



City of Monterey

Adopted Budget

2015-17 Biennium

Fiscal Year 2016 and Fiscal Year 2017

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City of Monterey

Adopted Budget 2015-17 Biennium

City Council

Mayor Clyde Roberson
Vice Mayor Alan Haffa
Councilmember Timothy Barrett
Councilmember Libby Downey
Councilmember Ed Smith

Principal Administrative Officers

City Manager..... Michael McCarthy
Assistant City Manager Hans Uslar
City Attorney..... Christine Davi
Community Services Director Kim Bui-Burton
Deputy City Manager, Plans and Public Works.....Danial Pick
City Clerk /Director of Information Resources Bonnie Gawf
Finance Director..... Jimmy Forbis
Fire Chief Gaudenz Panholzer
Police Chief..... David Hober
Library Director..... William Michael
Interim Human Resources Director Joanne Narloch

Budget Team

Finance Director..... Jimmy Forbis
Assistant Finance Director Julie Porter
Senior Accountant..... Carol Bouchard
Senior Accountant..... Erika Martinez
Accountant/Auditor Wendy Davies

City of Monterey

Adopted Budget 2015-17 Biennium

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To: Honorable Mayor and City Councilmembers, residents, and City staff

From: City Manager

Date: June 16, 2015

Subject: 2015-17 Biennial Operating Budget Message

Monterey is experiencing an exciting time in the City's history. As the City has emerged from the Great Recession of 2008, the economy continues a steady recovery that sees our finances improving. We are fortunate to be a community that has resources for addressing significant issues facing all communities – remaining fiscally sustainable and fulfilling infrastructure needs. In the last few years, the City has remained fiscally conservative, and that practice will provide the City options for addressing a unique fiscal situation – a deficit in a good economy. This is, no doubt, an unusual budget, but the City is embarking on a once in a lifetime project – the \$45 million renovation of the Monterey Conference Center.

This two-year budget balances improvements in the local economy with caution due to the unknown economic impact of the Conference Center renovation on City revenues. Even with our conservative approach to City finances, the budget contains good news for our City and our citizens, including the following highlights:

- \$3.8 million one-time surplus in the ending fund balance.
- Better streets, sidewalks, and storm drains are coming to Monterey thanks to Measure P street repairs and maintenance.
- \$45 million in funding has been secured for the Conference Center renovation
- Over \$3 million in Neighborhood Improvement Program (NIP) projects throughout City neighborhoods.
- Increased funding and focus towards community events and initiatives (e.g. Fourth of July, Easter egg hunt, Community Emergency Response Team, stable funding for seven-days-a-week library hours).

The 2015-17 budget is presented as a biennial, two-year budget and provides the following benefits:

1. Reinforce the City's commitment to long-term fiscal health by looking beyond a single year.
2. Integrate a greater amount of strategizing into the process.
3. Allow Council to evaluate a greater sample of data.
4. Expand Council's role beyond simply "adopting and balancing" an annual budget by taking a strategic long-term look at the City's fiscal performance and plan.
5. Improve the budget document with program and performance information, and long-term financial plans.

There will be no change in the City's approach to financial reporting and compliance. The most significant change from previous budget years will be that the City's Finance Department will

not produce an annual budget document, but will continue to provide quarterly, mid-year, and year-end reports to Council. The City will also continue to receive an annual audit and produce a Comprehensive Annual Financial Report (CAFR).

Fiscal Health of the General Fund

Year End Fund Balance FY 14-15

At the end of FY 14-15, the City projects to have a fund balance of over \$3.8 million, of which \$1.7 million was in FY 13-14 year-end fund balance. The additional \$1.5 million in FY 14-15 year-end balance is due primarily to higher than expected revenues from transient occupancy taxes (TOT) and property taxes. This one-time surplus is timely as these funds will enable one-time infrastructure investments in FY 15-16 and permit the City to absorb a forecasted one-year negative operating margin in FY 16-17.

At the end of FY 14-15, the City's Economic Uncertainty Reserve is forecasted to remain at 13.5% of total net operating expenditures. The City has an adopted policy of maintaining 15% of reserves; however, this policy will be revisited during FY 15-16 as the Finance Department will conduct a "right-sizing" analysis of the City's reserves to determine the appropriate level of fund balance the City should allocate for unforeseen events. The City, utilizing a practice recommended by the Government Finance Officers Association (GFOA), will look at the reserve policy from a risk-management point of view by evaluating the volatility of our revenues while analyzing our expenditures and liabilities.

FY 15-17 Revenues

The City's overall revenues for FY 15-16 are \$125.0 million with \$67.8 million in the General Fund with the remaining \$57.2 million distributed between the City's special revenue, debt service, enterprise (Marina, Cemetery, Park, Presidio), internal service (vehicle maintenance, information services), and agency funds (Conference Center Facilities District). FY 16-17 revenues are budgeted at \$127.1 million, with \$68.5 million in the General Fund.

The Finance Department projects relatively flat revenues in the City's three main revenue sources: sales tax, property tax, and TOT. Both TOT and sales tax are directly correlated to Conference Center activities, which are expected to be down during the Conference Center renovation project.

The City's largest discretionary revenue source is TOT, which is estimated at approximately \$17 million in the General Fund for both FY 15-16 and 16-17 (16% of the total TOT collected is allocated to the Neighborhood Improvement Program and is not discretionary revenue). By comparison, property tax is approximately \$10.0 million in FY 15-16 and \$10.1 million in FY 16-17. Sales tax (including Measure P's 1% sales and use tax) is estimated at approximately \$17.8 million in FY 15-16 and \$17.7 million in FY 16-17. This drop of \$100,000 is not a reflection of the City's economy, but is due to a state accounting practice known as the "triple flip" – a mechanism the state used to repay state fiscal recovery bonds pursuant to Proposition 57 that will end in 2016.

The City relies on revenue (mainly TOT, sales, and property tax) that is more sensitive to economic and environmental changes. For this reason, the City takes a conservative approach to forecasting both TOT and sales tax in FY 15-16 and FY 16-17. This conservative revenue

estimate results in a negative operating margin in FY 16-17. The Conference Center renovation schedule anticipates a reopening of the first floor by late summer 2016 with a grand opening in early 2017 – the five-year forecast reflects the conservative revenue forecast coupled with an economic rebound in FY 17-18.

FY 15-17 Expenditures

The City's FY 15-16 expenditure plan is \$112.6 million with \$66.5 million in the General Fund and the remaining \$43.8 million distributed among the City's special revenue, debt service, enterprise, internal service, and agency funds. For FY 16-17, the expenditure plan is \$111.2 million with \$66.8 million in the General Fund.

As a result of the budget development process, three significant priorities emerged as the primary focus of the 15-17 biennial budget:

1. Fiscal responsibility and sustainability during the Conference Center renovation.
2. Investment in public safety.
3. Investment in infrastructure.

The budget includes limited increases due to modest cost growth in most operating departments.

A significant cost increase which adds to operational budgets in FY 16-17 is the increase in contribution rates for the California Public Employees' Retirement System (CalPERS). CalPERS has changed several of its methodologies over the past few years to recognize the fact that people are living longer (thus, benefits are extended beyond original projections), as well as a decision to more quickly adjust to gains and losses in the market.

Below are changes in the FY 15-16 budget from FY 14-15. These changes reflect the City's ability to allocate resources to City Council priorities.

General Fund Budget Adjustments		
Ongoing Supplemental Budget Requests		
	FY 15-16	FY 16-17
Police Services Tech (Jan 2016)	\$ 44,732	\$ 94,500
Legal Oversight	50,000	50,000
Credit Card Fees	53,500	53,500
PD Admin Reclass	(5,688)	(5,688)
Fire SCBA Ancillary Eqpm	17,300	17,300
ADA Transition Plan (partial)	3,000	3,000
4th July Musical Entertaining Increase	1,500	1,500
Easter Egg Hunt	6,268	6,268
Bayview Academy Afterschool Program	8,677	11,908
Reinstate Real Estate Analyst	112,534	119,057
Council Fee Waivers/Events	30,000	30,000
Human Resources Director (GF portion)	(3,368)	(9,880)
Fire OT/Staffing Add	-	22,006
USAR Program	15,000	15,000
	\$ 333,456	\$ 408,471
Freeze Funding For:		
Police Lieutenant*	(193,343)	(206,646)
	(193,343)	(206,646)
Total Ongoing Costs	\$ 140,113	\$ 201,825
One-time Costs		
<i>Elections</i>		65,000
ISD Supplementals	149,200	24,000
Total One-Time Costs	\$ 149,200	\$ 89,000

*Funding for frozen Police Lieutenant position will be used to offset costs of two additional Police Officers beginning in FY 17-18.

As employee costs continue to rise, the City has eliminated or frozen vacant positions. The FY 15-16 and FY 16-17 budgets reflect over \$776,000 and \$820,000 in savings, respectively, by freezing the positions in the associated chart.

Current Frozen Positions		
Title	FY 15-16 Savings	FY 16-17 Savings
Assistant Dir Plans & PW	\$ 188,929	\$ 200,638
Sr. Street Maint. Worker	94,324	95,862
Signal Maint. Technician	101,262	107,226
Park Maint. Supervisor	103,339	109,447
Pest Control Advisor	95,505	101,112
Police Lieutenant	193,343	206,646
Total Frozen Position Savings	\$ 776,701	\$ 820,932

In FY 14-15, the City significantly reduced fleet vehicles, which resulted in \$100,000 in funds previously set aside by the General Fund (\$300,000 in other funds) that can be utilized for other vehicle needs. Ongoing savings is expected to be \$11,000 annually in the General Fund (\$15,000 in other funds).

Fiscal Responsibility and Sustainability through the Conference Center Renovation

The Conference Center renovation is one of the largest financial and infrastructure investments the City has made. The \$45 million capital project is financed by the Conference Center Facilities District (CCFD) through a bond issuance that is secured by special taxes levied on all owners of hotel property within the boundary of the CCFD.

The Conference Center remains one of the City's largest economic drivers. Group and leisure use of the facility generates substantial amounts of sales tax and TOT. During the construction period, there will be significant disruption to the area and an impact to revenues; however, the amount of disruption is difficult to forecast and, as such, the budget has included a conservative estimate of no growth of TOT through 2016-17 with resumed growth in calendar year 2018. This conservative approach will result in a negative operating margin of approximately \$1,000,000 – a situation that is unusual and not forecasted to be ongoing as the City expects to return to positive operating margins beginning in FY 17-18.

Invest in Public Safety

The budget includes the inclusion of four public safety positions in the biennial budget, and forecasts the addition of two police positions in FY 17-18 as part of the five-year forecast.

The Police Department budget will add one non-sworn position at a Police Services Technician level in FY 15-16. The addition of two Police Officers in FY 17-18 is included in the five-year forecast; staff will recommend filling these positions sooner if the department reaches full staffing and identifies additional funding prior to FY 17-18.

The addition of these positions will allow the Police Department to improve police service levels, enhance problem solving community policing programs and potentially reduce overtime. Specifically, the two sworn officers will be added to the Community Action Team to ensure more attention is devoted to problem solving efforts, including more presence in old town, along the waterfront and on the beaches. Additionally, with more personnel, the Police Department will have more resources to draw from to staff special events. The additional non-sworn position could allow for additional customer service in the records division, which assists the public when they come to the Police Department, or provide additional service in the field in non-emergency situations.

As the City has seen a rise in Fire personnel overtime (\$1.4 million total spent in FY 14-15), the FY 15-17 budget incorporates a plan to offset overtime costs by adding three firefighters. It is expected that the addition of these positions will provide more permanent, full-time staff that may reduce the need for overtime.

Previously, the City has been able to fund six positions utilizing proceeds from a Staffing for Adequate Fire and Emergency Response (SAFER) Grant. Those funds will run out in FY 14-15 (though the City is in the process of seeking an extension of this grant). If the SAFER grant is not extended, the City will effectively retain three of the six firefighters originally funded by the grant.

These positions, coupled with the recommendations from an outside consultants' report due in August 2015, will provide options for the City to consider as it works through solving the problem of growing firefighter overtime costs. The City and firefighter unions are in collaborative discussions to seek ways to reduce overtime costs as well. The FY 15-16 budget

includes a reduced amount for overtime (from \$1.4 million to \$683,000) but this amount will need to be analyzed early in the fiscal year and a subsequent budget recommendation will be forthcoming during the mid-year budget review, as staff assesses methods to reduce overtime and reviews vacancy levels.

Invest in Infrastructure

The City continues to address its aging infrastructure and has made significant progress in this area. Highlights include:

- Ongoing, major rehabilitation of the sewer system.
- Streets, sidewalks, and storm drains are being upgraded, thanks to Measure P.
- Over 1,100 Americans with Disability Act (ADA) compliant sidewalks ramps will be installed, also thanks to Measure P.
- Over \$7.5M will be spent in the North Fremont Business District funding through grants, Neighborhood Improvement Program (NIP), and General Fund dollars.
- Complete renovation of the Conference Center will begin later in 2015.
- Colton Hall recently received a new roof; the Monterey Library roof is funded and in design.
- Improved traffic flow on Holman Highway is being addressed, as the City works in partnership with other local agencies.
- Many recreational areas either have been or will be upgraded, courtesy of the Neighborhood Improvement Program (NIP).
- Additional restroom capacity was added at the transit plaza, and plans are in place to rehabilitate the Wharf 2 restroom.

As previously mentioned, the Conference Center renovation is a significant step in preparing our facilities for future use. In November 2014, the voters of Monterey passed Measure P – a one cent per dollar sales tax increase for four years – which will provide over \$32 million in funds for addressing the needs of our streets, sidewalks, storm drains, and related ADA improvements. Measure P is a significant source of funding to repair the City’s deteriorated streets. However, there is only \$1.575 million per year from the General Fund available for other Capital Improvement Program (CIP) projects, including buildings, information services, parks, trails, storm drains, and other facilities.

	Funding Allocations	FY 2015/16	FY 2016/17	Description
	GENERAL FUND			
1	Portola Plaza	1,600,000		Partial Funding to complete the remodel of Portola Plaza. Total project estimate is \$3,000,000.
2	Sidewalk Repair	80,000	320,000	Funding for sidewalk and curb repair that is the City's responsibility. This is the general fund contribution. Additional repairs/ADA upgrades will be made with Measure P and HUTA funding.
3	Police Station Electrical Panel		90,000	Replace aged electrical panel in the basement at the Police Station.
4	Tunnel Electrical Panel		160,000	Replace aged electrical panel and two control panels at the tunnel.
5	Del Monte Rule 20A		225,000	This will fund the City's portion of the Del Monte Rule 20A project to underground overhead utility lines. (Camino El Estero to Park Ave)
6	ADA Facility Access Upgrades	50,000	50,000	This project will provide additional funding to address potential ADA issues within City facilities where the use of Measure P or HUTA funding is not appropriate.
7	<i>Transfer to Storm Water project</i>	<i>75,000</i>		<i>Transfer to fund Storm Water project(s).</i>
8	Wharf 1 Trash Compactor		175,000	Funds required to augment the project budget. Existing funding is \$325,000. Total project estimate is \$500,000.
9	951 Del Monte	355,000	100,000	Partial funding to implement clean up and remediation of groundwater contamination at City-owned property at 951 Del Monte Avenue.
10	Frank Sollecito Ball Park (matching funds)		300,000	Provide matching funds to a private donation for improvements to the ball field.
11	Custom House Plaza Fountain Removal	130,000		Removal of fountain at Custom House Plaza.
12	Information Services Projects	135,000	24,000	Hansen modules, access controls and video surveillance.
13	CIP Contingency	350,000	131,000	Due to existing backlog, several projects no longer have sufficient funding to complete. This project will provide funding to complete projects those that were estimated several years ago or have extenuating circumstances that require additional funding to complete.
	Annual Total	2,775,000	1,575,000	
	Total General Fund:		4,350,000	

Over the past 20 years, the City's information technology has become the backbone of our operations. Residents expect 24/7 access to a variety of City services. Our employees depend on reliable information systems to manage and administer their work. Our network, software, and hardware have matured into a significant and costly asset. We must continue to invest significantly in our IT infrastructure by utilizing accumulated fund balance and a one-time transfer of funds from the City's Institutional Network Fund. The two-year budget includes approximately \$1.2 million in IT-related projects for FY16 only; ISD will return at mid-year with a request for FY17 project funding approval. An ongoing funding source is needed to support the estimated \$700,000 annual investment for infrastructure.

Five-Year Financial Forecast

The City's five-year financial forecast represents the continued economic recovery from the great recession of 2008, and FY 14-15 and FY 15-16 reflect a healthy financial condition. Normally, FY 16-17 would be expected to have the same fiscal status; however, the Conference Center renovation poses significant risk for the City's revenue stream. Should the City experience flat revenues during the renovation, then we will operate with a negative margin and utilize fund balance to continue the same service levels. In addition to flat revenues in FY 15-16 and 16-17, the City's contributions to the California Public Employees Retirement System (CalPERS) are expected to grow by over \$1.1 million in that same fiscal year.

An operating budget with a negative operating margin and the use of one-time fund balance to bridge that gap is not a typical approach in municipal finance and one that would not be recommend under normal circumstances; however, the Conference Center is a key economic

driver in the City and its renovation will eventually provide greater revenues as is forecasted in FY 17-18 and FY 18-19. Even with this one-time use of fund balance, the City will still maintain an economic uncertainty percentage of 13.5% (current policy is 15% of expenditures). It should be noted that as recently as FY 13-14, the City's economic uncertainty fund was at 10% of operating expenditures.

General Fund Five-Year Forecast					
(in millions of dollars)					
	2014-15	2015-16	2016-17	2017-18	2018-19
	Year-End	Adopted	Adopted	Forecast	Forecast
	Projection	Budget	Budget		
<i>Beginning Balance</i>	2.1	3.8	2.5	1.1	0.9
Revenues and Transfers In	68.7	67.8	68.5	71.0	72.9
Expenditures and Transfers Out	(67.0)	(67.6)	(69.5)	(71.0)	(72.5)
<i>Econ Uncertainty/Non-Op Transfers</i>		(1.6)	(0.4)	(0.2)	(0.2)
<i>Ending Balance</i>	3.8	2.5	1.1	0.9	1.1
<i>Fund Balance %</i>	13.3%	13.5%	13.5%	13.5%	13.5%
Operating Margin	1.7	0.3	(1.0)	0.1	0.4

Personnel Adjustments

The budget includes a decrease of 3.42 full-time and regular part-time (RPT) equivalent positions compared to the FY14-15 Amended Budget. This decrease from 484.17 full-time equivalent (FTE) to 480.75 FTE is mainly due to completion of the SAFER grant, which funded six firefighter positions for two years. As previously discussed, the Fire Department will retain three firefighter positions funded through reductions in overtime. These firefighter positions fill "relief firefighter" roles to backfill for training, scheduled time off, and other unanticipated vacancies, which otherwise would require overtime staffing. This adjustment, as referenced above, is part of the City's efforts to reduce firefighter overtime costs.

The City Manager's Office eliminated a vacant Citywide Events Coordinator (.50 FTE), reduced the Senior Executive Assistant position to an Executive Assistant I (.50 FTE) and increased the Media Assistant from .75 FTE to 1.0 FTE. These position changes resulted in savings to the department, which was reallocated to community outreach on major projects.

The Police Department added a Police Services Technician, effective the second half of FY 15-16. This additional position will be funded by savings from freezing the Police Lieutenant position.

The Plans and Public Works Department requested an extension to June 30, 2019 of the Public Works Inspector and Engineering Technician positions with time-restricted funding to provide resources to reduce the significant backlog of previously-funded CIP and NIP projects, and to meet the workload challenges of the Presidio Municipal Services Agency/BASEOPS contract projects. Lastly, the Property Management, also under Plans and Public Works, is unfreezing the Real Estate Analyst position for a period of two years.

The Human Resources (HR) Department recommended funding a full-time HR Director position, offset by the elimination of the Human Resources Analyst position and the use of workers' compensation fund reserves. The General Fund will begin contributing to the funding of this position in FY 17-18.

The most significant change in personnel cost continues to be the cost of employer contributions for the pensions of miscellaneous and public safety employees covered under the

California Public Employees Retirement System (CalPERS). The City's pension contribution rates to CalPERS have increased during the last ten years and are expected to continue to rise significantly in the years to come. In comparison to the FY 14-15 Amended Budget, citywide pension costs are projected to increase by approximately \$692,000, or 7.14%, from \$9.7 million to \$10.4 million in FY 15-16. In the FY 16-17 budget, pension costs are projected to increase by \$1.1 million, or 10.72 percent, from \$10.4 million to \$11.5 million.

Non-General Funds

Tidelands Fund

This fund accounts for all revenues and expenditures within the tidelands area of the City. In 2006, the Intercontinental 'The Clement' Monterey Hotel ("hotel") entered into a Feasibility Contingency Plan Agreement (FCPA) with the City which provided an initial ten-year financial assistance package to the hotel followed by an additional ten-year repayment plan. As part of this agreement, the hotel received a portion of the incremental revenue increase (sales, property, and hotel taxes) that it generated in the form of a loan. These loans were made from the Tidelands Fund and were calculated to assure that the hotel would have an appropriate return on investment. During the initial ten-year assistance period, the Tidelands Fund was unable to use revenues for other projects.

In early 2015, the hotel notified the City of their intent to fully repay the loans and in early April 2015, the City received a \$3.3 million payment from the hotel. The conclusion of the FCPA now frees the Tidelands Fund revenues for projects that qualify for use in the tidelands area.

In FY 15-16, staff will be working on developing a budget policy for Council's review, balancing operational annual expenses with capital reinvestment needs. Staff will review properties for inclusion in the tidelands area and conduct a financial audit of associated revenues and expenditures. A report is expected in late 2015, and the City expects the State Lands Commission to approve any potential changes to tidelands policy.

Storm Water Fund

The Storm Water fund is intended to provide funding for capital replacement and operations of the storm water collection system. The existing collection system consists of 43 miles of pipeline, open channels, approximately 2,500 structures and two pump stations. Existing fees do not cover current maintenance needs. As a result, maintenance is being deferred and the system is suffering. Measure P provided funding to assist with the backlog of work and scheduled rehabilitation. However, new regulations are being implemented by the State that require additional improvements. To address these new requirements and to fully meet maintenance needs of the system, staff needs to identify revenue sources to fund the required capital replacement.

Sewer Maintenance Fund

Regarding the status of the expenditures for the City-wide Sewer Rehabilitation Project, the construction packages that included spot repairs and CCTV inspections, was completed on budget (\$1.86 million), utilizing approximately 8% of the 10% construction contingency. The construction package that upgrades all seven sewer lift stations is still under construction, and will very likely continue on budget and within contingency (\$1.64 million). The largest package includes renovating 416 sewer manholes and repairing up to 15 miles of sewer pipeline by removal/replacement, pipe bursting, and other repair strategies. This package is in final design with construction slated to start by late 2015.

Presidio of Monterey Public Works Fund

The Army provided a new bridge contract with the City of Monterey (BASEOPS Contract) that went into effect on May 1, 2015 and will extend to May 1, 2016. The total dollar amount awarded for this one year period is \$8,400,000. In addition, since October 1, 2014, the Army has also awarded Capital Projects improvement project dollars for the Presidio of Monterey in the amount of \$6,500,000. The General Fund is projected to receive approximately \$1.1 million in revenue from the contract to offset personnel and administrative overhead costs.

During the one-year bridge contract, the Army will complete and execute "either" a five-year Intergovernmental Support Agreement, or continue with the prior year's and provide a more traditional contract approach and execute a five-year Federal Acquisition Regulation (FAR) based contract.

Marina Fund

The Marina Fund consists of all revenue received from within the Marina Fund project area boundary (created by the State for original loan of funds to construct the Marina), and all expenditures from within that boundary for operating costs, loan payments, emergency savings and a Marina replacement fund, in conformance with the City's agreement with the State Division of Boating and Waterways.

Necessary future projects beyond routine maintenance and repair include multiple phases of dredging over the next six years, extensive remodel or replacement of the mid-Wharf 2 boater restrooms/showers, ADA Harbor Office upgrade, and establishment of an emergency fund and Marina replacement fund.

Parking Fund

The Parking Fund accounts for all of the Parking Division's operating expenses, maintenance and capital improvement expenses, debt payments, inter-department and overhead charges to

the General Fund. Revenue generated by parking operations is deposited into the Parking Fund. Parking maintains 3,000 on-street and 3,900 off-street parking spaces including four garages and 29 parking lots, manages the residential parking program with over 3,500 permits issued, and enforces the City of Monterey and California Vehicle codes as it relates to parking. The Parking Fund is the funding source for the free summer trolley shuttle. Staff intends to bring a proposal to fund year round weekend trolley shuttle service funded by the Parking Fund.

The Parking Fund will need to increase the on-going maintenance and repair of our parking facilities to extend their useful life and to plan for the eventual replacement of our parking assets. The Parking Division plans to move forward with the implementation technology solutions in our off-street facilities to increase productivity and reduce costs.

Conclusion

As is the case in previous years, the budget does not provide sufficient funding to cover all of the City's capital improvements, infrastructure replacement and maintenance needs. The passage of Measure P was a strong affirmation by our residents to provide additional funding for our streets, sidewalks, and storm drains.

The City's past conservative fiscal approach has shown that our Council is willing to make difficult decisions, allocate resources where they are most needed, and look at decisions in the long-term. This is an exciting time for the City of Monterey, its residents and employees. We are renovating buildings and replacing roads, not just for use today, but for future generations as well.

I look forward to the next few years as the revitalization of Monterey continues and our community endures as a place where people want to visit and live.

¡Anda!

A handwritten signature in dark ink, appearing to read 'Michael McCarthy', with a stylized flourish at the end.

Michael McCarthy
City Manager

About Monterey

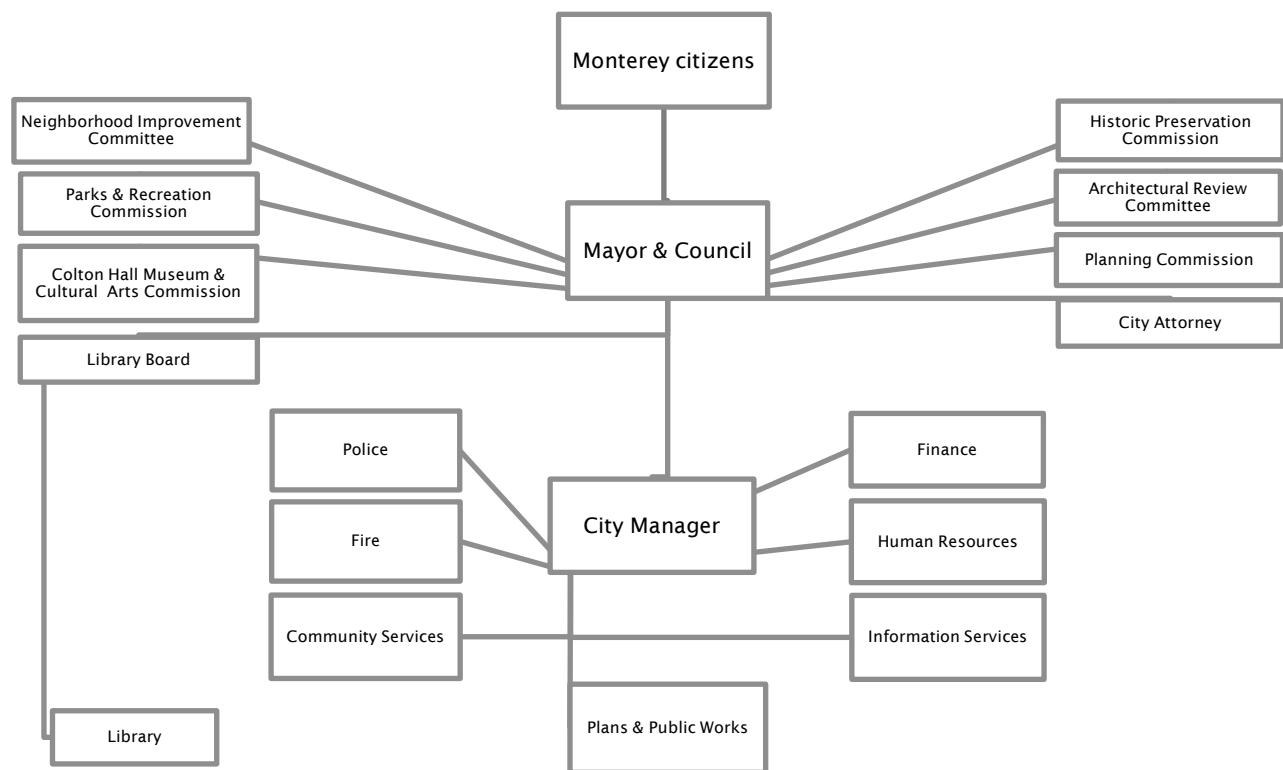
The City of Monterey is a waterfront community where citizens, civic organizations, businesses and city government work together to ensure that the community retains its hometown identity, high quality of life, and natural beauty. The estimated residential population is 28,294 according to the U.S Census' 2013 Population Estimate.

Monterey is at the heart of the Monterey peninsula, serving as the region's business core with urban amenities common to a city of much larger size. At the same time, the city provides a small-town atmosphere and distinct neighborhoods that range from historic adobes to mid-century modern abodes.

The Monterey airport is located less than 10 minutes from downtown. Monterey offers an ocean-view recreation trail that connects with other cities, a harbor and marina, a sports center with two indoor pools, 36 dedicated parks and open spaces, and El Encinal cemetery.

Monterey is a charter city and operates under the Council-Manager form of government. The Mayor and City Council are responsible for establishing policy and providing direction to the City Manager. The Mayor and City Council are elected at-large and serve staggered four-year terms. The Mayor presides at official meetings and work sessions.

The Monterey City Council meets the first and third Tuesday of each month at Few Memorial Hall. Council meetings are televised on cable channel 25 and streamed live on Monterey.org, and replayed at various times on both mediums.



Services

Monterey is a full-service city, providing police, fire, street operations, sewer and storm water utilities, planning, building inspections, engineering, facilities maintenance, custodial services, cemetery, harbor and marina operations, library, parks and recreation services. The City



provides some services to neighboring communities and defense institutions under contract, including fire, building inspection, building maintenance, and vehicle maintenance.

Other services, such as public education, water, garbage disposal and recycling, electric and gas utilities, cable and phone are not provided by the City.

The city is served by the Monterey-Salinas Transit district which operates buses seven days

per week and, in partnership with the City, offers free trolley rides in popular tourism areas from Memorial Day to Labor Day.

History

Founded in 1770, Monterey served as California's first capital and host to California's first Constitutional Convention in 1849. The city was first incorporated in 1850. Monterey's first residents were Native Americans and later Spanish explorers arrived, followed by Mexican settlers, American pioneers, and then Japanese and Italian fishermen.

Monterey became known as the sardine capital of the world and home to a thriving fishing industry in the early to mid 1900's. A smaller commercial fishing fleet continues to operate from Wharf II.

Due to its strategic location, historically, Monterey has been a key military outpost. While military needs have changed since the Presidio of Monterey was first established, the presence of the Defense Language Institute, the Naval Postgraduate School, and Fleet Numerical continues Monterey's legacy of military tradition.

Today, Monterey has a diverse cultural population. This is complemented by Monterey's status as the "Language Capital of the World"™ with the presence of both the Defense Language Institute and Middlebury Institute for International Studies at Monterey.



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Budget Process

The City's fiscal year is July 1 through June 30.

To establish the budget, the Finance Department develops a plan for expenditure of projected available resources for the coming fiscal year. Labor costs are updated to reflect salary and benefit changes called for in union contracts, and estimates for unrepresented employees are also updated. A five-year forecast outlines what resources, tax revenues, and other discretionary revenues may be available to support operating requirements. Similarly, Capital Involvement Program priorities are matched with available funds from various funding sources.



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A base budget is prepared from this information. This base budget updates the costs of maintaining service and staffing levels into the new budget year. The base budget also includes the updated estimates of revenues and other financing sources.

Proposed budget documents are prepared and transmitted to the Mayor and City Council prior to the budget presentation. The Mayor and Council review the proposed operating and capital improvement budget in public hearings. The budget is formally adopted by the vote of City Council on or before June 30 of each year. Any changes to the proposed budget, as considered and approved by the City Council during budget hearings, are included in the Approved Budget document.

Subsequent budget amendments throughout the fiscal year are submitted to Council for approval by resolution. Funds may be transferred from one account to another with the approval of the City Manager or his designee. Transfers to or from special funds, where state or federal regulations require council approval, and transfers from unappropriated reserves or fund balances, may only be made with the approval of City Council.

Budget Calendar

Month	Activities
January	<ul style="list-style-type: none">• Building maintenance requests due• Position change requests due
February	<ul style="list-style-type: none">• Internal service fund charges developed• Revenues and year end projections due
March	<ul style="list-style-type: none">• Mid-year report presented• Expenditures and supplemental requests due
April	<ul style="list-style-type: none">• Five-year forecast developed• City Manager's Recommended Budget fine-tuned
May/June	<ul style="list-style-type: none">• Budget presentation• Budget workshop held• Budget adoption
July/August	<ul style="list-style-type: none">• Budget book produced

Basis of Budgeting

The City of Monterey uses a modified accrual basis of accounting in preparing the budget for governmental funds. This is consistent with the basis of accounting used for the Comprehensive Annual Financial Report (CAFR).

Under the modified accrual basis, revenues are recognized when measurable and available. The City considers all revenues reported in the governmental funds to be available if the revenues are collected within 60 days after fiscal year-end. Licenses, property taxes and taxpayer-assessed tax revenues (e.g., franchise taxes, sales taxes, motor vehicle fees, etc.), net of estimated refunds and uncollectible amounts, and interest associated with the current fiscal period are all considered susceptible to accrual and so have been recognized as revenues of the current fiscal period. Revenue from grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied.

Expenditures are recorded when the related fund liability is incurred, except for claims and judgments, compensated absences, which are recognized as expenditures to the extent they have matured, and principal and interest on general long-term debt.

Fund Structure

Department/Fund Relationship						
Dept/Fund	General Fund	Special Revenue	Capital Projects	Enterprise	Internal Services	Agency
City Attorney						
City Manager						
Community Services						
Finance						
Fire						
Human Resources						
Information Resources						
Library						
Plans & Public Works						
Police						

The City's accounts are organized and operated on a fund basis. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts recording assets, liabilities, fund balances, revenues, and expenditures.

The City has the following fund type categories:

Governmental Fund Types

The governmental funds include the General, Capital Projects, Debt Service, and Special Revenue Funds. Governmental Funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting.

General Fund (101) - This is the only major fund in the structure of the FY16 and FY17 budgets. It is the primary operating fund of the City. It is used to account for all financial

resources except those required to be accounted for in another fund. The major revenue sources of this fund include transient occupancy tax, property tax, sales tax, business license tax, utility user's tax and charges for services. These revenues support the general operations of the City, which include police, fire, street maintenance, parks, recreation, planning and general government. In addition, the General Fund finances many capital improvements each year.

Sewer Mains Improvements (205) - These funds were instituted in 1971 to pay for improvements made to the sewer mains system in various areas throughout the City, which are required as a result of development.

Wharf I Sprinkler System Fund (210) - This fund was established in 1994-95 to account for revenues and expenses associated with the maintenance and upkeep of the fire sprinkler system at Wharf 1.

Skyline Forest Service District (215) - This district was created in 1966 to provide for perpetual landscaping maintenance of the Skyline Forest area. The tax is levied on the properties in the district to pay for the landscape contract.

Neighborhood Improvement Fund (216) - This fund was established to provide a means for financing neighborhood related capital improvements. Under a Charter Amendment in 1988, 16% of all transient occupancy tax revenue collected by the City is deposited in this fund. These funds are budgeted through the City's annual Capital Improvement Program budget.

Grant Revenue Funds (240-250) - These funds are established to account for grant funds received from Federal and State agencies that are earmarked for specific purposes such as personnel cost for a School Resource Officer or Domestic Violence Office. Some grants allow for the purchase and acquisition of certain safety equipment used in public safety operations.

