

CITY OF MONTEREY



ADOPTED BUDGET 2012-13

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2012-13

CITY COUNCIL

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PRINCIPAL ADMINISTRATIVE OFFICERS

City Manager..... Fred Meurer
Assistant City Manager Fred Cohn
City Attorney Christine Davi
Community Services Director..... Kim Bui-Burton
Director of Information Resources/City Clerk.....Bonnie Gawf
Finance Director Don Rhoads
Fire Chief..... Andrew Miller
Human Resources Director..... Michael McCarthy
Police Chief Phil Penko



BUDGET TRANSMITTAL SECTION



CITY OF MONTEREY

ADOPTED BUDGET 2012-13

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To: Honorable Mayor & City Council

From: City Manager

Date: May 28, 2012

Subject: Fiscal Year 2012-13 Proposed Operating Budget

Over the course of the last four budget years the City Council has had to make difficult choices resulting in over \$12 million in ongoing General Fund budget reductions in order to keep the City fiscally sound. In addition, it was necessary to tap another \$5 million in one-time sources to allow for as smooth and orderly a transition to the new, smaller organization as possible. I am pleased to report that because of the heavy lifting done in these previous budget years the 2012-13 City of Monterey operating budget presented herein is, by comparison, a balanced and very status quo proposal. In today's fiscally turbulent times this is a very positive outcome.

Fiscal Year 2012-13 Summary

At a Council meeting on February 21, 2012, staff presented a mid-year budget review in which the General Fund operating budget had been thrown out of balance in each of the current and next fiscal years due to the elimination of redevelopment agencies by the State of California. Aside from that unfortunate latest example of a Sacramento money-grab, staff was able to report that General Fund revenues were off to a good start at the mid-year point and the City was still on a good financial footing. Now, three months later, even with news of perilous economic times at all levels of government, this picture of relative fiscal stability is still true in Monterey. This stability did not happen by accident, but rather is the result of the compensation sacrifices made by our employees, and the hard work and difficult program decisions made by the Council, community and staff over the last few years.

Here is a summary of the key points contained in the proposed FY13 Operating Budget:

- Next year's proposed General Fund Operating Budget is a status quo budget
 - No significant program adds or reductions
 - No layoffs anticipated at this time
- Monterey is living within its means
 - Holding the line on expenses, mostly due to help from our employees through pay and benefit concessions and finding efficiencies and economies with improved business processes, technology, and shared services
 - City takes a conservative, long-term approach to budgeting – which is why we are on solid financial footing as we enter 2012-13

- City's financial strength allows us to absorb unexpected expenses, such as the state's take-away of redevelopment funds
- Monterey is managing its liabilities
 - Pensions: 2-tier system to begin in the fall
 - State mandated minimum retiree medical: phase in full funding over 5 years
 - Plan for basic infrastructure maintenance funding in place
 - Current policy uses General Fund surplus to fund capital renewal
 - Generates \$3.5 million annually by FY16
 - **This is still not sufficient however**
- Monterey is planning for our future
 - Economic revitalization desires and quality of life initiatives
 - Conference Center
 - Downtown
 - Lighthouse
 - N. Fremont
 - Waterfront
 - Any major "new start" would require a new, dedicated, long-term funding stream
- Despite fiscal challenges
 - Monterey is a safe, clean and well-maintained city – even though we have reduced our budget and staffing over the last three years
 - The City still provides a broad array of programs and services that enhance the quality of life of our residents and visitors
 - We are spending public dollars on the priorities that matter most to our citizens – health, well-being and safety.

As difficult as the budget decision-making has been over the past several years, the results of our collective efforts to balance the budget in a sensible, prudent and realistic way have put Monterey in a position to begin to refocus on its infrastructure responsibilities. This began in earnest last summer with the approval of a recapitalization program for the sewer system. Similar investments are needed in other areas such as streets, storm drains and public buildings such as City Hall, Sports Center, library, recreation centers, fire stations, wharves, and the Conference Center. Regarding the Conference Center rehabilitation proposal, financing alternatives for that project are being studied now and staff plans to bring options to the City Council in July.

Overview of General Fund Revenues

General Fund revenues are estimated to be \$60.7 million in FY13, which is 4.7% more than the current year's revised estimates. Special fund revenues are expected to be \$45.2 million in FY13, generating operating revenues for all funds of an estimated \$105.9 million, down 1.3% from the revised estimate from FY12. Following is a discussion of the major General Fund revenue sources.

Transient Occupancy Tax

Receipts from the City's Transient Occupancy Tax (TOT) are still the single largest discretionary revenue source the City receives (23% of General Fund revenues). We focus attention on TOT, sales tax and property tax as they form a core 52% of General Fund revenues.

Transient Occupancy Tax

	(millions)	Growth
2006-07	\$15.2	7.0%
2007-08	15.9	4.6%
2008-09	14.8	-7.0%
2009-10	14.7	-0.6%
2010-11	14.7	-0.3%
2011-12 est.	16.3	11.2%
2012-13 est.	16.8	3.3%

Table 1

After three straight years of declining TOT, the current fiscal year (FY12) has enjoyed a healthy growth rate that is projected to be 11% by year's end (Table 1). Because the original projection was only 4% this has allowed for a significant increase in the TOT revenue estimate for the year, which has helped to keep the budget in balance. A more modest increase of 3.3% is projected for FY13 due in part to the fact that unseasonably warm weather this past winter likely increased tourism in the Monterey Bay region is more than can be expected on an ongoing basis.

Property Tax

Because property values in Monterey have lost ground over the past few years due to the economic recession, revenues from property taxes dropped in FY11 as shown in Table 2. In addition, it is estimated that property tax receipts would have dropped slightly again in the current fiscal year except that the demise of redevelopment should result in a reallocation of taxes from the former Redevelopment Agency to the City's

General Fund. Of course, the total receipts received by Monterey will be substantially less than before redevelopment agencies were eliminated, but a small portion of that former tax increment will in time come back to the City in the form of property tax. The exact amount and timing of that reallocation is not clear, but the Table 2 below shows an estimate for FY12 and FY13 that includes this tax reallocation. Note that the estimate for FY12 would have dropped another 0.4% without accounting for the tax reallocation, rather than the increase of 2.1% shown. Also note that 4% of the 8% growth rate shown for FY13 is also related to tax reallocation rather than actual growth expectations, making the underlying projected property tax growth for next year 4%.

Property Tax

	(millions)	Growth
2006-07	\$7.3	0.0%
2007-08	8.0	9.6%
2008-09	8.4	4.5%
2009-10	8.8	5.8%
2010-11	8.7	-1.5%
2011-12 est.	8.9	2.1%
2012-13 est.	9.6	8.0%

Table 2

In support of this modest growth assumption, there continue to be indicators that the real estate market in Monterey may be firming up somewhat. Data from the Monterey County Association of Realtors for January to April 2012 versus the same period in 2011 shows that the gross dollar volume of sales (single family residences) in Monterey increased by 53%. As with the strong TOT growth this fiscal year, much of this additional activity may be tied to the good weather we had this winter. However, even comparing calendar year 2010 to 2011 total sales volume still increased a healthy 9%.

Sales Tax

Due to the recession, sales tax receipts also suffered two years of declines as shown in Table 3. However, sales tax came back nicely in FY11 and is projected to continue to show positive, though more modest, growth this year and next. Based on past trends and other related information sales tax receipts are expected to grow by 3.5% in the current fiscal year and another 5.9% in FY13 to \$7.7 million.

Sales Tax

	(millions)	Growth
2006-07	\$7.2	2.4%
2007-08	7.4	3.7%
2008-09	7.0	-5.9%
2009-10	6.4	-9.1%
2010-11	7.1	10.8%
2011-12 est.	7.3	3.5%
2012-13 est.	7.7	5.9%

Table 3

Drivers of this recent growth include transportation (auto and gasoline sales), retail and restaurants. For example, gasoline sales were up 22.7% in calendar 2011 versus the year before due primarily to the sharp increase in the price of gas. In the retail sector the sale of apparel and electronic devices were stronger than most other retail categories, both growing at strong double-digit rates in 2011. Restaurants showed modest but solid gains with 4% growth in calendar 2011 and 5.6% in the fourth quarter. Some individual businesses continue to strengthen the sales tax picture, such as the Apple Store and Forever 21 in Del Monte Center. This shows the importance of economic development and attracting the right mix of businesses to Monterey.

Overview of Reserves

The City maintains a number of reserves to protect against uncertainty and prudently plan for the future. Following is a discussion of some of the more significant of these reserves.

Reserve for Economic Uncertainty

The City maintains a Reserve for Economic Uncertainty to provide a financial shock-absorber should a natural or other disaster strike. The balance in this reserve is currently \$5.8 million (Table 4), or about 10% of the City's General Fund net operating budget. Because the policy level for this reserve is 15% the City Council approved a plan to get back to the 15% policy level over time several years ago. That plan has been delayed due to the difficult budget situation over the past few years and this budget proposal recommends that we again forgo refunding this reserve in FY13. The 5-year forecast (described later in this report) anticipates beginning again to rebuild this reserve starting in FY14.

Capital Renewal Reserves

The General Fund also contains several capital renewal reserves for key facilities such as the Sports Center, Conference Center, Library, the wharves, recreation centers and City Hall. As Table 4 shows, these reserves started the fiscal year with a total of only \$1.2 million. The FY13 budget proposal recommends modestly increasing these important reserves by 10% to \$1.35 million since this is the only remaining dedicated funding source should one of our key facilities need immediate attention. Obviously, this level of capital reserve is not adequate. However, the FY13 Proposed Operating Budget includes a strategy that will be discussed later in this report to increase funding for facility and infrastructure renewal over the course of the next few years.

