3,499,267
0	515,000	337,820	20,192,833	(10,256,652)	4,609,170
0	0	380,360	4,130,749	0	435,845
1,000,000	515,000	14,547,960	184,660,275	(10,256,652)	8,544,282
0	2,144,000	1,360,200	3,504,200	0	3,008,930
0	3,163,000	0	3,163,000	0	1,165,737
0	13,145,000	0	13,145,000	0	7,206,833
0	7,230,000	0	7,230,000	0	6,430,885
0	0	0	0	0	1,635,470
0	0	7,210	18,498,998	(19,413,797)	52,251,320
0	0	14,990	2,078,007	(320,000)	348,197
0	0	293,000	639,259	0	199,864
0	0	0	0	(1,000,000)	254,003
0	1,000,000	111,760	1,675,689	(8,841,246)	12,470,254
0	0	0	128,730	0	165,707
0	0	0	175,000	0	0
0	0	0	1,746,795	0	1,072,355
0	0	0	200,000	0	741,508
5,863,938	13,367,000	280,140	48,887,524	(36,751,819)	35,928,090
5,863,938	40,049,000	2,067,300	101,072,202	(66,326,862)	122,879,153
0	33,000	0	33,000	0	451,075
0	3,850,000	0	3,850,000	(13,684,624)	43,865,541
0	3,883,000	0	3,883,000	(13,684,624)	44,316,616
630,700	15,445,000	437,880	58,954,822	(13,080,234)	4,918,701
852,152	5,227,000	253,180	34,669,289	(25,792,447)	5,078,226
0	318,000	177,580	18,463,978	(6,735,816)	6,552,005
1,482,852	20,990,000	868,640	112,088,089	(45,608,497)	16,548,932
0	0	41,720	7,819,049	(25,979,792)	543,923
0	0	0	2,592,500	(6,882,213)	5,907,602
0	0	0	127,250	0	460,852
0	0	0	3,705,550	(1,569,888)	3,131,392
0	0	0	5,647,290	0	385,438
0	0	0	114,500	0	431,623
0	0	41,720	20,006,139	(34,431,893)	10,860,830
0	10,405,000	18,246,340	48,054,289	(38,107,571)	91,109,842
8,346,790	75,842,000	35,771,960	469,763,994	(208,416,099)	294,259,655

GENERAL OPERATING FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2020-21</u>	Adopted Budget <u>2021-22</u>	Estimated <u>2021-22</u>	Recom. Budget <u>2022-23</u>
Revenues and Sources of Funds:				
Property Taxes	\$ 59,783,296	60,272,200	63,782,635	69,232,000
Sales Tax	18,057,796	18,477,000	22,443,000	21,960,000
Other Local Taxes	13,717,494	16,774,600	18,677,000	19,124,000
Use of Money & Property	22,194,550	23,014,300	24,227,900	24,892,650
Licenses, Permits & Franchise Fees/ Fines & Forfeitures	5,676,639	6,767,250	5,844,389	6,472,150
Intergovernmental	782,562	738,500	1,991,486	711,900
Charges for Services	1,941,176	2,098,600	2,573,946	2,857,500
Miscellaneous Revenue	4,357,642	1,780,500	3,798,899	1,892,000
Interfund Revenues & Transfers	<u>17,195,132</u>	<u>16,489,400</u>	<u>17,415,820</u>	<u>16,693,760</u>
Total	<u>143,706,287</u>	<u>146,412,350</u>	<u>160,755,075</u>	<u>163,835,960</u>
Expenditures and Uses of Funds:				
Operations:				
Salaries and Benefits	105,929,408	117,882,613	112,198,286	126,801,461
Supplies and Services	17,752,760	20,085,909	19,575,537	21,811,952
Capital Outlay	526,015	500,000	798,447	229,200
Debt Service Payments	0	1,000,000	0	1,000,000
Self Insurance	3,475,759	4,075,281	4,075,281	2,664,300
Transfer to Housing Fund	440,622	624,100	646,000	646,100
Transfer to Budget Contingency Res	1,642,498	2,192,107	2,851,900	2,763,200
Transfer to Transportation Reserve	3,116,975	4,584,800	4,760,000	4,760,800
Transfer to Capital Improvement Res	1,554,000	1,615,000	1,615,000	1,678,000
Transfer to Equip Replace Res	2,372,929	2,244,550	2,244,550	2,381,680
Transfer to Other Funds	322	0	0	0
Projected Operating Budget Savings	<u>0</u>	<u>(4,000,000)</u>	<u>0</u>	<u>(6,000,000)</u>
Total	136,811,288	150,804,360	148,765,001	158,736,693
Revenues and Sources Over (Under)				
Expenditures and Uses	6,894,999	(4,392,010)	11,990,074	5,099,267
Excess ERAF	6,841,405	5,836,000	0	0
Transfer to General Non-Oper Fund	(8,501,480)	0	0	0
Transfer to General Fund Reserve ⁽¹⁾	0	0	0	(1,600,000)
CalPERS Contribution	0	0	0	0
Change in Assets, Liabilities and Reserve for Enc, Grants & Donations	(5,234,924)	0	0	0
Beginning Balance, July 1	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Ending Balance, June 30 ⁽²⁾	<u>\$ 0</u>	<u>1,443,990</u>	<u>11,990,074</u>	<u>3,499,267</u>

(1) Funding to bring the GOF Reserve to above the minimum 20% of policy level range of 20%-25% of net adopted expenditures.

(2) Balance less any reserves for encumbrances, grants, donations, and changes in assets and liabilities, is transferred to various reserves after the end of the fiscal year.

The General Operating Fund accounts for the operations of the City which are not recorded in other funds.

GENERAL FUND: DEVELOPMENT SERVICES

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2020-21</u>	Adopted Budget <u>2021-22</u>	Estimated <u>2021-22</u>	Recom. Budget <u>2022-23</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 468,827	421,000	381,556	275,000
Licenses & Permits	7,150,337	8,065,100	8,508,895	8,075,100
Charges for Services	5,599,877	6,763,700	6,091,017	5,712,000
Land Use Documents	1,377,971	800,000	602,418	600,000
Other Revenues	<u>9,848</u>	<u>10,000</u>	<u>0</u>	<u>10,000</u>
Total	<u>14,606,860</u>	<u>16,059,800</u>	<u>15,583,886</u>	<u>14,672,100</u>
Expenditures and Uses of Funds:				
Operations	12,754,572	15,571,060	15,265,665	17,161,333
Capital Projects	1,123,000	25,000	729,000	515,000
General Fund Administration	1,848,000	1,866,500	1,866,500	1,885,200
Self Insurance	154,990	229,070	229,070	293,480
Transfer to Comp Absences Res	85,000	160,000	160,000	223,000
Transfer to Equip Replace Res	<u>110,158</u>	<u>102,240</u>	<u>102,240</u>	<u>114,820</u>
Total	<u>16,075,720</u>	<u>17,953,870</u>	<u>18,352,475</u>	<u>20,192,833</u>
Revenues and Sources Over (Under) Expenditures and Uses	(1,468,860)	(1,894,070)	(2,768,589)	(5,520,733)
Beginning Balance, July 1	24,624,004	23,155,144	23,155,144	20,386,555
Reserve for Land Use Documents	<u>(9,758,234)</u>	<u>(10,558,234)</u>	<u>(9,656,652)</u>	<u>(10,256,652)</u>
Ending Balance, June 30	\$ <u>13,396,910</u>	<u>10,702,840</u>	<u>10,729,903</u>	<u>4,609,170</u>

All development related activities are consolidated into the Development Services Fund to more accurately align all development related revenues and expenditures. The City Council has committed the revenues generated from these permits and charges to fund these expenditures.

GENERAL FUND: SHORELINE GOLF LINKS/MICHAELS AT SHORELINE RESTAURANT

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2020-21</u>	Adopted Budget <u>2021-22</u>	Estimated <u>2021-22</u>	Recom. Budget <u>2022-23</u>
Revenues and Sources of Funds:				
Golf Course Revenue	\$ 2,919,108	2,561,000	2,948,388	3,001,000
Restaurant Revenue	<u>286,627</u>	<u>1,241,000</u>	<u>554,545</u>	<u>1,404,000</u>
Total Golf	<u>3,205,735</u>	<u>3,802,000</u>	<u>3,502,933</u>	<u>4,405,000</u>
Expenditures and Uses of Funds:				
Golf Operations	1,868,716	1,929,371	1,928,790	2,262,411
Restaurant Operations	619,169	1,260,957	907,330	1,256,578
Management Fee to Touchstone	120,000	120,000	120,000	120,000
General Fund Administration	107,500	108,600	108,600	109,700
Self Insurance	980	1,320	1,320	1,700
Transfer to Equip Replace Res	<u>221,362</u>	<u>223,120</u>	<u>223,120</u>	<u>230,360</u>
Total	<u>2,937,727</u>	<u>3,643,368</u>	<u>3,289,160</u>	<u>3,980,749</u>
Revenues and Sources Over (Under) Expenditures and Uses	268,008	158,632	213,773	424,251
Transfer from General Non-Op Fund	0	0	0	0
Transfer to General Operating Fund	(250,000)	(150,000)	(150,000)	(150,000)
Beginning Balance, July 1	<u>79,813</u>	<u>97,821</u>	<u>97,821</u>	<u>161,594</u>
Ending Balance, June 30*	\$ <u>97,821</u> ⁽¹⁾	<u>106,453</u>	<u>161,594</u>	<u>435,845</u>

Shoreline Golf Links/Michaels at Shoreline Restaurant includes revenues and expenditures related to the operation of the golf course and restaurant. Effective January 8, 2012 the City entered into an Operating Management Agreement with Touchstone Golf, LLC. On 10/23/18, City Council approved amending the operating agreement with Touchstone to include management of Michaels at Shoreline Restaurant. The amended operating agreement began January 1, 2019.

* Balance remaining for cash and encumbrances set aside for Touchstone Golf operations.

⁽¹⁾ The positive balance is due to the transfer of funds from the General Non-Operating Fund to cover the negative balance resulting from shelter-in-place restrictions related to COVID-19. Both Golf and Restaurant operations ceased in March, and Golf operations were able to resume, with limitations, in May. The balance will be returned once operations return to normal.

GAS TAX FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2020-21</u>	Adopted Budget <u>2021-22</u>	Estimated <u>2021-22</u>	Recom. Budget <u>2022-23</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 91,691	79,200	97,800	94,800
2103 Funds	548,896	724,000	627,000	721,000
2105 Funds	419,148	472,000	467,000	534,000
2106 Funds	249,460	283,000	279,000	312,000
2107 Funds	567,178	601,000	539,000	634,000
2107.5 Funds	7,500	7,500	7,500	7,500
Road Repair & Acct. Act 2017	<u>1,534,550</u>	<u>1,602,500</u>	<u>1,609,000</u>	<u>1,888,000</u>
Total	<u>3,418,423</u>	<u>3,769,200</u>	<u>3,626,300</u>	<u>4,191,300</u>
Expenditures and Uses of Funds:				
Capital Projects	2,722,000	1,591,000	1,591,000	2,144,000
Transfer to General Oper Fund	<u>1,333,400</u>	<u>1,346,700</u>	<u>1,346,700</u>	<u>1,360,200</u>
Total	<u>4,055,400</u>	<u>2,937,700</u>	<u>2,937,700</u>	<u>3,504,200</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	(636,977)	831,500	688,600	687,100
Beginning Balance, July 1	<u>2,270,207</u>	<u>1,633,230</u>	<u>1,633,230</u>	<u>2,321,830</u>
Ending Balance, June 30	<u>\$ 1,633,230</u>	<u>2,464,730</u>	<u>2,321,830</u>	<u>3,008,930</u>

1. Section 2103 Funds: Expenditure of apportioned funds may be made for any street purpose (including debt service). Funds are apportioned to the City based on population.
2. Section 2105 Funds: Expenditure of apportioned funds may be made for any street purpose and funds are apportioned to the City on a per capita basis.
3. Section 2106 and 2107 Funds: Expenditure of apportioned funds may be made for any street purpose. This includes construction, purchase of right-of-way, or maintenance. Funds are apportioned as follows: (a) 2106: \$4,800 fixed amount and a per capita distribution; (b) 2107: a per capita distribution and interest earnings.
4. Section 2107.5 Funds-Engineering: Funds are required to be used exclusively for engineering and administrative costs associated with streets and roads. The amount of \$7,500 is apportioned to the City based on population.
5. Road Repair and Accountability Act (RRAA) 2017: SB 1 is an increase in deisel excise and sales taxes, gasoline excise tax, the assessment of an annual Transportation Improvement fee based on the value of the vehicle and an annual \$100 Zero Emissions Vehicle fee.

Revenues received are restricted for specific purposes as prescribed by law; primarily road construction, maintenance/repair of roads, highways, bridges and culverts, improvement of public transportation, trade corridors, and infrastructure promoting walking and bicycling, reduction of congestion on major corridors, and certain administrative costs. All expenditures are audited by the State Controller's Office and RRAA expenditures are to be reported to the California Transportation Commission.

OTHER STREETS & TRANSPORTATION FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2020-21</u>	Adopted Budget <u>2021-22</u>	Estimated <u>2021-22</u>	Recom. Budget <u>2022-23</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 44,665	37,900	42,700	39,000
Vehicle Registration Fees	527,907	530,000	506,227	521,000
VTA 2016 Measure B	<u>24,935</u>	<u>1,924,904</u>	<u>256,335</u>	<u>2,613,000</u>
Total	<u>597,507</u>	<u>2,492,804</u>	<u>805,262</u>	<u>3,173,000</u>
Expenditures and Uses of Funds:				
Expenditures	29,328	184,904	9,732	0
Capital Projects	<u>1,138,000</u>	<u>2,322,000</u>	<u>582,000</u>	<u>3,163,000</u>
Total	<u>1,167,328</u>	<u>2,506,904</u>	<u>591,732</u>	<u>3,163,000</u>
Revenues and Sources Over (Under) Expenditures and Uses	(569,821)	(14,100)	213,530	10,000
Beginning Balance, July 1	<u>1,512,028</u>	<u>942,207</u>	<u>942,207</u>	<u>1,155,737</u>
Ending Balance, June 30	\$ <u><u>942,207</u></u>	<u><u>928,107</u></u>	<u><u>1,155,737</u></u>	<u><u>1,165,737</u></u>

In November 2010 Santa Clara County voters approved a measure to increase the Vehicle Registration Fee (VRF) by \$10.00 annually for transportation related projects. These funds will be managed by the Santa Clara County Valley Transportation Authority (VTA) and allocated based on city population and County of Santa Clara road and expressway lane mileage.

In November 2016 Santa Clara County voters approved Measure B, a 30 year half-cent countywide sales tax to enhance transit, highways, expressways and active transportation (bicycles, pedestrians and complete streets). Eligible projects include BART Silicon Valley Phase II, Caltrain Corridor Capacity Improvements and grade separations, and bike ped improvements. The amount of revenue budgeted reflects funding for approved projects. However, funds are received on a reimbursement basis.

CONSTRUCTION/CONVEYANCE TAX FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2020-21</u>	Adopted Budget <u>2021-22</u>	Estimated <u>2021-22</u>	Recom. Budget <u>2022-23</u>
Revenues and Sources of Funds:				
Real Property Conveyance Tax	\$ 8,688,801	4,000,000	8,847,164	5,500,000
Construction Tax - Other	19,859	4,000	27,627	4,000
Investment Earnings	522,350	486,200	532,000	512,000
Capital Projects Refunds	<u>2,252,230</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>11,483,240</u>	<u>4,490,200</u>	<u>9,406,791</u>	<u>6,016,000</u>
Expenditures and Uses of Funds:				
Capital Projects	<u>8,262,000</u>	<u>6,303,000</u>	<u>6,666,000</u>	<u>13,145,000</u>
Total	<u>8,262,000</u>	<u>6,303,000</u>	<u>6,666,000</u>	<u>13,145,000</u>
Revenues and Sources Over (Under) Expenditures and Uses	3,221,240	(1,812,800)	2,740,791	(7,129,000)
Beginning Balance, July 1	<u>8,373,802</u>	<u>11,595,042</u>	<u>11,595,042</u>	<u>14,335,833</u>
Ending Balance, June 30	<u>\$ 11,595,042</u>	<u>9,782,242</u>	<u>14,335,833</u>	<u>7,206,833</u>

The Construction Tax and Real Property Conveyance Tax Fund revenues are derived from fees authorized by Mountain View City Code, Sections 29.56 and 29.63 respectively. When a transfer of ownership occurs the Real Property Conveyance Tax is assessed at \$3.30 for each \$1,000 of real property value located in the City. All revenues of this fund are restricted for implementation of the City's Capital Improvements Program, including servicing bonds issued in connection with said improvements.

PUBLIC BENEFIT IN LIEU FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2020-21</u>	Adopted Budget <u>2021-22</u>	Estimated <u>2021-22</u>	Recom. Budget <u>2022-23</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 286,250	270,900	344,600	331,400
PB In Lieu Contributions*	<u>7,485,722</u>	<u>0</u>	<u>400,000</u>	<u>0</u>
Total	<u>7,771,972</u>	<u>270,900</u>	<u>744,600</u>	<u>331,400</u>
Expenditures and Uses of Funds:				
Expenditures	0	0	0	0
Capital Projects	<u>0</u>	<u>7,800,000</u>	<u>7,800,000</u>	<u>7,230,000</u>
Total	<u>0</u>	<u>7,800,000</u>	<u>7,800,000</u>	<u>7,230,000</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	7,771,972	(7,529,100)	(7,055,400)	(6,898,600)
Beginning Balance, July 1	<u>12,612,913</u>	<u>20,384,885</u>	<u>20,384,885</u>	<u>13,329,485</u>
Ending Balance, June 30	<u>\$ 20,384,885</u>	<u>12,855,785</u>	<u>13,329,485</u>	<u>6,430,885</u>

A developer may be required to provide public benefits, such as area improvements or affordable housing, as a result of their development project. A developer may pay a fee in lieu of providing these public benefits which will then be used by the City to provide improvements in the general area of the development as approved by the City Council.

* As revenues are dependent upon the level and type of development, future fee revenues are not projected or budgeted in advance.

OTHER TRANSPORTATION DEVELOPER FEES FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2020-21</u>	Adopted Budget <u>2021-22</u>	Estimated <u>2021-22</u>	Recom. Budget <u>2022-23</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 38,606	36,200	33,700	32,400
Citywide Transportation Impact Fees*	<u>89,931</u>	<u>0</u>	<u>133,712</u>	<u>0</u>
Total	<u>128,537</u>	<u>36,200</u>	<u>167,412</u>	<u>32,400</u>
Expenditures and Uses of Funds:				
Capital Projects	<u>156,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>156,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
Revenues and Sources Over (Under) Expenditures and Uses	(27,463)	36,200	167,412	32,400
Beginning Balance, July 1	<u>1,463,121</u>	<u>1,435,658</u>	<u>1,435,658</u>	<u>1,603,070</u>
Ending Balance, June 30	\$ <u>1,435,658</u>	<u>1,471,858</u>	<u>1,603,070</u>	<u>1,635,470</u>

As authorized by Mountain View City Code, Chapter 36, Article XVI, Division 8 (Code), a developer may apply for a Transit (T) Overlay Zone and a Transit-Oriented Development (TOD) permit to increase the development density. A condition of the permit would require the provision of certain transit related improvements. A developer may pay the City in-lieu of providing these improvements. The TOD permits were removed from the Code with the adoption of the East Whisman Precise Plan.

In accordance with the Mitigation Fee Act and the Nexus Study, the Citywide Transportation Impact Fee was adopted by the City Council on September 11, 2018 and became effective November 24, 2018. This fee charges new development the fair-share cost of transportation improvements needed to mitigate the transportation impacts created by that development. On September 25, 2018, the City Council adopted an ordinance to add Chapter 43 to the Mountain View City Code to enact a Transportation Impact Fee on citywide development.

* As revenues are dependent upon the conditions described above, future fee revenues are not projected or budgeted in advance.

HOUSING FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2020-21</u>	Adopted Budget <u>2021-22</u>	Estimated <u>2021-22</u>	Recom. Budget <u>2022-23</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 1,305,321	1,236,200	1,313,688	1,139,200
BMR Housing in Lieu Fees*	7,970,728	0	7,580,606	0
Housing Impact Fees*	2,657,703	0	5,262,850	0
Rental Housing Impact Fees*	965,993	0	45,619	0
Transfer from General Oper Fund	440,622	624,100	640,000	646,100
Other Revenue	163,834	0	225,000	150,000
	<u>13,504,201</u>	<u>1,860,300</u>	<u>15,067,763</u>	<u>1,935,300</u>
Expenditures and Uses of Funds:				
Operations	2,126,316	5,778,981	1,168,328	2,107,822
Loan-950 W El Camino Real	6,602,913	0	0	0
Loan-460 N Shoreline (Shorebreeze)	0	0	0	0
Loan-1100 La Avenida	0	0	2,062	14,972,966
Loan-Lot 12	0	0	1,042,329	256,407
Loan-1265 Montecito Ave	0	0	164,037	1,135,963
Capital Projects	350,000	1,075,634	1,075,634	0
Self Insurance	10,700	14,540	14,540	18,630
Transfer to Comp Absences Res	0	7,000	7,000	4,000
Transfer to Equip Replace Res	3,138	3,000	3,000	3,210
	<u>9,093,067</u>	<u>6,879,155</u>	<u>3,476,930</u>	<u>18,498,998</u>
Revenues and Sources Over (Under) Expenditures and Uses	4,411,134	(5,018,855)	11,590,833	(16,563,698)
Beginning Balance, July 1	72,226,848	76,637,982	76,637,982	88,228,815
Reserved for Low-Mod Housing**	<u>(36,987,561)</u>	<u>(33,113,797)</u>	<u>(35,779,133)</u>	<u>(19,413,797)</u>
Ending Balance, June 30	<u>\$ 39,650,421</u>	<u>38,505,330</u>	<u>52,449,682</u>	<u>52,251,320</u>

As authorized by Mountain View City Code section 36.40.10 the Below-Market-Rate (BMR) Housing Program requires that 15.0% of all new residential units or parcels within a development be affordable to low and moderate income households. As an alternative mitigation to providing units onsite, a developer may pay a fee in-lieu of providing these units which will then be used to provide affordable housing approved by the City Council. These revenues are restricted for expenditures related to the provision of low and moderate income housing. The City contracts with the HouseKeys, Inc for administrative support for this program.

In accordance with the Mountain View City Code section 36.40.65, the Housing Impact Program requires a fee to be imposed on all nonresidential developments. Expenditures are restricted for increasing and improving the supply of very low to moderate income housing and rental housing.

* As revenues are dependent upon the type and timing of development, future fee revenues are not projected or budgeted in advance.

** Represents the balance of funds committed by City Council for Notice of Funding Availability (NOFA) Projects taking into account funds expended, encumbered, and budgeted.

COMMUNITY STABILIZATION AND FAIR RENT ACT (CSFRA)/
RENTAL HOUSING COMMITTEE (RHC) FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2020-21</u>	Adopted ⁽¹⁾ Budget <u>2021-22</u>	Estimated <u>2021-22</u>	Recom. ⁽²⁾ Budget <u>2022-23</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 23,476	18,100	15,700	15,300
Charges for Services	1,255,376	1,524,900	1,486,752	1,435,200
Other Revenues	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>1,278,852</u>	<u>1,543,000</u>	<u>1,502,452</u>	<u>1,450,500</u>
Expenditures and Uses of Funds:				
Operations	1,029,552	1,803,708	1,448,921	1,781,647
General Fund Administration	227,470	266,320	266,320	253,150
Self Insurance	12,970	17,620	17,620	28,220
Transfer to Comp Absences Res	4,000	8,000	8,000	10,000
Transfer to Equip Replace Res	<u>3,835</u>	<u>3,330</u>	<u>3,330</u>	<u>4,990</u>
Total	<u>1,277,827</u>	<u>2,098,978</u>	<u>1,744,191</u>	<u>2,078,007</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	1,025	(555,978)	(241,739)	(627,507)
Beginning Balance, July 1	1,536,418	1,537,443	1,537,443	1,295,704
Reserve/Rebudget Items	<u>(546,931)</u>	<u>(438,731)</u>	<u>(396,000)</u>	<u>(320,000)</u>
Ending Balance, June 30	<u>\$ 990,512</u>	<u>542,734</u>	<u>899,704</u>	<u>348,197</u>

On November 8, 2016 the residents of the City of Mountain View voted to adopt Measure V, also known as the Community Stabilization and Fair Rent Act (CSFRA), to stabilize rents and provide just cause eviction protections for certain rental units in Mountain View. The CSFRA created an entirely new program in the City of Mountain View and requires dedicated resources for its development, implementation, and administration. Section 1709(d) of the CSFRA empowers the RHC to establish a budget for the reasonable and necessary implementation of the provisions of the CSFRA, and Section 1709(j) requires the RHC to finance its reasonable and necessary expenses as necessary to ensure implementation of the CSFRA by charging landlords an annual Rental Housing Fee.

(1) Reflects the budget as adopted by the RHC on June 14, 2021 (adjusted for updated salary calculation).

(2) Reflects the budget as recommended by the RHC on May 23, 2022.

MOBILE HOME RENT STABILIZATION ORDINANCE (MHRSO)

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2020-21</u>	Adopted Budget <u>2021-22</u>	Estimated <u>2021-22</u>	Recom. Budget <u>2022-23</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 0	0	500	500
Space Rental Fees	0	0	0	346,910
Prior Year Space Rental Fees	0	0	0	292,003
Transfer from General Non-Op Fund	<u>0</u>	<u>0</u>	<u>399,000</u>	<u>0</u>
Total	<u>0</u>	<u>0</u>	<u>399,500</u>	<u>639,413</u>
Expenditures and Uses of Funds:				
Operations	0	0	155,990	296,249
General Fund Administration	0	0	43,800	44,310
Self Insurance	0	0	0	5,700
Transfer to General Non Oper Fund	0	0	0	292,000
Transfer to Equip Replace Res	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,000</u>
Total	<u>0</u>	<u>0</u>	<u>199,790</u>	<u>639,259</u>
Revenues and Sources Over (Under) Expenditures and Uses	0	0	199,710	154
Beginning Balance, July 1	0	0	0	199,710
Reserve/Rebudget Items	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Ending Balance, June 30	<u><u>\$ 0</u></u>	<u><u>0</u></u>	<u><u>199,710</u></u>	<u><u>199,864</u></u>

On September 28, 2021, the City Council adopted an Ordinance enacting the Mobile Home Rent Stabilization Ordinance (MHRSO). This ordinance went into effect on October 28, 2021. The MHRSO creates a second rent stabilization program in the City comparable to the Community Stabilization and Fair Rent Act (CSFRA). The MRHSO in Section 46.9(8) assigns the Rental Housing Committee (RHC) powers to administer the MHRSO by establishing a budget for reasonable and necessary expenses and recouping these costs by charging space rental fee to Mobile Home Owners.

SUCCESSOR HOUSING AGENCY FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2020-21</u>	Adopted Budget <u>2021-22</u>	Estimated <u>2021-22</u>	Recom. Budget <u>2022-23</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 24,908	22,200	133,400	18,800
Loan Payment	<u>9,722</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>34,630</u>	<u>22,200</u>	<u>133,400</u>	<u>18,800</u>
Expenditures and Uses of Funds:				
Expenditures	<u>208,611</u>	<u>250,000</u>	<u>250,000</u>	<u>0</u>
Total	<u>208,611</u>	<u>250,000</u>	<u>250,000</u>	<u>0</u>
Revenues and Sources Over (Under) Expenditures and Uses	(173,981)	(227,800)	(116,600)	18,800
Beginning Balance, July 1	1,525,784	1,351,803	1,351,803	1,235,203
Reserved for Low-Mod Housing*	<u>(1,000,000)</u>	<u>(1,000,000)</u>	<u>(1,000,000)</u>	<u>(1,000,000)</u>
Ending Balance, June 30	\$ <u><u>351,803</u></u>	<u><u>124,003</u></u>	<u><u>235,203</u></u>	<u><u>254,003</u></u>

Effective February 1, 2012 all California redevelopment agencies, including the Mountain View Revitalization Authority (Authority), were dissolved pursuant to the Dissolution Act. On January 10, 2012 the City Council adopted resolution 17668 expressing the intent to serve as the Successor Housing Agency of the Authority pursuant to Health and Safety Code sections 34171(j), 34173 and 34176. The housing assets (e.g. long-term loans and bonds) were transferred to the Successor Housing Agency. Effective January 1, 2014, SB 341 required housing successors to follow new expenditure and accounting rules. If a housing successor has fulfilled all replacement, affordable housing production, and monitoring, database compilation and web site publication requirements, it may spend up to \$250,000 annually on homelessness prevention and rapid rehousing services.

* Represents the reservation of funds by City Council at the May 19, 2020 Council meeting for a low- and moderate-income housing project.

DOWNTOWN BENEFIT ASSESSMENT DISTRICTS FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2020-21</u>	Adopted Budget <u>2021-22</u>	Estimated <u>2021-22</u>	Recom. Budget <u>2022-23</u>
Revenues and Sources of Funds:				
Property Taxes	\$ 1,110,294	1,098,500	1,085,200	1,094,700
Permit Revenues	5,890	156,000	(1,200)	156,000
Investment Earnings	166,789	151,900	152,086	145,700
Invest Earn on Parking In Lieu Fees	132,782	123,200	118,500	114,100
Homeowner's Tax Exemption	3,114	3,300	2,952	3,000
Maintenance Assessment District	158,196	158,600	158,600	158,600
Parking In Lieu Fees	400,553	0	170,076	0
Business Improvement Districts	39,044	44,000	41,328	44,000
Other Revenues	<u>10,581</u>	<u>20,000</u>	<u>7,700</u>	<u>20,000</u>
Total	<u>2,027,243</u>	<u>1,755,500</u>	<u>1,735,242</u>	<u>1,736,100</u>
Expenditures and Uses of Funds:				
Operations	478,758	553,351	464,488	472,249
Business Improvement Districts	39,894	44,000	41,328	44,000
Capital Projects from Parking In-Lieu Fees	0	0	0	1,000,000
General Fund Administration	44,800	45,200	45,200	45,700
Self Insurance	1,130	1,540	1,540	1,980
Transfer to General Oper Fund	108,400	108,400	108,400	108,400
Transfer to Compensated Absences Res	0	2,000	2,000	3,000
Transfer to Equip Replace Res	<u>349</u>	<u>300</u>	<u>300</u>	<u>360</u>
Total	<u>673,331</u>	<u>754,791</u>	<u>663,256</u>	<u>1,675,689</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	1,353,912	1,000,709	1,071,986	60,411
Beginning Balance, July 1	18,825,191	20,179,103	20,179,103	21,251,089
Reserve for Future Parking Maint	(487,500)	(525,000)	(525,000)	(562,500)
Reserve for Future Parking	<u>(8,876,071) ⁽¹⁾</u>	<u>(8,999,271) ⁽¹⁾</u>	<u>(9,164,646) ⁽¹⁾</u>	<u>(8,278,746) ⁽¹⁾</u>
Ending Balance, June 30	<u>\$ 10,815,532 ⁽¹⁾</u>	<u>11,655,541 ⁽¹⁾</u>	<u>11,561,443 ⁽¹⁾</u>	<u>12,470,254 ⁽¹⁾</u>

The Parking District (District) is a maintenance assessment district in the downtown Castro Street area created to provide and maintain parking lots and structures. In addition to property taxes and permit revenues, an annual assessment is levied on properties in the District. The Mountain View City Code requires that as a condition of approval for any development within the District, the developer or owner shall provide the required off-street parking, pay the parking in-lieu fee or a combination of both. These funds are restricted for the construction of new parking spaces, are designated for the Hope St development and are accounted for in the Reserve for Future Parking.

The Business Improvement Areas (BIA's) were created for specific areas of the downtown and are an assessment to the business owners based on the type and size of the business. These funds are utilized for staffing dedicated to the promotion and support of downtown businesses.

The Reserve for Future Parking Maintenance was recommended in a previous Parking Study for long term maintenance and improvements of the parking structures and lots not funded in the operating budget (e.g. janitorial services, elevator maintenance, etc.). The District increases by \$37,500 annually and it is anticipated these funds will be utilized when major improvements are needed (e.g. steam cleaning the entire parking structure, repaving a parking lot, replacing signage inside the parking structure, etc.).

⁽¹⁾ \$13.5 million committed to the Hope Street Project.

GENERAL SPECIAL PURPOSE FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2020-21</u>	Adopted Budget <u>2021-22</u>	Estimated <u>2021-22</u>	Recom. Budget <u>2022-23</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 9,151	8,500	8,100	7,900
CASp Fee	16,028	0	14,700	0
Charges for Services	<u>25,500</u>	<u>50,000</u>	<u>(18,579)</u>	<u>50,000</u>
Total	<u>50,679</u>	<u>58,500</u>	<u>4,221</u>	<u>57,900</u>
Expenditures and Uses of Funds:				
Expenditures	<u>17,095</u>	<u>118,056</u>	<u>38,649</u>	<u>128,730</u>
Total	<u>17,095</u>	<u>118,056</u>	<u>38,649</u>	<u>128,730</u>
Revenues and Sources Over (Under) Expenditures and Uses	33,584	(59,556)	(34,428)	(70,830)
Beginning Balance, July 1	<u>237,381</u>	<u>270,965</u>	<u>270,965</u>	<u>236,537</u>
Ending Balance, June 30	\$ <u><u>270,965</u></u>	<u><u>211,409</u></u>	<u><u>236,537</u></u>	<u><u>165,707</u></u>

The Special Purpose Fund was established to track and report funds used for specific purposes. This fund currently includes the following:

The Community Tree Master Plan (CTMP) was adopted by City Council September 15, 2015 and includes objectives and strategies to improve and enhance the City's urban forest and canopy over the following 15 years and to respond to environmental and safety issues that can impact community trees and wildlife habitat. The CTMP established implementation measures to achieve the objectives, including establishing a Tree Mitigation Fund and a Tree Replacement fee. For any trees that cannot be replaced on site, the fee will be assessed to provide funding for tree planting at other sites within the community.

Assembly Bill 1379 amended Section 4467 of the government code (previously amended by Senate Bill 1186) and requires an additional \$4 fee to be paid by any applicant of a Business License from January 1, 2018 through December 31, 2023. Beginning on January 1, 2024, the fee will be revert back to the \$1 fee. The fee will be used to increase disability access and compliance with construction-related accessibility requirements and help support the Certified Access Specialist (CASp) program.

SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2020-21</u>	Adopted Budget <u>2021-22</u>	Estimated <u>2021-22</u>	Recom. Budget <u>2022-23</u>
Revenues and Sources of Funds:				
COPs Grant	\$ 195,467	175,000	179,657	175,000
Total	<u>195,467</u>	<u>175,000</u>	<u>179,657</u>	<u>175,000</u>
Expenditures and Uses of Funds:				
Operations	<u>195,467</u>	<u>175,000</u>	<u>179,657</u>	<u>175,000</u>
Total	<u>195,467</u>	<u>175,000</u>	<u>179,657</u>	<u>175,000</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	0	0	0	0
Beginning Balance, July 1	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Ending Balance, June 30	\$ <u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

The Supplemental Law Enforcement Services Fund receives revenues from a state grant to counties and cities which is restricted for funding additional front-line law enforcement services.

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2020-21</u>	Adopted Budget <u>2021-22</u>	Estimated <u>2021-22</u>	Recom. Budget <u>2022-23</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 181,487	0	147,607	0
CDBG Program	348,702	600,917	0	600,000
Home Program	61,080	271,350	3,566	270,000
Loan Repayments	<u>2,066,507</u>	<u>0</u>	<u>635,681</u>	<u>200,000</u>
Total	<u>2,657,776</u>	<u>872,267</u>	<u>786,854</u>	<u>1,070,000</u>
Expenditures and Uses of Funds:				
Operations	341,327	4,822,129	928,066	1,746,795
Loans	<u>253,496</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>594,823</u>	<u>4,822,129</u>	<u>928,066</u>	<u>1,746,795</u>
Revenues and Sources Over (Under) Expenditures and Uses	2,062,953	(3,949,862)	(141,212)	(676,795)
Reprogrammed Revenue	0	2,059,500	0	0
Beginning Balance, July 1	<u>(172,591)</u>	<u>1,890,362</u>	<u>1,890,362</u>	<u>1,749,150</u>
Ending Balance, June 30	\$ <u><u>1,890,362</u></u>	<u><u>0</u></u>	<u><u>1,749,150</u></u>	<u><u>1,072,355</u></u>

The Community Development Block Grant Fund derives its revenues from grants received from the Department of Housing and Urban Development. The intent of the program is to enhance the physical development of the community. Public services are also eligible to a limited extent.

CABLE TELEVISION FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2020-21</u>	Adopted Budget <u>2021-22</u>	Estimated <u>2021-22</u>	Recom. Budget <u>2022-23</u>
Revenues and Sources of Funds:				
PEG Fees	\$ 181,033	180,000	180,100	180,000
Total	<u>181,033</u>	<u>180,000</u>	<u>180,100</u>	<u>180,000</u>
Expenditures and Uses of Funds:				
Expenditures	222,230	200,000	176,000	200,000
Capital Projects	<u>100,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>322,230</u>	<u>200,000</u>	<u>176,000</u>	<u>200,000</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	(141,197)	(20,000)	4,100	(20,000)
Beginning Balance, July 1	<u>898,605</u>	<u>757,408</u>	<u>757,408</u>	<u>761,508</u>
Ending Balance, June 30	<u>\$ 757,408</u>	<u>737,408</u>	<u>761,508</u>	<u>741,508</u>

Ordinance No. 4.08, adopted on May 13, 2008 amended Chapter 37 of the Mountain View City Code relating to Cable Television franchise regulations in its entirety. Public, Education and Government (PEG) fees collected by the cable providers are restricted for PEG channel support and are not for general use by the City. The City passes a portion of these funds through to the non-profit KMVT for government and public access television services per contractual agreement.

SHORELINE REGIONAL PARK COMMUNITY FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2020-21</u>	Adopted Budget <u>2021-22</u>	Estimated <u>2021-22</u>	Recom. Budget <u>2022-23</u>
Revenues and Sources of Funds:				
Property Taxes	\$ 51,943,323	49,074,400	55,499,000	56,777,200
Investment Earnings	1,759,054	1,552,300	1,522,969	1,462,000
Invest Earn on Dev Imp Fees	373,393	0	194,000	0
Rents & Leases	216,752	255,000	295,000	359,000
Development Impact Fees	27,290	0	0	0
Other Revenues	82,128	89,000	124,975	95,000
Capital Projects Refunds	758,945	0	0	0
Bond Proceeds and Interest	235,092	0	33,867	0
Total	<u>55,395,977</u>	<u>50,970,700</u>	<u>57,669,811</u>	<u>58,693,200</u>
Expenditures and Uses of Funds:				
Operations	5,155,112	6,793,540	5,879,700	7,444,586
Intergovernmental Payments	11,852,621	12,573,000	13,074,203	13,768,000
Capital Projects	5,794,000	9,908,000	11,303,000	13,367,000
Capital Projects from Fees	0	2,790,000	2,790,000	0
Capital Projects from Bond Proceeds	1,580,000	673,000	733,000	0
General Fund Administration	7,801,000	7,879,000	7,879,000	7,957,800
Water Fund Administration	64,400	65,000	65,000	65,700
2011 Revenue Bonds	3,214,589	3,339,957	3,336,954	1,880,457
2018 Revenue Bonds	3,078,149	3,078,950	3,075,948	3,983,481
Self Insurance	73,670	109,550	109,550	140,360
Transfer to Comp Absences Res	50,000	89,000	89,000	140,000
Transfer to Equip Replace Res	120,267	126,540	126,540	140,140
Total	<u>38,783,808</u>	<u>47,425,537</u>	<u>48,461,895</u>	<u>48,887,524</u>
Revenues and Sources Over (Under) Expenditures and Uses	16,612,169	3,545,163	9,207,916	9,805,676
Beginning Balance, July 1	37,054,148	53,666,317	53,666,317	62,874,233
Reserve	(5,300,000)	(5,400,000)	(5,400,000)	(5,400,000)
Site Contamination Reserve	0	0	(5,000,000)	(5,000,000)
Reserve for Bond Proceeds	(699,133)	(26,133)	0	0
Reserve for Landfill	(9,000,000)	(10,000,000)	(10,000,000)	(11,000,000)
Reserve for Sea Level Rise	(9,000,000)	(12,000,000)	(12,000,000)	(15,000,000)
Reserve for Dev Impact Fees	(2,947,819)	(157,819)	(351,819)	(351,819)
Ending Balance, June 30	<u>\$ 26,719,365</u>	<u>29,627,528</u>	<u>30,122,414</u>	<u>35,928,090</u>

The State legislature created the Shoreline Regional Park Community (Shoreline Community). Tax increment derived on the difference between the frozen base year value and the current fiscal year assessed value and other revenues generated from the activities of the Shoreline Community are to be utilized to develop and support the Shoreline Community and surrounding North Bayshore Area. Reserves are for general purposes, a catastrophic landfill event funding sea level rise infrastructure improvements, and tracking of development impact fees.