Gas Tax Fund (251) - These funds are comprised of state and federal monies made available to the City for general road improvements and for specific road projects.

Street Infrastructure Rehab Fund (252) - This fund was created in April 2015 to account for all sales and use tax revenue from Measure P. The purpose of Measure P is to fund street infrastructure rehabilitation projects.

Conference Center Facilities District Fund (253 and 254) - This fund was established to account for Conference Center Facilities District tax revenue and bond proceeds used to fund the renovation of the Monterey Conference Center.

Construction Truck Impact Fees Fund (255) - This fund was established to account for fees collected, based on building permit project valuations, to provide for reconstruction and resurfacing of City streets impacted by construction truck traffic. Fees were discontinued on July 2, 2013, and the remaining funds are dedicated to completion of existing capital projects.

Alvarado Street Maintenance District (261) - This district was formed to help pay for the maintenance and upkeep of Alvarado Street. A special assessment is levied on all parcels within the district for this specific purpose.

Calle Principal Street Maintenance District (262) - This district was formed to help pay for the maintenance and upkeep of Calle Principal. A special assessment is levied on all parcels within the district for this specific purpose.

Parking Adjustments Funds (264, 266, 267) - These funds are repository for parking adjustment fees collected within each of three parking districts within the City. Fees are assessed if a property owner wishes to develop or redevelop property in such a manner that will

intensify the need for parking but is unable to provide all of the parking required by the zoning ordinance. Parking adjustment fees are used for construction, operation, and maintenance of common public parking facilities.

Low and Moderate Income Housing Asset Fund (268) - This fund was created on February 1, 2012 to account for transfers from the Low and Moderate Income Housing Fund upon elimination of redevelopment. This fund administers the remaining low interest loans issued under the previous Low and Moderate Income Housing Fund, and manages affordable housing opportunities.

Housing & Community Development Funds (270, 274, 275, 276, 278) - These funds are used to assist families and individuals in low and moderate income neighborhoods in obtaining low interest loans for the purpose of purchasing, rehabilitating, and renting housing. The sources of funds include CDBG, HOME funds, tax increments, rental and interest income.

Park Dedication Funds (277) - In 1974, an ordinance established regulations for the dedication of land and the payment of fees for park and recreational land in subdivisions and multiple family developments. These funds account for and control payment of fees and uses of fees for specific park and recreational purposes as prescribed by the ordinance.

Sewer Line Maintenance Fund (279) - In 1978, the City passed and adopted an ordinance to establish a sewer line maintenance fee. The fee was imposed to provide revenue to support the cost of operating and maintaining the City's sewer system.

Storm Water Utility Fund (280) - This fund was established in FY 1994-95 in order to account for the revenues and expenses in connection with the operation and maintenance of the City's storm drain and storm water management system. The fee is collected by the Monterey Regional Water Pollution Control Agency as an add-on to the sewer maintenance charge.

Integrated Regional Watershed Management (281) - This fund accounts for revenues received from a Prop 50 Integrated Regional Watershed Management grant to fund a feasibility study to analyze the various alternatives for mitigating the effects of storm water runoff into the ocean at several areas around the Peninsula.

Water System Improvement Fund (290) - This fund was established in 1983 to accrue developer fees for the construction of improvements to the fire hydrant system.

Public Safety Training & Services Fund (291) - This fund is used to account for revenues received from the Monterey County CSA74 fund for emergency medical services (EMS) training and equipment support.



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Asset Seizure Fund (292) - This fund is a repository for funds received from the sale of assets seized by the Police Department.

Public Education & Government Access Fund (298) - Established in 2001, this fund accounts for revenues and expenses related to supporting a local non-profit media agency known as Access Monterey Peninsula.

Senior Center Programs Fund (299) - This fund was established in accordance with a bequest that specifically supports new and/or existing programs at the Senior Community Center.

Debt Service Fund (310) - This fund is used to account for the financial resources to be used for the payment of principal and interest on long-term obligations.

Capital Projects Fund (410) - This fund is used to account for financial resources to be used for the acquisition, construction, additions or improvements to buildings and land purchases.

Tidelands Trust Fund (807) - This fund was established, as prescribed by the State of California, to account for all revenues and expenditures within the tidelands area of the City.

Library Trust Fund (810) - This fund was created so that gifts, bequests and miscellaneous revenues from the library operation could be deposited and reserved for library purposes. All expenditures from the fund are requested by the Library Board of Trustees and approved by the City Council.

Museum Trust Fund (818) - This fund is comprised of donations from visitors to the Colton Hall Museum and contributions by individual donors. The monies are used for the acquisition and preservation of historical artifacts.

Scholze Park Trust Funds (821 & 822) - These permanent funds were created for the purpose of maintaining and improving parks and playgrounds owned by the City. It is specified by ordinance that only the interest earnings from the assets be distributed and divided 50% for park and 50% for playground purposes.

Golden Travelers Trust Fund (961) - The Recreation department administers a program whereby cultural related day-trips and weeklong excursions are provided to participants on a fee basis. This fund accounts for the revenues and expenditures of the program.

Proprietary Fund Types

The proprietary funds, which include the Enterprise and Internal Service Funds, are used to account for the City's business-type activities. Proprietary funds are reported using the economic resources measurement focus and the full accrual basis of accounting. Revenues are recorded when earned, and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place.

Enterprise Fund - Enterprise funds are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenue earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes. The City of Monterey has seven enterprise funds:

Marina Fund (600): created in 1960 to account for all Marina related revenues and expenditures. All revenues collected in the Marina area are used for operation, maintenance, and improvements to the Marina.

Cemetery Fund (610): all cemetery related revenues and expenditures are accounted for in this fund.



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Parking Fund (625): established to pay for construction, operation, and maintenance of parking facilities and improvements. The revenue sources include parking fees, permits and fines.

Materials Recovery Fund (640 & 641): funds were established to account for the revenues, leases payments and debt service for the Materials Recovery Facility.

Presidio of Monterey Public Works Fund (650): created in 1999 to account for costs and revenues pertaining to the Presidio of Monterey maintenance contract.

Navy Services Fund (655): established to account for costs and revenues pertaining to the Navy Services contract.

Institutional Network Fund (660): established to account for costs and revenues pertaining to the Institutional Network Agreement contracted with AT&T, in operating a communication network for educational institutions, City buildings and agencies, and other entities.

Internal Service Fund - The internal service fund is used to account for the financing of goods or services provided by one department to other departments of the City on a cost-reimbursement basis. The City has four internal service funds:

Equipment Replacement Fund (705): fund serves to centrally account for the new or replacement costs for all vehicle apparatus, and heavy equipment assets. The cost of this service is charged back to the operating departments.

Vehicle Maintenance Fund (708): fund serves to centrally account for the costs of maintenance operations for all vehicle apparatus, and heavy equipment assets. The cost of this service is charged back to the operating departments.

Information Services Fund (710): fund centralizes data processing and other information services costs. The user departments are assessed a charge for these services and to accumulate funds for equipment replacement and enhancements as needed.

Workers' Comp Insurance Trust Fund (715): this group of funds captures the costs and revenues for our self-insurance program, including liability and benefits. The operating departments are charged for the cost of insurance as well as for the accumulation of requisite reserve funds.

Liability & Property Insurance Fund (716): fund captures the costs and revenues for our self-insurance program, including liability and property. The operating departments are charged for the cost of insurance as well as for the accumulation of requisite reserve funds.

Health Insurance Trust Fund (718): this group of funds captures the costs and revenues for our self-insurance program, including liability and benefits. The operating departments are charged for the cost of insurance as well as for the accumulation of requisite reserve funds.

Fiduciary Fund Types

The Fiduciary Funds account for assets held by the City in trust or as an agent for various assessment and community facilities districts. The City maintains two types of fiduciary funds: agency funds and a private purpose trust fund.

Assessment District Funds (642, 917-959): These agency funds were established to account for funds when the City is acting as an agent. It consists of the following various assessment districts located within the City; Conference Center Facilities District, Ocean View Plaza Community Services District, Monterey Convention Visitor's Bureau Tourism Business Improvement District, New Monterey Business Improvement, Downtown Promotion and the Wharf Promotion Districts.

Redevelopment Obligation Retirement Fund (314): This private purpose trust fund was established to account for assets held by the Redevelopment Successor Agency pending distribution to the appropriate taxing entities after the payment of enforceable obligations that were in effect as of the signing of Assembly Bill X1 26.



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2015-17 BIENNIUM COMBINED STATEMENT
Revenues, Expenditures and Changes in Fund Balance

FY2015/16	General Fund	Special Revenue	Debt Service	Enterprise	Internal Services	Agency	All Funds
Sources of Funds							
Taxes	\$ 44,509,084	\$ 9,158,249	\$ -	\$ -	\$ -	\$ 4,165,500	\$ 57,832,833
Fees & Charges	16,417,371	3,679,556	-	16,692,331	17,389,710	-	54,178,969
Interest & Rents	4,360,160	1,420,838	397,665	1,031,790	21,124	328,849	7,560,426
Other Agencies	132,826	337,000	-	14,000	-	-	483,826
Licenses & Permits	1,124,013	-	-	701,000	-	-	1,825,013
Fines & Forfeitures	231,850	-	-	850,000	-	-	1,081,850
Other Revenues	1,049,061	548,057	17,825	115,100	240,000	27,000	1,997,043
Transfers In	485,499	41,199	543,516	315,003	826,501	-	2,211,718
Total Sources	\$ 68,309,864	\$ 15,184,899	\$ 959,006	\$ 19,719,224	\$ 18,477,335	\$ 4,521,349	\$ 127,171,677
Uses of Funds							
Salaries	\$ 50,635,967	\$ 1,994,062	\$ -	\$ 10,430,997	\$ 2,894,784	\$ -	\$ 66,167,441
Supplies & Services	9,866,115	3,381,965	-	4,673,749	13,832,098	10,000	31,763,926
Capital Outlay	460,475	27,606	-	-	1,165,000	-	1,653,081
Debt Services	162,048	1,037,375	945,156	1,662,995	-	-	3,807,573
Internal Service	5,344,943	613,476	-	2,998,294	438,496	-	9,695,209
Transfers Out	859,916	643,800	-	708,002	-	-	2,211,718
Capital Improvement Pgrm	1,575,000	9,848,202	-	1,780,000	-	-	13,203,202
Total Uses	\$ 68,904,464	\$ 17,546,486	\$ 945,156	\$ 22,254,037	\$ 18,330,377	\$ 10,000	\$ 128,502,151

FY2016/17	General Fund	Special Revenue	Debt Service	Enterprise	Internal Services	Agency	All Funds
Sources of Funds							
Taxes	\$ 44,294,490	\$ 9,427,966	\$ -	\$ -	\$ -	\$ 4,319,500	\$ 58,041,956
Fees & Charges	16,784,482	3,762,762	-	16,831,386	17,812,787	-	55,191,418
Interest & Rents	4,791,607	1,741,110	407,279	1,133,058	43,760	362,512	8,479,326
Other Agencies	133,201	337,200	-	10,000	-	-	480,401
Licenses & Permits	1,125,000	-	-	701,000	-	-	1,826,000
Fines & Forfeitures	243,850	-	-	850,000	-	-	1,093,850
Other Revenues	1,085,200	553,030	17,825	115,100	220,000	27,000	2,018,155
Transfers In	518,134	242,023	542,487	321,873	189,528	-	1,814,045
Total Sources	\$ 68,975,964	\$ 16,064,091	\$ 967,591	\$ 19,962,417	\$ 18,266,075	\$ 4,709,012	\$ 128,945,150
Uses of Funds							
Salaries	\$ 52,092,198	\$ 2,189,411	\$ -	\$ 10,687,463	\$ 2,932,368	\$ -	\$ 67,901,440
Supplies & Services	9,845,233	1,188,237	-	5,146,293	13,918,172	10,000	30,107,936
Capital Outlay	374,525	27,606	-	-	-	-	402,131
Debt Services	145,758	1,037,375	960,261	1,111,032	-	460,023	3,714,450
Internal Service	5,300,080	922,308	-	3,043,547	292,818	-	9,558,754
Transfers Out	1,060,038	156,000	-	598,007	-	-	1,814,045
Capital Improvement Pgrm	1,575,000	9,635,677	-	100,000	-	-	11,310,677
Total Uses	\$ 70,392,833	\$ 15,156,615	\$ 960,261	\$ 20,686,343	\$ 17,143,359	\$ 470,023	\$ 124,809,434

Projected Fund Balance

Fiscal Year 2015-16

		Projected Revenues	Projected Expenditures	Other Sources (Uses)		Sources Over (Under) Uses	Fund Balance/Working Capital	
				Operating Transfers	CIP/Other		Beginning of Period	Projected End of Period
GENERAL FUND								
101	General Fund	67,824,365	66,469,548	(221,039)	(1,575,000)	(441,222)	33,094,536	32,653,314
SPECIAL REVENUE FUNDS								
205	Sewer Mains	6,963	-	-	-	6,963	640,786	647,749
210	Wharf I Sprinkler System	34,000	20,600	-	-	13,400	267,122	280,522
215	Skyline Forest Service District	18,844	17,135	-	-	1,709	131,805	133,513
240-250	Grant Funds (240, 243, 244, 246, 249, 250)	113,000	13,000	(100,000)	-	-	24,735	24,735
251	Gas Tax	677,181	-	(6,000)	(675,000)	(3,819)	63,317	59,498
252	Street Infrastructure Rehab Fund	8,263,202	-	-	(8,263,202)	-	-	-
253	CCFD Bonds Project Fund	-	-	-	-	-	44,986,319	44,986,319
261	Alvarado Street Maintance District	48,892	93,173	41,199	-	(3,082)	22,247	19,165
262	Calle Principal Maintenance District	25,689	25,279	-	-	410	24,220	24,630
264	Parking Adjustment Fee - Fund A	31	-	-	-	31	4,625	4,656
266	Transportation Management	89	-	-	-	89	17,266	17,355
267	Cannery Row Parking Variances	93	-	-	-	93	14,037	14,130
268	RDA Housing Successor Agency	374,872	1,480,565	-	-	(1,105,693)	1,747,783	642,089
270	Community Development Block Grant	701,900	1,143,168	-	-	(441,268)	417,249	(24,019)
274	Home - Estrella	21,756	78,934	-	-	(57,178)	123,710	66,532
277	Park Dedication Fees	180	-	-	-	180	17,662	17,842
278	Home Grant	926	30,000	-	-	(29,074)	90,642	61,568
279	Sewer Line Maintenance	2,606,033	2,347,062	-	(400,000)	(141,029)	3,073,957	2,932,928
280	Storm Water Utility	1,069,240	1,245,403	-	-	(176,163)	366,585	190,422
281	Integrated Regional Watershed Management	184	-	-	-	184	18,059	18,243
290	Water System Improvement	3,782	25,750	-	-	(21,968)	302,201	280,233
291	Public Safety Training & Services	53,000	111,255	-	-	(58,255)	174,360	116,105
292	Asset Seizure	4,000	5,000	-	-	(1,000)	19,880	18,880
298	Public Educ. & Government Access	150,018	150,000	-	-	18	1,743	1,761
299	Senior Center Programs	1,641	25,000	-	-	(23,359)	147,114	123,755
807	Tidelands Trust	823,697	-	-	(510,000)	313,697	7,347,593	7,661,290
810	Library Trust	50,724	176,669	-	-	(125,945)	457,944	331,999
818	Museum Trust	8,419	6,450	-	-	1,969	172,355	174,324
821/822	Scholze Park	25,304	-	(25,000)	-	304	1,978	2,282
900	Special Deposits	-	-	-	-	-	4,725	4,725
961	Golden 55 Travelers	60,040	60,040	-	-	-	-	-
DEBT SERVICE FUNDS								
310	Debt Service	17,825	541,501	543,516	-	19,840	17,585	37,425
640	Monterey Financing Authority (JPA)	397,665	403,655	-	-	(5,990)	29,142	23,152
ENTERPRISE FUNDS								
600	Marina	2,893,568	2,192,828	(229,003)	(580,000)	(108,263)	799,409	691,146
610	Cemetery	189,703	210,431	-	-	(20,728)	229,198	208,470
625	Parking	8,197,880	8,071,990	(25,496)	(1,200,000)	(1,099,606)	4,371,525	3,271,919
641	Materials Recovery Facility	417,239	407,955	-	-	9,284	172,666	181,950
650	Presidio of Monterey Public Works	7,251,781	8,401,781	(100,000)	-	(1,249,999)	2,666,161	1,416,162
655	Navy Services	454,050	454,050	-	-	-	34,656	34,656
660	Institutional Network (I-NET) Fund	-	-	(512,800)	-	(512,800)	520,126	7,326
INTERNAL SERVICE FUNDS								
705	Equipment Replacement	805,934	749,900	100,000	-	156,034	2,194,177	2,350,211
708	Vehicle Maintenance	2,017,401	2,026,606	-	-	(9,204)	1,585,232	1,576,027
710	Information Services	3,037,148	3,681,918	512,800	-	(131,970)	650,286	518,316
715	Worker's Comp Insurance Trust	2,587,269	2,696,443	-	-	(109,174)	582,700	473,526
716	Liability & Property Insurance	1,225,082	1,236,523	-	-	(11,441)	144,075	132,633
718	Health Insurance Trust	7,978,000	7,938,988	21,823	-	60,835	383,546	444,381
AGENCY FUNDS								
314	RDA Obligation Retirement Fund	1,079	10,000	-	-	(8,921)	72,971	64,050
642	Ocean View Community Services District	27,000	27,000	-	-	-	11,572	11,572
918	Conference Center Facilities District	4,493,270	-	-	-	4,493,270	-	4,493,270
952	MCVB Tourism BID	-	-	-	-	-	12,613	12,613
TOTAL ALL FUNDS		124,959,959	112,575,600	-	(13,203,202)	(818,842)	108,254,193	107,435,350

Projected Fund Balance

Fiscal Year 2016-17

		Projected Revenues	Projected Expenditures	Other Sources (Uses)		Sources Over (Under) Uses	Fund Balance/Working Capital	
				Operating Transfers	CIP/Other		Beginning of Period	Projected End of Period
GENERAL FUND								
101	General Fund	68,457,830	67,757,796	(388,526)	(1,575,000)	(1,263,492)	32,653,314	31,389,822
SPECIAL REVENUE FUNDS								
205	Sewer Mains	13,974	-	-	-	13,974	647,749	661,723
210	Wharf I Sprinkler System	34,000	20,600	-	-	13,400	280,522	293,922
215	Skyline Forest Service District	20,337	17,135	-	-	3,202	133,513	136,715
240-250	Grant Funds (240, 243, 244, 246, 249, 250)	113,200	13,000	(100,000)	-	200	24,735	24,935
251	Gas Tax	674,005	-	(6,000)	(675,000)	(6,995)	59,498	52,503
252	Street Infrastructure Rehab Fund	8,560,677	-	-	(8,560,677)	-	-	-
253	CCFD Bonds - Project Fund	-	-	-	-	-	44,986,319	44,986,319
261	Alvarado Street Maintance District	49,716	93,695	42,023	-	(1,956)	19,165	17,209
262	Calle Principal Maintenance District	26,178	25,450	-	-	727	24,630	25,357
264	Parking Adjustment Fee - Fund A	64	-	-	-	64	4,656	4,720
266	Transportation Management	184	-	-	-	184	17,355	17,539
267	Cannery Row Parking Variances	194	-	-	-	194	14,130	14,324
268	RDA Housing Successor Agency	398,808	218,136	-	-	180,672	642,089	822,762
270	Community Development Block Grant	731,900	366,439	-	-	365,461	(24,019)	341,442
274	Home - Estrella	22,995	19,384	-	-	3,611	66,532	70,143
277	Park Dedication Fees	374	-	-	-	374	17,842	18,216
278	Home Grant	1,917	-	-	-	1,917	61,568	63,485
279	Sewer Line Maintenance	2,713,099	2,379,503	-	(400,000)	(66,404)	2,932,928	2,866,524
280	Storm Water Utility	1,076,356	1,266,424	200,000	-	9,932	190,422	200,353
281	Integrated Regional Watershed Management	382	-	-	-	382	18,243	18,625
290	Water System Improvement	7,300	25,750	-	-	(18,450)	280,233	261,783
291	Public Safety Training & Services	75,000	76,255	-	-	(1,255)	116,105	114,850
292	Asset Seizure	4,000	5,000	-	-	(1,000)	18,880	17,880
298	Public Educ. & Government Access	150,037	150,000	-	-	37	1,761	1,798
299	Senior Center Programs	3,399	25,000	-	-	(21,601)	123,755	102,154
807	Tidelands Trust	971,046	-	-	-	971,046	7,661,290	8,632,336
810	Library Trust	50,021	74,308	-	-	(24,287)	331,999	307,712
818	Museum Trust	10,447	6,450	-	-	3,997	174,324	178,321
821/822	Scholze Park	52,418	-	(50,000)	-	2,418	2,282	4,700
900	Special Deposits	-	-	-	-	-	4,725	4,725
961	Golden 55 Travelers	60,040	60,040	-	-	-	-	-
DEBT SERVICE FUNDS								
310	Debt Service	17,825	545,986	542,487	-	14,326	37,425	51,751
640	Monterey Financing Authority (JPA)	407,279	414,275	-	-	(6,996)	23,152	16,156
ENTERPRISE FUNDS								
600	Marina	2,934,486	2,167,676	(235,873)	-	530,937	691,146	1,222,083
610	Cemetery	191,527	213,457	-	-	(21,930)	208,470	186,540
625	Parking	8,263,545	8,155,025	(26,261)	(100,000)	(17,741)	3,271,919	3,254,178
641	Materials Recovery Facility	431,700	418,575	-	-	13,125	181,950	195,075
650	Presidio of Monterey Public Works	7,365,236	8,552,553	-	-	(1,187,316)	1,416,162	228,846
655	Navy Services	454,050	454,050	-	-	-	34,656	34,656
660	Institutional Network (I-NET) Fund	-	-	-	-	-	7,326	7,326
INTERNAL SERVICE FUNDS								
705	Equipment Replacement	778,689	-	-	-	778,689	2,350,211	3,128,900
708	Vehicle Maintenance	2,038,110	1,989,493	-	-	48,618	1,576,027	1,624,645
710	Information Services	3,117,000	2,921,311	-	-	195,689	518,316	714,005
715	Worker's Comp Insurance Trust	2,623,079	2,710,830	-	-	(87,752)	473,526	385,774
716	Liability & Property Insurance	1,189,669	1,245,837	-	-	(56,168)	132,633	76,466
718	Health Insurance Trust	8,330,000	8,275,888	22,150	-	76,262	444,381	520,643
AGENCY FUNDS								
314	RDA Obligation Retirement Fund	2,236	10,000	-	-	(7,764)	64,050	56,286
642	Ocean View Community Services District	27,000	27,000	-	-	-	11,572	11,572
918	Conference Center Facilities District	4,679,776	460,023	-	-	4,219,753	4,493,270	8,713,023
952	MCVB Tourism BID	-	-	-	-	-	12,613	12,613
TOTAL ALL FUNDS		127,131,105	111,162,345	-	(11,310,677)	4,658,083	107,435,350	112,093,433

Revenue Analysis

Revenues and Transfers In – General Fund						
	2014-15 Amended Budget	Change	2015-16 Adopted	Change	2016-17 Adopted	% of Total
Total General Fund Revenues	68,912,095	(602,211)	68,309,864	666,100	68,975,964	100%
Transient Occupancy Tax	17,000,000	33,020	17,033,020	0	17,033,020	25%
Property Taxes	9,878,752	105,005	9,983,757	148,996	10,132,723	15%
Sales Tax	8,173,220	1,395,745	9,568,965	(398,960)	9,170,005	14%
Fire Service Charges	6,683,095	5,551	6,688,646	51,333	6,739,979	10%
Sports & Recreation Programs	5,480,839	4,353	5,485,192	23,089	5,508,281	8%
Rental Income	3,236,385	85,727	3,322,112	88,252	3,410,364	5%
Business License	3,156,162	63,123	3,219,285	64,386	3,283,671	5%
Administrative Support Fees	2,527,935	241,528	2,769,463	55,389	2,824,852	4%

The General Fund is the primary operating fund of the city. The revenues deposited into this fund include discretionary, general purpose revenues such as taxes, license and permits. This fund also contains reimbursements and fees for services provided by departments supported by the general fund, including contracted services for other jurisdictions, Recreation and Sports Center programs, and administrative support for services provided.

While the City's primary revenue sources are projected to either increase slightly or remain relatively flat, total General Fund Revenues are expected to dip in 2015-16. One of the primary drivers of this is the Conference Center renovation expected to begin in late 2015, resulting in the decrease of \$870,750 in revenues associated with the Center. The FY 14-15 Amended Budget also includes intergovernmental revenues for grants expiring during this period, and Wildfire Strike Team reimbursements which are not forecast at this time, resulting in a decrease in projected revenues in FY 15-16.

Major funds increasing or declining by more than 10%

The Marina Fund will increase by greater than 10% in both fiscal years due to accumulation of revenues for capital improvement projects. The Parking Fund will decrease by more than 10% in FY 15-16 due to capital expenditures and increase by more than 10% in FY 16-17 due to accumulation of revenues for capital improvement projects.

Non-major funds increasing or declining by more than 10%

The aggregate of fund balance changes in the City's non-major funds will increase by more than 10% in both fiscal years primarily due to the accumulation of the new Conference Center Facility

District (CCFD) revenues that will be used to pay for debt service for the Conference Center renovation.

Transient Occupancy Tax (TOT)

TOT is the single largest individual item in the budget. After suffering a 7.7% reduction in the recent recession, tourism has rebounded and based on trends at the time of budget preparation, the City is forecasting total TOT revenues of \$20.3 million in Fiscal Year (FY) 2015-16. 16% of TOT is allocated to the Neighborhood Improvement Fund (which is not discretionary revenue), and the remaining 84% (\$17 million) is retained in the General Fund.

A significant portion of the City's tourism comes from business travelers using the Monterey Conference Center. In the fall of 2015, the Conference Center will begin a major renovation that is expected to last through most of FY 2016-17. TOT revenues are forecast to be flat during this period, with a return to increases at the historical average rate of 4.3% following the renovation.



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Property Tax

Property Tax revenues are projected to grow 1.1% in FY 2015-16 and 1.5% in FY 2016-17. In general, under Proposition 13 increases in the assessed value of property are limited to 2% under State law. This rate is correspondingly used for the forecasts based on assessed value over the next two years; however no additional growth is forecasted based on property transfers. Property taxes also include a backfill of State revenues from vehicle license fees at a rate determined by the State, and there is no change projected for this portion in either year. In FY 14-15, the City's amended budget was \$9.9 million for property tax and FY 15-16 projects relatively flat growth at \$10.0 million and FY 16-17 at \$10.1 million.

Sales Tax

In addition to a projected growth rate of 2.4% in FY2015-16, Sales Tax revenues will see a one-time increase in FY 2016-17 as a result of the unwinding of the "Triple Flip." The Triple Flip is a financing mechanism used by the State that began in 2004 with the passage of the California Economic Recovery Bond Act. The State "borrows" 25% of the City's portion of the State Sales Tax and uses it to repay the bonds, and repays the City with an additional allotment of Property Tax that would have been distributed to schools. Schools are made whole by receiving allocations from the State general fund. The State expects to fully pay the bonds in July 2015, eliminating the need for the Triple Flip.

In the first year of implementation, only three quarters of the amount borrowed was repaid, leaving approximately \$335,000 to be repaid when the Triple Flip ends in FY 2015-16. In FY 2015-16 the City will start receiving its entire portion of the State sales tax (rather than 75%) and there will be a final reconciliation of the funds withheld and repaid since 2004. For 2016-17, 4.3% growth rate is projected primarily from projected revenue increases in restaurant and food sales.

The City uses the services of a sales tax consultant to assist in sales tax revenue projections.

Fire Service Charges

Revenues reflect estimated costs of providing fire service to contracting jurisdictions: Carmel-by-the-Sea, Pacific Grove, Monterey Peninsula Airport District, Sand City, Presidio of Monterey, and La Mesa Village military housing. Most of the agreements include CPI adjustments, estimated at 2.5% in both fiscal years.

Recreation/Sports Center Programs

Revenue estimates are projected to remain relatively flat in both fiscal years.

Business License

Business license revenues are forecast to increase 2% annually, based on average growth over the past 10 years.

Rental Income

Rental income estimates include an increase of 3% on adjustable rents due to inflation and increased gross receipts.



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Administrative Support Fees

These fees represent recovery of General Fund internal overhead and central service costs for support to other funding sources. For FY 15-16, internal allocations are based on an overhead rate of 10% per consultant calculations; external allocations are estimates of amounts allowed under the City's cost recovery plans. An inflation factor of 2% is forecasted for FY 16-17.

Revenues and Transfers In – Special Revenue Funds					
	2014-15 Amended Budget	Change	2015-16 Adopted	Change	2016-17 Adopted
Total Special Revenues	6,523,373	8,661,526	15,184,899	879,192	16,064,091
Measure P Tax	0	8,263,202	8,263,202	297,475	8,560,677
Sewer & Storm Drain Fees	3,096,820	588,236	3,659,256	61,206	3,720,462

Special Revenue Funds contain revenues that may only be used for specific purposes, such as grants, special taxes (restricted for a specified use), and fees that are collected for a specific use and/or area in the City.

Measure P

In November 2014, voters approved Measure P, which assessed a one-cent per dollar local sales and use tax to be used to repair streets, sidewalks, and potholes, improve related access and safety and repair the storm drain system. The tax took effect April 1, 2015 and the first payment was received in June. Projections include 3.6% growth in FY 16-17.

Sewer and Storm Drain Maintenance Fees

These fees are surcharges to Monterey Regional Water Pollution Control Agency's (MRWPCA) sewer rates for operation and maintenance of the City's sewer and storm water management systems.

Storm drain fees for FY 15-16 and FY 16-17 are based on updated projections for FY 15-16. A 2.5% increase in sewer fees is forecast in FY 2016-17 which is dependent on the outcome of an updated five-year fee study based on construction estimates. Adjustments to storm drain fees can only be approved by voters in accordance with California Proposition 218.

Revenues and Transfers In – Fiduciary/Agency Funds					
	2014-15 Amended Budget	Change	2015-16 Adopted	Change	2016-17 Adopted
Total Fiduciary/Agency Fund Revenues	248	4,521,101	4,521,349	187,663	4,709,012
Conference Center Facilities District Tax	0	4,165,500	4,165,500	154,000	4,319,500

Fiduciary/Agency Funds contain revenues collected on behalf of other entities and held in trust for their use.

Conference Center Facilities District Tax

In 2014, the hospitality industry voted to levy a special tax to pay for the renovation of the Monterey Conference Center. Assessments from .8% to 4.15% of room revenues will be used to pay off bonds issued to finance the renovation. Forecasts prepared by industry consultants assume an aggregate short-term growth rate of approximately 3.7% based on a long-term underlying growth rate of 3.3%, adjusted by market segment.