Significant Reserves

(in thousands)

General Fund	<u>Beginning</u>	<u>Change</u>	<u>Ending</u>
Economic Uncertainty	\$5,821	\$0	\$5,821
Capital Renewal			
Public Safety	\$179	\$18	\$197
Sports Center	249	25	274
Conference Center	242	25	267
Library	187	19	206
Wharves I & II	-	-	-
Recreation Centers	197	20	217
City Hall	175	17	192
Total Capital Renewal	\$1,229	\$124	\$1,353
Other Funds			
Parking	\$7,876	(\$353)	\$7,523
Workers Compensation	7,187	(5)	7,182
General Liability	2,770	6	2,776

Table 4

Other Reserves

The Parking Fund continues to maintain significant reserves, built up over time to fund capital renewal, replacement and expansion of parking facilities. However, this reserve was drawn upon more than usual in FY11 due to the need for a double debt service payment from the Parking Fund in order to balance the General Fund budget. In addition, this budget proposal includes requiring of the Parking Fund an additional ½ advance debt service payment in both FY12 and FY13 in order to again balance the budget, this time due to the elimination of the Redevelopment Agency by the State. On a positive note, paying off the parking bond issue last year saves the Parking Fund the debt service payments of approximately \$1 million annually. The Workers

Compensation and General Liability reserves are set based on actuarial funding requirements. Currently the General Liability reserve level meets actuarial requirements with a balance of \$2.8 million. The Workers Compensation Fund continues to maintain a significant reserve level with an estimated balance of \$7.2 million.

Overview of General Fund Expenditures

Overall for FY13, proposed General Fund operating expenditures amount to \$59.6 million, which represents an increase of 0.4% from the FY12 amended budget. Total proposed FY12 operating expenditures for all funds is \$103.2 million, which represents a decrease of 8.3% from the amended FY12 budget.

Even in a status quo year there are a few supplemental budget requests that were considered either mandatory or essential to operations. The supplemental requests included in the FY13 budget proposal are listed in Table 5 below. Detailed information regarding the Community Survey and ICMA Performance Measurement Program is included in Attachment A.

Department	FY13 Supplemental Budget Requests	
City Manager	Community Survey	\$10,000
	ICMA Performance Measurement Survey	9,500
	Monterey Peninsula Regional Water Authority	25,000
City Clerk	City Election Costs	52,500
Info Resources	Police Microfilm Digital Conversion	23,022
	Jail Video & Audio Recording Software	14,329
	Library System Migration to Hosted Service	9,000
	Software Configuration for Laptop Computers	1,062
Police	County Dispatch Services Increase	45,012
	Automated Criminal Justice Information System	110,000
Fire	CPR Classes-Overtime	8,500
	Radio Upgrade	15,000
	Emergency Coordinator (PTS)	34,145
Recreation	Equipment replacement at Sports Center	115,000
Museum	Staff Development	1,200
	Giclée Prints	5,500
		\$478,770

Table 5

Though there are no new programs or positions proposed in the FY13 budget, several proposed changes to the Position Control List are summarized in Table 6. Most are related to the extension of existing “overfill” or contract authority such as in the Police, Plans & Public Works, Community Services & Library departments. In the case of the

increase in the Legal Assistant to full time, this action has already been approved and implemented but had not yet been reflected in the Position Control List. Regarding the addition of the Engineering Technician, in order to avoid the layoff of this position in the current fiscal year, changes were made to reallocate other positions in the General Fund to special funds.

A reallocation of a 15% portion of the Assistant City Manager position is also included to reflect the fact that beginning in July the new incumbent, Mike McCarthy, will also retain his Human Resources duties, which includes oversight of the Workers' Compensation program. Finally, changes also include the defunding of the Human Resources Director position in order to pay for the subsequent refunding of the Deputy City Manager – Plans & Public Works position. The Plans & Public Works Department is by far the largest in the City with 31% of all employees and 37% of the total City budget. After three years of making do without a dedicated director for the Plans & Public Works Department, it is clear that a full time department head is essential to ensure that sufficient capacity, oversight, and leadership exists in the Plans and Public Works Department to meet very demanding expectations in the years ahead. The upcoming changes in the City Manager's office provide the ideal opportunity to refund this position with no net cost to the General Fund.

Position Control List Changes

Fund/Department	Position	Comments
General Fund		
City Manager	Assistant City Manager	Move .15 to Workers' Comp
City Attorney	Legal Assistant	Increase position to 100% (25% funded by Presidio)
Human Resources	Human Resources Director	Position unfunded effective 7/6/12 (GF & WC Fund)
Police Department	Police Officer	Extend 4 overfills through 06/30/13
Plans & Public Works-Administration	Deputy City Manager Plans & Public Works	Position funded effective 7/6/12
Plans & Public Works-Building Maintenance	Building Maintenance Craftworker	Extend 1 overfill through 06/30/13
Plans & Public Works-Planning & Engineering	Engineering Technician	Add 1 position (.88 GF, .12 Sewer Fund)
Special Funds		
Library	Fund Development Coordinator	Extend contract through 6/30/13
Community Services-Parking	Parking Maintenance Worker	Extend 1 overfill through 06/30/13

Table 6

Any questions City Council may have about proposed supplemental budget requests or changes to the position control list can be addressed at the upcoming budget hearing.

Financial Overview – Special Funds

The City maintains a number of funds other than the General Fund to account for the revenues and expenditures of activities that are separate from the General Fund for either legal or accounting purposes. An overview of the FY13 budget picture for some of the more significant of these funds follows.

Presidio Public Works Authority Fund

The Presidio Public Works Authority Fund accounts for the operational activities, capital projects, and revenues associated with the municipal services contract between the City and the U.S. Army at the Presidio of Monterey. Services provided to the Army include maintenance of buildings, streets, sewers, storm drains and water systems and other special projects. The operating budget for this fund is \$7.5 million for FY13. However, when the Army adds capital projects to the contract the budget can increase significantly. Over the last three years, for example, the total budget for the Presidio Fund has averaged over \$14.7 million each year. The existing federal contract with the Presidio of Monterey continues to be fully funded by the Federal Government and provides approximately \$1 million in revenue annually to the City's General Fund (including the fire services contract) to help pay for the cost of administering the program and other General Fund program costs. The City is currently working with the Army to finalize a new contract which will cover the next 5 years. This will ensure that the revenue generated by this fund will continue well into the future.

Storm Water Utility Fund

Projected revenues of \$1.07 million in the Storm Water Utility Fund fall short of the \$1.22 million in proposed operating expenditures in this fund by about \$150,000 for FY13. However, due to accumulated fund balances from prior years, it is not anticipated that a subsidy will be required this year from the General Fund. That said, it should be noted that the General Fund is heavily subsidizing capital projects that should be charged to storm water and this is substantially interfering with our ability to take care of our other facilities. As our storm water obligations grow over time, we will need to develop the revenue stream to support the imposed mandates. Otherwise, we can look to further future subsidies from the General Fund.

It is difficult in these times of rapidly changing storm water regulations to accurately predict how high the cost of compliance will go and what our ability will be to recuparate those costs through fees. We do know, however, that expenses are going to continue to increase. The State is currently finalizing a new "Phase II" General Permit for storm drain systems. This new permit includes many provisions that go above what is currently required including trash reduction, "community-based marketing" and increased monitoring and effectiveness assessment requirements. In addition, Areas of Special Biological Significance (ASBS) are a continuing cost concern. Although the City does not discharge storm water into an ASBS, we do contribute flows to the City of Pacific Grove's storm drain system which, in turn, is discharging into the Pacific Grove ASBS. It is not yet clear what compliance costs will be, nor what Monterey needs to do regarding any potential obligation to help Pacific Grove fund the program.

The State has also recently set the groundwork to establish new areas to be designated as State Water Quality Protected Areas – General Protection (SWQPA-GP). The State could decide to designate any marine conservation area, of which there is one bordering the coastline along Cannery Row from the City limit line with Pacific Grove to the Breakwater, as a SWQPA-GP. If this is done in the next year, costs will continue to increase as the SWQPA-GP carries requirements that are very similar to the ASBS including a zero tolerance for trash discharges and onerous monitoring.

The state of the storm water infrastructure is being evaluated in a manner that is consistent and similar to the sanitary sewer system by TV inspecting the pipes and structures, then assigning a letter grade to each. This process has been ongoing for over six years and has been dependent upon available staff and frequent equipment failures. At this time, approximately 75% of the system has been inspected and evaluated. Staff continues to explore different ways to provide funding for the storm drains that equals the costs. Throughout the 2012-13 fiscal year staff will be working with our regional partners to explore new administrative structural changes. This may bring with it the ability to establish regional fees which would help to augment the fees that the City already charges to property owners.

Sewer Line Maintenance Fund

The Sewer Line Maintenance Fund will generate an estimated \$1.98 million in FY13 which more than covers the \$1.14 million in projected operating expenditures. The remaining funds will be used for capital repairs included in the Capital Improvement Program (CIP) budget that will be presented by the Plans and Public Works Department in a separate report.

With the passage of a new sewer rate structure last year the City's sewer funding is in good order. The new rates will allow the City to borrow funds from the State's Clean Water Revolving Fund at a rate that is half of the State's bond rate which should result in an interest rate of less than 3% which is lower than the historical inflationary rate over the last twenty years. The new rates are also going to provide an ongoing, predictable revenue stream. With the exception of pipes that could not be inspected because of defects that prevented the camera from entering, all of the sewerage system has been inspected and rated. We are now beginning to execute a multi-year capital program with the goal of bringing the entire system up to a grade of "C" or better.

Marina Fund

The Marina Fund's proposed budget for FY13 totals \$1.9 million includes debt service on state loans in the amount of \$394,341. In addition, the Marina Fund will transfer \$163,655 to the General Fund next year to assist with the expense of maintaining Wharf II and \$209,570 to the Parking Fund for parking support. Total estimated revenues for FY13 in the Marina Fund are expected to be \$2.5 million. The surplus generated in this fund is used to pay for capital projects at the Marina such as a major marina dredging project that got underway during FY12. The dredging of the Marina is expected to cost approximately \$1.2 million dollars over the next ten years. It was determined that the most cost effective method would be to purchase a dredge, and that by utilizing city-

owned equipment and labor, it is anticipated that the City will save more than \$100,000 per phase of dredging as compared to utilizing a dredging contractor.