Assessed values are as follows (in thousands):

		<u>Total Assessed Value</u>	<u>Frozen Base</u>	<u>Tax Increment Value</u>
Actual	2019-20	\$4,221,032	\$33,888	\$4,187,143
Actual	2020-21	\$4,690,599	\$33,888	\$4,656,711
Actual	2021-22	\$5,170,673	\$33,888	\$5,136,785
Recommended	2022-23	\$5,460,178	\$33,888	\$5,426,289

STORM DRAIN CONSTRUCTION FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2020-21</u>	Adopted Budget <u>2021-22</u>	Estimated <u>2021-22</u>	Recom. Budget <u>2022-23</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 14,597	13,100	14,000	13,500
Existing Facilities & Front Footage	172,376	10,000	45,601	10,000
Capital Projects Refunds	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>186,973</u>	<u>23,100</u>	<u>59,601</u>	<u>23,500</u>
Expenditures and Uses of Funds:				
Capital Projects	<u>32,000</u>	<u>32,000</u>	<u>32,000</u>	<u>33,000</u>
Total	<u>32,000</u>	<u>32,000</u>	<u>32,000</u>	<u>33,000</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	154,973	(8,900)	27,601	(9,500)
Beginning Balance, July 1	<u>278,001</u>	<u>432,974</u>	<u>432,974</u>	<u>460,575</u>
Ending Balance, June 30	<u>\$ 432,974</u>	<u>424,074</u>	<u>460,575</u>	<u>451,075</u>

The Storm Drain Construction Fund revenues are derived from off-site drainage fees authorized by Mountain View Code Section 28.51. These revenues are restricted for storm drainage projects in the Capital Improvements Program.

PARK LAND DEDICATION FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2020-21</u>	Adopted Budget <u>2021-22</u>	Estimated <u>2021-22</u>	Recom. Budget <u>2022-23</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 1,682,831	1,459,500	1,441,000	1,394,000
Construction Fees*	30,582,000	0	10,888,500	0
Capital Projects Refunds	<u>7,370</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>32,272,201</u>	<u>1,459,500</u>	<u>12,329,500</u>	<u>1,394,000</u>
Expenditures and Uses of Funds:				
Expenditures	0	0	0	0
Capital Projects	<u>9,642,751</u>	<u>7,478,000</u>	<u>32,678,000</u>	<u>3,850,000</u>
Total	<u>9,642,751</u>	<u>7,478,000</u>	<u>32,678,000</u>	<u>3,850,000</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	22,629,450	(6,018,500)	(20,348,500)	(2,456,000)
Beginning Balance, July 1	57,725,215	80,354,665	80,354,665	60,006,165
Committed for Future CIP's**	<u>(13,734,624)</u>	<u>(13,684,624)</u>	<u>(13,684,624)</u>	<u>(13,684,624)</u>
Ending Balance, June 30	<u>\$ 66,620,041</u>	<u>60,651,541</u>	<u>46,321,541</u>	<u>43,865,541</u>

The Park Land Dedication Fund revenues are derived from fees authorized by Chapter 41 of the Mountain View City Code. These revenues are restricted for expenditures for park and recreation projects. Effective in Fiscal Year 1997-98, fees are approved and committed by City Council after receipt.

* As this fee is dependent upon subdivision and single lot development, future fee revenues are not projected or budgeted in advance.

** The Five-Year CIP identifies future projects which funds have not yet been committed.

WATER FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2020-21</u>	Adopted Budget <u>2021-22</u>	Estimated <u>2021-22</u>	Recom. Budget <u>2022-23</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 617,503	509,600	556,916	518,300
Invest Earn on Cap/Dev Imp Fees	251,455	0	223,077	0
Intergovernmental	100,000	0	0	0
Water Sales	35,462,274	34,707,000	32,759,584	36,691,000
Recycled Water Sales	924,010	800,000	851,920	895,000
Capacity/Development Impact Fees	2,221,922	0	780,400	0
Other Revenues	1,165,310	500,000	942,462	500,000
Interfund Revenues	801,500	809,500	809,500	817,600
Capital Projects Refunds	640,000	0	0	0
Total	<u>42,183,974</u>	<u>37,326,100</u>	<u>36,923,859</u>	<u>39,421,900</u>
Expenditures and Uses of Funds:				
Operations	9,091,138	9,931,367	9,285,371	10,692,572
Water Purchased	21,249,275	22,005,000	18,139,910	25,137,300
Capital Projects	3,056,000	2,443,000	2,533,000	10,127,000
Capital Projects from Fees	600,000	1,600,000	1,600,000	5,318,000
General Fund Administration	1,445,770	1,454,770	1,454,770	1,463,870
Depreciation	4,633,880	4,689,017	4,633,880	4,633,880
2004 Water Revenue Bonds	628,303	629,400	629,400	630,700
Recycled Water System Loan Repymt	300,000	300,000	300,000	300,000
Self Insurance	121,100	166,740	166,740	213,620
Retirees' Health Unfunded Liability	0	0	0	0
Transfer to Graham School Site Maint Res	220,000	220,000	220,000	220,000
Transfer to Equip Replace Res	219,619	197,150	197,150	217,880
Total	<u>41,565,085</u>	<u>43,636,444</u>	<u>39,160,221</u>	<u>58,954,822</u>
Revenues and Sources Over (Under) Expenditures and Uses	618,889	(6,310,344)	(2,236,362)	(19,532,922)
Net Change In Non Current Assets	5,632,471	4,689,017	4,633,880	4,633,880
Beginning Balance, July 1	28,882,979	35,134,339	35,134,339	37,531,857
Reserve for Capacity/Dev Impact Fees	(6,005,575)	(4,405,575)	(5,409,053)	(91,053)
Reserve for Minimum Water Purchase	(5,000,000)	(5,000,000)	(5,000,000)	(5,000,000)
Reserve	<u>(11,566,962)</u>	<u>(11,628,757)</u>	<u>(11,628,757)</u>	<u>(12,623,061)</u>
Ending Balance, June 30	<u>\$ 12,561,802</u>	<u>12,478,680</u>	<u>15,494,047</u>	<u>4,918,701</u>

The Water Fund accounts for the cost, operation and maintenance of all facilities required to supply, distribute and meter the water used by consumers in the City's service area. A separate reserve is used to account for the capacity and development impact fees collected to fund capital projects. A general Reserve is used for emergencies, contingencies and rate stabilization.

WASTEWATER FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2020-21</u>	Adopted Budget <u>2021-22</u>	Estimated <u>2021-22</u>	Recom. Budget <u>2022-23</u>
Revenues and Sources of Funds:				
Hazardous Materials Permits	\$ 696,677	500,000	591,626	500,000
Investment Earnings	453,141	402,200	466,694	337,600
Invest Earn on Cap/Dev Imp Fees	167,826	0	146,779	0
Wastewater Charges	22,229,185	24,980,000	26,306,266	28,411,000
Capacity/Development Impact Fees	2,495,906	0	969,590	0
Loan Proceeds and Interest	13,990	0	15,881	0
Other Revenues	103,873	34,000	7,847	34,000
Interfund Revenues and Transfers	632,756	0	0	0
	<hr/>	<hr/>	<hr/>	<hr/>
Total	26,793,354	25,916,200	28,504,683	29,282,600
Expenditures and Uses of Funds:				
Operations	5,393,138	6,225,500	5,806,101	6,827,849
Water Quality Control Plant	12,215,214	15,064,774	12,741,386	17,606,484
Capital Projects	3,339,000	4,071,000	4,161,000	2,708,000
Capital Projects from Fees	0	1,980,000	1,980,000	2,519,000
Capital Projects from Loan Proceeds	640,000	0	0	0
General Fund Administration	1,241,630	1,250,930	1,250,930	1,260,330
Water Fund Administration	359,800	363,400	363,400	367,000
Depreciation	2,147,184	2,187,086	2,147,184	2,147,184
2018 Bank Loan	851,282	852,287	852,287	852,152
Self Insurance	70,360	100,000	100,000	128,110
Transfer to Equip Replace Res	233,563	230,450	230,450	253,180
Transfer to Self Insurance	700,000	0	0	0
	<hr/>	<hr/>	<hr/>	<hr/>
Total	27,191,171	32,325,427	29,632,738	34,669,289
Revenues and Sources Over (Under)				
Expenditures and Uses	(397,817)	(6,409,227)	(1,128,055)	(5,386,689)
Net Change In Non Current Assets	5,364,288	2,187,086	2,147,184	2,147,184
Beginning Balance, July 1	30,271,762	35,238,233	35,238,233	36,257,362
Reserve for Capacity/Dev Impact Fees	(9,668,990)	(7,688,990)	(8,805,359)	(6,286,359)
Reserve for Treatment Plant	(10,682,909)	(10,751,447)	(13,072,817)	(12,359,640)
Reserve for Loan Proceeds	(221,763)	(221,763)	(237,644)	(237,644)
Reserve	(7,498,745)	(8,224,264)	(8,224,264)	(9,055,988)
	<hr/>	<hr/>	<hr/>	<hr/>
Ending Balance, June 30	\$ 7,165,826	4,129,628	5,917,278	5,078,226

This fund accounts for the operation and maintenance of all facilities, including Mountain View's share of operation costs of the Palo Alto Regional Water Quality Control Plant (Treatment Plant), required to transport and process wastewater. Chapter 35 of the Mountain View City Code authorizes the collection of a wastewater service charge. The fund has several reserves, one accounts for the capacity and development impact fees collected to fund capital projects. The Reserve for Treatment Plant is for long term capital costs, and includes Treatment Plant obligations encumbered but not yet spent. A general reserve is used for emergencies, contingencies and rate stabilization.

SOLID WASTE MANAGEMENT FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2020-21</u>	Adopted Budget <u>2021-22</u>	Estimated <u>2021-22</u>	Recom. Budget <u>2022-23</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 234,282	182,400	193,323	155,600
Intergovernmental	277,136	135,000	184,618	135,000
Waste Disposal Charges	14,453,413	15,013,000	14,570,939	15,002,000
Other Revenues	<u>1,211</u>	<u>60,000</u>	<u>269</u>	<u>8,000</u>
City Revenues	14,966,042	15,390,400	14,949,149	15,300,600
Recology Revenues	<u>17,140,752</u>	<u>20,305,000</u>	<u>18,341,208</u>	<u>20,327,000</u>
Total	<u>32,106,794</u>	<u>35,695,400</u>	<u>33,290,357</u>	<u>35,627,600</u>
Expenditures and Uses of Funds:				
Operations	3,931,324	5,048,889	4,335,034	5,255,166
Disposal	8,292,671	9,897,066	8,548,069	11,387,559
Capital Projects	284,000	290,000	290,000	318,000
General Fund Administration	544,200	549,600	549,600	555,100
Water Fund Administration	337,700	341,100	341,100	344,500
Depreciation	342,543	483,330	342,543	342,543
Self Insurance	47,990	65,200	65,200	83,530
Transfer to Equip Replace Res	<u>158,614</u>	<u>161,850</u>	<u>161,850</u>	<u>177,580</u>
City Expenditures	13,939,042	16,837,035	14,633,396	18,463,978
Payments to Recology	<u>17,140,752</u>	<u>20,305,000</u>	<u>18,341,208</u>	<u>20,327,000</u>
Total	<u>31,079,794</u>	<u>37,142,035</u>	<u>32,974,604</u>	<u>38,790,978</u>
Revenues and Sources Over (Under) Expenditures and Uses	1,027,000	(1,446,635)	315,753	(3,163,378)
Net Change In Non Current Assets	342,544	483,330	342,543	342,543
Beginning Balance, July 1	14,423,359	15,792,903	15,792,903	16,451,199
Reserve for Future Facility Equipment Reserve	(1,760,000) <u>(3,888,841)</u>	(2,200,000) <u>(4,003,926)</u>	(2,200,000) <u>(4,003,926)</u>	(2,640,000) <u>(4,438,359)</u>
Ending Balance, June 30	\$ <u>10,144,062</u>	<u>8,625,672</u>	<u>10,247,273</u>	<u>6,552,005</u>

The Solid Waste Management Fund accounts for the collection, transportation, recycling and disposal services of the City. It also funds two of the City's landfill post closure maintenance activities. Revenues for payments to Recology are included for informational purposes only, a budget is not adopted for Recology. A general reserve is used for emergencies, contingencies, rate stabilization and required Financial Assurance Mechanisms (FAMs) if applicable. The Reserve for Future Facility Equipment was established in Fiscal Year 2017-18 for potential future obligations for facility equipment.

EQUIPMENT MAINTENANCE AND REPLACEMENT FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2020-21</u>	Adopted Budget <u>2021-22</u>	Estimated <u>2021-22</u>	Recom. Budget <u>2022-23</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 524,558	479,300	465,100	446,300
Interfund Service Charges	2,451,961	3,059,500	3,059,500	3,155,500
Other Revenues	312,156	0	149,098	0
Transfer from General Oper Fund	2,372,929	2,244,550	2,244,550	2,381,680
Transfer from Other General Funds	331,520	325,360	325,360	345,180
Transfer from Other Funds	<u>781,566</u>	<u>760,250</u>	<u>760,250</u>	<u>840,060</u>
Total	<u>6,774,690</u>	<u>6,868,960</u>	<u>7,003,858</u>	<u>7,168,720</u>
Expenditures and Uses of Funds:				
Operations	2,575,086	2,914,630	2,653,297	3,024,609
Equipment Purchases	2,346,617	5,528,406	2,109,922	4,658,700
Capital Projects	233,600	0	9,000,000	0
Water Fund Administration	39,600	40,000	40,000	40,400
Self Insurance	27,560	41,850	41,850	53,620
Transfer to Equip Replace Res	<u>42,181</u>	<u>37,630</u>	<u>37,630</u>	<u>41,720</u>
Total	<u>5,264,644</u>	<u>8,562,516</u>	<u>13,882,699</u>	<u>7,819,049</u>
Revenues and Sources Over (Under) Expenditures and Uses	1,510,046	(1,693,556)	(6,878,841)	(650,329)
Net Change In Non Current Assets	3,815	11,000	11,000	11,000
Beginning Balance, July 1	32,528,024	34,041,885	34,041,885	27,174,044
Reserve for Equipment Replacement	<u>(33,861,262)</u>	<u>(32,140,016)</u>	<u>(26,638,572)</u>	<u>(25,990,792)</u>
Ending Balance, June 30	\$ <u>180,623</u>	<u>219,313</u>	<u>535,472</u>	<u>543,923</u>

The purpose of this fund is to account for centralized fleet maintenance costs and to charge a proportionate share to all funds utilizing maintenance services. In addition, this fund accounts for certain equipment replacement requirements of the City.

WORKERS' COMPENSATION SELF-INSURANCE FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2020-21</u>	Adopted Budget <u>2021-22</u>	Estimated <u>2021-22</u>	Recom. Budget <u>2022-23</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 176,450	172,000	164,100	158,100
Interfund Service Charges	2,084,926	2,200,000	2,111,000	2,200,000
Other Revenues	<u>31,250</u>	<u>0</u>	<u>70,070</u>	<u>0</u>
Total	<u>2,292,626</u>	<u>2,372,000</u>	<u>2,345,170</u>	<u>2,358,100</u>
Expenditures and Uses of Funds:				
Expenditures	1,840,801	2,442,500	1,797,534	2,592,500
Transfer to Liability Insurance Fund	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>1,840,801</u>	<u>2,442,500</u>	<u>1,797,534</u>	<u>2,592,500</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	451,825	(70,500)	547,636	(234,400)
Beginning Balance, July 1	12,024,754	12,476,579	12,476,579	13,024,215
Reserve for Future Claims	<u>(6,882,213)</u>	<u>(6,882,213)</u>	<u>(6,882,213)</u>	<u>(6,882,213)</u>
Ending Balance, June 30	<u>\$ 5,594,366</u>	<u>5,523,866</u>	<u>6,142,002</u>	<u>5,907,602</u>

The City implemented a self-insurance program for Workers' Compensation benefits on September 7, 1975 as authorized by Council Resolution No. 10581. This program provides for State mandated insurance benefits (salary and medical costs) for employees who are injured on the job.

This fund accounts for current operating expenditures, future costs of previously incurred injury claims and reserves for catastrophic losses. This fund also provides for the administration of safety and loss prevention programs throughout the City to reduce the probability of incurring future catastrophic claims against the City. The City is self-insured for \$750,000 and has purchased Workers Compensation Excess Insurance above this limit.

UNEMPLOYMENT SELF-INSURANCE FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2020-21</u>	Adopted Budget <u>2021-22</u>	Estimated <u>2021-22</u>	Recom. Budget <u>2022-23</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 7,925	8,200	6,700	6,400
Interfund Service Charges	<u>48,491</u>	<u>50,000</u>	<u>50,000</u>	<u>55,000</u>
Total	<u>56,416</u>	<u>58,200</u>	<u>56,700</u>	<u>61,400</u>
Expenditures and Uses of Funds:				
Expenditures	<u>191,402</u>	<u>127,250</u>	<u>22,100</u>	<u>127,250</u>
Total	<u>191,402</u>	<u>127,250</u>	<u>22,100</u>	<u>127,250</u>
Revenues and Sources Over (Under) Expenditures and Uses	(134,986)	(69,050)	34,600	(65,850)
Beginning Balance, July 1	<u>627,088</u>	<u>492,102</u>	<u>492,102</u>	<u>526,702</u>
Ending Balance, June 30	\$ <u><u>492,102</u></u>	<u><u>423,052</u></u>	<u><u>526,702</u></u>	<u><u>460,852</u></u>

The City implemented a self-insurance program for unemployment benefits on March 13, 1978 as authorized by Council Resolution No. 11975. This program provides for State and Federal mandated unemployment insurance benefits for employees separated from service with the City.

LIABILITY INSURANCE FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2020-21</u>	Adopted Budget <u>2021-22</u>	Estimated <u>2021-22</u>	Recom. Forecast <u>2022-23</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 70,839	57,200	43,900	37,000
Other Revenues	79,811	41,000	300	35,300
Interfund Service Charges	1,988,400	2,809,400	2,809,400	3,633,250
Transfer from Wastewater Fund	700,000	0	0	0
Transfer from Workers Comp. Fund	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>2,839,050</u>	<u>2,907,600</u>	<u>2,853,600</u>	<u>3,705,550</u>
Expenditures and Uses of Funds:				
Expenditures	<u>2,834,745</u>	<u>2,828,550</u>	<u>4,418,323</u>	<u>3,705,550</u>
Total	<u>2,834,745</u>	<u>2,828,550</u>	<u>4,418,323</u>	<u>3,705,550</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	4,305	79,050	(1,564,723)	0
Beginning Balance, July 1	6,261,698	6,266,003	6,266,003	4,701,280
Reserve for Future Claims	<u>(1,569,888)</u>	<u>(1,569,888)</u>	<u>(1,569,888)</u>	<u>(1,569,888)</u>
Ending Balance, June 30	<u>\$ 4,696,115</u>	<u>4,775,165</u>	<u>3,131,392</u>	<u>3,131,392</u>

On August 11, 1980, Council approved a self-insurance program for liability insurance effective September 1, 1980. Existing provisions include claims approval authority to \$100,000 and any claims exceeding \$100,000 require City Council approval.

The City acts as its own agent and controls risk to limit liability loss exposure. There is a \$1.0 million self-insurance retention for each liability incident. The minimum reserve and balance for future claims of \$2.0 million is maintained in accordance with Council policy. Other insurance such as property, flood, earthquake (essential buildings) and other coverages are not self-insured as the City purchases insurance policies.

RETIREES' HEALTH INSURANCE FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2020-21</u>	Adopted Budget <u>2021-22</u>	Estimated <u>2021-22</u>	Recom. Budget <u>2022-23</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ (3,484)	3,100	(5,100)	0
Other Revenues	34,113	0	22,956	0
Interfund Service Charges	5,650,627	5,773,490	5,773,490	3,792,816
CERBT Withdrawal	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,854,474</u>
Total	<u>5,681,256</u>	<u>5,776,590</u>	<u>5,791,346</u>	<u>5,647,290</u>
Expenditures and Uses of Funds:				
Expenditures	5,057,861	5,358,790	5,335,066	5,647,290
CERBT	0	439,700	490,755	0
Transfer to Wastewater Fund	<u>632,755</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>5,690,616</u>	<u>5,798,490</u>	<u>5,825,821</u>	<u>5,647,290</u>
Revenues and Sources Over (Under) Expenditures and Uses	(9,360)	(21,900)	(34,475)	0
Beginning Balance, July 1	<u>429,273</u>	<u>419,913</u>	<u>419,913</u>	<u>385,438</u>
Ending Balance, June 30	\$ <u>419,913</u>	<u>398,013</u>	<u>385,438</u>	<u>385,438</u>
Balance in CERBT	\$ <u>174,509,089</u>	<u>174,948,789</u>	<u>172,820,955</u>	<u>170,966,481</u>

This fund was established in Fiscal Year 1985-86 as a self-insurance fund to pay the health insurance premiums of employees retired from the City. Governmental Accounting Standards Board (GASB) issued Statement No. 45, which requires an actuarial valuation be performed bi-ennially to calculate the City's other post employment benefits (OPEB) liabilities. The City implemented GASB Statement No. 45 in Fiscal Year 2007-08 and has chosen to budget the Annual Required Contribution (ARC). GASB Statement No. 75, *Accounting and Financial Reporting by Employers for Post-Employment Benefits Other than Pensions*, is effective with the fiscal year ending June 30, 2018. The new OPEB standard parallels the pension standard issued with GASB Statement No. 68, *Financial Reporting for Pension Plans*, which essentially requires the City to report the unfunded liability on the face of the City's financial statements and enhances the note disclosures and required supplementary information about the City's OPEB liability. The most recent actuarial valuation estimated a liability of \$145.0 million as of July 1, 2019 and estimated a liability of \$157.0 million for Fiscal Year 2021-22.

On February 26, 2008 Council approved joining the California Employers Retiree Benefit Trust (CERBT), managed by the California Public Employees Retirement System (CalPERS) and the City began transferring funds in Fiscal Year 2008-09 and intends to, at a minimum, annually transfer the ARC less Retirees' Health premiums.

EMPLOYEE BENEFITS SELF-INSURANCE FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2020-21</u>	Adopted Budget <u>2021-22</u>	Estimated <u>2021-22</u>	Recom. Budget <u>2022-23</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 13,516	11,500	6,300	6,000
Interfund Service Charges	<u>62,845</u>	<u>61,000</u>	<u>50,300</u>	<u>66,000</u>
Total	<u>76,361</u>	<u>72,500</u>	<u>56,600</u>	<u>72,000</u>
Expenditures and Uses of Funds:				
Expenditures	<u>48,178</u>	<u>114,500</u>	<u>52,274</u>	<u>114,500</u>
Total	<u>48,178</u>	<u>114,500</u>	<u>52,274</u>	<u>114,500</u>
Revenues and Sources Over (Under) Expenditures and Uses	28,183	(42,000)	4,326	(42,500)
Beginning Balance, July 1	<u>441,614</u>	<u>469,797</u>	<u>469,797</u>	<u>474,123</u>
Ending Balance, June 30	\$ <u><u>469,797</u></u>	<u><u>427,797</u></u>	<u><u>474,123</u></u>	<u><u>431,623</u></u>

The Employee Benefits Self-Insurance Fund accounts for the City's self-insured vision and other miscellaneous benefits.

RECOMMENDED 2022-23 BUDGET - SCHEDULE OF INTERFUND TRANSFERS

EXPENDITURES	REVENUES							TOTAL
	General Fund	Special Revenue Funds	Debt Service Funds	Capital Projects Funds	Enterprise Funds	Internal Service Funds	Reserve Funds	
General Operating/ Development Services/ Shoreline Golf Links	\$150,000	646,100	1,000,000	515,000	0	2,726,860	11,025,000	\$16,062,960
Special Revenue Funds	1,468,600	0	5,863,938	40,049,000	0	149,700	449,000	47,980,238
Capital Projects Funds	0	0	0	3,883,000	0	0	0	3,883,000
Enterprise Funds	0	0	1,482,852	20,990,000	0	648,640	220,000	23,341,492
Internal Service Funds	0	0	0	0	0	41,720	0	41,720
Reserve Funds	0	0	0	10,405,000	0	0	18,246,340	28,651,340
TOTAL	\$1,618,600	646,100	8,346,790	75,842,000	0	3,566,920	29,940,340	\$119,960,750

RECOMMENDED 2022-23 BUDGET - GENERAL FUND RESERVES (1)

Statement of Revenues, Expenditures and Balances

	Unassigned		Committed			
	General Non-Operating Fund	General Fund Reserve	Budget Contingency Reserve	Earned Lease Revenue Reserve	Property Management Reserve	Graham School Site Maint Reserve
Revenues & Sources of Funds:						
GOF Carryover Revenue	\$ 3,499,267	0	0	0	0	0
Transfers	8,131,540	1,600,000	2,763,200	0	0	220,000
Investment Earnings	0	0	0	396,660	0	0
Total	14,218,691	1,600,000	2,763,200	977,560	0	220,000
Expenditures & Uses of Funds:						
Expenditures	13,530,649	0	0	0	0	250,000
CIP	0	0	0	0	0	0
Transfers	10,406,800	0	0	0	0	0
Total	23,937,449	0	0	0	0	250,000
Revenues & Sources Over (Under) Expenditures & Uses	(9,718,758)	1,600,000	2,763,200	977,560	0	(30,000)
Beginning Balance, July 1	31,015,674	30,163,034	12,428,004	6,718,106	1,577,106	671,564
Reserves	(10,711,913) (3)	0	(10,182,616) (4)	(6,986,766) (5)	0	0
Ending Balance, June 30	\$ 10,585,003	31,763,034	5,008,588	708,900 (5)	1,577,106	641,564

- (1) Governmental fund balances are reported based on the reporting hierarchy established by GASB Statement No. 54 (Fund Balance Reporting and Governmental Fund Type Definitions) that is based on the extent to which the City is bound to honor constraints on the specific purpose for which amounts in a fund can be spent.
 - Restricted - Constraints on expenditures are externally imposed by creditors, grantors, or laws/regulations of other governments or by enabling legislation.
 - Committed - Formal action by the City Council (Council) places the constraint on how the funds can be spent and may only be altered by the same type of Council action. Contractual obligations are included in this category.
 - Assigned - The City's intent to use funds for a specific purpose as expressed by Council or a delegated authority.
 - Unassigned - This is the residual classification for the General Fund.
- (2) Appropriations for Compensated Absences Reserve are on an as needed basis up to the amount of the balance.
- (3) The reserved amount includes \$1.0 million for the future Public Safety Building; \$1.0 million for the Sustainability Program and \$2.0 million for the Development Services Fund to cover short-term cash flow needs.
- (4) The reserved amount represents the revenue received from the Ameswell rents and set aside for the future Public Safety Building.
- (5) The reserved amount represents the balance of earned rent at the end of the fiscal year. Up to \$6.0 million may be used for the Mountain View Employee Homebuyer Program through Fiscal Year 2029-30.
- (6) Comprised of a \$5.0 million reserve policy balance, \$2.9 million prepaid lease for the Downtown Family Housing project, and \$2.0 million for potential debt service on the Public Safety Building.
- (7) Minor Estate Trust reserve established at \$410,235 endowment plus 25.0 percent of interest earned annually.

Committed

Transportation Reserve	Capital Improvement Reserve	Open Space Acquisition Reserve	Strategic Property Acquisition Reserve	Child Care Commitment Reserve	Compensated Absences (2)	Minor Estate Trust	American Rescue Plan Act
	0	0	0	0	0	0	0
2,905,500	58,667	0	84,480	0	0	0	7,839,540
4,760,800	5,064,800	0	3,000,000	0	4,400,000	0	0
<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>7,666,300</u>	<u>5,123,467</u>	<u>0</u>	<u>3,084,480</u>	<u>0</u>	<u>4,400,000</u>	<u>0</u>	<u>7,839,540</u>
3,498,100	0	0	2,110,000	5,000	0	9,200	0
1,840,000	8,515,000	0	50,000	0	0	0	0
<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>7,839,540</u>
<u>5,338,100</u>	<u>8,515,000</u>	<u>0</u>	<u>2,160,000</u>	<u>5,000</u>	<u>0</u>	<u>9,200</u>	<u>7,839,540</u>
2,328,200	(3,391,533)	0	924,480	(5,000)	4,400,000	(9,200)	0
2,701,345	20,138,610	3,455,956	14,029,698	196,605	5,834,951	429,255	18,556
<u>0</u>	<u>(9,806,221) (6)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(420,055) (7)</u>	<u>0</u>
<u><u>5,029,545</u></u>	<u><u>6,940,856</u></u>	<u><u>3,455,956</u></u>	<u><u>14,954,178</u></u>	<u><u>191,605</u></u>	<u><u>10,234,951</u></u>	<u><u>0</u></u>	<u><u>18,556</u></u>

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**CAPITAL
IMPROVEMENT
PROJECTS**

RECOMMENDED FISCAL YEAR 2022-23 CAPITAL IMPROVEMENT PROGRAM

Capital Improvement Program (CIP) projects include, but are not limited to, facilities, mobility-related infrastructure, park development/rehabilitation, and utilities projects. These projects are usually multi-year and, thus, extend beyond the annual budget.

The emphasis for the Fiscal Year 2022-23 CIP is on the:

- Review, refinement and funding of Fiscal Year 2022-23 projects identified in the Five-Year CIP adopted by the City Council for Fiscal Year 2021-22.
- Identification and funding of additional new projects for Fiscal Years 2022-23 as well as amendments to active projects given anticipated financial and staffing resources that:
 - Support City Council Strategic Roadmap Action Plan Projects
 - Address health and safety concerns
 - Comply with regulatory requirements
 - Increase our Pavement Conditions Index (PCI)
 - Associate with a local match or cost-sharing agreement to secure grants or other funding
 - Generate operational savings or revenues
 - Benefit and/or do not burden communities of color and/or low-income residents

The CIP is funded from a variety of sources. Some funding sources, such as the Capital Improvement Reserve and Construction/Conveyance Tax (C/C Tax) Funds, have no restrictions on their use. Other CIP funding sources must be used for specific purposes (e.g., Water Fund—water system infrastructure and maintenance; Wastewater Fund—sewer system infrastructure and maintenance; Shoreline Regional Park Community (Shoreline Community) Fund—projects that facilitate development in the City's North Bayshore Area and/or support Shoreline Regional Park operations; and Gas Tax Fund—design and construction of roadway improvements).

There are two spending types for projects: nondiscretionary and discretionary. Nondiscretionary projects are primarily annual and periodic infrastructure maintenance projects to preserve the City's significant investment in its infrastructure and facilities, and projects required for regulatory compliance. While Council can alter funding, these projects are generally approved with changes on a consistent cycle (annual or biennial) with small inflationary adjustments. Discretionary projects are those that do not fit the nondiscretionary description and require approval of the City Council.

The Fiscal Year 2022-23 CIP is balanced and maintains all fund reserves as required by Council policy. There is an estimated \$22,500 of increased annual future operating costs associated with the construction of Evelyn Avenue Mini Park and Villa Street Mini Park.

Projects included in the Fiscal Year 2022-23 Proposed CIP are listed on the following pages in three separate categories: (1) Non-Discretionary, (2) Discretionary, and (3) Amendments to Existing Projects.

These projects were discussed at the April 12, 2022 CIP Study Session and the following pages include changes as directed by City Council at these meetings. The Parks and Recreation Commission (PRC) and the Bicycle/Pedestrian Advisory Committee (B/PAC) also reviewed these projects and were supportive of the projects and the proposed scheduling.

Recommended FY 2022-23 Non-Discretionary Projects

(in thousands of dollars)

Proj. No.	Non-Discretionary Projects	Budget 2022-23
23-01	Annual Street Maintenance	\$ 2,913
23-02	Concrete Sidewalk/Curb Repairs	717
23-03	SB-1 Streets Project	1,645
23-04	Biennial PMP Recertification	78
23-05	Street Light Pole Replacements	307
23-06	Water System Improvements and Recycled Water System Improvements	680
23-07	Wastewater System Improvements	174
23-08	Annual Water Main/Service Line Replacement	2,797
23-09	Annual Storm/Sanitary Sewer Main Replacement	1,750
23-10	Shoreline Landfill Gas, Cap and Leachate Maintenance	296
23-11	Shoreline Infrastructure Maintenance	161
23-12	Facilities Maintenance Plan	777
23-13	Planned and Emergency Facilities Projects	607
23-14	Annual New Energy Conservation Measures	102
23-15	Biennial ADA Improvements to City Facilities	101
23-16	Annual Traffic Infrastructure Maintenance/NTMP Improvements	626
23-17	Annual Parks Renovations/Improvements	170
23-18	Forestry Maintenance Program and Street Tree Replanting	645
23-19	Biennial Good Neighbor Fence Replacements	41
23-20	Biennial Tennis Court Resurfacing	95
23-21	Biennial Turf and Bunker Improvements	1,782
23-22	Developer Reimbursements	132
23-23	Maintenance Agreement for JPB/VTA Transit Center	67
23-24	North Bayshore Semi-Annual Traffic Counts	172
23-25	Annual Regional Public Safety	150
Total: Non-Discretionary Projects		\$ 16,985

Recommended Non-Discretionary Projects

(in thousands of dollars)

Project 23-01 Annual Street Maintenance Annual roadway pavement maintenance including application of various pavement treatments (fog seal, slurry seal and overlay), adjustment of utilities and monuments, and installation of pavement markers and traffic lines. Onetime funding increase for 2022-23 of \$1M to add new street locations for needed pavement treatments.	Sponsor Department: Public Works Category: Streets and Sidewalks Additional Annual O&M Costs: None	Prevailing Wage? Yes			
Funding Sources	<table border="1" style="margin-left: auto; margin-right: 0;"> <tr><td style="text-align: center;">23-01</td></tr> <tr><td style="text-align: center;">2022-23</td></tr> </table>			23-01	2022-23
23-01					
2022-23					
Construction/Conveyance Tax	\$	1,087			
Gas Tax (includes congestion relief)	\$	499			
Measure B 2016 Sales Tax	\$	613			
Measure B 2010 Vehicle License Fee (VLF)	\$	550			
Shoreline Community	\$	164			
Total	\$	2,913			

Project 23-02 Concrete Sidewalk/Curb Repairs Replace deteriorated sidewalks and repair concrete curbs, gutters, and sidewalks displaced by street tree growth, and/or failure of City-owned utilities.	Sponsor Department: Public Works Category: Streets and Sidewalks Additional Annual O&M Costs: None	Prevailing Wage? Yes			
Funding Sources	<table border="1" style="margin-left: auto; margin-right: 0;"> <tr><td style="text-align: center;">23-02</td></tr> <tr><td style="text-align: center;">2022-23</td></tr> </table>			23-02	2022-23
23-02					
2022-23					
Construction/Conveyance Tax	\$	717			
Total	\$	717			

Project 23-03 SB-1 Streets Project A Streets Project for basic road maintenance, rehabilitation, and critical safety projects on the local streets and roads system. Project can be used towards complete streets projects, traffic signals, and drainage projects.	Sponsor Department: Public Works Category: Streets and Sidewalks Additional Annual O&M Costs: None	Prevailing Wage? Yes			
Funding Sources	<table border="1" style="margin-left: auto; margin-right: 0;"> <tr><td style="text-align: center;">23-03</td></tr> <tr><td style="text-align: center;">2022-23</td></tr> </table>			23-03	2022-23
23-03					
2022-23					
Senate Bill-1 Road Repair and Accountability Act	\$	1,645			
Total	\$	1,645			

Projects 23-04 Biennial PMP Recertification Field inspection of City's roadway network including arterial, collector and residential streets, as required by the Metropolitan Transportation Commission (MTC).	Sponsor Department: Public Works Category: Streets and Sidewalks Additional Annual O&M Costs: None	Prevailing Wage? Yes			
Funding Sources	<table border="1" style="margin-left: auto; margin-right: 0;"> <tr><td style="text-align: center;">23-04</td></tr> <tr><td style="text-align: center;">2022-23</td></tr> </table>			23-04	2022-23
23-04					
2022-23					
Construction/Conveyance Tax	\$	78			
Total	\$	78			

Recommended Non-Discretionary Projects
(in thousands of dollars)

Project 23-05	Sponsor Department:	Public Works		
Street Light Pole Replacements	Category:	Streets and Sidewalks		
The City maintains approximately 3,750 streetlight poles and concrete bases. This project funds the pole replacement preventative maintenance program, which is designed to replace poles based on a 40-year life cycle.	Additional Annual O&M Costs:	None	Prevailing Wage?	Yes
Funding Sources			23-05	
			2022-23	
Construction/Conveyance Tax			\$	276
Shoreline Community			\$	31
Total			\$	307

Project 23-06	Sponsor Department:	Public Works		
Water System Improvements and Recycled Water System Improvements	Category:	Utilities		
Scheduled replacement of water and recycled water system components and minor unscheduled improvements to the City's water system.	Additional Annual O&M Costs:	None	Prevailing Wage?	Yes
Funding Sources			23-06	
			2022-23	
Water (Includes Water Capacity Fees)			\$	680
Total			\$	680

Project 23-07	Sponsor Department:	Public Works		
Wastewater System Improvements	Category:	Utilities		
Unscheduled improvements/repairs to the City's wastewater collection and pumping system.	Additional Annual O&M Costs:	None	Prevailing Wage?	Yes
Funding Sources			23-07	
			2022-23	
Wastewater (Includes Sewer Capacity Fees)			\$	174
Total			\$	174

Project 23-08	Sponsor Department:	Public Works		
Annual Water Main/Service Line Replacement	Category:	Utilities		
Replace corroded and/or undersized water main pipes on various streets. The replacements include water services, fire hydrants and saddle replacements.	Additional Annual O&M Costs:	None	Prevailing Wage?	Yes
Funding Sources			23-08	
			2022-23	
Water (Includes Water Capacity Fees)			\$	2,797
Total			\$	2,797

Recommended Non-Discretionary Projects

(in thousands of dollars)

Project 23-09 Annual Storm/Sanitary Sewer Main Replacement Repair and replace storm and sanitary sewer pipes, manholes and systems identified by the City's annual line televising program.	Sponsor Department: Public Works Category: Utilities Additional Annual O&M Costs: None Prevailing Wage? Yes						
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"></td> <td style="width: 20%; text-align: center;">23-09</td> <td style="width: 20%;"></td> </tr> <tr> <td></td> <td style="text-align: center;">2022-23</td> <td></td> </tr> </table>		23-09			2022-23	
	23-09						
	2022-23						
Wastewater (Includes Sewer Capacity Fees)	\$ 1,750						
Total	\$ 1,750						

Project 23-10 Shoreline Landfill Gas, Cap and Leachate Maintenance Annual repairs and improvements to large components of the landfill gas and leachate system. Regulatory mandates of the Bay Area Air Quality Management District and the Regional Water Quality Control Board require the City to protect the integrity of the landfill cap and prevent surface emissions by regrading, filling, recompacting, and making other improvements.	Sponsor Department: Public Works Category: Regulatory Requirements Additional Annual O&M Costs: None Prevailing Wage? Yes						
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"></td> <td style="width: 20%; text-align: center;">23-10</td> <td style="width: 20%;"></td> </tr> <tr> <td></td> <td style="text-align: center;">2022-23</td> <td></td> </tr> </table>		23-10			2022-23	
	23-10						
	2022-23						
Solid Waste	\$ 296						
Total	\$ 296						

Project 23-11 Shoreline Infrastructure Maintenance Maintenance of water lines, sewer lines, storm drainage system, and water system supplying the sailing lake.	Sponsor Department: Public Works Category: Utilities Additional Annual O&M Costs: None Prevailing Wage? Yes						
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"></td> <td style="width: 20%; text-align: center;">23-11</td> <td style="width: 20%;"></td> </tr> <tr> <td></td> <td style="text-align: center;">2022-23</td> <td></td> </tr> </table>		23-11			2022-23	
	23-11						
	2022-23						
Shoreline Community	\$ 161						
Total	\$ 161						

Project 23-12 Facilities Maintenance Plan Repair, replace, or maintain City facilities (HVAC, roofs, carpets, plumbing, painting, etc.).	Sponsor Department: Public Works Category: Facilities Additional Annual O&M Costs: None Prevailing Wage? Yes						
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"></td> <td style="width: 20%; text-align: center;">23-12</td> <td style="width: 20%;"></td> </tr> <tr> <td></td> <td style="text-align: center;">2022-23</td> <td></td> </tr> </table>		23-12			2022-23	
	23-12						
	2022-23						
Construction/Conveyance Tax	\$ 622						
Shoreline Community	\$ 155						
Total	\$ 777						

Recommended Non-Discretionary Projects

(in thousands of dollars)

Project 23-13 Planned and Emergency Facilities Projects Emergency and Planned Facilities Projects that are currently not covered by xx-12, but are vital to the City's infrastructure.	Sponsor Department: Public Works Category: Facilities Additional Annual O&M Costs: None	Prevailing Wage? Yes	
Funding Sources			23-13
			2022-23
Construction/Conveyance Tax		\$	486
Shoreline Community		\$	121
Total		\$	607