SUMMARY OF REVENUES AND TRANSFERS IN

	2012-13 ACTUAL REVENUE	2013-14 ACTUAL REVENUE	2014-15 AMENDED BUDGET	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
General Fund					
Property Taxes	\$ 9,212,746	\$ 9,646,459	\$ 9,878,752	\$ 9,983,757	\$ 10,132,723
Sales Taxes	6,368,932	6,582,754	6,279,945	8,407,548	9,170,005
In-lieu Sales Taxes	1,795,008	2,217,883	1,893,275	1,161,417	-
Transient Occupancy Tax	14,784,959	16,228,842	17,000,000	17,033,020	17,033,020
Business License Tax	3,009,411	3,071,954	3,156,162	3,219,285	3,283,671
Utility Users Tax	3,078,370	3,039,026	2,995,869	2,776,359	2,754,868
Franchise Fees	1,622,089	1,677,591	1,769,161	1,761,698	1,754,353
Other Taxes	142,975	160,878	161,345	166,000	165,850
Total Taxes	40,014,490	42,625,387	43,134,508	44,509,084	44,294,490
Administrative Support Fee	2,395,543	4,204,315	2,527,935	2,769,463	2,824,852
Police Fees	24,426	34,540	25,750	27,200	27,250
Fire Service Fees	4,734,651	7,306,098	6,683,095	6,688,646	6,739,979
Public Works Fees	1,020,324	1,302,259	911,600	908,000	856,000
Recreation Fees	5,321,750	5,344,490	5,480,839	5,485,192	5,508,281
Library/Museum Fees	87,027	84,290	54,582	59,660	64,660
Conference Center Fees	1,272,608	1,119,152	1,170,000	299,250	598,500
Harbor Fees	135,340	197,639	151,560	174,560	164,560
Other Fees & Charges	35,426	5,393	5,400	5,400	400
Total Fees & Charges	15,027,093	19,598,175	17,010,761	16,417,371	16,784,482
Rental Income	3,076,913	3,306,588	3,236,385	3,322,112	3,410,364
Interest Income	303,177	267,071	243,915	345,976	716,715
Interest Income - Loans	756,540	705,152	679,930	653,572	626,028
Other Interest & Rents	46,718	48,185	35,500	38,500	38,500
Total Interest & Rents	4,183,348	4,326,995	4,195,730	4,360,160	4,791,607
Grants	544,291	705,530	791,998	13,826	13,201
Other Intergov. Reimbursements	402,219	294,558	501,837	119,000	120,000
Total Intergovernmental	946,510	1,000,088	1,293,835	132,826	133,201
Construction Permits	511,760	591,400	600,000	525,000	525,000
Police Permits	285,693	243,712	297,867	295,013	296,000
Camp Permits	230,143	267,970	225,000	250,000	250,000
Other Permits	72,819	225,613	64,098	54,000	54,000
Total License & Permits	1,100,414	1,328,695	1,186,965	1,124,013	1,125,000
Police Fines & Forfeitures	280,945	258,553	220,200	230,000	242,000
Other Fines	5,701	6,984	(776)	1,850	1,850
Total Fines & Forfeitures	286,646	265,537	219,424	231,850	243,850
Loan Repayments	451	-	585,728	612,086	639,630
Reimbursements	206,918	238,236	246,214	209,000	75,000
Other Revenue	245,623	361,913	211,911	227,975	370,570
Total Other Revenue	452,993	600,149	1,043,853	1,049,061	1,085,200
Total Transfers In	573,014	914,708	826,999	485,499	518,134
Total General Fund	\$ 62,584,508	\$ 70,659,733	\$ 68,912,075	\$ 68,309,864	\$ 68,975,964
Special Revenue Funds					
Maintenance Districts Assessments	\$ 79,614	\$ 75,503	\$ 77,685	\$ 90,806	\$ 90,806
Measure P Tax	-	-	-	8,263,202	8,560,677
Gas Tax	664,886	926,547	773,747	654,241	626,483
Public Education Access/Cable TV	174,622	172,283	150,000	150,000	150,000
Total Taxes	919,121	1,174,334	1,001,432	9,158,249	9,427,966
Sewer & Storm Water Fees	3,174,496	3,492,521	3,096,820	3,659,256	3,720,462
Construction Truck Impact Fee	215,405	350	-	-	-
Library Fees	7,754	7,368	7,300	7,300	7,300
Other Fees & Charges	45,462	74,828	43,678	13,000	35,000
Total Fees & Charges	3,443,117	3,575,067	3,147,798	3,679,556	3,762,762
Rental Income	916,620	1,005,978	816,000	1,057,250	1,103,000
Interest Income	145,755	125,034	179,460	258,588	528,110
Interest Income - Loans	61,878	143,882	112,800	105,000	110,000
Total Interest & Rents	1,124,254	1,274,894	1,108,260	1,420,838	1,741,110

SUMMARY OF REVENUES AND TRANSFERS IN

	2012-13 ACTUAL REVENUE	2013-14 ACTUAL REVENUE	2014-15 AMENDED BUDGET	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
Grants	212,976	140,624	504,150	293,000	293,200
Other Intergov. Reimbursements	9,654	6,468	48,000	44,000	44,000
Total Intergovernmental	222,630	147,091	552,150	337,000	337,200
Loan Repayments	-	-	178,000	170,000	170,000
Other Revenue	203,392	339,269	495,342	378,057	383,030
Total Other Revenue	203,392	339,269	673,342	548,057	553,030
Total Transfers In	39,147	237,197	40,391	41,199	242,023
Total Special Revenue Funds	\$ 5,951,660	\$ 6,747,851	\$ 6,523,373	\$ 15,184,899	\$ 16,064,091
Debt Service Funds					
Lease Revenue	\$ 109,039	\$ -	\$ -	\$ -	\$ -
Interest Income	36,362	21,263	111,837	397,665	407,279
Total Interest & Rents	145,401	21,263	111,837	397,665	407,279
Loan Repayments	17,825	17,825	-	17,825	17,825
Total Other Revenue	17,825	17,825	-	17,825	17,825
Total Transfers In	629,440	573,849	538,965	543,516	542,487
Total Debt Service Funds	\$ 792,666	\$ 612,937	\$ 650,802	\$ 959,006	\$ 967,591
	163,226	39,088	111,837	415,490	425,104
Enterprise Funds					
Marina Fees	\$ 2,351,819	\$ 2,543,680	\$ 2,415,000	\$ 2,505,000	\$ 2,530,600
Cemetery Fees	347,321	365,707	284,300	188,000	188,000
Parking Fees	6,071,656	6,582,632	6,142,800	6,293,500	6,293,500
Presidio Contract Service Fees	11,284,765	9,120,880	11,868,218	7,251,781	7,365,236
Navy Contract Service Fees	329,826	221,742	238,875	454,050	454,050
Total Fees and Charges	20,385,387	18,834,641	20,949,193	16,692,331	16,831,386
Rental Income	828,751	963,663	924,865	937,195	947,815
Interest Income	103,941	87,160	72,261	94,595	185,243
Total Interest & Rents	932,692	1,050,823	997,126	1,031,790	1,133,058
Grants	4,026	-	14,000	14,000	10,000
Total Intergovernmental	4,026	-	14,000	14,000	10,000
Parking Permits	693,036	701,148	645,100	701,000	701,000
Total Licenses & Permits	693,036	701,148	645,100	701,000	701,000
Court Fines	885,635	845,565	850,000	850,000	850,000
Total Fines & Forfeitures	885,635	845,565	850,000	850,000	850,000
Other Revenue	116,928	167,041	138,953	115,100	115,100
Total Other Revenue	116,928	167,041	138,953	115,100	115,100
Total Transfers In	209,570	266,739	2,729,362	315,003	321,873
Total Enterprise Funds	\$ 23,227,274	\$ 21,865,957	\$ 26,323,734	\$ 19,719,224	\$ 19,962,417
Internal Service Funds					
Refunds	203,252	1,661,162	200,000	200,000	200,000
Sale of Property	125,384	25,935	-	40,000	20,000
Other Revenue	34,109	265,302	-	-	-
Total Other Revenue	362,745	1,952,398	200,000	240,000	220,000
Total Transfers In	504,612	191,878	327,378	826,501	189,528
Total Internal Service Funds	\$ 15,849,881	\$ 19,246,558	\$ 19,290,692	\$ 18,477,335	\$ 18,266,075
Agency Funds					
Property Tax	\$ 499,195	\$ 867,535	\$ 25,000	\$ -	\$ -
Conference Center Facilities Dist. Tax	-	-	-	4,165,500	4,319,500
Total Taxes	499,195	867,535	25,000	4,165,500	4,319,500
Promotion District Fees	1,868,329	328,619	-	-	-

SUMMARY OF REVENUES AND TRANSFERS IN

	2012-13 ACTUAL REVENUE	2013-14 ACTUAL REVENUE	2014-15 AMENDED BUDGET	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
Total Fees and Charges	1,868,329	328,619	-	-	-
Interest Income	9,469	93,388	248	328,849	362,512
Total Interest & Rents	9,469	93,388	248	328,849	362,512
Other Revenue	5,943	6,677	-	27,000	27,000
Total Other Revenue	5,943	6,677	-	27,000	27,000
Total Transfers In	2,189,629	3,898,488	-	-	-
Total Agency Funds	\$ 4,572,566	\$ 5,194,708	\$ 25,248	\$ 4,521,349	\$ 4,709,012
TOTAL ALL FUNDS	\$ 112,978,556	\$ 124,327,744	\$ 121,725,925	\$ 127,171,677	\$ 128,945,150



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SUMMARY OF EXPENDITURES AND TRANSFERS OUT

	2012-13 ACTUAL EXPENSES	2013-14 ACTUAL EXPENSES	2014-15 AMENDED BUDGET	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
General Fund by Department/Division					
Mayor-Council	\$ 116,013	\$ 124,308	\$ 132,776	\$ 130,329	130,986
City Manager	779,190	749,163	801,925	753,439	770,981
Communications & Outreach	317,642	330,340	343,867	401,056	407,428
City Clerk	625,276	528,868	514,190	457,468	536,942
City Attorney	707,214	816,781	795,627	875,811	901,612
Human Resources	629,087	740,881	767,549	672,132	680,528
Finance	2,100,997	2,070,652	2,217,517	2,273,302	2,314,623
Police Administration	1,829,380	2,143,529	2,247,439	2,275,174	2,282,878
Police Field Operations	7,648,409	7,872,900	8,743,137	8,520,929	8,779,119
Police Support Services	1,738,212	1,475,412	1,701,712	1,981,647	2,090,130
Police Investigations & Comm Svc	1,600,407	1,658,371	1,602,266	1,615,640	1,655,838
Fire Administration	1,147,776	1,283,965	1,288,272	1,333,981	1,328,898
Fire Prevention	349,718	340,989	353,606	354,951	360,364
Fire Operations	12,739,928	14,109,769	14,893,255	13,912,977	14,388,492
Fire Training	29,100	33,953	135,263	232,048	66,489
Fire Emergency Preparedness	96,826	101,052	104,659	120,650	121,203
Public Works Administration	776,857	902,449	938,814	1,136,092	1,102,614
Planning Engineering & Environ Comp	1,656,532	1,581,334	1,658,915	1,562,785	1,621,744
Engineering/Safety	74,175	46,375	157,876	166,326	162,784
Building Safety & Inspection	1,191,804	1,273,929	1,551,306	1,381,524	1,414,441
Economic Development	109,782	93,924	116,500	116,500	116,500
Capital Projects	550,339	491,717	519,035	557,462	555,805
Transportation Engineering	408,487	497,914	364,754	327,665	378,940
Street Maintenance	1,664,673	1,252,918	1,336,656	1,303,219	1,320,529
Building Maintenance/HVAC	1,766,567	1,774,712	1,426,147	1,449,448	1,456,031
Custodial Services	953,428	968,896	1,035,492	1,132,410	1,153,317
Parks	3,378,390	3,522,207	3,618,845	3,583,669	3,634,616
Urban Forestry	736,923	755,665	854,079	816,423	828,888
Property Management	365,600	401,093	474,947	514,712	499,646
Library Administration	1,014,663	951,940	918,938	955,637	973,653
Library Support Services	520,032	560,305	526,086	493,846	508,632
Library Reference Services	266,606	301,649	330,196	337,450	351,905
Library Youth Services	400,187	351,389	452,126	422,724	441,474
Library Readers Services	490,444	528,594	555,499	610,780	626,983
Museum	326,324	320,861	318,986	291,198	288,016
Conference Center Administration	487,891	472,395	500,943	567,298	578,048
Conference Center Sales	311,028	330,398	387,313	444,852	496,162
Conference Center Event Operations	906,167	889,024	891,471	1,071,045	890,304
Conference Center Maint/Landscape	462,392	448,928	538,382	272,874	507,937
Visitor Promotion	897,370	1,016,974	1,082,288	1,193,048	1,186,593
Harbor Administration	413,376	345,634	310,273	318,492	324,656
Harbor Maintenance	293,036	245,009	284,553	292,113	298,968
Harbor Security	80,700	119,864	68,539	74,477	73,780
Recreation Administration	845,004	900,333	976,181	1,031,805	1,048,054
Monterey Youth Center	355,468	387,920	404,815	416,127	421,188
Scholze Park Center	225,494	261,659	274,535	277,223	285,115
Archer Park Center	3,508	4,780	3,910	4,166	4,174
Hilltop Park Center	331,645	330,857	375,934	381,616	386,757
Casanova Oak Knoll Park Center	293,570	303,977	323,735	338,654	345,693
Recreation Special Programs/Events	432,783	511,868	564,517	575,247	581,762
Recreation Sports Programs	220,811	167,953	307,829	290,746	300,082
Monterey Sports Center	4,760,717	5,018,669	5,012,464	5,201,201	5,197,323
Community/Municipal Promotion	39,046	-	126,993	127,579	78,079
Intergovernmental Relations	153,958	183,539	255,875	227,623	227,623
Non-Departmental	629,304	499,504	491,349	291,958	272,471
Transfers Out	3,362,828	4,882,853	833,234	859,916	1,060,038
Total General Fund	\$ 64,613,084	\$ 68,280,942	\$ 67,813,391	\$ 67,329,464	\$ 68,817,833
Special Revenue Funds					
205 Sewer Mains	\$ 3,391	\$ -	\$ -	\$ -	\$ -
210 Wharf I Sprinkler System	2,176	9,270	20,600	20,600	20,600
215 Skyline Forest Service District	16,447	10,602	17,135	17,135	17,135
243 Grant Funds (240, 244, 246, 249, 250)	98,212	25,888	13,624	13,000	13,000
251 Gas Tax	8,721	-	-	-	-
255 Construction Truck Impact Fee	445	1,457	-	-	-
261 Alvarado Street Maintenance District	65,333	72,560	115,536	93,173	93,695
262 Calle Principal Maintenance District	14,434	15,936	21,814	25,279	25,450
252 Street Infrastructure Rehab Fund	-	-	-	-	-
263 So. Cannery Row Parking District	-	-	-	-	-
264 Parking Adjustment Fee - Fund A	5	-	-	-	-
266 Transportation Management	5	-	-	-	-
267 Cannery Row Parking Variances	5	-	-	-	-
268 RDA Housing Successor Agency	219,661	307,116	2,109,296	1,480,565	218,136
270 Community Development Block Grant	615,589	496,045	1,168,938	1,143,168	366,439
274 Home - Estrella	3,042	6,037	218,036	78,934	19,384
277 Park Dedication Fees	-	-	-	-	-
278 Home Grant	482	77,671	-	30,000	-

SUMMARY OF EXPENDITURES AND TRANSFERS OUT

	2012-13 ACTUAL EXPENSES	2013-14 ACTUAL EXPENSES	2014-15 AMENDED BUDGET	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
279 Sewer Line Maintenance	929,462	920,926	1,271,177	2,347,062	2,379,503
280 Storm Water Utility	927,578	971,420	1,491,649	1,245,403	1,266,424
281 Integrated Regional Watershed Mgmt	96	-	-	-	-
290 Water System Improvement	26,644	-	19,750	25,750	25,750
291 Public Safety Training & Services	16,004	50,548	257,238	111,255	76,255
292 Asset Seizure	3,294	3,000	10,000	5,000	5,000
295 Federal Emergency Management	-	-	-	-	-
298 Public Educ. & Government Access	149,706	203,061	150,000	150,000	150,000
299 Senior Center Programs	25,109	24,968	25,000	25,000	25,000
807 Tidelands Trust	31,414	-	-	-	-
810 Library Trust	160,839	184,676	201,759	176,669	74,308
818 Museum Trust	4,048	2,739	6,450	6,450	6,450
821 Scholze Trust	13,600	-	-	-	-
961 Golden 55 Travelers	45,338	35,898	75,000	60,040	60,040
Transfers Out	174,961	184,194	1,475,303	643,800	156,000
Total Special Funds	\$ 3,556,039	\$ 3,604,011	\$ 8,668,305	\$ 7,698,284	\$ 4,998,570
Debt Service Funds					
310 Debt Service	\$ 636,478	\$ 1,239,971	\$ 542,465	\$ 541,501	\$ 545,986
640 Monterey Financing Authority (IPA)	149,349	128,194	391,325	403,655	414,275
Transfers Out	1,495	100,000	70,000	-	-
Total Debt Service Funds	\$ 787,322	\$ 1,468,165	\$ 1,003,790	\$ 945,156	\$ 960,261
Enterprise Funds					
600 Marina	\$ 2,324,992	\$ 2,228,058	\$ 2,240,421	\$ 2,192,828	\$ 2,167,676
610 Cemetery	192,411	242,725	199,289	210,431	213,457
625 Parking	6,826,055	7,502,409	7,836,095	8,071,990	8,155,025
641 Materials Recovery Facility	247,538	226,953	395,625	407,955	418,575
650 Presidio of Monterey Public Works	11,571,576	8,474,448	15,710,750	8,401,781	8,552,553
655 Navy Services	309,906	236,848	468,300	454,050	454,050
660 Institutional Network (I-NET) Fund	2,733	-	-	-	-
Transfers Out	606,128	748,812	2,034,268	708,002	598,007
Total Enterprise Funds	\$ 22,081,339	\$ 19,660,253	\$ 28,884,748	\$ 20,447,037	\$ 20,559,343
Internal Service Funds					
705 Equipment Replacement	\$ 1,625,189	\$ 548,910	\$ 990,166	\$ 749,900	\$ -
708 Vehicle Maintenance	1,961,297	2,039,197	2,017,867	2,026,606	1,989,493
710 Information Services	2,871,674	2,769,284	3,972,822	3,681,918	2,921,311
715 Worker's Comp Insurance Trust	2,470,484	2,271,662	2,759,235	2,696,443	2,710,830
716 Liability & Property Insurance	1,970,909	1,038,302	1,693,625	1,236,523	1,245,837
718 Health Insurance Trust	6,602,529	7,282,087	7,622,888	7,938,988	8,275,888
Transfers Out	-	167,000	-	-	-
Total Internal Service Funds	\$ 17,502,082	\$ 16,116,441	\$ 19,056,603	\$ 18,330,377	\$ 17,143,359
Agency Funds					
314 RDA Obligation Retirement Fund	\$ 5,622,567	\$ 4,652,665	\$ 61,274	\$ 10,000	\$ 10,000
642 Ocean View Community Services District	5,943	1,381	27,000	27,000	27,000
900 Special Deposits Fund	669	-	-	-	-
918 Conference Center Facilities District	-	-	-	-	460,023
952 MCVB Tourism BID	1,865,231	328,458	1,500,000	-	-
Total Agency Funds	\$ 7,494,410	\$ 4,982,504	\$ 1,588,274	\$ 37,000	\$ 497,023
Total All Funds	\$ 116,034,276	\$ 114,112,317	\$ 127,015,111	\$ 114,787,318	\$ 112,976,389

Changes in Personnel Costs

The adopted budget includes a decrease of 3.42 full-time and regular part-time equivalent positions compared to the FY15 Amended Budget. This decrease from 484.17 to 480.75 is mainly due to completion of the Staffing for Adequate Fire and Emergency Response (SAFER) grant, which funded six firefighter positions for three years. The Fire Department will retain three firefighter positions funded through reductions in overtime. These firefighter positions fill “relief firefighter” roles to backfill for training, scheduled time off, and other unanticipated vacancies, which otherwise would require overtime staffing.

The City Manager’s Office eliminated a vacant Citywide Events Coordinator (.50 FTE), reduced the Senior Executive Assistant position to an Executive Assistant I (.50 FTE) and increased the Media Assistant from .75 FTE to 1.0 FTE. These position changes resulted in no net cost increase to the department.

The Police Department added a Police Services Technician effective the second half of FY16. This additional position, along with two additional Police Officer positions included in the FY18 forecast, will be funded by the freezing of a Police Lieutenant position.

The Plans and Public Works Department requested an extension to June 30, 2019 of the Public Works Inspector and Engineering Technician contract positions in anticipation of the increased workload from the Conference Center renovation. Lastly, the Property Management Division, also under Plans and Public Works, is proposing to unfreeze the Real Estate Analyst position for a period of two years.

In FY15, the positions listed in the adjacent chart were frozen. In the FY16 and FY17 budgets, the positions continue to remain frozen, along with the addition a Police Lieutenant position, generating \$776,702 and \$820,932, respectively, in annual budgetary savings. In addition, the Human Resources Director that had been unfunded in recent years was funded in the FY16 and FY17 budget through the savings generated by freezing the vacant Human Resources Analyst and through use of reserves in the Workers Compensation Fund.

Frozen Positions
Assistant Director, Plans & Public Works
Senior Street Maintenance Worker
Signal Maintenance Technician
Park Maintenance Supervisor
Pest Control Advisor
Police Lieutenant
Human Resources Analyst

Overall Personnel Cost Changes

The cost of health benefits continue to increase. Last calendar year, medical costs rose an estimated 2.34% and are expected to continue to climb. For FY16 and FY17, an estimated 3% annual increase is projected in the budget.

The most significant change in personnel cost continues to be the cost of employer contributions for the pensions of miscellaneous and public safety employees covered under the California Public Employees Retirement System (CalPERS). City's pension contribution rates to CalPERS have increased during the last ten years and are expected to continue to rise significantly in the years to come. In comparison to the FY2015 Amended Budget, citywide pension costs are projected to increase by approximately \$692 thousand, or 7.14%, from \$9.7 million to \$10.4 million in FY16. In the Fiscal Year 2017 Adopted Budget, pension costs are projected to increase by \$1.1 million, or 10.72%, from \$10.4 million to \$11.5 million.

On September 16, 2011 the City of Monterey amended its contract with CalPERS to incorporate cost-sharing of the City’s employer rate. Currently, Safety-Fire employees contribute an

additional 4%, and Safety-Police and Miscellaneous employees an additional 3%. The FY16 and FY17 budget as adopted reflected the expiration of cost-sharing with the Safety-Police employee group; however, the City has since negotiated a continuation of the 3% cost sharing through FY16. The table below shows the tiers, rates and saving from employer cost-sharing.

FY 15/16	1st Tier (Classic)	CalPERS Employer Rate	Employer Cost-Sharing	Adjusted Employer Rate	2nd Tier (PEPRA)	CalPERS Employer Rate	Employer Cost-Sharing	Adjusted Employer Rate
Miscellaneous	2.7% @ 55	25.766%	-3%	22.766%	2% @ 62	25.766%	0%	25.766%
Safety-Police	3% @ 50	35.852%	-3%	32.852%	2.7% @ 57	11.153%	0%	11.153%
Safety-Fire	3% @ 50	35.852%	-4%	31.852%	2.7% @ 57	11.153%	0%	11.153%

Projected FY 16/17	1st Tier (Classic)	CalPERS Employer Rate	Employer Cost-Sharing	Adjusted Employer Rate	2nd Tier (PEPRA)	CalPERS Employer Rate	Employer Cost-Sharing	Adjusted Employer Rate
Miscellaneous	2.7% @ 55	27.700%	-3%	24.700%	2% @ 62	27.700%	0%	27.700%
Safety-Police	3% @ 50	39.195%	0%	39.195%	2.7% @ 57	11.500%	0%	11.500%
Safety-Fire	3% @ 50	39.195%	-4%	35.195%	2.7% @ 57	11.500%	0%	11.500%

With the implementation of the Tier 2 pension plan in 2013, the pension expense growth is projected to decrease in the long-term. According to the City's actuary, the City should see a reduction in pension costs, albeit small at first, within ten to fifteen years after implementing the second tier. As of June 2015, 40 employees or 8% of the City's current full-time employees are enrolled in the Tier 2 pension benefit plan.

Despite efforts to contain costs, new mandates and enacted legislation continue to add significant fiscal challenges to local agencies across the nation. GASB Statement No. 45, Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions, required public agencies to begin to recognize the liability to retirees (current and future) for its promised contribution to their health insurance. The current monthly contribution is \$122 per retiree, the minimum contribution required by the State.

On March 2013, the City Council adopted a resolution authorizing the City of Monterey to enter into agreement with CalPERS to participate in the California Employers' Retiree Benefit Trust (CERBT). The City initiated the trust with the intent to be fully-funded by the end of a five-year term; contributions to reach this goal are included in the proposed budget.



This photo is used courtesy of the City of Monterey's Communications & Outreach Office.

ADOPTED POSITION CONTROL LIST 2015-16 & 2016-17					
	2013-14 Amended	2014-15 Adopted	2014-15 Amended	2015-16 Adopted	2016-17 Adopted
<u>CITY MANAGER DEPARTMENT</u>					
<u>Administration 0210</u>					
Assistant City Manager	0.85	0.85	0.85	1.00	1.00
City Manager	1.00	1.00	1.00	1.00	1.00
Citywide Events Coordinator	0.50	0.50	0.50	0.00	0.00
Senior Executive Assistant	1.00	1.00	1.00	0.00	0.00
Executive Assistant I	0.00	0.00	0.00	0.50	0.50
<u>Community Resources/Education 0211</u>					
Communications Assistant	1.00	1.00	1.00	1.00	1.00
Communications & Outreach Mgr.	1.00	1.00	1.00	1.00	1.00
Media Assistant	0.75	0.75	0.75	1.00	1.00
CITY MANAGER DEPARTMENT TOTAL	6.10	6.10	6.10	5.50	5.50
<u>INFORMATION SERVICES DEPARTMENT</u>					
<u>City Clerk 0321</u>					
Director of Info. Res./City Clerk	1.00	0.50	0.50	0.50	0.50
Executive Assistant I	1.00	1.00	1.00	1.00	1.00
Senior Assistant City Clerk	1.00	1.00	1.00	1.00	1.00
<u>Information Services 710-0340</u>					
Director of Info. Res./City Clerk	0.00	0.50	0.50	0.50	0.50
GIS Coordinator	1.00	1.00	1.00	1.00	1.00
Information Solutions Manager	1.00	1.00	1.00	1.00	1.00
Network Analyst	1.00	1.00	1.00	1.00	1.00
Network Engineer	1.00	1.00	1.00	1.00	1.00
Network Specialist	2.00	2.00	2.00	2.00	2.00
Program Manager	1.00	1.00	1.00	1.00	1.00
Systems Analyst	3.00	3.00	3.00	3.00	3.00
INFORMATION SERVICES DEPARTMENT TOTAL	13.00	13.00	13.00	13.00	13.00
<u>CITY ATTORNEY DEPARTMENT</u>					
<u>City Attorney Administration 0500</u>					
Assistant City Attorney	1.00	1.00	1.00	1.00	1.00
City Attorney	1.00	1.00	1.00	1.00	1.00
Executive Assistant II	1.00	0.00	0.00	0.00	0.00
Legal Assistant	0.75	0.00	0.00	0.00	0.00
Legal Secretary	0.00	1.00	1.00	1.00	1.00
Paralegal	0.00	0.75	0.75	0.75	0.75
CITY ATTORNEY DEPARTMENT TOTAL	3.75	3.75	3.75	3.75	3.75
<u>HUMAN RESOURCES DEPARTMENT</u>					
<u>Human Resources Administration 0600</u>					
Benefits Manager	0.50	0.25	0.25	0.25	0.25
Employee Relations Manager	1.00	1.00	1.00	1.00	1.00
Executive Assistant I	0.50	1.00	1.00	1.00	1.00
Human Resources Analyst	1.00	1.00	1.00	1.00	1.00
Human Resources Assistant	0.90	1.00	1.00	1.00	1.00
Human Resources Director	0.85	0.85	0.85	0.50	0.50
<u>Workers' Comp/Employ. Benefits 715-0612</u>					
Administrative Assistant II	0.50	1.00	1.00	1.00	1.00
Assistant City Manager	0.15	0.15	0.15	0.00	0.00
Benefits Manager	0.50	0.75	0.75	0.75	0.75
Executive Assistant I	0.50	0.00	0.00	0.00	0.00
Human Resources Assistant	0.10	0.00	0.00	0.00	0.00
Human Resources Director	0.15	0.15	0.15	0.50	0.50
HUMAN RESOURCES DEPARTMENT TOTAL	6.65	7.15	7.15	7.00	7.00
<u>FINANCE DEPARTMENT</u>					
<u>Finance 1110/Revenue 1120/Accounting 1130</u>					
Accountant/Auditor	2.00	2.00	3.00	3.00	3.00
Accounting Assistant	3.00	3.00	3.00	3.00	3.00
Accounting Specialist	4.00	4.00	4.00	4.00	4.00

ADOPTED POSITION CONTROL LIST 2015-16 & 2016-17					
	2013-14 Amended	2014-15 Adopted	2014-15 Amended	2015-16 Adopted	2016-17 Adopted
Assistant Finance Director	1.00	1.00	1.00	1.00	1.00
Executive Assistant I	0.50	0.50	0.50	0.50	0.50
Finance Analyst	1.00	1.00	1.00	1.00	1.00
Finance Director	0.90	0.90	0.90	0.90	0.90
Grant Coordinator	1.00	1.00	0.00	0.00	0.00
Revenue Manager	1.00	1.00	1.00	1.00	1.00
Senior Accountant	1.00	1.00	1.00	1.00	1.00
<u>Risk Management 716-1143</u>					
Administrative Services Manager	1.00	1.00	1.00	1.00	1.00
Executive Assistant I	0.50	0.50	0.50	0.50	0.50
Finance Director	0.10	0.10	0.10	0.10	0.10
FINANCE DEPARTMENT TOTAL	17.00	17.00	17.00	17.00	17.00
<u>POLICE DEPARTMENT</u>					
<u>Administration 2110</u>					
Administrative Analyst	1.00	1.00	1.00	1.00	1.00
Administrative Assistant II	0.00	0.00	0.00	1.00	1.00
Executive Assistant I	1.00	1.00	1.00	0.00	0.00
Police Chief	1.00	1.00	1.00	1.00	1.00
Police Officer	1.00	1.00	1.00	1.00	1.00
Police Sergeant	1.00	1.00	1.00	1.00	1.00
<u>Field Operations 2120</u>					
Assistant Police Chief	1.00	1.00	1.00	1.00	1.00
Police Lieutenant	2.00	2.00	1.00	1.00	1.00
Police Officer	31.00	31.00	31.00	31.00	31.00
Police Sergeant	7.00	7.00	7.00	7.00	7.00
<u>Support 2130</u>					
Administrative Assistant I	3.50	3.50	3.00	3.00	3.00
Community Service Officer	0.00	0.00	2.00	2.00	2.00
Police Services Technician	7.00	7.00	7.00	8.00	8.00
Records/Detention Supervisor	2.00	2.00	1.00	1.00	1.00
Senior Police Services Technician	3.00	3.00	3.00	3.00	3.00
<u>Investigations/Community Services 2140</u>					
Police Lieutenant	1.00	1.00	2.00	2.00	2.00
Police Officer	5.00	5.00	5.00	5.00	5.00
Police Sergeant	1.00	1.00	1.00	1.00	1.00
POLICE DEPARTMENT TOTAL	68.50	68.50	69.00	70.00	70.00
<u>FIRE DEPARTMENT</u>					
<u>Administration 2510</u>					
Administrative Analyst	1.00	1.00	1.00	1.00	1.00
Administrative Assistant I	0.00	0.00	0.75	0.75	0.75
Assistant Fire Chief	1.00	1.00	1.00	1.00	1.00
Executive Assistant I	1.00	1.00	1.00	1.00	1.00
Fire Chief	1.00	1.00	1.00	1.00	1.00
Fire Prevention Technician	1.00	1.00	1.00	1.00	1.00
<u>Fire Prevention & Emerg. Preparedness 2520</u>					
Deputy Fire Marshal	1.00	1.00	1.00	1.00	1.00
<u>Fire Operations 2530</u>					
Division Chief	3.00	3.00	3.00	3.00	3.00
Fire Captain	21.00	21.00	22.00	22.00	22.00
Fire Engineer	24.00	24.00	24.00	24.00	24.00
Firefighter	28.00	28.00	28.00	25.00	25.00
FIRE DEPARTMENT TOTAL	82.00	82.00	83.75	80.75	80.75
<u>PLANS & PUBLIC WORKS DEPARTMENT</u>					
<u>Administration 3110</u>					
Accounting Specialist	1.00	1.00	1.00	1.00	1.00
Assistant Dir Plans & Pw	0.50	0.50	0.50	0.50	0.50
Deputy City Mgr Plans & Pw	1.00	1.00	1.00	1.00	1.00

ADOPTED POSITION CONTROL LIST 2015-16 & 2016-17					
	2013-14 Amended	2014-15 Adopted	2014-15 Amended	2015-16 Adopted	2016-17 Adopted
Executive Assistant I	1.00	1.00	1.00	1.00	1.00
Sr. Administrative Analyst	1.00	1.00	1.00	1.00	1.00
Sustainability Coordinator	1.00	1.00	1.00	1.00	1.00
<u>NIP Capital Projects 216-3110</u>					
Principal Engineer	0.00	1.00	1.00	1.00	1.00
<u>Presidio Maintenance Admin 650-3110</u>					
Accounting Assistant	1.00	1.00	1.00	1.00	1.00
Administrative Assistant II	0.50	0.00	0.00	0.00	0.00
Assistant Dir Plans & Pw	0.50	0.50	0.50	0.50	0.50
Legal Assistant	0.25	0.00	0.00	0.00	0.00
Paralegal	0.00	0.25	0.25	0.25	0.25
Quality Control Inspector	1.00	1.00	1.00	1.00	1.00
Senior Administrative Analyst	1.00	1.00	1.00	1.00	1.00
<u>Planning, Engineering & Environmental Compliance 3121</u>					
Administrative Assistant II	3.00	3.00	3.00	3.00	3.00
Associate Civil Engineer	0.30	0.30	0.30	0.30	0.30
City Engineer	0.10	0.10	0.10	0.10	0.10
Code Compliance Coordinator	0.50	0.50	0.50	0.50	0.50
Chief Planning Eng & Env Comp	0.90	0.90	0.90	0.90	0.90
Engineering Technician	0.88	0.88	0.88	0.88	0.88
Principal Planner	2.78	2.78	2.78	2.78	2.78
Senior Associate Planner	1.83	1.83	1.83	1.83	1.83
Senior Engineer	0.66	0.66	0.66	0.66	0.66
<u>Sewer Line Maintenance 279-3121</u>					
City Engineer	0.50	0.50	0.50	0.50	0.50
Engineering Technician	0.12	0.12	0.12	0.12	0.12
Environmental Reg. Analyst	0.30	0.30	0.30	0.30	0.30
<u>Storm Drain Engineering 280-3121</u>					
City Engineer	0.40	0.40	0.40	0.40	0.40
Environmental Reg. Analyst	0.70	0.70	0.70	0.70	0.70
Environmental Reg. Manager	1.00	1.00	1.00	1.00	1.00
<u>Engineering/Survey 3122</u>					
Associate Engineering Surveyor	1.00	1.00	1.00	1.00	1.00
<u>Capital Projects 3140</u>					
Administrative Assistant I	1.00	1.00	1.00	1.00	1.00
Associate Civil Engineer	1.00	1.00	1.00	1.00	1.00
Capital Programs Coordinator	1.00	1.00	1.00	1.00	1.00
Construction Projects Manager	1.00	1.00	1.00	1.00	1.00
Engineering Assistant	1.00	1.00	1.00	1.00	1.00
Engineering Technician	1.00	1.00	1.00	1.00	1.00
Principal Engineer	1.00	1.00	1.00	1.00	1.00
Public Works Inspector	1.00	1.00	1.00	1.00	1.00
Senior Engineer	2.00	2.00	2.00	2.00	2.00
<u>Storm Drain Capital Projects 280-3140</u>					
Senior Engineer	0.10	0.10	0.10	0.10	0.10
<u>Traffic Engineering 3144</u>					
Associate Civil Engineer	0.70	0.70	0.70	0.70	0.70
City Traffic Engineer	1.00	1.00	1.00	1.00	1.00
Field Assistant II	1.00	0.00	0.00	0.00	0.00
<u>Street Maintenance 3151</u>					
Fleet and Streets Operations Manager	0.30	0.30	0.30	0.30	0.30
Senior Street Maintenance Worker	2.00	2.00	2.00	2.00	2.00
Sign Craftworker	1.00	1.00	1.00	1.00	1.00
Signal Maintenance Technician	1.00	1.00	1.00	1.00	1.00
Street Maintenance Leadworker	1.74	1.74	1.74	1.74	1.74
Street Maintenance Worker	1.00	1.00	1.00	1.00	1.00
<u>Presidio Maintenance Streets 650-3151</u>					

ADOPTED POSITION CONTROL LIST 2015-16 & 2016-17					
	2013-14 Amended	2014-15 Adopted	2014-15 Amended	2015-16 Adopted	2016-17 Adopted
Fleet and Streets Operations Manager	0.20	0.20	0.20	0.20	0.20
Senior Street Maintenance Worker	1.00	1.00	1.00	1.00	1.00
Streets Maintenance Leadworker	0.13	0.13	0.13	0.13	0.13
Street Maintenance Worker	1.00	1.00	1.00	1.00	1.00
<u>Building Maintenance 3152</u>					
Building Maintenance Craftworker	3.00	3.00	3.00	3.00	3.00
Electrician	1.00	1.00	1.00	1.00	1.00
General Svc Superintendent	0.15	0.15	0.15	0.15	0.15
Maintenance Technician	0.25	0.25	0.25	0.25	0.25
<u>Presidio Maintenance Buildings 650-3152</u>					
Administrative Analyst	1.00	1.00	1.00	1.00	1.00
Administrative Assistant I	2.00	2.00	2.00	2.00	2.00
Administrative Assistant II	1.00	1.00	1.00	1.00	1.00
Assistant Urban Forester	0.50	0.50	0.50	0.50	0.50
Building Maintenance Craftworker	8.00	8.00	8.00	8.00	8.00
Building Maintenance Supervisor	2.00	2.00	2.00	2.00	2.00
Building Maintenance Worker	2.00	2.00	2.00	2.00	2.00
Electrician	3.00	3.00	3.00	3.00	3.00
Facilities Maintenance Coordinator	1.00	1.00	1.00	1.00	1.00
General Svc Superintendent	0.85	0.85	0.85	0.85	0.85
Historic Facilities Sr. Craftworker	1.00	1.00	1.00	1.00	1.00
HVAC Senior Technician	0.50	0.50	0.50	0.50	0.50
Maintenance Technician	0.75	0.75	0.75	0.75	0.75
Park Maintenance Worker	1.00	1.00	1.00	1.00	1.00
Park Operations Manager	0.03	0.03	0.03	0.03	0.03
Parts Clerk	1.00	1.00	1.00	1.00	1.00
Senior Craftworker	5.00	5.00	5.00	5.00	5.00
Senior Locksmith	1.00	1.00	1.00	1.00	1.00
Senior Parts Clerk	1.00	1.00	1.00	1.00	1.00
<u>Sewer Maintenance 279-3153</u>					
Fleet and Streets Operations Manager	0.30	0.30	0.30	0.30	0.30
Senior Engineer	0.24	0.24	0.24	0.24	0.24
Senior Street Maintenance Worker	2.00	2.00	2.00	2.00	2.00
Street & Utilities Supervisor	1.00	1.00	1.00	1.00	1.00
Street Maintenance Leadworker	0.13	0.13	0.13	0.13	0.13
Street Maintenance Worker	2.00	2.00	2.00	2.00	2.00
<u>Vehicle Management - Mechanical 708-3154</u>					
Fleet and Streets Operations Manager	0.05	0.05	0.05	0.05	0.05
Administrative Assistant I	0.75	0.00	0.00	0.00	0.00
Automotive Mechanic	4.00	4.00	4.00	4.00	4.00
Field Assistant II	0.00	1.00	1.00	1.00	1.00
Fleet Coordinator	1.00	1.00	1.00	1.00	1.00
Lead Mechanic	1.00	1.00	1.00	1.00	1.00
<u>Storm Drain/ Maintenance 280-3155</u>					
Fleet and Streets Operations Manager	0.15	0.15	0.15	0.15	0.15
Senior Street Maintenance Worker	1.00	1.00	1.00	1.00	1.00
Street & Utilities Supervisor	1.00	1.00	1.00	1.00	1.00
<u>Presidio Project Engineering & Admin 650-3159</u>					
Associate Mechanical Engineer	1.00	1.00	1.00	1.00	1.00
Senior Engineer	1.00	1.00	1.00	1.00	1.00
<u>Presidio HVAC/Boiler Systems 650-3160</u>					
Building Maintenance Craftworker	1.00	1.00	1.00	1.00	1.00
HVAC Senior Technician	0.50	0.50	0.50	0.50	0.50
<u>Custodial Services 3172</u>					
Custodian	7.00	7.00	7.00	7.00	7.00
Facility Attendant	1.00	1.00	1.00	1.00	1.00
Senior Custodian	2.00	2.00	2.00	2.00	2.00