Parking Fund

The Parking Fund's proposed budget for FY13 totals \$7.9 million, which includes \$1,898,487 for debt repayment to the General Fund. An additional \$632,829 in debt service repayment was added in each FY12 and FY13 to the normal annual payment of \$1,265,658. The Parking Fund will also transfer \$232,903 to the General Fund as reimbursement for custodial, parks and street maintenance services. The Parking Fund has no remaining debt service payments, as the final bond was paid off in FY11. Parking Fund revenues are projected to be \$7.6 million in FY13. The surplus generated in this fund is used to pay for capital projects within the parking facilities.

Del Monte Beach Assessment District 91-1 Fund

The Del Monte Beach Assessment District was created through resolution 91-195 to fund the conversion of existing overhead utilities to an underground distribution facility, including undergrounding of services to each individual household, apartment complex or vacant lot, and installation of street lights along the following streets: Tide, Seafoam, Spray, Dunecrest Avenue, Beach and Surf Way. The assessment began in 1992 and continued through 2009. The final bond obligations were redeemed on September 2, 2009, leaving a balance of \$26,033. Under resolution 91-195, "the amount of any surplus remaining in the improvement fund after completion of the improvement and payment of all claims shall be distributed in accordance with the provisions of Section 10427 of the Streets and Highways Code." The City Council, under the provisions of this code, may designate that the surplus be used for the maintenance of the improvement and it is estimated that \$20,614 will have been spent on operating and maintaining the lighting through FY13 with almost \$1,000 in additional costs accruing annually. Therefore, this budget proposal includes the transfer of the remaining surplus to the General Fund to be used to repay the City for past operating and maintenance costs, and to fund future costs.

Housing & CDBG Fund

The Housing & Community Development Block Grant (CDBG) Fund's proposed budget for FY13 totals \$6.8 million and includes CDBG funding, as well as the Housing Successor Agency, previously the Housing Low & Moderate Income Housing program. Due to the demise of Redevelopment under AB 1X 26, and the loss of Redevelopment Tax Increment, which was the primary source of funding for Low & Moderate Income Housing programs, the ongoing program will be significantly reduced. The City has elected to become the Housing Successor Agency to administer the remaining RDA housing assets, consisting of down payment assistance loans receivable, project loans, and deed restricted units. The Housing Successor Agency will also carry out any projects approved by the Oversight Board, and included on the Recognized Obligation Payment Schedule (ROPS), subject to the State Department of Finance review and certification by the County Auditor-Controller. Of the \$6.8 million dollar proposed budget, \$5.4 represents projects included on the ROPS. Over time, the City's Housing program will decline as we will have minimal funds to issue new down payment

assistance loans, purchase deed restricted units and continue restriction, as well as no identified funding for new projects. This revenue loss will eventually require changes in staffing levels. Staff is evaluating options now and will bring a reorganization plan forward later this year.

Redevelopment Retirement Fund

In June, 2011 the Governor signed ABX1 26 as part of the State's budget package, which required each California Redevelopment Agency to suspend nearly all activities except to implement existing contracts, meet already-incurred obligations, preserve its assets and prepare for the impending dissolution of the Agency. The Redevelopment Retirement Fund was established in FY12 to carry out these actions as the Successor Agency. AB X1 26 provides for the Successor Agency to receive an Administrative Cost Allowance of \$250,000 each fiscal year to pay for the administrative costs relating to winding down the Redevelopment Agency.

General Fund Financial Forecast

With the adoption of the budget plan presented in this report the FY13 General Fund operating will be in balance with an operating surplus (inflows greater than outflows) of \$280,800 and an available ending balance of \$210,968 (see Table 7). This provides a very small cushion for the unexpected, but a structurally balanced budget has been the Council's direction and the City's budget goal since the downturn in the economy in 2008 and should be considered a significant accomplishment.

General Fund 5-Year Financial Forecast

	2011-12	2012-13	2013-14	2014-15	2015-16
	Revised	Preliminary	Estimate	Estimate	Estimate
Revenues	\$59,495,985	\$60,057,494	\$62,073,842	\$63,925,695	\$65,882,632
Advance Parking Fund payment	632,829	632,829	\$0	\$0	\$0
Expenditures	(58,415,783)	(58,387,015)	(59,288,716)	(60,101,917)	(60,509,827)
Net transfers	175,666	(143,068)	(436,291)	(530,218)	(670,813)
CIP	(1,250,000)	(1,250,000)	(1,500,000)	(2,250,000)	(3,500,000)
Debt service	(629,075)	(629,440)	(629,150)	(628,185)	(631,525)
Net operating surplus (deficit)	9,622	280,800	219,686	415,374	570,467
Beginning CAFR Fund Balance	9,767,377	7,420,426	7,701,227	7,920,913	8,336,287
Non-operating - CIP	(2,356,573)	0	0	0	0
Ending Budgetary Fund Balance	7,420,426	7,701,227	7,920,913	8,336,287	8,906,754
Economic uncertainty reserve	5,821,470	5,821,470	6,021,470	6,421,470	6,971,470
Capital renewal reserves	1,229,311	1,352,242	1,352,242	1,352,242	1,352,242
Other reserves	295,047	316,547	316,547	316,547	316,547
Total Reserves	7,345,828	7,490,259	7,690,259	8,090,259	8,640,259
Available Fund Balance	\$74,598	\$210,968	\$230,654	\$246,028	\$266,495

Table 7

The current Council policy is to put these projected surpluses to use rebuilding and refurbishing our City's neglected facilities and infrastructure rather than add back programs or enhance pay and benefit packages. Several years of deferred maintenance make this policy extremely important if we are to be good stewards of the assets entrusted to us by the citizens of Monterey. The loss of redevelopment made this task more difficult and increased the likelihood that an additional, new funding stream will be needed to adequately fund infrastructure in the future.

While the proposed operating budget that will be presented is balanced in the short to mid-term, staff believes that factors not sustainable in the long run are:

- 1) The need to invest more in our community's infrastructure and
- 2) The need to provide our employees a cost of living adjustment at some point.

In the case of infrastructure, projections show our annual investment in capital renewal growing to \$3.5 million by FY16. While this is almost three times what we invest now, it is not nearly enough to turn our City over to the next generation in as good a shape as we received it. As for the need to provide for our employees, inflation has already been chipping away at the earning power of stagnant wages for several years now and, according to our assumptions, will continue to do so for some years more. The salary survey underway should shed some additional light on this topic but if wages are allowed to erode by inflation over time for too long we will begin to lose our best employees.

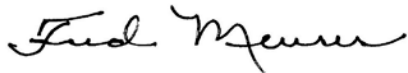
Along with the deficiency in funding for capital renewal and the "no COLA" assumption built into the proposed General Fund Operating Budget, it is important to note that the following major assumptions are also factored into the forecast:

- Economy continues to recover
- No more money-grabs by State
- Employee concessions ongoing
- No revenue hits from military program reductions

With regards to the economy or actions of the state we have little control. There are many signs that the economy continues to be on the mend. However, the state, national and world economies are still in a somewhat fragile state and any serious shock could derail the recovery. A continued gradual economic recovery, with overall General Fund revenues increasing at approximately 3% annually is assumed in the 5 year forecast. Likewise, through winning ballot measures the State has been severely limited in its options for extracting funds from local governments in order to balance its own budget. That said, as the State of California continues to grapple with its continued massive budget imbalance (most recently pegged at almost \$16 billion), there is always the possibility that they will figure out yet another creative way to move funding from cities, counties and special districts into their coffers. No such future moves are projected in the proposed budget however. Should any of these assumptions prove to be incorrect we will have more work to do to keep the budget in balance.

Conclusion

The budget presented here, if adopted, achieves the significant goal of balancing the operating budget of the City. However, this is just the beginning. There are substantial unfunded liabilities related to our City's facilities and infrastructure that need to be addressed next. Therefore, I recommend the adoption of this proposed budget so we can get on to the next phase of making sure our City's facilities and infrastructure are in good working order for all citizens, businesses and visitors today, and in the future for the next generation.

A handwritten signature in cursive script, reading "Fred Meurer".

Fred Meurer
City Manager

To: Honorable Mayor & City Council

From: City Manager

Date: May 28, 2012

Subject: Additional Information on Budget Supplement Requests

Following a request from Council for additional information on two supplemental requests for next year's budget, I have summarized staff's recommendation for funding the ICMA National Citizen Survey (\$10,000) and the ICMA Performance Measurement Program (\$9,500).

We have faced very lean budgets for the last several years, and have made difficult decisions in balancing the needs of the community with available funding. I make recommendations to you using the best available information. This effort began with Priority Based Budgeting, which helped us to understand community based values. With this information, we are able to ensure that we budget properly to the community's needs. We view Priority Based Budgeting as the first step. The next steps in the process to best understand the community's needs are a re-engineered citizen survey, and proven performance measurement program.

The Citizen Survey, described in more detail below, is the next logical step from the civic engagement piece of priority based budgeting. We learned broad interests and needs from our community through priority based budgeting. The Citizen Survey will be more specific and help to make clearer the community's wishes and better define expectations. By combining a performance measurement piece, also described in more detail below, we will be able to better understand how efficient we are in our work processes. The combination of both programs, a refined survey to learn what our community wants, along with a proven performance measurement program to learn how we perform, will help to define what we will do in the coming years and refine how we operate in the years ahead.