Project 23-14 Annual New Energy Conservation Measures Fund energy conservation efforts in City facilities.	Sponsor Department: Public Works Category: Facilities Additional Annual O&M Costs: None	Prevailing Wage? Yes	
Funding Sources			23-14
			2022-23
Construction/Conveyance Tax		\$	82
Shoreline Community		\$	20
Total		\$	102

Projects 23-15 Biennial ADA Improvements to City Facilities Continuation of efforts to implement ADA improvements at City facilities.	Sponsor Department: Public Works Category: Facilities Additional Annual O&M Costs: None	Prevailing Wage? Yes	
Funding Sources			23-15
			2022-23
Construction/Conveyance Tax		\$	101
Total		\$	101

Project 23-16 Annual Traffic Infrastructure Maintenance/NTMP Improvements Funding for traffic calming devices on neighborhood, local, and residential streets in conformance with the Neighborhood Traffic Management Program, as well as annual bicycle counts and contracts with consultants regarding improving traffic flow. Replace traffic signal controllers, traffic detector loops, back-up batteries, LED signal lights and radar speed signs.	Sponsor Department: Public Works Category: Traffic, Parking & Transportation Additional Annual O&M Costs: None	Prevailing Wage? Yes	
Funding Sources			23-16
			2022-23
Construction/Conveyance Tax		\$	563
Shoreline Community		\$	63
Total		\$	626

Recommended Non-Discretionary Projects

(in thousands of dollars)

Project 23-17 Annual Parks Renovations/Improvements Annual Repairs and Improvements to City parks.	Sponsor Department: Community Services Category: Parks and Recreation Additional Annual O&M Costs: None	Prevailing Wage? Yes					
Funding Sources			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"></td> <td style="width: 50%; text-align: right;">23-17</td> </tr> <tr> <td></td> <td style="text-align: right;">2022-23</td> </tr> </table>		23-17		2022-23
	23-17						
	2022-23						
Construction/Conveyance Tax			\$ 170				
Total			\$ 170				

Project 23-18 Forestry Maintenance Program and Street Tree Replanting Contract to prune, remove, stump, purchase and plant approximately 800 to 1,000 medium to large trees within the City. Maintain trees damaged by freezing, disease, drought and other natural causes. In FY 2022-23, \$97k onetime funding to add Outreach and Education Contractor. FY 2022-23 \$90k onetime increase to perform significant work on Stevens Creek Trail for Safety and Tree Health reasons.	Sponsor Department: Community Services Category: Parks and Recreation Additional Annual O&M Costs: None	Prevailing Wage? Yes					
Funding Sources			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"></td> <td style="width: 50%; text-align: right;">23-18</td> </tr> <tr> <td></td> <td style="text-align: right;">2022-23</td> </tr> </table>		23-18		2022-23
	23-18						
	2022-23						
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)			\$ 645				
Construction/Conveyance Tax			\$ -				
Total			\$ 645				

Projects 23-19 Biennial Good Neighbor Fence (GNF) Replacements Funding to replace fencing between City parks and private property.	Sponsor Department: Community Services Category: Parks and Recreation Additional Annual O&M Costs: None	Prevailing Wage? Yes					
Funding Sources			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"></td> <td style="width: 50%; text-align: right;">23-19</td> </tr> <tr> <td></td> <td style="text-align: right;">2022-23</td> </tr> </table>		23-19		2022-23
	23-19						
	2022-23						
Construction/Conveyance Tax			\$ 41				
Total			\$ 41				

Projects 23-20 Biennial Tennis Court Resurfacing Periodic routine resurfacing of tennis court at the following parks: Cuesta, Rengstorff, Cooper, Stevenson, Sylvan and Whisman.	Sponsor Department: Community Services Category: Parks and Recreation Additional Annual O&M Costs: None	Prevailing Wage? Yes					
Funding Sources			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"></td> <td style="width: 50%; text-align: right;">23-20</td> </tr> <tr> <td></td> <td style="text-align: right;">2022-23</td> </tr> </table>		23-20		2022-23
	23-20						
	2022-23						
Construction/Conveyance Tax			\$ 95				
Total			\$ 95				

Recommended Non-Discretionary Projects

(in thousands of dollars)

Projects 23-21	Sponsor Department:	Community Services		
Biennial Turf and Bunker Improvements	Category:	Parks and Recreation		
Biennial CIP for turf and bunker improvements that are needed from continued settling of the landfill and wildlife habituating on and around the golf course. Onetime funding increase of \$1,470,000 for FY 2022-23 to renovate every bunker at Shoreline Golf Links by installing capillary concrete, new irrigation, and new sand.	Additional Annual O&M	None	Prevailing Wage?	Yes
	Costs:			
Funding Sources				
		23-21		
		2022-23		
Shoreline Community		\$		1,782
Total		\$		1,782

Project 23-22	Sponsor Department:	Public Works		
Developer Reimbursements	Category:	Miscellaneous		
Construction of street and utility improvements concurrent with private development. Adjacent properties benefiting from street and utility improvements will be required to reimburse the City for the improvements.	Additional Annual O&M	None	Prevailing Wage?	Yes
	Costs:			
Funding Sources				
		23-22		
		2022-23		
Construction/Conveyance Tax		\$		33
Water (Includes Water Capacity Fees)		\$		33
Wastewater (Includes Sewer Capacity Fees)		\$		33
Storm Drain Construction		\$		33
Total		\$		132

Project 23-23	Sponsor Department:	Public Works		
Maintenance Agreement for JPB/VTA Transit Center	Category:	Miscellaneous		
Reimbursement of City expenses by Joint Powers Board and Valley Transit Authority.	Additional Annual O&M	None	Prevailing Wage?	Yes
	Costs:			
Funding Sources				
		23-23		
		2022-23		
Other (Reimbursement)		\$		67
Total		\$		67

Project 23-24	Sponsor Department:	Community Development		
North Bayshore Semi-Annual Traffic Counts	Category:	Traffic, Parking & Transportation		
Perform traffic counts in the North Bayshore area to support the Transportation Demand Management (TDM) goals.	Additional Annual O&M	None	Prevailing Wage?	No
	Costs:			
Funding Sources				
		23-24		
		2022-23		
Shoreline Community		\$		172
Total		\$		172

Project 23-25	Sponsor Department:	Police		
Annual Regional Public Safety	Category:	Miscellaneous		
Conversion of the City's Public Safety radio infrastructure in support of the Silicon Valley Regional Interoperability Authority's (SVRIA's) Regional Communications System (RCS) project. Annual Project needed through 2030-31.	Additional Annual O&M	None	Prevailing Wage?	No
	Costs:			
Funding Sources				
		23-25		
		2022-23		
Construction/Conveyance Tax		\$		150
Total		\$		150

Recommended FY 2022-23 Discretionary Projects

(in thousands of dollars)

Project No.	Discretionary Projects	Budget
23-26	Citywide Travel Demand Model Update	\$ 200
23-27	MTC Mobility Hub Pilot	235
23-28	Landings Frontage Rd Connections (Rengstorff Ave to Plymouth St), Design	2,030
23-29	Hope Street and Villa Street Traffic Signal Installation	1,070
23-30	Active Transportation Improvements	600
23-31	Street Reconstruction Project	1,000
23-32	Fire Bay Door Evaluation and Replacement	470
23-33	Lot 5 Parking Structure, Study and Preliminary Design	1,000
23-34	Adobe Building - Patio Tiles Replacement	700
23-35	Whisman Sports Center and Mountain View Sports Pavilion Renovations	1,000
23-36	Pickleball Study & Preliminary Design	200
23-37	Biodiversity Strategy	700
23-38	Citywide Benchmark Program	190
23-39	2022/23 City Bridges and Culverts Structural Inspection and Repairs	220
23-40	Recycled Water System Expansion, Phase I	4,190
23-41	Shoreline PVC Landfill Gas Header Replacement	450
23-42	Miramonte Res Pump Station Fence Replacement	770
23-43	Miramonte Res Pump Station Improvements	390
23-44	Shoreline Park Water Control Structures Improvements	1,350
23-45	Smart Metering Program	1,000
23-46	Utility Rate Study	200
Total: Discretionary Projects		\$ 17,965

Recommended Discretionary Projects

(in thousands of dollars)

Project 23-26 Citywide Travel Demand Model Update Update the Citywide Travel Demand model used in transportation planning and analysis.	Sponsor Department: Public Works Category: Traffic, Parking & Transportation Additional Annual O&M Costs: None Prevailing Wage? No				
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"></td> <td style="width: 20%; text-align: right;">23-26</td> </tr> <tr> <td></td> <td style="text-align: right;">2022-23</td> </tr> </table>		23-26		2022-23
	23-26				
	2022-23				
Development Services	\$ 200				
Total	\$ 200				

Project 23-27 MTC Mobility Hub Pilot Implement bike room improvements at the Transit Center. The City will receive \$200,000 under the Metropolitan Transportation Commission's Mobility Hub Pilot Grant Program.	Sponsor Department: Public Works Category: Traffic, Parking & Transportation Additional Annual O&M Costs: None Prevailing Wage? No				
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"></td> <td style="width: 20%; text-align: right;">23-27</td> </tr> <tr> <td></td> <td style="text-align: right;">2022-23</td> </tr> </table>		23-27		2022-23
	23-27				
	2022-23				
Construction/Conveyance Tax	\$ 35				
Other (Mobility Hub Pilot Grant)	\$ 200				
Total	\$ 235				

Project 23-28 Landings Frontage Rd Connections (Rengstorff Ave to Plymouth St), Design Preliminary Design of a new vehicle bridge across Permanente Creek and a connection to Plymouth (a North Bayshore Precise Plan Priority Transportation Project).	Sponsor Department: Public Works Category: Traffic, Parking & Transportation Additional Annual O&M Costs: None Prevailing Wage? No				
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"></td> <td style="width: 20%; text-align: right;">23-28</td> </tr> <tr> <td></td> <td style="text-align: right;">2022-23</td> </tr> </table>		23-28		2022-23
	23-28				
	2022-23				
Shoreline Community Benefit	\$ 2,030				
Total	\$ 2,030				

Recommended Discretionary Projects

(in thousands of dollars)

Project 23-29 Hope Street and Villa Street Traffic Signal Installation Install a new 8-phase traffic signal at the intersection of Hope Street and Villa Street. Install a new Signal Interconnect Conduit (SIC) with twisted copper wires to connect the new signal to the existing signal at Castro Street and Villa Street to coordinate signal timing between these two signals.	Sponsor Department: Public Works Category: Traffic, Parking & Transportation Additional Annual O&M Costs: None Prevailing Wage? Yes				
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"></td> <td style="text-align: right;">23-29</td> </tr> <tr> <td></td> <td style="text-align: right;">2022-23</td> </tr> </table>		23-29		2022-23
	23-29				
	2022-23				
Construction/Conveyance Tax	\$ 1,070				
Total	\$ 1,070				

Project 23-30 Active Transportation Improvements This project will enhance intersections to improve pedestrian and/or bicycle safety. Depending on location of improvements, project scope may include curb ramps, curb, gutter, sidewalk, median refuge islands, raised crosswalks, bulb-outs, rectangular rapid-flashing beacons (RRFBs), in-roadway warning lights, LED-enhanced signs, traffic signal modifications, roadway lighting, signs, striping, etc.	Sponsor Department: Public Works Category: Traffic, Parking & Transportation Additional Annual O&M Costs: None Prevailing Wage? Yes				
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"></td> <td style="text-align: right;">23-30</td> </tr> <tr> <td></td> <td style="text-align: right;">2022-23</td> </tr> </table>		23-30		2022-23
	23-30				
	2022-23				
Measure P (GF Transportation)	\$ 600				
Total	\$ 600				

Project 23-31 Street Reconstruction Project Scope of the project includes removal of existing roadway pavement and construction of new sidewalk, curb, gutter, roadway pavement, and storm drainage system.	Sponsor Department: Public Works Category: Streets and Sidewalks Additional Annual O&M Costs: None Prevailing Wage? Yes				
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"></td> <td style="text-align: right;">23-31</td> </tr> <tr> <td></td> <td style="text-align: right;">2022-23</td> </tr> </table>		23-31		2022-23
	23-31				
	2022-23				
Measure B 2016 Sales Tax	\$ 1,000				
Total	\$ 1,000				

Recommended Discretionary Projects (in thousands of dollars)

Project 23-32 Fire Station Bay Door Evaluation and Replacement Evaluation and possible replacement of eight (8) total bay doors, including six (6) at Fire Station 1 and two (2) at Fire Station 2.	Sponsor Department: Fire Category: Facilities Additional Annual O&M Costs: None Prevailing Wage? Yes				
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"></td> <td style="text-align: right;">23-32</td> </tr> <tr> <td></td> <td style="text-align: right;">2022-23</td> </tr> </table>		23-32		2022-23
	23-32				
	2022-23				
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ 470				
Total	\$ 470				

Project 23-33 Lot 5 Parking Structure, Study and Preliminary Design Study and preliminary design for new 400 stall garage on Hope Street.	Sponsor Department: Public Works Category: Traffic, Parking & Transportation Additional Annual O&M Costs: None Prevailing Wage? Yes				
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"></td> <td style="text-align: right;">23-33</td> </tr> <tr> <td></td> <td style="text-align: right;">2022-23</td> </tr> </table>		23-33		2022-23
	23-33				
	2022-23				
Parking In-Lieu	\$ 1,000				
Total	\$ 1,000				

Project 23-34 Adobe Building - Patio Tiles Replacement The project intends to make the site ADA requirement compliant. The existing onsite sewer lateral also needs to be realigned. The existing pavers will be replaced with stamped concrete to create a monolithic surface and reduce future maintenance.	Sponsor Department: Community Services Category: Facilities Additional Annual O&M Costs: None Prevailing Wage? Yes				
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"></td> <td style="text-align: right;">23-34</td> </tr> <tr> <td></td> <td style="text-align: right;">2022-23</td> </tr> </table>		23-34		2022-23
	23-34				
	2022-23				
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ 300				
Construction/Conveyance Tax	\$ 400				
Total	\$ 400				

Recommended Discretionary Projects

(in thousands of dollars)

Project 23-35 Whisman Sports Center and Mountain View Sports Pavilion Renovations This project will provide design for renovations and maintenance needs to the gymnasium facilities, including roof and HVAC replacements due to end of useful life, at both the Whisman Sports Center at Crittenden Middle School and the Mountain View Sports Pavilion at Graham Middle School. The Mountain View Whisman School District will provide 50% of the proposed work at the Whisman Sports Center.	Sponsor Department: Community Services Category: Facilities Additional Annual O&M Costs: None Prevailing Wage? Yes		
Funding Sources	<table border="1" style="margin-left: auto; margin-right: auto;"> <tr><td style="text-align: center;">23-35</td></tr> <tr><td style="text-align: center;">2022-23</td></tr> </table>	23-35	2022-23
23-35			
2022-23			
Construction/Conveyance Tax	\$ 1,000		
Total	\$ 1,000		

Project 23-36 Pickleball Study and Preliminary Design The project will evaluate City properties for future dedicated Pickleball Courts.	Sponsor Department: Community Services Category: Parks and Recreation Additional Annual O&M Costs: None Prevailing Wage? No		
Funding Sources	<table border="1" style="margin-left: auto; margin-right: auto;"> <tr><td style="text-align: center;">23-36</td></tr> <tr><td style="text-align: center;">2022-23</td></tr> </table>	23-36	2022-23
23-36			
2022-23			
Parkland Fund	\$ 200		
Total	\$ 200		

Recommended Discretionary Projects

(in thousands of dollars)

Project 23-37 Biodiversity Strategy This project will develop a Citywide strategy for achieving and supporting biodiversity in the City of Mountain View consistent with the City Council's Strategic Roadmap priority to define biodiversity requirements for landscaping in Mountain View.	Sponsor Department: Community Services Category: Miscellaneous Additional Annual O&M Costs: None Prevailing Wage? No				
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"></td> <td style="text-align: right;">23-37</td> </tr> <tr> <td></td> <td style="text-align: right;">2022-23</td> </tr> </table>		23-37		2022-23
	23-37				
	2022-23				
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ 700				
Total	\$ 700				

Project 23-38 Citywide Benchmark Program The City of Mountain View maintains a Citywide vertical control network of 138 benchmarks. The elevations of the benchmarks are used by the City, developers and engineers to establish elevations for design of public and private improvements.	Sponsor Department: Public Works Category: Miscellaneous Additional Annual O&M Costs: None Prevailing Wage? Yes				
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"></td> <td style="text-align: right;">23-38</td> </tr> <tr> <td></td> <td style="text-align: right;">2022-23</td> </tr> </table>		23-38		2022-23
	23-38				
	2022-23				
Construction/Conveyance Tax	\$ 190				
Total	\$ 190				

Project 23-39 2022/23 City Bridges and Culverts Structural Inspection and Repairs Funding for construction/repairs of deficiencies of City-owned vehicular and pedestrian bridges, culverts, tunnels and observation decks identified through the inspections by City consultant and/or Caltrans.	Sponsor Department: Public Works Category: Regulatory Requirements Additional Annual O&M Costs: None Prevailing Wage? Yes				
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"></td> <td style="text-align: right;">23-39</td> </tr> <tr> <td></td> <td style="text-align: right;">2022-23</td> </tr> </table>		23-39		2022-23
	23-39				
	2022-23				
Construction/Conveyance Tax	\$ 220				
Total	\$ 220				

Recommended Discretionary Projects

(in thousands of dollars)

Project 23-40 Recycled Water System Expansion, Phase I The project is to begin the recommended implementation of the expansion of the City's recycled water system listed in the Recycled Water Feasibility Study Update and as approved by the City Council.	Sponsor Department: Public Works Category: Utilities Additional Annual O&M Costs: None Prevailing Wage? Yes		
Funding Sources	<table border="1" style="margin-left: auto; margin-right: auto;"> <tr><td style="text-align: center;">23-40</td></tr> <tr><td style="text-align: center;">2022-23</td></tr> </table>	23-40	2022-23
23-40			
2022-23			
Water (Includes Water Capacity Fees)	\$ 4,190		
Total	\$ 4,190		

Project 23-41 Shoreline PVC Landfill Gas Header Replacement This project includes the design of approximately 800 lineal feet of landfill gas headers which consist of 12" PVC gas line, 4" leachate line with cleanouts every 200', and 2" air line, from south of the Shoreline Maintenance Building to east of Shoreline Gatehouse. Project will include review for regulatory agencies and application for authority to construct from LEA and BAAQMD.	Sponsor Department: Public Works Category: Utilities Additional Annual O&M Costs: None Prevailing Wage? Yes		
Funding Sources	<table border="1" style="margin-left: auto; margin-right: auto;"> <tr><td style="text-align: center;">23-41</td></tr> <tr><td style="text-align: center;">2022-23</td></tr> </table>	23-41	2022-23
23-41			
2022-23			
Shoreline Community	\$ 450		
Total	\$ 450		

Project 23-42 Miramonte Reservoir Pump Station Fence Replacement Replace approximately 1,400 liner feet of perimeter fence around the reservoir and pump station that has reached end of useful life.	Sponsor Department: Public Works Category: Facilities Additional Annual O&M Costs: None Prevailing Wage? Yes		
Funding Sources	<table border="1" style="margin-left: auto; margin-right: auto;"> <tr><td style="text-align: center;">23-42</td></tr> <tr><td style="text-align: center;">2022-23</td></tr> </table>	23-42	2022-23
23-42			
2022-23			
Construction/Conveyance Tax	\$ 770		
Total	\$ 770		

Recommended Discretionary Projects

(in thousands of dollars)

<p>Project 23-43 Miramonte Reservoir Pump Station Improvements This project includes the design of the electrical system and variable frequency drive (VFD) at the Miramonte Pump Station. The proposed improvements include the replacement of automatic transfer switch (ATS), electrical metering panel, VFDs, and programmable logic controller/remote terminal unit (PLC/RTU), and radio hardware.</p>	Sponsor Department: Public Works Category: Utilities Additional Annual O&M Costs: None	Prevailing Wage?	Yes	
Funding Sources				
Water (Includes Water Capacity Fees)		\$	390	
Total		\$	390	

<p>Project 23-44 Shoreline Park Water Control Structures Improvements The Shoreline Park water control structures improvements are needed to address structural deterioration of the existing facilities, which affects the water control operation at Charleston Slough and Sailing Lake.</p>	Sponsor Department: Public Works Category: Utilities Additional Annual O&M Costs: None	Prevailing Wage?	Yes	
Funding Sources				
Shoreline Community		\$	1,350	
Total		\$	1,350	

<p>Project 23-45 Smart Metering Program Implement a system to remotely read water meters and notify customers of potential water leaks. This CIP provides funding for the first phase of conversion, which includes installation of a network and conversion of existing radio water meters to advanced metering. The City will be implementing the project in partnership with Valley Water through a cost share agreement. Valley Water will reimburse the City as meters are converted and for a portion of new software costs.</p>	Sponsor Department: Public Works Category: Utilities Additional Annual O&M Costs: None	Prevailing Wage?	Yes	
Funding Sources				
Water (Includes Water Capacity Fees)		\$	1,000	
Total		\$	1,000	

Recommended Discretionary Projects

(in thousands of dollars)

Project 23-46 Utility Rate Study Conduct a rate study.	Sponsor Department: Public Works Category: Utilities Additional Annual O&M Costs: None Prevailing Wage? Yes				
Funding Sources	<table border="1" style="margin-left: auto; margin-right: 0;"> <tr> <td style="width: 50%;"></td> <td style="text-align: center;">23-45</td> </tr> <tr> <td></td> <td style="text-align: center;">2022-23</td> </tr> </table>		23-45		2022-23
	23-45				
	2022-23				
Water (Includes Water Capacity Fees)	\$ 100				
Wastewater (Includes Sewer Capacity Fees)	\$ 100				
Total	\$ 100				

Recommended FY 2022-23 Amendments to Existing Projects

(in thousands of dollars)

Project No.	Amendments to Existing Projects	Budget
13-18	IT Computer Projects	\$ 60
15-18	IT Computer Projects	250
15-39	Shoreline Blvd 101 Off-Ramp Modifications, Study	17
15-49	Police/Library CCTV Replacement	346
15-54	Drought Response	3
16-18	IT Computer Projects	60
16-48	East Whisman Area Transit Oriented Development Improvements, Design & Construction	4,440
16-50	Sewage Pump Station/Landfill Flare Station Microturbine Maint/Repairs	6
17-18	IT Computer Projects	100
17-41	Stierlin Road Bicycle and Pedestrian Improvements, Construction	4,007
17-56	Stevens Creek Trail Temp Detour	469
18-69	Bernardo Avenue Undercrossing, D&C, Local Match	3,613
19-39	Well Abandonment 10&17 and Well Siting Study	3
19-65	SR 237/Middlefield Road Interchange Improvements	2,000
19-67	Acquisition, Maintenance and Repair for 996 W Dana	50
20-32	IT COMP PROJ-INFR/NTWRK UPGRD	125
20-39	Shoreline Boathouse Expansion, Design and Construction	10,000
20-41	Water & Sewer Main Replacement Crossing HWY 101 at South of Shoreline Blvd and Macon Avenue, Construction	5,610
20-99	Sustainability Projects	148
21-32	IT COMP PROJ-CITY WEB UPD/MGRT	130
21-33	IT Infrastructure and Telecommuting Support	150
21-40	California Street (West) Complete Street Improvements, Pilot	1,000
21-50	City Buildings Workspace Study & Modifications	460
21-51	Capital Improvement Program Development	70
21-55	Whisman Pump Station Improvements, Study & Design	495
21-60	Evelyn Avenue Mini Park, Construction	1,940
21-61	Villa Street Mini Park, Construction	1,710
22-03	SB-1 Streets Project	1,500
22-17	Annual Parks Renovations and Improvements	68
22-26	Biennial Real Estate Technical and Legal Services	40
22-34	City Hall HVAC GHG Offsets, Phase I	100
22-35	Stevens Creek Trail Bridge Over Central Expy & Evelyn, Replace and Paint	-
22-41	Downtown Utility Improvements, Design & Construction	6,910
Total: Amendments to Existing Projects		\$ 45,880

Recommended Amendments to Existing Projects
(in thousands of dollars)

Project 13-18		Sponsor Department: Information Technology	
Information Technology Computer Projects		Category: Information Technology and Communication	
Add \$60,000 to 4131807: Wi-Fi Systems at City Facilities		Additional Annual O&M Costs: None Prevailing Wage Project? No	
	<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23	<i>FY 2022-23 Total Project Funding</i>
Funding Sources			
Construction/Conveyance Tax	\$ 337	\$ 23	\$ 360
Water (Includes Water Capacity Fees)	\$ 62	\$ 5	\$ 67
Wastewater (Includes Sewer Capacity Fees)	\$ 62	\$ 5	\$ 67
Shoreline Community	\$ 100	\$ 23	\$ 123
Development Services	\$ 16	\$ 4	\$ 20
Solid Waste	\$ 9	\$ -	\$ 9
Total	\$ 586	\$ 60	\$ 646

Project 15-18		Sponsor Department: Information Technology	
Information Technology Computer Projects		Category: Information Technology and Communication	
Add \$50,000 to 4151801: Work Order Management System.		Additional Annual O&M Costs: None Prevailing Wage Project? No	
Add additional \$250,000 to 4151801: Work Order Management System for inventory of street assets.			
	<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23	<i>FY 2022-23 Total Project Funding</i>
Funding Sources			
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ 120	\$ -	\$ 120
Construction/Conveyance Tax	\$ 655	\$ 230	\$ 885
Water (Includes Water Capacity Fees)	\$ 158	\$ 5	\$ 163
Wastewater (Includes Sewer Capacity Fees)	\$ 133	\$ 5	\$ 138
Solid Waste	\$ 27	\$ 5	\$ 32
Shoreline Community	\$ 124	\$ 5	\$ 129
Development Services	\$ 18	\$ -	\$ 18
Other	\$ 273	\$ -	\$ 273
Total	\$ 1,508	\$ 250	\$ 1,758

Project 15-39		Sponsor Department: Public Works	
Shoreline Blvd 101 Off-Ramp Modifications, Study		Category: Traffic, Parking and Transportation	
Amendment adds \$17,200 revenue from Caltrans reimbursement.		Additional Annual O&M Costs: None Prevailing Wage Project? No	
	<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23	<i>FY 2022-23 Total Project Funding</i>
Funding Sources			
Shoreline Community	\$ 2,020	\$ -	\$ 2,020
Other	\$ -	\$ 17	\$ 17
Total	\$ 2,020	\$ 17	\$ 2,037

Recommended Amendments to Existing Projects
(in thousands of dollars)

Project 15-49		Sponsor Department: Police		
Police/Library CCTV Replacement		Category: Information Technology and Communication		
Amendment adds funding for additional materials needed as well as cost increases to due supply shortages.		Additional Annual O&M Costs: None Prevailing Wage Project? No		
Funding Sources		<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23	<i>FY 2022-23 Total Project Funding</i>
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)		\$ 237	\$ -	\$ 237
Construction/Conveyance Tax		\$ 137	\$ 346	\$ 483
Total		\$ 374	\$ 346	\$ 720

Project 15-54		Sponsor Department: Public Works		
Drought Response		Category: Utilities		
Amendment adds \$3,000 for Bay Area Water Supply and Conservation Agency reimbursement.		Additional Annual O&M Costs: None Prevailing Wage Project? No		
Funding Sources		<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23	<i>FY 2022-23 Total Project Funding</i>
Water (Includes Water Capacity Fees)		\$ 399	\$ -	\$ 399
Other		\$ 186	\$ 3	\$ 189
Total		\$ 585	\$ 3	\$ 588

Project 16-18		Sponsor Department: Information Technology		
Information Technology Computer Projects		Category: Information Technology and Communication		
Add \$60,000 to 4161802: Geospatial Information System (GIS)		Additional Annual O&M Costs: None Prevailing Wage Project? No		
Funding Sources		<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23	<i>FY 2022-23 Total Project Funding</i>
Construction/Conveyance Tax		\$ 386	\$ 23	\$ 409
Water (Includes Water Capacity Fees)		\$ 118	\$ 5	\$ 123
Wastewater (Includes Sewer Capacity Fees)		\$ 81	\$ 5	\$ 86
Solid Waste		\$ 21	\$ 9	\$ 30
Shoreline Community		\$ 43	\$ 14	\$ 57
Development Services		\$ 26	\$ 4	\$ 30
Total		\$ 675	\$ 60	\$ 735

Recommended Amendments to Existing Projects
(in thousands of dollars)

Project 16-48		Sponsor Department: Public Works		
East Whisman Area Transit Oriented Development Improvements, Design & Construction		Category: Traffic, Parking and Transportation		
Amendment adds construction phase to the project scope.		Additional Annual O&M Costs: None	Prevailing Wage Project? Yes	
Funding Sources		<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23	<i>FY 2022-23 Total Project Funding</i>
Measure P GF Transportation Fund	\$ -	\$ 1,240	\$ 1,240	
East Whisman Public Benefit	\$ -	\$ 3,200	\$ 3,200	
Other	\$ 3,090	\$ -	\$ 3,090	
Total	\$ 3,090	\$ 4,440	\$ 7,530	

Project 16-50		Sponsor Department: Public Works		
Sewage Pump Station/Landfill Flare Station Microturbine Maint/Repairs		Category: Regulatory Requirements		
Add \$6,300 for PG&E rebate.		Additional Annual O&M Costs: None	Prevailing Wage Project? Yes	
Funding Sources		<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23	<i>FY 2022-23 Total Project Funding</i>
Other (PG&E Grants)	\$ 326	\$ 6	\$ 332	
Total	\$ 326	\$ 6	\$ 332	

Project 17-18		Sponsor Department: Information Technology		
Information Technology Computer Projects		Category: Information Technology and Communication		
Add \$100,000 to 4171804: Audio-Visual/Web Conferencing equipment in Conference Rooms.		Additional Annual O&M Costs: None	Prevailing Wage Project? No	
Funding Sources		<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23	<i>FY 2022-23 Total Project Funding</i>
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ 277	\$ -	\$ 277	
Construction/Conveyance Tax	\$ -	\$ 73	\$ 73	
Water (Includes Water Capacity Fees)	\$ 24	\$ 6	\$ 30	
Wastewater (Includes Sewer Capacity Fees)	\$ 21	\$ 6	\$ 27	
Solid Waste	\$ 10	\$ 3	\$ 13	
Shoreline Community	\$ 13	\$ 4	\$ 17	
Development Services	\$ 25	\$ 8	\$ 33	
Total	\$ 370	\$ 100	\$ 470	

Recommended Amendments to Existing Projects
(in thousands of dollars)

Project 17-41 Stierlin Road Bicycle and Pedestrian Improvements, Construction		Sponsor Department: Public Works	
Amendment adds construction phase to project scope.		Category: Traffic, Parking and Transportation	
		Additional Annual O&M Costs: None	Prevailing Wage Project? Yes
Funding Sources	<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23	<i>FY 2022-23 Total Project Funding</i>
Construction/Conveyance Tax	\$ 278	\$ -	\$ 278
Shoreline Community	\$ 372	\$ -	\$ 372
Other	\$ -	\$ 4,007	\$ 4,007
Total	\$ 650	\$ 4,007	\$ 4,657

Project 17-56 Stevens Creek Trail Temp Detour		Sponsor Department: Community Services	
This amendment adds \$469,000 in Federal Emergency Management Agency reimbursements.		Category: Parks and Recreation	
		Additional Annual O&M Costs: None	Prevailing Wage Project? Yes
Funding Sources	<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23	<i>FY 2022-23 Total Project Funding</i>
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ 595	\$ -	\$ 595
Other	\$ 8	\$ 469	\$ 477
Total	\$ 603	\$ 469	\$ 1,072

Project 18-69 Bernardo Avenue Undercrossing, Design & Construction, Local Match		Sponsor Department: Public Works	
This amendment adds design and construction to the project scope.		Category: Traffic, Parking and Transportation	
		Additional Annual O&M Costs: None	Prevailing Wage Project? Yes
Funding Sources	<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23	<i>FY 2022-23 Total Project Funding</i>
Prometheus Developer Fees	\$ -	\$ 4,188	\$ 4,188
Construction/Conveyance Tax	\$ 575	\$ (575)	\$ -
Total	\$ 575	\$ 3,613	\$ 4,188

Recommended Amendments to Existing Projects
(in thousands of dollars)

Project 19-39		Sponsor Department: Public Works	
Well Abandonment 10 & 17 and Well Siting Study		Category: Utilities	
This amendment adds \$3,100 for a vendor refund.		Additional Annual O&M Costs: None	
		Prevailing Wage Project? No	
Funding Sources		<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23
Water (Includes Water Capacity Fees)		\$ 930	\$ -
Other		\$ -	\$ 3
Total		\$ 930	\$ 3

Project 19-65		Sponsor Department: Public Works	
SR 237/Middlefield Road Interchange Improvements		Category: Traffic, Parking and Transportation	
This amendment adds \$2,000,000 for city share needed for Measure B grant application.		Additional Annual O&M Costs: None	
		Prevailing Wage Project? Yes	
Funding Sources		<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23
Other - Measure B Grant Funding		\$ -	\$ -
Other - LinkedIn Community Benefit funds		\$ 5,500	\$ -
Total		\$ 5,500	\$ -

Project 19-67		Sponsor Department: Public Works	
Acquisition, Maintenance and Repair for 996 W Dana		Category: Facilities	
Amendments adds \$50,000 for additional repairs needed.		Additional Annual O&M Costs: None	
		Prevailing Wage Project? Yes	
Funding Sources		<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23
Strategic Property Acquisition Reserve		\$ 3,400	\$ 50
Total		\$ 3,400	\$ 50

Recommended Amendments to Existing Projects
(in thousands of dollars)

Project 20-32 IT Computer Project, Infrastructure and Network Upgrades Amendment adds \$125,000 to 4203201		Sponsor Department: Information Technology	
		Category: Information Technology and Communication	
		Additional Annual O&M Costs: None	Prevailing Wage Project? No
Funding Sources	<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23	<i>FY 2022-23 Total Project Funding</i>
Construction/Conveyance Tax	\$ 154	\$ 75	\$ 229
Water (Includes Water Capacity Fees)	\$ 17	\$ 15	\$ 32
Wastewater (Includes Sewer Capacity Fees)	\$ 17	\$ 15	\$ 32
Solid Waste	\$ 7	\$ 5	\$ 12
Shoreline Community Development Services	\$ 23	\$ 15	\$ 38
	\$ 11	\$ -	\$ 11
Total	\$ 229	\$ 125	\$ 354

Project 20-39 Shoreline Boathouse Expansion, Design & Construction Amendment adds construction phase to project scope.		Sponsor Department: Public Works	
		Category: Facilities	
		Additional Annual O&M Costs: None	Prevailing Wage Project? Yes
Funding Sources	<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23	<i>FY 2022-23 Total Project Funding</i>
Shoreline Community	\$ 640	\$ 10,000	\$ 10,640
Shoreline Community BOND	\$ 1,000	\$ -	\$ 1,000
Total	\$ 1,640	\$ 10,000	\$ 11,640

Project 20-41 Water & Sewer Main replacement Crossing HWY 101 at South of Shoreline Blvd and Macon Avenue, Construction Amendment adds funding due to construction cost increase.		Sponsor Department: Public Works	
		Category: Utilities	
		Additional Annual O&M Costs: None	Prevailing Wage Project? Yes
Funding Sources	<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23	<i>FY 2022-23 Total Project Funding</i>
Water (Includes Water Capacity Fees)	\$ -	\$ 3,116	\$ 3,116
Water - NBS Development Impact Fee	\$ 4,987	\$ 984	\$ 5,971
Wastewater (Includes Sewer Capacity Fees)	\$ -	\$ 741	\$ 741
Sewer - NBS Development Impact Fee	\$ -	\$ 769	\$ 769
Wastewater Debt Proceeds	\$ 4,913	\$ -	\$ 4,913
Total	\$ 9,900	\$ 5,610	\$ 15,510

Recommended Amendments to Existing Projects
(in thousands of dollars)

Project 20-99		Sponsor Department: City Manager	
Sustainability Projects		Category: Miscellaneous	
Add \$148,328.92 for grant reimbursements.		Additional Annual O&M Costs: None	
3 Cool Block Grants = \$125,000 to 4209901		Prevailing Wage Project? No	
1 SV Energy Grant = \$10,000 to 4209902			
2 County Grants for Transportation = \$13,328.92 to 4209903			
	<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23	<i>FY 2022-23 Total Project Funding</i>
Funding Sources			
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ -	\$ -	\$ -
General Non Operating Fund	\$ 7,500	\$ -	\$ 7,500
Other	\$ -	\$ 148	\$ 148
Total	\$ 7,500	\$ 148	\$ 7,648

Project 21-32		Sponsor Department: Information Technology	
IT Computer Projects-City Website Update/Content Migration		Category: Information Technology and Communication	
Add \$130,000 to 4213201.		Additional Annual O&M Costs: None	
		Prevailing Wage Project? No	
	<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23	<i>FY 2022-23 Total Project Funding</i>
Funding Sources			
Construction/Conveyance Tax	\$ 285	\$ 30	\$ 315
Water (Includes Water Capacity Fees)	\$ 20	\$ 5	\$ 25
Wastewater (Includes Sewer Capacity Fees)	\$ 20	\$ 5	\$ 25
Shoreline Community	\$ 15	\$ 5	\$ 20
Development Services	\$ 25	\$ 85	\$ 110
Total	\$ 365	\$ 130	\$ 495

Project 21-33		Sponsor Department: Information Technology	
IT Infrastructure and Telecommuting Support		Category: Information Technology and Communication	
Amendment adds \$150,000 to 4213301		Additional Annual O&M Costs: None	
		Prevailing Wage Project? No	
	<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23	<i>FY 2022-23 Total Project Funding</i>
Funding Sources			
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ 55	\$ -	\$ 55
Construction/Conveyance Tax	\$ 185	\$ 120	\$ 305
Water (Includes Water Capacity Fees)	\$ 20	\$ 10	\$ 30
Wastewater (Includes Sewer Capacity Fees)	\$ 20	\$ 10	\$ 30
Shoreline Community	\$ 10	\$ 10	\$ 20
Total	\$ 290	\$ 150	\$ 440

Recommended Amendments to Existing Projects
(in thousands of dollars)

Project 21-40		Sponsor Department: Public Works	
California Street (West) Complete Street Improvements, Pilot		Category: Traffic, Parking and Transportation	
Amendment adds funding to expand the project limits (Showers Drive and Shoreline Boulevard) and scope.		Additional Annual O&M Costs: None	Prevailing Wage Project? Yes
Funding Sources	<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23	<i>FY 2022-23 Total Project Funding</i>
Measure B 2016 Sales Tax	\$ -	\$ 1,000	\$ 1,000
San Antonio Public Benefit	\$ 760	\$ -	\$ 760
Total	\$ 760	\$ 1,000	\$ 1,760

Project 21-50		Sponsor Department: Public Works	
City Buildings Workspace Study and Modifications		Category: Facilities	
Amendment adds construction phase to project scope.		Additional Annual O&M Costs: None	Prevailing Wage Project? Yes
Funding Sources	<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23	<i>FY 2022-23 Total Project Funding</i>
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ 760	\$ -	\$ 760
Construction/Conveyance Tax	\$ -	\$ 260	\$ 260
Development Services	\$ 200	\$ 200	\$ 400
Total	\$ 960	\$ 460	\$ 1,420

Project 21-51		Sponsor Department: Public Works	
Capital Improvement Program Developments		Category: Miscellaneous	
Additional funding for staffing costs.		Additional Annual O&M Costs: None	Prevailing Wage Project? No
Funding Sources	<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23	<i>FY 2022-23 Total Project Funding</i>
Construction/Conveyance Tax	\$ 14	\$ 14	\$ 28
Water (Includes Water Capacity Fees)	\$ 14	\$ 14	\$ 28
Wastewater (Includes Sewer Capacity Fees)	\$ 14	\$ 14	\$ 28
Shoreline Community	\$ 14	\$ 14	\$ 28
Development Services	\$ 14	\$ 14	\$ 28
Total	\$ 70	\$ 70	\$ 140

Recommended Amendments to Existing Projects
(in thousands of dollars)

Project 21-55 Whisman Pump Station Improvements, Study & Designs		Sponsor Department: Public Works	
The amendment adds the design phase to the project scope.		Category: Utilities	
		Additional Annual O&M Costs: None	Prevailing Wage Project? No
Funding Sources	<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23	<i>FY 2022-23 Total Project Funding</i>
Water (Includes Water Capacity Fees)	\$ 175	\$ 495	\$ 670
Total	\$ 175	\$ 495	\$ 670

Project 21-60 Evelyn Avenue Mini Park, Construction		Sponsor Department: Community Services	
This Amendment adds construction phase to scope of project for 0.68 acre park at 555 East Evelyn Avenue.		Category: Parks and Recreation	
		Additional Annual O&M Costs: \$14,200	Prevailing Wage Project? Yes
Funding Sources	<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23	<i>FY 2022-23 Total Project Funding</i>
Park Land Dedication	\$ 455	\$ 1,940	\$ 2,395
Total	\$ 455	\$ 1,940	\$ 2,395