ADOPTED POSITION CONTROL LIST 2015-16 & 2016-17

	2013-14 Amended	2014-15 Adopted	2014-15 Amended	2015-16 Adopted	2016-17 Adopted
<u>Parks 3210</u>					
Maintenance Technician	0.85	0.85	0.85	0.85	0.85
Park Attendant	1.00	1.00	1.00	1.00	1.00
Park Maintenance Craftworker	1.00	1.00	1.00	1.00	1.00
Park Maintenance Leadworker	2.00	2.00	2.00	2.00	2.00
Park Maintenance Supervisor	2.00	2.00	2.00	2.00	2.00
Park Maintenance Worker	9.60	9.60	9.60	9.60	9.60
Parks Crafts Leadworker	1.00	1.00	1.00	1.00	1.00
Parks Operations Manager	0.80	0.80	0.80	0.80	0.80
Pest Control Advisor	1.00	1.00	1.00	1.00	1.00
Senior Park Maintenance Worker	3.00	3.00	3.00	3.00	3.00
<u>Street Maintenance Districts 261/262-3210</u>					
Park Maintenance Worker	0.40	0.40	0.40	0.40	0.40
<u>Urban Forestry 3230</u>					
Assistant Urban Forester	0.50	0.50	0.50	0.50	0.50
Greenbelt Coordinator	1.00	1.00	1.00	1.00	1.00
Park Operations Manager	0.15	0.15	0.15	0.15	0.15
Maintenance Technician	0.10	0.10	0.10	0.10	0.10
Urban Forester	1.00	1.00	1.00	1.00	1.00
<u>Cemetery 610-3240</u>					
Cemetery Maintenance Worker	1.00	1.00	1.00	1.00	1.00
Maintenance Technician	0.05	0.05	0.05	0.05	0.05
Park Operations Manager	0.02	0.02	0.02	0.02	0.02
<u>Building Safety and Inspection 3410</u>					
Administrative Assistant I	0.00	0.75	0.75	0.75	0.75
Administrative Assistant II	1.00	1.00	1.00	1.00	1.00
Building Plans Examiner/Inspector	1.00	1.00	1.00	1.00	1.00
Building Technician	1.00	1.00	1.00	1.00	1.00
Chief Of Inspct Srv/Bldg Off.	1.00	1.00	1.00	1.00	1.00
Inspector	3.00	3.00	3.00	3.00	3.00
Public Works Inspector	1.00	1.00	1.00	1.00	1.00
<u>Housing and Property Mgt. 4300</u>					
Administrative Analyst	0.00	0.50	0.50	0.50	0.50
Administrative Analyst - Real Estate	0.90	0.90	0.90	0.90	0.90
Administrative Assistant II	0.40	0.85	0.85	0.85	0.85
Principal Planner	0.00	0.10	0.10	0.10	0.10
Property/Housing Manager	0.40	0.25	0.25	0.25	0.25
Senior Associate Planner	0.00	0.10	0.10	0.10	0.10
<u>Housing Administration 270/268-4305</u>					
Administrative Analyst	0.90	0.25	0.25	0.25	0.25
Administrative Analyst - Real Estate	0.10	0.10	0.10	0.10	0.10
Administrative Assistant II	0.30	0.10	0.10	0.10	0.10
Chief Planning Eng & Env Comp	0.05	0.10	0.10	0.10	0.10
HCD Coordinator - Housing Programs	1.00	1.00	1.00	1.00	1.00
HCD Coordinator - Projects/Prgm.	0.00	0.20	0.20	0.20	0.20
Principal Planner	0.15	0.07	0.07	0.07	0.07
Property/Housing Manager	0.30	0.45	0.45	0.45	0.45
Senior Associate Planner	0.12	0.00	0.00	0.00	0.00
<u>Housing Projects 270/274-4310</u>					
Administrative Analyst	0.10	0.25	0.25	0.25	0.25
Administrative Assistant II	0.10	0.05	0.05	0.05	0.05
Code Compliance Coordinator	0.50	0.50	0.50	0.50	0.50
HCD Coordinator - Projects/Prgm.	1.00	0.80	0.80	0.80	0.80
Principal Planner	0.07	0.05	0.05	0.05	0.05
Property/Housing Manager	0.00	0.30	0.30	0.30	0.30
Senior Associate Planner	0.05	0.07	0.07	0.07	0.07
<u>Redevelopment Retirement Fund 314-7012</u>					
Administrative Assistant II	0.20	0.00	0.00	0.00	0.00

ADOPTED POSITION CONTROL LIST 2015-16 & 2016-17					
	2013-14 Amended	2014-15 Adopted	2014-15 Amended	2015-16 Adopted	2016-17 Adopted
Chief Planning Eng & Env Comp	0.05	0.00	0.00	0.00	0.00
Property/Housing Manager	0.30	0.00	0.00	0.00	0.00
PLANS & PUBLIC WORKS DEPARTMENT TOTAL	153.50	154.00	154.00	154.00	154.00
<u>COMMUNITY SERVICES</u>					
<u>Recreation Administration 5110</u>					
Administrative Analyst	1.00	1.00	1.00	1.00	1.00
Administrative Assistant I	1.50	1.50	1.50	1.50	1.50
Community Services Director	0.33	0.50	0.50	0.50	0.50
Executive Assistant II	1.00	1.00	1.00	1.00	1.00
Recreation & Comm. Svcs. Mgr.	1.00	1.00	1.00	1.00	1.00
Recreation Supervisor	1.00	1.00	1.00	1.00	1.00
<u>Youth Center 5121</u>					
Lead Preschool Instructor	0.75	0.75	0.75	0.75	0.75
Recreation Coordinator	1.00	1.00	1.00	1.00	1.00
Recreation Specialist	0.75	0.75	0.75	0.75	0.75
<u>Senior Center 5122</u>					
Recreation Coordinator	1.00	1.00	1.00	1.00	1.00
Recreation Specialist	0.75	0.75	0.75	0.75	0.75
<u>Hilltop Park Center 5124</u>					
Lead Preschool Instructor	0.75	0.75	0.75	0.75	0.75
Recreation Coordinator	1.00	1.00	1.00	1.00	1.00
Recreation Specialist	0.75	0.75	0.75	0.75	0.75
<u>Cona Park Center 5125</u>					
Lead Preschool Instructor	0.75	0.75	0.75	0.75	0.75
Recreation Coordinator	1.00	1.00	1.00	1.00	1.00
Recreation Specialist	0.75	0.75	0.75	0.75	0.75
<u>Special Programs & Events 5130</u>					
After School Site Directors	0.75	0.75	0.75	0.75	0.75
Recreation Specialist	1.00	1.00	1.00	1.00	1.00
<u>Sports 5160</u>					
Recreation Specialist	0.75	0.75	0.75	0.75	0.75
Sports Coordinator	1.00	1.00	1.00	1.00	1.00
<u>Sports Center - Operations 5180</u>					
Administrative Assistant II	3.00	3.00	3.00	3.00	3.00
Aquatics Coordinator	1.00	1.00	1.00	1.00	1.00
Aquatics Specialist I	0.75	0.75	0.75	0.75	0.75
Aquatics Specialist II	1.00	1.00	1.00	1.00	1.00
Control Cashier	3.00	3.00	3.00	3.00	3.00
Facility Attendant	5.75	5.75	5.75	5.75	5.75
Facility Coordinator	2.00	2.00	2.00	2.00	2.00
Fitness Manager	1.00	1.00	1.00	1.00	1.00
Group Exercise Coordinator	1.00	1.00	1.00	1.00	1.00
Guest Services Coordinator	1.00	1.00	1.00	1.00	1.00
Laundry Attendant	2.00	2.00	2.00	2.00	2.00
Lifeguard	0.75	0.75	0.75	0.75	0.75
Maintenance Specialist	1.00	1.00	1.00	1.00	1.00
Physical Therapist	1.50	1.50	1.50	1.50	1.50
Recreation Specialist	0.75	0.75	0.75	0.75	0.75
Senior Facility Attendant	1.00	1.00	1.00	1.00	1.00
Sports Center Manager	1.00	1.00	1.00	1.00	1.00
Sports Coordinator	1.00	1.00	1.00	1.00	1.00
Tot Activity Leader	0.75	0.75	0.75	0.75	0.75
<u>Sports Center - Maintenance 5189</u>					
Building Maintenance Craftsworker	1.00	1.00	1.00	1.00	1.00
Senior Craftsworker	1.00	1.00	1.00	1.00	1.00
<u>Conference Center Admin 6210</u>					
Community Services Director	0.09	0.13	0.13	0.13	0.13

ADOPTED POSITION CONTROL LIST 2015-16 & 2016-17					
	2013-14 Amended	2014-15 Adopted	2014-15 Amended	2015-16 Adopted	2016-17 Adopted
Conference Center General Manager	1.00	1.00	1.00	1.00	1.00
Citywide Events Coordinator	0.50	0.50	0.50	0.50	0.50
Event & Sales Office Assistant	0.75	0.75	0.75	0.75	0.75
Executive Assistant I	0.25	0.25	0.25	0.25	0.25
<u>Conference Center- Sales 6220</u>					
Sales Office Assistant	1.00	1.00	1.00	1.00	1.00
Senior Sales Manager	1.00	1.00	1.00	1.00	1.00
<u>Conference Center - Event Operations 6231</u>					
Event Supervisor	1.00	1.00	1.00	1.00	1.00
Events Coordinator	1.00	1.00	1.00	1.00	1.00
Facility Attendant	2.00	2.00	2.00	2.00	2.00
Operations Coordinator	1.00	1.00	1.00	1.00	1.00
Operations Supervisor	1.00	1.00	1.00	1.00	1.00
<u>Conference Center - Maintenance 6232</u>					
Senior Craftsworker	1.00	1.00	1.00	1.00	1.00
<u>Marina Administration 600-6310</u>					
Community Services Director	0.11	0.16	0.16	0.16	0.16
Executive Assistant I	0.33	0.33	0.33	0.33	0.33
Harbormaster	0.60	0.60	0.60	0.60	0.60
Marine Operations Supervisor	0.50	0.50	0.00	0.00	0.00
Marine Operations Specialist	1.00	1.00	1.00	1.00	1.00
Marine Operations Technician	0.00	0.00	0.50	0.50	0.50
Marina Harbor Assistant	0.80	0.80	0.80	0.80	0.80
<u>Marina Maintenance 600-6320</u>					
Harbor Maintenance Craftsworker	1.00	1.00	1.00	1.00	1.00
Waterfront Maint. Supervisor	0.50	0.50	0.00	0.00	0.00
Harbor Maintenance Leadworker	0.00	0.00	0.50	0.50	0.50
<u>Marina Security 600-6330</u>					
Harbor Security Worker	2.40	2.40	2.40	2.40	2.40
<u>Harbor Administration 6410</u>					
Community Services Director	0.03	0.04	0.04	0.04	0.04
Executive Assistant I	0.08	0.08	0.08	0.08	0.08
Harbormaster	0.40	0.40	0.40	0.40	0.40
Marina Harbor Assistant	0.20	0.20	0.20	0.20	0.20
Marine Operations Supervisor	0.50	0.50	0.00	0.00	0.00
Marine Operations Technician	0.00	0.00	0.50	0.50	0.50
<u>Harbor Maintenance 6420</u>					
Harbor Maintenance Craftsworker	1.00	1.00	1.00	1.00	1.00
Harbor Maintenance Leadworker	0.00	0.00	0.50	0.50	0.50
Waterfront Maint. Supervisor	0.50	0.50	0.00	0.00	0.00
<u>Harbor Security 6430</u>					
Harbor Security Worker	0.60	0.60	0.60	0.60	0.60
<u>Parking Administration 625-6510</u>					
Accounting Assistant	2.75	2.75	2.75	2.75	2.75
Accounting Specialist	1.00	1.00	1.00	1.00	1.00
Community Services Director	0.11	0.17	0.17	0.17	0.17
Executive Assistant I	0.34	0.34	0.34	0.34	0.34
Parking Revenue Supervisor	1.00	1.00	1.00	1.00	1.00
Parking Superintendent	1.00	1.00	1.00	1.00	1.00
<u>Parking Enforcement 625-6520</u>					
Parking Attendant	1.00	1.00	1.00	1.00	1.00
Parking Enforcement Officer	6.25	6.25	6.25	6.25	6.25
Parking Enforcement Supervisor	1.00	1.00	1.00	1.00	1.00
Parking Facility Worker	0.75	0.00	0.00	0.00	0.00
Senior Parking Enforcement Off.	1.00	1.00	1.00	1.00	1.00
Wharf Attendant	0.75	0.75	0.75	0.75	0.75

ADOPTED POSITION CONTROL LIST 2015-16 & 2016-17					
	2013-14 Amended	2014-15 Adopted	2014-15 Amended	2015-16 Adopted	2016-17 Adopted
<u>Parking Maintenance 625-6530</u>					
Parking Controls Technician	2.00	2.00	2.00	2.00	2.00
Parking Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Parking Maintenance Worker	2.00	2.00	2.00	2.00	2.00
Senior Parking Controls Technician	1.00	1.00	1.00	1.00	1.00
Senior Parking Craftsworker	1.00	1.00	1.00	1.00	1.00
Senior Street Sweeper Operator	1.00	1.00	1.00	1.00	1.00
Street Sweeper Operator	1.00	1.00	1.00	1.00	1.00
<u>Parking Attendant/Cashier/Security 625-6540</u>					
Off-Street Parking Supervisor	1.00	1.00	1.00	1.00	1.00
Parking Attendant	4.00	4.00	4.00	4.00	4.00
Parking Facility Worker	4.50	4.50	4.50	4.50	4.50
Senior Parking Attendant	2.00	2.00	2.00	2.00	2.00
<u>Museum 6600</u>					
Administrative Assistant I	0.50	0.50	0.50	0.50	0.50
Cultural Arts Assistant	0.50	0.50	0.50	0.50	0.50
Museum & Cultural Arts Mgr	0.50	0.50	0.50	0.50	0.50
COMMUNITY SERVICES DEPARTMENT TOTAL	110.92	110.50	110.50	110.50	110.50
<u>LIBRARY</u>					
<u>Administration 5510</u>					
Administrative Assistant II	0.75	0.75	0.75	0.75	0.75
Community Services Director	0.33	0.00	0.00	0.00	0.00
Contract Fund Development Coordinator	0.67	0.67	0.67	0.00	0.00
Library Director	1.00	1.00	1.00	1.00	1.00
Museum & Cultural Arts Mgr	0.50	0.50	0.50	0.50	0.50
Special Services Coordinator	1.00	1.00	1.00	1.00	1.00
<u>Support Services 5520</u>					
Automated Systems Coordinator	1.00	1.00	1.00	1.00	1.00
Library Assistant I	0.75	0.75	0.75	0.75	0.75
Library Assistant II	1.00	1.00	1.00	1.00	1.00
Library Assistant III	1.00	1.00	1.00	1.00	1.00
Technology Services Specialist	1.00	1.00	1.00	1.00	1.00
<u>Reference Services 5530</u>					
Librarian	3.00	3.00	3.00	3.00	3.00
<u>Youth Services 5540</u>					
Librarian	2.00	2.00	2.00	2.00	2.00
Youth Services Manager	1.00	1.00	1.00	1.00	1.00
<u>Readers' Services 5550</u>					
Library Assistant I	2.25	2.25	2.25	2.25	2.25
Library Assistant II	1.00	1.00	1.00	1.00	1.00
Library Assistant III	1.00	1.00	1.00	1.00	1.00
Reference & Reader Svcs Mgr	1.00	1.00	1.00	1.00	1.00
LIBRARY DEPARTMENT TOTAL	20.25	19.92	19.92	19.25	19.25
GRAND TOTAL	481.67	481.92	484.17	480.75	480.75

ADOPTED POSITION CONTROL LIST 2015-16 & 2016-17

By Position Title and Fund Type

Position Title	General Fund	Non General Fund	Total - All Funds	Position Title	General Fund	Non General Fund	Total - All Funds
Accountant/Auditor	3.00	0.00	3.00	Group Exercise Coordinator	1.00	0.00	1.00
Accounting Assistant	3.00	3.75	6.75	Guest Services Coordinator	1.00	0.00	1.00
Accounting Specialist	5.00	1.00	6.00	Harbor Maintenance Craftworker	1.00	1.00	2.00
Administrative Analyst	3.50	1.50	5.00	Harbor Maintenance Leadworker	0.50	0.50	1.00
Administrative Analyst - Real Estate	0.90	0.10	1.00	Harbor Security Worker	0.60	2.40	3.00
Administrative Assistant I	7.50	2.00	9.50	Harbormaster	0.40	0.60	1.00
Administrative Assistant II	9.60	2.15	11.75	HCD Coordinator - Housing Programs	0.00	1.00	1.00
Administrative Services Manager	0.00	1.00	1.00	HCD Coordinator - Projects/Prgm.	0.00	1.00	1.00
After School Site Directors	0.75	0.00	0.75	Historic Facilities Sr. Craftworker	0.00	1.00	1.00
Aquatics Coordinator	1.00	0.00	1.00	Human Resources Analyst	1.00	0.00	1.00
Aquatics Specialist I	0.75	0.00	0.75	Human Resources Assistant	1.00	0.00	1.00
Aquatics Specialist II	1.00	0.00	1.00	Human Resources Director	0.50	0.50	1.00
Assistant City Attorney	1.00	0.00	1.00	HVAC Senior Technician	0.00	1.00	1.00
Assistant City Manager	1.00	0.00	1.00	Information Solutions Manager	0.00	1.00	1.00
Assistant Dir Plans & Pw	0.50	0.50	1.00	Inspector	3.00	0.00	3.00
Assistant Finance Director	1.00	0.00	1.00	Laundry Attendant	2.00	0.00	2.00
Assistant Fire Chief	1.00	0.00	1.00	Lead Mechanic	0.00	1.00	1.00
Assistant Police Chief	1.00	0.00	1.00	Lead Preschool Instructor	2.25	0.00	2.25
Assistant Urban Forester	0.50	0.50	1.00	Legal Secretary	1.00	0.00	1.00
Associate Civil Engineer	2.00	0.00	2.00	Librarian	5.00	0.00	5.00
Associate Engineering Surveyor	1.00	0.00	1.00	Library Assistant I	3.00	0.00	3.00
Associate Mechanical Engineer	0.00	1.00	1.00	Library Assistant II	2.00	0.00	2.00
Automated Systems Coordinator	1.00	0.00	1.00	Library Assistant III	2.00	0.00	2.00
Automotive Mechanic	0.00	4.00	4.00	Library Director	1.00	0.00	1.00
Benefits Manager	0.25	0.75	1.00	Lifeguard	0.75	0.00	0.75
Building Maintenance Craftworker	4.00	9.00	13.00	Maintenance Specialist	1.00	0.00	1.00
Building Maintenance Supervisor	0.00	2.00	2.00	Maintenance Technician	1.20	0.80	2.00
Building Maintenance Worker	0.00	2.00	2.00	Marina Harbor Assistant	0.20	0.80	1.00
Building Plans Examiner/Inspector	1.00	0.00	1.00	Marine Operations Specialist	0.00	1.00	1.00
Building Technician	1.00	0.00	1.00	Marine Operations Technician	0.50	0.50	1.00
Capital Programs Coordinator	1.00	0.00	1.00	Media Assistant	1.00	0.00	1.00
Cemetery Maintenance Worker	0.00	1.00	1.00	Museum & Cultural Arts Mgr	1.00	0.00	1.00
Chief Of Inspct Svc/Bldg Off.	1.00	0.00	1.00	Network Analyst	0.00	1.00	1.00
Chief Planning Eng & Env Comp	0.90	0.10	1.00	Network Engineer	0.00	1.00	1.00
City Attorney	1.00	0.00	1.00	Network Specialist	0.00	2.00	2.00
City Engineer	0.10	0.90	1.00	Off-Street Parking Supervisor	0.00	1.00	1.00
City Manager	1.00	0.00	1.00	Operations Coordinator	1.00	0.00	1.00
City Traffic Engineer	1.00	0.00	1.00	Operations Supervisor	1.00	0.00	1.00
Citywide Events Coordinator	0.50	0.00	0.50	Paralegal	0.75	0.25	1.00
Code Compliance Coordinator	0.50	0.50	1.00	Park Attendant	1.00	0.00	1.00
Communications & Outreach Mgr.	1.00	0.00	1.00	Park Maintenance Craftworker	1.00	0.00	1.00
Communications Assistant	1.00	0.00	1.00	Park Maintenance Leadworker	2.00	0.00	2.00
Community Service Officer	2.00	0.00	2.00	Park Maintenance Supervisor	2.00	0.00	2.00
Community Services Director	0.67	0.33	1.00	Park Maintenance Worker	9.60	1.40	11.00
Conference Center General Manager	1.00	0.00	1.00	Park Operations Manager	0.15	0.05	0.20
Construction Projects Manager	1.00	0.00	1.00	Parking Attendant	0.00	5.00	5.00
Control Cashier	3.00	0.00	3.00	Parking Controls Technician	0.00	2.00	2.00
Cultural Arts Assistant	0.50	0.00	0.50	Parking Enforcement Officer	0.00	6.25	6.25
Custodian	7.00	0.00	7.00	Parking Enforcement Supervisor	0.00	1.00	1.00
Deputy City Mgr Plans & Pw	1.00	0.00	1.00	Parking Facility Worker	0.00	4.50	4.50
Deputy Fire Marshal	1.00	0.00	1.00	Parking Maintenance Supervisor	0.00	1.00	1.00
Director of Info. Res./City Clerk	0.50	0.50	1.00	Parking Maintenance Worker	0.00	2.00	2.00
Division Chief	3.00	0.00	3.00	Parking Revenue Supervisor	0.00	1.00	1.00
Electrician	1.00	3.00	4.00	Parking Superintendent	0.00	1.00	1.00
Employee Relations Manager	1.00	0.00	1.00	Parks Crafts Leadworker	1.00	0.00	1.00
Engineering Assistant	1.00	0.00	1.00	Parks Operations Manager	0.80	0.00	0.80
Engineering Technician	1.88	0.12	2.00	Parts Clerk	0.00	1.00	1.00
Environmental Reg. Analyst	0.00	1.00	1.00	Pest Control Advisor	1.00	0.00	1.00
Environmental Reg. Manager	0.00	1.00	1.00	Physical Therapist	1.50	0.00	1.50
Event & Sales Office Assistant	0.75	0.00	0.75	Police Chief	1.00	0.00	1.00
Event Supervisor	1.00	0.00	1.00	Police Lieutenant	3.00	0.00	3.00
Events Coordinator	1.00	0.00	1.00	Police Officer	37.00	0.00	37.00
Executive Assistant I	5.33	1.17	6.50	Police Sergeant	9.00	0.00	9.00
Executive Assistant II	1.00	0.00	1.00	Police Services Technician	8.00	0.00	8.00
Facilities Maintenance Coordinator	0.00	1.00	1.00	Principal Engineer	1.00	1.00	2.00
Facility Attendant	8.75	0.00	8.75	Principal Planner	2.88	0.12	3.00
Facility Coordinator	2.00	0.00	2.00	Program Manager	0.00	1.00	1.00
Field Assistant II	0.00	1.00	1.00	Property/Housing Manager	0.25	0.75	1.00
Finance Analyst	1.00	0.00	1.00	Public Works Inspector	2.00	0.00	2.00
Finance Director	0.90	0.10	1.00	Quality Control Inspector	0.00	1.00	1.00
Fire Captain	22.00	0.00	22.00	Records/Detention Supervisor	1.00	0.00	1.00
Fire Chief	1.00	0.00	1.00	Recreation & Comm. Svcs. Mgr.	1.00	0.00	1.00
Fire Engineer	24.00	0.00	24.00	Recreation Coordinator	4.00	0.00	4.00
Fire Prevention Technician	1.00	0.00	1.00	Recreation Specialist	5.50	0.00	5.50
Firefighter	25.00	0.00	25.00	Recreation Supervisor	1.00	0.00	1.00
Fitness Manager	1.00	0.00	1.00	Reference & Reader Svcs Mgr	1.00	0.00	1.00
Fleet and Streets Operations Manager	0.30	0.70	1.00	Revenue Manager	1.00	0.00	1.00
Fleet Coordinator	0.00	1.00	1.00	Sales Office Assistant	1.00	0.00	1.00
General Svc Superintendent	0.15	0.85	1.00	Senior Accountant	1.00	0.00	1.00
GIS Coordinator	0.00	1.00	1.00	Senior Administrative Analyst	1.00	1.00	2.00
Greenbelt Coordinator	1.00	0.00	1.00	Senior Assistant City Clerk	1.00	0.00	1.00

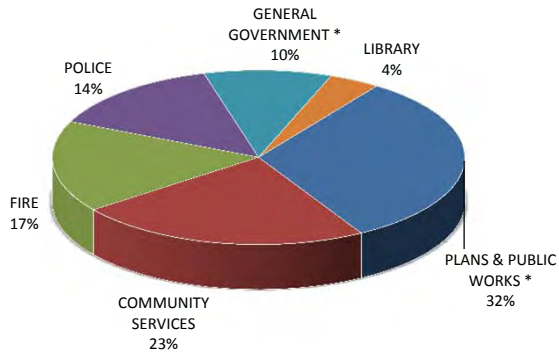
ADOPTED POSITION CONTROL LIST 2015-16 & 2016-17

By Position Title and Fund Type

Position Title	General Fund	Non General Fund	Total - All Funds
Senior Associate Planner	1.93	0.07	2.00
Senior Craftworker	2.00	5.00	7.00
Senior Custodian	2.00	0.00	2.00
Senior Engineer	2.66	1.34	4.00
Senior Facility Attendant	1.00	0.00	1.00
Senior Locksmith	0.00	1.00	1.00
Senior Park Maintenance Worker	3.00	0.00	3.00
Senior Parking Attendant	0.00	2.00	2.00
Senior Parking Controls Technician	0.00	1.00	1.00
Senior Parking Craftworker	0.00	1.00	1.00
Senior Parking Enforcement Off.	0.00	1.00	1.00
Senior Parts Clerk	0.00	1.00	1.00
Senior Police Services Technician	3.00	0.00	3.00
Senior Sales Manager	1.00	0.00	1.00
Senior Street Maintenance Worker	2.00	4.00	6.00
Senior Street Sweeper Operator	0.00	1.00	1.00
Sign Craftworker	1.00	0.00	1.00

Position Title	General Fund	Non General Fund	Total - All Funds
Signal Maintenance Technician	1.00	0.00	1.00
Special Services Coordinator	1.00	0.00	1.00
Sports Center Manager	1.00	0.00	1.00
Sports Coordinator	2.00	0.00	2.00
Street & Utilities Supervisor	0.00	2.00	2.00
Street Maintenance Leadworker	1.74	0.13	1.87
Street Maintenance Worker	1.00	3.00	4.00
Street Sweeper Operator	0.00	1.00	1.00
Streets Maintenance Leadworker	0.00	0.13	0.13
Sustainability Coordinator	1.00	0.00	1.00
Systems Analyst	0.00	3.00	3.00
Technology Services Specialist	1.00	0.00	1.00
Tot Activity Leader	0.75	0.00	0.75
Urban Forester	1.00	0.00	1.00
Wharf Attendant	0.00	0.75	0.75
Youth Services Manager	1.00	0.00	1.00
Total	355.39	125.36	480.75

AUTHORIZED POSITIONS BY DEPARTMENT



FY16 & FY17 TOTAL ADOPTED POSITIONS = 480.75 (Full-time & Regular Part-time)

DID YOU KNOW?

City employees participate in one of two CalPERS retirement programs. In the older Tier 1 system, through negotiated agreements, City employees voluntarily cost-share part of the employer's contribution (3% for "miscellaneous" employees and Police, and 4% for Fire) in addition to paying their own employee portion.

	2013-14 AMENDED	2014-15 ADOPTED	2014-15 AMENDED	2015-16 ADOPTED	2016-17 ADOPTED
PLANS & PUBLIC WORKS *	153.50	154.00	154.00	154.00	154.00
COMMUNITY SERVICES	110.92	110.50	110.50	110.50	110.50
FIRE	82.00	82.00	83.75	80.75	80.75
POLICE	68.50	68.50	69.00	70.00	70.00
GENERAL GOVERNMENT *	46.50	47.00	47.00	46.25	46.25
LIBRARY	20.25	19.92	19.92	19.25	19.25
TOTAL	481.67	481.92	484.17	480.75	480.75

* Includes positions related to Internal Service divisions.



One of Monterey's early Fire Department crews. This photo is used courtesy of the Monterey Public Library, California History Room Archives.

Department Narratives – Overview

A new addition to the budget book this year is the inclusion of department narratives, which include each department's mission, fiscal year 2014-15 accomplishments, goals for the 2015-17 biennium, and highlights of changes to the department's 2015-17 adopted budget.

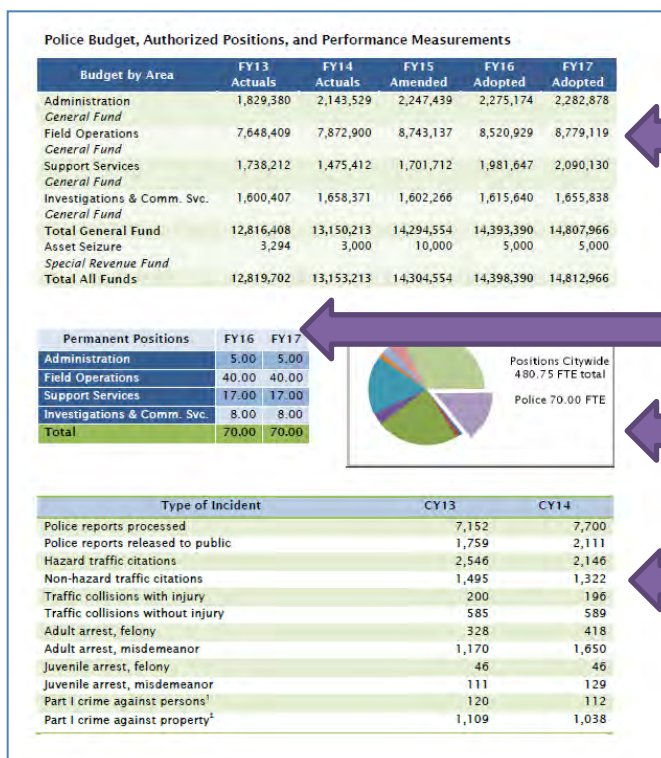
Accompanying the narratives are visual displays of data – charts of the department's budget history by fund, authorized positions by area and a comparison to the citywide total in pie chart format, and performance data or statistics that show what the department does.

Since this section is new, some departments have limited historical data. As we continue this tradition, we hope to refine which data are useful and develop a richer history of data-reporting to enhance transparency and understanding of how the City serves its citizens.

The order of the narratives is:

- City Council
- City Manager's Office
 - Communications & Outreach
- City Attorney's Office
- City Clerk's Office
- Information Service
- Human Resources
- Finance
 - Risk Management
- Fire
- Police

- Plans and Public Works
 - Engineering
 - Maintenance Services
 - Community Development
- Community Services
 - Monterey Conference Center
 - Harbor and Marina
 - Museum and Cultural Arts
 - Parking
 - Recreation
 - Monterey Sports Center
- Library



- Department budgets are listed by fund type, with historical actuals from FY 13 and FY14, budgeted amount (with any mid-year amendments) for FY15, and adopted budgets for FY16 and FY17.
- Permanent positions are listed by division for both FY16 and FY17. Historical personnel data is available on the position control list.
- The pie chart depicts the department's position count in comparison to the citywide position total.
- Performance measurements or other types of program indicators are listed at the bottom, typically by fiscal year unless otherwise indicated.

Sample of data visuals from the Police Department narrative

City Council

Mission: The Monterey City Council will provide visionary policy and legislative leadership that assures a safe, healthy, and economically vibrant community. Anda!

Monterey is committed to being a model city for its quality of life driven by responsiveness of local government, historical, and cultural preservation, mobility opportunities emphasizing pedestrians over vehicles, economic sustainability, a strong sense of place, and good stewardship of the natural environment



This photo is used courtesy of the Monterey Public Library, California History Room Archives.

Regular City Council meetings are held on the first and third Tuesdays of each month at 4 and 7pm in the Council Chamber. Meetings are broadcast live on the Monterey Channel on cable channel 25 and streamed live on the web.

Accomplishments for FY 2014-15

- Implemented a downtown security program.
- Monterey Conference Center renovation continued moving forward – Conference Center Facility District (CCFD) special taxes were implemented July 1, 2014; the City hired an architectural firm to develop plans for the renovation, and a construction timeline was established.
- Monterey was named Language Capital of the World™ and hosted the first annual Language Capital of the World™ Cultural Festival.
- Measure P (the four-year, one-cent sales tax increase) was approved in November 2014, and implemented in April 2015. Construction began soon thereafter to improve Monterey's streets, sidewalks, and storm drains.
- Added a sixth Fire station – at the Monterey Airport – which provides expanded service to the Highway 68 corridor.
- Returned Library service to seven days per week.

Goals for 2015-17 Biennium

- Oversee renovation of Monterey Conference Center (on-time, within budget)
- Oversee improvements of North Fremont district
- Oversee construction of Highway 68 roundabout near Pebble Beach
- Oversee continued renovation of the sewer system
- Oversee continued Measure P streets, sidewalks, and storm drains projects

City Manager's Office

The City Manager's Office is responsible for:

- Organizing and implementing Council policies.
- Preparing and administering the City budget.
- Inter-governmental relations.
- Personnel and labor relations.

The City Manager appoints a professional staff to help manage the organization. The City's executive management team includes:

- City Manager
- City Attorney
- Assistant City Manager
- Deputy City Manager, Plans & Public Works
- Community Services Director
- Director of Information Services & City Clerk
- Finance Director
- Fire Chief
- Police Chief
- Library Director



[This photo is used courtesy of the Monterey Public Library, California History Room Archives.](#)

Accomplishments for FY 2014-15

- Hired a new Library Director and Police Chief; recruitment in process for Human Resources Director.
- Overcame a \$500,000 budget deficit to present a balanced budget and eventually generated savings.
- Refocused on community events such as the Fourth of July and Colton Hall movies-on-the-lawn.

Communications & Outreach Office

Mission: telling the City's stories and marketing Monterey in an accurate, timely, creative way that enhances quality of life; informs in emergencies; and engages our residents, businesses, visitors and staff.

Accomplishments for FY 2014-15

- Developed communications plans for the Monterey Conference Center renovation, Measure P construction and Base Realignment and Closure (BRAC).
- Coordinated various departments for 2014 Car Week, the Amgen Tour of California and the Great Pacific Race.
- Expanded the City's social media presence with the addition of Instagram and continued growth of Facebook, Twitter, Pinterest.
- Upgraded the City's website so it can be viewed on PCs, laptops and mobile devices.

Goals for 2015-17 Biennium

- Keep our residents, businesses and visitors informed about the many construction projects underway in the City to minimize the impact on their lives and plans. With Measure P, the Conference Center renovation, Holman Highway roundabout and North Fremont all under construction, these efforts will consume the majority of staff time.
- Expanded event coordination of five instead of three car events this year; return of Great Pacific race; Big Sur Half Marathon and new events on Colton Hall lawn.
- Redesign the internal website to provide employees with better information.
- Expanded oversight role of social media use by departments per newly adopted social media policy.

Budget Highlights for 2015-17 Biennium

As a result of the City Manager's Office reorganization, the Communications Office saw the Media Assistant position increase from part-time (0.75 FTE) to full-time (1.00 FTE) and will receive additional funds for community outreach for two years. The outreach funds are intended to provide better communications with citizens and visitors about various construction projects happening nearby.