We believe that your decisions on the budget process continue to ensure we provide excellent service to our residents, businesses, and guests. We further believe that in order to make recommendations with sound supporting reasons, we need the two tools described below:

ICMA National Citizen Survey

As you will recall, funding for the City's Community Survey was eliminated in 2010. Without funds with for the mailing and professional analysis of the survey, we have continued with a web-based program, but this is far less than optimal. The survey program began in 1991 and has provided extremely useful information in order for the City to determine which services were most effective, and which areas we needed improvement. It is important to learn from our community which services they find critical, and/or effective, and which services they do not place as high a priority. Such

Attachment A

information becomes necessary in lean budget years so that we can continue to provide services our community needs and appreciates.

With such data, not only can we feel confident that we are providing the best services, but we can also defend what we provide to those who may voice their opinion, but not necessarily represent a large segment of our community.

The ICMA's National Citizen Survey (NCS) would provide a statistically valid survey of resident opinions about community and services provided by local government. Many of the ICMA questions are similar to what we have surveyed in the past. This will allow us to maintain our long-term analysis. However, because we would be part of a nationwide program, we would be able to measure Monterey's responses with those of other communities across the nation. The survey results may be used by staff, elected officials and other stakeholders for community planning and resource allocation, program improvement, policy-making and tracking changes in residents' opinions about government performance.

ICMA Performance Management Program

This is a performance measurement tool that staff believes would be extremely useful for its potential to save money and time in a variety of areas. The Performance Management Program starts with a questionnaire of over 1000 questions for staff in 18 service areas. Once compiled, we can see how we compare with other jurisdictions in a wide array of services. We may find that we are efficient in some areas as compared to others, and not as efficient in others. If the City participates, we will have access to a variety of tools and services, including on-site training for the survey and would grant us access to data and norms from other participants nationwide. Such a program would help us manage and monitor changes in our performance over time. Most important, we will have a tool that measures whether we are improving or worsening in our performance. We believe the long-term efficiencies through performance measurement is even more important in challenging economic times.

While we think we do a good job of assessing what we do, and strive to become more efficient, participating in the ICMA Performance Management Program, we will help us learn how we measure up to other public agencies. This information will help us recommend how best to move forward, and we hope provide insight on additional efficiencies.

We are working hard to be efficient, effective, and responsive. The ICMA National Citizen Survey and the ICMA Performance Management Program are tools we need to unlock untapped potential in the organization to meet the extraordinary challenges that undoubtedly lay ahead. While we have done very well in the past, we are in the midst of critical times and need the best data possible to make the best decisions possible. Tools such as the Citizen Survey and the Performance Management Program will prove invaluable as we move forward.



RESOLUTION NO. 12-092 C.S.

A RESOLUTION OF THE COUNCIL OF THE CITY OF MONTEREY

ADOPTING THE 2012-13 OPERATING BUDGET OF THE CITY OF MONTEREY

WHEREAS, the proposed operating budget of the City of Monterey for the fiscal year 2012-13 was prepared and submitted to the City Council by the City Manager in accordance with Section 6.3 of the City Charter; and

WHEREAS, the City Council reviewed the proposed operating budget and thereafter caused a public appearance to be held concerning the budget;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MONTEREY that the City of Monterey – Proposed Operating Budget – 2012-13 containing information as required in Section 6.3 of the Monterey City Charter, as amended by the City Council, is hereby adopted and approved as the budget of the City of Monterey for fiscal year 2012-13 in the following amounts:

Operating Budget - General Fund	\$ 59,578,201
Operating Budget - Special Funds	<u>43,575,685</u>
Total Operating Budget	\$103,153,886

A copy of said budget, as modified and amended, is on file in the office of the City Clerk and is hereby referred to for further particulars.

BE IT FURTHER RESOLVED THAT monies may be transferred from one account to another with the approval of the City Manager or his designee except for the following transfers which may be made only with the approval of the City Council:

- a. Transfers to or from Special Funds where state or federal regulations require Council approval;
- b. Transfers from unappropriated reserves or fund balances.

BE IT FURTHER RESOLVED THAT sixteen percent (16%) of the total projected revenue from Transient Occupancy Taxes is hereby appropriated in the amount of \$2,694,332 for use in the Neighborhood Improvement Program for 2012-13. This amount is the total appropriation from which all applicable City overhead and program expenses will be deducted as appropriate.

BE IT FURTHER RESOLVED THAT the following reserve is hereby approved and the monies therein appropriated for operational contingencies as approved by the City Manager or Finance Director:

1. Reserve for Operational Contingencies \$250,000

BE IT FURTHER RESOLVED THAT the proposed transfers included in the Interfund Transfers schedule that is part of the 2012-13 Proposed Operating Budget are hereby adopted and approved; and that the Finance Director is hereby authorized to make administrative budget adjustments to the schedule as deemed necessary;

BE IT FURTHER RESOLVED THAT since the Proposed Operating Budget is based on an estimate of employee savings from salary and benefit concessions, the Finance Director is hereby authorized to make any administrative budget adjustments to appropriations as needed to implement actual pay concessions.

PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF MONTEREY this 5th day of June, 2012, by the following vote:

AYES:	5	COUNCILMEMBERS:	Downey , Haferman, Selfridge, Sollecito, Della Sala
NOES:	0	COUNCILMEMBERS:	None
ABSENT:	0	COUNCILMEMBERS:	None
ABSTAIN:	0	COUNCILMEMBERS:	None



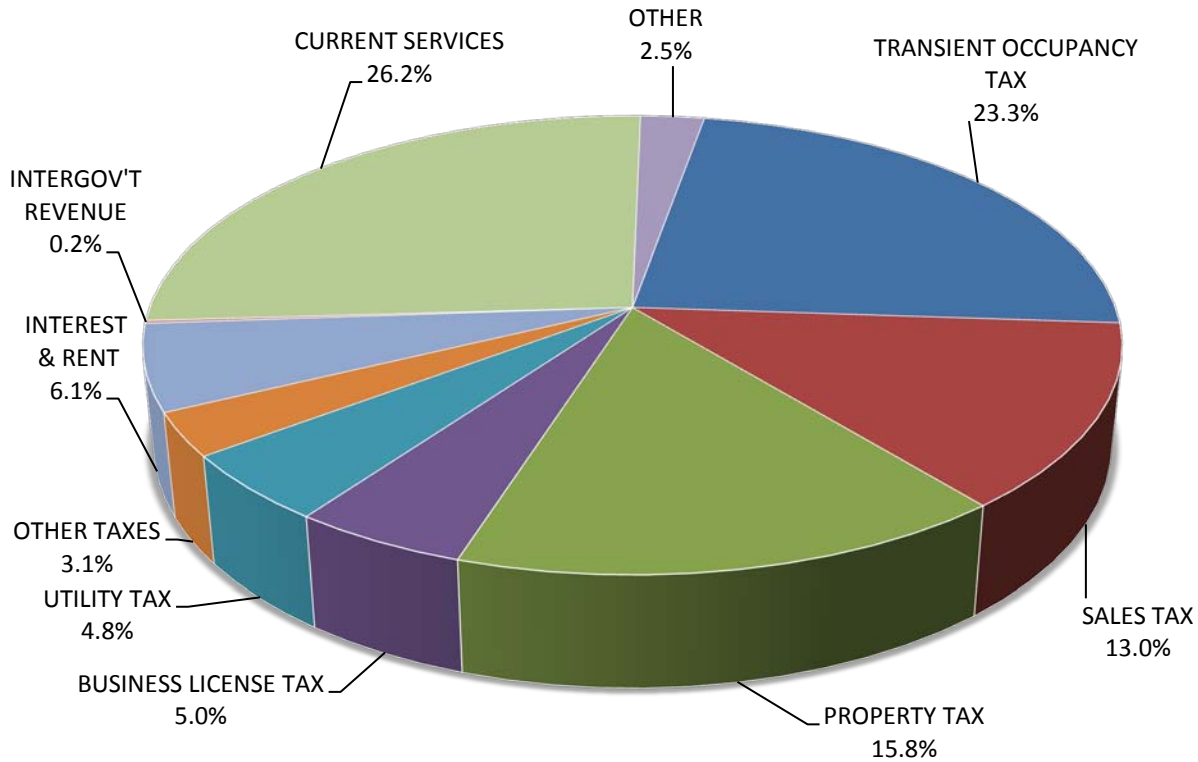
APPROVED:

Chuck Della Sala

Mayor of said City

Catherine Ray
City Clerk thereof

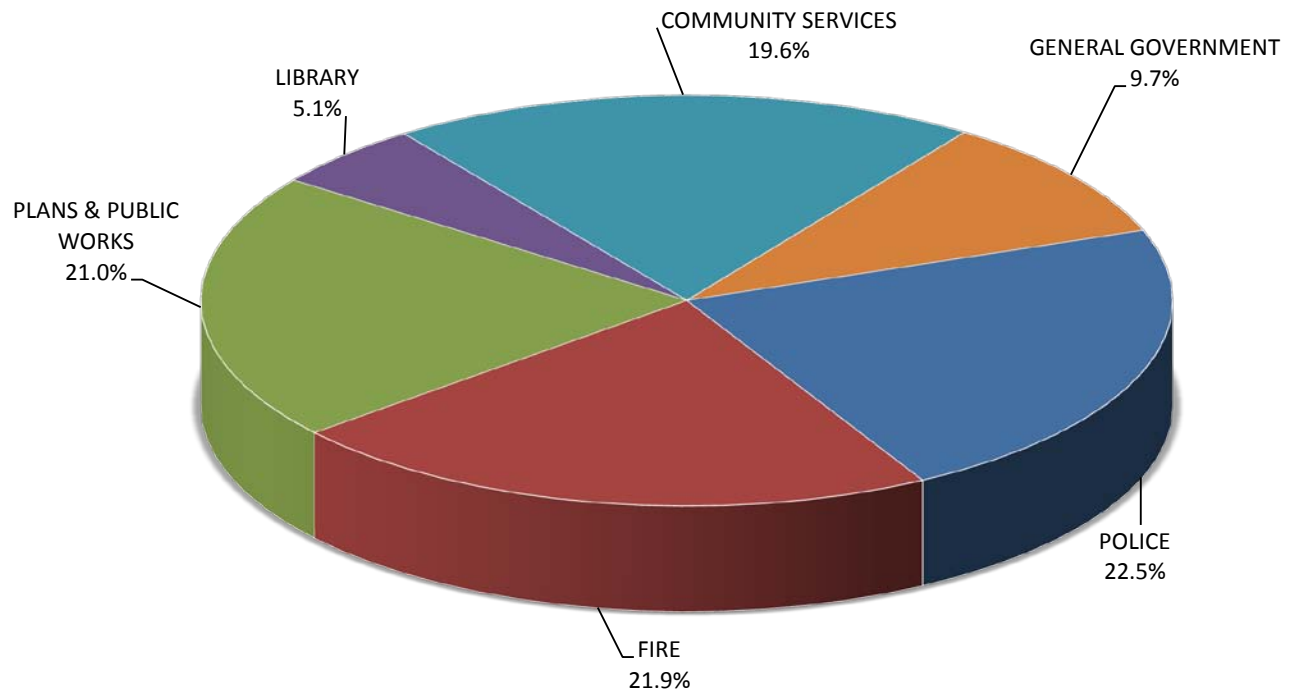
OPERATING REVENUE GENERAL FUND 2012-2013