Project 21-61 Villa Street Mini Park, Construction		Sponsor Department: Community Services	
This amendment adds construction phase to scope of project for 0.40 acre park at 1696 Villa Street.		Category: Parks and Recreation	
		Additional Annual O&M Costs: \$8,300	Prevailing Wage Project? Yes
Funding Sources	<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23	<i>FY 2022-23 Total Project Funding</i>
Park Land Dedication	\$ 440	\$ 1,710	\$ 2,150
Total	\$ 440	\$ 1,710	\$ 2,150

Recommended Amendments to Existing Projects
(in thousands of dollars)

Project 22-03		Sponsor Department: Public Works	
SB-1 Streets Project		Category: Streets and Sidewalks	
Additional funding for increased cost due to inflation and changing the scope of work from slurry seal to resurfacing.		Additional Annual O&M Costs: None	Prevailing Wage Project? Yes
Funding Sources		<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ -	\$ 1,000	\$ 1,000
Construction/Conveyance Tax	\$ -	\$ 500	\$ 500
SB1 RMRA	\$ 1,580	\$ -	\$ 1,580
Total	\$ 1,580	\$ 1,500	\$ 3,080

Project 22-17		Sponsor Department: Community Services	
Annual Parks Renovation and Improvements		Category: Parks and Recreation	
Amendment adds \$68,000 from Google donation and developer contribution transfer		Additional Annual O&M Costs: None	Prevailing Wage Project? Yes
Funding Sources		<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23
Construction/Conveyance Tax	\$ 166	\$ -	\$ 166
Other-Donation and Developer Contribution	\$ -	\$ 68	\$ 68
Total	\$ 166	\$ 68	\$ 234

Project 22-26		Sponsor Department: Public Works	
Biennial Real Estate Technical and Legal Services		Category: Miscellaneous	
Amendment adds \$40,000 for consultant to perform real estate advisory services to assist the City in review of a development proposal from Grapevine Development (Grapevine) received during the Surplus Land Act Lot C noticing.		Additional Annual O&M Costs: None	Prevailing Wage Project? No
Funding Sources		<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23
Construction/Conveyance Tax	\$ 19	\$ 20	\$ 39
Shoreline Community	\$ 10	\$ 20	\$ 30
Park Land Dedication	\$ 50	\$ -	\$ 50
Other-Reimbursement	\$ 6	\$ -	\$ 6
Total	\$ 85	\$ 40	\$ 125

Recommended Amendments to Existing Projects
(in thousands of dollars)

Project 22-34 City Hall HVAC GHG Offsets, Phase I		Sponsor Department: Public Works	
This amendment adds funding for increased cost of solar water heater installation at the Senior center.		Category: Facilities	
		Additional Annual O&M Costs: None	Prevailing Wage Project? Yes
Funding Sources	<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23	<i>FY 2022-23 Total Project Funding</i>
Construction/Conveyance Tax	\$ 200	\$ 100	\$ 300
Total	\$ 200	\$ 100	\$ 300

Project 22-35 Stevens Creek Trail Bridge Over Central Expy & Evelyne, Replace and Paint		Sponsor Department: Community Services	
This amendment replaces shoreline funds with Prometheus developer contribution funds from 555 East Evelyn.		Category: Parks and Recreation	
		Additional Annual O&M Costs: None	Prevailing Wage Project? Yes
Funding Sources	<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23	<i>FY 2022-23 Total Project Funding</i>
Prometheus Developer Fees	\$ -	\$ 1,212	\$ 1,212
Shoreline Community	\$ 1,212	\$ (1,212)	\$ -
Park Land Dedication	\$ 3,638	\$ -	\$ 3,638
Total	\$ 4,850	\$ -	\$ 4,850

Project 22-41 Downtown Utility Improvements, Design & Construction		Sponsor Department: Public Works	
The amendment adds construction phase to scope of project.		Category: Utilities	
		Additional Annual O&M Costs: None	Prevailing Wage Project? Yes
Funding Sources	<i>FY 2021-22 Total Project Funding</i>	Increased Funding for FY 2022-23	<i>FY 2022-23 Total Project Funding</i>
Construction/Conveyance Tax	\$ 19	\$ 20	\$ 39
Water (Includes Water Capacity Fees)	\$ -	\$ -	\$ -
Wastewater (Includes Sewer Capacity Fees)	\$ -	\$ -	\$ -
Total	\$ 19	\$ 20	\$ 39

MISCELLANEOUS INFORMATION

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Regular Full-Time and Part-Time Position Allocation

	2020-21 <u>ADJUSTED</u>	2021-22 <u>ADOPTED</u>	2022-23 <u>RECOM.</u>	<u>CHANGE</u>
<u>GENERAL OPERATING FUND</u>				
CITY COUNCIL	7.00	7.00	7.00	
CITY CLERK	4.00	5.00	5.00	
CITY ATTORNEY	9.00	9.00	9.00	
CITY MANAGER	13.75	15.25	16.00	+0.75 (a)
HUMAN RESOURCES	8.75	8.25	10.00	+1.75 (b)
INFORMATION TECHNOLOGY	18.40	20.40	22.40	+2.00 (c)
FINANCE AND ADMIN SRVCS	34.25	34.25	35.20	+0.95 (d)
COMMUNITY DEVELOPMENT	7.20	7.20	6.55	-0.65 (e)
PUBLIC WORKS	42.87	43.87	45.27	+1.40 (f)
COMMUNITY SERVICES	71.56	71.56	72.30	+0.74 (g)
LIBRARY SERVICES	30.75	30.75	31.75	+1.00 (h)
FIRE	76.60	76.60	76.60	
POLICE	143.50	142.50	142.50	
	<u>467.63</u>	<u>471.63</u>	<u>479.57</u>	<u>7.94</u>
<u>OTHER FUNDS</u>				
INFORMATION TECHNOLOGY				
WATER	1.60	1.60	1.60	
FINANCE AND ADMIN SRVCS				
WATER	2.25	2.25	2.30	+0.05 (d)
COMMUNITY DEVELOPMENT				
DEVELOPMENT SERVICES	37.60	37.60	40.90	+3.30 (e)
BELOW-MARKET-RATE HOUSING	2.20	2.20	2.20	
HOUSING IMPACT FEE	1.10	1.10	1.10	
CSFRA/RENTAL HOUSING COMMITTEE	4.00	5.00	6.00	+1.00 (e)
MHRSO/RENTAL HOUSING COMMITTEE	0.00	0.00	1.00	+1.00 (e)
PARKING DISTRICT	0.35	0.35	0.35	
COMMUNITY DEVELOPMENT BLOCK GRANT	0.45	0.45	0.45	
SHORELINE REGIONAL PARK COMMUNITY	1.10	1.10	1.45	+0.35 (e)
PUBLIC WORKS				
DEVELOPMENT SERVICES	11.40	11.40	16.85	+5.45 (f)
SHORELINE REGIONAL PARK COMMUNITY	5.13	5.13	5.38	+0.25 (f)
WATER	34.00	34.00	35.80	+1.80 (f)
WASTEWATER	14.80	14.80	15.60	+0.80 (f)
SOLID WASTE MANAGEMENT	14.80	14.80	16.10	+1.30 (f)
EQUIPMENT MAINTENANCE	9.50	9.50	9.50	
COMMUNITY SERVICES				
SHORELINE GOLF/MICHAELS RESTAURANT	0.30	0.30	0.30	
SHORELINE REGIONAL PARK COMMUNITY	18.64	18.64	18.65	+0.01 (g)
FIRE				
DEVELOPMENT SERVICES	3.00	3.00	3.00	
WASTEWATER	6.90	6.90	6.90	
POLICE				
WASTEWATER	1.00	1.00	1.00	
	<u>170.12</u>	<u>171.12</u>	<u>186.43</u>	<u>15.31</u>
TOTAL REGULAR POSITIONS	<u>637.75</u>	<u>642.75</u>	<u>666.00</u>	<u>23.25</u>
Total Limited-Period Positions	<u>23.50</u>	<u>19.50</u>	<u>13.25</u>	<u>-6.25 (i)</u>
NET FUNDED POSITIONS	<u>661.25</u>	<u>662.25</u>	<u>679.25</u>	
CHANGE FROM PRIOR FISCAL YEAR	5.50	6.50	17.00	

Regular Full-Time and Part-Time Position Allocation
(Continued)

Notes:

- a. Includes the addition of 0.5 FTE to the Communications Coordinator and transfer of 0.25 FTE Office Assistant III from the Human Resources Department.
- b. Includes the addition of two Human Resources Analyst I/II and transfer of 0.25 FTE Office Assistant III to the City Manager's Office.
- c. Includes the addition of a Network Administrator and a Senior IT Analyst.
- d. Includes the midyear addition of a Payroll Accountant I/II and transfer of 0.05 FTE of Principal Financial Analyst to the Water Fund.
- e. Includes the addition of an Assistant Community Development Director (0.65 DSF, 0.35 SRPC), a Senior Planner (0.1 GOF, 0.9 DSF), an Associate Planner (DSF), an Executive Assistant (0.25 GOF, 0.75 DSF), and an Office Assistant I/II (CSFRA). Also includes midyear addition of an Analyst I/II (MHRSO), and the transfer of an Analyst I/II (Sustainability CIP) to the Public Works Department.
- f. Includes the addition of two Senior Civil Engineers (DSF), a Senior IT Analyst (0.35 Water, 0.35 Wastewater, 0.3 Solid Waste), an Associate Civil Engineer (Water), a Public Works Inspector I/II (DSF), and an Administrative Aide (Solid Waste). Also includes the midyear addition of three Associate Civil Engineers (2.25 DSF, 0.25 SRPC, 0.25 Water, 0.25 Wastewater) and an Executive Assistant (0.4 GOF, 0.2 DSF, 0.2 Water, 0.2 Wastewater), and the transfer of an Analyst I/II (Sustainability CIP) from the Community Development Department.
- g. Includes the addition of a 0.5 Communications Coordinator and the addition of 0.25 FTE to a Recreation Coordinator.
- h. Includes the addition of an Assistant Library Director.
- i. Includes the following limited-period positions:
 - City Manager's Office: Continuation of a Management Fellow and a 0.5 Website Coordinator. Also includes an Analyst I/II funded by the Sustainability CIP for 2 years.
 - Human Resources Department: Continuation of a Human Resources Analyst I/II and a new Office Assistant III.
 - Information Technology Department: Continuation of a Systems Coordinator Technician.
 - Community Development Department: Continuation of a Senior Planner and a new Senior Planner (both for the duration of the Google Agreement), and a new 0.75 Business Development Specialist.
 - Public Works Department: Continuation of two Senior Civil Engineers (for the duration of the Google Agreement) and a new Senior Civil Engineer. Also includes a Facilities Maintenance Worker I/II funded by the Sustainability CIP for 2 years.
 - Police Department: Continuation of a Police Officer.

FISCAL YEAR 2022-23
Funding of Nonprofit Agencies

<u>AGENCY</u>	<u>2021-22</u> <u>Adopted</u>	<u>2022-23</u> <u>Recom.</u>
<u>General Fund Funded</u>	(a)	
Child Advocates of Silicon Valley	\$ 15,525	15,525
Community Legal Services in East Palo Alto	18,000	18,000
Community School of Music & Arts	37,850 (d)	7,150
CSA – Senior Nutrition Program	31,500	31,500
Day Worker Center of Mountain View	18,000	18,000
Healthier Kids Foundation – Vision Screening	11,245	11,245
Junior Achievement of Northern California	9,000 (d)	0
South County Community Health Center, Ravenswood Family Health Network	22,500	22,500
Parents Helping Parents, Inc. – Support Services for Households with Disabled Children	7,500	7,500
The Health Trust's Meals on Wheels Program	27,430	27,430
United Way of the Bay Area	5,000 (c)	5,000 (c)
YWCA Domestic Violence Dept/Maitri	61,250 (c,d)	7,150 (c)
General Fund Total	\$ <u>264,800</u>	<u>171,000</u>
<u>CDBG Funded:</u>	(b)	
Bill Wilson Center	\$ 56,000	14,000
Catholic Charities of Santa Clara Co.	12,480	3,120
CSA – Homelessness Prevention/Homeless Services	62,720	15,680
CSA – Senior Services Program	38,400	9,600
Day Worker Center of Mountain View	48,808 (d)	8,792
LifeMoves – Homeless Prevention Services	53,224 (d)	13,208
Next Door Solutions to Domestic Violence	11,200	2,800
Senior Adults Legal Assistance	24,000	6,000
Silicon Valley Independent Living Center (SVILC) – Housing-Related Assistance for the Disabled	17,600	4,400
Vista – Support Services for Blind & Visually Impaired Persons	49,600	12,400
CDBG Total	\$ <u>374,032</u>	<u>90,000</u>

(a) One year funding except additional limited-period ARPA funding for two years.

(b) Two years funding, not including a proportion of estimated \$90,000 FY22-23 CDBG

(c) Includes funding from General Housing (Boomerang) Fund.

(d) Includes partial limited-period funding, FY21-22 from ARPA for two years.

FISCAL YEAR 2022-23
Funding of Nonprofit Agencies
(Continued)

<u>AGENCY</u>	<u>2021-22</u> <u>Adopted</u>	<u>2022-23</u> <u>Recom.</u>
<u>Other Nonprofit Agencies - not requested by an agency during CDBG Public Hearing</u>		
Community Health Awareness Council	\$ 221,000 (e)	128,000
Community School of Music & Arts		
Art4Schools	52,259	52,259
Music4Schools	24,800	24,800
Housing Trust Silicon Valley	150,000 (f)	150,000 (f)
Police Activities League (MVPAL)	5,000	5,000
Project Sentinel – Fair Housing Services	25,000	25,000
Project Sentinel – Mediation Program	91,944	91,944
Silicon Valley @ Home	2,500 (f)	2,500 (f)
Regional Airplane Noise Roundtable	23,000 (g)	0
Youth Sports Fee Waiver	<u>2,000</u>	<u>2,000</u>
Total Other Nonprofit Funding	\$ <u><u>597,503</u></u>	<u><u>481,503</u></u>

(e) Includes \$75,000 in FY20-21 and \$100,000 in FY21-22 of one-time emergency funding.

(f) Funded by the Below-Market-Rate Housing Fund.

(g) Limited-period funding.

FISCAL YEAR 2022-23

Citywide Memberships

<u>MEMBERSHIP</u>	<u>Budget Amount</u>	<u>Responsible Department</u>
Sister City Membership	\$ 480	City Clerk
Alliance for Innovation	5,400	CMO
Association of Bay Area Governments (ABAG)	18,000	CMO
Local Agency Formation Commission (LAFCO)	14,000	CMO
League of California Cities (LCC) Peninsula Division	100	CMO
League of California Cities	23,000	CMO
Mayor's Innovation	2,000	CMO
Mountain View Chamber of Commerce	1,000	CMO
National League of Cities	6,500	CMO
Santa Clara County Cities Association	11,000	CMO
Sustainable Silicon Valley	1,500	CMO
Joint Venture Silicon Valley	20,000 ^(a)	CDD
Bay Area Water Supply & Conservation Agency (BAWSCA)	305,600 ^(b)	PWD
Congestion Management Agency	160,400	PWD
Cal Urban Water Conservation Council	3,200 ^(b)	PWD
Transportation Management Association	55,000 ^(a)	PWD
Silicon Valley Library System	8,950	Library
Pacific Library Partnership	11,011	Library

(a) Includes Shoreline Regional Park Community funding of \$5,000 for Joint Venture Silicon Valley and \$27,500 for Transportation Management Association.

(b) Funded from the Water Fund.

FISCAL YEAR 2022-23

Recommended On-Going Changes
NON-DISCRETIONARY

General Operating Fund

HUMAN RESOURCES DEPARTMENT

Employee Appreciation and Holiday Lunch Events: \$ 5,000

Provides increased funding in anticipation of higher headcount and increased vendor costs for employee appreciation and holiday lunch events.

Human Resources Department Total **\$ 5,000**

INFORMATION TECHNOLOGY DEPARTMENT

Information Technology Services, Licenses, and Software Renewals: \$ 169,900

Provides new and increased funding for the annual services, licenses and software renewals for Microsoft Office, DocuSign, Adobe Acrobat Pro, and various other software licenses.

Information Technology Department Total **\$ 169,000**

FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT

External Auditing Services: \$ 30,000

Provides increased funding for external auditing services. The annual auditing services contract cost is adjusted based on the Consumer Price Index, but the auditing budget has not been increased for several years.

Finance and Administrative Services Department Total **\$ 30,000**

PUBLIC WORKS DEPARTMENT

Janitorial Services: \$ 600,000

Provides increased funding for janitorial services for City facilities due to cost increase from the new janitorial services contract.

Gas and Electricity Cost Increase: \$ 10,000

Provides increased funding for gas and electricity costs (the total cost increase for all funds Citywide is \$83,500).

FISCAL YEAR 2022-23

Recommended On-Going Changes
NON-DISCRETIONARY

General Operating Fund

(Continued)

Citywide Memberships: \$ 5,400

Provides increased funding for Citywide membership to the Congestion Management Agency with Valley Transportation Authority.

Public Works Department Total

\$ 615,400

COMMUNITY SERVICES DEPARTMENT

City Utility Cost Increase: \$ 98,800

Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments (the total cost increase for all funds Citywide is \$164,800).

Gas and Electricity Cost Increase: \$ 47,000

Provides increased funding for gas and electricity costs (the total cost increase for all funds Citywide is \$83,500).

Community Center Day Porter Services: \$ 16,900

Provides funding for additional janitorial services, room setup/tear-down, and support for special events at Recreation facilities. These resources will continue to provide a Day Porter at the new Community Center.

Community Services Department Total

\$ 162,700

LIBRARY SERVICES DEPARTMENT

Annual Subscription Fees: \$ 12,000

Provides increased funding for annual subscriptions for Library self-checkout, automated return, and materials-handling systems.

Annual Subscriptions: \$ 10,000

Provides increased funding for annual subscriptions for essential Library products.

Library Services Department Total

\$ 22,000

FIRE DEPARTMENT

Overtime: \$ 400,000

Provides increased funding for overtime related to minimum staffing.

FISCAL YEAR 2022-23

Recommended On-Going Changes
NON-DISCRETIONARY

General Operating Fund

(Continued)

Telecommunications and Utilities: \$ 17,400

Provides new and increased funding for costs related to telephone, cable, and email communications.

City Utility Cost Increase: \$ 5,000

Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments (the total cost increase for all funds Citywide is \$164,800).

Fire Department Total **\$ 422,400**

POLICE DEPARTMENT

Crossing Guard Services: \$ 9,300

Provides increased funding for Crossing Guard services at schools.

Police Department Total **\$ 9,300**

Total Non-Discretionary On-Going for General Fund **\$ 1,435,800**

FISCAL YEAR 2022-23

Recommended On-Going Changes
NON-DISCRETIONARY

Other Funds

NON-DEPARTMENT

Transportation Reserve

Community Shuttle: \$ 634,100

Provides increased funding for expanded shuttle operations. The total cost is offset by a contribution from Google and VTA-Measure B funds.

Non-Department Total

\$634,100

INFORMATION TECHNOLOGY DEPARTMENT

Water Fund

ESRI GIS System License: \$ 5,000

Provides increased funding for the cost of the ESRI GIS single site license.

Information Technology Department Total

\$ 5,000

FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT

Water Fund

Online Payment Processing Charges: \$ 70,000

Provides increased funding for online payment processing charges for utility bills. The increased cost is due to increased usage of online bill pay.

Workers' Compensation Self-Insurance Fund

Workers' Compensation Excess Insurance: \$ 150,000

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

General Liability Insurance Fund

Liability Insurances: \$ 877,000

Provides increased funding for cost increases related to the City's excess liability insurance and property insurance.

Finance and Administrative Services Department Total

\$ 1,097,000

FISCAL YEAR 2022-23

Recommended On-Going Changes
NON-DISCRETIONARY

Other Funds

(Continued)

COMMUNITY DEVELOPMENT DEPARTMENT

Downtown Benefit Assessment District Fund

City Utility Cost Increase: \$ 3,000

Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments (the total cost increase for all funds Citywide is \$164,800).

Community Development Department Total

\$ 3,000

PUBLIC WORKS DEPARTMENT

Shoreline Regional Park Community Fund

Gas and Electricity Cost Increase: \$ 4,000

Provides increased funding for gas and electricity costs (the total cost increase for all funds Citywide is \$83,500).

Water Fund

Citywide Membership: \$ 61,600

Provides increased funding for the City's membership dues for the Bay Area Water Supply and Conservation Agency (BAWSCA).

City Utility Cost Increase: \$ 1,000

Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments (the total cost increase for all funds Citywide is \$164,800).

Wastewater Fund

Gas and Electricity Cost Increase: \$ 11,000

Provides increased funding for gas and electricity costs (the total cost increase for all funds Citywide is \$83,500).

City Utility Cost Decrease: \$ (10,000)

Provides reduced funding for City utility services used by City departments based on usage and utility rate adjustments (the total cost increase for all funds Citywide is \$164,800).

Solid Waste Fund

Processing Costs: \$ 1,680,000

Provides increased funding for food waste composting (both commercial and multi-family residential) and processing cost increases for construction and demolition and recycle programs previously provided under the SMaRT agreement.

FISCAL YEAR 2022-23

Recommended On-Going Changes
NON-DISCRETIONARY

Other Funds

(Continued)

City Utility Cost Increase: \$ 4,000

Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments (the total cost increase for all funds Citywide is \$164,800).

Public Works Department Total

\$ 1,751,600

COMMUNITY SERVICES DEPARTMENT

Shoreline Golf Links

Net Operating Changes: \$ 276,500 (offset by \$440,000 increased revenue)

Provides increased funding for personnel-related costs (\$143,900), materials and supplies (\$69,900), contracts (\$41,700), and other operating costs (\$21,000).

Water Cost Increase: \$ 40,500

Provides increased funding for water cost increases to maintain Shoreline Golf Links.

Shoreline Restaurant

Net Operating Changes: \$ (7,800) (offset by \$163,000 increased revenue):

Provides net savings from an increase in personnel-related costs (\$47,100) offset by reductions to contracts (\$18,200), materials and supplies (\$5,000), and other operating costs (\$31,700).

Shoreline Regional Park Community Fund

City Utility Cost Increase: \$ 61,000

Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments (the total cost increase for all funds Citywide is \$164,800).

Janitorial Services for Park Restrooms: \$ 33,000

Provides increased funding to continue daily cleaning services for park restrooms by the City's janitorial provider.

Gas and Electricity Cost Increase: \$ 11,500

Provides increased funding for gas and electricity costs (the total cost increase for all funds Citywide is \$83,500).

Community Services Department Total

\$ 414,700

FISCAL YEAR 2022-23

Recommended On-Going Changes
NON-DISCRETIONARY

Other Funds

(Continued)

FIRE DEPARTMENT

Shoreline Regional Park Community Fund

City Utility Cost Increase: \$ 2,000

Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments (the total cost increase for all funds Citywide is \$164,800).

Wastewater Fund

Permit Fees: \$ 4,200

Provides increased funding for National Pollutant Discharge Elimination System permit fees.

Silicon Valley Urban Runoff Pollution Prevention Program (SCVURPPP): \$ 3,900

Provides increased funding for the City's portion of the Silicon Valley Urban Runoff Pollution Prevention Program annual budget.

Fire Department Total

\$ 10,100

Total Non-Discretionary On-Going for Other Funds

\$ 3,915,500

FISCAL YEAR 2022-23

Recommended On-Going Changes
DISCRETIONARY

General Operating Fund

CITY ATTORNEY'S OFFICE

Training, Conference, and Travel: \$ 5,000

Provides increased funding for training, conference, and travel for attorneys to fulfill continuing legal education requirements.

Memberships, Dues, and Filing Fees: \$ 2,600

Provides increased funding for membership in the California Bar, local bar associations, and municipal law associations.

City Attorney's Office Total

\$ 7,600

CITY MANAGER'S OFFICE

Communications Coordinator Position (0.5 FTE): \$ 111,200

Provides funding to increase the Communications Coordinator position from half-time to full-time. This will provide more consistent coverage of the position's current duties and enable the City to establish and operate expanded video production capabilities.

Special Projects Contingency: \$ 100,000

Provides funding for special projects across City departments to address unanticipated, time-sensitive needs.

Reclassification of the Assistant to the City Manager Position to Deputy City Manager:

\$ 16,400

Provides funding to reclassify an Assistant to the City Manager position to Deputy City Manager.

Multicultural Engagement Program Wages: \$ 10,000

Provides increased funding for wages to accommodate increased demand for translations and interpretations, along with language access training. Expanding the City's ability to engage with Spanish-, Chinese-, and Russian-speaking residents has a direct benefit for communities of color in Mountain View.

City Manager's Office Total

\$ 237,600

FISCAL YEAR 2022-23

Recommended On-Going Changes
DISCRETIONARY

General Operating Fund
(Continued)

HUMAN RESOURCES DEPARTMENT

Human Resources Analyst I/II positions (2.0 FTE): \$ 411,000

Provides funding for two full-time Human Resources Analyst I/II positions. These positions will provide professional and analytical support to address the continued increase in volume of workload in Human Resources.

Professional Development Funds: \$ 58,000

Provides increased funding for the professional/management development and technology reimbursement program.

Reclassification of Senior Human Resources Analyst position to Human Resources Manager: \$ 56,100

Provides funding to reclassify one Senior Human Resources Analyst to Human Resources Manager. The Human Resources Manager will primarily focus on developing working relationships with department managers and bargaining units, implementing strategies in support of negotiations and employee relations, and managing programs to provide staffing, training, and other resources.

Employee Healthy Snacks: \$ 25,000

Provides funding for the City's Wellness Program's healthy employee snacks initiative. This initiative was launched in 2017 as a pilot program to provide fresh organic fruit and dry snacks Citywide. The program was on hold due to COVID-19. As the City's workforce has returned, this funding will relaunch the program.

Training and Development: \$ 6,000

Provides increased funding to support the training and development of new personnel.

Human Resources Department Total

\$ 556,100

INFORMATION TECHNOLOGY DEPARTMENT

Network Administrator Position: \$ 261,600

Provides funding for a Network Architect/Manager position. This position will manage and support the growing number and complexity of network systems throughout the City.

Senior Information Technology Analyst Position: \$ 240,900

Provides funding for a Senior Information Technology Analyst position. This position will manage the creation, implementation, and ongoing administration of the Land Management System.

FISCAL YEAR 2022-23

Recommended On-Going Changes
DISCRETIONARY

General Operating Fund

(Continued)

Reclassification of Systems Coordinator/Technician position to Information Technology Analyst I/II (0.80 FTE): \$ 38,200

Provides funding to reclassify a Systems Coordinator/Technician position to Information Technology Analyst I/II. The additional responsibilities for this position will be interfacing with departments to identify GIS projects, working with staff to schedule tasks, and ensuring projects meet the needs of the end-user (the other 0.20 FTE is funded from the Water Fund).

Reclassification of Senior Information Technology Analyst to Principal Information Technology Analyst: \$ 10,100

Provides funding to reclassify a Senior Information Technology Analyst to Principal Information Technology Analyst. This position will provide additional resources to manage feasibility studies, requirements analysis, and system design reviews.

Information Services Department Total **\$ 550,800**

COMMUNITY DEVELOPMENT DEPARTMENT

Executive Assistant Position (0.25 FTE): \$ 43,500

Provides funding for an Executive Assistant position to support the Community Development Director (the other 0.75 FTE is funded by the Development Services Fund).

Senior Planner Position (0.10 FTE): \$ 22,700

Provides funding for a Senior Planner position to address the increase in development projects and increased complexity of project issues (the other 0.90 FTE is budgeted in the Development Services Fund).

Community Development Department Total **\$ 66,200**

PUBLIC WORKS DEPARTMENT

Materials Cost: \$ 10,000

Provides increased funding for traffic sign material.

Public Works Department Total **\$ 10,000**

FISCAL YEAR 2022-23

Recommended On-Going Changes
DISCRETIONARY

General Operating Fund

(Continued)

COMMUNITY SERVICES DEPARTMENT

Roadways Maintenance Contract: \$ 278,000

Provides increased funding for the roadways landscape maintenance contract. Outsourcing roadways responsibilities will allow current Roadway—Downtown Division staff to direct efforts towards park maintenance.

Communications Coordinator Position (0.50 FTE): \$ 111,200

Provides funding for a 0.50 FTE Communications Coordinator position. The additional resources will provide continued support for marketing and public relations.

Reclassification of Volunteer Coordinator to Recreation Coordinator and Increase to Full-Time (0.25 FTE): \$ 32,000

Provides funding to reclassify the Volunteer Coordinator position to Recreation Coordinator, and increases the position from three-quarter-time to full-time. The position will have additional responsibilities supporting Recreation activities while still providing volunteer services Citywide.

Community Services Department Total

\$ 421,200

LIBRARY SERVICES DEPARTMENT

Assistant Library Director Position: \$ 302,800

Provides funding for an Assistant Library Director to oversee Library operations, administration, and staff training and development.

Training, Conference, and Travel: \$ 5,000

Provides increased funding for staff conferences and trainings.

Library Services Department Total

\$ 307,800

FIRE DEPARTMENT

Overtime: \$ 255,800

Provides increased funding for overtime related to Fire personnel training and education.

Training and Education: \$ 80,000

Provides increased funding for Fire personnel to attend conferences and training relating to operations, emergency medical services, and hazardous materials.

FISCAL YEAR 2022-23

Recommended On-Going Changes
DISCRETIONARY

General Operating Fund

(Continued)

Reclassification of Analyst I/II to Senior Management Analyst: \$ 16,900

Provides funding to reclassify the Analyst I/II position to Senior Management Analyst.

Mapping Services: \$ 14,000

Provides increased funding for annual mapping services.

Image Trend Application: \$ 5,800

Provides increased funding for the Image Trend application annual subscription cost.

Fire Department Total

\$ 372,500

POLICE DEPARTMENT

Reclassification of Deputy Police Chief to Police Captain and Reclassification of a Police Sergeant to Police Lieutenant: \$ No Net Increase

Reclassifies the Deputy Police Chief position to Police Captain to oversee the Support Services Division, and reclassifies a Police Sergeant position to Police Lieutenant.

Body Cameras and Tasers: \$ 31,000

Provides increased funding for the vendor agreement for Officer-worn body cameras, Tasers, and video storage of body camera footage. The increased cost includes upgraded software and additional storage for video.

Police Department Total

\$ 31,000

Total Discretionary On-Going for General Fund

\$ 2,560,800

FISCAL YEAR 2022-23

Recommended On-Going Changes
DISCRETIONARY

Other Funds

INFORMATION TECHNOLOGY DEPARTMENT

Water Fund

Reclassification of Systems Coordinator/Technician position to Information Technology Analyst I/II (0.20 FTE): \$ 9,600

Provides funding for the reclassification of a System Coordinator/Technician position as noted in the General Operating Fund section above.

Information Services Department Total **\$ 9,600**

COMMUNITY DEVELOPMENT DEPARTMENT

Development Services Fund

Associate Planner Position: \$ 209,500

Provides funding for an Associate Planner position to support the continued high level of development activity and provide additional support at the Development Services Counter.

Senior Planner Position (0.90 FTE): \$ 204,100

Provides funding for the allocation to the Development Services Fund for the position as noted in the General Operating Fund above.

Assistant Community Development Director (0.65 FTE): \$ 196,800

Provides funding for an Assistant Community Development Director position to oversee the development review process and the Permit Navigation program and cross-departmental team (the other 0.35 FTE is budgeted in the Shoreline Regional Park Community Fund).

Executive Assistant Position (0.75 FTE): \$ 130,500

Provides funding for the allocation to the Development Services Fund for the Executive Assistant position as noted in the General Operating Fund above.

Precise Plan Noticing, Filing, and Consultant: \$ 77,500

Provides funding for noticing, filing fees, and consultant assistance for planning projects.

Below Market Rate (BMR) Housing Fund

Legal Services—Affordable Housing: \$ 20,000

Provides increased funding for legal services to comply with new housing laws.

FISCAL YEAR 2022-23

Recommended On-Going Changes
DISCRETIONARY

Other Funds
(Continued)

Housing Impact Fund

Consulting Services—Affordable Housing: \$ 20,000

Provides funding for external consulting to provide financial and economic analysis relating to affordable housing proposals.

Shoreline Regional Park Community Fund

Assistant Community Development Director (0.35 FTE): \$ 106,000

Provides for an Assistant Community Development Director position as noted in the Development Services Fund section above.

Precise Plan Noticing, Filing, and Consultant: \$ 17,500

Provides funding for noticing, filing fees, and consultant assistance for planning projects.

Community Stabilization and Fair Rent Act (CSFRA)/Rental Housing Committee (RHC) Fund

Office Assistant I/II Position: \$ 140,400

Provides funding for an Office Assistant I/II position to support rent stabilization programs. Duties will include organizing staff meetings and workshops, printing of collateral, assisting in website updates, and the initial intake of customer inquiries.

Net Miscellaneous Expenses: \$ (132,500)

Provides savings from operating expenses as presented to the RHC on May 23, 2022.

Mobile Home Rent Stabilization Ordinance (MHRSO)/Rental Housing Committee (RHC) Fund

Net Miscellaneous Expenses: \$ 90,000

Provides funding for operating expenses as presented to the RHC on April 25, 2022.

Community Development Department Total

\$ 1,079,800

PUBLIC WORKS DEPARTMENT

Development Services Fund

Senior Civil Engineer—Land Development Section: \$ 256,200

Provides funding for a Senior Civil Engineer to provide project management to the Land Development Engineering Section.

Senior Civil Engineer—Traffic Section: \$ 256,200

Provides funding for a Senior Civil Engineer to provide additional staff support in development and permit reviews.

FISCAL YEAR 2022-23

Recommended On-Going Changes
DISCRETIONARY

Other Funds
(Continued)

Public Works Inspector I/II—Construction Section Position: \$ 43,800 (\$209,800 offset by charges to CIPs)

Provides funding for a Public Works Inspector I/II position. The position will support the high level of private development-related construction activity in the North Bayshore Area.

Shoreline Regional Park Community Fund

Environmental Monitoring Contract Services: \$ 120,000

Provides funding for the City's annual testing of groundwater and indoor air quality at City-owned property.

Water Fund

Associate Civil Engineer – Engineering and Environmental Compliance Section Position: \$ 236,100

Provides funding for an Associate Civil Engineer position. Additional staff resources are necessary to comply with recycled water regulations.

Senior Information Technology Analyst—Utilities Position (0.35 FTE): \$ 84,300

Provides funding for a Senior Information Technology Analyst position to manage the supervisory control and data acquisition (SCADA) system (the other 0.65 FTE is funded from the Wastewater and Solid Waste Funds).

Contract Services - SCADA: \$ 75,000

Provides increased funding for contract services to perform complex control system programming, troubleshooting, and repairs for the electrical and mechanical equipment of the SCADA system. The City has a large inventory of electrical and mechanical equipment to operate and maintain infrastructure used to deliver potable water, collect and pump wastewater, collect and discharge stormwater, and collect and destroy landfill gas. Costs are split with the Wastewater Fund.

Materials Cost: \$ 75,000

Provides increased funding for material supplies for water operations.

Wastewater Fund

Contract Services—Sewer Televising: \$ 140,000

Provides increased funding for sewer televising contract services to meet current costs.

Senior Information Technology Analyst—Utilities Position (0.35 FTE): \$ 84,300

Provides funding for the allocation to the Wastewater Fund for this position as mentioned in the Water Fund section above.

FISCAL YEAR 2022-23

Recommended On-Going Changes
DISCRETIONARY

Other Funds
(Continued)

Contract Services - SCADA: \$ 60,000

Provides funding for contract services as described in the Water Fund above.

Solid Waste Fund

Administrative Aide—Solid Waste Section Position: \$ 176,300

Provides funding for an Administrative Aide position to assist with increasing responsibilities and workload due to new regulations and a commitment to zero waste.

Senior Information Technology Analyst—Utilities Position (0.30 FTE): \$ 72,300

Provides funding for the allocation to the Solid Waste Fund for this position as mentioned in the Water Fund section above.

Public Works Department Total **\$ 1,679,500**

COMMUNITY SERVICES DEPARTMENT

Shoreline Regional Park Community Fund

Water Costs: \$95,000

Provides increased funding for irrigation of environmentally important areas of Shoreline at Mountain View.

Rengstorff House Advertising: \$8,400

Provides increased funding for advertising and marketing services for Rengstorff House facility rentals. The increased budget will allow the Rengstorff House to remain competitive by advertising to a broader market.

Community Services Department Total **\$ 103,400**

Total Discretionary On-Going for Other Funds **\$ 2,872,300**

FISCAL YEAR 2022-23

Recommended
LIMITED-PERIOD EXPENDITURES

(Funded From Prior Fiscal Year Carryover)

General Fund

CITY COUNCIL'S OFFICE

Newly Elected Councilmember Per-Term Allowance: \$ 11,400

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

City Council's Office Total **\$ 11,400**

CITY CLERK'S OFFICE

General Election Costs: \$ 289,000

Provides funding for the November 8, 2022 General Municipal Election, including three Councilmember seats and one ballot measure. Funding is also included for legal advertisement.

City Clerk's Office Total **\$ 289,000**

CITY ATTORNEY'S OFFICE

Americans with Disabilities Act (ADA) Compliance: \$ 75,000

Provides funding to retain ADA consulting services to update the City's ADA program, policies, and procedures.

City Council Strategic Priority Project – Mobile Home Park Space Rents: \$ 21,900 *(rebudget balance)*

Rebudgets the balance of funding to develop a mobile home rent control ordinance and related work.

City Attorney's Office Total **\$ 96,900**

CITY MANAGER'S OFFICE

Safe parking Program: \$ 335,000

Provides funding for services related to the operation of City safe parking locations.

Americans with Disabilities Act (ADA) Consultant: \$ 200,000 *(rebudget)*

Rebudgets funding for a consultant to prepare an ADA assessment and transition plan for City facilities, website, and public programs (streets, sidewalks, etc.).

FISCAL YEAR 2022-23

Recommended
LIMITED-PERIOD EXPENDITURES

(Continued)

Organizational Analysis: \$200,000 (rebudget)

Rebudgets funding to support an analysis of the City's administrative functions, procedures, and resources to help streamline and modernize these functions to provide superior, customer-driven, and cost effective services to both external and internal customers.

Management Fellow Position: \$ 181,300

Provides continued funding for a Management Fellow position. The objective of this position is to provide increased capacity and an increased level of analytical rigor for important department and Citywide projects.

Website Coordinator Position (0.5 FTE): \$ 111,200

Provides continued funding for a half-time Website Coordinator position. This position will support the transition to a new website and intranet design, apply web best practices, including ADA accessibility, make recommendations for site navigation, support departments on web publishing processes, identify and resolve problems with web content and links, analyze data for search engine optimization, monitor and report on analytics and recommend changes to enhance site accessibility and effectiveness, and promote uniform fonts, formatting and design.

City Council Strategic Priority Project-Legislative Advocacy: \$ 100,000

Provides continued funding to engage the services of a legislative advocacy consultant to support the City's legislative priorities at a State and Federal level to include assistance with legislative tracking and updates, analysis, development of a legislative strategy and advocacy plan, and assist with establishing interagency relationships, regional advocacy, and stakeholder engagement.

Production and Multimedia Wages: \$ 75,000

Provides funding for hourly wages to produce videos to expand community access to City information and enhance the City's communication and outreach efforts.

City Council Strategic Priority Project-Homeless Response Strategy: \$ 75,000

Rebudgets funding to prepare a comprehensive review of community needs and available resources related to housing and supportive services for homeless and unstably housed Mountain View residents and develop an expenditure and funding plan in coordination with regional partners.

Sustainability Fellow Contract: \$ 55,000

Provides continued funding for a professional service agreement for a Sustainability Fellow to support the implementation of Sustainability Action Plan 4 (SAP-4) with a focus on community outreach and engagement.

FISCAL YEAR 2022-23

Recommended
LIMITED-PERIOD EXPENDITURES
(Continued)

Sustainability Outreach and Engagement Program: \$ 40,000

Provides continued funding for the City's outreach program in support of SAP-4.

Homeless Initiatives: \$ 20,900 (rebudget balance)

Rebudgets the balance of funding for homeless initiatives.

City Manager's Office Total

\$ 1,393,400

HUMAN RESOURCES DEPARTMENT

Human Resources Analyst I/II Position: \$ 205,500

Provides continued funding for a Human Resources Analyst I/II position. This position will provide needed staffing to assist with the leave administration, training functions, and recruitments.

Citywide Succession Planning: \$ 150,000

Provides continued funding for Citywide Succession Planning efforts. The funds will be used for recruitment resources, coaching, and development to prepare the organization for upcoming retirements and transitions in essential leadership positions.

Employee Relations/Labor Negotiations Attorney Services: \$ 150,000

Provides continued funding for labor negotiation services and support implementation of any new agreement terms that require legal advice. Also, provides funding for legal advice on general employee relation matters.

Office Assistant III position: \$ 149,700

Provides funding for an Office Assistant III position. This position will provide office administrative and clerical support.

Employee Relations Consultants: \$ 140,000

Provides funding for outside consultants to support investigations and class/compensation surveys.