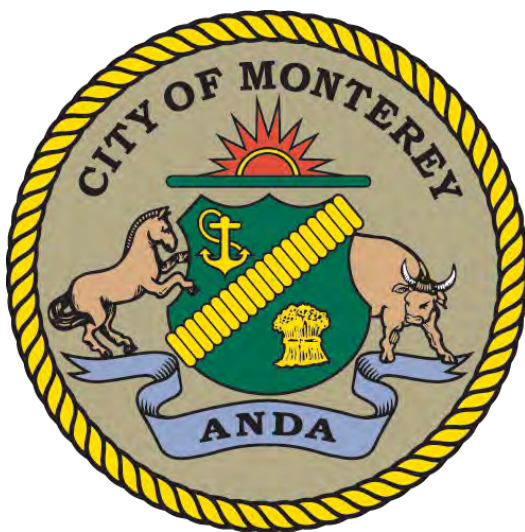
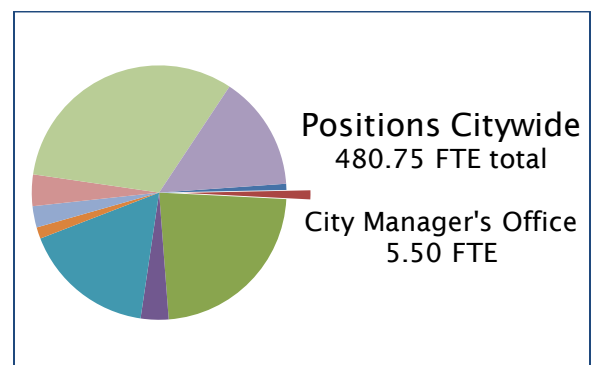
This photo is used courtesy of Monterey Public Library, California History Room Archives.

Budget and Authorized Positions:

City Council, City Manager's Office, and Communications & Outreach Office

Budget by Area	FY13 Actuals	FY14 Actuals	FY15 Amended	FY16 Adopted	FY17 Adopted
City Council (CC) <i>General Fund</i>	116,013	124,308	132,776	130,329	130,986
City Manager's Office (CMO) <i>General Fund</i>	779,190	749,163	801,925	753,439	770,981
Community/Municipal Promotion (CC/CMO) <i>General Fund</i>	39,046	0	126,993	127,579	78,079
Intergovernmental Relations (CC/CMO) <i>General Fund</i>	153,958	183,839	255,875	227,623	227,623
Communications & Outreach Office (CMO) <i>General Fund</i>	317,642	330,370	343,867	401,056	407,728
Public Education & Government Access - <i>Special Revenue Fund</i>	149,706	203,061	150,000	150,000	150,000
Tidelands Trust <i>Special Revenue Fund</i>	31,414	0	0	0	0
Total General Fund	1,405,849	1,387,349	1,661,435	1,640,026	1,615,097
Total Special Revenue Funds	181,120	203,061	150,000	150,000	150,000
Total All Funds	1,586,969	1,590,410	1,811,435	1,790,026	1,765,097

Permanent Positions	FY16	FY17
City Council*	0	0
City Manager's Office	2.50	2.50
Communications & Outreach (division of CMO)	3.00	3.00
Total CMO	5.50	5.50
* elected officials are not part of the position control list		



DID YOU KNOW?

The City Seal was adopted by the City Common Council on April 10, 1850. It had been designed earlier that same year by Lieutenant Alfred Sully, son of the celebrated American portrait painter, Thomas Sully, and one of a small group of U.S. Army officers stationed in Monterey at the time.

The shield is green to represent the lush surroundings of the City. The anchor, sheaf, horse, and bull are meant to demonstrate the founders' aspiration for commerce to play an important role in the City's future. The rising sun expresses the hope that Monterey will have a bright future. The motto means "onward" in Spanish and conveys Monterey's hope for continued forward growth.

City Attorney's Office

The mission of the City Attorney's Office is to provide accurate, timely and effective legal advice and representation to the City Council, boards, commissions, staff, and to minimize or eliminate the City's legal exposure whenever possible.

Accomplishments for FY 2014-15

- Researched and crafted numerous City Code amendments and ordinances including, but not limited to:
 - Legislation related to the Measure P ballot initiative.
 - Adoption of prevailing wage standards for public works projects.
 - Licensing of local tobacco retailers.
 - Creation of a multiple job order contracts procedure to facilitate Measure P-funded projects.
 - Other ordinances including regulation of mobile food truck vendors, wireless telecommunications, prohibiting sitting/lying on commercial sidewalks, and signs on City property.
- Successfully concluded a number of civil litigation cases, City Code misdemeanor prosecutions, and Pitchess motions (defense attorneys seeking peace officer personnel file information).

QUICK STATS: in the past fiscal year, the City Attorney's Office has...

- Provided legal review of **495** contracts and other legal agreements
- Provided oversight of over **130** California Public Records Act requests

Goals for 2015-17 Biennium

The goals of the City Attorney's Office include:

- Continuing to provide high quality and vigorous litigation representation of the City to protect City interests and resources.
- Staying abreast of all legislative and case law rulings to ensure the City's ordinances, resolutions, policies and practices are in compliance with the law.
- Continuing to supply timely, proactive and accurate legal advice to Council and staff in order to prevent legal difficulties from arising in the future.

The City Attorney will strive to accomplish as much of this work in-house and minimize use of outside legal counsel whenever possible.

Budget Highlights for 2015-17 Biennium

An increase of \$50,000 is allocated in this budget for additional court costs and litigation.

The City Attorney's office will continue to provide legal review and advice regarding a variety of CIP and NIP projects, and anticipates playing an active role in implementing Measure P projects by ensuring all contract and other legal considerations (including ADA compliance) are in conformity with the law.

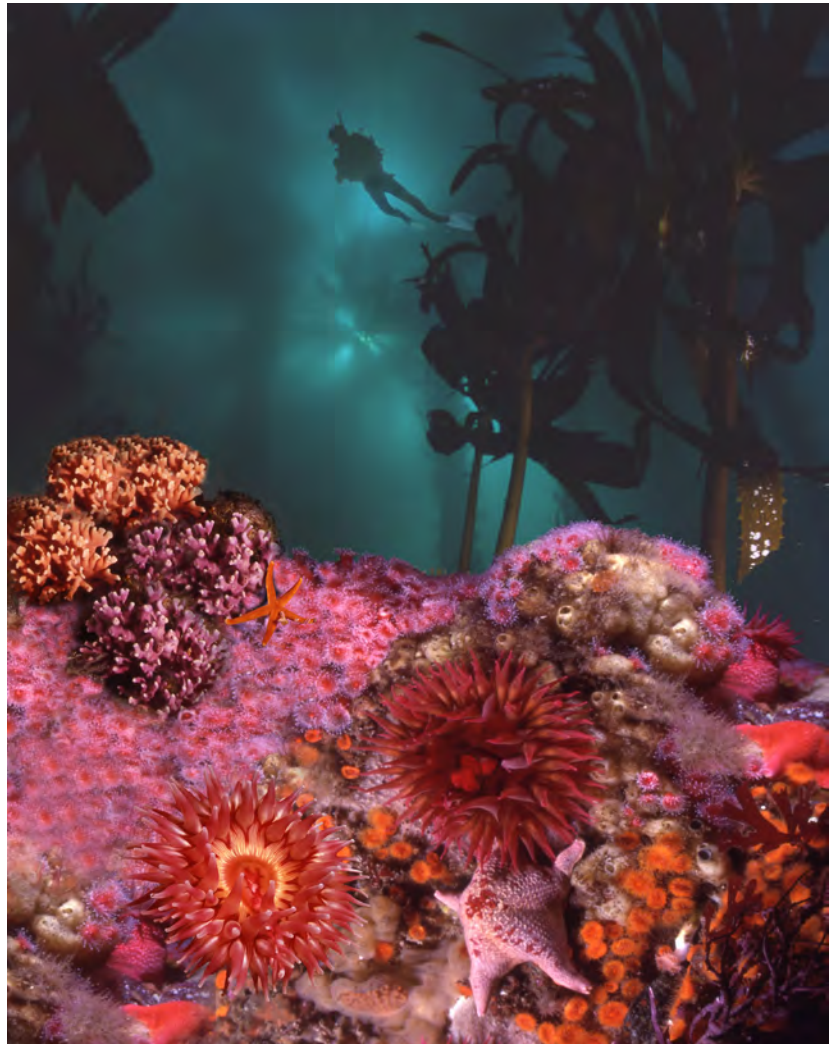
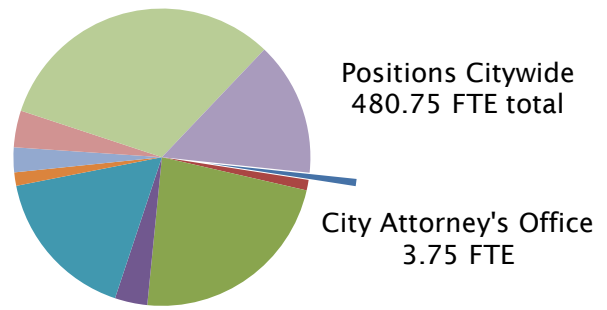
City Attorney's Office Budget and Authorized Positions

Budget by Area	FY13 Actuals	FY14 Actuals	FY15 Amended	FY16 Adopted	FY17 Adopted
City Attorney	707,214	816,781	795,627	875,811	901,612

Permanent Positions	FY16	FY17
City Attorney's Office	3.75	3.75

DID YOU KNOW?

Monterey is a "charter city" (as opposed to a "general law city"). The Charter empowers the City to regulate and adopt its own procedures and organization. The Charter is adopted and amended by the voting public, and is the basic body of law for the City.



This photo is used courtesy of
the City of Monterey's
Communications and Outreach Office.

City Clerk's Office

Mission: to ensure the security and accessibility of all official City records; serve as the information and records manager of legislative proceedings; conduct all aspects of municipal elections; and serve as a support office to the City Council, City staff, City boards and commissions, and the residents of Monterey to foster a sense of community and ensure an excellent quality of life.

What does the City Clerk's Office do?

City Council, Boards, Commissions, and Committees:

- Serves as Clerk of the Board for the City Council.
- Coordinates legal advertising and notices for public hearings, ordinances, and other legislative actions.
- Prepares agenda packets for City Council meetings.
- Keeps a complete and accurate record of the proceedings.
- Codifies ordinances and other matters as directed by Council.
- Monitors and processes appointments, resignations and terminations for all Boards and Commissions and assures compliance with the Maddy Act.
- Assists in Maintaining Brown Act compliance.
- Maintains legislative history.
- Tracks ethics training for City officials as required by AB1234.
- Administer oaths of office.

Elections:

- Plans, organizes, conducts, and certifies all regular municipal elections and any special election that may be called.
- Ensures the legality of the proceedings in accordance with the City Charter, Monterey Municipal Code, California Elections Code, campaign financing laws, and California Government Code.
- Serves as one of Monterey's Early Voting locations.
- Processes official petitions presented by Monterey electors.
- Facilitates voter registration and performs voter outreach.
- Fosters a cooperative relation with the county elections officials.

Records Management:

- Enhances transparency through development of records policies and long-range planning.
- Administers the paperless imaging system for permanent and long term records.
- Supervises the maintenance of municipal records.
- Maintains records retention program.
- Codifies Ordinances and maintains the Monterey Municipal Code.
- Provides online legislative history of the City Council meetings.
- Maintains SIRE content management software and ensures quality.
- Responds to Public Records Act requests.
- Trains employees in standard Records Management procedures.
- Audits records for compliance.
- Certifies and notarizes documents.

Contracts:

- Administers electronic contract work flow.
- Coordinates recording of applicable agreements, easements, and other documents with Monterey County.
- Compiles and audits contracts for compliance
- Maintains executed City contracts throughout their lifecycle

Filing Officer:

- Assures timely and complete filing of required documents with the Fair Political Practices Commission, including:
 - Campaign disclosure statements.
 - Statements of Economic Interests.
 - Other reporting required by law.

Administrative:

- Prepares and administers the City Clerk division budget.
- Administers printing services with outside vendor.
- Answers phones and fields public inquiries.
- Assists departmental Records Management.
- Conducts records research.
- Provides Citywide mail service.
- Maintains City Clerk's website information.
- Serves as the primary contact for City Council chamber reservations for internal and external organizations; assists with audio video equipment or other special requirements.
- Keeps up to date on political environments and important topics related to the community, remaining impartial.

Accomplishments for FY 2014-15

- Successfully conducted November 2014 regular municipal election.
- Worked with Geographic Information Systems (GIS) coordinator to create a location field, so scanned documents that are related to a specific address can be linked to our GIS maps.
- Created new meeting types and templates in the City's electronic meeting management software.
- Hired and initiated comprehensive training for two new employees, representing 67% staff turn-over in this division.

Goals for 2015-17 Biennium

- Complete training for new employees.
- Continue back-file conversion into our electronic content management system, beginning with deeds and tidelands leases.
- Research potential replacement for our SIRE content management system.
- Conduct 2016 general municipal election.
- Maintain and update the Monterey Municipal Code.
- Update the City's Conflict of Interest Code in 2016.

Budget Highlights for 2015-17 Biennium

In even numbered years, the City Clerk's budget contains increases to reflect the costs associated with the General Municipal Election. The budgeted cost for the November 2016 election (in FY17) is \$65,000.

City Clerk's Office Budget, Authorized Positions, and Performance Measurements

Budget	FY13 Actuals	FY14 Actuals	FY15 Amended	FY16 Adopted	FY17 Adopted
City Clerk	625,276	528,868	514,190	457,468	536,942

Permanent Positions	FY16	FY17
City Clerk's Office	2.50	2.50

DID YOU KNOW?

California's anti-secret meeting law – the **Brown Act** – allows contact with public officials; however, it does not permit discussions that allow a majority of a council or commission to arrive at a "collective concurrence." That is, if before a meeting enough of the council or commission agree to support or deny a project, a violation of the law occurs.

QUICK STATS:

Total scanned electronic documents

Cabinet	File Count
Boards and Commissions	300
Engineering Database	19,726
Published meetings	20,507
Financial management	10,580
Minutes	7,621
Ordinances	3,401
Resolutions	18,671
Office Reference	27
Legal agreements	5,679

Measurement	CY14
Number of City Council meetings (regular, special, closed) supported and packets produced	63
Number of legal agreements processed and scanned	565
Number of agenda reports processed	478
Number of resolutions processed	236
Number of ordinances processed and codified	18
Number of City board, commission, and committee members' appointments (or reappointments) coordinated	22
Number of Wharf lease agreements scanned	72



This photo is used courtesy of the City of Monterey's Communications and Outreach Office.

Information Services

Mission: to provide responsive, quality, and cost-effective information technology solutions and services that enable City departments to be successful in achieving their respective missions, striving always to exceed expectations.

What does the Information Services Department (ISD) do?

- Provides technical expertise in a broad range of state-of-the-art technologies including geographic information systems, financial systems, public safety systems, local and wide area networking, security systems, databases, reporting, software, wireless networking, virtual systems, printing, and communications.
- Provides expertise and general consultation to departments on a variety of issues related to feasibility analysis, security requirements, governmental requirements, implementation, and evaluation of information technology solutions to meet present and future administrative and technological needs in order to develop, design, and implement appropriate information solutions.
- Coordinates and supplies departments with all products and services relating to the application of information technology systems. Provides accurate map-related information to the City as a means of encouraging data sharing, reducing data redundancy, and maximizing the value of the City's existing information systems. Information Services also administers I-Net Monterey, a service provider network operated by the City for qualifying government, military and educational entities in the Monterey area.

Accomplishments for FY 2014-15

Citywide:

- Replaced 525 Windows XP computers with new Windows 7 computers across the City for employee and public use. Several monitors, printers, and laptops were also replaced.
- Implemented 400 virtual computer desktops for staff mobility and future cost savings.
- Replaced 25 copiers with the ability to copy, scan in color, email, and print from City computers.
- Implemented enterprise mobility management platform to manage all mobile devices and applications.
- Implemented communications, network, television, and video displays for new emergency operations center in Ryan Ranch.
- Upgraded the aging City's telecommunication system server hardware and software including the voicemail.
- Implemented Citywide 90 day password security policy and Computer Acceptance Banner to meet governmental compliance requirements.
- Implemented data mirroring between our data centers to ensure continued data access even during the event of losing network access to one of our data centers.
- Implemented three new City policies - Computer Networks and Acceptable Use Policy, Information Security Incident Response Reporting Policy, and Password Policy.
- Implemented network encryption between our data centers to meet DOJ requirements.
- Implemented conference speaker systems in Orca and Lord Nelson conference rooms to support mobile and online meetings.
- Increased utilization of virtualized City server systems for additional savings.
- Implemented better tools to manage, protect, and report on the City's network data.

City Manager's Office:

- Implemented updated technology in the Council Chambers including dias monitors, additional computers, new digital cameras, projector, document reader, broadcasting equipment, and microphones.
- Assisted the Communications & Outreach Office with upgrading the hardware and software used to provide services on www.monterey.org and @work (the City's internal website).
- Assisted Access Monterey Peninsula in their move by providing I-Net services to their new location.
- Installed communications, computers, and alarms for the Old Monterey Community Center.
- Assisted the Communications & Outreach Office with creating and plotting the Imagine Monterey poster showing downtown revitalization projects.

Information Resources Department:

- Assisted City Clerk division to create SIRE *Disabled Access Appeals Board Meeting* and *Appeals Hearing Board Meeting* meeting types.
- Assisted City Clerk division by creating a SQL database geometry table for use with SIRE location-based data entry and querying.
- Joined the Central Coast Joint Data Committee (CCJDC) Imagery sub-committee to assist with regional cost-sharing project to obtain 2015 aerial photographs.
- Continued to expand virtual server and computer network infrastructure to reduce number of technology devices purchased and maintained.
- Continued to reduce help desk calls by replacing outdated equipment and improving the tools we use to provide support to the City.

Library:

- Assisted in their migration to a new hosted information library server system solution.

Finance Department:

- Assisted in implementing electronic employee paycheck stubs to reduce City costs with paper distribution.
- Assisted in the technological requirements for the banking RFP.
- Assisted in numerous server and client software upgrades.

Fire Department:

- Created and printed several maps, updated pages for the Fire RunBook, and created a street index for the City of Carmel.

Police Department:

- Implemented additional storage hardware to meet two-year requirement to store video for the video security system in the Police department.
- Implemented two-factor security and secure Verizon VPN for Police department.
- Implemented 19 new mobile data laptops with City and County access for police vehicles.
- Implemented 39 Apple iPhones with specialized public safety apps to provide more efficient abilities for dictation, photo capture, video capture, and real time data access to public safety information.

Community Services Department:

- Upgraded Monterey Conference Center conference management servers to newest version of Delphi.
- Assisted the Recreation division in moving their website to a hosted and mobile solution.

Public Works Department:

- Assisted Public Works in upgrading their fuel management system, database integration, and communication wiring for their fuel structures.
- Assisted Traffic division in Opticom Tactics client and server creation and integration with Monterey-Salinas Transit.
- Began the project management and staff discovery process of replacing the Public Works Hansen and Permits Plus server systems with a new Hansen system that better meets the needs of the City.
- Converted aging Engineering database into a searchable solution in SIRE.
- Completed an inventory of existing asset records in the Hansen database to evaluate the possibility of mapping, and began the process of cleaning up the Hansen “address” table to standardize spellings and remove duplicates.
- Built two websites to facilitate linking existing GIS data to corresponding data in the Hansen database. These are for trees and cemetery plots; additional websites for other assets may be built in the future.
- Assisted in a project to map all City water meters by setting up a “Collector” application and hosting the collected data on the CIP/NIP/engineering website.
- Created a Public Works projects interactive map to assist with public outreach for Measure P and other construction projects.
- Updated the mapped version of the Master Project List to drop completed, add new, and show (via websites) the status of all projects in the list.

Goals for FY 2015-16 Biennium

- Increase abilities for departments to share data and collaborate.
- Implement additional or replace aging video cameras and systems in Parking and Public Works.
- Provide mobile app to citizens to increase ability for citizens to communicate efficiently with the City.
- Increase ability for employees to work in the field with mobile tablets.
- Increase the security of our systems and work with employees to help them be more knowledgeable about the threats and consequences of insufficient security measures.
- Replace aging data backup system.
- Increase virtual server and data storage capacity in data centers.
- Increase internet bandwidth to support growing need for more internet access.
- Improved environmental monitoring in data centers and other critical areas.
- Upgrade City from Microsoft office 2007 to Microsoft office 2013.
- Obtain and implement new air photos for GIS (50% paid for in each fiscal year of the biennium).
- Replace half of the aging telephones and network switches (50% paid for in each fiscal year of the biennium) .
- Implement building access controls systems at the Police department, Admin building and server rooms.
- Increase data connection between the Police department and City Hall.
- Replace aging network equipment (firewalls, virtual private network, server switches, telephone routers, and gateways).
- Scan and geo-reference historic paper maps kept in Engineering so they can be archived and viewed as GIS layers.
- Assist in a successful Monterey Conference Center (MCC) technology remodel.

Goals for FY 2016-17 Biennium

- Replace half of the aging telephones and network switches (50% paid for in each fiscal year of the biennium).

- Obtain and implement new air photos for GIS (50% paid for in each fiscal year of the biennium).
- Replace aging network equipment (firewalls, routers, access points, LAN controllers telephone routers, and intellijacks).
- Replace MCC network equipment.
- Upgrade City to Windows10 desktop operating system.
- Replace aging data storage systems.
- Increase video data storage capacity.
- Implement network management and compliance server.
- Implement additional mobile devices for employees working off site.

Budget Highlights for 2015-17 Biennium

A number of previously deferred technology projects were approved for FY16; unfunded requests for FY17 projects will be addressed at a later date, after progress is made on current projects and FY17 needs are better understood. Most of the \$845,896 in FY16 technology projects are one-time items. Projects range from increasing server capacity, replacing network equipment, acquiring property management software, and providing greater security controls to certain City buildings.

ISD Budget, Authorized Positions, and Performance Measurements

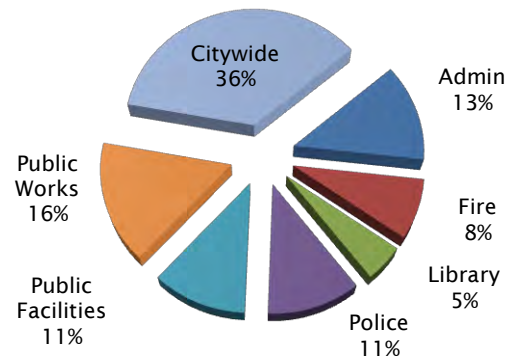
Budget by Area	FY13 Actuals	FY14 Actuals	FY15 Amended	FY16 Adopted	FY17 Adopted
Information Services <i>Internal Service Fund</i>	2,871,674	2,769,284	3,972,822	3,681,918	2,921,311
Institutional Network Fund (I-Net) <i>Enterprise Fund</i>	2,733	0	0	0	0

Permanent Positions	FY16	FY17
Information Services	10.50	10.50

DID YOU KNOW?

Radio station 1610 AM is your link to important information during an emergency or disaster. In the event of an emergency, the City would broadcast messages on everything from road closures to emergency shelter locations. Most days, 1610 AM provides points of interest within the City and parking information.

Help Desk Requests By City Function
2014-2015



Measurement	FY13	FY14	FY15
Number of "help desk" requests	2,027	1,562	1,477
Technology portfolio count	2,192	2,252	2,123

Human Resources

We are committed to providing responsive, informed and effective services to our customers; the public, departments, employees and retirees. We treat our customers with friendliness, sincerity, fairness, dignity and respect. We accomplish this through being cooperative, exhibiting leadership, maintaining ethical behavior and constantly pursuing excellence.

Accomplishments for FY 2014-15

- Twenty-eight (28) recruitments were actively in process, and thirty (30) employees were hired or promoted in FY 2015.
- Implemented changes to part-time salary schedule to reflect increase in California minimum wage rates.
- Conducted Health & Safety Fair for employees and retirees with over 50 vendors participating and approximately 200 employees or retirees in attendance.
- Assisted with enrolling and/or changing benefit plans for over 450 employees during Open Enrollment and during New Employee Orientation meetings.
- Provided cost-effective training to employees throughout the City through webinars and in-person trainings led by legal experts in labor and employment law through consortium membership.
- Partnered with community members and City staff members to host the City's Ambassador Program to educate approximately 20 employees from various departments throughout the City about the City of Monterey's historic significance and development, as well as providing information about services the City provides to residents, visitors and businesses.
- Completed Memorandum of Understanding amendments for four (4) bargaining units.

Goals for 2015-17 Biennium

- Recruit and hire Human Resources Director.
- Complete Classification and Compensation Study.
- Complete review and update of human resource policies and procedures.
- Review performance appraisal process and ensure all classified employees receive annual performance evaluations.
- Implement Paid Sick Leave Policy for part-time employees .
- Implement the Affordable Care Act.
- Complete Sexual Harassment Prevention training for all Full-time and Regular Part-time employees in FY 2016 .
- Conduct employee development academy (Office Professionals Academy, Supervisory Academy, or Leadership Academy).
- Complete negotiations for all seven bargaining units.

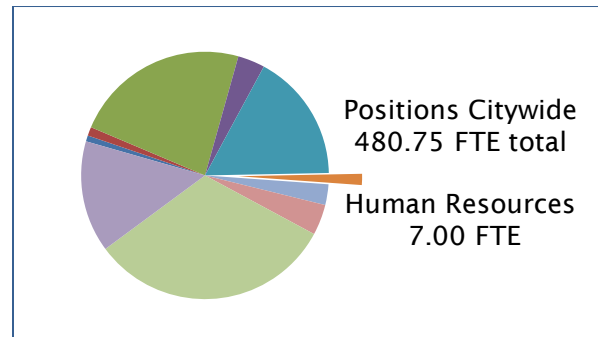
Budget Highlights for 2015-17 Biennium

- Reinstatement of Human Resources Director position.
- Froze the Human Resources Analyst position to provide partial funding of Human Resource Director.

Human Resources Budget and Authorized Positions

Budget by Area	FY13 Actuals	FY14 Actuals	FY15 Amended	FY16 Adopted	FY17 Adopted
Human Resources <i>General Fund</i>	629,087	740,881	767,549	672,132	680,528
Workers Compensation Insurance Trust <i>Internal Service Fund</i>	2,470,484	2,271,662	2,759,235	2,696,443	2,710,830
Health Insurance Trust <i>Internal Service Fund</i>	6,602,529	7,282,087	7,622,888	7,938,988	8,275,888
Total All Funds	9,702,100	10,294,629	11,149,672	11,307,563	11,667,246

Permanent Positions	FY16	FY17
Human Resources	4.75	4.75
Employee Benefits	2.25	2.25
Total	7.00	7.00



This photo used courtesy of the City of Monterey's Communications and Outreach Office.

Finance

Mission: to prudently and efficiently manage the City's financial operations; perform careful, long-range financial planning using conservative fiscal policies; provide financial information that is accurate and useful; and provide superior service to all our customers.

Accomplishments for FY 2014-15

- Increased the Reserve for Economic Uncertainty to 13%, closer to established policy level of 15%.
- Implemented Conference Center Facilities District (CCFD) tax and issued \$45 million in bonds for Conference Center renovation.
- Provided support to the Ballot Measure Oversight Committee which recommended a Sales tax measure on the November 2014 ballot, and was ultimately approved by voters.
- Received Certificates of Excellence in financial reporting for the City's Comprehensive Annual Financial Report (CAFR) from GFOA for the 19th consecutive year.
- Increased online business license renewals by 4.6%.
- Implemented electronic pay statements for employees and vendors.
- Facilitated audit of the Presidio Public Works Authority by the Defense Contracting Audit Agency.
- Issued a Request for Proposal for Banking and Merchant Card services and converted to new provider.
- Prepared a comprehensive biennial budget book that increases readability and transparency.
- Conducted five training workshops to departments for various finance topics, including timekeeping, accounts payable/Cal Card, general ledger and cash handling, and four budget workshops.
- Maintained a high quality Moody's credit rating of Aa2 (3rd highest possible rating).

DID YOU KNOW?

- The City's largest revenue source is transient occupancy tax (hotel tax). The City has **69** hotel/motels subject to the tax.
- Restaurants alone make up **34%** of the City's total sales tax revenue.

Goals for 2015-17 Biennium

- Increase use of e-commerce tools by employees and public by actively promoting use of the City's electronic payment capabilities and financial reports web pages.
- Improve communication with regard to fiscal transparency through the use of a comprehensive biennial budget book and regular financial reporting using the Monterey.org website.
- Perform audits of business license and transient occupancy tax revenues to ensure compliance with City Codes.
- Conduct a "right-sizing" analysis of the City's reserves to determine the appropriate level of fund balance the City should allocate for unforeseen events.
- Continue expansion of City website to accommodate further customer service enhancements such as Business License application.
- Conduct four process specific training sessions to City departmental staff.
- Conduct two Finance Forums for City departmental staff.

Risk Management

Mission: to control and minimize loss to human resources and capital assets; provide value-added, risk reducing, and/or risk minimizing enhancement for City programs; provide managers with risk management strategies and solutions to accomplish their goals and objectives; provide quality, best practices expertise, training and resources for managers in the areas of risk control; and implement appropriate risk financing techniques.

Accomplishments for FY 2014-15

- Reviewed, revised, edited and provided recommendations respecting numerous Requests for Professional Services, specifications, and Calls for Formal Bids.
- Managed a comprehensive risk management program with a high self-insured retention (SIR); served as a member and executive officer of self-managed, active Board of Directors for joint powers authority insurance pool sharing liability exposures exceeding the City's self-insured retention; and purchased excess layers to appropriately minimize fiscal exposure to the City's General Fund.
- Successfully concluded 42 liability claims against the City and handled potential claims, investigation, cross-departmental collaboration, and identification of exposure and/or defense.
- Set insurance requirements and consulted with departmental staff and vendors respecting risk mitigation. Examples include Fort Ord Reuse Authority pollution and munitions explosion coverage for Monterey's property holding, police issues respecting drones and use of private security guards, and recreation issues regarding special events and use of City facilities involving alcohol.
- Reviewed damage to city property reports for potential exposures, initiated and provided oversight to subrogation collections for 57 incidences.
- Served as internal control and compliance review for purchasing with public funds in accordance with City law and policy by reviewing contracts and purchases involving higher risk or dollar amount thresholds for compliance with City law and purchasing policy.
- Reviewed and maintained records of 74 potential claims against the City.
- Collaborated with City Attorney and Plans and Public Works staff to facilitate Measure P-funded projects and expedited schedule.
- Provided oversight of City's defensive driver program and monitored training and vehicle losses to determine effectiveness.

Goals for 2015-17 Biennium

The goals of Risk Management include:

- Provide excellent service to the public and City staff by reviewing:
 - police reports directed to Risk Management.
 - accidents reports involving City maintained or owned property for trends.
 - potential exposures in need of mitigation.
- Effectively steward and safeguard public fiscal resources by timely responding to claims against the City by the public and by responding to City staff requests for consultation.
- Engage in creative problem-solving in alignment with City law and policy by introducing the application of Enterprise Risk Management principles to the City's business practices.
- Handle claims and potential claims in a manner which supports the City Attorney's office efforts in litigation representation to protect resources.
- Identify opportunities for improving safety and resources by monitoring developments in risk management and legal best practices, and offering analysis and consultation to

City staff. Staying abreast of these developments has an impact on the City's SIR. For example:

- Drones are being operated within the City of Monterey and pose a threat to privacy as well as safety and security.
- California law has changed regarding employment practices and abusive conduct
- Update templates.

Finance and Risk Budget Highlights for 2015-17 Biennium

Finance received an addition of \$22,500 for contractual services, which reflects increased credit card fees directly associated with increased credit card usage by those doing business with the City. The use of credit cards to make payments to the City has increased significantly over the past few years as a convenience for citizens who can now make payments 24/7 online. This trend is not isolated to Monterey; businesses and governments who do not accept credit cards are now in the minority, and this convenience is expected.

The increase in online payments has allowed the department to reallocate staffing resources towards growing workload in other areas. Without efficiencies such as online payments, the department would not have been able to sustain expanded responsibilities without adding more staff for the cumulative effects of:

- Additional payroll processing (Fire contracts with Pacific Grove, Carmel and Airport added 27 Fire personnel to the City's payroll)
- Additional purchasing and accounts payable (more contracts and invoices related to new initiatives, such as Measure P and Conference Center renovation)
- Additional grants and new grant reporting requirements
- New accounting standard requirements
- New regulations such as the Affordable Care Act

Risk Management received an addition of \$25,000 in the line item designated for claims payouts. The budgeted amount for claims has been \$100,000 annually for over a decade. This increase brings the total claims budget to \$125,000 and reflects one known, large-sum claim estimated for resolution within the first half the fiscal year. Last fiscal year, Council increased the claims line item mid-year to reflect the reality of higher claims costs. That one-time adjustment brought the total FY15 claims line item to \$623,311.

A related budget increase is the Risk Management line item for litigation and court costs, which will increase from \$100,000 to \$150,000 and reflect the same known, large-sum claim noted above.

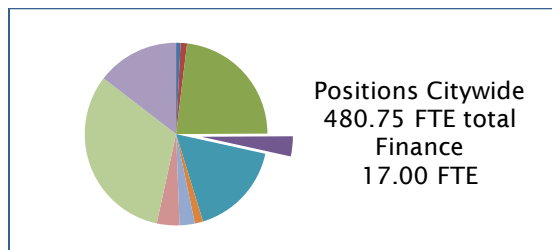


[This photo is used courtesy of the Monterey Public Library, California History Room Archives](#)

Finance and Risk Budget, Authorized Positions, and Performance Measures

Budget by Area	FY13 Actuals	FY14 Actuals	FY15 Amended	FY16 Adopted	FY17 Adopted
Finance <i>General Fund</i>	2,100,997	2,070,652	2,217,517	2,273,302	2,314,623
Liability & Property Insurance <i>Internal Service Fund (Risk)</i>	1,970,909	1,038,302	1,693,625	1,236,523	1,245,837
All Funds	4,071,906	3,108,954	3,911,142	3,509,825	3,560,459

Permanent Positions	FY16	FY17
Finance, Revenue, Accounting, Administration	15.40	15.40
Risk Management	1.60	1.60
Total	17.00	17.00



Finance

Measurement	FY13	FY14	FY15	FY16 (goal)	FY17 (goal)
Percentage of General Fund budget set aside for economic uncertainty (reserve)	9.9%	9.7%	13.3%	13.5%	13.5%
Percentage of business license renewals completed online	20.5%	28.9%	33.5%	38.5%	43.5%
Percentage of payments made to vendors via automated clearing house (ACH)	7.6%	8.9%	10.4%	12%	15%
Percentage of payroll check paid by direct deposit	82.5%	83.5%	83.9%	85%	86%
Earned the GFOA Certificate of Achievement of Excellence in Financial Reporting	✓	✓	tbd	tbd	tbd

Risk Management

Measurement	FY13	FY14	FY15
Number of contracts and other legal agreements reviewed	586	610	495 ¹
Number of accidents	41	47	48
Number of non-vehicle accidents	278	192	353

¹ An internal review process change was implemented in April 2015 which reduced the overall number of claims reviewed by both Risk Management and the City Attorney's Office.

Fire

Mission: to provide emergency medical aid, fire prevention, public education, suppression, disaster response, and related emergency services to the members and guests of our community.

"Committed to Exceed the Expectations of Those We Serve"

Accomplishments for FY 2014-15

- Assumed responsibility for lifeguard services contract.
- Conducted a Firefighter Recruit Academy.
- Deployed new self-contained breathing apparatus (SCBA), partially grant funded.
- Deployed new fire engine "6411"
- Established a (pilot) Fire training captain position.
- Applied for a new SAFER grant.
- Completed a refurbishment of the fire boat, mostly using grant funds.