TOTAL GENERAL FUND REVENUES = \$ 60.7 MILLION

	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 REVISED	2012-13 ESTIMATE
TRANSIENT OCCUPANCY TAX	\$12,350,400	\$12,310,576	\$13,692,695	\$14,145,240
SALES TAX	6,556,075	7,249,716	7,469,885	7,902,567
PROPERTY TAX	8,282,678	8,159,867	8,892,621	9,602,425
BUSINESS LICENSE TAX	2,862,916	2,836,087	2,959,688	3,033,680
UTILITY TAX	2,745,654	2,839,360	2,845,351	2,913,510
OTHER TAXES	1,641,667	1,689,802	1,802,715	1,857,282
INTEREST & RENT	3,737,257	3,807,954	3,812,169	3,689,868
INTERGOV'T REVENUE	371,980	174,000	135,100	124,800
CURRENT SERVICES	14,584,283	15,458,151	15,607,810	15,922,304
OTHER	836,323	910,293	757,366	1,498,647
TOTAL	\$53,969,233	\$55,435,805	\$57,975,400	\$60,690,323

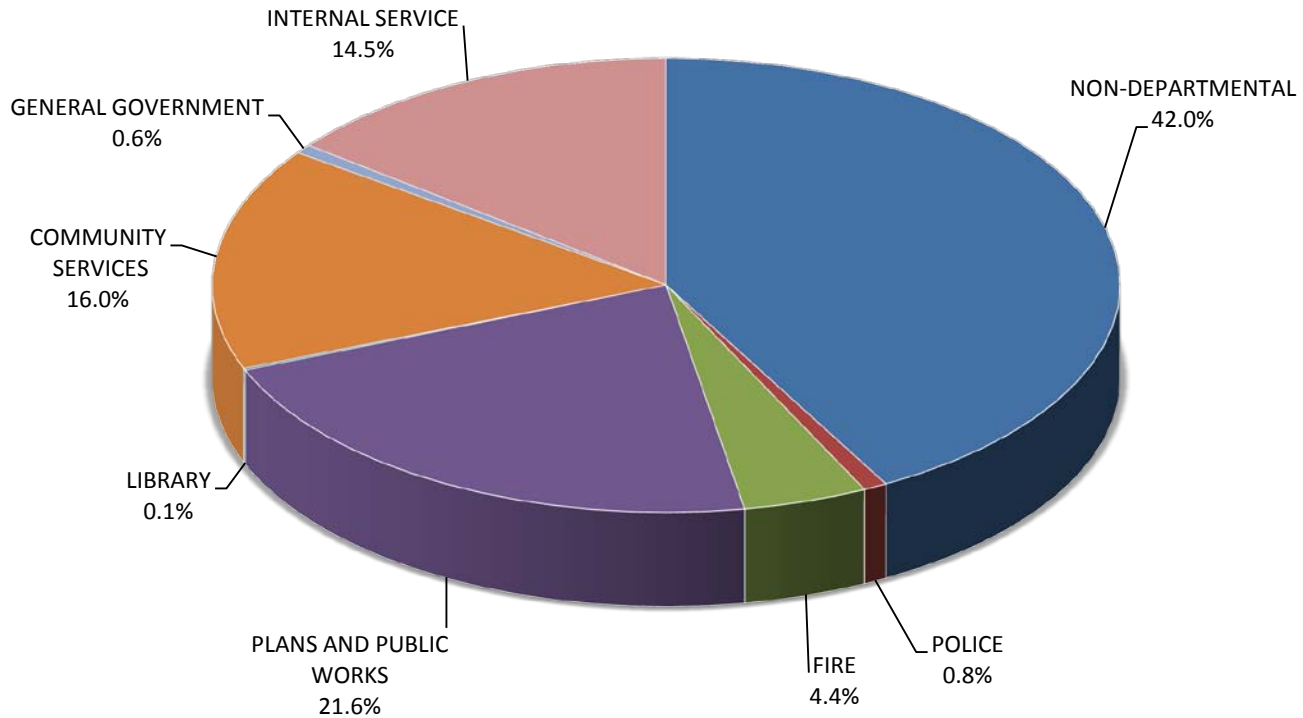
OPERATING EXPENDITURES BY PROGRAM GENERAL FUND 2012-13



OPERATING EXPENDITURES = \$59.6 MILLION

	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 AMENDED	2012-13 ADOPTED
POLICE	\$12,875,615	\$12,279,704	\$13,034,269	\$13,348,463
FIRE	12,052,882	11,793,730	12,510,471	13,011,906
PLANS & PUBLIC WORKS	13,283,825	13,408,289	13,150,956	12,525,334
LIBRARY	3,255,610	3,019,512	3,018,636	3,042,074
COMMUNITY SERVICES	11,471,222	11,523,975	11,636,453	11,625,490
GENERAL GOVERNMENT	5,620,406	5,804,773	5,995,569	5,784,120
TOTAL	\$58,559,562	\$57,829,983	\$59,346,352	\$59,337,386

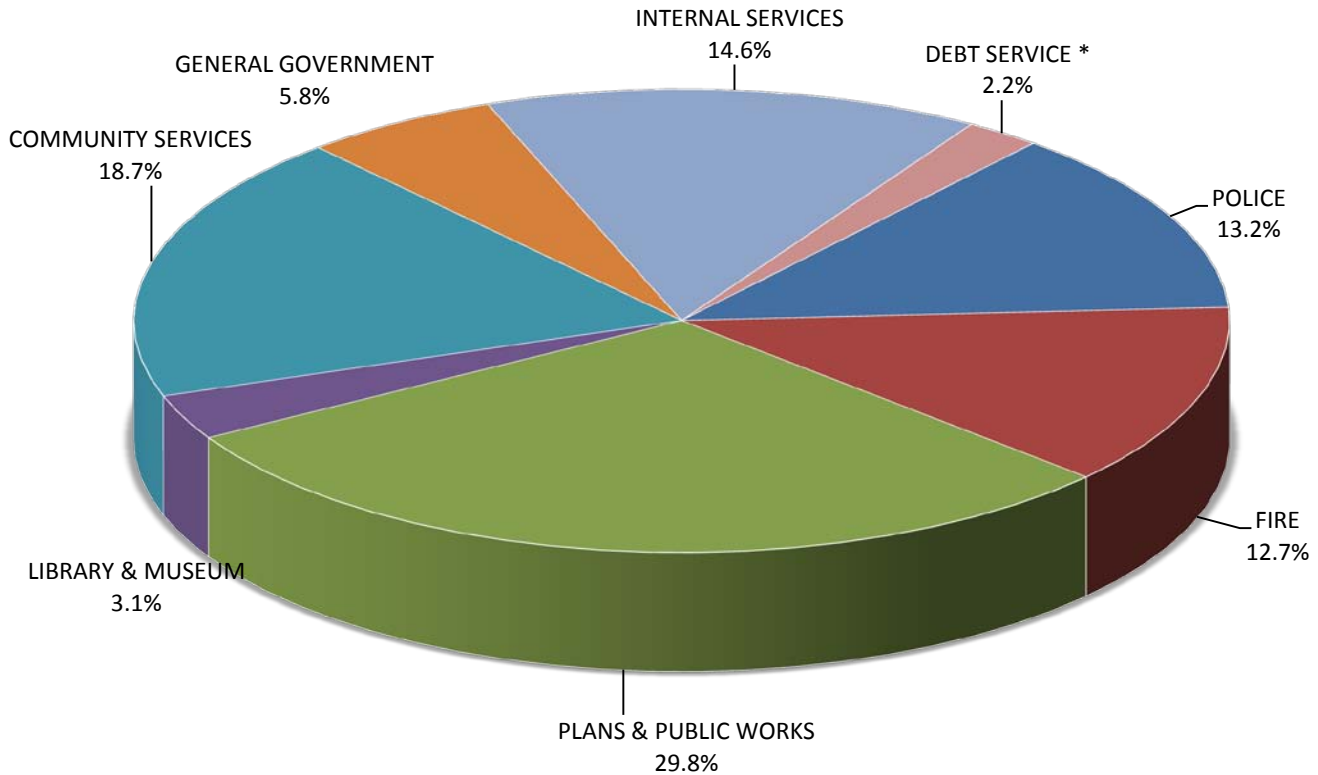
OPERATING REVENUE BY DEPARTMENT ALL FUNDS 2012-2013