Human Resources Analyst Wages: \$ 65,000 (Rebudget)

Rebudgets funding for the Human Resources Analyst hourly wages. The funding will provide dedicated resources for special projects and employee communications.

Human Resources Department Total

\$ 860,200

FISCAL YEAR 2022-23

Recommended
LIMITED-PERIOD EXPENDITURES

(Continued)

INFORMATION TECHNOLOGY DEPARTMENT

IT Desktop Technician Temporary Help: \$ 200,000

Provides continued funding for temporary help at the IT Desktop Technician level to provide support for employee helpdesk requests which have increased due to teleworking.

Aspen Discovery Library Software: \$ 21,000

Provides funding for essential discovery software for the library.

Envisio Software: \$ 15,000

Provides continued funding for a software system to better track City Council goals and other projects.

Microsoft Teams Licenses: \$ 15,000

Rebudgets funding for licenses for Microsoft Teams meeting software as a pilot program.

Virtual Desktop Infrastructure (VDI) Licenses : \$ 6,000

Provides funding for VDI hardware licenses.

Information Technology Department Total

\$ 257,000

FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT

Cost Allocation Plan Update and Fee Study: \$ 120,000 *(rebudget)*

Rebudgets funding for a Cost Allocation Plan update and comprehensive user-fee study. These projects will serve as a basis for assessing the City's cost-recovery levels for fees and charges. Council approved repurposing this funding in Fiscal Year 2021-22, which was previously approved for a Transient Occupancy Tax ballot measure.

Funding for Hourly Wages: \$ 100,000 *(rebudget balance)*

Rebudgets the balance of funding for two overhire positions due to retirement to hourly wages to provide training to the new hires for knowledge transfers.

Transient Occupancy Tax Compliance Audit: \$ 50,000

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

Finance and Administrative Services Department Total

\$ 270,000

FISCAL YEAR 2022-23

Recommended
LIMITED-PERIOD EXPENDITURES

(Continued)

COMMUNITY DEVELOPMENT DEPARTMENT

Business Development Specialist Position (0.34 FTE): \$ 79,100

Provides funding for a three-quarter-time Business Development Specialist position to support the Economic Development Division (the other 0.41 FTE is funded from the Downtown Benefit Assessment District Fund and the Shoreline Community Fund).

Retail Vacancy Analysis and Support: \$ 20,000

Provides funding for consultant services to support commercial property owners with assessing and filling vacant space. This funding would allow the City to assist up to 10 vacant storefronts (this item is also funded by the Shoreline Regional Park Community Fund).

City Council Strategic Priority Project-Public Art Strategy: \$ 10,000 (rebudget)

Rebudgets funding for a consultant to complete the public art strategy.

Community Development Department Total

\$ 109,100

PUBLIC WORKS DEPARTMENT

Hourly Staff to Support the Traffic Section: \$ 150,000

Provides continued funding for hourly staff to support the Traffic Section. The increase in workload is mainly attributable to the high level of development activity.

City Council Strategic Priority Project-Community Workforce Agreement: \$ 75,000 (rebudget)

Rebudgets funding for a consultant to assist with outreach, analysis, and development of proposed terms for a Community Workforce Agreement.

Program for Sidewalk Ramping, Grinding, and Inspecting: \$ 75,000

Provides continued funding to hire hourly seasonal workers to continue performing sidewalk ramping and grinding operations, including bimonthly sidewalk inspections to target areas needing repair.

Hourly Staff to Support the Transportation Section: \$ 40,000

Provides continued funding for hourly staff to support the Transportation Section. The increase in workload is mainly attributable to the increased volume of transportation issues.

Pressure Washing Services: \$ 19,800

Provides funding for pressure washing services for the Library parking garage.

Public Works Department Total

\$ 359,800

FISCAL YEAR 2022-23

Recommended
LIMITED-PERIOD EXPENDITURES

(Continued)

COMMUNITY SERVICES DEPARTMENT

Cuesta Park Gopher Control: \$ 10,000

Provides funding for gopher and rodent control services at Cuesta Park. The impact of gopher holes has led to concerns about the safety and usability of the turf.

Community Services Department Total

\$ 10,000

LIBRARY SERVICES DEPARTMENT

Security Services: \$ 96,000

Provides funding for an outside company to provide security services for the Library.

Books and Materials: \$ 20,000

Provides continued funding for e-books and electronic resources to address the significant increase in demand.

Library Services Department Total

\$ 116,000

FIRE DEPARTMENT

Firefighter Recruit Academy: \$ 482,000

Provides funding for up to seven Firefighter recruits to attend the Firefighter Academy. The funding includes personnel costs, supplies and equipment, and overtime for in-house instructors.

Medical Specialist Training: \$ 37,100

Provides funding to send three Paramedics to Medical Specialist Training to increase knowledge, skills, and abilities in the Urban Search and Rescue program. The amount includes overtime and course costs related to the training.

Fire Department Total

\$ 519,100

POLICE DEPARTMENT

Police Officer Position-Community Outreach: \$ 301,100

Provides continued funding for a Police Officer position. This position focuses on improving the effectiveness of the Police Department's handling of community concerns and issues related to vulnerable populations, including the homeless and mentally ill, and works in close coordination with staff in the City Manager's Office. In addition, the officer would coordinate and expand the Department's Crisis Intervention Training (CIT) efforts.

FISCAL YEAR 2022-23

Recommended
LIMITED-PERIOD EXPENDITURES

(Continued)

Crossing Guard Services: \$ 50,000

Provides additional funding for Crossing Guard services at schools. The limited-period funding will be matched by the school district.

Police Department Total **\$ 351,100**

Total General Fund Limited-Period Expenditures **\$ 4,643,000**

(New \$3,755,200; Rebudget \$887,800)

Rebudgets are italicized and are Fiscal Year 2021-22 non-operating appropriations that are unspent and recommended to be carried over to Fiscal Year 2022-23.

FISCAL YEAR 2022-23

Recommended
LIMITED-PERIOD EXPENDITURES

(Continued)

Other Funds

NON-DEPARTMENT

CASp and Training Fund

Certified Access Specialist (CASp) Training: \$ 63,200 (rebudget balance)

Rebudgets the balance of funding available for CASp Training per Assembly Bill (AB) 1379. The city collects four dollars for every business license issued and retains 90 percent of the funds. The City is required to use the funds on CASp training and certification to facilitate compliance with construction-related accessibility requirements.

General Housing Fund

General Housing Funds: \$ 419,600 (rebudget)

Rebudgets the balance of General Housing funds available for affordable housing.

Destination Home Grant: \$ 300,000 (\$150,000 rebudget)

Provides the second year of funding for a three year grant from Desination:Home.

One Portable Restroom and Wash Station at Rengstorff Park: \$ 12,000

Provides funding for portable restroom services and a wash station at Rengstorff Park.

Non-Department Total

\$ 794,800

CITY MANAGER'S OFFICE

Cable Fund

Audio/Visual Equipment: \$ 5,000

Rebudgets funding for audio/visual equipment for staff or freelance photographers to use for City video productions that would be shown on Mountain View City Television and social media platforms including YouTube.

City Manager's Office Total

\$ 5,000

INFORMATION TECHNOLOGY DEPARTMENT

Water Fund

Systems Coordinator/Technician Position: \$ 174,500

Provides continued funding for a Systems Coordinator/Technician position to assist the Public Works Department with GIS and utility functions.

Information Technology Department Total

\$ 174,500

FISCAL YEAR 2022-23

Recommended
LIMITED-PERIOD EXPENDITURES

(Continued)

COMMUNITY DEVELOPMENT DEPARTMENT

Development Services Fund

Legal Services: \$ 125,000

Provides continued funding for legal services to assist with complex development projects and/or policies.

Code Adoption Materials: \$ 15,000

Provides funding for the acquisition of required Building and Fire Code materials.

Below Market Rate (BMR) Housing Fund

La Avenida Affordable Development: \$ 13,700,000 (rebudget balance)

Rebudgets the balance of funding approved midyear for the Avenida affordable housing development project.

La Avenida Predevelopment: \$ 1,273,000 (rebudget balance)

Rebudgets the balance of funding approved for the predevelopment of the La Avenida NOFA project.

Lot 12 Predevelopment: \$ 256,400 (rebudget balance)

Rebudgets the balance of funding approved for the predevelopment of Lot 12.

Consulting Services—Affordable Housing: \$ 90,000

Provides funding for external consulting services to support the implementation of Housing and Neighborhood Services Division programs.

Legal Services: \$ 85,000

Provides funding for legal services to comply with new housing laws.

Housing Impact Fund

Montecito Avenue NOVA Predevelopment: \$ 1,136,000 (rebudget balance)

Rebudgets the balance of funding approved for the predevelopment of the Montecito Avenue NOFA project.

Downtown Benefit Assessments Districts Fund

Business Development Specialist Position (0.23 FTE): \$ 52,100

Provides funding for the allocation to the Downtown Benefit Assessment District Fund for the three-quarter-time position as noted in the General Non-Operating Fund section above.

FISCAL YEAR 2022-23

Recommended
LIMITED-PERIOD EXPENDITURES

(Continued)

Shoreline Regional Park Community Fund

Business Development Specialist Position (0.18 FTE): \$ 43,400

Provides funding for the allocation to the Shoreline Community Fund for the three-quarter-time position as noted in the General Non-Operating Fund section above.

Legal Services: \$ 40,000

Provides continued funding for legal services on matters involving North Bayshore district planning.

Retail Vacancy Analysis and Support: \$ 10,000

Provides funding for consultant services as noted in the General Non-Operating Fund section above.

Community Development Department Total

\$ 16,825,900

PUBLIC WORKS DEPARTMENT

Development Services Fund

Consultants to Support Land Development Section: \$ 400,000

Provides continued funding for consultants to support the Land Development Section. Additional resources are necessary to process the additional workload created by the high level of development activity.

Consultants to Support Construction Section: \$ 400,000

Provides continued funding for consultants to support the Construction Section. Additional resources are necessary to process the additional workload created by the high level of development activity.

Consultants to Support Traffic Engineering Section: \$ 150,000

Provides continued funding for consultants to support the Traffic Engineering Section. The increase in activity is mainly attributable to the approval of the three Precise Plans.

Hourly Staff to Support the Land Development Section: \$ 130,000

Provides continued funding for hourly staff to support the Land Development Section. The increase in workload is mainly attributable to the high level of development activity.

City Council Strategic Priority Project—Transportation Demand Management Ordinance: \$ 100,000 (rebudget)

Rebudgets funding for the General Plan action item for a consultant to help prepare a Transportation Demand Management Ordinance.

FISCAL YEAR 2022-23

Recommended
LIMITED-PERIOD EXPENDITURES

(Continued)

Hourly Staff to Support the Construction Section: \$ 60,000

Provides continued funding for hourly staff to support the Construction Section. The increase in workload is mainly attributable to the high level of development activity.

Engineering Inspections and Materials Testing: \$ 50,000

Provides continued funding for inspections and materials testing during the construction process.

Shoreline Community Fund

Senior Civil Engineer—Engineering and Environmental Compliance Section Position: \$ 64,100 (\$256,200 offset by charges to CIPs)

Provides funding for a Senior Civil Engineer position to manage capital improvement projects relating to sea level rise.

Equipment Maintenance and Replacement Fund

Hourly Staff to Support the Fleet Section: \$ 25,000

Provides continued funding for hourly staff to continue supporting the Fleet Section. The additional resources will allow for an on-site fabricator to perform on-site metal work to create and repair vehicle and equipment components.

Public Works Department Total

\$ 1,379,100

FIRE DEPARTMENT

Development Services Fund

Strong Motion Instrumentation Program (SMIP): \$ 29,300 (rebudget balance)

Rebudgets the balance of funding available for SMIP funds to be used for a Community Emergency Response Team (CERT) grant program.

Wastewater Fund

Consultant Services for Web-Based Reporting: \$ 20,000 (rebudget)

Rebudgets funding to create an electronic reporting system. The State requires all local government agencies to electronically report hazardous materials business plan, inspection, and enforcement information.

Fire Department Total

\$ 49,300

Total Other Funds Limited-Period Expenditures

\$ 19,228,600

FISCAL YEAR 2022-23

Recommended
CAPITAL OUTLAY

General Operating Fund

Finance and Administrative Services Department:		\$ <u>19,200</u>
Mailing Processing System Machine	19,200	
Public Works Department:		<u>30,000</u>
Digital Sign Printer	30,000	
Community Service Department:		<u>45,300</u>
Tables (4) and Chairs (24)	18,000	
Picnic Tables (13)	14,300	
Outdoor Umbrellas (25)	13,000	
Library Services Department:		<u>32,000</u>
Window Coverings	32,000	
Fire Department:		<u>72,000</u>
Portable Narcotic Security System	30,500	
Washer/Extractor	23,500	
Air Bags Replacement	18,000	
Police Department:		<u>30,700</u>
Live911 Pilot Program	30,700	
General Operating Fund Total		\$ <u>229,200</u>

FISCAL YEAR 2022-23

Recommended
CAPITAL OUTLAY
(Continued)

Other Funds

Finance and Administrative Services Department:

<u>General Non-Operating Fund:</u>		\$ <u>15,000</u>
Fixed Asset Bar Code Scanner (rebudget)	15,000	
<u>Water Fund:</u>		<u>12,800</u>
Mailing Processing System Machine	12,800	

Community Development Department:

<u>CSFRA\Rental Housing Committee Fund:</u>		<u>94,000</u>
Start-up Software for RHC (rebudget balance)	94,000	

Public Works Department:

<u>Development Services Fund:</u>		<u>70,000</u>
Vehicle for Jr/Asst/Associate Civil Engineer	35,000	
Vehicle for Public Works Inspector I/II	35,000	
<u>Wastewater Fund:</u>		<u>20,000</u>
Trailer Upgrade	20,000	

Community Services Department:

<u>Shoreline Golf Links/Restaurant Fund:</u>		<u>11,700</u>
Trencher	11,700	
<u>Shoreline Regional Park Community Fund:</u>		<u>59,000</u>
Shoreline Ranger Patrol Truck	43,400	
Gator Utility Vehicle	15,600	

Police Department:

<u>General Non-Operating Fund:</u>		<u>80,600</u>
Mobile Responder Software (rebudget balance)	55,600	
Interview Room Recording System (rebudget)	25,000	

Total Other Funds \$ 363,100

Total Capital Outlay \$ 592,300

FISCAL YEAR 2022-23
Recommended
EQUIPMENT REPLACEMENT

COMPUTERS:	\$ <u>904,600</u>
21 Switches (10 Rebudget)	390,000
188 Computers	232,100
23 UPSs for Network Closet (Rebudget)	57,500
3 VDI Blade Servers and Storage	57,000
24 Printers	51,000
4 Servers	36,000
3 Library Self Check-out Stations	30,000
2 Library Self Check-in Stations	20,000
9 Firewall (Rebudget)	16,500
4 Miscellaneous (router, small UPS, etc.)(1 Rebudget)	10,000
3 Portable Projectors Overhead Display	4,500
COMPUTER AIDED DISPATCH/RECORDS MANAGEMENT SYSTEM:	<u>640,300</u>
9 Servers (Rebudget)	326,000
1 Software (Rebudget)	147,800
55 Data Modems (Rebudget)	82,500
10 Mobile Data Computers (Rebudget)	75,000
2 Firewall (Rebudget)	6,000
1 Router (Rebudget)	3,000
COMMUNICATIONS CENTER:	<u>653,200</u>
5 Antenna (4 Rebudget)	187,000
12 Base (11 Rebudget)	102,700
15 T-1 Transmitter/Receivers & Routers (Rebudget)	87,000
1 Large UPS (Rebudget)	60,000
5 Console PCs and software	42,000
12 Monitor Receiver (Rebudget)	42,000
2 Voter/Comparator (Rebudget)	32,000
4 Voting Receiver (Rebudget)	24,000
5 UPS Batteries	23,000
1 Remote Voter Monitor (Rebudget)	16,000
1 Digital Access and Cross-Connect System (Rebudget)	15,000
1 Small UPS (Rebudget)	15,000
3 Base Radio	7,500

FISCAL YEAR 2022-23

Recommended
EQUIPMENT REPLACEMENT
(Continued)

FLEET:		<u>\$ 2,319,600</u>
5	Van-SUV (2 Rebudget)	266,000
4	¾ Ton Truck (Rebudget)	240,000
17	Trailers (7 sm, 2 med, 5 lg, 1 HD Rebudget))	234,000
6	Motorcycle	210,000
1	Bull Dozer (Rebudget)	179,000
2	1 Ton Truck (1 Rebudget)	170,000
2	Safety Full Size SUV (Rebudget)	160,600
1	Power Paver	156,000
2	Patrol Car	144,000
1	Lube Truck (Rebudget)	112,000
1	Riding Mower-Large (Rebudget)	90,000
1	Large Chipper (Rebudget)	80,000
5	Portable Pumps (3 sm, 1 med, 1 lg Rebudget)	61,000
1	½ Ton Truck w Safety Package (Rebudget)	50,000
1	Street Tar Kettle Pump (Rebudget)	50,000
1	Sedan/Wagon (Rebudget)	50,000
1	Mini Pick-up	32,000
4	Misc (Undesignated) (2 Rebudget)	25,000
1	Steam Cleaner	10,000
GOLF EQUIPMENT:		<u>141,000</u>
1	Mower - Trim	46,000
1	Utility Vehicle - Heavy Duty	38,000
1	Utility Vehicle-Light Duty	18,000
1	Seeder Drill	12,000
1	Trencher-4" Walk	10,000
1	Blower – Turbine	10,000
1	Core Harvester	7,000
TOTAL EQUIPMENT REPLACEMENT		<u>\$ 4,658,700</u>
(New \$1,605,700; Rebudget \$3,053,000)		

DATE: June 14, 2022

TO: City Council

FROM: Ann Trinh, Senior Financial Analyst
Grace Zheng, Assistant Finance and Administrative Services Director
Jesse Takahashi, Finance and Administrative Services Director

VIA: Kimbra McCarthy, City Manager

SUBJECT: **Fiscal Year 2022-23 Recommended Fee Modifications**

INTRODUCTION

As part of the annual budget process, departments review their fees and prepare recommendations to modify current fees, add appropriate new fees, and eliminate any fees that are no longer necessary. If there are services provided that specifically benefit a particular individual/household or segment of the population versus more global services that generally benefit the entire community, a fee may be calculated and recommended to Council to recover all or a portion of the cost of providing the service. The Master Fee Schedule, the complete listing of all City fees, will be updated to reflect Council actions on June 28, 2022 pertaining to fees and then published for Fiscal Year 2022-23.

BACKGROUND AND ANALYSIS

Each fee recommended to be modified, added, or eliminated is listed on the attached Exhibits A through J, which detail the fee amounts in effect for Fiscal Year 2021-22 and the Fiscal Year 2022-23 recommended fees, amounts, fee basis, and effective dates. The significant fee modifications are summarized below, and if the fee is not a General Operating Fund revenue source, the applicable fund is identified. The remaining fees on the attached exhibits are recommended with an adjustment by the appropriate factor (Consumer Price Index (CPI), Cost-of-Living Adjustment, or Engineering News Record Construction Cost Index (ENR-CCI)) or resulting from a new contract or appraisal. Some fees received a multi-year increase as the annual factors have not been sufficient to round to the next highest dollar, or staff recommended waiting some period of time to evaluate a fee.

The Fiscal Year 2022-23 Master Fee Schedule, a complete listing of all current City fees, will be posted to the City's website.

Community Development Department (Exhibit D)

Development Services Fund/Downtown Parking Fund

Staff recommends a multi-year increase to the planning fees as a majority of the fees have not been updated for four to 13 years.

Housing Fund

Staff recommends the addition of fees to address significant costs associated with affordable housing loans. The Community Development Department's Housing and Neighborhood Services Division oversees and monitors the operation and financial performance of the affordable, multi-family rental housing projects developed with financial and other forms of support from the City of Mountain View. Housing staff is responsible for monitoring the compliance of each project with a host of obligations that borrowers and grantees agreed to as a condition of receiving the City's financial support.

The proposed Origination Fee will partially offset costs associated with putting together the affordable housing loan, recognizing the significant staff and consultant time required to do so. The Refinance and Recapitalization Fee will partially offset staff costs associated with the review of asset management transactions and new affordable housing development transactions in which developers request to refinance or resyndicate existing developments supported by City loans. The Loan Servicing Fee and Affordable Restriction Monitoring Fee will partially recover costs associated with ensuring that all projects financed are in compliance with the terms of the loan or grant provided by the City, including assuring appropriate affordability levels and loan repayment.

These fees are standard for a number of public agencies who provide affordable housing loans and will be particularly critical as the City's affordable housing portfolio increases. The Loan Servicing and Affordable Restriction Monitoring fees in particular will help to assure continued oversight of the City's affordable housing portfolio. Staff recommends the City Council authorize the Origination Fee and Refinance and Recapitalization Fee to be modified annually by the prior-year CPI for All Urban Consumers (San Francisco-Oakland-Hayward) and the Loan Servicing and Affordability Restriction Monitoring Fees to be increased annually by 3% as part of the annual budget process.

Community Services Department (Exhibit E)

General Operating Fund

Center for the Performing Arts: Staff recommends an Administrative Fee for Late Payment for the Center for the Performing Arts. This fee is an incentive to receive payment on time from clients and offsets City administrative costs of processing late payments.

Recreation: McKelvey Ball Park reopened as a new facility in February 2020. As part of the new facility, a Community Room was added to provide Mountain View-recognized Youth Sports Organizations a space to host league activities, such as board meetings, league trainings, and registration days. Since McKelvey Ball Park opened, City staff received requests from the public and nonprofit organizations to host small functions at the Community Room, such as meetings or small parties. To accommodate these requests, staff recommends new rental fees for the McKelvey Ball Park Community Room. The new fees are structured around facility reservation fees at similar Recreation facilities, such as the Community Center, Senior Center, and Historic Adobe Building. The Community Room would be available to rent when the fields are not in use or in conjunction with a field reservation. In addition to the new fees, amendments to Attachment A of the Master Fee Schedule are requested in order to add the McKelvey Ball Park Community Room as a reservable space.

Shoreline Regional Park Community Fund

Shoreline at Mountain View: Staff is recommending multiple fee changes related to the Rengstorff House rental fees in order to better align with operations:

- Establish a Storage Fee to allow renters to reserve space and reduce their costs of same-day service from vendors. This fee will help prevent conflicts between renters as a reservation system will be in place.
- Establish one Meeting Fee for the dining room use that will be applied to all functions and user groups as long as they remain under 20 attendees.
- Create a clear scale between the Resident, Nonresident, and Nonprofit rates for Social Gathering Fees, which will be easier to market and communicate to potential clients.
- Updating the Security Deposit Fee to separate between alcohol versus no alcohol, which aligns with other rental facilities and more accurately covers costs.
- Increase the Special Event Permit from \$300 to \$500 as the fee has not been increased since 2011. Multiple staff are involved in order to evaluate the space, verify insurance, and process the permit.

Shoreline Athletic Fields opened in 2015 and has primarily been used for field reservations and the City's Adult Softball League. As part of the complex amenities, a batting cage is available for baseball and softball players to use as part of their field reservation. The batting cage is left unused during soccer season, weekdays before 4:00 p.m., and during the Adult Softball League. Since the fields opened, staff received requests to rent the batting cages from residents and employees of businesses near the complex. During the height of the pandemic in 2020, batting cages were identified as a safe, outdoor activity for individuals to continue to participate in. Coupled with requests from customers, the pandemic highlighted the opportunity to develop a Batting Cage Rental program to add to the Recreation Division's Adult Sports programs. Staff recommends two new fees: one for Mountain View Resident/Business and one for Nonresident. This new program will provide an additional adult sports program as well as a safe individual or small-group activity to participate outdoors.

Shoreline Golf Links Fund

In order to offset increased costs and maintain revenue levels with increased competition from nearby golf courses, Touchstone and staff are recommending the following changes:

- Increase Frequent Player Rates by approximately 3.0% with fluctuations occurring due to rounding in order to facilitate marketing and sales using round dollar figures.
- Increase Green Fees by \$1.
- Increase the Loyalty Program, NCGA/PWGA Member Club Play Day Rates, Golf Cart (by rider), Member Cart, and Push/Pull Cart fees by \$1 per rider to bring them in line with the \$1 increases to the Green Fees.
- Increase Range Ball Fees by \$1.
- Increase Tournament Fees by up to \$5 as they incorporate range buckets and other bonuses.

Fire and Police Department (Exhibits G and H, respectively)

Commercial or residential buildings subject to certain enforcement actions by either the Police or Fire Departments must be secured or boarded up when there is a reasonable threat to life or property. If the City is unable to get in contact with a property owner or manager, or if the property owner or manager is not cooperative or responsive, then the City uses a contract emergency board-up company to secure the building. Through a Request for Proposal (RFP) process, a contractor was chosen to provide emergency board-up services for the City when called upon. The contractor invoices the property owner for the cost of materials and services,

and, in the event the contractor does not receive payment from the property owner, then the City is invoiced, and the City pursues collection from the property owner. The purpose of the Emergency Board-Up of Structure Fee would be to recoup the amount the City pays the contractor for the emergency board-up services invoice when the property owner or manager does not pay the invoice.

Public Works Department (Exhibits I and J)

Development Services Fund

Staff recommends a multi-year increase to the development fees. A majority of the fees have not been updated in three years. In particular, the Standard Provisions Fees were last updated in 2004 and 2007.

Water, Wastewater, and Solid Waste Management Funds

Utility rates are detailed in the attached Exhibit J and include the following recommended adjustments:

- Water—12.0% for the average cost of water and meter rates and 5.0% for recycled water.
- Wastewater—8.0% overall increase (includes a 2.0% increase for Year 9 of a 10-year phase-in period to fund future major renovations at the Treatment Plant).
- Solid Waste Management—6.0% overall increase.

CONCLUSION

Departments reviewed their fees and recommended the new, modified, or eliminated fees discussed in this memorandum and detailed in Exhibits A through J. As part of the budget noticing process, the City will comply with all noticing requirements that apply to fees.

AT-GZ-JT/6/FIN

574-06-14-22M

- Exhibits:
- A. Fee Schedule—Citywide Administrative
 - B. Fee Schedule—City Attorney’s Office
 - C. Fee Schedule—City Clerk’s Office
 - D. Fee Schedule—Community Development Department
 - E. Fee Schedule—Community Services Department
 - F. Fee Schedule—Finance and Administrative Services Department
 - G. Fee Schedule—Fire Department
 - H. Fee Schedule—Police Department
 - I. Fee Schedule—Public Works Department
 - J. Fee Schedule—Utility Services

FEE SCHEDULE—CITYWIDE ADMINISTRATIVE

Exhibit A

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fee Basis	Effective Date
	38.3.g; CP H-5	Building Attendant (as required for utilization of City facilities)	\$29.00	\$32.00	Hour	7/1/22

FEE SCHEDULE—CITY ATTORNEY’S OFFICE

Exhibit B

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fee Basis	Effective Date
		Code Compliance Inspection	\$125.00	\$128.00	Hour (4-hour min.)	7/1/22
		Development Agreement	\$209.00	\$217.00	Hour	7/1/22
		Document Review for CC&Rs, Easements, and Other Documents Related to Permits, Licenses, etc.:				
	36.54.30	Additional Review	\$195.00	\$201.00	Hour	7/1/22
	36.56.15					
	36.54.30	Mixed Product/Use	\$975.00	\$1,004.00	Initial 5 Hours	7/1/22
	36.56.15					
	36.54.30	Uniform Product/Use	\$487.00	\$502.00	Initial 2.5 Hours	7/1/22
	36.56.15					

FEE SCHEDULE—CITY CLERK’S OFFICE

Exhibit C

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fee Basis	Effective Date
	38.101; CP H-5	Facility Reservation/Rental: Council Chambers Nonprofits Off Peak Peak	\$135.00 \$135.00	\$139.00 \$139.00	Hour (1-hour min.) Hour (2-hour min.)	7/1/22 7/1/22

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fee Basis	Effective Date
		<u>PARKING</u>				
	Reso 14763; 18082 Downtown Precise Plan Table II-2	Parking In-Lieu: New Construction ¹	\$56,692.00	\$61,227.00	Space	7/1/22
		Change of Use ¹	\$28,346.00	\$30,614.00	Space	7/1/22
	19.92.1; Reso 17820	Parking Permits: ²				
		Downtown Parking Annual ³	\$378.00	\$394.00	Space	1/1/23
		Daily	\$125.00	\$130.00	25 Daily Permits	1/1/23
		Monthly ³	\$64.00	\$67.00	Space	1/1/23
		Quarterly ³	\$125.00	\$130.00	Space	1/1/23
		<u>PLANNING</u>				
	Council Policy B-3	Agenda and Minutes Subscriptions:				
		DRC Agendas	\$62.00	\$86.00	Annual Subscription	7/1/22
		DRC Minutes	\$67.00	\$93.00	Annual Subscription	7/1/22
		EPC Agendas	\$155.00	\$215.00	Annual Subscription	7/1/22
		EPC Minutes	\$155.00	\$215.00	Annual Subscription	7/1/22
		EPC Staff Reports	\$312.00	\$432.00	Annual Subscription	7/1/22
		ZA Agendas	\$67.00	\$93.00	Annual Subscription	7/1/22
		ZA Minutes	\$62.00	\$86.00	Annual Subscription	7/1/22
	23958.4	Alcoholic Beverage License (public hearing, ZA review)	\$1,333.00	\$1,845.00	Fixed	7/1/22
		Cafés:				
	36.42.20	Sidewalk Café New License	\$769.00	\$865.00	Initial	7/1/22
	36.42.20	License Renewal—Annual	\$205.00	\$230.00	Annual	7/1/22
	36.42.20	Rent—Annual (downtown parking space)	\$1,200.00	\$1,349.00	Fixed Annual	7/1/22
	36.42.20	Rent—Annual (downtown public sidewalk)	\$6.00	\$6.75	Square Foot Annual	7/1/22

FEE SCHEDULE—COMMUNITY DEVELOPMENT DEPARTMENT

Exhibit D

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fee Basis	Effective Date
	36	Cannabis Business Screening Application	\$1,700.00	\$1,911.00	Application	7/1/22
	36.56.15	CC&R Amendment Review	\$181.00	\$203.00	Fixed	7/1/22
	36.56.15	Conditional Use Permit (CUP): New	\$3,858.00	\$5,341.00	Fixed	7/1/22
	36.56.15	Development Review Permit (DRC): Additions <1,000 Square Feet, Code Compliance Review, Fence Exceptions with Neighbor Authorization, and Use Change (Admin. Review)	\$526.00	\$591.00	Fixed	7/1/22
	36.56.15, Reso 17968	Minor Site and Facade Changes	\$133.00	\$163.00	Fixed	7/1/22
	36.56.15	Modifications, Including Additions <1,000 Square Feet, Design Review (Admin. Review)	\$1,158.00	\$1,302.00	Fixed	7/1/22
	36.56.15	New Buildings and Modifications, Including Additions >1,000 Square Feet, and Others as Identified in MVCC 36.44.65(b) (ZA Review)	\$2,315.00	\$2,603.00	Fixed	7/1/22
	36.56.15	New Buildings and Modifications (CC Review)	\$5,926.00	\$6,662.00	Fixed	7/1/22
	36.56.15	Gatekeeper	\$3,000.00	\$3,373.00	Fixed	7/1/22
	36.56.15	General Plan Amendment	\$6,103.00	\$8,447.00	Fixed	7/1/22
	32.26	Heritage Tree Removal Permit	\$526.00	\$728.00	Fixed	7/1/22
	36.40.10, Reso 18370	Housing Fees: Below-Market-Rate ² BMR In-Lieu Ownership	\$57.14	\$58.97	Net New Habitable Square Foot	8/28/22
	36, Reso 18197, 18370	BMR In-Lieu Rental	\$100.66	\$103.88	Net New Habitable Square Foot	8/28/22
	36, Reso 18370	BMR In-Lieu Rowhouse/ Townhouse Ownership Residential Projects	\$131.06	\$135.25	Net New Habitable Square Foot	8/28/22

FEE SCHEDULE—COMMUNITY DEVELOPMENT DEPARTMENT

Exhibit D

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fee Basis	Effective Date
	36.40.55.b Reso 16666	Housing Impact ² Commercial/Entertainment/ Hotel/Retail First 25,000 square feet	\$1.60	\$1.65	Net New Square Foot	8/28/22
		25,000+ square feet	\$3.17	\$3.27	Net New Square Foot	8/28/22
	36.40.55.b Reso 16666, 17938	High-Tech/Industrial/ Office First 10,000 square feet	\$14.81	\$15.28	Net Square Foot	8/28/22
		10,000+ square feet	\$29.62	\$30.57	Net Square Foot	8/28/22
		Initial Study/Environmental Review: Compliance Letter	\$238.00	\$329.00	Fixed	7/1/22
		Initial Study	\$2,973.00	\$4,115.00	Fixed	7/1/22
	28.106.b	Lot Line Adjustment	\$736.00	\$1,019.00	Fixed	7/1/22
	28.106.b	Lot Merger	\$759.00	\$1,051.00	Fixed	7/1/22
		Maps:				
	28.10	Preliminary Parcel Map	\$1,947.00	\$2,189.00	Fixed	7/1/22
	28.15	Tentative Map	\$2,889.00	\$4,000.00	Fixed	7/1/22
		North Bayshore Development Impact: Hotel ⁴				
GC 66000	Reso 18029	Transportation	\$2,336.00	\$2,415.00	Per Guest Room	8/28/22
GC 66000	Reso 18029	Water	\$4,587.00	\$4,743.00	Per Guest Room	8/28/22
GC 66000	Reso 18029	Sewer	\$826.00	\$854.00	Per Guest Room	8/28/22
		Office/R&D ⁴				
GC 66000	Reso 18029	Transportation	\$26.22	\$27.11	Per Square Foot Net New Gross Floor Area	8/28/22
GC 66000	Reso 18029	Water	\$7.41	\$7.66	Per Square Foot Net New Gross Floor Area	8/28/22

FEE SCHEDULE—COMMUNITY DEVELOPMENT DEPARTMENT

Exhibit D

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fee Basis	Effective Date
GC 66000	Reso 18029	Sewer	\$1.38	\$1.43	Per Square Foot Net New Gross Floor Area	8/28/22
GC 66000	Reso 18029	Retail ⁴ Transportation	\$2.74	\$2.83	Per Square Foot Net New Gross Floor Area	8/28/22
GC 66000	Reso 18029	Sewer	\$0.92	\$0.95	Per Square Foot Net New Gross Floor Area	8/28/22
		Planned Community Permit (PCP):				
	36.56.15	Major Modification, New Construction (ZA Review)	\$3,543.00	\$3,983.00	Fixed	7/1/22
	36.56.15	Minor Modification, Design Review (Admin. Review)	\$2,245.00	\$2,524.00	Fixed	7/1/22
	36.56.15	Minor Modification, Code Compliance Review (Admin. Review)	\$771.00	\$867.00	Fixed	7/1/22
	36.56.15	New Construction (ZA, CC review)	\$7,085.00	\$9,807.00	Fixed	7/1/22
	36.56.15	Provisional Uses (ZA Review)	\$3,016.00	\$3,391.00	Fixed	7/1/22
		Planned Unit Development (PUD):				
	36.56.15	Major Modifications (ZA review)	\$2,737.00	\$3,788.00	Fixed	7/1/22
	36.56.15	Minor Modifications (DRC review)	\$1,474.00	\$2,040.00	Fixed	7/1/22
	36.56.15	New Construction (ZA review)	\$4,559.00	\$6,312.00	Fixed	7/1/22
	36.56.15	New Construction (ZA, CC review)	\$6,246.00	\$8,647.00	Fixed	7/1/22
		Planning Hourly Rates:				
	36.56.15	Administrative Aide	\$89.00	\$100.00	Hour	7/1/22
	36.56.15	Associate Planner	\$138.00	\$155.00	Hour	7/1/22
	36.56.15	Clerical	\$84.00	\$94.00	Hour	7/1/22
	36.56.15	Principal Planner	\$188.00	\$211.00	Hour	7/1/22
	36.56.15	Senior Planner	\$144.00	\$162.00	Hour	7/1/22
		Precise Plan:				
	36.56.15	Minor	\$5,787.00	\$8,010.00	Fixed	7/1/22
	36.56.15	New/Major Rewrite	\$11,575.00	\$16,021.00	Fixed	7/1/22

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fee Basis	Effective Date
		Publications:				
	CP B-3	General Plan	\$40.00	\$52.00	Fixed	7/1/22
	CP B-3	General Plan Map	\$28.00	\$41.00	Fixed	7/1/22
	CP B-3	Zoning Ordinance	\$28.00	\$41.00	Fixed	7/1/22
	CP B-3	Zoning Ordinance Map	\$28.00	\$41.00	Fixed	7/1/22
		Sign Permit:				
	36.56.15	New	\$368.00	\$509.00	Fixed	7/1/22
	36.56.15	Sign Program	\$579.00	\$802.00	Fixed	7/1/22
	36.56.15	Special Design District	\$1,017.00	\$1,408.00	Fixed	7/1/22
	27.59(b)	Street Plan Line Adoption or Amendment	\$11,575.00	\$16,021.00	Fixed	7/1/22
		Temporary Use Permit (TUP):				
	36.56.15	Standard	\$368.00	\$509.00	Fixed	7/1/22
		Variance:				
	36.56.15	All Other	\$2,457.00	\$3,401.00	Fixed	7/1/22
		Wireless Telecommunications Facilities:				
	36.56.15	Major	\$3,859.00	\$4,612.00	Fixed	7/1/22
	36.56.15	Minor	\$1,100.00	\$1,315.00	Fixed	7/1/22
		Zoning:				
	36.56.15	Map Amendment	\$7,394.00	\$10,234.00	Fixed	7/1/22
	36.56.15	Text Amendment	\$7,394.00	\$10,234.00	Fixed	7/1/22
	36.56.15	Other Rezoning	\$7,394.00	\$10,234.00	Fixed	7/1/22
		<u>AFFORDABLE HOUSING LOAN FEES</u>				
		City Loan Fees:				
		Origination Fee ⁵	N/A	\$25,000+ reimbursement for outside legal counsel	Transaction	7/1/22
		Refinance and Recapitalization Fee ⁵	N/A	\$15,000+ reimbursement for outside legal counsel	Transaction	7/1/22

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fee Basis	Effective Date
		Loan Servicing Fee ⁶	N/A	\$40.00	Unit	7/1/22
		Affordability Restriction Monitoring Fee ⁶	N/A	\$80.00	Unit	7/1/22

1. Previously authorized by the City Council to be modified annually by the December 31 Engineering News Record Construction Cost Index (ENR-CCI).
2. Previously authorized by the City Council to be modified annually by the prior year Consumer Price Index increase as part of the annual budget process.
3. For Fiscal Year 2022-23, permit cycles beginning on or after January 1, 2023 regardless of payment date.
4. Previously authorized by the City Council to be modified annually by the June 30 ENR-CCI as part of the annual budget process.
5. Staff recommends the City Council authorize loan transaction fees to be modified annually by the prior-year Consumer Price Index for All Urban Consumers (San Francisco-Oakland-Hayward) as part of the annual budget process. Below is a summary of the payment deadlines for each specific loan fee:

Loan Fee	Payment Deadline
Origination Fee	Payable upon construction loan closing of the project.
Refinance and Recapitalization Fee	Payable upon close of escrow.

6. Staff recommends the City Council authorize Loan Servicing and Affordability Restriction Monitoring Fees to be increased annually by 3.0% as part of the annual budget process.