Goals for 2015-17 Biennium

- Reduce overtime.
- Convert to low-pressure hose nozzle system.
- Implement revised target hazard program.
- Implement new SAFER Grant, if awarded.
- Implement advanced life support program (paramedics).
- Develop training and equipment program.
- Improve community outreach and Community Emergency Response Teams (CERT) program.
- Collaborate with fire service partners for service improvements.

Budget Highlights for 2015-17 Biennium

- Authority to hire three (3) new firefighters, using existing overtime budget (no net cost) – or retain three of the six SAFER grant funded firefighters if that grant is not extended; report back to Council mid-year with overtime analysis and management changes to address overtime costs.
- \$17,300 General Fund, annually for four years, to replace breathing apparatus and related equipment.
- Move Urban Search And Rescue Program to General Fund
- Upgrade to low-pressure hose nozzle system.
- Replace outdated technical rescue equipment.

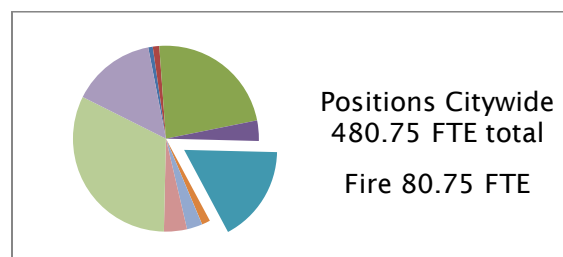
Capital Considerations

- \$75,000 General Fund in FY16 CIP to install a canopy and connections to storm water interceptor, at Fire Station #1.
- \$6,700 funded by FY16 NIP to replace the CERT shed roof.

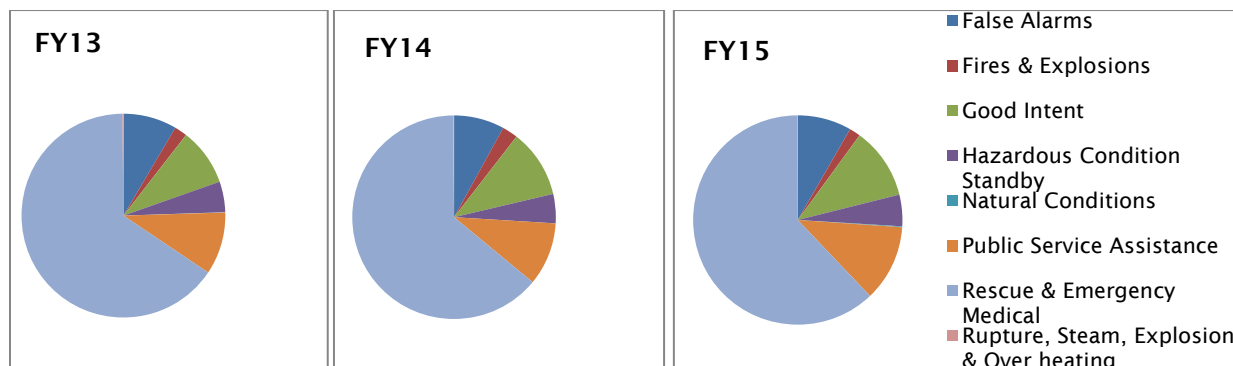
Fire Budget, Authorized Positions, and Incident Statistics

Budget by Area	FY13 Actuals	FY14 Actuals	FY15 Amended	FY16 Adopted	FY17 Adopted
Administration <i>General Fund</i>	1,147,776	1,283,965	1,288,272	1,333,981	1,328,898
Prevention <i>General Fund</i>	349,718	340,989	353,606	354,951	360,364
Operations <i>General Fund</i>	12,739,928	14,109,769	14,893,255	13,912,977	14,388,492
Training <i>General Fund</i>	29,100	33,953	135,263	232,048	66,489
Emergency Preparedness <i>General Fund</i>	96,826	101,052	104,659	120,650	121,203
Total General Fund	14,363,348	15,869,728	16,775,055	15,954,608	16,265,446
Public Safety Training	160,839	184,676	201,759	176,669	74,308
<i>Special Revenue Fund (291)</i>					
Total All Funds	14,379,352	15,920,276	17,032,293	16,062,863	16,341,701

Permanent Positions	FY16	FY17
Administration	5.75	5.75
Prevention	1.00	1.00
Operations	74.00	74.00
Total	80.75	80.75



Type of Incident	FY13	FY14	FY15
False alarm	586	576	655
Fires and explosions	139	177	136
Good intent	627	778	871
Hazardous condition standby	335	333	385
Natural conditions	2	1	10
Public service assistance	682	720	928
Rescue and emergency medical	4,508	4,584	4,888
Rupture, steam, explosion, overheating	8	8	6
Other types of incidents	4	4	1
TOTAL INCIDENTS	6,891	7,181	7,880



Police

Mission

Responsive to All – Second to None – Every Time

Vision

The Monterey Police Department (MPD) is a professional, dynamic, and innovative organization with the highest ethical standards. The MPD is committed to serving our community with honor, dignity, fairness, and respect.

Value Drivers

- M Maximize, Value and Train our MPD workforce
 - Positive Work Environment / Recognition / Training / Communication
- P Proactively Police the City of Monterey to Ensure a Low Crime Rate
 - Problem Solving / Prevention / Intervention / Suppression / Data Driven
- D Develop, Embrace and Enhance Community Partnerships
 - Community Partnerships / Collaboration / Communication

Accomplishments for FY 2014-15

Administration

- Hired a new Assistant Chief, two police officers, and actively recruiting to fill vacant Police Officer and Police Service Technician positions.
- Awarded the 2014 Edward Byrne Memorial Justice Assistance Grant (JAG) in the amount of \$13,525 to purchase 30 side-view cameras for police vehicles. Adding side-view cameras provides a much broader perspective and enhances the officer's ability to record police and criminal activity which aids in successful case prosecution.
- Purchased and implemented iPhones with the \$12,963 received from the 2012 JAG grant. Every officer was issued an iPhone and uses it for digital recording and digital photography. Officers are able to upload their digital recordings directly to the Department's transcription service provider. In addition to digital recording, officers are able to upload still frame and video data for evidentiary purposes.
- Endorsed Interim, Inc. and their desire to open a new Crisis Residential Treatment Center in Monterey. Interim's short-term crisis residential treatment facility will provide 13 additional treatment beds on the Monterey Peninsula for folks dealing with issues of homelessness and mental illness.
- Held Annual Department Awards Event, at no cost to the City, to recognize outstanding achievement by Department staff.
- Attended numerous neighborhood and business meetings.
- Updated the Department Training Plan.

Support Services

- Added two Community Services Officer (CSO) positions. These positions were funded by eliminating a vacant Records Supervisor position and a vacant Regular Part-Time Administrative Assistant I position. The CSOs provide additional presence to the Downtown, Cannery Row, and Coastal Trail areas. In addition, they will augment the Department's efforts in Crime Prevention, Vehicle Abatement, Animal Control, Taxi Permitting, community outreach, and school presentations.
- Successfully completed the Board of State and Community Corrections facility and the Department of Justice CLETS audits.
- Completed mandated training and CORE classes.
- Permitted 155 taxi drivers and 153 taxi vehicles.

Field Operations

- Completed California Commission on Peace Officer Standards and Training (P.O.S.T.) required biennial training.
- Delivered meals to shut-ins at Thanksgiving and Christmas.
- Joined with Support Services to support the Special Olympics in the Special Olympics Torch Run.
- Participated in the annual Tip-A-Cop fundraiser where officers serve as celebrity waiters at restaurants and donate all the tips they receive to Special Olympics.
- Participated in the regional holiday "Avoid the 20" DUI Task Force, which brings area law enforcement agencies together to reduce the number of deaths and injuries caused by drug and alcohol related crashes.
- Participated in the Monterey County Strategic Traffic Observation and Prevention Program (STOPP). STOPP brings officers from ten agencies to a designated city for six hours per month for traffic enforcement.
- Made numerous school presentations by the Department School Resource Officer and others to include the fifth consecutive year of reading to students at Monte Vista Elementary School in celebration of Dr. Seuss' birthday.
- Was active participant in Monterey County Roadside Observation Plan of Enforcement (ROPE) by strategically positioning officers at specific locations along escape routes to prevent suspects of violent crime from eluding apprehension.
- Was active participant in the Monterey County Abandoned Vehicle Abatement Service Authority (MCAVASA). MCAVASA reimburses participating agencies for abandoned vehicle abatement expenses with receipts received from the state through DMV registration fees.
- Implemented the Monterey Homeless Exchange. Monterey Police Officers developed a direct partnership with many Monterey County social services groups in an effort to identify homeless individuals who can benefit from short-term assistance and long term re-entry into society.
- Continued partnership with the Monterey Peninsula Unified School District (MPUSD) to support the School Resource Officer program.
- Replaced two 2008 Crown Victoria fleet vehicles with two 2014 Ford Utility Police Interceptors.
- Replaced all patrol vehicle Mobile Computer Terminals. The new terminals have been equipped with virtual desktops.
- Obtained four additional laptops with virtual desktop capabilities. These computers can be utilized by Detectives working in the field or by Department employees during training.

DID YOU KNOW?

The MPD has a fully electric police motorcycle. The electric motorcycle allows officers to get around the city easily and quietly, all while being eco-friendly.

Investigations

- Collaborated with the Peninsula Regional Violence and Narcotics Task Force (PRVNT) to combat gang and narcotics activity on the Monterey Peninsula.
- Registered and tracked sex and arson registrants in the City of Monterey
- Performed parole/probation compliance checks.
- Experienced 100% success rate for investigating and solving homicides occurring in Monterey.

Goals for 2015-17 Biennium

Administration

- Bring the Department to full staffing levels.
- Improve the diversity of the organization and strengthen relationships with the community by understanding and incorporating strategies associated with Police Legitimacy and Procedural Justice as discussed in the President's Task Force on 21st Century Policing.

- Continue to build partnerships with other service providers through the Monterey Homeless Exchange.
- Implement online Police reporting.
- Expand the Department's participation in the Monterey Peninsula Regional Special Response Unit (SRU) by increasing the number of Monterey Police Officers on the team.
- Implement the Department Training Plan to determine essential training in order to ensure: compliance with specific training mandates, employee development, and contemporary policing practices.
- Continue organizational succession planning and leadership development.
- Deploy the latest police technologies to deter, respond to, and solve crime.
- Identify funding opportunities to purchase body cameras and other technologies.
- Research, suggest, and implement a plan for evidence storage with the closing of VanBuren House.

Support

- Manage and maintain the integrity of records.
- Increase security at the police campus through various means, such as: restricted access to the police grounds via signage, painted barriers, fencing, parking gates, installation of bullet resistant materials in the front lobby area.

Field Operations

- Continue to build community partnerships through outreach, collaboration, and communication.
- Fully staff the Community Action Team (CAT) and Traffic positions.
- Implement a police officer body camera program.
- Support the relationships with the MPUSD through the School Resource Officer Program.

Investigations

- Fully staff the investigations unit.
- Continue to staff, support, and enhance the proactive investigate techniques and capabilities of the Peninsula Regional Violence and Narcotics Team (PRVNT) to prevent violence on the Monterey Peninsula.
- Research, procure, and implement current technologies that assist in contemporary investigative processes.

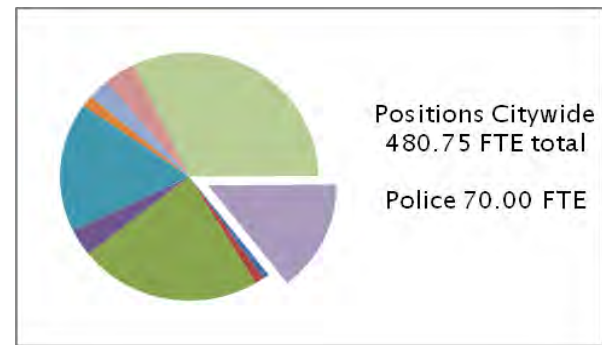
Budget Highlights for 2015-17 Biennium

- Develop a plan and determine funding sources for contemporary law enforcement technology advances such as body cameras. Attempt to identify grant funding to offset these expenses.
- Implement online reporting
- Implement keyless access at the police campus. ISD, Police, and Building Maintenance will share the expense of this project.
- Add two (2) police officer positions and one (1) police services technician position. The freezing of one (1) lieutenant position will offset these costs for 2015-17.
- Determine evidence storage alternatives and funding sources with the closure of the VanBuren House.

Police Budget, Authorized Positions, and Performance Measurements

Budget by Area	FY13 Actuals	FY14 Actuals	FY15 Amended	FY16 Adopted	FY17 Adopted
Administration <i>General Fund</i>	1,829,380	2,143,529	2,247,439	2,275,174	2,282,878
Field Operations <i>General Fund</i>	7,648,409	7,872,900	8,743,137	8,520,929	8,779,119
Support Services <i>General Fund</i>	1,738,212	1,475,412	1,701,712	1,981,647	2,090,130
Investigations & Comm. Svc. <i>General Fund</i>	1,600,407	1,658,371	1,602,266	1,615,640	1,655,838
Total General Fund	12,816,408	13,150,213	14,294,554	14,393,390	14,807,966
Asset Seizure <i>Special Revenue Fund</i>	3,294	3,000	10,000	5,000	5,000
Total All Funds	12,819,702	13,153,213	14,304,554	14,398,390	14,812,966

Permanent Positions	FY16	FY17
Administration	5.00	5.00
Field Operations	40.00	40.00
Support Services	17.00	17.00
Investigations & Comm. Svc.	8.00	8.00
Total	70.00	70.00



Type of Incident	CY13 ¹	CY14
Police reports processed	7,152	7,700
Police reports released to public	1,759	2,111
Hazard traffic citations	2,546	2,146
Non-hazard traffic citations	1,495	1,322
Traffic collisions with injury	200	196
Traffic collisions without injury	585	589
Adult arrest, felony	328	418
Adult arrest, misdemeanor	1,170	1,650
Juvenile arrest, felony	46	46
Juvenile arrest, misdemeanor	111	129
Part I crime against persons ²	120	112
Part I crime against property ²	1,109	1,038

¹ Data are reported by calendar year rather than fiscal year.

² Part I (and II) crimes are defined by the federal Uniform Crime Reporting (UCR) Program.

Plans and Public Works – Overview

Mission: To support and enhance a high quality of life for the City's residents, businesses and visitors by providing well planned, environmentally sensitive, cost effective infrastructure programs and services to promote public health, personal safety, multi-modal transportation, economic growth and civic vitality.

Accomplishments FY 2014-15

- North Fremont Specific Plan
- Multi-modal Grant for North Fremont \$6.5 million
- Downtown Specific Plan
- Secured the Base Ops Contract with the Army for five years
- Outdoor seating on Alvarado Street
- Holman Highway Roundabout 60% designed/Roundabout, fully funded at \$8.2 Million
- Completed 59 CIP/NIP/PMSA projects

Goals for 2015-17 Biennium

- **Provide superior capital project delivery.**
Expedite all aspects of construction projects including right of way acquisition, utility relocation, plan preparation, bidding, construction administration, and inspection; and ensure that all new infrastructure, especially streets, storm drains, and sidewalks, is of the highest quality.
- **Supply exceptional service to the United States Army.**
Offer outstanding maintenance support to the Presidio of Monterey, DMDC, and SATCOM in a prompt and precise manner that allows for mission driven activities to proceed seamlessly in Monterey.
- **Improve real property management and housing services**
Develop a real property management team, staffed and equipped to increase the performance of the City's real property holdings to current market rates. Provide the full range of housing programs for middle and low income residents.
- **Increase the effectiveness of Plans and Public Works Services.**
Make the best use of taxpayer dollars by focusing resources on streets, fleet, parks, building maintenance and permitting services that have the greatest positive impact on the quality of life of the residents and visitors of the City of Monterey.
- **Increase energy conservation and environmental awareness.**
Continue to pursue grants and contracts to boost energy conservation and cost savings.



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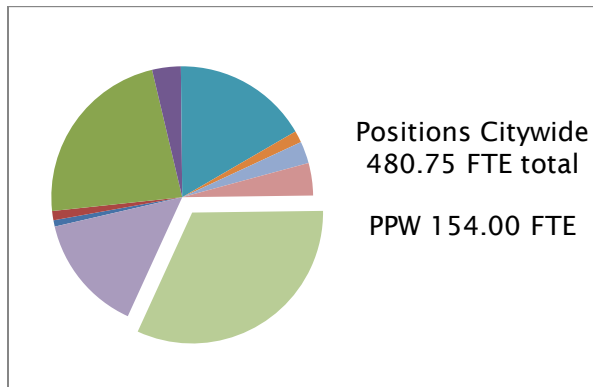
Capital Considerations

- Execute Conference Center construction (\$45M)
- Execute Measure P projects (\$32M)
- Execute City-wide Sewer Rehabilitation (\$16.8M)
- Execute Hwy 68 Holman Hwy Roundabout (\$6.8M)
- Execute North Fremont multi-modal project (\$5M)

Plans and Public Works (PPW) Budget and Authorized Positions

Budget by Area	FY13 Actuals	FY14 Actuals	FY15 Amended	FY16 Adopted	FY17 Adopted
Administration <i>General Fund</i>	776,857	902,449	938,814	1,136,092	1,102,614
Planning, Engineering, and Environmental Compliance <i>General Fund</i>	1,656,532	1,581,334	1,658,915	1,562,785	1,621,744
Engineering/Safety <i>General Fund</i>	74,175	46,375	157,876	166,326	162,784
Building Safety/Inspection <i>General Fund</i>	1,191,804	1,273,929	1,551,306	1,381,524	1,414,441
Economic Development <i>General Fund</i>	109,782	93,927	116,500	116,500	116,500
Capital Projects <i>General Fund</i>	550,339	491,717	519,035	557,462	555,805
Transportation Engineering <i>General Fund</i>	408,487	497,914	364,754	327,665	378,940
Street Maintenance <i>General Fund</i>	1,664,673	1,252,918	1,336,656	1,303,219	1,320,529
Building Maintenance/HVAC <i>General Fund</i>	1,766,567	1,774,712	1,426,147	1,449,448	1,456,031
Custodial Services <i>General Fund</i>	953,428	968,896	1,035,492	1,132,410	1,153,317
Parks <i>General Fund</i>	3,378,390	3,522,207	3,618,845	3,583,669	3,634,616
Urban Forestry <i>General Fund</i>	736,923	755,665	854,079	816,423	828,888
Property Management <i>General Fund</i>	365,600	401,093	474,947	514,712	499,646
Total General Fund	13,633,557	13,563,133	14,053,365	14,048,234	14,245,853
Gas Tax <i>Special Revenue Fund</i>	8,271	0	0	0	0
Skyline Forest Service District <i>Special Revenue Fund</i>	16,447	10,602	17,135	17,135	17,135
Alvarado St. Maint. District <i>Special Revenue Fund</i>	65,33	72,560	115,536	93,173	93,695
Calle Principal Maint. District <i>Special Revenue Fund</i>	14,434	15,936	21,814	25,279	25,450
Water System Improvement <i>Special Revenue Fund</i>	26,644	0	19,750	25,750	25,750
Sewer Line Maintenance <i>Special Revenue Fund</i>	929,462	920,926	1,271,177	2,347,062	2,379,503
Storm Water Utility <i>Special Revenue Fund</i>	927,578	971,420	1,491,649	1,245,403	1,266,424
RDA Housing Successor Agcy. <i>Special Revenue Fund</i>	219,661	307,116	2,109,296	1,480,565	218,136
Community Dev. Block Grant <i>Special Revenue Fund</i>	615,589	496,045	1,168,938	1,143,168	366,439
Home - Estrella <i>Special Revenue Fund</i>	3,042	6,037	218,036	78,934	19,384
Total Special Revenue Funds	2,827,391	2,878,312	6,433,331	6,486,470	4,411,917
Cemetery <i>Enterprise Fund</i>	192,411	242,725	199,289	210,431	213,457
Materials Recovery Facility <i>Enterprise Fund</i>	247,538	226,953	395,625	407,955	418,575

Budget by Area	FY13 Actuals	FY14 Actuals	FY15 Amended	FY16 Adopted	FY17 Adopted
Presidio Public Works <i>Enterprise Fund</i>	11,571,576	8,474,448	15,710,750	8,401,781	8,552,553
Navy Services <i>Enterprise Fund</i>	309,906	236,848	468,300	454,050	454,050
Total Enterprise Funds	12,321,431	9,180,975	16,773,964	9,474,217	9,638,635
Equipment Replacement <i>Internal Service Fund</i>	1,625,189	548,910	990,166	749,900	tbd
Vehicle Maintenance <i>Internal Service Fund</i>	1,961,297	2,039,197	2,017,867	2,026,606	1,989,493
Total Internal Service Funds	3,586,486	2,588,107	3,008,033	2,776,506	1,989,493
Total All Funds	<u>32,368,865</u>	<u>28,210,526</u>	<u>40,268,693</u>	<u>32,785,426</u>	<u>30,285,898</u>



DID YOU KNOW?

The cemetery has over 2,000 vacant plots and over 500 available niches in the columbaria (including singles and doubles, at both the New Columbarium and Old Columbarium).

City of Monterey residents receive a 15% discount on cemetery fees (prior to sales tax).

Permanent Positions	FY16	FY17
Administration	5.50	5.50
NIP Capital Projects	1.00	1.00
Presidio Maintenance Admin	3.75	3.75
Planning, Engineering, and Environmental Compliance	10.95	10.95
Sewer Line Maintenance	0.92	0.92
Storm Drain Engineering	2.10	2.10
Engineering/Survey	1.00	1.00
Capital Projects	10.00	10.00
Storm Drain Capital Projects	0.10	0.10
Traffic Engineering	1.70	1.70
Street Maintenance	7.04	7.04
Presidio Maint. - Streets	2.33	2.33
Building Maintenance	4.40	4.40

Presidio Maint. - Bldgs	32.63	32.63
Sewer Maintenance	5.67	5.67
Vehicle Mgmt - Mechanical	7.05	7.05
Storm Drain Maintenance	2.15	2.15
Presidio Project Engineering	2.00	2.00
Presidio HVAC/Boiler	1.50	1.50
Custodial Services	10.00	10.00
Parks	22.25	22.25
Street Maint. Districts	0.40	0.40
Urban Forestry	2.75	2.75
Cemetery	1.07	1.07
Building Safety/Inspection	8.75	8.75
Housing & Property Mgmt	2.70	2.70
Housing Administration	2.27	2.27
Housing Projects	2.02	2.02
Total	154.00	154.00

Performance Measures

Engineering Division:

Civil Engineering; Traffic Engineering; Administration of CIP, NIP, and PMSA projects

Metric	FY15
Square feet of slurry placed (street repairs)	1.28 million
Square feet of sidewalk replaced	2,836
Number of projects completed	51 total
CIP	17
NIP	22
PMSA	12

Maintenance Services Division:

Parks; Urban Forestry; Cemetery; Facilities; Streets & Sewer; Fleet

Metric	FY15
Number of plants sown	1,984
Number of ball fields prepared	363
Number of irrigation repairs	672
Veterans Park usage	-
Number of campers	27,210
Day use	19,660
Revenue collected	\$297,157
Number of trees trimmed	712
Number of City trees removed	601
Number of City trees inspected	1,659
Number of private trees inspected	781
Number of private trees approved for removal	772
Number of full burial lots sold	30
Number of half-burial lots (for cremains) sold	6
Number of building maintenance work orders completed	3,900 total
Plumbing	1,011
Electrical	865
Carpentry	970
HVAC	528
Generator	96
Miscellaneous	430
Number of signs fabricated	726
Number of sidewalk repairs	40
Number of potholes patched	261
Number of street repairs	27
Number of street light repairs	148
Number of street signal repairs	173
Number of responses to emergency sewer calls	63
Linear feet of sewer line cleaning	1,059,745
Number of Fleet work orders completed	2,789

Community Development Division:

Planning; Permits & Inspections; Housing & Property Management; Environmental Compliance

Metric	FY14	FY15
Number of planning applications	531	520
Number of rehabilitation grants (Housing)	n/a	32
Number of community service grants (Housing)	n/a	10

Engineering

Mission: to enhance the quality of life in our City by providing safe, efficient mobility and infrastructure programs and delivering timely capital improvements that provide community-wide benefit.

The Engineering Division of the Plans & Public Works Department provides engineering management of the public right-of-way, traffic engineering, civil engineering, administration of the Capital Improvement Program (CIP), Neighborhood Improvement Program (NIP) and projects assigned by the U.S. Army to the Presidio Municipal Services Agency (PMSA). The division works with other agencies, utility providers, residents, project stakeholders, as well as other City departments, to ensure that information is coordinated in a smooth and timely fashion.

Accomplishments for FY 2014-15

- Completed Projects: total 59
 - 12 Capital Improvement Program (CIP) Projects
 - 12 Presidio Municipal Services Agency (PMSA) Projects
 - 35 Neighborhood Improvement Program (NIP) Projects
- 43 Contracts/Agreements executed in calendar year 2014 for a total of \$14.4 M

Goals for 2015-17 Biennium

- Closeout backlog of projects.
- Substantial completion of several high profile, large scale, projects: Holman Highway 1/Highway 68 Roundabout, Conference Center, North Fremont Street Improvements, Sanitary Sewer Rehabilitation.
- Continue to address the City's aging infrastructure.
- Create an achievable 5-year Capital Improvement Program.
- Complete the reorganization of the Division and stabilize staffing.

DID YOU KNOW?

The **Neighborhood Improvement Program** is funded from visitors' hotel taxes, or transient occupancy taxes (TOT). The TOT rate is 10% and NIP receives 16% of that.

If the hotel rate is \$150 then the City receives \$15 in TOT; \$2.40 goes directly to NIP and \$12.60 remains in the City's General Fund.



Budget Highlights for 2015-17 Biennium

The annual amount allocated for traffic equipment capital outlay was reduced for FY16 (\$5,000) and resumes in FY17 (\$70,000).

Two contract positions in Capital Projects will be extended through FY17. These positions have a total estimated cost of \$197,356 and are able to be offset partially through project charge-backs.

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Maintenance Services

Mission: to provide all maintenance in a timely, efficient and cost effective manner and to ensure all infrastructure including Parks, Playgrounds, Beaches, Urban Forests, Cemetery, Facilities, Streets, Lights, and Fleet are maintained in a safe, healthy and attractive level for all who visit, live and work within the City while sustaining the highest level of customer service and professionalism.

Accomplishments for FY 2014-15

Building Maintenance (BM)

- With 2.5 FTEs, BM managed and executed 19 City-wide construction projects.
- Re-engineered and installed structurally compliant Wharf 1 gas lamp lights.
- Managed the Sports Center re-roofing.

Street & Sewer Maintenance

- Cleaned over one million linear feet of sewer lines.
- Mitigated 24 sewer spills.

Fleet

- Right-sizing efforts resulted in \$148,000 savings from the resale of vehicles and equipment.
- Updated policies, procedures and certifications to ensure regulatory compliance.

Parks

- Installed artificial turf at Laguna Grande Park soccer field.
- Added split rail fence along Tide Avenue.
- Upgraded Simoneau Plaza with benches and landscaping.

DID YOU KNOW?

You can report a problem 24/7 by submitting a service request online at Monterey.org (or call 646-3462 during business hours).

- Abandoned vehicles
- Damage to sign
- Dead animal in road or park
- Facilities inspection
- Graffiti
- Illegal dumping
- Litter control
- Parking enforcement
- Potholes
- Sidewalk maintenance
- Storm drain problem
- Street light
- Street/curb striping
- Tree problem
- Utility repairs
- Water in street
- Yard waste collection

Goals for 2015-17 Biennium

Building Maintenance

- Develop & assign a Facility Identification Number (FIN) for all City building equipment and provide a corresponding preventive maintenance service.
- Select 18 buildings each year for new energy and water upgrades/savings.
- Implement mobile work order system for field service personnel.

Street & Sewer Maintenance

- Complete federally-mandated regulatory warning sign replacement program.
- Complete pump rebuilding of Pump Station 5.

Parks

- Add new climbing structure and a new boat structure for Dennis the Menace Park.
- Insert basketball courts on Catellas Property.

- Replace security lighting at Oak Newton Park and Hilltop Park.

Fleet

- Control and reduce vehicle operating costs by decreasing the risk of breakdown and avoiding the costs of vehicle recovery, emergency repairs or unnecessary part replacement.
- Minimize vehicle downtime and increase driver satisfaction.
- Increase analysis (cost and usage) for optimum life cycle turn over on all City owned vehicles.

Budget Highlights for 2015-17 Biennium

Building Maintenance

- \$150,000 General Fund annually for BM projects.
- One-time \$194,900 from the Equipment Replacement Fund for LED light replacement.

Parks

- \$100,000 General Fund annually for Parks projects.

Fleet

- \$570,000 from the Vehicle Replacement Fund for vehicle purchases.
- \$13,000 annual increase from the Vehicle Maintenance Fund to meet training and safety requirements.
- \$45,000 increase in FY16 and \$60,000 increase in FY17 from the Vehicle Maintenance Fund for contractual services to meet the need for offsite, specialty repairs (e.g. Fire Department boat).
- \$25,000 annual increase from the Vehicle Maintenance Fund for automotive supplies to meet the need for increasing costs and specialty vehicle repairs.
- Increase outreach to outside agencies for revenue enhancement opportunities.

Capital Considerations

Building Maintenance

- Replace tunnel induction lights with LEDs
- Replace aging recreation trail pole lighting

Parks

- Purchase new surf rake for beach clean-up
- Change tot lot surfaces from sand to mulch by 2017

Fleet

- Procure mobile emergency portable generator (250kw) to ensure emergency preparedness



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Community Development: Offices of Planning; Permits and Inspections; Housing and Property Management; and Environmental Compliance

The Community Development Division of the Plans & Public Works Department is comprised of the Offices of Planning; Permits and Inspections; Housing and Property Management; Environmental Compliance; and Environmental Programs.

The **Planning Office** processes permits, conducts planning studies, formulates long-range vision and policy documents, conducts outreach to the community, and addresses property owner and development questions regarding land use and planning policies and regulations. The Office also manages the Planning Commission, Historic Preservation Commission, and Architectural Review Board; and staffs business associations (Cannery Row, New Monterey, and North Fremont) and regional technical planning committees (AMBAG, ALUC, MPWMD, and FORA).

The **Permits and Inspections Office** provides building services for the cities of Monterey, Pacific Grove and Sand City. The office is responsible for reviewing plans and inspecting all phases of construction for compliance with applicable local and State codes.

The **Housing and Property Management Office** develops and administers a variety of affordable housing programs and policies and fulfills the community service needs of low, moderate, and workforce-income households, and other special-needs populations including disabled persons, senior citizens, and persons at risk of homelessness. This office also manages commercial leases on City property.

The **Environmental Compliance Office** primarily develops and implements programs and procedures to manage the City's storm water drainage and sanitary sewer collection systems in compliance with regulatory permits and provisions. The primary objective is to protect local fresh and ocean water quality and the environment from urban storm water pollution and sanitary sewer overflows/spills. To this end, City staff collaborates regionally and statewide with other agencies on the proper management of emerging urban pollutant issues and to problem-solve existing and shared regulations to be implemented by small municipalities like Monterey.

The **Environmental Programs** staff is focused on providing sustainable lifestyle tips and resources to promote eco-living in our community's everyday lives, whether at home, work or play. The City of Monterey is committed to a variety of programs that promote a sustainable future such as conserving water, reusing, reducing and recycling solid waste, and building "green" buildings. To achieve success, staff conducts outreach to encourage all members of the community to play a role.

Community Development supports City Council objectives by focusing on:

- Ensuring that Monterey retains its special character, which derives from its heritage, size and location.
- Ensuring a level of economic vitality sufficient to support our quality of life and municipal infrastructure requirements (both physical and human)
- Implementing California and National building code standards to ensure the safety of our community members and visitors.
- Working with each business district to implement economic revitalization strategies.
- Providing the City of Monterey with multiple modes of transportation that are safe, efficient and effective.
- Developing policies and supporting plans that create an environment where people, bicycles and motor vehicles can move through the community with minimal delay.

- Applying public space design principles and the use of transit services to lessen people's reliance on cars to move about the City.
- Preserving, promoting, and maintaining our historic, cultural, and environmental assets.
- Identifying specific major workforce housing projects in collaboration with other agencies/or key stake-holders, and developing an action plan for possible implementation.
- Developing policy and framework for meeting Areas of Special Biological Significance (ASBS) regulations.
- Implementing a system of standards and incentives for sustainability of new construction and remodels.

Accomplishments for FY 2014-15

The Planning Office:

- Completed a draft of the Lighthouse Area Specific Plan and conducted public outreach.
- Completed a draft of the Villa del Monte Revitalization Study and conducted outreach.
- Completed draft Climate Action Plan.
- Completed draft Downtown National Historic Landmark District (NHL) and Lighting Guidelines and conducted public outreach.
- Completed draft of the Waterfront master Plan and conducted public outreach.
- Completed multiple implementation projects for the Downtown Specific Plan.
- Completed nexus study for traffic impact fee.
- Managed outreach program for Holman Highway roundabout.
- Secured grant funding for implementation of infrastructure improvements per the North Fremont Specific Plan and Multi-Modal Mobility Plan.
- Secured grant funding for updating the Local Coastal Program.
- Participated in ongoing regional planning projects (AMBAG, FORA).



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The Permit and Inspection Office has completed the required plan review and issued permits for six large private projects valued at \$40 million with another five to be submitted in the very near future. We have been able to maintain and update the ADA transition plan with the adoption of several new policies and procedures.

The Housing and Property Management Office:

- Continued to manage the purchase and sale of deed restricted low-income units.
- Developed strategy to develop new low-income housing on City owned Van Buren Street parcels and complete development of City owned Monterey Hotel apartments and selected developer for Van Buren Street project.

- Developed Timeliness Spending Plan for unspent CDBG program income and new 5-Year Consolidated Plan.
- Developed and gained City Council approval for new leasing policies as a foundation for new leases templates.
- Executed new lease agreements with Monterey Beach Party, Monterey Bay Kayaks, and Monterey Peninsula Yacht Club and consent to subleases for Wharf I, Concession #33 and McGraw-Hill Building.

Environmental Compliance:

- Implemented existing and new regulatory programs and provisions as prescribed by state permits.
- Completed two years of ASBS regional monitoring related to the Pacific Grove ASBS.
- Developed Draft ASBS Compliance Plan for submittal to SWRCB Ocean Unit.
- Providing leadership to Central Coast ASBS Regional Monitoring Program (Chair) and Monterey Regional Storm Water Management Program efforts, and further developed collaborative efforts in the Central Coast and statewide.
- Negotiated significant cost-savings to the City for 951 Del Monte Avenue UST Groundwater Remediation Project by redirect efforts and funds into development of a remediation action plan, in place of further feasibility study.
- Developed Remediation Action Plan for 951 Del Monte Avenue.
- Assisted with City fueling tank corrective actions for compliance.

Sustainability Coordinator Office:

- Completed electronic reporting and annual visit for CalRecycle.
- Completed Technical Advisory Committee selection process for franchise hauler.
- Became chair of the Green Business Program for Monterey County.

Goals for 2015-17 Biennium

Planning Office:

- Adoption of Waterfront master Plan, Lighthouse Area Specific Plan, Villa del Monte Revitalization Plan, Downtown NHL and Lighting Design Guidelines, and Climate Action Plan, and Traffic Impact Fee.
- Update Local Coastal Program.
- Update Housing Element.

Permits and Inspections Office:

- Provide support for the Measure P funded projects.

Housing and Property Management Office:

- Implement CDBG Timeliness Spending Plan and Consolidated Plan Year 1 and Year 2.
- Complete Van Buren Street and Monterey Hotel Apartment projects.
- Complete lease negotiations and execute new leases for all month-to-month leases.
- Complete new leases for vacant space at 601 Wave Street and 380 Alvarado Street.
- Implement new programs to improve management of City's real estate assets.

Environmental Compliance:

- Complete Year 3 ASBS regional monitoring with City of Pacific Grove as necessary where exceedances of natural water quality objectives have occurred.

DID YOU KNOW?