TOTAL OPERATING REVENUES: = \$105.9 million

	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 REVISED	2012-13 ESTIMATE
NON-DEPARTMENTAL	\$38,080,751	\$40,244,599	\$41,798,115	\$44,443,955
POLICE	976,110	941,437	822,947	890,705
FIRE	4,245,863	4,086,607	4,045,806	4,688,820
PLANS AND PUBLIC WORKS	21,191,817	24,507,441	27,394,203	22,919,116
LIBRARY	428,510	276,541	168,937	140,255
COMMUNITY SERVICES	17,053,629	16,687,193	17,288,307	16,847,315
GENERAL GOVERNMENT	862,993	732,372	702,384	675,392
INTERNAL SERVICE	13,418,254	13,982,322	15,239,946	15,306,264
TOTAL	\$96,257,927	\$101,458,512	\$107,460,646	\$105,911,822

OPERATING EXPENDITURES BY PROGRAM ALL FUNDS 2012-13



OPERATING EXPENDITURES = \$103.2 MILLION

	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 AMENDED	2012-13 ADOPTED
POLICE	\$12,882,314	\$12,300,334	\$13,327,496	\$13,358,463
FIRE	12,598,888	12,317,604	12,883,488	13,065,456
PLANS & PUBLIC WORKS	28,373,156	32,004,324	39,133,774	30,646,269
LIBRARY & MUSEUM	3,425,637	3,162,700	3,238,818	3,239,368
COMMUNITY SERVICES	18,696,624	20,311,609	20,625,314	19,269,342
GENERAL GOVERNMENT	5,783,399	5,955,247	6,177,661	5,966,212
INTERNAL SERVICES	14,154,178	14,682,165	15,135,613	15,076,134
DEBT SERVICE *	(46,965)	1,152,267	1,980,065	2,291,828
TOTAL	\$95,867,232	\$101,886,249	\$112,502,228	\$102,913,071

* Includes principal and interest payments in all Enterprise Funds.

OPERATING REVENUE SUMMARY - GENERAL FUND

FUND/ DEPARTMENT	2009-10	2010-11	2011-12		2012-13
	ACTUAL REVENUE	ACTUAL REVENUE	PROPOSED ESTIMATE	REVISED ESTIMATE	PROPOSED ESTIMATE
GENERAL FUND					
NON-DEPARTMENTAL					
TRANSIENT OCCUPANCY TAX	\$ 12,350,400	\$ 12,310,576	\$ 12,763,613	\$ 13,692,695	\$ 14,145,240
SALES & USE TAX	4,882,921	5,257,314	5,673,461	5,673,461	6,027,128
PROPERTY TAX IN LIEU OF SALES TAX	1,479,545	1,792,836	1,621,144	1,621,144	1,702,201
CURRENT SECURED PROP. TAXES	5,409,963	5,411,437	5,932,995	6,299,625	6,918,240
CURRENT UNSECURED PROP. TAXES	221,608	227,556	252,957	252,957	252,957
PRIOR SECURED/UNSEC. PROP. TAXES	346,212	269,891	120,611	120,611	123,023
UTIL USERS-GAS & ELECTRIC	1,729,916	1,787,426	2,014,835	1,814,835	1,851,132
UTILITY USERS-TELEPHONE	692,773	658,647	655,452	655,452	668,561
UTILITY USERS-WATER	322,965	393,287	375,064	375,064	393,817
BUSINESS LICENSE	2,862,916	2,836,087	2,959,688	2,959,688	3,033,680
MOTOR VEHICLE IN LIEU - CA	89,870	140,274	114,000	15,000	-
PROPERTY TAX IN LIEU OF VLF	2,304,895	2,250,982	2,350,993	2,219,428	2,308,205
INTEREST INCOME	287,695	442,725	450,000	450,000	384,548
INTEREST INCOME - LOANS	896,629	880,023	862,669	862,669	756,540
LEASE REVENUE	-	-	300,000	300,000	300,000
LOAN REPAYMENTS	-	1,651,293	402,989	402,989	1,141,947
GAS & ELECTRIC FRANCHISE	325,435	345,002	367,500	367,500	348,310
SANITATION FRANCHISE	806,473	825,261	888,962	888,962	933,410
CABLE TV FRANCHISE	270,129	284,280	296,188	296,188	308,036
WATER FRANCHISE	110,007	118,320	115,752	115,752	128,800
ADMINISTRATIVE SUPPORT FEE	2,439,506	2,096,906	2,151,883	2,151,883	2,451,556
DOCUMENT TRANSFER TAX	103,893	90,862	110,313	110,313	114,726
SCUBA TANK TAX	2,770	3,326	4,000	4,000	4,000
RACE TRACK TAX	22,960	22,751	20,000	20,000	20,000
HOMEOWNERS SUBVENTION - CA	35,114	37,633	45,000	45,000	45,000
MANDATED COSTS REIMBURS. - CA	8,504	29,744	40,000	40,000	40,000
SEWER RENTALS	37,001	38,445	35,500	35,500	35,500
OTHER CURRENT SERVICES	8,138	7,180	-	-	-
OTHER REVENUE	15,682	9,106	4,600	4,600	4,600
DAMAGE TO CITY PROPERTY	-	357	-	-	-
REFUNDS	15,908	9,375	1,000	1,000	1,000
GRANTS	-	-	-	-	-
DONATIONS	-	15,000	-	-	-
OFF-HIGHWAY LICENSE - CA	-	-	700	700	700
OTHER FINES	923	697	1,000	1,000	1,000
OTHER LICENSES & PERMIT	-	-	99	99	98
NON-DEPARTMENTAL TOTAL	38,080,751	40,244,599	40,932,968	41,798,115	44,443,955
POLICE					
ADMINISTRATION - Other	724,900	675,190	667,100	667,100	650,100
ADMINISTRATION - Sales Tax, Prop. 172	131,544	133,709	110,000	110,000	106,000
FIELD OPERATIONS	8,511	26,858	2,600	2,600	3,800
POLICE TOTAL	864,955	835,757	779,700	779,700	759,900
FIRE					
ADMINISTRATION	404	1,155	400	400	400
ADMINISTRATION - Sales Tax, Prop. 172	62,065	65,857	65,280	65,280	67,238
PREVENTION	66,262	69,618	55,000	55,000	56,000
TRAINING	14,673	21,168	9,000	9,000	5,000
OPERATIONS	3,578,656	3,397,164	2,949,819	3,735,244	4,457,193
EMERGENCY PREPAREDNESS	1,500	-	1,500	1,500	1,500
FIRE TOTAL	3,723,560	3,554,962	3,080,999	3,866,424	4,587,331
PLANS AND PUBLIC WORKS					
ADMINISTRATION	247,526	299,297	120,727	120,727	125,000
PLANNING & ENGINEERING	148,488	149,591	206,125	607,130	132,100
CAPITAL PROJECTS DIVISION	-	(585)	-	-	-
STREET MAINTENANCE	46,966	64,499	30,000	30,000	30,000
BLDG MAINT & CUSTODIAL SVCS	946	1,703	-	47,615	-
PARKS	232,704	229,792	220,000	220,000	220,000
URBAN FORESTRY	10,943	11,530	3,000	3,000	3,000
BUILDING SAFETY AND INSPECTION	1,052,740	1,101,349	960,000	960,000	1,010,000
HOUSING & PROPERTY MGMT	2,515,932	2,446,761	2,464,000	2,464,000	2,513,280
PLANS AND PUBLIC WORKS TOTAL	4,256,245	4,303,935	4,003,852	4,452,472	4,033,380

GENERAL FUND 2012-2013 OPERATING REVENUE BY MAJOR CATEGORY								PERCENTAGE CHANGE COMPARED TO 2011-12 REVISED EST.
TAXES	FEES & CHARGES	INTEREST & RENTS	INTER- GOV'T	LICENSE & PERMITS	FINES & FORFEITS	OTHER	TOTAL	
\$ 14,145,240	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,145,240	
6,027,128	-	-	-	-	-	-	6,027,128	
1,702,201	-	-	-	-	-	-	1,702,201	
6,918,240	-	-	-	-	-	-	6,918,240	
252,957	-	-	-	-	-	-	252,957	
123,023	-	-	-	-	-	-	123,023	
1,851,132	-	-	-	-	-	-	1,851,132	
668,561	-	-	-	-	-	-	668,561	
393,817	-	-	-	-	-	-	393,817	
3,033,680	-	-	-	-	-	-	3,033,680	
-	-	-	-	-	-	-	-	
2,308,205	-	-	-	-	-	-	2,308,205	
-	-	384,548	-	-	-	-	384,548	
-	-	756,540	-	-	-	-	756,540	
-	-	300,000	-	-	-	-	300,000	
-	-	-	-	-	-	1,141,947	1,141,947	
348,310	-	-	-	-	-	-	348,310	
933,410	-	-	-	-	-	-	933,410	
308,036	-	-	-	-	-	-	308,036	
128,800	-	-	-	-	-	-	128,800	
-	2,451,556	-	-	-	-	-	2,451,556	
114,726	-	-	-	-	-	-	114,726	
4,000	-	-	-	-	-	-	4,000	
20,000	-	-	-	-	-	-	20,000	
45,000	-	-	-	-	-	-	45,000	
-	-	-	40,000	-	-	-	40,000	
-	-	35,500	-	-	-	-	35,500	
-	-	-	-	-	-	4,600	4,600	
-	-	-	-	-	-	-	-	
-	-	-	-	-	-	1,000	1,000	
-	-	-	-	-	-	-	-	
700	-	-	-	-	-	-	700	
-	-	-	-	-	1,000	-	1,000	
-	-	-	-	98	-	-	98	
39,327,166	2,451,556	1,476,588	40,000	98	1,000	1,147,547	44,443,955	6.3%
-	21,000	-	29,500	247,600	302,000	50,000	650,100	
106,000	-	-	-	-	-	-	106,000	
-	-	-	3,800	-	-	-	3,800	
106,000	21,000	-	33,300	247,600	302,000	50,000	759,900	-2.5%
-	400	-	-	-	-	-	400	
67,238	-	-	-	-	-	-	67,238	
-	56,000	-	-	-	-	-	56,000	
-	5,000	-	-	-	-	-	5,000	
-	4,407,193	-	50,000	-	-	-	4,457,193	
-	-	-	1,500	-	-	-	1,500	
67,238	4,468,593	-	51,500	-	-	-	4,587,331	18.6%
-	-	-	-	-	-	125,000	125,000	
-	132,000	-	-	-	-	100	132,100	
-	10,000	-	-	-	-	20,000	30,000	
-	-	-	-	-	-	-	-	
-	25,000	-	-	195,000	-	-	220,000	
-	-	-	-	3,000	-	-	3,000	
-	580,000	-	-	430,000	-	-	1,010,000	
-	-	2,513,280	-	-	-	-	2,513,280	
-	747,000	2,513,280	-	628,000	-	145,100	4,033,380	-9.4%