FEE SCHEDULE—COMMUNITY SERVICES DEPARTMENT

Exhibit E

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fee Basis	Effective Date
GC66477	38.100	<u>CENTER FOR THE PERFORMING ARTS</u> Administrative Fee for Late Payment	N/A	\$50.00	Fixed	7/1/22
	41.8, 41.9	<u>FORESTRY/PARKS</u> Park Land Dedication In-Lieu	Variable (see Code Section for calculation) Fair Market Value Ranges (variable)	Variable (see Code Section for calculation) Fair Market Value Ranges (variable) ¹	Variable	7/1/22
	38.3g; CP H-5	<u>RECREATION</u> Facility Rentals ^{2,3} McKelvey Ball Park Community Room (does not apply to Council-Recognized Youth Sports Organizations (CRYSO))				
		MV Resident/Business	N/A	\$47.00	Hour	7/1/22
		Nonprofit/Community Group	N/A	\$32.00	Hour	7/1/22
		MV Neighborhood Association	N/A	\$10.00	Hour	7/1/22
		Nonresident	N/A	\$59.00	Hour	7/1/22
		Security Deposit (no alcohol)	N/A	\$250.00	Fixed	7/1/22
		Security Deposit (w/ alcohol)	N/A	\$500.00	Fixed	7/1/22
	38.3g; CP H-5	<u>SHORELINE AT MOUNTAIN VIEW</u> Rental Rates:				
		Storage Fee ²	N/A	\$100.00	Fixed	7/1/22
		Meeting (dining room only) ²	N/A	\$60.00	Hour	7/1/22
		Social Gathering (M-Th) (R) ²	N/A	\$125.00	Hour	1/1/23
		Social Gathering (M-Th) (NR) ²	N/A	\$150.00	Hour	1/1/23
		Social Gathering (M-Th) (Nonprofit) ²	N/A	\$100.00	Hour	1/1/23
		Off Peak (Nov-Mar): Meeting M-Th (dining room only) (R)	\$155.00	Eliminate	Half-Day	7/1/22
		Meeting M-Th (dining room only) (NR)	\$194.00	Eliminate	Half-Day	7/1/22
		Nonprofit Weekday (M-Th)	\$77.00	Eliminate	Hour	7/1/22
		Nonprofit Weekend (Fri-Sun, Holidays)	\$103.00	Eliminate	Hour	7/1/22

FEE SCHEDULE—COMMUNITY SERVICES DEPARTMENT

Exhibit E

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fee Basis	Effective Date
		Party (M-Th) (R)	\$129.00	Eliminate	Hour	7/1/22
		Party (M-Th) (NR)	\$161.00	Eliminate	Hour	7/1/22
		Social Gathering (Fri-Sun, Holidays) (R) ²	N/A	\$175.00	Hour	7/1/22
		Social Gathering (Fri-Sun, Holidays) (NR) ²	N/A	\$225.00	Hour	7/1/22
		Social Gathering (Fri-Sun, Holidays) (Nonprofit) ²	N/A	\$125.00	Hour	7/1/22
		Peak (Apr-Oct):				
		Weekend Social Gathering (Fri-Sun, Holidays) (R)	\$206.00	\$225.00	Hour	1/1/23
		Weekend Social Gathering (Fri-Sun, Holidays) (NR)	\$258.00	\$275.00	Hour	1/1/23
		Social Gathering (Fri-Sun, Holidays) (Nonprofit)	\$100.00	\$175.00	Hour	1/1/23
		Weekend Social Gathering (Fri-Sun, Holidays) Special 8-Hour Rate (R)	\$1,442.00	\$1,700.00	8-Hour Weekend	1/1/23
		Weekend Social Gathering (Fri-Sun, Holidays) Special 8-Hour Rate (NR)	\$1,803.00	\$2,100.00	8-Hour Weekend	1/1/23
		Social Gathering (Fri-Sun, Holidays) 8-Hour Rate (Nonprofit) ²	N/A	\$1,320.00	8-Hour	1/1/23
		Security Deposit	\$560.00	Eliminate	Fixed	1/1/23
		Security Deposit (no alcohol) ²	N/A	\$500.00	Fixed	1/1/23
		Security Deposit (w/alcohol) ²	N/A	\$1,000.00	Fixed	1/1/23
	38.8	Shoreline Athletic Fields Batting Cage Rental:				
		MV Resident/Business ²	N/A	\$20.00	1/2-Hour	7/1/22
		Nonresident ²	N/A	\$25.00	1/2-Hour	7/1/22
	38.3g; CP H-5	Special Event: Permit	\$300.00	\$500.00	Fixed	7/1/22
		<u>SHORELINE GOLF LINKS</u>				
		Frequent Player:				
	38.8	Junior (≤17) (Annual)	\$430.00	\$440.00	Fixed	7/1/22
	38.8	Regular Play (Annual)—Gold	\$2,900.00	\$2,980.00	Fixed	7/1/22
	38.8	Regular Play (Annual Family)	\$4,330.00	\$4,460.00	Fixed	7/1/22
	38.8	Regular (M-Th/Annual)	\$1,980.00	\$2,040.00	Fixed	7/1/22
	38.8	Regular (M-Th/Annual Family)	\$2,600.00	\$2,675.00	Fixed	7/1/22
	38.8	Regular (M-Th)/Quarterly)	\$620.00	\$635.00	Fixed	7/1/22
	38.8	Senior (M-Th/Annual)	\$1,550.00	\$1,595.00	Fixed	7/1/22
	38.8	Senior (M-Th/Annual Family)	\$2,470.00	\$2,545.00	Fixed	7/1/22
	38.8	Senior (M-Th/Quarterly)	\$460.00	\$475.00	Fixed	7/1/22
	38.8	Twilight (Annual)	\$1,240.00	\$1,275.00	Fixed	7/1/22
	38.8	Twilight (Annual Family)	\$1,980.00	\$2,040.00	Fixed	7/1/22

FEE SCHEDULE—COMMUNITY SERVICES DEPARTMENT

Exhibit E

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fee Basis	Effective Date
		Green Fees (18 holes):				
	38.11	Super Twilight				
		Regular	Up to \$24.00	Up to \$25.00	Fixed	7/1/22
	38.11	Resident	Up to \$17.00	Up to \$18.00	Fixed	7/1/22
		Weekday M-F:				
	38.11	Afternoon (March-October, 2 hours prior to twilight)	Up to \$32.00	Up to \$33.00	Fixed	7/1/22
	38.11	Junior (≤17)	Up to \$21.00	Up to \$22.00	Fixed	7/1/22
	38.11	Regular	Up to \$45.00	Up to \$46.00	Fixed	7/1/22
	38.11	Resident	Up to \$38.00	Up to \$39.00	Fixed	7/1/22
	38.11	Senior (≥60)	Up to \$35.00	Up to \$36.00	Fixed	7/1/22
	38.11	Senior Resident (≥60)	Up to \$28.00	Up to \$29.00	Fixed	7/1/22
	38.11	Twilight Back 9 Regular	Up to \$32.00	Up to \$33.00	Fixed	7/1/22
	38.11	Twilight Back 9 Resident	Up to \$25.00	Up to \$26.00	Fixed	7/1/22
	38.11	All Others	Up to \$39.00	Up to \$40.00	Fixed	7/1/22
		Weekends/Holidays:				
	38.11	Junior (≤17)	Up to \$21.00	Up to \$22.00	Fixed	7/1/22
	38.11	Regular	Up to \$61.00	Up to \$62.00	Fixed	7/1/22
	38.11	Resident	Up to \$54.00	Up to \$55.00	Fixed	7/1/22
	38.11	Twilight Back 9 Regular	Up to \$35.00	Up to \$36.00	Fixed	7/1/22
	38.11	Twilight Back 9 Resident	Up to \$28.00	Up to \$29.00	Fixed	7/1/22
		Loyalty Program:				
		Green Fees—Super Twilight				
	38.8	Regular	\$20.00	\$21.00	Fixed	7/1/22
	38.8	Resident	\$13.00	\$14.00	Fixed	7/1/22
		Green Fees—Weekday				
	38.8	Regular	\$41.00	\$42.00	Fixed	7/1/22
	38.8	Resident	\$34.00	\$35.00	Fixed	7/1/22
	38.8	Senior (≥60)	\$31.00	\$32.00	Fixed	7/1/22
	38.8	Senior Resident (≥60)	\$24.00	\$25.00	Fixed	7/1/22
	38.8	Twilight Back 9 Regular	\$28.00	\$29.00	Fixed	7/1/22
	38.8	Twilight Back 9 Resident	\$21.00	\$22.00	Fixed	7/1/22
		Green Fees—Weekends/Holidays				
	38.8	Regular	\$57.00	\$58.00	Fixed	7/1/22
	38.8	Resident	\$50.00	\$51.00	Fixed	7/1/22
	38.8	Twilight Back 9 Regular	\$31.00	\$32.00	Fixed	7/1/22
	38.8	Twilight Back 9 Resident	\$24.00	\$25.00	Fixed	7/1/22
		NCGA/PWGA Member Club Play Day Rates:				
	38.8	Shoreline Seniors	Up to \$28.00	Up to \$29.00	Fixed	7/1/22
	38.8	Shoreline Women	Up to \$28.00	Up to \$29.00	Fixed	7/1/22
	38.8	Shoreline Golf Club	Up to \$47.00	Up to \$48.00	Fixed	7/1/22

FEE SCHEDULE—COMMUNITY SERVICES DEPARTMENT

Exhibit E

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fee Basis	Effective Date
		Golf Car:				
	38.8	18 holes	\$34.00	\$36.00	Day	7/1/22
	38.8	Back Nine	\$26.00	\$28.00	Day	7/1/22
	38.8	Member Clubs	\$17.00	\$18.00	Day	7/1/22
	38.8	Push/Pull Cart	\$11.00	\$12.00	Day	7/1/22
		Single Rider	\$17.00	\$18.00	Day	7/1/22
		Rentals:				
		Range Balls—Weekday:				
	38.8	Jumbo Bucket	\$17.00	\$18.00	Fixed/Player	7/1/22
	38.8	Large Bucket	\$15.00	\$16.00	Fixed/Player	7/1/22
	38.8	Medium Bucket	\$10.00	\$11.00	Fixed/Player	7/1/22
	38.8	Small Bucket and Practice Area Tube	\$8.00	\$9.00	Fixed/Player	7/1/22
		Range Balls—Weekends, Holidays:				
	38.8	Jumbo Bucket	\$19.00	\$20.00	Fixed/Player	7/1/22
	38.8	Large Bucket	\$16.00	\$17.00	Fixed/Player	7/1/22
	38.8	Medium Bucket	\$12.00	\$13.00	Fixed/Player	7/1/22
	38.8	Small Bucket and Practice Area Tube	\$9.00	\$10.00	Fixed/Player	7/1/22
		Tournaments:				
		All-Day Course Closure (depending on time of year and staff approval)				
	38.8	Friday (per player min)	Up to \$65.00	Up to \$70.00	Fixed/Player Add'l	7/1/22
	38.8	Saturday (per player min)	Up to \$75.00	Up to \$80.00	Fixed/Player Add'l	7/1/22
		Shotgun Tournaments				
		Shotgun Tournament Premium (minimum 60 players)				
	38.8	Friday	Up to \$70.00	Up to \$75.00	Fixed/Player Additional	7/1/22
	38.8	Saturday	Up to \$80.00	Up to \$85.00	Fixed/Player Additional	7/1/22
		Other Tournament				
	38.8	Mon-Fri Regular	Up to \$65.00	Up to \$70.00	Fixed/Player	7/1/22
	38.8	Mon-Fri Senior	Up to \$55.00	Up to \$60.00	Fixed/Player	7/1/22
	38.8	Weekend/Holiday	Up to \$80.00	Up to \$85.00	Fixed/Player	7/1/22
	38.8	Golf Car Rental (mandatory)	\$17.00	\$18.00	Fixed/Player	7/1/22
	38.8	Tournament Player Fee	Up to \$12.00	Up to \$14.00	Player	7/1/22

¹ Pursuant to Mountain View City Code Section 41.8, the following are the Land Values by Density Category effective July 1, 2022:

Land Value Range Per Acre For Calculation	Fee Amount
Low Density (1-6 dwelling units (du)/acre)	\$150 to \$170/square feet of land
Medium-Low Density (7-12 du/acre)	\$160 to \$190/square feet of land
Medium Density (13-25 du/acre)	\$200 to \$250/square feet of land
Medium-High and High Density (26+ du/acre)	\$270 to \$310/square feet of land

² New fee.

³ To be added to Attachment A in the Fiscal Year 2022-23 Master Fee Schedule:

- McKelvey Ball Park Community Room
- Monday to Sunday, Holidays 8:00 a.m. to 10:00 p.m.
- 2-hour minimum usage.
- 2-hour minimum Building Attendant.
- 2-hour minimum janitorial service.

NOTE: Bold font indicates language added, and strikethrough indicates language deleted.

FEE SCHEDULE—FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT

Exhibit F

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fee Basis	Effective Date
GC 6253.9(b)		Business License Replacement	\$10.00	\$11.00	Fixed	7/1/22
GC 6253.9(b)		Business License Report: Electronic	\$20.00	\$21.00	Fixed	7/1/22
GC 6253.9(b)	CP B-3	Hard Copy	\$20.00	\$21.00	Fixed	7/1/22
	44.5c	Short-Term Rental Registration ¹	\$173.00	\$179.00	Annual (calendar)	1/1/23
	15.31.b.4	Vendor Permits: Merchant Vendor ¹ (downtown)	\$864.00	\$900.00	Annual (rolling)	1/1/23
	15.17.b	Mobile Vendor ¹	\$138.00	\$144.00	Annual (calendar)	1/1/23

¹ For Fiscal Year 2022-23, permit cycles with an effective date beginning on or after January 1, 2023 regardless of the payment date.

FEE SCHEDULE—FIRE DEPARTMENT

Exhibit G

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fee Basis	Effective Date
		<u>ENVIRONMENTAL SAFETY</u>				
	24	Electronic/Computer Entry of Hazardous Materials Management Plan Data	\$109.00	\$112.00	Hour (1-hour min.)	7/1/22
	24	Fire Safety Facility Inspection: 0-5,000	\$37.00	\$38.00	Square Foot	7/1/22
	24	5,001-25,000	\$219.00	\$226.00	Square Foot	7/1/22
	24	25,001-100,000	\$909.00	\$938.00	Square Foot	7/1/22
	24	100,001-250,000	\$2,544.00	\$2,625.00	Square Foot	7/1/22
	24	250,001-500,000	\$5,451.00	\$5,625.00	Square Foot	7/1/22
	24	500,001+	\$7,268.00	\$7,501.00	Square Foot	7/1/22
IFC 105	14	Fire Safety Operational Permits: Hazardous Materials Permitted Occupancy	\$235.00	\$243.00	Annual	7/1/22
	24	Hazardous Materials: Emergency Response (Hazardous Materials Specialist)	\$122.00 + equipment costs	\$126.00 + equipment costs	Hour	7/1/22
	24	Hazardous Materials Facility Closure Review/Inspection	\$189.00	\$195.00	Hour (2-hour min.)	7/1/22
	24	Hazardous Materials Third and Subsequent Reinspection(s)	\$409.00	\$421.00	Hour	7/1/22
	24	Plan Check and Plan Review Inspection	\$189.00	\$195.00	Hour (2-hour min.)	7/1/22
		Hazardous Materials Permit for the following hazard classes: Miscellaneous Hazardous Materials—Liquids, Solids				
	24	QR1	\$149.00	\$154.00	Annual	7/1/22
	24	QR2	\$183.00	\$189.00	Annual	7/1/22
	24	QR3	\$223.00	\$230.00	Annual	7/1/22
	24	QR4	\$258.00	\$266.00	Annual	7/1/22
	24	QR5	\$296.00	\$305.00	Annual	7/1/22

FEE SCHEDULE—FIRE DEPARTMENT

Exhibit G

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fee Basis	Effective Date
		Combustible Liquids, Flammable (liquids, solids), and Nonflammable (gas)				
	24	QR1	\$149.00	\$154.00	Annual	7/1/22
	24	QR2	\$223.00	\$230.00	Annual	7/1/22
	24	QR3	\$296.00	\$305.00	Annual	7/1/22
	24	QR4	\$371.00	\$383.00	Annual	7/1/22
	24	QR5	\$444.00	\$458.00	Annual	7/1/22
		Corrosive (gas, liquids, solids), Cryogen, Flammable (gas), Explosives, Infectious Substances, and Oxidizers (gas, liquids, solids)				
	24	QR1	\$149.00	\$154.00	Annual	7/1/22
	24	QR2	\$296.00	\$305.00	Annual	7/1/22
	24	QR3	\$444.00	\$458.00	Annual	7/1/22
	24	QR4	\$518.00	\$535.00	Annual	7/1/22
	24	QR5	\$590.00	\$609.00	Annual	7/1/22
		Poisonous Materials (gas, liquids, solids), Spontaneous Combustible Materials, Dangerous When Wet Materials (liquids, solids), and Organic Peroxides				
	24	QR1	\$149.00	\$154.00	Annual	7/1/22
	24	QR2	\$296.00	\$305.00	Annual	7/1/22
	24	QR3	\$444.00	\$458.00	Annual	7/1/22
	24	QR4	\$590.00	\$609.00	Annual	7/1/22
	24	QR5	\$740.00	\$764.00	Annual	7/1/22
		Radioactive				
	24	QR1-QR5	\$184.00	\$190.00	Annual	7/1/22
		On-Demand Mobile Fueling: Operating Permit				
IFC 105	14	Demonstration and Equipment Inspection/ Documentation Review (initial and/or change in conditions)	\$197.00	\$203.00	Hour (2-hour min.)	7/1/22
IFC 105	14	Operator Permit	\$201.00	\$207.00	Annual Renewal	7/1/22
		Site Permit				
IFC 105	14	Plan Review and Site Inspection (initial and/or change in conditions)	\$197.00	\$203.00	Hour (2-hour min.)	7/1/22
IFC 105	14	Site Permit	\$201.00	\$207.00	Annual Renewal	7/1/22

FEE SCHEDULE—FIRE DEPARTMENT

Exhibit G

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fee Basis	Effective Date
	24	Underground Storage Tank Closure/Demolition: First Tank	\$126.00	\$130.00	Hour (2-hour min.)	7/1/22
	24	Each Add'l Tank	\$126.00	\$130.00	Hour (1-hour min.)	7/1/22
	35	Wastewater/Stormwater: Plan Check and Plan Review Inspection	\$154.00	\$159.00	Hour	7/1/22
		Inspection/Reinspection	\$139.00	\$143.00	Hour	7/1/22
		<u>ENVIRONMENTAL SAFETY/FIRE AND BUILDING SAFETY</u>				
IFC Chapter 9	14	Fire Protection/Public Safety System Maintenance: Required to be Tested on a Frequency of <1 Year (waived if test completed within 30 days)	\$130.00	\$134.00	System	7/1/22
IFC Chapter 9	14	Required to be Tested on a Frequency of ≥1 Year and <5 Years (waived if test completed within 30 days)	\$262.00	\$270.00	System	7/1/22
IFC Chapter 9	14	Required to be Tested on a Frequency of ≥5 Years (waived if test completed within 30 days)	\$393.00	\$406.00	System	7/1/22
IFC Chapter 9	14	Deficiencies Failed to be Corrected Within 30 Days	\$200.00	\$206.00	System	7/1/22
		<u>FIRE AND BUILDING SAFETY</u>				
	14	Alarm (Preventable False)	\$167.00	\$172.00	3rd and Subsequent Alarm/180 Days	7/1/22
	14	Extended Consultation/ Preconstruction Conference	\$187.00	\$193.00	Hour	7/1/22
IFC 105	14	Fire Inspections (temporary installation/events): All Others Carnivals Christmas Tree Lot Fairs Fireworks Display	\$197.00	\$203.00	Hour (2-hour min.)	7/1/22

FEE SCHEDULE—FIRE DEPARTMENT

Exhibit G

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fee Basis	Effective Date
IFC 105	Reso 17968	Haunted Houses				
	Reso 17968	Live Audiences				
	Reso 17968	Production Facility				
	Reso 17968	Pumpkin Patch				
		Pyrotechnical Special Effects				
		Special Inspection of Temporary Installation				
		Temporary Membrane Structures, Tents, Canopies				
	14	After-Hours or Weekend Duty M-F 5:00 p.m. to 6:59 a.m., Sat, Sun, Holidays	\$197.00	\$203.00	Hour (2-hour min.)	7/1/22
	14	Fire Safety Operational Permits: Fire Prevention Bureau (Nonhazardous Materials Permitted Occupancy)	\$201.00	\$207.00	Annual	7/1/22
		Reinspections (third and subsequent)	\$199.00	\$205.00	Hour	7/1/22
	25.77	Multi-Housing Inspection: Hotels and Motels	\$92.00	\$95.00	Hour (2-hour min.)	7/1/22
	25.77	Serious Violations	\$21.00	\$22.00	Unit	7/1/22
	25.78	Reinspections: Hotels and Motels	\$118.00	\$122.00	Hour (2-hour min.)	7/1/22
	25.79	Multi-Housing	\$118.00	\$122.00	Hour (2-hour min.)	7/1/22
	25.81	Valid Service Request	\$117.00	\$121.00	Hour (2-hour min.)	7/1/22
CP B-3	Reports: Incident Report Request	\$10.00	\$11.00	Fixed	7/1/22	
CP B-3	Patient Care Report	\$10.00	\$11.00	Fixed	7/1/22	
	<u>SUPPRESSION</u>					
	Emergency Board-Up of Structure ¹	N/A	100% Cost of Contractor Services	Cost Recovery	7/1/22	

FEE SCHEDULE—FIRE DEPARTMENT

Exhibit G

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fee Basis	Effective Date
GC 53150, HSC 13009.6		Emergency Response Reimbursement: Battalion Chief	\$142.00	\$146.00	Hour (1/2-hour increments)	7/1/22
GC 53150, HSC 13009.6		Deputy Fire Marshal	\$176.00	\$181.00	Hour (1/2-hour increments)	7/1/22
GC 53150, HSC 13009.6		Engine/Truck (3-person)	\$318.00	\$328.00	Hour (1/2-hour increments)	7/1/22
GC 53150, HSC 13009.6		Engine Company OT Rate (event coverage, 3-person)	100% of Cost (max \$318.00/hr)	100% of Cost (max \$328.00/hr)	Fixed	7/1/22
GC 53150, HSC 13009.6		Event Team (4-person)	\$641.00	\$660.00	Hour (1/2-hour increments)	7/1/22
GC 53150, HSC 13009.6		Public Safety Social Media/ Community Coordinator	\$150.00	\$155.00	Hour (1/2-hour increments)	7/1/22
GC 53150, HSC 13009.6		Rescue Company	\$198.00	\$204.00	Hour (1/2-hour increments)	7/1/22

¹ New fee.

FEE SCHEDULE—POLICE DEPARTMENT

Exhibit H

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fee Basis	Effective Date
		Administrative Fee—Not Displaying Handicapped Placard	\$39.00	\$40.00	Fixed	7/1/22
	26.54	Adult Entertainment: Application	\$903.00	\$932.00	Initial	7/1/22
	26.54	Renewal	\$432.00	\$446.00	Annual	7/1/22
	9	Cannabis:				
		Cannabis Business Background Screening	\$1,219.00	\$1,258.00	Application	7/1/22
		Cannabis Business Registration—Initial	\$126,675.00	\$130,729.00	Registration Application	7/1/22
		Cannabis Business Registration Renewal	\$124,578.00	\$128,565.00	Annual Application	7/1/22
		Cannabis Business Owner, Manager, Employee, or Contractor Registration—Initial	\$1,951.00	\$2,013.00	Registration Application	7/1/22
		Cannabis Business Owner, Manager, Employee, or Contractor Registration Renewal	\$1,762.00	\$1,818.00	Annual Application	7/1/22
		Delivery Registration—Initial	\$1,951.00	\$2,013.00	Registration Application	7/1/22
		Delivery Registration Renewal	\$1,762.00	\$1,818.00	Annual Application	7/1/22
		Card Rooms:				
	9.14	Dealer Application	\$312.00	\$322.00	Biennial	7/1/22
	9.14	Dealer Renewal	\$155.00	\$160.00	Biennial	7/1/22
	9.4	Permit Application	\$1,251.00	\$1,291.00	Initial	7/1/22
		Citation Sign-off: Nonresident	\$28.00	\$29.00	Fixed	7/1/22
		Clearance Letters: Letter	\$22.00	\$23.00	Fixed	7/1/22
		Name Check	\$11.00	\$12.00	Fixed	7/1/22
		Concealed Weapon (CCW) Permit: City of Mountain View	\$28.00	\$29.00	Fixed	7/1/22
GC 12053	26.29	Dance Permit (public and private)	\$39.00	\$40.00	Fixed	7/1/22
		Emergency Board-Up of Structure ¹	N/A	100% Cost of Contractor Services	Cost Recovery	7/1/22

FEE SCHEDULE—POLICE DEPARTMENT

Exhibit H

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fee Basis	Effective Date
	6.7	Going Out of Business: Permit	\$76.00	\$78.00	In Business <2 years	7/1/22
	6.7	Permit	\$36.00	\$37.00	In Business >2 years	7/1/22
	6.3	Permit Extension	\$36.00	\$37.00	30-Day Extension	7/1/22
		Hot Tub:				
	9.53	Business Permit Application	\$1,735.00	\$1,791.00	Initial	7/1/22
	9.53	Business Renewal	\$869.00	\$897.00	Annual	7/1/22
	9.57	Manager	\$612.00	\$632.00	Initial	7/1/22
		Live Entertainment:				
	26.29	Permit	\$450.00	\$464.00	Initial	7/1/22
	26.29	Renewal	\$148.00	\$153.00	Annual	7/1/22
	26.29	Permit (w/dance)	\$450.00	\$464.00	Initial	7/1/22
	26.29	Renewal (w/dance)	\$148.00	\$153.00	Annual	7/1/22
		Massage Business:				
BPC §4600 et seq.	9.24	Massage Establishment Permit	\$185.00	\$191.00	Initial	7/1/22
BPC §4600 et seq.	9.32	Massage Establishment Renewal	\$185.00	\$191.00	Annual	7/1/22
	22	Parade Permit	\$226.00	\$233.00	Parade	7/1/22
		Parking Citations:				
	38.9(f)	City Park—Operate any Vehicle (moving or parked)	\$48.00	\$50.00	Fixed	7/1/22
	38.9(g)	City Park—Park or Stop Other than Where Authorized	\$48.00	\$50.00	Fixed	7/1/22
	39.16(b)	City Park—Parked Abandoned/ Wrecked Vehicle Over 72 Hours	\$46.00	\$47.00	Fixed	7/1/22
	38.13(c)	City Park—Vehicle Parked After Hours	\$141.00	\$146.00	Fixed	7/1/22
	19.96	1-Hour Parking Zones	\$51.00	\$53.00	Fixed	7/1/22
	19.95	2-Hour Parking Zones	\$51.00	\$53.00	Fixed	7/1/22
	19.94	3-Hour Parking Zones	\$51.00	\$53.00	Fixed	7/1/22
	19.95.2	2-Hour Parking Zones—24 Hours/Day	\$51.00	\$53.00	Fixed	7/1/22
	19.95.1a	3-Hour Parking Zones—3 Hour No Return	\$51.00	\$53.00	Fixed	7/1/22
	19.98	12-Minute Parking Zones	\$51.00	\$53.00	Fixed	7/1/22
	19.97	24-Minute Parking Zones	\$51.00	\$53.00	Fixed	7/1/22
	19.89	Blocking or Obstructing Alley	\$46.00	\$47.00	Fixed	7/1/22
	19.64	Double Parking Prohibited	\$44.00	\$45.00	Fixed	7/1/22
	21.39	Leave Key in Parked Vehicle	\$46.00	\$47.00	Fixed	7/1/22

FEE SCHEDULE—POLICE DEPARTMENT

Exhibit H

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fee Basis	Effective Date
	19.69	Limited Curb Parking Space: Right-of-Way	\$44.00	\$45.00	Fixed	7/1/22
	19.99.6	No Parking of Vehicle Over 6' in Height	\$51.00	\$53.00	Fixed	7/1/22
	19.99	No Parking Zones	\$51.00	\$53.00	Fixed	7/1/22
	19.99.2	No Parking Zones—2:00 a.m. to 7:00 p.m.	\$51.00	\$53.00	Fixed	7/1/22
	19.99.5	No Parking Zones—7:00 a.m. to 6:00 p.m.	\$51.00	\$53.00	Fixed	7/1/22
	19.99.3	No Parking Zones—Middlefield Road—Crittenden School Athletic Park	\$51.00	\$53.00	Fixed	7/1/22
	19.99.4	No Parking Zone Near Schools	\$51.00	\$53.00	Fixed	7/1/22
	19.82	No Parking Zones to Prevent Flooding	\$44.00	\$45.00	Fixed	7/1/22
	19.99.1	No Stopping Zones	\$51.00	\$53.00	Fixed	7/1/22
	19.67	Obstruction of Street Sidewalk Parking Lot	\$44.00	\$45.00	Fixed	7/1/22
	19.75	Park or Leave Vehicle for Washing Service	\$44.00	\$45.00	Fixed	7/1/22
	19.87	Park/Stand/Stop for Loading or Unloading Only	\$44.00	\$45.00	Fixed	7/1/22
	19.88	Park/Stand/Stop in Passenger Loading Zone	\$44.00	\$45.00	Fixed	7/1/22
	19.76	Parking Adjacent to Schools	\$44.00	\$45.00	Fixed	7/1/22
	19.79.1	Parking Commercial Vehicles Over 10,000 Pounds on Residential Streets	\$103.00	\$106.00	Fixed	7/1/22
	19.65	Parking Commercial Vehicles Restricted	\$100.00	\$103.00	Fixed	7/1/22
	19.68	Parking Improperly within Single Space	\$46.00	\$47.00	Fixed	7/1/22
	19.91	Parking in Bus Zone	\$46.00	\$47.00	Fixed	7/1/22
	19.72	Parking in Excess of 72 Hours	\$103.00	\$106.00	Fixed	7/1/22
	19.93	Parking in Excess of 5 Hours	\$46.00	\$47.00	Fixed	7/1/22
	19.92	Parking in Excess of Time (as est. by the City for each specific area)	\$46.00	\$47.00	Fixed	7/1/22
	19.95.1	Parking in Same Lot Excess Time	\$46.00	\$47.00	Fixed	7/1/22
	19.80	Parking in Violation of Curb Markings	\$46.00	\$47.00	Fixed	7/1/22
	19.71	Parking >1 Hour from 2 a.m. to 6 a.m.	\$46.00	\$47.00	Fixed	7/1/22
	19.79.2	Parking of Certain Commercial Vehicles on Certain Streets Prohibited	\$103.00	\$106.00	Fixed	7/1/22
	19.73	Parking on Hills	\$44.00	\$45.00	Fixed	7/1/22
	19.92.4	Parking Prohibited for Street Cleaning	\$103.00	\$106.00	Fixed	7/1/22
	19.79.4	Parking Prohibited on Narrow Streets	\$44.00	\$45.00	Fixed	7/1/22

FEE SCHEDULE—POLICE DEPARTMENT

Exhibit H

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fee Basis	Effective Date
	19.79.3	Parking Prohibited on Streets Adjacent to Class II Bikeways	\$44.00	\$45.00	Fixed	7/1/22
	19.99.9	Parking Restricted	\$52.00	\$54.00	Fixed	7/1/22
	19.79	Parking Where Prohibited by Sign	\$46.00	\$47.00	Fixed	7/1/22
	19.92.2	Parking Without Permit	\$46.00	\$47.00	Fixed	7/1/22
	19.92.1	Permit Parking in Parking District No. 2 Parking Lots	\$51.00	\$53.00	Fixed	7/1/22
	19.66	Proper Angle Parking	\$44.00	\$45.00	Fixed	7/1/22
	19.99.21	Residential Parking Permit Program Violation	\$43.00	\$44.00	Fixed	7/1/22
	19.74	Standing in Parkways Prohibited	\$44.00	\$45.00	Fixed	7/1/22
	19.63	Standing or Parking Close to the Curb	\$44.00	\$45.00	Fixed	7/1/22
	19.78	Standing or Parking on One-Way Roadway	\$44.00	\$45.00	Fixed	7/1/22
	19.90	Unlawful Parking in Taxi Stand	\$46.00	\$47.00	Fixed	7/1/22
	19.77	Violation of Temporary No Parking Sign	\$46.00	\$47.00	Fixed	7/1/22
	19.62.3	Parking Citation Late Fee	\$42.00	\$43.00	Fixed	7/1/22
	26.12-.13	Pool/Billiard Room Permit	\$152.00	\$157.00	Fixed	7/1/22
	Contract	Rotation Tow Service Contract Application	\$202.00	\$208.00	Fixed	7/1/22
	30.2	Taxi: Driver Permit	\$207.00	\$214.00	Initial (Biennial—from approval date)	7/1/22
	30.2	Driver Renewal	\$146.00	\$151.00	Renewal (Biennial—from approval date)	7/1/22
		Vehicle Abatement (AVASA)	\$23.00	\$24.00	Fixed	7/1/22
VEH 22850.5		Vehicle Release: Impound/Storage	\$169.00	\$174.00	Fixed	7/1/22

¹ New fee.

FEE SCHEDULE—PUBLIC WORKS DEPARTMENT

Exhibit I

State Code § (if any)	MVCC§§ /CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fee Basis	Effective Date
GC66000, et seq.	43.5	Citywide Transportation Impact: ¹				
		Single-Family (attached or detached)	\$5,188.00	\$5,364.00	Net New Dwelling Unit	8/28/22
		Multi-Family	\$2,905.00	\$3,004.00	Net New Dwelling Unit	8/28/22
		Hotels and Motels	\$3,208.00	\$3,317.00	Net New Guest Room	8/28/22
		Service and Retail Commercial	\$5.53	\$5.72	Sq. Ft., Net New Floor Area	8/28/22
		Office, R&D, Industrial	\$5.53	\$5.72	Sq. Ft., Net New Floor Area	8/28/22
		Low Trip-Generating Uses	\$2,998.00	\$3,100.00	A.M. + P.M. Peak Hour Trips	8/28/22
	27.17	Encroachment Permit:				
		Debris Box	\$130.00	\$148.00	Fixed	7/1/22
		Nonresidential	\$2,243.00	\$2,549.00	Fixed	7/1/22
		Residential	\$1,226.00	\$1,393.00	Fixed	7/1/22
	27.43	Temporary	\$964.00	\$1,096.00	Fixed	7/1/22
		Excavation Permit:				
Associated with Inspection Rate		\$242.00 or 15% of construction cost	\$275.00 or 15% of construction cost	Hour (3-hour min.) or Percentage	7/1/22	
27.43	Full Cost Recovery	\$242.00	\$275.00	Hour	7/1/22	
	Hourly Labor Rate (research, plan check, inspection)	\$242.00	\$275.00	Hour (2-hour min.)	7/1/22	
GC 66412	28.106	Lot Line Adjustment	\$2,593.00	\$2,947.00	Fixed	7/1/22
GC 66451.2i	28.27(b)	Map Check:				
		Final Map	\$5,413.00	\$6,152.00	Fixed	7/1/22
		Parcel Map	+\$64.00	+\$73.00	Each Lot	7/1/22
			\$3,207.00	\$3,645.00	Fixed	7/1/22

FEE SCHEDULE—PUBLIC WORKS DEPARTMENT

Exhibit I

State Code § (if any)	MVCC§§ /CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fee Basis	Effective Date
GC 8300	27.18	Right-of-Way (ROW) Vacation	\$1,761.00	\$2,001.00	Fixed	8/28/22
GC 8740.1	28.6.1	Segregation of Assessment Districts	\$2,573.00+	\$2,924.00+	First 2 Lots	7/1/22
			\$242.00	\$275.00	Each Additional Lot	7/1/22
	27.23	Sidewalk Permit: Nonresidential	\$367.00 + 5% of Construction Cost	\$435.00 + 5% of Construction Cost	Fixed + Percentage	8/28/22
			Residential	\$4.23 (\$242 min)	\$5.01 (\$287 min)	Linear Foot (or a 1-hour min.)
		Standard Provisions	\$15.00	\$24.00	Fixed (printing cost)	7/1/22
			\$20.00 (mailed)	\$32.00 (mailed)	Fixed+ Mailing Cost	7/1/22
			\$30.00 (overnight)	\$45.00 (overnight)	Fixed+ Overnight Delivery	7/1/22
	28.51(b)	Storm Drainage Connection ² First-Class Rate	\$0.335	\$0.362	Net Square Foot	8/28/22
	28.51(b)	Second-Class Rate	\$0.161	\$0.174	Gross Square Foot	8/28/22
	27.65(c)	Street Improvement Reimbursement: ² Major Structural Street Section	\$12.73	\$13.75	Square Foot	8/28/22
	27.65(c)	R1 and R2 Structural Street Section	\$10.21	\$11.03	Square Foot	8/28/22
	27.65(c)	R3 Structural Street Section	\$11.60	\$12.53	Square Foot	8/28/22
27.65(c)	Standard and Ornamental Street Lighting	\$32.08	\$34.65	Linear Foot	8/28/22	
27.65(c)	Standard PCC Curb and Gutter	\$37.35	\$40.34	Linear Foot	8/28/22	
27.65(c)	Standard PCC Driveway Approach	\$12.73	\$13.75	Square Foot	8/28/22	
27.65(c)	Standard PCC Sidewalk	\$11.60	\$12.53	Square Foot	8/28/22	
27.65(c)	Street Trees (15-gallon)	\$14.27	\$15.41	Linear Foot	8/28/22	

¹ Modified annually by the June Engineering News Record Construction Cost Index (ENR-CCI).

² Modified annually by the December Engineering News Record Construction Cost Index (ENR-CCI).