- Over 1,600 K-12 students and 36 teachers received water quality protection and pollution prevention education throughout the Monterey region.
- Multiple regional workshops were developed, supported, and conducted to educate hundreds of development design professionals about new storm water design requirements

- Develop a Final ASBS Compliance Plan with the City of Pacific Grove for the long-term protection of water quality to the Pacific Grove ASBS.
- Lead Central Coast ASBS Regional Monitoring Program (Monterey as Chair) into next phase with collaborative and stakeholder input.
- Develop Storm Water Program Effectiveness Assessment and Improvement Plan per Phase II Permit.
- Complete Year 1 Remediation (most intensive year) at 951 Del Monte Avenue Groundwater Remediation Site.
- Track and comment on emerging regulations and initiatives such as the Statewide Trash Policy, Marine Protected Areas, and others, to ensure the municipal perspective is represented related to costs, feasibility, and effectiveness.

Sustainability Coordinator Office:

- Update City Code with new solid waste and recycling standards.
- Complete Climate Action Plan.
- Complete solar project for City to generate solar power.
- Expand curbside organics collection program.
- Establish a viable project for water conservation through storm water capture or grey water processing.



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Community Services - Overview

The City of Monterey's Community Services Department (CSD) improves the quality of life for all through the outstanding services, programs and facilities of the **Conference Center, Harbor & Marina, Museums & Cultural Arts, Parking, Recreation and Sports Center** divisions.

Our welcoming, creative, professional, responsive and dedicated employees:

- Ensure healthy lifestyles, wellness and play by providing and supporting recreational programs for all ages and abilities.
- Foster economic and human vitality through group meeting business, boating and marine-dependent activities, parking management services, social and cultural programs and activities.
- Preserve, maintain and promote our historic, cultural and environmental assets.

Accomplishments for FY 2014-15 (highlights from among many others listed in Division Narratives)

- People of all ages and abilities enjoyed year-round positive, affordable, safe learning, play, health and wellness and/or business opportunities through our community centers, Sports Center, museums, Conference Center, harbor, marina, sports fields, camp and parking facilities.
- All Community Services divisions maintained or increased services and programs to residents, visitors, guests, businesses, schools and others while staying within budgeted general or special funds, and increasing special funds; Sports Center cost recovery closer to 90%, well above 75% mandated by voters.
- \$42M Conference Center Renovation project was initiated and funded.
- New 501c3 to support local fishery sustainability (Monterey Bay Fisheries Trust) was developed and approved.
- Grant funding received to replace Wharf I guest dock, initiate Colton Hall Museum ADA-access study, complete Pacific Biological Laboratories (PBL) Interpretive Plan.
- Completed structural surveys of all parking garages; increased vehicle usage of all attendant parking lots.
- Completed new 10-year Visitor Trolley agreement with Monterey-Salinas Transit.
- Completed first year of annual City of Monterey fitness evaluations for full-time and RPT employees, second year of Monterey Police Department fitness evaluation and 15th year of Monterey Fire Department fitness evaluations.
- Celebrated 76 years of the City's Summer Youth Playground Program, 63 years of Camp Quien Sabe, 59 years of Summer Day Camp at Whispering Pines, 27 years of the City's 4th of July celebration.

Goals for 2015-17 Biennium (highlights from among many others listed in Division Narratives)

- Continue enhancing our community's quality of life by providing outstanding programs, services and facilities for people of all ages and abilities through the divisions of the Community Services Department.
- Develop new Attendant Lot business model, using upgraded equipment and technology, reconfigured facilities and staffing, to increase efficiency and effectiveness, by December 2015. Develop plan to implement new Attendant Lot business model by June 2016.
- Review and recommend updates and amendments to Waterfront City Code sections by December 2015 and new rate structure for Harbor areas and activities by June 2016.
- Complete Colton Hall Museum ADA study, with recommendations and costs for improving accessibility, by December 2015. Develop plan to implement Colton Hall Museum ADA study recommendations by December 2016.

- Develop plan to implement Community Sustainability Plan recommendations by December 2015. Implement Community Sustainability Plan recommendations by June 2017.
- Complete Parks and Recreation Master Plan Update by June 2016. Develop plan to implement recommendations from Parks and Recreation Master Plan. Update Recreation Facility Assessment Reports by January 2017.
- Complete Conference Center Renovation Project by June 2017, including
 - Remove and relocate Conference Center art collection by October 2015.
 - Complete and implement business disruption plan beginning November 2015.
 - Begin Conference Center renovation in November 2015.
 - Reopen first floor of renovated Conference Center by August 2016.
 - Celebrate Conference Center grand reopening in January 2017.
- Develop plan to implement PBL Interpretive Plan recommendations by June 2017.
- Finalize design and reconstruction of Wharf II parking deck by June 2017.

Budget Highlights for 2015-17 Biennium (highlights from items listed in Division Narratives)

- Conference Center renovation
- Continued dredging of the marina
- Support of the newly developed 501(c)3 Monterey Bay Fisheries Trust
- Continued distribution of the *Explore Monterey* brochure and cell phone tour
- Extension of the free downtown trolley service
- Return of the Easter egg hunt
- New equipment at the Sports Center

Capital Considerations for 2015-17 Biennium (summary from items listed in Division Narratives)

Overall, Community Services Department capital needs are unique and varied – historic buildings, heavily used community centers and sports fields, harsh marine, vehicular use and aquatic sports environments, etc. Our needs will continue to grow as our facilities age (Youth Center, Hilltop Park Center, Wharf II, Parking garages, City museums), need ADA upgrades (Colton Hall Museum, PBL, parking lots and on-street parking, Wharf II and Harbor office restrooms) and support heavy usage within current facility constraints (Sports Center, Casanova Oak Knoll, Scholze Park Center, sports fields, marina, etc.). These needs are not covered by Measure P funding, are accelerated by years of limited building maintenance funding, and continue to outpace CIP budgets each year.



This photo is used courtesy of the Monterey Public Library, California History Room Archives

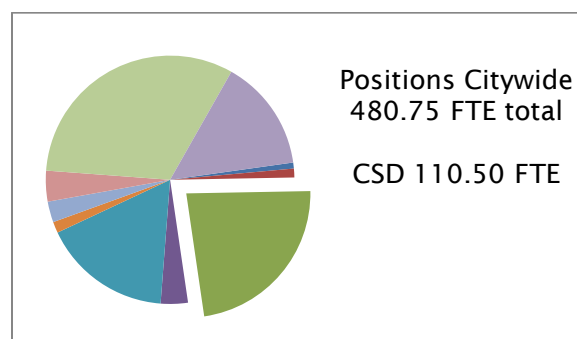
Community Services Department Budget, Authorized Positions, and Performance

Budget by Area	FY13 Actuals	FY14 Actuals	FY15 Amended	FY16 Adopted	FY17 Adopted
Conference Center Admin <i>General Fund</i>	487,891	472,395	500,943	567,298	578,048
Conference Center Sales <i>General Fund</i>	311,028	330,398	387,313	444,852	496,162
Conference Center Events <i>General Fund</i>	906,167	889,024	891,471	1,071,045	890,304
Conference Center Maint. <i>General Fund</i>	462,392	448,928	538,382	272,874	507,937
Visitor Promotion <i>General Fund</i>	897,370	1,016,974	1,082,288	1,193,048	1,186,593
Harbor Administration <i>General Fund</i>	413,376	345,634	310,273	318,492	324,656
Harbor Maintenance <i>General Fund</i>	293,036	245,009	284,553	292,113	298,968
Harbor Security <i>General Fund</i>	80,700	119,864	68,539	74,477	73,780
Recreation Administration <i>General Fund</i>	845,004	900,333	976,181	1,031,805	1,048,054
Monterey Youth Center <i>General Fund</i>	355,468	387,920	404,815	416,127	421,188
Scholze Park Center <i>General Fund</i>	225,494	261,659	274,535	277,223	285,115
Archer Park Center <i>General Fund</i>	3,508	4,780	3,910	4,166	4,174
Hilltop Park Center <i>General Fund</i>	331,646	330,857	375,934	381,616	386,757
Casanova Oak Knoll Park Ctr <i>General Fund</i>	293,570	303,977	323,735	338,654	345,693
Recreation Special Programs <i>General Fund</i>	432,783	511,868	564,517	575,247	581,762
Recreation Sports Programs <i>General Fund</i>	220,811	167,953	307,829	290,746	300,082
Monterey Sports Center <i>General Fund</i>	4,760,717	5,018,669	5,012,464	5,201,201	5,197,323
Museum <i>General Fund</i>	326,324	320,861	318,986	291,198	288,016
Total General Fund	11,647,284	12,077,104	12,626,668	13,042,182	13,214,612
Wharf I Sprinkler System <i>Special Revenue Fund</i>	2,176	9,270	20,600	20,600	20,600
Senior Center Programs <i>Special Revenue Fund</i>	25,109	24,968	25,000	25,000	25,000
Museum Trust <i>Special Revenue Fund</i>	4,408	2,739	6,450	6,450	6,450
Scholze Trust <i>Special Revenue Fund</i>	13,600	0	0	0	0
Golden 55 Travelers <i>Special Revenue Fund</i>	45,338	35,898	75,000	60,040	60,040
Total Special Revenue Funds	90,271	72,875	127,050	112,090	112,090

Budget by Area (continued)	FY13 Actuals	FY14 Actuals	FY15 Amended	FY16 Adopted	FY17 Adopted
Marina <i>Enterprise Fund</i>	2,324,992	2,228,058	2,240,421	2,192,828	2,167,676
Parking <i>Enterprise Fund</i>	6,826,0555	7,502,409	7,836,095	8,071,990	8,155,025
Total Enterprise Funds	9,151,047	9,730,467	10,076,516	10,264,818	10,322,701
Conference Center Facilities District (CCFD) <i>Agency Fund</i>	0	0	0	0	460,023
Total All Funds	20,888,602	21,880,446	22,830,234	23,419,090	24,109,426

Permanent Positions	FY16	FY17
Conference Ctr Admin	2.63	2.63
Conference Ctr Sales	2.00	2.00
Conference Ctr Events	6.00	6.00
Conference Ctr Maintenance	1.00	1.00
Marina Admin	3.39	3.39
Marina Maintenance	1.50	1.50
Marina Security	2.40	2.40
Harbor Admin	1.22	1.22
Harbor Maintenance	1.50	1.50
Harbor Security	0.60	0.60
Parking Admin	6.26	6.26
Parking Enforcement	10.00	10.00
Parking Maintenance	9.00	9.00
Parking Security	11.50	11.50
Recreation Admin	6.00	6.00
Youth Center	2.50	2.50
Senior Center	1.75	1.75

Hilltop Park Center	2.50	2.50
CONA Park Center	2.50	2.50
Special Programs & Events	1.75	1.75
Sports Programs	1.75	1.75
Sports Center Operations	29.25	29.25
Sports Center Maintenance	2.00	2.00
Museum	1.50	1.50
Total	110.50	110.50



Conference Center Performance Measures

Metric	FY14	FY15
Number of groups	105	101
Number of attendees	116,000	112,000

Harbor & Marina Performance Measures

Metric	FY14	FY15
Number of visiting boats	4,000	4,000
Visiting boats hours	11,000	11,000
Number of boats using launch ramps	2,000	2,000
Pounds of seafood landed on Wharf II	60,000,000	65,000,000
Trucks per day using Wharf II during peak of squid fishery	75	50
Tons of trash removed from Marina and east Wharf II (through six volunteer dive clean-ups, coordinated by Harbor staff)	6	6
Visitors provided with information, unrelated to boating activities	1,000-1,500	1,000-1,500

Museums & Cultural Arts Performance Measures

Metric	FY14	FY15
Overall visitation at all City museums and cultural events	24,053	20,713
Attendees at Alvarado Gallery art openings	301	356
Tour attendees of Pacific Biological Lab	416	534
Presidio Museum & Lower Presidio Historic Park`	5,105	6,779
Citywide programs (e.g. History Fest, Christmas in the Adobes)	2,169	3,105
<i>Explore Monterey</i> cell phone tours	843	915
Number of Monterey History volunteers	32	107
Volunteer hours	2,052	3,779
Visitor satisfaction (survey) with Pacific Biological Lab tours	n/a	96%

Parking Performance Measures

Metric	FY14	FY15
Downtown West Garage – number of vehicles	35,005	40,465
Downtown West Garage – revenue generated	\$133,059	\$152,515
Waterfront Attendant Lot – number of vehicles	283,268	279,951
Waterfront Attendant Lot – revenue generated	\$1,206,709	\$1,190,185
Cannery Row Garage – number of vehicles	224,192	241,676
Cannery Row Garage – revenue generated	\$2,156,898	\$2,299,334
Number of parking citations issues	40,455	37,824

Recreation Performance Measures

Metric	FY14	FY15
Overall community center program participants	148,000	140,385
Overall community center programs	300	316
Adult and senior average at Scholze Park Center	190	192
Adult softball program participants	1,750	2,282
2Adult softball teams (over three seasons)	116	118
Youth field sports program participants (8 programs)	1,000	759
Hilltop Park Center afterschool program participants	170	165
School holiday program participants (4 weeks)	90	94
Bayview Academy afterschool program participants (max/day)	45	55
Summer day camp program participants (7 weeks)	466	456
Summer resident camp participants (6 weeks + family weekend)	493	556

Sports Center Performance Measures

Metric	FY14	FY15
Memberships	8,317	8,491
Personal trainer appointments	3,000	3,401
Physical therapy appointments	2,343	2,361
Group exercise classes (over 120 per week)	6,240	6,240
Gymnasium program participants	2,500	2,585
Non-profit and group partnerships	106	106

Monterey Conference Center

The Monterey Conference Center is the focal point for welcoming and encouraging cultural and economic prosperity for the City of Monterey. By providing a modern, state-of-the-art meeting facility combined with award-winning service and professionalism, we strive to go beyond the expectations of our guests and provide them with an experience unsurpassed in the industry.

Accomplishments for FY 2014-15

- Initiated Conference Center Renovation project by overseeing Award of Contract for Program Management Services and Architectural Services, approvals through the Planning Commission and Architectural Review Committee and public outreach process.
- Provided ongoing support to Conference Center Renovation project through assistance with bonding process, on-site daily program management, budgetary and process oversight, project messaging, outreach to hospitality stakeholders and media.
- Developed Conference Center Renovation project business disruption plan, working with hospitality, destination marketing, vendor and other stakeholders to ensure satisfactory outcomes for all booked business during renovation.
- Maintained outstanding customer service with increased business, reduced staffing and aging building maintenance issues.

Goals for 2015-17 Biennium

- Successfully implement business disruption plans for 31 booked meetings during Renovation Project closed dates, by December 2015.
- Oversee Renovation Project to be completed on time and within budget, by January 2017.
- Develop and implement new Monterey Conference Center business model, including staffing, fees and future maintenance budget, by June 2017.

Budget Highlights for 2015-17

- \$45M renovation of Monterey Conference Center solely funded by hotel owners through Conference Center Facilities District proceeds; no cost to General Fund.
- Anticipated savings from reduced use of PTS Facility Attendants and Custodians during Renovation Project.
- Opportunity for Conference Center business model reconfiguration to meet anticipated increased demand following Renovation.



This photo, of the Conference Center under construction in the 70's, is used courtesy of the City of Monterey's Communications and Outreach Office.

Capital Considerations

- \$45M renovation of Monterey Conference Center
- Restoration of Portola Plaza: \$1,600,000 General Fund is allocated in FY16 CIP. Total project estimate is \$3,000,000.

Harbor and Marina

Mission: To provide the public with safe and well-maintained harbor facilities fairly, at a responsible cost.

What does the Harbor and Marina Division do?

- Provides 24/7/365 security, maintenance and administration for major City waterfront infrastructure, including:
 - Wharves 1 and 2
 - 413-berth marina
 - 160 vessel moorings in two mooring fields
 - two public launch ramps
 - a guest dock
 - cruise ship passenger loading facility at Wharf 1
- Maintains and operates a hydraulic dredge for annual, permitted harbor dredging program.
- Provides navigation aides.
- Administers berth and mooring license agreements.
- Provides for a US Department of Homeland Security Plan for each cruise ship visit.
- Obtains permits for maintenance and new construction projects and assures permit compliance.
- Administers an 800 individual berth waiting list.

Accomplishments for FY 2014-15

- Implemented several recommendations found in the Community Sustainability Plan for fisheries.
- Represented City and community interests to the National Marine Sanctuary and Pacific Fishery Management Councils.
- Prepared grant application to the State Wildlife Conservation Board.
- Received \$100,000 in grant funding to replace the Wharf 1 guest dock with a modern, safe structure.
- Supported the development of the new Monterey Bay Fisheries Trust, a 501(c)3 non-profit.

Goals for 2015-17 Biennium

- Keep users and concessionaires supportive in the context of a fair fee structure and on-going maintenance.
- Coordinate Wharf 2 repairs with concessionaires to minimize disruption and ensure maximum efficiency.
- Finalize the design and reconstruct the Wharf 2 parking deck utilizing Harbor/Marina Division workers by June 2017.
- Resume annual dredge program in additional areas of the Marina.
- Obtain a new 5-year Coastal Commission dredging permit and amended USACE permit, allowing for additional dredge material disposal areas which will be for beach nourishment.
- Continue to represent City, Harbor and community interests in upcoming Sanctuary Management Plan review.
- Continue to work with Housing and Property Division to conclude negotiations for improved Wharf 2 wharfage and warehouse leasing strategy.
- With Council direction, implement recommendations found in the Community Sustainability Plan by June 2017.
- Working with City Public Works staff, suggest strategies for improved maintenance for Wharf 1 and 2.
- Review and recommend updates and amendments to City Code sections for the Waterfront by December 2015 for Council action.

- Recommend new rate structure for Outer Harbor Moorings, hoist use, Yellow Boat Dock permits, and licensee parking by June 2016.
- Continue to support the Monterey Bay Fisheries Trust.

Budget Highlights for 2015-17 Biennium

The Marina Fund will continue to provide \$10,000 per year in support of the development of the Monterey Bay Fisheries Trust.

The Marina Fund will also provide \$15,000 for the one-time purchase of a portable sea lion deterrence mat, a new technology approved for use with federally protected marine mammals.

Harbor/Marina will continue ongoing dredging of the marina by using the previously purchased portable dredge and doing the work with existing staff. Estimated savings is \$200,000 per year compared with doing this work through a contractor.



This photo is used courtesy of the City of Monterey's Communications and Outreach Office.

Capital Considerations

- \$365,000 from Marina Fund and \$10,000 from Tidelands Fund for FY16 CIP design and installation of a mid-Wharf restroom and boater shower facility on Wharf 2. The design will include a unisex stall available for use by the general public. Total project cost is estimated at \$375,000.
- \$300,000 from Tidelands Fund for FY16 CIP to complete the installation of erosion-controlling, artificial rock for the causeway project. This project is a requirement of the California Coastal Commission.
- \$175,000 General Fund for FY16 CIP to correct deficiencies in the Wharf 2 fire system.
- \$175,000 General Fund for FY17 CIP for relocation of the Wharf 1 trash compactor. This funding is in addition to \$325,000 already allocated. Total project estimate is \$500,000.
- \$150,000 Sewer Fund for FY16 CIP to repair the sewer main under Wharf 1.
- \$100,000 from Tidelands Fund for FY16 CIP repair of damaged substructures below Wharf 1 decking.
- \$100,000 from Tidelands Fund for FY16 CIP to evaluate and fund the preliminary design and permits required to install a truck turn-around on Wharf 2. Additional funding will be requested when design is known.
- \$40,000 from Marina Fund for FY16 CIP to replace the dock structure on "K" tier. This wooden dock was salvaged from the old marina when it was rebuilt in 1995, making the materials over 50 years old. The dock will be constructed by Harbor/Marina staff.

Museums and Cultural Arts

Museums and Cultural Arts shares the stories of Monterey, serving as places of learning, inspiration and engagement with our history and heritage for residents and visitors.

Accomplishments for FY 2014-15

- Completed Community Foundation for Monterey County (CFMC) grant-funded Pacific Biological Laboratories Interpretive Plan.
- Awarded \$20,000 CFMC grant for Colton Hall Museum Americans with Disabilities Act (ADA) Study with cost-estimated recommendations. Request for Proposals (RFP) from qualified professional historic preservation firms prepared and distributed.
- Partnership with Monterey Museum of Art “Sustainable Art and History” project resulting in over 500 Monterey area elementary school students and teachers experiencing and learning about the history of Colton Hall.
- Developed new accessible outdoor cultural arts program series (in front of Colton Hall) with three music and history programs in May 2015 to celebrate National Museum Month.
- Oversaw successful completion of installation of new roof (CIP project) and repair of historic windows (NIP project) at Colton Hall to preserve the City of Monterey’s premier historic building.
- Developed plans and procedures to install signage for cell phone history tours at multiple City historic buildings to increase 24/7/365 interest and enjoyment in Monterey’s historic sites.
- With Public Works, received consultant’s Sloat Monument and Colton Hall stone wall conservation conditions assessment and specific recommendations for maintenance and repair.

Goals for 2015-17 Biennium

Museum Division:

- Explore use of social media to increase overall visitation at all museums.
- Enhance and expand Museums and Cultural Arts outreach through website improvements.
- Complete installation of approved informational signs for Explore Monterey cell phone history tours of Monterey historic sites, expanding residents and visitors’ interest and enjoyment in historic Monterey.

Alvarado Gallery at Monterey Conference Center:

- Oversee and participate in Monterey Conference Center art relocation project, including professional removal, packaging, transport and storage/loan/de-accession of 84 artworks of the City Art Collection, before start of major Monterey Conference Center renovation work in Fall 2015.

Colton Hall and Old Monterey Jail:

- Complete grant-funded Colton Hall ADA study by Fall 2015.
- Plan, seek funding for, and begin implementation of major recommendations of Colton Hall ADA study by June 2017, to expand access to the museum programs and events, restore evening concert music series and other annual program events at Colton Hall.
- Implement 30% of recommended short-term improvements to Colton Hall Museum interpretation (Colton Hall Museum Interpretive Plan 2013) by June 2017.
- Increase Colton Hall Museum visitation by 5%; Pacific Biological Lab by 10%; Presidio Museum/Lower Presidio Historic Park by 10% by June 2017.
- In coordination with Public Works, complete the NIP-funded Colton Hall Museum Preservation Project (FY2013-14) by December 2015.
- Continue “Sustainable Art and History” schools program partnership with Monterey Museum of Art through June 2016.
- Apply for grant project to create an Old Monterey Jail historic structure report by June 2016.

- Apply for grant funds to produce an Old Monterey Jail interpretive plan or exhibit plan by June 2017.

Pacific Biological Laboratories (PBL):

- Develop and implement PBL use policy; establish new use fee schedule and increase fee revenue by 10% in an effort to recover costs, by June 2016.
- Expand and develop Pacific Biological Lab Docent Program for enhanced tours and historic interpretation by June 2017.
- Assess recommendations of PBL Interpretive Plan, determine priority for implementation to expand and augment visitors' experience of historic PBL and seek funding by June 2016.

Cannery Row Worker Shacks:

- Restore or acquire historic artifacts to replace damaged or missing exhibit materials in the three cabins by June 2017

Presidio Museum/Lower Presidio Historic Park:

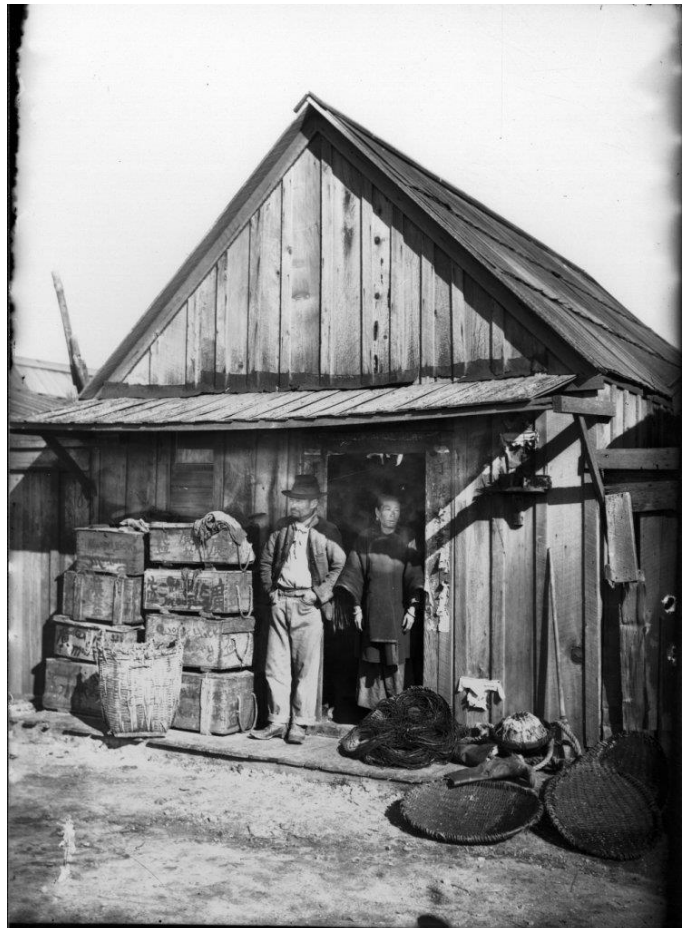
- Receive condition assessment of the last two historic stables on the Lower Presidio to provide guidance on stabilization and rehabilitation leading to planning for future historical interpretation at site by June 2016.

Budget Highlights for 2015-17 Biennium

- \$19,139 General Fund in FY16 and \$12,607 General Fund in FY17 will continue:
 - Print and distribution of the *Explore Monterey* brochure and the *Explore Monterey Cell Phone Tour* (to over 200 visitor locations throughout Monterey, Santa Cruz and San Luis Obispo counties).
 - Support for the ongoing cell phone history tours of Monterey historic sites.

Capital Considerations

- \$60,000 funded by the FY16 NIP for the Historic Monterey, Master Plan for Public Art and the Monterey Path of History, Master Plan Expansion.
- \$147,000 designated as a NIP "cut-off project" to address the Cannery Row Worker Shacks damaged by termite and wood beetle infestation and general wear and tear.



This photo is used courtesy of the Monterey Public Library, California History Room Archives.

Parking

Mission: to administer the parking programs of the City with the objective of providing safe, clean, legal and optimal parking to the citizens of, and visitors to, the City of Monterey.

Foremost in the division's efforts will be courtesy and the recognition that we are all employed by the citizens of the City of Monterey and are, therefore, its ambassadors at all times. Common courtesy, helpfulness and cooperation are the tools the division, as a part of the Community Services Department, uses to excel at its appointed tasks.

Accomplishments for FY 2014-15

- Partnered with business associations to provide local and holiday parking programs.
- Increased number of vehicles in every one of the attendant parking facilities.
- Upgraded the City Manager Office Permit program for Elected & Appointed City Officials, and City Employees using their Personal Vehicles on City Business.
- Finalized a new 10-year agreement with the Monterey-Salinas Transit for the continued operation of the MST Visitor Trolley.
- In partnership with Plans and Public Works, completed parking garages structural surveys

Goals for 2015-17 Biennium

- Complete the parking technology and equipment upgrades in the downtown garages.
- Develop more streamlined and automated process for the administration of the Residential On-Street Parking program.

Budget Highlights for 2015-17

- Increased budget for credit card fees assessed by banks. This enhancement directly corresponds with increased credit card usage by parking meter users and for the payment of permits and fines.
- Increase for trolley services as a result of the new Memorandum of Agreement with the Monterey-Salinas Transit agency.



This photo is used courtesy of the City of Monterey's Communications and Outreach Office.

Capital Considerations

- \$100,000 from the Parking Fund in both FY16 and FY17 CIPs for repairs to pavement, curbs, or signage at parking lots.
- \$100,000 from the Parking Fund in FY16 CIP to modernize equipment in the downtown garages to allow for a more efficient revenue control system.
- \$800,000 from the Parking Fund in FY16 CIP for waterfront parking lot technology and a multi-use upgrade. This augments a previous allocation; it is packaged together for a "dig once" approach. Total project budget is \$1,200,000.
- \$50,000 from the Parking Fund for FY16 CIP to replace 100 electronic parking meters with wireless credit card enabled meters.
- \$150,000 from the Parking Fund for FY16 CIP for weather protection of the Cannery Row parking garage elevators and install of a system to separate grease from storm water.

Recreation:

Community Centers, Field Sports, and Special Programs & Events

Monterey Recreation, a division of the Community Services Department, is dedicated to making the community better now and in the future by providing recreational programs and facilities that promote healthy lifestyles, strong families and positive youth development while striving to increase the social, cultural and physical well-being for all ages.

Accomplishments for FY 2014-15

- Expanded and increased our marketing venues by attending more community outreach events and making our website accessible on mobile devices.
- Increased participation and expanded our senior/adult travel program.
- Expanded youth afterschool programs at our centers.
- Replaced and installed new energy efficient scoreboards at Jacks and Sollecito ballparks in order to lower use of electricity.

Goals for 2015-17 Biennium

- Implement new programs and increase participation at our centers and outdoor facilities.
- Increase recreational programs and services by developing new partnerships with other organizations and agencies to continue to provide affordable programs and services to our community.
- Develop a plan to continue our partnership with the Presidio of Monterey to be able to continue the use of Soldier Field for youth programs.

Budget Highlights for 2015-17 Biennium

- \$1,500 General Fund annually for the Fourth of July musical entertainment.
- \$6,268 General Fund annually to reinstate the Easter egg hunt.
- Increased funds for the Bayview Academy afterschool program. This program has a revenue offset.
- Replace light fixtures at our outdoor lighted ball fields to provide safer and more energy efficient facilities.



This photo is used courtesy of the City of Monterey's Communications and Outreach Office.

Capital Considerations

- \$300,000 General Fund by FY17 CIP to provide matching funds to a private donation for improvements to the Sollecito ballpark field.
- \$155,000 funded by FY16 NIP for safety improvements at Montecito Park.
- \$105,000 funded by FY16 NIP for outdoor basketball courts with lights.
- \$74,000 funded by FY16 NIP for barbecue and picnic upgrade at Ferrante Park.
- \$60,000 funded by FY16 NIP for climbing structure at Dennis the Menace Park.
- \$22,000 funded by FY16 NIP for a baseball statue at the entrance of Jacks Park.
- \$15,000 funded by FY16 NIP for security light upgrades at Hilltop Park.
- \$13,000 funded by FY16 NIP for light and post replacements at Oak-Newton Park.

Monterey Sports Center

Monterey Recreation, a division of the Community Services Department, is dedicated to making the community better now and in the future by providing recreational programs and facilities that promote healthy lifestyles, strong families and positive youth development while striving to increase the social, cultural and physical well-being for all ages.

Accomplishments for FY 2014-15

- Completed first year of annual City of Monterey fitness evaluations for Monterey full-time and 30-hour RPT employees.
- Completed second year of City of Monterey Police Department fitness evaluations.
- Completed 15th year of City of Monterey Fire Department fitness evaluations.
- A total of 300 employee evaluations were completed in FY 2014-15.

Goals for 2015-17 Biennium

- Provide exceptional customer service and fitness experiences to our guests and our citizens.
- Provide our programs and services at an affordable cost to our community members.
- Provide continued support of programs, activities and services that will enhance the quality of life for our residents and guests.



This photo is used courtesy of the City of Monterey's Communications and Outreach Office.

Budget Highlights for 2015-17 Biennium

The \$185,475 General Fund budget for FY16 and \$54,525 General Fund budget for FY17 allows for equipment replacement (capital outlay), including:

- Replacement of 40 spinning cycles (purchased 1997-2002) along with cardio equipment (purchased in 2002) to create safer, more appealing fitness experiences (FY16).
- Replacement of swimming pool covers to improve cost recovery efforts (FY16).
- Replacement of weight training machines (purchased in 2002) to improve safety and attractiveness of Weight Training Center (FY17).

Capital Considerations

- ADA compliance upgrades as part of Citywide ADA plan.

Monterey Public Library

The Monterey Public Library is a welcoming community, cultural and learning center for people of all ages. Our collections and services inspire, educate and delight, preserve Monterey's memory and link the community with the knowledge and cultures of the world. Our staff members encourage discovery, share the joy of reading and protect the right to know.

Accomplishments for FY 2014-15

- Migrated to an online automated library catalog (expected cost savings in future years).
- Launched a legacy giving campaign and website to encourage donor to support building the Library Endowment Fund www.montereylibraryforever.org.
- Recipient of the 2014 Business Excellence Award by the Monterey Peninsula Chamber of Commerce in the Government, Public Utilities and Transportation category.
- Voted as Best Library in Monterey County for 7th year in a row through the Monterey County Weekly's *Best of Monterey County Readers' Poll*.

Goals for 2015–17 Biennium

The Monterey Public Library's Strategic Plan emphasizes the Library's role as an essential community service in four key areas. The Strategic Plan identifies a goal and outcomes for each of these key areas:

The Library is the Community's Information Center.

Goal: High Quality and Accessible Collections and Content.

Outcomes:

- Customers use Monterey Public Library as their preferred and trusted information source and provider 24/7, where they know they will consistently receive information enhanced by friendly, knowledgeable, unbiased service professionals.
- Customers benefit from an accessible collection of materials and digital resources in a variety of formats for educational and recreational use.
- Customers experience faster, more reliable performance on all Library public computers. Collections and resources support literacy and improve lives.
- Partnerships enable the Library to expand opportunities to meet community members' information needs.

The Library is a Cultural and Community Center.

Goal: Flexible Spaces, Convenient Hours, Creative Events, Access for All.

Outcomes:

- More flexible use of existing traditional and nontraditional spaces support quiet study, as well programs and community interaction.
- Customer access to Library resources, services, and programs is maintained, and enhanced, as funding allows.
- Community members gather to share experiences that broaden their horizons and inspire cross-cultural understanding.
- All library customers feel welcome and represented

The Library is the Community's Lifelong Learning Center.

Goal: Educational and Cultural Experiences for All Ages.

Outcomes:

- Customers view Monterey Public Library as their partner in lifelong learning and personal enrichment.
- Schools view the Library as their instruction collaborator.
- The library provides enhanced tools and knowledgeable staff to facilitate instruction in a variety of ways.
- Although each library customer's learning needs may be different, all feel welcome.

The Library Connects Community Members to the Library and Each Other.

Goal: A Collaborative and Engaged Library Community.

Outcomes:

- The community is more aware and better informed about the resources, programs, and services the Library offers.
- Every library customer is the Library's partner in promotion and communication.

Budget Highlights for 2015-17 Biennium

- \$73,302 from the Library Trust Fund for status quo continuation (FY16 only) of the Library fundraising coordinator position.

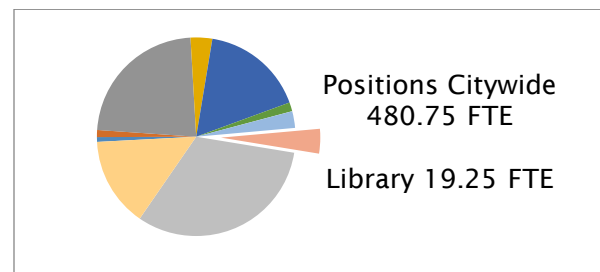
Capital Considerations

- \$340,000 funded in FY16 NIP for the Library's kitchen addition.
- \$8,000 funded in FY16 NIP for the terrace lighting project.