OPERATING REVENUE SUMMARY - GENERAL FUND

FUND/ DEPARTMENT	2009-10	2010-11	2011-12		2012-13
	ACTUAL REVENUE	ACTUAL REVENUE	PROPOSED ESTIMATE	REVISED ESTIMATE	PROPOSED ESTIMATE
GENERAL FUND (Continued)					
LIBRARY					
ADMINISTRATION	11,474	10,130	2,500	2,500	-
SUPPORT SERVICES	12,870	22,594	19,463	19,463	19,298
READERS' SERVICES	132,862	98,419	77,650	77,650	60,050
MUSEUM	34,651	1,901	1,300	1,300	1,500
PRESIDIO PARK & MUSEUM	674	829	650	650	500
LIBRARY TOTAL	192,531	133,873	101,563	101,563	81,348
COMMUNITY SERVICES					
CONF CTR SALES & MARKETING	29,843	1,330	-	-	30,000
CONF CTR EVENT OPERATIONS	1,227,044	983,316	1,105,000	1,105,000	1,070,000
CONF CTR VISITOR PROMOTION	134,000	134,000	134,000	134,000	134,000
HARBOR MAINTENANCE	141,791	133,709	124,000	135,680	113,500
RECREATION-ADMINISTRATION	26,966	32,947	45,714	45,714	38,760
MONTEREY YOUTH CENTER	161,816	166,061	158,942	158,942	172,361
MONTEREY SENIOR CENTER	27,293	31,666	35,040	35,040	15,180
ARCHER PARK CENTER	266	270	300	300	300
HILLTOP PARK CENTER	111,366	127,293	168,021	168,021	120,152
CASANOVA OAK KNOLL PARK CTR.	86,316	93,632	93,802	93,802	112,487
SPECIAL PROGRAMS & EVENTS	271,649	293,872	384,530	384,530	272,875
RECREATION-SPORTS	153,454	156,353	181,310	181,310	171,940
MONTEREY SPORTS CENTER	4,375,529	4,186,650	4,513,787	4,513,787	4,529,304
COMMUNITY SERVICES TOTAL	6,747,333	6,341,099	6,944,446	6,956,126	6,780,859
GENERAL GOVERNMENT					
HUMAN RESOURCES	-	-	6,000	6,000	-
INFORMATION RESOURCES	572	579	-	-	550
CITY ATTORNEY	95,797	15,447	15,000	15,000	3,000
CITY MANAGER	7,489	5,554	-	-	-
GENERAL GOVERNMENT TOTAL	103,858	21,580	21,000	21,000	3,550
GENERAL FUND TOTAL	\$ 53,969,233	\$ 55,435,805	\$ 55,864,528	\$ 57,975,400	\$ 60,690,323

REVISED REVENUE BY MAJOR CATEGORY 2011-12

PERCENTAGE CHANGE COMPARED TO 2011-12 REVISED ESTIMATE

GENERAL FUND 2012-2013 OPERATING REVENUE BY MAJOR CATEGORY								PERCENTAGE CHANGE COMPARED TO 2011-12 REVISED EST.
TAXES	FEES & CHARGES	INTEREST & RENTS	INTER- GOV'T	LICENSE & PERMITS	FINES & FORFEITS	OTHER	TOTAL	
-	-	-	-	-	-	-	-	
-	19,298	-	-	-	-	-	19,298	
-	60,050	-	-	-	-	-	60,050	
-	-	-	-	-	-	1,500	1,500	
-	-	-	-	-	-	500	500	
-	79,348	-	-	-	-	2,000	81,348	-19.9%
-	30,000	-	-	-	-	-	30,000	
-	1,050,000	-	-	-	-	20,000	1,070,000	
-	-	-	-	-	-	134,000	134,000	
-	113,500	-	-	-	-	-	113,500	
-	38,760	-	-	-	-	-	38,760	
-	172,361	-	-	-	-	-	172,361	
-	15,180	-	-	-	-	-	15,180	
-	300	-	-	-	-	-	300	
-	120,152	-	-	-	-	-	120,152	
-	112,487	-	-	-	-	-	112,487	
-	272,875	-	-	-	-	-	272,875	
-	171,940	-	-	-	-	-	171,940	
-	4,523,304	6,000	-	-	-	-	4,529,304	
-	6,620,859	6,000	-	-	-	154,000	6,780,859	-2.5%
-	-	-	-	-	-	-	-	
-	550	-	-	-	-	-	550	
-	-	-	-	-	3,000	-	3,000	
-	-	-	-	-	-	-	-	
-	550	-	-	-	3,000	-	3,550	-83.1%
\$ 39,500,404	\$ 14,388,906	\$ 3,995,868	\$ 124,800	\$ 875,698	\$ 306,000	\$ 1,498,647	60,690,323	4.7%
\$ 37,723,655	\$ 13,603,611	\$ 4,112,169	\$ 595,400	\$ 799,699	\$ 383,500	\$ 757,366	57,975,400	
4.7%	5.8%	-2.8%	-79.0%	9.5%	-20.2%	97.9%	4.7%	

OPERATING REVENUE SUMMARY - SPECIAL FUNDS

FUND/ DEPARTMENT	2009-10	2010-11	2011-12		2012-13
	ACTUAL REVENUE	ACTUAL REVENUE	PROPOSED ESTIMATE	REVISED ESTIMATE	PROPOSED ESTIMATE
SPECIAL FUNDS - OPERATING					
PUBLIC SAFETY					
JUSTICE ASSISTANCE GRANT	\$ 32	\$ -	\$ 16,500	\$ 16,500	\$ 15,698
PUBLIC SAFETY TRAINING	20,073	33,749	168,000	168,000	18,000
HOMELAND SECURITY GRANT	493,499	492,706	-	-	75,200
WATER SYSTEM IMPROVEMENT	8,731	5,189	11,382	11,382	8,289
ASSET SEIZURE	5,112	5,526	5,000	5,000	15,000
STATE COPS - AB1913	106,011	100,154	72	72	100,107
OFFICE OF TRAFFIC SAFETY GRANT	-	-	21,675	21,675	-
PUBLIC SAFETY TOTAL	633,458	637,325	222,629	222,629	232,294
PLANS AND PUBLIC WORKS					
PRESIDIO PUBLIC WORKS AUTHORITY	9,612,859	14,037,989	7,331,498	16,123,742	7,331,498
CONSTRUCTION TRUCK IMPACT FEE	195,319	150,569	365,000	365,000	200,000
STORM WATER UTILITY	1,075,730	1,060,727	1,076,704	1,076,704	1,068,779
SEWER LINE MAINTENANCE	1,464,351	1,462,442	1,437,446	1,437,446	1,979,887
INTEGRATED REG WATERSHED	417	246	245	245	199
NAVY SERVICES	430,353	313,654	454,050	454,050	454,050
MATERIALS RECOVERY FACILITY	372,384	376,551	385,924	385,924	394,272
OCEAN VIEW PLAZA CSD	5,758	6,109	6,000	6,000	6,000
CEMETERY - OPERATING	297,206	233,532	279,407	279,407	279,398
ALVARADO ST. MAINT. DISTRICT	42,353	43,866	48,320	48,320	48,368
CALLE PRINCIPAL ST. MAINT. DISTRICT	1,417	12,475	12,547	12,547	12,378
SKYLINE FOREST MAINT. DISTRICT	21,541	19,128	19,882	19,882	19,291
SEWER MAINS IMPROVEMENTS	1,340	2,233	547	547	5,899
DEPT OF CONSERVATION	4,000	-	-	-	-
PARK DEDICATION FEES	110	47,221	319	319	2,944
COMM. DEVELOPMENT - HCD	2,770,556	1,626,129	1,244,585	1,244,585	5,826,322
COMM. DEVELOP. BLOCK - HUD	605,214	686,319	1,249,663	1,249,663	897,958
SPECIAL HOUSING GRANTS	34,664	124,316	237,351	237,351	108,493
REDEVELOPMENT AGENCY RETIREMENT	-	-	-	-	250,000
PLANS AND PUBLIC WORKS	16,935,572	20,203,506	14,149,488	22,941,732	18,885,736
LIBRARY					
LIBRARY	216,146	134,772	51,757	59,557	49,401
MUSEUM	19,833	7,896	7,817	7,817	9,506
LIBRARY TOTAL	235,979	142,668	59,574	67,374	58,907
COMMUNITY SERVICES					
GOLDEN TRAVELERS	37,862	52,740	100,000	100,000	-
SPORTS CENTER	211	-	-	-	-
SCHOLZE PARK	33,825	18,263	17,976	17,979	13,913
SCHOLZE PLAYGROUND	30,104	18,280	17,979	17,976	13,887
SR. CENTER PROGRAMS	6,609	3,611	3,625	3,625	2,679
MARINA - OPERATING	2,511,624	2,607,522	2,434,157	2,434,157	2,431,946
WHARF 1 SPRINKLER SYSTEM	30,290	30,805	31,260	31,260	32,300
PARKING - OPERATING	7,486,975	7,473,060	7,545,723	7,545,723	7,532,764
CANNERY ROW PARKING VARIANCES	28,445	21,183	21,179	21,179	19,144
SOUTH CANNERY ROW PARKING DIST.	19,264	6,448	75	75	20
TRANSPORTATION MANAGEMENT	8,674	17,574	17,011	17,011	16,188
PARKING ADJUSTMENT FEES	3,802	3,713	3,616	3,616	3,615
COMMUNITY SERVICES TOTAL	10,197,685	10,253,200	10,192,601	10,192,601	10,066,456
GENERAL GOVERNMENT					
TIDELANDS (Non-Departmental)	585,633	547,917	534,337	534,337	516,150
INSTITUTIONAL NETWORK SERVICE	10,470	7,003	6,955	6,955	5,665
PUBLIC ED. & GOV'T ACCESS	163,032	155,872	140,092	140,092	150,027
GENERAL GOVERNMENT TOTAL	759,135	710,792	681,384	681,384	671,842