FEE SCHEDULE—UTILITY SERVICES

Exhibit J

MVCC \$\$/CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fiscal Year 2023-24 ³	Fee Basis	Effective Date ⁴
	<u>ENTERPRISE FUNDS</u>					
	Labor Rates:					
	Frontline					
	Regular	\$93.00	\$96.00		Hour	7/1/22
	Overtime	\$136.00	\$140.00		Hour	7/1/22
	Manager					
	Regular	\$141.00	\$145.00		Hour	7/1/22
	Supervisor					
	Regular	\$115.00	\$118.00		Hour	7/1/22
	Overtime	\$174.00	\$179.00		Hour	7/1/22
	Sewer Capacity Charges: ¹					
35.41	Residential Class 1	\$3,510.00	\$3,629.00		Unit	7/1/22
35.41	Residential Class 2	\$3,179.00	\$3,287.00		Unit	7/1/22
35.41	Residential Class 3	\$2,473.00	\$2,557.00		Unit	7/1/22
35.41	Commercial/Retail	\$1,719.00	\$1,777.00		1,000 Sq Ft	7/1/22
35.41	Office/R&D	\$2,517.00	\$2,603.00		1,000 Sq Ft	7/1/22
35.41	Restaurant	\$14,482.00	\$14,974.00		1,000 Sq Ft	7/1/22
35.41	Hotels and Motels	\$1,589.00	\$1,643.00		charge/room/ dwelling unit	7/1/22
35.41	Industrial/Other (charges based on estimated loadings)	\$15.795	\$16.332		flow/gpd	7/1/22
35.41		\$1.535	\$1.587		BOD/lb/year	7/1/22
35.41		\$1.535	\$1.587		SS/lb/year	7/1/22
	Water Capacity Charges: ¹					
35.41	Residential Class 1	\$4,251.00	\$4,396.00		Unit	7/1/22
35.41	Residential Class 2	\$3,611.00	\$3,734.00		Unit	7/1/22
35.41	Residential Class 3	\$2,761.00	\$2,855.00		Unit	7/1/22
35.41	3/4" meter	\$7,082.00	\$7,323.00		Meter	7/1/22
35.41	1" meter	\$11,805.00	\$12,206.00		Meter	7/1/22
35.41	1-1/2" meter	\$23,606.00	\$24,409.00		Meter	7/1/22
35.41	2" meter	\$37,771.00	\$39,055.00		Meter	7/1/22
35.41	3" meter	\$71,904.00	\$74,349.00		Meter	7/1/22
35.41	Meters greater than 3"	\$18.886	\$19.528		Per gallons/day estimated water demand	7/1/22
	<u>UTILITY SERVICES²</u>					
	<u>Trash Disposal and Recycling Service:</u>					
16	Bin For a Day	\$258.00	\$273.00		Fixed	7/1/22
	Bin Rental (Compost and Trash):					
16	1 Cubic Yard	\$22.85	\$24.25		Container/Month	7/1/22
16	2 Cubic Yards	\$34.20	\$36.30		Container/Month	7/1/22
16	3 Cubic Yards	\$45.50	\$48.25		Container/Month	7/1/22
16	4 Cubic Yards	\$56.85	\$60.30		Container/Month	7/1/22
16	6 Cubic Yards (trash only)	\$68.25	\$72.35		Container/Month	7/1/22

FEE SCHEDULE—UTILITY SERVICES

Exhibit J

MVCC \$\$/CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fiscal Year 2023-24 ³	Fee Basis	Effective Date ⁴
	Bin Service (Compost):					
	One Cubic Yard					
16	1 Time/Week	\$85.15	\$90.30		Container/Month	7/1/22
16	2 Times/Week	\$187.30	\$198.55		Container/Month	7/1/22
16	3 Times/Week	\$289.05	\$306.40		Container/Month	7/1/22
16	4 Times/Week	\$390.90	\$414.40		Container/Month	7/1/22
16	5 Times/Week	\$492.75	\$522.35		Container/Month	7/1/22
16	6 Times/Week	\$594.60	\$630.30		Container/Month	7/1/22
	Two Cubic Yards					
16	1 Time/Week	\$169.95	\$180.15		Container/Month	7/1/22
16	2 Times/Week	\$357.15	\$378.60		Container/Month	7/1/22
16	3 Times/Week	\$544.00	\$576.65		Container/Month	7/1/22
16	4 Times/Week	\$730.75	\$774.60		Container/Month	7/1/22
16	5 Times/Week	\$917.55	\$972.65		Container/Month	7/1/22
16	6 Times/Week	\$1,104.45	\$1,170.75		Container/Month	7/1/22
	Three Cubic Yards					
16	1 Time/Week	\$254.85	\$270.15		Container/Month	7/1/22
16	2 Times/Week	\$526.85	\$558.45		Container/Month	7/1/22
16	3 Times/Week	\$798.70	\$846.60		Container/Month	7/1/22
16	4 Times/Week	\$1,070.65	\$1,134.90		Container/Month	7/1/22
16	5 Times/Week	\$1,342.40	\$1,422.95		Container/Month	7/1/22
16	6 Times/Week	\$1,614.25	\$1,711.10		Container/Month	7/1/22
	Four Cubic Yards					
16	1 Time/Week	\$339.75	\$360.15		Container/Month	7/1/22
16	2 Times/Week	\$696.90	\$738.75		Container/Month	7/1/22
16	3 Times/Week	\$1,053.50	\$1,116.75		Container/Month	7/1/22
16	4 Times/Week	\$1,410.35	\$1,495.00		Container/Month	7/1/22
16	5 Times/Week	\$1,767.15	\$1,873.20		Container/Month	7/1/22
16	6 Times/Week	\$2,123.80	\$2,251.25		Container/Month	7/1/22
	Extra Pickup					
16	1 Cubic Yard	\$66.30	\$70.35		Pickup	7/1/22
16	2 Cubic Yards	\$83.05	\$88.05		Pickup	7/1/22
16	3 Cubic Yards	\$106.05	\$112.40		Pickup	7/1/22
16	4 Cubic Yards	\$145.05	\$153.75		Pickup	7/1/22
	Bin Service (Trash):					
	One Cubic Yard					
16	1 Time/Week	\$113.50	\$120.35		Container/Month	7/1/22
16	2 Times/Week	\$249.70	\$264.70		Container/Month	7/1/22
16	3 Times/Week	\$385.35	\$408.50		Container/Month	7/1/22
16	4 Times/Week	\$521.20	\$552.50		Container/Month	7/1/22
16	5 Times/Week	\$657.00	\$696.45		Container/Month	7/1/22
16	6 Times/Week	\$792.75	\$840.35		Container/Month	7/1/22
	Two Cubic Yards					
16	1 Time/Week	\$226.60	\$240.20		Container/Month	7/1/22
16	2 Times/Week	\$476.15	\$504.75		Container/Month	7/1/22
16	3 Times/Week	\$725.30	\$768.85		Container/Month	7/1/22
16	4 Times/Week	\$974.30	\$1,032.80		Container/Month	7/1/22
16	5 Times/Week	\$1,223.40	\$1,296.85		Container/Month	7/1/22
16	6 Times/Week	\$1,472.55	\$1,560.95		Container/Month	7/1/22

FEE SCHEDULE—UTILITY SERVICES

Exhibit J

MVCC \$\$/CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fiscal Year 2023-24 ³	Fee Basis	Effective Date ⁴
	Three Cubic Yards					
16	1 Time/Week	\$339.80	\$360.20		Container/Month	7/1/22
16	2 Times/Week	\$702.45	\$744.60		Container/Month	7/1/22
16	3 Times/Week	\$1,064.90	\$1,128.80		Container/Month	7/1/22
16	4 Times/Week	\$1,427.50	\$1,513.15		Container/Month	7/1/22
16	5 Times/Week	\$1,789.85	\$1,897.25		Container/Month	7/1/22
16	6 Times/Week	\$2,152.30	\$2,281.45		Container/Month	7/1/22
	Four Cubic Yards					
16	1 Time/Week	\$453.00	\$480.20		Container/Month	7/1/22
16	2 Times/Week	\$929.20	\$985.00		Container/Month	7/1/22
16	3 Times/Week	\$1,404.65	\$1,488.95		Container/Month	7/1/22
16	4 Times/Week	\$1,880.45	\$1,993.30		Container/Month	7/1/22
16	5 Times/Week	\$2,356.15	\$2,497.55		Container/Month	7/1/22
16	6 Times/Week	\$2,831.70	\$3,001.65		Container/Month	7/1/22
	Six Cubic Yards					
16	1 Time/Week	\$679.45	\$720.25		Container/Month	7/1/22
16	2 Times/Week	\$1,382.00	\$1,464.95		Container/Month	7/1/22
16	3 Times/Week	\$2,084.60	\$2,209.70		Container/Month	7/1/22
16	4 Times/Week	\$2,786.80	\$2,954.05		Container/Month	7/1/22
16	5 Times/Week	\$3,488.85	\$3,698.20		Container/Month	7/1/22
16	6 Times/Week	\$4,191.05	\$4,442.55		Container/Month	7/1/22
	Extra Pickup					
16	1 cubic yard	\$88.40	\$93.75		Pickup	7/1/22
16	2 cubic yards	\$110.70	\$117.35		Pickup	7/1/22
16	3 cubic yards	\$141.35	\$149.85		Pickup	7/1/22
16	4 cubic yards	\$193.35	\$205.00		Pickup	7/1/22
16	6 cubic yards	\$295.55	\$313.30		Pickup	7/1/22
	Cart Service (Trash):					
16	20-Gallon (residential)	\$25.45	\$27.00		Container/Month	7/1/22
16	32-Gallon	\$37.10	\$39.35		Container/Month	7/1/22
16	64-Gallon	\$74.20	\$78.70		Container/Month	7/1/22
16	96-Gallon	\$111.30	\$118.05		Container/Month	7/1/22
	Cart Commercial Compost Service (Compost):					
	32-Gallon					
16	1 Time/Week	\$13.60	\$14.40		Container/Month	7/1/22
16	2 Times/Week	\$29.85	\$31.65		Container/Month	7/1/22
16	3 Times/Week	\$46.05	\$48.80		Container/Month	7/1/22
16	4 Times/Week	\$62.25	\$66.00		Container/Month	7/1/22
16	5 Times/Week	\$78.45	\$83.20		Container/Month	7/1/22
16	6 Times/Week	\$94.70	\$100.35		Container/Month	7/1/22
16	Extra Pickup	\$10.60	\$11.20		Pickup	7/1/22
	64-Gallon					
16	1 Time/Week	\$27.15	\$28.80		Container/Month	7/1/22
16	2 Times/Week	\$59.65	\$63.25		Container/Month	7/1/22
16	3 Times/Week	\$92.05	\$97.60		Container/Month	7/1/22
16	4 Times/Week	\$124.50	\$131.95		Container/Month	7/1/22
16	5 Times/Week	\$156.90	\$166.35		Container/Month	7/1/22
16	6 Times/Week	\$189.35	\$200.70		Container/Month	7/1/22
16	Extra Pickup	\$21.15	\$22.40		Pickup	7/1/22

FEE SCHEDULE—UTILITY SERVICES

Exhibit J

MVCC \$\$/CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fiscal Year 2023-24 ³	Fee Basis	Effective Date ⁴
	96-Gallon					
16	1 Time/Week	\$40.70	\$43.15		Container/Month	7/1/22
16	2 Times/Week	\$89.50	\$94.85		Container/Month	7/1/22
16	3 Times/Week	\$138.10	\$146.35		Container/Month	7/1/22
16	4 Times/Week	\$186.70	\$197.95		Container/Month	7/1/22
16	5 Times/Week	\$235.35	\$249.50		Container/Month	7/1/22
16	6 Times/Week	\$284.00	\$301.05		Container/Month	7/1/22
16	Extra Pickup	\$31.70	\$33.60		Pickup	7/1/22
	Compactor Service (cardboard or mixed containers or mixed paper):					
16	Per Compacted Yard	\$17.95	\$19.05		Pickup (on-call and regular service)	7/1/22
16	10 Cubic Yards	\$179.40	\$190.25		Fixed	7/1/22
16	20 Cubic Yards	\$358.75	\$380.50		Fixed	7/1/22
16	25 Cubic Yards	\$448.45	\$475.65		Fixed	7/1/22
16	30 Cubic Yards	\$538.15	\$570.75		Fixed	7/1/22
16	35 Cubic Yards	\$627.85	\$665.90		Fixed	7/1/22
16	40 Cubic Yards	\$717.50	\$761.00		Fixed	7/1/22
	Compactor Service (Compost):					
16	Per Compacted Yard	\$53.85	\$57.10		Pickup (on-call and regular service)	7/1/22
16	10 Cubic Yards	\$538.15	\$570.75		Fixed	7/1/22
16	20 Cubic Yards	\$1,076.25	\$1,141.50		Fixed	7/1/22
16	25 Cubic Yards	\$1,345.35	\$1,426.90		Fixed	7/1/22
16	30 Cubic Yards	\$1,614.40	\$1,712.25		Fixed	7/1/22
16	35 Cubic Yards	\$1,883.45	\$1,997.65		Fixed	7/1/22
16	40 Cubic Yards	\$2,152.50	\$2,283.00		Fixed	7/1/22
	Compactor Service (Trash):					
16	Per Compacted Yard	\$71.75	\$76.10		Pickup (on-call and regular service)	7/1/22
16	10 Cubic Yards	\$717.50	\$761.00		Fixed	7/1/22
16	20 Cubic Yards	\$1,435.00	\$1,522.00		Fixed	7/1/22
16	25 Cubic Yards	\$1,793.75	\$1,902.50		Fixed	7/1/22
16	30 Cubic Yards	\$2,152.50	\$2,283.00		Fixed	7/1/22
16	35 Cubic Yards	\$2,511.25	\$2,663.50		Fixed	7/1/22
16	40 Cubic Yards	\$2,870.00	\$3,044.00		Fixed	7/1/22
	Debris Box:					
	Rental:					
16	Daily (after 7 days)	\$16.65	\$17.65		Daily	7/1/22
16	Monthly	\$506.45	\$536.90		Month	7/1/22

FEE SCHEDULE—UTILITY SERVICES

Exhibit J

MVCC \$\$/CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fiscal Year 2023-24 ³	Fee Basis	Effective Date ⁴
	Service:					
	Cardboard					
16	16 Cubic Yards	\$191.10	\$202.55		Pickup (on-call and regular service)	7/1/22
16	20 Cubic Yards	\$220.95	\$234.20		Pickup (on-call and regular service)	7/1/22
16	25 Cubic Yards	\$250.75	\$265.80		Pickup (on-call and regular service)	7/1/22
16	30 Cubic Yards	\$283.50	\$300.55		Pickup (on-call and regular service)	7/1/22
16	40 Cubic Yards	\$335.90	\$356.05		Pickup (on-call and regular service)	7/1/22
	Compost or Yard Trimmings					
16	16 Cubic Yards	\$573.20	\$607.65		Pickup (on-call and regular service)	7/1/22
16	20 Cubic Yards	\$662.75	\$702.55		Pickup (on-call and regular service)	7/1/22
16	25 Cubic Yards	\$752.25	\$797.40		Pickup (on-call and regular service)	7/1/22
16	30 Cubic Yards	\$850.50	\$901.55		Pickup (on-call and regular service)	7/1/22
16	40 Cubic Yards	\$1,007.65	\$1,068.15		Pickup (on-call and regular service)	7/1/22
	Trash:					
16	8 Cubic Yards (rock box only)	\$727.95	\$771.65		Pickup (on-call and regular service)	7/1/22
16	16 Cubic Yards	\$764.25	\$810.15		Pickup (on-call and regular service)	7/1/22
16	20 Cubic Yards	\$883.65	\$936.70		Pickup (on-call and regular service)	7/1/22
16	25 Cubic Yards	\$1,002.95	\$1,063.15		Pickup (on-call and regular service)	7/1/22
16	30 Cubic Yards	\$1,134.00	\$1,202.05		Pickup (on-call and regular service)	7/1/22
16	40 Cubic Yards	\$1,343.50	\$1,424.15		Pickup (on-call and regular service)	7/1/22
	Extra Collection Services:					
16	Return Trip Fee	\$19.00	\$20.00		Per Trip	7/1/22
	<u>Wastewater Service:</u>					
35.35	Base Commercial	\$6.09/unit (748 gallons) or fraction thereof of water consumed (\$42.63 min.)	\$6.58/unit (748 gallons) or fraction thereof of water consumed (\$46.06 min.)	+2.0%	Quantity	7/1/22

FEE SCHEDULE—UTILITY SERVICES

Exhibit J

MVCC \$\$/CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fiscal Year 2023-24 ³	Fee Basis	Effective Date ⁴
35.35	Commercial/Industrial, Chemical, Groundwater, Liquid Waste	\$10.35/unit (1.7 x base) (748 gallons) or fraction thereof of water consumed (\$72.45 min.)	\$11.19/unit (1.7 x base) (748 gallons) or fraction thereof of water consumed (\$78.33 min.)	1.7 x Base Commercial rate	Quantity	7/1/22
35.35	Restaurant	\$11.88/unit (1.95 x base) (748 gallons) or fraction thereof of water consumed (\$83.16 min.)	\$12.83/unit (1.95 x base) (748 gallons) or fraction thereof of water consumed (\$89.81 min.)	1.95 x Base Commercial rate	Quantity	7/1/22
35.35	Single-Family Residence, Duplex, Multiple Dwellings, Mobile Homes, and Trailer Courts	\$46.40	\$50.10	+2.0%	Dwelling Unit/ Month	7/1/22
	<u>Water Service:</u> Backflow Prevention Devices (Commercial, Industrial)					
35.27	5/8" to 1" meter	\$33.05	\$37.00		Monthly	7/1/22
35.27	1.5" to 2" meter	\$50.30	\$56.35		Monthly	7/1/22
35.27	3" meter	\$59.20	\$66.30		Monthly	7/1/22
35.27	4" meter	\$69.90	\$78.30		Monthly	7/1/22
35.27	6" meter	\$84.85	\$95.05		Monthly	7/1/22
35.27	8" to 10" meter	\$104.40	\$116.95		Monthly	7/1/22
35.26(a)	Consumption Commercial/Nonresidential— Uniform	\$7.09	\$7.94		ccf/month	7/1/22
35.26	Recycled Water	\$5.05	\$5.31		ccf/month	7/1/22
	Residential—Multi-Family					
35.26(a)	0 to 2 ccf	\$5.32	\$5.96		ccf/month/dwelling	7/1/22
35.26(a)	>2 to 7 ccf	\$7.09	\$7.94		ccf/month/dwelling	7/1/22
35.26(a)	>7 ccf	\$11.34	\$12.70		ccf/month/dwelling	7/1/22
	Residential—Single-Family					
35.26(a)	0 to 3 ccf	\$5.32	\$5.96		ccf/month/dwelling	7/1/22
35.26(a)	>3 to 15 ccf	\$7.09	\$7.94		ccf/month/dwelling	7/1/22
35.26(a)	>15 ccf	\$11.34	\$12.70		ccf/month/dwelling	7/1/22
	<u>Fire Service:</u>					
35.26(a)	Consumption—Uniform	\$7.09	\$7.94		ccf/month	7/1/22
35.26(a)	Meter	\$13.24/inch diameter (\$52.96 min.)	\$14.83/inch diameter (\$59.32 min.)		Monthly	7/1/22

FEE SCHEDULE—UTILITY SERVICES

MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2021-22 Adopted	Fiscal Year 2022-23 Recom.	Fiscal Year 2023-24 ³	Fee Basis	Effective Date ⁴
	Meter: Residential—Single-Family Residential—Multi-Family/ Commercial/ Recycled Water/All Other:					
		\$15.75	\$17.65		Monthly	7/1/22
35.26(a)	5/8" and 3/4" meters	\$15.75	\$17.65		Monthly	7/1/22
35.26(a)	1" meter	\$31.50	\$35.30		Monthly	7/1/22
35.26(a)	1.5" meter	\$63.00	\$70.60		Monthly	7/1/22
35.26(a)	2" meter	\$100.80	\$112.95		Monthly	7/1/22
35.26(a)	3" meter	\$189.00	\$211.80		Monthly	7/1/22
35.26(a)	4" meter	\$315.00	\$353.00		Monthly	7/1/22
35.26(a)	6" meter	\$630.00	\$706.00		Monthly	7/1/22
35.26(a)	8" meter	\$1,008.00	\$1,129.60		Monthly	7/1/22
35.26(a)	10" meter	\$1,512.00	\$1,694.40		Monthly	7/1/22
35.28	<u>Special Water Service:</u> Hydrant Meter Construction	\$16.24	\$18.19		ccf/month	7/1/22

¹ In accordance with MVCC Section 35.41, the capacity-based charges shall be adjusted annually as part of the City’s annual budget process by the percentage change in the Engineering News Record Construction Cost Index (ENR-CCI) for the previous year.

² No Proposition 218 hearing is required for Water and Wastewater rates as those rate increases are within the previously adopted schedule of fees, and pass-through and inflationary adjustments approved at a public hearing June 22, 2021 pursuant to Government Code Section 53756.

³ Reflects the tenth year (last phase-in period) 2% increase, excluding inflationary and pass-through increases that may be applied for Fiscal Year 2023-24, for Sewer rates for Treatment Plant capital costs as noticed and approved at the June 22, 2021 public hearing.

Future rate adjustments excluding inflationary and pass-through increases:

<u>Title of Fee</u>	Current <u>FY21-22</u>	Recom. <u>FY22-23</u>	<u>FY23-24</u>
Base Commercial	\$6.09 (\$42.63 min.)	\$6.58 (\$46.06 min.)	\$6.72 (\$47.04 min.)
Commercial/Industrial, Chemical, Groundwater, Liquid Waste	\$10.35 (1.7 x base) (\$72.45 min.)	\$11.19 (1.7 x base) (\$78.33 min.)	\$11.42 (1.7 x base) (\$79.94 min.)
Restaurant	\$11.88 (1.95 x base) (\$83.16 min.)	\$12.83 (1.95 x base) (\$89.81 min.)	\$13.10 (1.95 x base) (\$91.70 min.)
Single-Family Residence, Duplex, Multiple Dwellings, Mobile Homes, and Trailer Courts	\$46.40	\$50.10	\$51.15

⁴ Effective dates are for the Fiscal Year 2022-23 Recommended fees.

NOTE: Bold font indicates language added, and strikethrough indicates language deleted.

Comparison of FY21-22 and FY22-23 Recommended Utility Rates

Single Family	FY21-22	FY22-23	Difference	% Change *
Water (14 units)	\$ 109.70	122.87	13.17	12.0%
Sewer	46.40	50.10	3.70	8.0%
Trash (1 32-gal cart)	<u>37.10</u>	<u>39.35</u>	<u>2.25</u>	6.1%
Total monthly bill:	\$ 193.20	212.32	19.12	9.9%

Multi-Family (4-plex)	FY21-22	FY22-23	Difference	% Change *
Water (30 units)	\$ 222.79	249.53	26.74	12.0%
Sewer	185.60	200.40	14.80	8.0%
Trash (4 32-gal carts)	<u>148.40</u>	<u>157.40</u>	<u>9.00</u>	6.1%
Total monthly bill:	\$ 556.79	607.33	50.54	9.1%

Apartment Complex (120 units)	FY21-22	FY22-23	Difference	% Change *
Water (830 units)	\$ 5,844.80	6,546.30	701.50	12.0%
Sewer	5,568.00	6,012.00	444.00	8.0%
Trash (ten 3 Yd Bins)	<u>4,215.65</u>	<u>4,468.90</u>	<u>253.25</u>	6.0%
Total monthly bill:	\$ 15,628.45	17,027.20	1,398.75	9.0%

Commercial	FY21-22	FY22-23	Difference	% Change *
Water (60 units)	\$ 526.20	589.35	63.15	12.0%
Sewer	365.40	394.80	29.40	8.0%
Trash (one 3 Yd Bin)	<u>385.30</u>	<u>408.45</u>	<u>23.15</u>	6.0%
Total monthly bill:	\$ 1,276.90	1,392.60	115.70	9.1%

*Note: Due to rounding to the next penny or nickel, actual increase may be slightly higher. These are samples, actual effect is dependent on customer's service level.

Residential Services - Single Family

	Water (1)	Sewer	Trash (2)	Sample Monthly Bill
Mountain View				
FY 2021-22	\$ 109.70	46.40	37.10	193.20
FY 2022-23	\$ 122.87	50.10	39.35	212.32
% Increase	12.0%	8.0%	6.1%	
Palo Alto				
FY 2021-22	\$ 140.77	43.32	50.07	234.16
FY 2022-23	\$ 152.84	44.62	50.07	247.53
% Increase	8.6%	3.0%	0.0%	
Sunnyvale				
FY 2021-22	\$ 85.52	55.52	38.85	179.89
FY 2022-23	\$ 91.35	57.19	36.28	184.82
% Increase	6.8%	3.0%	-6.6%	
Cal Water Rate				
FY 2021-22	\$ 93.59 (3)			
FY 2022-23	\$ 100.48 (4)			
% Increase	7.4%			

(1) Based on 14 units of water plus meter charge. Mountain View's meter charge for single family is for both 5/8 and 3/4 inch meter sizes. Sunnyvale, Palo Alto and Cal Water have separate rates. This comparison uses the lower 5/8 inch meter rate.

(2) Mountain View and Palo Alto based on 32-gallon, Sunnyvale based on 27-gallon. Mountain View has biweekly recycling pick-up; Palo Alto and Sunnyvale have weekly recycling pick-up.

(3) Rate in effect as of 2/1/21.

(4) Rate in effect as of 1/1/22.

Residential Services - Multi-Family (4-plex)

	Water (1)	Sewer	Trash (2)	Sample Monthly Bill
Mountain View				
FY 2021-22	\$ 222.79	185.60	148.40	556.79
FY 2022-23	\$ 249.53	200.40	157.40	607.33
% Increase	12.0%	8.0%	6.1%	
Palo Alto				
FY 2021-22	\$ 301.26	173.28	200.28	674.82
FY 2022-23	\$ 327.18	178.48	200.28	705.94
% Increase	8.6%	3.0%	0.0%	
Sunnyvale				
FY 2021-22	\$ 243.20	153.76	207.32	604.28
FY 2022-23	\$ 244.52	158.36	208.80	611.68
% Increase	0.5%	3.0%	0.7%	

(1) Based on 30 units of water plus meter charge.

(2) Mountain View and Palo Alto based on 32-gallon, Sunnyvale based on a 65-gallon minimum charge. Mountain View has biweekly recycling pick-up; Palo Alto and Sunnyvale have weekly recycling pick-up.

Residential Services - Apartment Complex (120 units)

		Water (1)	Sewer	Trash (2)	Sample Monthly Bill
Mountain View					
FY 2021-22	\$	5,844.80	5,568.00	4,215.65	15,628.45
FY 2022-23	\$	6,546.30	6,012.00	4,468.90	17,027.20
% Increase		12.0%	8.0%	6.0%	
Palo Alto					
FY 2021-22	\$	6,780.67	5,198.40	5,520.11	17,499.18
FY 2022-23	\$	7,435.03	5,354.40	5,520.11	18,309.54
% Increase		9.7%	3.0%	0.0%	
Sunnyvale					
FY 2021-22	\$	4,618.68	4,612.80	4,892.90	14,124.38
FY 2022-23	\$	4,855.06	4,750.80	5,157.22	14,763.08
% Increase		5.1%	3.0%	5.4%	

(1) Based on 830 units of water plus 4" meter charge.

(2) Based on nine 3-yard 1x/week and one 3-yard 2x/week. Mountain View has biweekly recycling pick-up; Palo Alto and Sunnyvale have weekly recycling pick-up.

Commercial Services

		Water (1)	Sewer	Trash (2)	Sample Monthly Bill
Mountain View					
	FY 2021-22	\$ 526.20	365.40	385.30	1,276.90
	FY 2022-23	\$ 589.35	394.80	408.45	1,392.60
	% Increase	12.0%	8.0%	6.0%	
Palo Alto					
	FY 2021-22	\$ 563.77	485.40	504.40	1,553.57
	FY 2022-23	\$ 614.02	499.80	504.40	1,618.22
	% Increase	8.9%	3.0%	0.0%	
Sunnyvale					
	FY 2021-22	\$ 468.20	354.00	446.54	1,268.74
	FY 2022-23	\$ 466.16	364.80	470.29	1,301.25
	% Increase	-0.4%	3.1%	5.3%	

(1) Based on 60 units of water plus 2" meter charge.

(2) Based on one 3-yard 1x/week. Mountain View has biweekly recycling pick-up;
Palo Alto and Sunnyvale have weekly recycling pick-up.

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FISCAL YEAR 2022-23
Calculation of Appropriations Limit

The City is required by the State Constitution, Article XIII B (Proposition 4), to annually calculate the maximum amount of appropriations subject to limitation. This calculation is intended to limit the annual growth in tax revenues used to fund governmental expenditures in California. Article XIII B was changed with the passage of Proposition 111 on the June 1990 ballot. These changes permit greater flexibility with regard to annually calculating increases in the appropriations limit (Gann Limit) by allowing additional growth factors to be used. The factors permitting the maximum allowable increase in the appropriations limit are chosen for the calculation each fiscal year.

As can be seen below, the City is substantially under its appropriations limit. The difference between the appropriations limit and the appropriations subject to limitation has grown over time as the limit has been substantially increased by the annual adjustment factors. This, combined with the comparatively slower pace of growth in proceeds of taxes over the same time period, has contributed to the amount under the appropriations limit.

Fiscal Year 2021-22 Limit	\$ 315,571,679
2022 Change in City of Mountain View Population	1.0089
2022-23 Change in California Per Capita Personal Income	<u>1.0755</u>
 Fiscal Year 2022-23 Limit	 342,417,977
 Fiscal Year 2022-23 Budget Amount Subject to Limitation	 <u>119,596,661</u>
 Amount Under Appropriation Limit	 \$ <u><u>222,821,316</u></u>

Debt Administration

Legal Debt Margin:

The legal debt margin for the City of Mountain View, California, is calculated using a debt limit of 15 percent of the assessed value of property (excluding tax increment) within the City limits. Computation of the City's legal debt margin as of June 30, 2022 is as follows (dollars in thousands):

Assessed value (net)—June 30, 2022 ⁽¹⁾	\$37,581,597
Debt limit: 15 percent of assessed value	5,637,240
Less total bonded debt, general obligation	-0-
 Legal debt margin	 <u>\$ 5,637,240</u>

In 2001 the City was awarded a AAA issuer credit rating (ICR) by Standard and Poor’s (S&P), one of the nation’s top-ranked independent credit rating agencies. S&P upgraded the City ICR from AA to AAA, the highest credit rating possible, because of a solid and diversified local tax base, the City’s low debt burden, high property values and personal income levels, and the expectation of continued strong financial operations by the City. At that time, Mountain View was one of only three California cities to receive the AAA rating from S&P. The AAA ICR was last reaffirmed by S&P in 2014 and has resulted in lower debt costs and savings to the City.

Debt Obligations Outstanding:

As of June 30, 2022, the City is anticipated to have various debt obligations outstanding. These obligations are comprised of the following (dollars in thousands):

City of Mountain View:

Water Revenue Bonds were issued in 2004 to fund the construction of infrastructure to expand the City's water storage capacity. In 2008 these bonds were upgraded to a AAA underlying credit rating by S&P from AA. The AAA underlying credit rating was last affirmed by S&P in 2018.

The 2018 Wastewater Bank Loan was issued to finance Wastewater infrastructure projects. The proceeds have funded capital projects in Fiscal Years 2018-19, 2019-20, and 2020-21.

<u>Type of Indebtedness</u>	<u>Maturity</u>	<u>Interest Rates</u>	<u>Authorized and Issued</u>	<u>Outstanding as of June 30, 2022</u>
2004 Water Revenue Bonds	2029	3.0%-4.5%	\$9,700	\$3,695
2018 Wastewater Bank Loan	2033	3.36%	\$10,100	\$8,419

⁽¹⁾ Source: Santa Clara County Assessor

Debt Administration
(Continued)

Shoreline Regional Park Community:

The 2011 Revenue Bonds were issued to refund the 1996 Tax Allocation Bonds (TABs) (which were originally issued to fund the acquisition of certain land from the City and to fund road, water, sewer, and other public improvements) and to fund the construction of Fire Station No. 5, Permanente Creek Trail improvements, and the Athletic Field projects. These bonds were awarded an A underlying credit rating by S&P and was upgraded to an A+ in 2018.

The 2018 Revenue Bonds were issued to finance the costs of acquiring and constructing certain public improvements to Shoreline Boulevard and Plymouth Street including a bicycle/pedestrian overcrossing of U.S. Highway 101, a freeway off-ramp realignment at Shoreline Boulevard, a Shoreline Boulevard reversible bus lane, Plymouth Street construction and Shoreline Boulevard bus lane extension, Shoreline Sailing Lake improvements, and police/fire training and classroom facility. These bonds were awarded an A+ underlying credit rating by S&P in 2018.

<u>Type of Indebtedness</u>	<u>Maturity</u>	<u>Interest Rates</u>	<u>Authorized and Issued</u>	<u>Outstanding as of June 30, 2022</u>
2011 Revenue Refunding Bonds	2040	2.0%-5.75%	\$39,030	\$21,795
2018 Revenue Bonds ⁽¹⁾	2031 or 2048	3.36%-5.0%	\$63,800	\$63,800

(1)

2018 Revenue Bonds	Maturity	Interest Rates	Authorized and Issued
Series A (Tax-Exempt)	2048	5%	53,485
Series B (Federally Taxable)	2031	3.36%-4.24%	10,315

Total long-term debt outstanding is \$97.7 million.

Annual debt service payments by entity for Fiscal Years 2020-21 Audited, 2021-22 Adopted and 2022-23 Recommended can be found on the following pages.

Annual Debt Service Payments by Entity

	2020-21 AUDITED	2021-22 ADOPTED	2022-23 RECOM.
CITY OF MOUNTAIN VIEW			
2004 Water Revenue Bonds			
Principal	\$ 425,000	440,000	460,000
Interest	<u>203,304</u>	<u>189,400</u>	<u>170,700</u>
Total 2004 Water Revenue Bonds	<u>628,304</u>	<u>629,400</u>	<u>630,700</u>
2018 Wastewater Bank Loan			
Principal	542,000	560,000	579,000
Interest	<u>309,282</u>	<u>292,287</u>	<u>273,152</u>
Total 2018 Wastewater Bank Loan	<u>851,282</u>	<u>852,287</u>	<u>852,152</u>
TOTAL City of Mountain View	<u>\$ 1,479,586</u>	<u>1,481,687</u>	<u>1,482,852</u>
SHORELINE REGIONAL PARK COMMUNITY			
2011 Revenue Bonds			
Principal	\$ 1,985,000	2,085,000	695,000
Interest	<u>1,356,247</u>	<u>1,254,957</u>	<u>1,185,457</u>
Total 2011 Revenue Bonds	<u>3,341,247</u>	<u>3,339,957</u>	<u>1,880,457</u>
2018 Revenue Bonds			
Principal	0	0	920,000
Interest	<u>3,078,700</u>	<u>3,078,950</u>	<u>3,063,481</u>
Total 2018 Revenue Bonds	<u>3,078,700</u>	<u>3,078,950</u>	<u>3,983,481</u>
TOTAL Shoreline Regional Park Community	<u>\$ 6,419,947</u>	<u>6,418,907</u>	<u>5,863,938</u>
TOTAL DEBT SERVICE REQUIREMENTS	<u><u>\$ 7,899,533</u></u>	<u><u>7,900,594</u></u>	<u><u>7,346,790</u></u>

Note: Interest payment includes trustee fees, if applicable.

FISCAL YEAR 2022-23

Budget Preparation and Review Process

The budget process typically begins in November of each fiscal year when all City departments begin preparation of their budget proposals for the upcoming fiscal year. Budget requests are reviewed by the City Manager and the Budget Review Team (consisting of the Finance and Administrative Services Director and Assistant Finance and Administrative Services Director).

Below is a condensed time line for the entire Fiscal Year 2022-23 budget process:

November 2021 – January 2022	Departments prepare and submit the following for the upcoming fiscal year: (1) budget transmittal letter, non-discretionary increases, discretionary increases, and limited-period requests to the Budget Review Team; (2) reclassification requests to Human Resources and then to the Budget Review Team; (3) capital outlay and equipment replacement requests to the Capital Outlay Review Committee; (4) new and modified performance measure proposals and current fiscal year 6 month actuals; (5) department goals work plan update and new department goals.
December 2021	The Capital Outlay Review Committee meets with each department and reviews their capital requests.
January 2022	Departments develop and submit preliminary departmental goals.
February 2022	The City Manager and Budget Review Team meet with each department to review budget submittals, including capital outlay, department goals and fees.
February 22, 2022	Fiscal Year 2021-22 Mid-Year Budget Update Report. Initial forecast for upcoming fiscal year prepared and presented to City Council.*
April 12, 2022	City Council study session for presentation and discussion of Proposed Fiscal Year 2022-23, Capital Improvement Program.*
February – May 2022	Departments continue to review and modify goals/initiatives/projects to support City Council Strategic Priorities.
March – May 2022	Five-Year Financial Forecast updated for upcoming fiscal year. A 5-year financial forecast is prepared annually and a longer range 10-Year Financial Forecast is prepared periodically.

FISCAL YEAR 2022-23
Budget Preparation and Review Process
(Continued)

- | | |
|----------------|---|
| April 26, 2022 | Fiscal Year 2021-22 3 rd Quarter Budget Update Report. |
| June 14, 2022 | City Council Public Hearing for presentation and discussion of the Fiscal Year 2022-23 Recommended Budget. * |
| June 28, 2022 | Proposition 218 public hearing.*

Public hearing and adoption of Fiscal Year 2022-23 budgets, appropriations limit, fee modification (including utility rates), and adoption of Fiscal Year 2022-23 Capital Improvement Program.* |

This process complies with the procedures required in the City Charter for adoption of the annual budget specifying the annual City budget must be adopted prior to July 1, the beginning of each fiscal year.

* The public has the opportunity to comment during study sessions and public hearings.

Financial and Budgetary Policies

The adopted Financial and Budgetary Policy A-11 can be found on the City's Website at the following link and following the below additional information not included in the policy.

<http://laserfiche.mountainview.gov/WebLink/0/doc/220277/Page1.aspx>

Budget Policies:

All governmental fund-type annual budgets are presented on a modified accrual basis consistent with the general purpose financial statements prepared in accordance with generally accepted accounting principles. Pursuant to Council-adopted financial and budgetary policies, budgets are approved at the fund and department level (legal level of control) and may not be exceeded without City Council approval. Transfers and adjustments between funds, departments or capital projects must be submitted to the City Council for approval. The City Charter requires approval by five votes of the seven-member City Council to amend the budget.

Budget Adjustments:

Budget adjustments are also required for grants and reimbursed services that were not anticipated or budgeted. Council Policy A-10 "Authorization to Execute City Contracts and Agreements and Increase Certain Limited Appropriations" authorizes the Finance and Administrative Services Director and the City Manager to increase appropriations up to \$20,000 and \$100,000 (indexed to 2011 dollars), respectively, when outside grants or reimbursement revenues have been received to offset expenditures that were not anticipated or budgeted. If the grant or reimbursement is not within the City Manager's level of authorization, a request for an appropriation increase must be submitted to the City Council for approval (five votes required).

Department heads are responsible for managing expenditures within their budget and assuring funds are only expended for properly authorized City expenses. Department heads are also responsible for expending funds consistent with the goals and objectives approved by the City Council.

Annual Comprehensive Financial Report (ACFR):

The City's ACFR is prepared in accordance with the requirements of Governmental Accounting Standards Board (GASB) Statement No. 34 and provides the government-wide financial statements in addition to the fund financial statements. The accounting and financial reporting treatment applied to the fund financial statements is determined by the measurement focus of the individual fund.

Basis of Accounting:

Governmental fund types are accounted for using the modified accrual basis of accounting. Revenues are recorded as received or accrued if they are both measurable and available to finance expenditures of the current period. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on long-term debt, which are recorded when paid.

Financial and Budgetary Policies (Continued)

Proprietary fund types are accounted for using the accrual basis of accounting wherein revenues, unbilled or billed, are recognized in the accounting period in which they are earned, and expenses are recognized in the period liabilities are incurred. For budgetary purposes, capital projects are appropriated for the estimated cost of the total project. These financial uses of funds are not reflected as expenses in the City's financial statements but are capitalized and depreciated in accordance with generally accepted accounting principles.

Cost Allocation Plan:

The City prepares a cost allocation plan, to identify the costs associated with providing certain services. These indirect charges, noted as General Fund Administration on the fund schedules, reimburses the General Operating Fund for services such as those provided by the City Manager, Human Resources, City Attorney, Payroll, Purchasing, Accounts Payable and Information Technology. The full cost allocation plan delineates the basis of allocation by department which may include the total operating budget, the number of full-time equivalent positions per department, the number of work requests, square footage occupied, number of items processed, number of applicable devices, etc. The City also prepares a cost allocation plan for the Water Fund similar to the General Fund plan.

Internal Service Funds:

The City also has six internal service funds that provide service to all major funds within the City and, in turn, charge these funds for the cost of providing services. Revenues received for providing services are noted as interfund service charges in the fund schedules.

CITY COUNCIL POLICY

SUBJECT: FINANCIAL AND BUDGETARY POLICY

NO.: A-11

PURPOSE:

A comprehensive and consistent set of financial and budgetary policies provides a basis for sound financial planning, identifies appropriate directions for service level development, aids budgetary decision making, and serves as an overall framework to guide financial management and operations of the City of Mountain View (City).

This document incorporates existing adopted and informal policies. The formal adoption of financial policies allows for the consistent management of the City's financial resources and avoids the possibility of inconsistent or conflicting policies. These policies will establish criteria to evaluate the City's financial condition and to create a sound financial base for City operations.

A city's adoption of financial policies also promotes public confidence and increases the city's credibility in the eyes of bond rating agencies and potential investors. Such policies also provide the resources to react to potential financial emergencies in a prudent manner.

While these City Council-adopted policies will be amended periodically, the adoption of these policies will bring increased consistency to the management of the City's financial resources while establishing criteria and fiscal goals.

Policies presented here address the following topics:

1. Budget Policies
2. Revenue Policies
3. Expenditure Policies
4. Reserve Policies
5. Capital Improvement Policies
6. Cash Management and Investment Policies
7. Accounting Policies

CITY COUNCIL POLICY

SUBJECT: FINANCIAL AND BUDGETARY POLICY

NO.: A-11

8. Debt Management Policies

9. Risk Management Policies

POLICY:

1. Budget Policies

- a. The adopted budget shall serve as the annual financial plan for the City. This financial plan shall include the goals and objectives set by the City Council and the level of services determined by the City Council.
- b. A structurally balanced General Operating Fund budget will be adopted annually, whereby recurring operating expenditures shall not exceed recurring operating revenues.
- c. A midyear budget status report will be presented to the City Council annually.
- d. A budget Study Session will be held annually to review the “Narrative Budget” prior to the submittal of the proposed operating budget to the City Council.
- e. The proposed budget shall be prepared by City staff and submitted to the City Council prior to the budget hearing each fiscal year.
- f. The City Council shall adopt an annual operating budget before the first of July of each fiscal year.
- g. The Finance and Administrative Services Director shall have authority to make minor corrections in compiling the adopted budget.
- h. The City Manager or his/her designee shall have discretion for budget adjustments within a fund and within a department’s operating budget.
- i. All budget adjustments between funds or departments shall be submitted to the City Council for approval.

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- j. Performance and workload measures which reflect the effectiveness, efficiency, or workload of departmental operations will be included in the annual budget. The budget should include comparisons of actual performance to a target goal.

2. Revenue Policies

- a. The development and maintenance of diversified and reliable revenue streams will be the primary revenue policy of the City. The City will focus its efforts to optimize existing revenue sources while periodically reviewing potential new revenue sources.
- b. Revenues for the General Operating Fund will be forecast for the upcoming budget year and the four subsequent fiscal years.
- c. Revenues will be estimated conservatively using information provided by State and other governmental agencies, trending of historical information, and other relevant information.
- d. Sources of revenues will be evaluated periodically to determine their applicability and relevance to City needs.
- e. Fees and charges for services will be evaluated and, if necessary, adjusted annually. The City's objective in setting fees and charges for services is to achieve a reasonable level of cost recovery for services that are not provided to, or do not benefit, the community as a whole.
- f. Periodic reviews or audits of significant revenue sources will be conducted to determine the accuracy of amounts paid and to monitor developments in the City's revenue base.

3. Expenditure Policies

- a. City services and operations will be provided in an efficient manner with the objective of delivering the highest level of service possible at the lowest level of expenditure.
- b. Expenditures for the General Operating Fund will be forecast for the upcoming budget year and the four subsequent fiscal years.

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- c. Expenditures will be estimated conservatively using information provided by State and other governmental agencies, trending of historical information, and other relevant information.
- d. A good internal control structure assuring that only properly authorized expenditures are made will be maintained.
- e. Expenditures will be controlled at the fund and department level and will not exceed appropriations without City Council authorization. Appropriations lapse at the end of the fiscal year to the extent that they have not been expended or encumbered.
- f. Obligations of the City will be recognized when incurred. Encumbrances will be used for outstanding commitments. Encumbrances outstanding at year end will be carried over to the next fiscal year and are automatically reappropriated for inclusion in the next fiscal year's budget.

4. Reserve Policies

The following is a list of reserves currently in place at the time these policies were adopted. City Council has the authority to add or remove reserves as needed at their discretion. Some reserves are only needed for a short period of time. This list will be updated each time the policies are updated. Reserves that affect the financial stability and credit worthiness of the City, such as the General Fund Reserve, will be maintained to the degree financial stability and credit worthiness are unaffected to the greatest extent possible.