Library Budget, Authorized Positions, and Performance Measurements

Budget by Area	FY13 Actuals	FY14 Actuals	FY15 Amended	FY16 Adopted	FY17 Adopted
Administration	1,014,663	951,940	918,938	955,637	973,653
Support Services	520,032	560,305	526,086	493,846	508,632
Reference Services	266,606	301,649	330,196	337,450	351,905
Youth Services	400,187	351,389	452,126	422,724	441,474
Reader Services	490,444	528,594	555,499	610,780	626,983
Total General Fund	2,691,932	2,693,877	2,782,846	2,820,437	2,902,646
<i>Library Trust Fund</i>	<i>160,839</i>	<i>184,676</i>	<i>201,759</i>	<i>176,669</i>	<i>74,308</i>
Total All Funds	2,852,771	2,878,553	2,984,605	2,997,107	2,976,954

Permanent Positions	FY16	FY17
Library Administration	3.25	3.25
Readers' Services	5.25	5.25
Reference Services	3.00	3.00
Support Services	4.75	4.75
Youth Services	3.00	3.00
Total	19.25	19.25



Measurement	FY13	FY14	FY15
Number of visits	329,889	355,128	358,679
Number of programs	391	378	386
Program attendance	15,571	16,718	17,052
Annual total circulation	507,347	511,453	516,568
Number of volunteer hours	3,562	2,920	2,978
Books added to circulation	7,251	6,753	6,888
Number of ebooks available	4,051	20,920	21,966
Number of registered borrowers	29,866	31,731	32,366
Number of uses of public internet	47,568	49,707	50,701
Number of uses of wireless	n/a	51,090	52,112

Capital Expenditures

Capital Outlay

Capital outlay is included in the City's biennial operating budget for equipment purchases greater than \$5,000 and general maintenance and repair of City buildings and parks with a life expectancy of over three years. These are considered one-time purchases expected to be made within the budget period.

Capital outlay included in the FY16 and FY17 operating budgets are as follows:

Department	Item(s)	FY16	FY17
Plans & Public Works – Traffic	Traffic Light Equipment	\$5,000	\$50,000
Plans & Public Works – Building Maintenance	City Building Maintenance & Repair	\$150,000	\$150,000
Plans & Public Works – Parks	City Park Maintenance & Repair and Parks Maintenance Equipment	\$100,000	\$100,000
Plans & Public Works – Property Management	City Building Maintenance & Repair (Leases)	\$20,000	\$20,000
Plans & Public Works – Alvarado Assessment District	Tree Lights, Landscape, Banners	\$9,606	\$9,606
Plans & Public Works – Equipment	Vehicle Replacements	\$555,000	\$0
Recreation	Sports Center Equipment Replacement	\$184,475	\$54,525
Police	Police Equipment	\$18,000	\$18,000
Information Services	City Network Equipment Replacement and Software	\$610,000	\$0
Total		\$1,652,081	\$402,131

Capital Improvement Program

The Capital Improvement Program (CIP) includes major projects for infrastructure, buildings and improvements, and land improvements and is funded by seven (7) funding sources as shown in the following table. CIP budgets are established for the overall life of the project.

For FY 15/16, \$350,000 was established as a separate CIP contingency. This allocates funding to complete projects that require additional funding for completion and allows flexibility to react to unforeseen needs during the two-year budget cycle. Transfers from the contingency fund to specific projects will occur through separate Council actions as appropriate.

Funding Source	No. of Funded Projects	Adopted Budget
General Fund	13	\$ 4,350,000
Marina Fund	3	\$ 580,000
Gas Tax (Highway User Tax)	2	\$ 1,350,000
Sewer Fund	4	\$ 800,000
Storm Water Fund (transfer from GF)	1	\$ 75,000
Tideland Fund	4	\$ 510,000
Parking Fund	4	\$ 500,000
	Total	\$ 8,165,000

There are 31 projects scheduled, which represent a wide array of infrastructure needs.

The funds proposed to be used to complete these projects are the General Fund, Marina Fund, Sewer Fund, Gas Tax Revenue (Highway User Tax), Storm Water Fund, Tidelands Fund and Parking Fund. Except for the General Fund, these funding sources have restrictions for the types of infrastructure rehabilitation that can be completed. As an example, the City is restricted from using Gas Tax (Highway User Tax-HUTA) revenue for expenditures on City buildings. The General Fund is proposed for one storm drainage project since there is no funding available from the Storm Water Fund for capital improvements.

If annual funding levels are not met, our capital renewal needs will continue to increase due to Federal and State mandates, including ADA and storm water regulations, increasing construction costs, aging infrastructure, and a significant backlog of deferred maintenance.

Until financing strategies are put in place to address the significant funding shortfalls that the City has with respect to capital replacement and renewal needs, the City will continue to be unable to fully meet its infrastructure needs.



This photo is used courtesy of the City of Monterey's Communications & Outreach Office

Neighborhood Improvement Program

The Neighborhood Improvement Program (NIP) is projected to receive \$3,419,306 from Transient Occupancy Tax (TOT) revenue for FY 2015/16, after City overhead costs are deducted. The ending balance brings total NIP funds available to \$3,982,318. The funds needed for projects in FY 2015/16 are \$3,442,950.

Budget adjustments to the available amount for appropriation are as follows:

New FY 2015/16 funds (estimate)	\$3,419,306
Ending balance	\$ 563,012
Funds Available	\$3,982,318
Funds Available (excluding base)	\$3,808,691
Base Allocation	\$ 173,627
Base carry over from previous year	\$ 38,007
Total Base for FY2015/16	\$ 211,634
Total funds available (including all base)	\$4,020,325
Contingencies FY 2015/16	\$ 566,135
Base not allocated	\$ 11,240
Unallocated ending balance	\$ 0
Net amount recommended for projects	\$3,442,950

The recommended contingency of \$566,135 will be added to the existing balance of \$433,865 for a combined availability of \$1,000,000.

As shown in the listing of projects, this year, the NIP Committee recommended \$3,442,950 in TOT revenue to fund 41 projects. These projects represent a wide array of community needs. Of these projects, nine directly address safety (Green Belt Fuel Reduction) or vehicle and pedestrian improvements to existing infrastructure, two acquire property for new parks, and 17 address essential maintenance needs.

The first 11 projects are fully funded by the Neighborhoods' base allocations and are in no specific order. The next 12 through 41 projects are in priority order from NIP voting night. The project descriptions, project summary by type for FY15/16, as well as a 10-year summary follow in separate exhibits as presented to Council.

The NIP Committee recommended allocating \$566,135 to increase the NIP Contingency Fund to a total balance of approximately \$1,000,000, which will help in reducing the backlog of older estimated projects. In addition, the NIP Committee identified one additional "cut-off" project should additional funding become available.



This photo is used courtesy of the City of Monterey's Communications & Outreach Office

Capital Improvement Program

	Funding Allocations	FY 2015/16	FY 2016/17	Description
	GENERAL FUND			
1	Portola Plaza	1,600,000		Partial Funding to complete the remodel of Portola Plaza. Total project estimate is \$3,000,000.
2	Sidewalk Repair	80,000	320,000	Funding for sidewalk and curb repair that is the City's responsibility. This is the general fund contribution. Additional repairs/ADA upgrades will be made with Measure P and HUTA funding.
3	Police Station Electrical Panel		90,000	Replace aged electrical panel in the basement at the Police Station.
4	Tunnel Electrical Panel		160,000	Replace aged electrical panel and two control panels at the tunnel.
5	Del Monte Rule 20A		225,000	This will fund the City's portion of the Del Monte Rule 20A project to underground overhead utility lines. (Camino El Estero to Park Ave)
6	ADA Facility Access Upgrades	50,000	50,000	This project will provide additional funding to address potential ADA issues within City facilities where the use of Measure P or HUTA funding is not appropriate.
7	Transfer to Storm Water project	75,000		Transfer to fund Storm Water project(s).
8	Wharf 1 Trash Compactor		175,000	Funds required to augment the project budget. Existing funding is \$325,000. Total project estimate is \$500,000.
9	951 Del Monte	355,000	100,000	Partial funding to implement clean up and remediation of groundwater contamination at City-owned property at 951 Del Monte Avenue.
10	Frank Sollecito Ball Park (matching funds)		300,000	Provide matching funds to a private donation for improvements to the ball field.
11	Custom House Plaza Fountain Removal	130,000		Removal of fountain at Custom House Plaza.
12	Information Services Projects	135,000	24,000	Hansen modules, access controls and video surveillance.
13	CIP Contingency	350,000	131,000	Due to existing backlog, several projects no longer have sufficient funding to complete. This project will provide funding to complete projects those that were estimated several years ago or have extenuating circumstances that require additional funding to complete.
	Annual Total	2,775,000	1,575,000	
	Total General Fund:		4,350,000	
	MARINA FUND			
14	Wharf 2 Mid-Wharf Restroom	365,000		Design and install a mid-wharf restroom and boater shower facility. The design is to include a unisex stall available for use by the general public. Total project estimate \$375,000.
15	Replace Marina "K" Tier	40,000		Replace dock structure "K" Tier.
16	Wharf 2 Fire suppression	175,000		This item will correct deficiencies in the Wharf 2 fire system.
	Annual Total	580,000		
	Total Marina Fund		580,000	
	GAS TAX (Highway User Tax-HUTA)			
17	Pavement Management Program Reinspection - 2017 Partial Funding	17,000	17,000	Provide incremental partial funding for 5-year pavement assessment anticipated in 2017 @ \$16,000 per year.
18	Pavement Reconstruction/Resurfacing Program	658,000	658,000	Repair and maintain City streets using reconstruction, overlay, slurry, and/or cape sealing treatments. Project would also include street preparation of failed areas. A portion of these funds would pay for ADA improvements.
	Annual Total	675,000	675,000	
	Total Gas Tax:		1,350,000	
	Funding Allocations	FY 2015/16	FY 2016/17	Description
	SEWER FUND			
19	Annual Sewer Root Foaming	60,000	60,000	Sewer root foam approximately 48,000 lineal feet of the 538,560 lineal feet of sewer mains. These mains either have known root intrusion or have access constraints that prohibit routine jetting operations.
20	Sewer Rate Justification for Prop 218 Process	15,000	15,000	Provide incremental partial funding for 5-year annual sewer rate justification for Prop 218 process.
21	Wharf 1 Sewer line	150,000		Repair to sewer main under Wharf 1.
22	Sewer Repair Project	175,000	325,000	This project will provide the ability to respond to unforeseen sewer failures during the course of the budget period and for minor cost overruns and contingencies.
	Annual Total	400,000	400,000	

	Funding Allocations	FY 2015/16	FY 2016/17	Description
	Total Sewer Fund		800,000	
23	STORM WATER FUND (Augmentation from GF)			
	Fire Station Gas Station Canopy	75,000		Installation of canopy, installation and connections to storm water interceptor @ Fire Station #1.
	Annual Total	75,000		
	Total Storm Water Fund		75,000	
	TIDELANDS FUND			
24	Wharf 1 Substructure Repair	100,000		Funds required to repair damaged substructures (hangers) below the wharf decking.
25	Wharf 2 Mid-Wharf Restroom	10,000		Design and install a mid-wharf restroom and boater shower facility. The design will include a unisex stall available for use by the general public. Total project estimate \$375,000.
26	Causeway Repair-Phase 2	300,000		This project will complete the installation of decorative rock for the causeway project. This project is a requirement of the Coastal Commission.
27	Wharf 2 Truck Turnaround	100,000		Project will evaluate and fund the preliminary design and permits required to install a truck turn-around on Wharf 2. Additional funding will be requested when design is known.
	Annual Total	510,000	-	
	Total Tidelands Fund		510,000	
	PARKING FUND			
28	Parking Lot Maintenance	100,000	100,000	Provide repairs for pavement, curbs, or signage at parking lots.
29	Parking Access Revenue Control System (PARCS) -Downtown Garages	100,000		Modernize the PARCS equipment in the garages to allow pay on foot stations and pay on exit lanes.
30	Waterfront Parking Lot Technology/Multi-Use Upgrade	-		Augment previous allocation for full re-surfacing of lot, median and landscaping removal to improve flexibility, install perimeter drought-resistant landscaping, safety lighting, "smart parking" technology infrastructure and updated equipment. Packaged together for a "dig once" approach. Total project budget is \$1,200,000.
31	Wireless Credit Card parking Meter replacement	50,000		This item will replace 100 electronic parking meters with credit card enabled meters.
31	Cannery Row Parking Garage-Elevators Weather protection and install a grease/ storm water separator system	150,000		Augment the project budget and scope to include weather protection that will aid in the reduction of water intrusion in elevator drainage system. Provide system to separate grease/storm water.
	Annual Total	400,000	100,000	
	Total Parking Fund		500,000	
	FY 2015/16 and FY 2016/17 CIP Project Grand Total:		8,165,000	

Neighborhood Improvement Program

Project Summary by Type & Neighborhood

Project Type	Current 5 Years					Past 5 Years					10 year	
	FY 15/16	FY14/15	FY13/14	FY12/13	FY11/12	FY10/11	FY09/10	FY08/09	FY07/08	FY06/07	Total	%
ADA-Related	\$ -	\$290,000	\$252,000	\$448,000	\$74,700	\$ -	\$63,800	\$60,000	\$60,000	\$50,000	\$ 1,298,500	5.7%
Drainage	\$ 395,000	\$325,000	\$428,000	\$621,700	\$766,820	\$ 85,000	\$145,000	\$235,000	\$148,350	\$5,500	\$ 3,155,370	13.8%
Facilities & Equipment	\$ 348,750	\$140,500	\$301,200	\$98,500	\$156,100	\$ 463,590	\$459,090	\$ -	\$250,000	\$102,000	\$ 2,319,730	10.2%
Historic, Museum & Art-Related	\$ 275,000	\$145,000	\$140,000	\$ -	\$93,300	\$ 36,000	\$36,000	\$266,500	\$5,000	\$82,000	\$ 1,078,800	4.7%
Other/Misc. MPUSD	\$ 153,200	\$ -	\$75,000	\$ -	\$15,400	\$ 200,000	\$227,000	\$ -	\$49,500	\$7,000	\$ 727,100	3.2%
Parks & Parks-Related	\$ -	\$305,000	\$40,000	\$ -	\$ -	\$ 14,000	\$14,000	\$12,000	\$50,000	\$238,000	\$ 673,000	2.9%
Sidewalks/Walkways, Driveways	\$ 1,044,000	\$177,675	\$1,222,000	\$669,500	\$221,500	\$ 511,600	\$441,100	\$612,500	\$628,390	\$192,000	\$ 5,720,265	25.0%
Street Improvements	\$ 411,000	\$8,700	\$133,000	\$640,000	\$15,700	\$ -	\$65,000	\$631,000	\$150,190	\$130,000	\$ 2,184,590	9.6%
Traffic Calming & Traffic Safety	\$ 450,000	\$515,000	\$40,000	\$19,000	\$ -	\$ 328,140	\$186,500	\$ -	\$ -	\$400,000	\$ 1,938,640	8.5%
	\$ 366,000	\$543,000	\$162,000	\$279,000	\$634,700	\$ 71,800	\$72,640	\$155,000	\$829,000	\$632,000	\$ 3,745,140	16.4%
Total	\$ 3,442,950	\$2,449,875	\$2,793,200	\$2,775,700	\$1,978,220	\$ 1,710,130	\$1,710,130	\$1,972,000	\$2,170,430	\$1,838,500	\$ 22,841,135	100%
<i>Contingency</i>	<i>\$ 566,135</i>	<i>\$ 532,000</i>	<i>\$ -</i>	<i>\$ 18,515</i>	<i>\$ 200,000</i>	<i>\$ -</i>	<i>\$ 205,347</i>	<i>\$ 200,000</i>	<i>\$ 150,000</i>	<i>\$ 244,062</i>	<i>\$ 1,744,924</i>	
Neighborhood	Current 5 Years					Past 5 Years					10 year	
	FY 15/16	FY14/15	FY13/14	FY12/13	FY11/12	FY10/11	FY09/10	FY08/09	FY07/08	FY06/07	Total	%
Aguaquito Oaks	\$ 7,000	\$ -	\$ -	\$ 22,700.00	\$ 1,600.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,300.00	0.1%
Alta Mesa	\$ 41,000	\$ 2,175.00	\$ 25,000.00	\$ 78,000.00	\$ 25,000.00	\$ 40,000.00	\$ 40,000.00	\$ 25,000.00	\$ 25,000.00	\$ 95,000.00	\$ 396,175.00	1.7%
Casanova Oak-Knoll	\$ 206,700	\$ 12,000.00	\$ 92,000.00	\$ 280,500.00	\$ -	\$ 21,500.00	\$ 21,500.00	\$ 61,000.00	\$ 123,890.00	\$ 310,000.00	\$ 1,129,090.00	4.9%
Citywide	\$ 993,750	\$ 446,000.00	\$ 929,200.00	\$ 733,500.00	\$ 518,420.00	\$ 805,730.00	\$ 805,730.00	\$ 559,500.00	\$ 715,000.00	\$ 237,000.00	\$ 6,743,830.00	29.5%
Deer Flats	\$ 31,000	\$ 8,700.00	\$ -	\$ 51,500.00	\$ -	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00	\$ -	\$ 111,200.00	0.5%
Del Monte Beach	\$ 35,000	\$ 95,000.00	\$ 193,000.00	\$ 7,500.00	\$ 80,000.00	\$ 10,000.00	\$ 10,000.00	\$ 161,500.00	\$ -	\$ -	\$ 592,000.00	2.6%
Del Monte Grove/Laguna Grande	\$ 169,000	\$ 290,000.00	\$ 240,000.00	\$ 44,000.00	\$ 65,200.00	\$ -	\$ -	\$ 97,000.00	\$ 16,000.00	\$ -	\$ 921,200.00	4.0%
Downtown	\$ 22,000	\$ 50,000.00	\$ -	\$ -	\$ 17,000.00	\$ -	\$ -	\$ 5,000.00	\$ 1,190.00	\$ 7,000.00	\$ 102,190.00	0.4%
Fishermans Flats	\$ 18,000	\$ 250,000.00	\$ 85,000.00	\$ 91,000.00	\$ 26,500.00	\$ 60,000.00	\$ 60,000.00	\$ 50,000.00	\$ 2,500.00	\$ 175,000.00	\$ 818,000.00	3.6%
Glenwood	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00	\$ -	\$ -	\$ 5,000.00	\$ 9,350.00	\$ -	\$ 34,350.00	0.2%
Monterey Vista	\$ 421,000	\$ 295,000.00	\$ 93,000.00	\$ 252,000.00	\$ 356,100.00	\$ 203,500.00	\$ 203,500.00	\$ 256,500.00	\$ 191,000.00	\$ 137,000.00	\$ 2,408,600.00	10.5%
New Monterey	\$ 300,000	\$ 480,000.00	\$ 491,000.00	\$ 572,000.00	\$ 285,700.00	\$ 319,400.00	\$ 319,400.00	\$ 484,500.00	\$ 149,000.00	\$ 607,000.00	\$ 4,008,000.00	17.5%
Oak Grove	\$ 450,000	\$ -	\$ -	\$ 94,000.00	\$ 38,200.00	\$ -	\$ -	\$ 6,000.00	\$ 350,000.00	\$ 85,000.00	\$ 1,023,200.00	4.5%
Old Town	\$ 306,000	\$ 16,000.00	\$ 180,000.00	\$ 138,000.00	\$ 245,000.00	\$ 95,000.00	\$ 95,000.00	\$ 126,000.00	\$ 191,500.00	\$ 85,500.00	\$ 1,478,000.00	6.5%
Skyline Forest	\$ 200,000	\$ 375,000.00	\$ 335,000.00	\$ 285,000.00	\$ 142,000.00	\$ 110,000.00	\$ 110,000.00	\$ 125,000.00	\$ 57,000.00	\$ 50,000.00	\$ 1,789,000.00	7.8%
Skyline Ridge	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Villa Del Monte	\$ 242,500	\$ 130,000.00	\$ 130,000.00	\$ 126,000.00	\$ 157,500.00	\$ 45,000.00	\$ 45,000.00	\$ -	\$ 329,000.00	\$ 50,000.00	\$ 1,255,000.00	5.5%
Total	\$ 3,442,950	\$2,449,875	\$2,793,200	\$2,775,700	\$1,978,220	\$ 1,710,130	\$1,710,130	\$1,972,000	\$ 2,170,430	\$1,838,500	\$ 22,841,135	100%

NEIGHBORHOOD IMPROVEMENT PROGRAM (NIP) RECOMMENDED PROJECT LIST FY 2015/16	Budget
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PROJECTS FULLY FUNDED WITH BASE ALLOCATION

1	Refurbish Street Signs (AO-1)	\$1,000
2	Entrance Lighting (AO-2)	\$6,000
3	CERT Shed Roof Replacement (COK-2).	\$6,700
4	Neighborhood Entrance Signs (DMB-8)	\$9,000
5	Jacks Park Entrance Baseball Statue (DT-2)	\$22,000
6	Hilltop Park Security Light Replacement (NM-4)	\$15,000
7	Oak-Newton Park Light and Post Replacement (NM-5)	\$13,000
8	Street Signs Cleaned or Replaced (NM-12)	\$7,000
9	American Legion to Harrison Walkway, Stairs Renovation/Restoration (OT-4)	\$19,000
10	Neighborhood Entrance (VDM-3)	\$13,500
11	City Council Podium and Microphone (CW-28)	\$750

Total Base Allocation = \$112,950

OTHER FUNDED PROJECTS, (INCLUDING PARTIAL BASE ALLOCATIONS)

12	N. Fremont Bike and Pedestrian Safety Improvements (COK-1)	\$200,000
13	Citywide Regional Water Recovery Study (CW-25)	\$100,000
14	El Dorado St. Radar Speed Sign (AM-1)	\$16,000
15	Oak Grove Property Acquisition (OG-2)	\$450,000
16	Via Casoli Sewer Odor Prevention (FF-1)	\$18,000
17	Mar Vista Reconstruction Design (Dry Creek to Soledad) (MV-1)	\$228,000
18	Lower Wyndemere Log Drops Additional Funding (SF-2)	\$175,000
19	Montecito Park Safety Improvements (VDM-2)	\$155,000
20	Terry 746 Access, and Drainage (NM-10)	\$43,000
21	Skyline Forest Greenbelt Fire Fuel Reduction (SF-1)	\$25,000
22	Van Buren 300 Block Street Reconstruction(OT-2)	\$200,000
23	Eddie Burns Lane Drainage, Phase II (OT-1)	\$87,000
24	Don Dahvee Greenbelt Fire Fuel Reduction (AM-2)	\$25,000
25	Beach Boardwalk Extension (DMB-7)	\$20,000
26	Monterey Public Library Kitchen Addition (CW-19)	\$340,000
27	Belden Drake Open Space (NM-7)	\$100,000
28	Pacific St. Sidewalks and Lighting (Near Alameda) (MV-3)	\$103,000
29	Virgin St. Sidewalk, Curb and Gutter Installation (DMG-1)	\$127,000
30	DF Entry Area Improvement (DF-1)	\$31,000
31	San Carlos Beach Remove/Replace Sidewalk and Stairs (PRC Priority 1 of 6) (CW-9)	\$105,000
32	Cannery Row Crosswalk Safety Project (NM-14)	\$122,000
33	Dennis the Menace Park Climbing Structure (PRC Priority 2 of 6) (CW-7)	\$60,000
34	Via Chiquita Storm Drain Improvements Phase II (MV-5)	\$90,000
35	Ferrante Park BBQ Picnic Upgrade (VDM-1)	\$74,000
36	Historic Monterey, Master Plan for Public Art. Monterey Path of History, Expand Master Plan (CW-23)	\$60,000
37	Outdoor Basketball Courts with Lights (CW-22)	\$105,000

NEIGHBORHOOD IMPROVEMENT PROGRAM (NIP) RECOMMENDED PROJECT LIST FY 2015/16	Budget
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38 Lower Presidio Historic Park Improvements to Allow Public Use (CW-29 A)	\$215,000
39 DMB Beach Way Sidewalk & Retaining Wall Repair (DMB-4)	\$6,000
40 Del Monte Grove English 200 Block Pavement Rehabilitation (DMG-5)	\$42,000
41 Monterey Public Library Terrace Lighting Project (CW-31)	\$8,000

Other Funded Projects = \$3,330,000

Total Proposed Neighborhood Projects	\$3,442,950
FY 2015/16 NIP Contingency Account	\$1,000,000
FY 2015/16 NIP Unallocated Base Allocation	\$11,240
NEIGHBORHOOD IMPROVEMENT PROGRAM FUND TOTAL	<u>\$4,454,190</u>

CUT-OFF PROJECTS

1 Cannery Row Worker Shacks, Restore and Repair (CW-12)	\$147,000
Total Cut-off Projects = \$147,000	

NEIGHBORHOOD IMPROVEMENT PROGRAM (NIP) FY 2015/16
PROJECT DESCRIPTIONS

PROJECTS FULLY FUNDED WITH BASE ALLOCATION

1	Refurbish Street signs (AO-1) Replace/Refurbish street signs on Littlefield, and Abinante Way. They have not been cleaned since they were originally installed in the 1960's.	\$1,000
2	Entrance Lighting (AO-2) Install new electrical connection to PG&E secondary box that will supply power to the entrance sign lighting. This way the existing 120 volt light isn't connected to the 240 volt street light system that doesn't have a ground wire. Or provide a solar light.	\$6,000
3	CERT Shed Roof Replacement (COK-2) This shed now has a compromised roof. All the other sheds in the city have had this improvement. It is necessary to protect the emergency supplies within the shed.	\$6,700
4	Neighborhood Entrance Signs (DMB-8) Bottom of Roberts Way; install a wood entrance sign for the Del Monte Beach neighborhood.	\$9,000
5	Jacks Park Entrance Baseball Statue (DT-2) This project will relocate the existing 'Little Leaguer at Bat' statue to a concrete pedestal with up-lighting to the left side of the park entrance.	\$22,000
6	Hilltop Park Security Light Replacement (NM-4) Replace security lights at Hilltop Park with more energy-efficient soft-white lights.	\$15,000
7	Oak-Newton Park Light and Post Replacement (NM-5) Replace five existing posts and light fixtures with new models in the lower playground area, and gulch, along the Presidio side of the park.	\$13,000
8	Street Signs Cleaned or Replaced (NM-12) Replace approximately 20 street name or stop signs to render them clear and readable.	\$7,000
9	American Legion to Harrison Walkway, Stairs Renovation/Restoration (OT-4) Remove and replace asphalt walkway from the American Legion to the stairs up to Harrison Street. Remove and replace failed asphalt walkway areas from the American Legion to the stairs up to Harrison Street. Repair wood stairs and railing, Fill in DG path areas.	\$19,000
10	Neighborhood Entrance (VDM-3) Villa Del Monte is eager to identify established boundaries and develop a cohesive sense of community. Locations are at street intersections entering the neighborhood, 7 each, and two at the Highway 1 off-ramps.	\$13,500
11	City Council Podium and Microphone (CW-28) Provide a removable podium with microphone next to the existing seated public testimony area. Move the existing seated table and public testimony microphone closer to speaker.	\$750

NEIGHBORHOOD IMPROVEMENT PROGRAM (NIP) FY 2015/16
PROJECT DESCRIPTIONS

OTHER FUNDED PROJECTS, Including partial base allocations

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| 12 | N. Fremont Bike and Pedestrian Improvements (COK-1) | \$200,000 |
| | The request is for a portion of the \$840,000 in matching funds required by the Active Transportation Program Grant (\$6.48M), NIP submittal for \$200,000, CIP submittal for \$400,000 in matching funds, and \$240,000 is being requested in grant applications. Project will provide safe access to cyclists and pedestrians on North Fremont Street. Add class 2 bicycle lanes along both sides of North Fremont and bicycle detection at each of the five intersections. Sidewalk added to north side between Canyon Del Rey and Casanova. | |
| 13 | Citywide Regional Water Recovery Study (CW-25) | \$100,000 |
| | Local funding match for a Peninsula-wide integrated water augmentation study utilizing previous NIP-funded studies (Monterey Vista and David Ave reservoir) as well as investigating new options. If funding is available in Fiscal Year 2015-16 budget, Monterey Peninsula Water Management District will consider providing additional grants up to \$100,000 for qualified projects. | |
| 14 | El Dorado St. Radar Speed Sign (AM-1) | \$16,000 |
| | Install radar speed sign. Across from the Church located at 501 El Dorado St. in the area of the 20mph sign. | |
| 15 | Oak Grove Property Acquisition (OG-2) | \$450,000 |
| | Purchase of property that is for sale located at 499 Ocean Ave. which is a building and adjacent land to be used for a future Tot-Lot. | |
| 16 | Via Casoli Sewer Odor Prevention (FF-1) | \$18,000 |
| | Control sewer odor at end of force main into City Manhole. Extend 6" sewer main uphill approximately 30' and tie force main into the extended sewer main. Only achievable if extended gravity main is below grade of force main. Need to verify. | |
| 17 | Mar Vista Reconstruction Design (Dry Creek to Soledad) (MV-1) | \$228,000 |
| | Fund the design and environmental work for reconstruction of Mar Vista Drive from Dry Creek to Soledad (approximately 2,700 LF of roadway, including 7 unsignalized intersections). Intent of overall project is removal of adverse crown, construction of curb ramps, bulb outs, and median islands as shown in the neighborhood Traffic Calming Plan, and potentially constructing storm water treatment facilities (if required). The intent of this NIP project is to produce a "shovel ready" project, making the overall project more competitive for obtaining grant funding from Safe Routes to Schools and Complete Streets programs. | |
| 18 | Lower Wyndemere Stream Bed restoration Additional Funding (SF-2) | \$175,000 |
| | This project will stabilize the reach of Wyndemere Creek between Skyline Drive and Crandall Road. This project was funded in FY 2008-09 for design. Due to the cost of this project it has received two funding allocations in Fiscal years 2014-15. This will be the last funding phase so construction can be implemented. | |

NEIGHBORHOOD IMPROVEMENT PROGRAM (NIP) FY 2015/16

PROJECT DESCRIPTIONS

19	Montecito Park Improvements (VDM-2) Regrade and replace ½-court basketball court in Montecito Park with full-court Acrylotex System or Flexcourt. Light basketball court and playground until 10 p.m. Replace sand in playground with a safer alternative.	\$155,000
20	Terry 746 Access, and Drainage (NM-10) Street Drainage control, improve access for people and vehicles entering and exiting 746 Terry Street.	\$43,000
21	Skyline Forest Greenbelt Fire Fuel Reduction (SF-1) Remove fire fuel load in forested areas.	\$25,000
22	Van Buren 300 Block Street Reconstruction (OT-2) Request for NIP to fund design and 50% of construction cost and the other 50% construction cost funded by CDBG or other funding. Remove crown of street & replace existing 8" curb with standard 6" curb to correct extreme slope of street toward the curb. Replace sidewalk, curb, gutters, and installs drainage improvements to eliminate ponding water.	\$200,000
23	Eddie Burns Lane Drainage, Phase II (OT-1) These drainage improvements will prevent flooding in this last section of Eddie Burn Lane.	\$87,000
24	Don Dahvee Greenbelt Fire Fuel Reduction (AM-2) Remove fire fuel load in forested areas.	\$25,000
25	DMB Beach Boardwalk Extension (DMB-7) West parking lot at Beach and Tide replace beach boardwalk extending the boardwalk's ending point closer to the beach.	\$20,000
26	Monterey Public Library Kitchen Addition (CW-19) A new structure behind the current community room which would be a approx. 400 sq.ft. building addition housing a complete kitchen. This kitchen would support fundraising programs for the Library, including a possible coffee shop. Possibly used as a meeting room as well.	\$340,000
27	Belden Drake Open Space (NM-7) Purchase vacant parcel of land (if the owner is willing to sell) at the corner of Belden and Drake to become part of a City Park space. Provide 1-2 Benches for people to sit and enjoy the trees and the view of Monterey Bay.	\$100,000
28	Pacific St. Sidewalks and Lighting (Near Alameda) (MV-3) Construct approximately 230 LF of concrete sidewalk, from the corner of Alameda Street to the driveway of Whispering Pines Park, and provide park entrance street lighting at driveway. Includes 5'-wide sidewalk behind existing driveway apron and two curb ramps at Alameda Street.	\$103,000
29	Virgin St. Sidewalk, Curb and Gutter Installation (DMG-1) Install sidewalk, curb and gutter on Virgin St. between Montecito and Branner.	\$127,000

NEIGHBORHOOD IMPROVEMENT PROGRAM (NIP) FY 2015/16

PROJECT DESCRIPTIONS

30	Entry Area Improvement (DF-1) Improve entrance to Deer Flats Park neighborhood by (1) installing lighting on DFP sign so it is more visible at night and two tree lights, (2) refacing or replacing existing slump stone walls with decorative rock, (3) placing decomposed granite over the dirt on both sides of the entrance.	\$31,000
31	San Carlos Beach Remove/Replace Sidewalk and Stairs (PRC Priority 1 of 6) (CW-9) Replace existing stairs which have cracked and spalled and which therefore could represent a safety hazard. Replace / provide hand rails as needed.	\$105,000
32	Cannery Row Crosswalk Safety Project (NM-14) The scope of work for cross walk improvements are an asphalt (AC) walking surface between the concrete bands, and we could slurry with earth tone color over the AC surface. The request is for three crosswalks as follows: Prescott/Cannery Row - \$40,300 (1) Prescott/Cannery Row and (2) Hoffman/Cannery Row total = \$100,000 (1) Prescott/Cannery Row and (2) Hoffman/Cannery Row and (3) Drake/Cannery Row total = \$147,000. Cannery Row Business Association will contribute \$25,000.	\$122,000
33	Dennis the Menace Park Climbing Structure (PRC priority 2 of 6) (CW-7) Purchase and install a unique climbing structure for back side of Dennis the Menace Park.	\$60,000
34	Via Chiquita Storm Drain Improvements Phase II (MV-5) This work will complete the funded storm drain improvements along Via Chiquita between Hermann Drive and El Callejon. The storm drain improvements include the installation of 12" storm drain line, slurry backfill and trench paving. One catch basin and modification of one existing drain inlet. Earthwork and conform paving.	\$90,000
35	Ferrante Park BBQ Picnic Upgrade (VDM-1) Upgrading to include preparation area with water, grade and install decomposed granite; provide pads at tables (possibly adding more), split rail fence around the area, and seating. Cooking facilities to be refurbished or replaced. Trim trees and possible fencing.	\$74,000
36	Historic Monterey, Master Plan for Public Art. Monterey Path of History, Expand Master Plan (CW-23) Survey at least 60 locations of strategic locations for outdoor public art. Tie a path from the lower Presidio to the Royal Presidio Chapel on Church street. Outdoor public art that helps to identify Monterey's historic and cultural assets and aids point-to-point way finding. The art may be a combination of murals, signs, plantings, or a sculpture of the signage. Expand the concept of Path of History that links Paseo, Pedestrian shorts cut through off street paths, etc... that link the 40 Adobes, Victorians, Parks and Museums.	\$60,000
37	Outdoor Basketball Courts with lights (CW-22) A Installation of outdoor basketball courts within the City. Locate the "best location" with a 12 month time limit on selection and construction of 1-2 full courts with lights.	\$105,000

NEIGHBORHOOD IMPROVEMENT PROGRAM (NIP) FY 2015/16
PROJECT DESCRIPTIONS

38	Lower Presidio Historic Park Improvements to Allow Public Use (CW-29 A) Accomplish preliminary implementation of Master Plan approved in 2002. Priority A: Original priority #1 submittal, \$9,000 is installation of way finding and entrance signage that identifies the Lower Presidio Historic Park. Original priority #3 submittal, \$206,000 is construction of a colored concrete walking path and benches at the Serra Monument and to overlook the bay. Included is new accessible parking space and curb ramp as required for ADA compliance.	\$215,000
39	DMB Beach Way Sidewalk & Retaining Wall Repair (DMB-4) Repair an existing wood retaining wall on Beach Way between Tide Ave and Sea Foam Ave. Wall is constructed of 2 stacked 6"x8" PT timbers behind the sidewalk adjoining public property, with 8" to 9" exposed. The sidewalk was determined to have cosmetic cracking only so its repair was not estimated as part of this project. There are two areas of sidewalk needing repair around utility boxes	\$6,000
40	Del Monte Grove English 200 Block Pavement Rehabilitation (DMG-5) Includes English 200 block street segments to be reconstructed in addition to the various street segments being addressed by Measure P Funding	\$42,000
41	Monterey Public Library Terrace Lighting Project (CW-31) Design and install an exterior lighting system for the 2nd floor terrace at the Monterey Public Library.	\$8,000

CUT-OFF PROJECT

1	Cannery Row Worker Shacks, Restore and Repair (CW-12) Repair damaged floors, walls, and ceilings of three historic Cannery Row worker cabins. Replace non compliant handrails and add metal stair nosing at wood steps.	\$147,000
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