- a. The General Fund Reserve, to be funded at a level between 20.0 percent to 25.0 percent of General Operating Fund budgeted expenditures, net of budget savings, shall be used: (1) for City Council-approved expenditures not appropriated during the annual budget process; (2) to cover unanticipated revenue shortfalls; (3) in situations of extreme physical or financial emergency (with the approval of the City Council); (4) to generate ongoing investment earnings; and (5) as a funding source for interfund loans and other loans or advances from the General Fund as approved by City Council. Such loans and advances should accrue interest earnings for the General Operating Fund and include principal repayment to the extent possible.
- b. The General Fund Budget Contingency Reserve shall be used to provide one-time financial resources during uncertain economic conditions. This reserve may be used for such things as the transitioning of positions to be eliminated, the phasing out of

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certain expenditures, smoothing of employee benefit changes, or anticipated or unanticipated revenue declines, as approved by City Council.

- c. The General Fund Earned Lease Revenue Reserve shall be used to accumulate the rent from the ground lease of a portion of the City's Charleston East property to Google Inc. (Google). Google prepaid \$30.0 million as rent for the initial approximately 52-year lease term. The intent is for this reserve to accumulate the rent, as it is earned, so that the \$30.0 million principal balance will be available at the end of the initial lease term.
- d. The General Fund Transportation Reserve shall be used for the purpose of major priority transportation projects to mitigate traffic congestion, improve infrastructure, and meet the needs of the City, as authorized by the City Council.
- e. The General Fund Capital Improvement Reserve, to be funded with a goal of a minimum balance of \$5,000,000, shall be used for the funding of unanticipated priority capital improvement projects authorized by the City Council. To the extent possible, General Operating Fund carryovers remaining from the end of the fiscal year, not designated for other reserve purposes, may be applied to this Reserve.
- f. The General Fund Open Space Acquisition Reserve shall be used for the purpose of acquiring open space to meet the needs of the City and as authorized by the City Council. Proceeds from excess City-owned properties shall fund this Reserve as directed by City Council.
- g. The General Fund Strategic Property Acquisition Reserve shall be used for the purpose of setting aside specific funds for the City to use for the acquisition of strategic property(ies).
- h. The General Fund Property Management Reserve shall be used to provide a source of funds for obligations which could arise from the City's leasing of property, including legal services, certain responsibilities identified in land leases, environmental testing, or other costs normally incurred by a lessor.
- i. The Graham Site Maintenance Reserve shall be used to fund the maintenance obligations, per the agreement with the school district, of the Graham Sports Complex, including the playing field at Graham Middle School beneath which the City has a reservoir.

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- j. The Compensated Absences Reserve shall fund the disbursements of terminated or retired employees for accrued vacation and sick leave or other accrued leave as applicable. This Reserve shall be funded at a minimum of 80.0 percent of the accrued liabilities of the City for compensated absences such as vacation and vested sick leave.
- k. The Equipment Replacement Reserve shall be maintained to fund the replacement of capital equipment. The financial objectives of this fund is to permit the budgeting of level annual amounts for capital equipment replacement while utilizing this fund's reserves to absorb the cash flow variations caused by the timing of asset replacements. Major categories of capital assets (e.g., vehicles, information technology equipment, Police and Fire radios, CAD/RMS system hardware and Communications Center furniture and equipment, etc.) are included in this Reserve. Appropriations for this fund will be requested in the annual budget. It is policy direction that capital assets not be replaced before the end of their useful life unless justified by operating necessity.
- l. The Workers' Compensation Self-Insurance Reserve shall be maintained at a level deemed adequate to meet projected liabilities as determined by an actuarial valuation to be conducted at least once every three years. This reserve may also be used for the backfill of public safety positions out on Workers' Compensation up to Two Hundred Thousand Dollars (\$200,000) annually. In addition to projected liabilities, the reserve balance shall include at a minimum the provision for two catastrophic losses at the City's current level of self-insured retention.
- m. The Liability Self-Insurance Reserve shall be maintained at a minimum level of \$2.0 million plus an amount deemed appropriate to cover expected claim settlements for the current fiscal year.
- n. The Unemployment Self-Insurance Reserve will be reviewed annually and maintained at a level adequate to meet estimated unemployment liabilities.
- o. The Employee Benefits Plan (Prescription/Vision) Reserve will be reviewed annually and maintained at a level adequate to meet estimated benefit liabilities.
- p. The Retirees' Health Insurance Program Reserve will be accounted for in accordance with Generally Accepted Accounting Principles (GAAP) which includes a periodic actuarial evaluation of the City's liability and for each fund to contribute, to the extent

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possible, its Annual Required Contribution (ARC). In addition, to the extent possible, payments toward the Unfunded Actuarial Accrued Liability (UAAL) shall be made. This Reserve may be held with a third-party trustee for the benefit of the retirees.

- q. The Shoreline Regional Park Community shall maintain reserves as follows:
 - (1) General Reserve shall be maintained at 25 percent of operating expenditures.
 - (2) Sea Level Rise Reserve shall be incrementally increased to accumulate approximately \$30 million in funds for projects identified in the Shoreline Sea Level Rise Study.
 - (3) Landfill Reserve shall be incrementally increased to accumulate funds to rebuild the landfill system. The Landfill Master Plan identified a need for a \$12 million reserve to rebuild the landfill system in case of a catastrophic event.

- r. The Water Fund Reserve shall be maintained as follows:
 - (1) Minimum 10 percent of operating budget for emergencies.
 - (2) Minimum 5 percent of operating budget for contingencies.
 - (3) Goal of 10 percent of operating budget for rate stabilization.
 - (4) Goal for capital improvements which averages the amount budgeted for annual maintenance capital improvement projects over the prior three to five fiscal years.

The purpose of the rate stabilization funds is to buffer any significant changes in revenues or expenses. Use of the rate stabilization funds is allowed to gradually or incrementally change rates in any fiscal year to lessen the impact of an otherwise significant rate change. The funds are to be adjusted in following fiscal years to meet the 10 percent guideline.

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- s. The Wastewater Fund Reserve shall be maintained as follows:
- (1) Minimum 10 percent of operating budget for emergencies.
 - (2) Minimum 5 percent of operating budget for contingencies.
 - (3) Goal of 10 percent of operating budget for rate stabilization.
 - (4) Goal for capital improvements which averages the amount budgeted for annual maintenance capital improvement projects over the prior three to five fiscal years.

The purpose of the rate stabilization funds is to buffer any significant changes in revenues or expenses. Use of the rate stabilization funds is allowed to gradually or incrementally change rates in any fiscal year to lessen the impact of an otherwise significant rate change. The funds are to be adjusted in following fiscal years to meet the 10 percent guideline.

- t. The Solid Waste Fund Reserve shall be maintained as follows:
- (1) Minimum 10 percent of operating budget for emergencies.
 - (2) Minimum 5 percent of operating budget for contingencies.
 - (3) Goal of 10 percent of operating budget for rate stabilization.
 - (4) Required Financial Assurance Mechanisms (FAMs) if applicable.

The purpose of the rate stabilization funds is to buffer any significant changes in revenues or expenses. Use of the rate stabilization funds is allowed to gradually or incrementally change rates in any fiscal year to lessen the impact of an otherwise significant rate change. The funds are to be adjusted in following fiscal years to meet the 10 percent guideline.

5. Capital Improvement Policies

- a. A five-year comprehensive Capital Improvement Program (CIP), identifying proposed major construction projects, capital equipment outlays, land acquisition, and other

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- capital improvement expenditures, and providing an analysis of the estimated funding available and necessary to fund these projects, shall be prepared biennially and presented to the City Council for approval. In the years when a five-year CIP is not prepared, capital projects for a single year will be presented to City Council for approval.
- b. The CIP shall identify all proposed projects to be initiated during the five-year period.
 - c. The first year of the CIP and single-year capital projects shall be appropriated with the annual budget. The appropriations for each project are ongoing until project completion, project cancellation, or amendment.
 - d. The first year of the CIP and single-year capital projects shall only include those projects which can reasonably be accomplished or substantially started within the fiscal year.
 - e. Recurring annual projects shall be closed out at the end of the fiscal year or as soon as all related expenditures have been paid.
 - f. Capital projects will be reviewed on an annual basis for amendments or potential closure/cancellation.
 - g. A list of unscheduled projects (projects not included in the five-year period) will be identified in the CIP as an indication of potential future projects.
 - h. Future potential ongoing operating costs associated with a project will be identified with the project in the CIP.
6. Cash Management and Investment Policies
- a. The City will follow modern cash management practices that require active revenue oversight, prompt collection, deposit, and investment of all funds and cash flow management which maximizes the amount of invested cash balanced with the timely payment of obligations.

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- b. The City will invest all funds in accordance with the City Council Investment Policy B-2 (Investment Policy) based on the following criteria:
 - (1) Safety of investment.
 - (2) Maintenance of sufficient liquidity to meet cash flow needs.
 - (3) Attainment of a market rate of return consistent with the requirements of the Investment Policy.
- c. The City shall conduct all of its investment activities in accordance with the California Government Code Section 53600 and the Investment Policy.
- d. The Investment Policy shall be updated as necessary and approved by the City Council.
- e. A complete report on the City's investment portfolio shall be presented to the City Council on a regular basis.
- f. A cash flow analysis shall be prepared on a monthly basis in order to estimate the amount of funds available for investment.

7. Accounting Policies

- a. A financial accounting system adequate to provide management information and meet reporting requirements shall be maintained.
- b. A system of effective internal controls will be maintained that assures only properly authorized expenditures, recordings of financial transactions, and accounting entries are executed.
- c. Financial reports shall be prepared and presented to the City Council on a regular basis.
- d. The City's financial records will be audited annually by an independent accounting firm as required by the City Charter.

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- e. A Comprehensive Annual Financial Report (CAFR) shall be prepared each year within six months of the close of the previous fiscal year. The CAFR will be presented to the City Council in a Study Session in accordance with Council Policy B-6.
- f. The CAFR shall be prepared in accordance with generally accepted accounting principles applicable to local governments.
- g. The “Management Letter” presented by the City’s independent accounting firm will be presented, with City staff’s comments if applicable, to the City Council.

8. Debt Management Policies

These Debt Management Policies are the debt management policies for the City of Mountain View, Mountain View Shoreline Regional Park Community, City of Mountain View Capital Improvement Financing Authority, and any other entity for which the City Council acts as legislative body, and the term “City” shall refer to each of such entities.

When used in these Debt Management Policies, “debt” refers to all forms of indebtedness and financing lease obligations.

These Debt Management Policies are intended to comply with California Government Code Section 8855 (i).

- a. Long-term borrowing will be restricted to the funding of capital improvement projects and equipment. The use of long-term borrowing for ongoing operations shall be avoided.
- b. Short-term debt may be issued to provide financing for the City’s operational cash flows in order to maintain a steady and even cash flow balance. Short-term debt may also be used to finance short-lived capital projects; for example, the City may undertake lease-purchase financing for equipment.
- c. The City may also find it beneficial to issue debt on behalf of other governmental agencies or private third parties in order to further the public purposes of the City. In such cases, the City shall take reasonable steps to confirm the financial feasibility of the project to be financed and the financial solvency of any borrower and that the issuance of such debt is consistent with the policies set forth herein.

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- d. The term of the debt shall not exceed the expected useful life of the capital improvement project or equipment.
- e. Debt obligations will be met in a timely and efficient manner.
- f. The City will comply with all debt covenants.
- g. Good communications with bond rating agencies about its financial condition will be maintained.
- h. The City will not exceed its legal debt margin limit of 15 percent of assessed value of property within the City limits.
- i. Refunding techniques will be used where appropriate to allow for the restructuring of its current outstanding debt to remove or change restrictive covenants, and/or to reduce annual debt service in an amount sufficient to justify the costs of the refunding/reissuance.
- j. The City will comply with the postissuance policies and procedures specified in the tax certificate for any tax-exempt debt.
- k. Types of Debt: The following types of debt are allowable under these Debt Management Policies:
 - General obligation bonds
 - Bond or grant anticipation notes
 - Lease revenue bonds, certificates of participation, and lease-purchase transactions
 - Other revenue bonds and certificates of participation
 - Tax and revenue anticipation notes
 - Land-secured financings, such as special tax revenue bonds issued under the Mello-Roos Community Facilities Act of 1982, as amended, and limited obligation bonds issued under applicable assessment statutes

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- Tax increment financing to the extent permitted under State law
- Conduit financings, such as financings for affordable rental housing and qualified 501(c)(3) organizations

The City may, from time to time, find that other forms of debt would be beneficial to further its public purposes and may approve such debt without an amendment of these Debt Management Policies.

Debt shall be issued as fixed-rate debt unless the City makes a specific determination that a variable rate issue would be beneficial to the City in a specific circumstance.

i. Relationship of Debt to Capital Improvement Program and Budget

The City is committed to long-term capital planning. The City intends to issue debt for the purposes stated in these Debt Management Policies and to implement policy decisions incorporated in the City's capital budget and the capital improvement plan.

The City shall integrate its debt issuances with the goals of its capital improvement program by timing the issuance of debt to ensure that projects are available when needed in furtherance of the City's public purposes.

The City shall seek to issue debt in a timely manner to avoid having to make unplanned expenditures for capital improvements or equipment from its General Fund.

m. Policy Goals Related to Planning Goals and Objectives

The City intends to issue debt for the purposes stated in these Debt Management Policies, General Plan, Precise Plans, and other planning policy documents and to implement policy decisions incorporated in the City's Capital Improvement Program and annual operating budget.

n. Internal Control Procedures

It is the policy of the City to ensure that proceeds of debt are spent only on lawful and intended uses. Whenever reasonably possible, proceeds of debt will be held by a third-party trustee and the City will submit written requisitions for such proceeds. The

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City will submit a requisition only after obtaining the signature of the Finance and Administrative Services Director. In those cases where it is not reasonably possible for the proceeds of debt to be held by a third-party trustee, the Finance and Administrative Services Director shall retain records of all expenditures of proceeds. The Finance and Administrative Services Director shall retain records of expenditures for the period ending on the later of: (a) the final payment of the debt; and (b) the period specified in the tax certificate for tax-exempt debt.

o. Disclosure Policies and Procedures

- (1) These Disclosure Policies and Procedures are intended to ensure that the City is in compliance with all applicable Federal and State securities laws.
- (2) Review of Official Statements.
 - (a) The Finance and Administrative Services Director of the City shall review any Official Statement prepared in connection with any debt issuance by the City in order to ensure that there are no misstatements or omissions of material information in any sections that contain descriptions of information prepared by the City.
 - (b) In connection with its review of the Official Statement, the Finance and Administrative Services Director shall consult with third parties, including outside professionals assisting the City, and all members of City staff, to the extent that the Finance and Administrative Services Director concludes they should be consulted so that the Official Statement will include all “material” information (as defined for purposes of Federal securities law).
 - (c) As part of the review process, the Finance and Administrative Services Director shall submit all Official Statements to the City Council for approval. The cover letter used by the Finance and Administrative Services Director to submit the Official Statements shall briefly summarize the responsibilities of the City Council under Federal securities laws and identify the key sections of the Official Statement.
 - (d) The approval of an Official Statement by the City Council shall be placed on the agenda as a new business matter and shall not be approved as a consent item. The City Council shall undertake such review as deemed

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necessary by the City Council, following consultation with the Finance and Administrative Services Director, to fulfill the City Council's responsibilities under applicable Federal and State securities laws. In this regard, the Finance and Administrative Services Director shall consult with the City's Disclosure Counsel to the extent the Finance and Administrative Services Director considers appropriate.

- (3) Continuing Disclosure.
 - (a) Under the continuing disclosure undertakings that the City has entered into in connection with its debt offerings, the City is required each year to file annual reports with the Municipal Securities Rulemaking Board's Electronic Municipal Market Access ("EMMA") system in accordance with such undertakings. Such annual reports are required to include certain updated financial and operating information, and the City's audited financial statements.
 - (b) The City is also required under its continuing disclosure undertakings to file notices of certain events with EMMA.
 - (c) The Finance and Administrative Services Director is responsible for establishing a system (which may involve the retention or one or more consultants) by which:
 - 1.) The City will make the annual filings required by its continuing disclosure undertakings on a complete and timely basis; and
 - 2.) The City will file notices of enumerated events on a timely basis.
- (4) Whenever the City makes statements or releases information relating to its finances to the public that are reasonably expected to reach investors and the trading markets, the City is obligated to ensure that such statements and information are complete, true, and accurate in all material respects.

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(5) Training.

- (a) The Finance and Administrative Services Director shall ensure that the members of the City staff involved in the initial or continuing disclosure process and the City Council are properly trained to understand and perform their responsibilities.
- (b) The Finance and Administrative Services Director shall arrange for disclosure training sessions conducted by the City's Disclosure Counsel. Such training sessions shall include education on these Disclosure Policies and Procedures, the City's disclosure obligations under applicable Federal and State securities laws, and the disclosure responsibilities and potential liabilities of members of the City's staff and members of the City Council. Such training sessions may be conducted using a recorded presentation.

9. Risk Management Policies

- a. The City will maintain an appropriate level of funding or insurance coverage for exposure to risks of financial loss through self-insurance, partial self-insurance, commercial insurance, or pooled insurance with other agencies, whichever form is the most cost-effective in the long term. If self-insuring, stop loss insurance or pooled insurance should be acquired in order to minimize the amount of self-insured retention, or financial responsibility, at the lowest level that is cost effective. The form of insurance employed for different risks shall be periodically evaluated.
- b. City property shall be appropriately insured or self-insured to cover the City's losses through theft, destruction, fire, and other insurable perils.
- c. All liability-type losses and claims that occur with predictable frequency and which will not have a significant adverse impact on the City's financial position shall be self-insured to an appropriate level.
- d. An annual analysis shall be made of all insurance and self-insurance to monitor and compare costs.

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- e. The City shall be self-insured for unemployment benefits.
- f. Workers' Compensation shall be insured or self-insured to an appropriate level and the program carried out according to State laws with the intent to care for the injured and preclude abuse to the extent allowable by law.

Revised: June 12, 2018 Resolution No.18220

Revised: June 13, 2017, Resolution No. 18147

Revised: March 27, 2007, Resolution No. 17191

Effective Date: December 13, 1976, Resolution No. 11280

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**SHORELINE
REGIONAL PARK
COMMUNITY**

Shoreline Regional Park Community

The Shoreline Regional Park Community (Shoreline Community) was created by legislation in 1969, known as the Shoreline Regional Park Community Act (Act), for the development and support of Shoreline at Mountain View and to economically and environmentally enhance the surrounding North Bayshore Area. In accordance with the Act, all tax revenues received by the Shoreline Community are deposited into a special fund and used to pay the principal of and interest on loans, advances, and other indebtedness of the Shoreline Community. The Act prescribes the powers of the Shoreline Community, including the construction and replacement of the infrastructure needed to serve the Shoreline Community such as streets, curbs, gutters, parking lots, sidewalks, water and sewer services, lighting, waste disposal, power and communications, housing, and levees as well as operations and maintenance of Shoreline at Mountain View.

The Shoreline Community is a separate legal entity with its own budget and financial statements but is considered a blended component unit of the City, and financial activities are reported with the City's financial documents. A separate budget for the Shoreline Community is adopted by the Board of the Shoreline Community.

The primary source of revenues for the Shoreline Community is property taxes, which include the revenue generated from the Shoreline Community's 1.0% levy assessed on the incremental taxable value of real and personal property located within the Shoreline Community. The assessed value of secured real property that does not experience a change in ownership or is not subject to new construction is adjusted annually at a rate not to exceed the California Consumer Price Index (CCPI) or 2.0%, whichever is lower. However, if a property changes ownership, it is reassessed at the current market value and new construction is initially valued at the cost of the construction. Unsecured tax on personal property, such as computers and other equipment, is assessed on the value of the property as reported annually to the County by the owning business.

For Fiscal Year 2022-23, operating revenues are projected at \$58.7 million, \$7.7 million higher than the Fiscal Year 2021-22 Adopted. This is primarily due to higher property tax revenues. It is important to note that Assessed Value in the Shoreline Community can be significantly impacted by economic conditions. Operating expenditures are recommended at \$35.3 million, \$1.3 million higher than Fiscal Year 2021-22 Adopted, primarily due to payments to the County and school districts increasing by \$1.2 million. Ongoing changes of \$283,000 are included as well as limited-period expenditures of \$157,000. In addition, there is a \$140,000 transfer to the Compensated Absences Reserve, a CalPERS contribution of \$71,000 proportionate to the General Operating Fund share, and capital projects of \$13.4 million.

The General Reserve, based on 25.0% of operating expenditures (similar to other reserves) net of intergovernmental payments, is \$5.4 million; a new Site Contamination Reserve for expected clean-up obligations is \$5.0 million; the Landfill Reserve is increasing from \$10.0 million to \$11.0 million (incrementally increased in case of a catastrophic event); the Sea Level Rise Reserve

is increasing \$3.0 million (as part of a plan to fund \$3.0 million annually for 10 years); and the Development Impact Fee Reserve is estimated at \$352,000. The remaining balance available is projected to be \$35.9 million.

It is worth noting the 2021 Shoreline Sea Level Rise Study identified sea level rise projects costing \$122.0 million. Staff is developing a feasibility analysis in order to prioritize the projects for funding. It is anticipated additional reserves will be needed to provide for increased mitigation over that which was recommended by the initial study. In addition, the Educational Enhancement Reserve Joint Powers Agreement (JPA) with the school districts expires in June 2023. Staff is developing a long-term forecast for the new agreement. Future payments to the school districts could impact the financial condition of this fund.

As of June 30, 2022, the Shoreline Community is anticipated to have the following debt obligations outstanding (dollars in thousands):

The 2011 Revenue Bonds were issued to refund the 1996 Tax Allocation Bonds (TABs) (which were originally issued to fund the acquisition of certain land from the City and to fund road, water, sewer, and other public improvements) and to fund the construction of Fire Station No. 5, Permanente Creek Trail improvements, and the Athletic Field projects. These bonds were awarded an “A” underlying credit rating by Standard & Poor’s (S&P) and was upgraded to an “A+” in 2018.

The 2018 Revenue Bonds were issued to finance the costs of acquiring and constructing certain public improvements to Shoreline Boulevard and Plymouth Street, including a bicycle/pedestrian overcrossing of U.S. 101, a freeway off-ramp realignment at Shoreline Boulevard, a Shoreline Boulevard reversible bus lane, Plymouth Street construction and Shoreline Boulevard bus lane extension, Shoreline Sailing Lake improvements, and Police/Fire training and classroom facility. These bonds were awarded an “A+” underlying credit rating by S&P in 2018.

<u>Type of Indebtedness</u>	<u>Maturity</u>	<u>Interest Rates</u>	<u>Authorized and Issued</u>	<u>Outstanding as of June 30, 2022</u>
2011 Revenue Refunding Bonds	2040	2.0% to 5.75%	\$39,030	\$21,795
2018 Revenue Bonds ⁽¹⁾	2031 or 2048	3.36% to 5.0%	\$63,800	\$63,800

(1)

2018 Revenue Bonds	Maturity	Interest Rates	Authorized and Issued
Series A (Tax-Exempt)	2048	5%	53,485
Series B (Federally Taxable)	2031	3.36% to 4.24%	10,315

SHORELINE REGIONAL PARK COMMUNITY FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2020-21</u>	Adopted Budget <u>2021-22</u>	Estimated <u>2021-22</u>	Recom. Budget <u>2022-23</u>
Revenues and Sources of Funds:				
Property Taxes	\$ 51,943,323	49,074,400	55,499,000	56,777,200
Investment Earnings	1,759,054	1,552,300	1,522,969	1,462,000
Invest Earn on Dev Imp Fees	373,393	0	194,000	0
Rents & Leases	216,752	255,000	295,000	359,000
Development Impact Fees	27,290	0	0	0
Other Revenues	82,128	89,000	124,975	95,000
Capital Projects Refunds	758,945	0	0	0
Bond Proceeds and Interest	235,092	0	33,867	0
Total	<u>55,395,977</u>	<u>50,970,700</u>	<u>57,669,811</u>	<u>58,693,200</u>
Expenditures and Uses of Funds:				
Operations	5,155,112	6,793,540	5,879,700	7,444,586
Intergovernmental Payments	11,852,621	12,573,000	13,074,203	13,768,000
Capital Projects	5,794,000	9,908,000	11,303,000	13,367,000
Capital Projects from Fees	0	2,790,000	2,790,000	0
Capital Projects from Bond Proceeds	1,580,000	673,000	733,000	0
General Fund Administration	7,801,000	7,879,000	7,879,000	7,957,800
Water Fund Administration	64,400	65,000	65,000	65,700
2011 Revenue Bonds	3,214,589	3,339,957	3,336,954	1,880,457
2018 Revenue Bonds	3,078,149	3,078,950	3,075,948	3,983,481
Self Insurance	73,670	109,550	109,550	140,360
Transfer to Comp Absences Res	50,000	89,000	89,000	140,000
Transfer to Equip Replace Res	120,267	126,540	126,540	140,140
Total	<u>38,783,808</u>	<u>47,425,537</u>	<u>48,461,895</u>	<u>48,887,524</u>
Revenues and Sources Over (Under) Expenditures and Uses	16,612,169	3,545,163	9,207,916	9,805,676
Beginning Balance, July 1	37,054,148	53,666,317	53,666,317	62,874,233
Reserve	(5,300,000)	(5,400,000)	(5,400,000)	(5,400,000)
Site Contamination Reserve	0	0	(5,000,000)	(5,000,000)
Reserve for Bond Proceeds	(699,133)	(26,133)	0	0
Reserve for Landfill	(9,000,000)	(10,000,000)	(10,000,000)	(11,000,000)
Reserve for Sea Level Rise	(9,000,000)	(12,000,000)	(12,000,000)	(15,000,000)
Reserve for Dev Impact Fees	(2,947,819)	(157,819)	(351,819)	(351,819)
Ending Balance, June 30	\$ <u>26,719,365</u>	<u>29,627,528</u>	<u>30,122,414</u>	<u>35,928,090</u>

The State legislature created the Shoreline Regional Park Community (Shoreline Community). Tax increment derived on the difference between the frozen base year value and the current fiscal year assessed value and other revenues generated from the activities of the Shoreline Community are to be utilized to develop and support the Shoreline Community and surrounding North Bayshore Area. Reserves are for general purposes, a catastrophic landfill event funding sea level rise infrastructure improvements, and tracking of development impact fees.

Assessed values are as follows (in thousands):

		<u>Total Assessed Value</u>	<u>Frozen Base</u>	<u>Tax Increment Value</u>
Actual	2019-20	\$4,221,032	\$33,888	\$4,187,143
Actual	2020-21	\$4,690,599	\$33,888	\$4,656,711
Actual	2021-22	\$5,170,673	\$33,888	\$5,136,785
Recommended	2022-23	\$5,460,178	\$33,888	\$5,426,289

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**GLOSSARY/
ACRONYMS
AND INDEX**

Glossary/Acronyms

Accounting System—The total structure of records and procedures which identify, record, classify, summarize and report information on the financial position and results of operations of a government.

Accrual Basis of Accounting—A method of accounting that recognizes the financial effect of transactions, events and interfund activities when they occur, regardless of the timing of related cash flows.

Actual/Audited Actual—The amount of expenditures or revenues, as verified by the auditors, or positions for the fiscal year.

Actuarial Accrued Liability (AAL)—The amount calculated by an actuary related to an incurred liability.

Actuarially Determined Contribution (ADC)—Equal to the sum of the Normal Cost (NC) and Amortization of the Unfunded Actuarial Accrued Liability (UAAL). Used when discussing the California Public Employees Retirement System (CalPERS) and Retirees' Health Insurance Program. Developed on the same basis as the Annual Required Contribution (ARC) previously developed under GASB Statement No. 45.

ADA—Americans with Disabilities Act.

Adjusted—Adopted plus/minus any encumbrance carryovers, donations, grants, and midyear Council action.

Adopted—Formal action is taken by the City Council to set a plan, action or strategy, etc. for the fiscal year.

Annual Budget—The total budget for a given fiscal year as approved by City Council.

Appropriation—A legislative act authorizing the expenditure of a designated amount of public funds for a specific purpose.

Assessed Value (AV)—A value established by the County Assessor which approximates fair-market value of real or personal property or fair-market value at the time of sale, change in ownership or completion of construction adjusted by the annual California Consumer Price Index not to exceed 2.0 percent annually. By State law, 100 percent of the property value is used for determining the basis for levying property taxes.

Bonds—A legal promise to pay a sum of money on a specific date at a specified interest rate.

Budget—A financial plan identifying projected revenues, planned expenditures and levels of service.

Glossary/Acronyms (Continued)

Budget Adjustment—Any lawful change after the formal adoption of the budget.

CalPERS—California Public Employees Retirement System.

Capital Improvement Program or Project (CIP)—Capital projects such as City buildings, General Plan update, park renovations, etc. These projects are usually multi-year and, thus, extend beyond the annual budget. The CIPs are supported by a five-year expenditure plan detailing funding sources and expenditure amounts.

Capital Outlay (also referred to as Capital Equipment)—Expenditures that result in the acquisition of assets with an estimated useful life of two or more years and a unit cost of \$5,000 or more (account classification 56100s).

Capital Projects Fund—Used to account for financial resources for the construction or acquisition of major capital facilities (other than those financed by Enterprise Funds). For the annual budget, only the Capital Project Funds that have annual budgets are included.

Carryover Balance—The difference between actual General Operating Fund (GOF) revenues received and actual GOF expenditures (operating balance), plus any other GOF one-time revenues or expenditure savings in a given fiscal year.

CCPI—California Consumer Price Index

CERBT—California Employers' Retiree Benefit Trust.

Certificates of Participation (COPs)—Provides a long-term financing mechanism through a financing lease agreement.

COLA—Cost-of-living adjustment.

Community Development Block Grant (CDBG)—A grant received by the Department of Housing and Urban Development (HUD).

Community Stabilization and Fair Rent Act (CSFRA)—On November 8, 2017 voters adopted Measure V, or CSFRA, to stabilize rents and provide just cause eviction protections for certain rental units in Mountain View.

Component Units—Legally separate entities for which the elected officials of the primary government are financially accountable.

Consumer Price Index (CPI)—A statistical measure of price levels provided by the U.S. Department of Labor signifying the cost-of-living and economic inflation.

Glossary/Acronyms (Continued)

Contingency—An amount set aside for emergency or unanticipated expenditure and revenue shortfall.

Cost Recovery Program—Service provided to a specific group or population where the fee is established to partially or fully offset the expenditures incurred for the program or service.

Debt Retirement Costs—Costs associated with the payoff of debt.

Debt Service—The payment of principal and interest on borrowed funds such as bonds.

Debt Service Fund—Government fund type used to account for the accumulation of resources for and the payment of interest and principal on a debt issue.

Department—The highest organizational unit within the City which is responsible for managing divisions or activities within a functional area.

Depreciation— The cost of an asset divided by its expected useful life in years.

Discretionary Expenditure—An expenditure that is avoidable.

Division—An organizational unit within a department that provides a specific service.

Educational Revenue Augmentation Fund (ERAF)—The mechanism used by the State to shift local taxes for the State's education funding commitments. This mechanism has been used three different times, thus the terms ERAF I, ERAF II and ERAF III.

EIR—Environmental Impact Report.

Encumbrances— A legal expenditure obligations of the City established when an agreement for services or goods is entered into. The appropriations for a legal encumbrance does not lapse at the end of the fiscal year.

Ending Balance—A fund's accumulation of revenues over its expenditures available for appropriation.

Enterprise Funds—Used to account for an activity for which a fee (or fees) is charged to external users for goods or services. The City has three Enterprise (or Utility) Funds, Water, Wastewater and Solid Waste Management, that account for the water services, wastewater (sewer) services, and trash and recycling services provided to residents and businesses in the City.

Estimated Expenditures—The amount of expenditures expected to be spent in the current fiscal year.

Glossary/Acronyms (Continued)

Estimated Revenue—The amount of revenue expected to be received in the current fiscal year.

Expenditures—The use of financial resources typically spent for goods or services.

Fiscal Year—A 12-month period specified for recording financial transactions. The City of Mountain View's fiscal year starts on July 1 and ends on the following June 30.

Full-Time Equivalent (FTE)—Part-time and hourly positions expressed as a fraction of full-time positions (2,080 hours per year). Example: 3 positions working 1/2 time equal 1-1/2 FTEs.

Functions—Long-term goals of a department which are tied to performance measures.

Fund—A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

Fund Balance—The difference between assets and deferred outflows and liabilities and deferred inflows reported in a governmental fund.

General Fund—Accounts for the operations of the City which are not recorded in other funds.

General Fund Budget Contingency Reserve—A reserve set aside for uncertain economic conditions to provide for financial flexibility.

General Fund Reserve—The reserve that provides a source of funding for necessary, but unanticipated, expenditures during the fiscal year, unanticipated revenue shortfalls, sources for interfund loans, emergencies and to generate ongoing interest earnings for the General Operating Fund.

General Fund Reserves—The combination of all General Fund Reserves.

General Government—A grouping of departments that support those which give direct service to the public.

General Non-Operating Fund—A "sub" fund of the General Fund which accounts for the limited-period revenues and expenditures of the General Fund.

General Obligation Bonds—Are issued to fund public projects and are backed by the full faith and credit of the issuer.

General Operating Fund (GOF)—A "sub" fund of the General Fund which accounts for the ongoing annual operations of the City which are not recorded in other funds.

Glossary/Acronyms (Continued)

Goals/Projects/Initiatives—A set of criteria to be achieved within a certain time period.

Governmental Funds—Funds generally used to account for tax-supported activities. There are four different types of governmental funds: the General Fund, special revenue funds, debt service funds, and capital projects funds.

Grant Funds—Moneys received from another government, such as the State or Federal government, usually restricted to a specific purpose.

Gross—Amount prior to any deductions.

Infrastructure—A substructure or underlying foundation on which the continuance or growth of a community depends: roads, schools, transportation systems, etc.

Initiative Process—A system designed to place lawmaking power in the hands of the people. Allows voters to collect signatures to place a new law or change on the ballot.

Interdepartmental Charges—Charges from one department or fund to another department or fund within the governmental entity.

Interfund Expenditure—An expenditure reported in one department or fund that is generated by another department or fund within the governmental entity.

Interfund Transfers—Movement of money from one fund to another within the City of Mountain View or component units of the City of Mountain View.

Intergovernmental Revenue—Grants, entitlements and cost reimbursements from another Federal, State or local governmental unit.

Internal Service Fund—Used to account for any activity that provides goods or services to other funds or departments on a cost reimbursement basis. The City uses Internal Service Funds for fleet maintenance, equipment replacement, Workers' Compensation, unemployment, liability risk exposure, retirees' health and employee benefits.

Investment Portfolio—The accumulation of all cash and investments regardless of source or ownership, placed in securities or vehicles for purposes of generating interest income.

Labor Chargeback—An account used to credit salaries and benefits when time is charged to a capital improvement project or another fund or department for services provided.

Limited-Period Expenditure—An expenditure that is of a one-time or limited duration and not considered ongoing in nature.

Glossary/Acronyms (Continued)

Maintenance and Operations—Cost of upkeep and running of property or equipment (account classification 55200s).

Major Fund—Are funds that have either assets, liabilities, revenues or expenditures/expenses equal to 10 percent of their fund type total and 5 percent of the grand total of governmental and enterprise funds or can be a fund designated by the City.

Materials and Supplies—Expenditures for goods used to support operations (account classification 55100s).

Measurement Focus—Types of balances (and related changes) reported in a given set of financial statements (e.g., economic resources, current financial resources, assets and liabilities resulting from cash transactions).

Mission Statement—A broad direction based on the needs of the community. A mission is general and timeless; it is not concerned with a specific achievement in a given time period.

Mobile Home Rent Stabilization Ordinance (MHRSO)—A fund for stabilization of rents for mobile homes and mobile home spaces.

Modified Accrual Basis of Accounting—Basis of accounting according to which (a) revenues are recognized in the accounting period in which they become available and measurable; and (b) expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt and certain similar accrued obligations which should be recognized when due. (NCGA Statement 1)

Net—Amount after consideration of any adjustments.

Non-Discretionary Expenditure—Unavoidable expenditure

Normal Cost (NC)—Represents the annual cost estimated for pension or retirees' health benefits of the future liability for current employees.

Objective—Something aimed at or strived for.

OneSolution—The accounting and budgetary system implemented by the City of Mountain View in March 2016.

Operating Balance—The balance of ongoing revenues and expenditures before one-time revenues or expenditures such as capital projects.

Glossary/Acronyms (Continued)

Operating Budget—Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing acquisition, spending and service delivery activities of a government are controlled.

Operations—Includes salaries, benefits, supplies and services, and capital outlay expenditures.

Other Expenses—All expenditures not recorded in other major account classifications (account classification 55500s).

Other Funds—The reference used for funds other than the General Fund (e.g., Special Revenue, Debt Service, Capital Projects, etc.).

Overhire Position—A position created for temporary use above the approved budgeted number of positions. This is used as an overlap when someone is retiring, out on disability, etc.

Performance/Workload Measures—Number or percentage of work category completed or performed. The performance/workload measures provide an indicator of the amount of work performed or measures the quality of effectiveness of work performed by a department or program from year to year.

Personnel Services—Salaries and benefits paid to City employees (account classification 54100-54300s).

Position Classification—Includes job titles, job grades and job families for an overall job level.

Primary Government —Any state government or general purpose local government (municipality or county).

Professional/Technical Services—Expertise purchased from external sources (account classification 55400s).

Projected Revenue—The amount of revenue projected for future fiscal year's budget(s).

Property Tax Apportionment—The allotment of direct taxes on the basis of population.

Proposed Budget—The initial plan by the City Manager for the fiscal year presented to the City Council before adoption.

Proposition 4/GANN Initiative Limit—The City is required, under Article XIII B of the State Constitution, to limit appropriations from proceeds of taxes. The annual appropriation limit is based on data received from the State, including various growth measures such as population, CPI and nonresidential construction changes.

Glossary/Acronyms (Continued)

Proprietary Funds—To account for operations that involve business-like activities. There are two different types of proprietary funds: enterprise funds and internal service funds.

Rebudget—Funding for limited-period (one-time), capital outlay or equipment replacement items carried over from the current fiscal year to the next fiscal year with Council approval.

Recommended Budget—The preliminary spending plan for the fiscal year presented to the City Council in the Narrative Budget Report.

Rental Housing Committee (RHC)—Established by the Community Stabilization and Fair Rent Act, and consists of five members and one alternate member.

Reserves—Used to indicate that resources are not available for appropriation and subsequent spending, but is set aside for future use and is either for a specific purpose or to fund a liability.

Revenue Enhancements—Any action that increases current revenue sources or creates new ones.

Salaries and Benefits—The set of all City-related operating costs for personnel (e.g., salaries, wages, retirement, health, dental, etc.).

Section 1103 of City Charter—Mandates that the City Manager will send a careful estimate, in writing, detailing the amount of expenditures required to ensure the proper conduct of business at all levels the City Manager has control of and an estimate of incomes expected.

Secured Debt—Debt guaranteed by the pledge of assets or other collateral.

Services and Supplies—The set of all nonpersonnel-related operating costs (e.g., supplies, maintenance, utilities, services, etc.).

Services to Other Departments—Includes interdepartmental charges and credits received for work performed for another department or fund (account classification 54100).

Shoreline Community (SRPC) —The Shoreline Regional Park Community.

Significant Changes—Any increase above the base budget that is discretionary.

SMaRT[®] Station—The copyright protected acronym used for the Sunnyvale Materials and Recovery Transfer Station.

Special Assessment—Compulsory levy made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

Glossary/Acronyms (Continued)

Special Revenue Funds—Governmental fund type used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted for specified purposes.

Structural Deficit—The deficit that occurs when there is an imbalance between ongoing revenues and ongoing expenditures.

Structurally Balanced Budget—Ongoing revenues are greater than or equal to ongoing expenditures.

TABs—Tax Allocation Bonds. Bonds issued by a government agency secured by the agency's pledge of tax increment revenues.

Taxes—Compulsory charges levied by a government for the purpose of financing services performed for the common benefit.

Unfunded Actuarial Accrued Liability (UAAL)—The portion of the AAL that does not have funds set aside toward this liability. Used in reference to the CalPERS system and Retirees' Health Benefit Program.

Unsecured Debt—Obligation not backed by the pledge of specific collateral.

Utilities—A public service such as gas, electricity or water. Also used to account for expenditures for services such as gas, electricity, water, trash and recycling collection, etc. (account classification 55300s).

Utility Funds—See Enterprise Funds.

Utility Rolls—Utility property assessed by the State Board of Equalization.

Vehicle License Fee (VLF)—Established in 1953 as a uniform statewide tax, the VLF is a tax on the ownership of a registered vehicle in place of taxing vehicles as personal property. By law, all revenues from the VLF fund city and county services, but the state legislature controls the tax rate and the allocation among local governments. In 2004, the Legislature permanently reduced the VLF tax rate and eliminated state general fund backfill to cities and counties. Instead, cities and counties now receive additional transfers of property tax revenues in lieu of VLF. In 2011 the legislature eliminated all VLF allocations to local agencies in order to fund COP's grant, booking fee subvention and other safety related grants.

VTA—Valley Transportation Authority.

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