SPECIAL FUNDS								PERCENTAGE CHANGE COMPARED TO 2011-12 REVISED EST.
2012-13								
OPERATING REVENUE BY MAJOR CATEGORY								
TAXES	FEES & CHARGES	INTEREST & RENTS	INTER- GOV'T	LICENSE & PERMITS	FINES & FORFEITS	OTHER	TOTAL	
\$ -	\$ -	\$ -	\$ 15,698	\$ -	\$ -	\$ -	\$ 15,698	
-	18,000	-	-	-	-	-	18,000	
-	-	-	75,200	-	-	-	75,200	
-	1,000	7,289	-	-	-	-	8,289	
-	-	-	15,000	-	-	-	15,000	
-	-	107	100,000	-	-	-	100,107	
-	-	-	-	-	-	-	-	
-	19,000	7,396	205,898	-	-	-	232,294	4.3%
-	7,331,498	-	-	-	-	-	7,331,498	
-	200,000	-	-	-	-	-	200,000	
-	1,065,000	3,779	-	-	-	-	1,068,779	
-	1,960,000	19,887	-	-	-	-	1,979,887	
-	-	199	-	-	-	-	199	
-	274,050	-	-	-	-	180,000	454,050	
-	-	394,272	-	-	-	-	394,272	
-	-	-	-	-	-	6,000	6,000	
-	279,300	98	-	-	-	-	279,398	
48,282	-	86	-	-	-	-	48,368	
11,953	-	425	-	-	-	-	12,378	
18,000	-	1,291	-	-	-	-	19,291	
-	500	5,399	-	-	-	-	5,899	
-	-	-	-	-	-	-	-	
-	2,500	444	-	-	-	-	2,944	
-	-	116,000	-	-	-	5,710,322	5,826,322	
-	-	401,617	191,341	-	-	305,000	897,958	
-	-	39,164	-	-	-	69,329	108,493	
250,000	-	-	-	-	-	-	250,000	
328,235	11,112,848	982,661	191,341	-	-	6,270,651	18,885,736	-17.7%
-	7,500	9,201	-	-	-	32,700	49,401	
-	-	1,506	-	-	-	8,000	9,506	
-	7,500	10,707	-	-	-	40,700	58,907	
-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	
-	-	13,913	-	-	-	-	13,913	
-	-	13,887	-	-	-	-	13,887	
-	-	2,679	-	-	-	-	2,679	
-	2,173,000	196,946	-	37,000	-	25,000	2,431,946	
-	32,300	-	-	-	-	-	32,300	
-	5,670,065	287,099	-	600,100	900,000	75,500	7,532,764	
-	19,023	121	-	-	-	-	19,144	
-	-	20	-	-	-	-	20	
-	16,098	90	-	-	-	-	16,188	
-	3,590	25	-	-	-	-	3,615	
-	7,914,076	514,780	-	637,100	900,000	100,500	10,066,456	-1.2%
-	-	516,150	-	-	-	-	516,150	
-	-	5,665	-	-	-	-	5,665	
150,000	-	27	-	-	-	-	150,027	
150,000	-	521,842	-	-	-	-	671,842	-1.4%

OPERATING REVENUE SUMMARY - SPECIAL FUNDS

FUND/ DEPARTMENT	2009-10	2010-11	2011-12		2012-13
	ACTUAL REVENUE	ACTUAL REVENUE	PROPOSED ESTIMATE	REVISED ESTIMATE	PROPOSED ESTIMATE
SPECIAL FUNDS - OPERATING (Continued)					
INTERNAL SERVICES					
VEHICLE MAINTENANCE	1,589,094	1,666,267	1,897,762	1,897,762	1,826,490
EQUIPMENT REPLACEMENT	689,263	786,837	870,666	870,666	806,464
INFORMATION SERVICES	2,505,512	2,308,400	2,802,871	2,802,871	2,883,058
WORKERS COMPENSATION	2,746,451	2,558,573	2,534,093	2,534,093	2,568,247
HEALTH & OTHER BENEFITS	4,890,813	5,603,041	6,141,000	6,141,000	6,173,000
LIABILITY & PROPERTY INSURANCE	997,121	1,059,204	993,554	993,554	1,049,005
INTERNAL SERVICES TOTAL	13,418,254	13,982,322	15,239,946	15,239,946	15,306,264
	\$ 42,180,083	\$ 45,929,812	\$ 40,545,622	\$ 49,345,666	\$ 45,221,499

REVISED REVENUE BY MAJOR CATEGORY 2011-12

PERCENTAGE CHANGE COMPARED TO 2011-12 REVISED ESTIMATE

OPERATING REVENUE SUMMARY - ALL FUNDS

FUND TYPE	2012-13				
	2009-10 ACTUAL REVENUE	2010-11 ACTUAL REVENUE	2011-12		2012-13 PROPOSED ESTIMATE
			ORIGINAL ESTIMATE	REVISED ESTIMATE	
General Fund	\$ 53,969,233	\$ 55,435,805	\$ 55,864,528	\$ 57,975,400	\$ 60,690,323
Special Funds	42,180,083	45,929,812	40,545,622	49,345,666	45,221,499
	\$ 96,149,316	\$ 101,365,618	\$ 96,410,150	\$ 107,321,066	\$ 105,911,822

SPECIAL FUNDS 2012-13 OPERATING REVENUE BY MAJOR CATEGORY								PERCENTAGE CHANGE COMPARED TO 2011-12 REVISED EST.
TAXES	FEES & CHARGES	INTEREST & RENTS	INTER- GOV'T	LICENSE & PERMITS	FINES & FORFEITS	OTHER	TOTAL	
-	1,826,490	-	-	-	-	-	1,826,490	
-	747,357	19,107	-	-	-	40,000	806,464	
-	2,857,183	-	-	-	-	25,875	2,883,058	
-	2,418,247	-	-	-	-	150,000	2,568,247	
-	6,173,000	-	-	-	-	-	6,173,000	
-	1,049,005	-	-	-	-	-	1,049,005	
-	15,071,282	19,107	-	-	-	215,875	15,306,264	0.4%
\$ 478,235	\$ 34,124,706	\$ 2,056,493	\$ 397,239	\$ 637,100	\$ 900,000	\$ 6,627,726	\$ 45,221,499	-8.4%
\$ 1,013,673	\$ 42,463,423	\$ 2,116,977	\$ 303,266	\$ 612,500	\$ 1,000,000	\$ 1,835,827	\$ 49,345,666	
-52.8%	-19.6%	-2.9%	31.0%	4.0%	-10.0%	261.0%	-8.4%	

ALL FUNDS									PERCENTAGE CHANGE COMPARED TO 2010-11 REVISED EST.
2012-13									
OPERATING REVENUE BY MAJOR CATEGORY									
TAXES	FEES & CHARGES	INTEREST & RENTS	INTER- GOV'T	LICENSE & PERMITS	FINES & FORFEITS	OTHER	TOTAL		
\$ 39,500,404	\$ 14,388,906	\$ 3,995,868	\$ 124,800	\$ 875,698	\$ 306,000	\$ 1,498,647	\$ 60,690,323	4.7%	
478,235	34,124,706	2,056,493	397,239	637,100	900,000	6,627,726	45,221,499	-8.4%	
\$ 39,978,639	\$ 48,513,612	\$ 6,052,361	\$ 522,039	\$ 1,512,798	\$ 1,206,000	\$ 8,126,373	\$ 105,911,822	-1.3%	

OPERATING EXPENDITURES SUMMARY - ALL FUNDS							
FUND / PROGRAM	2009-10	2010-11	2011-12	AMENDED OPERATING BUDGET 2011-12			
	ACTUAL	ACTUAL	ADOPTED	PERSONNEL	SUPPLIES & SERVICES	BLDGS. & EQUIPMENT	TOTALS
EXPENSES	EXPENSES	BUDGET					
GENERAL FUND							
POLICE							
ADMINISTRATION	\$ 1,518,722	\$ 1,614,503	\$ 1,605,327	\$ 473,945	\$ 1,131,923	\$ -	\$ 1,605,867
FIELD OPERATIONS	7,075,955	6,510,208	6,956,149	6,302,772	699,177	-	7,001,949
SUPPORT SERVICES	1,741,594	1,583,217	1,788,390	1,596,866	191,524	-	1,788,390
INVESTIGATION & COMM. SERVICES	2,539,345	2,571,775	2,638,062	2,493,587	144,475	-	2,638,062
POLICE TOTAL	12,875,615	12,279,704	12,987,929	10,867,169	2,167,099	-	13,034,269
FIRE							
ADMINISTRATION	1,002,934	930,668	1,102,142	855,285	286,557	-	1,141,842
PREVENTION	647,743	564,015	335,912	302,719	41,131	-	343,850
OPERATIONS	10,082,577	10,068,299	9,924,298	9,528,479	983,429	380,388	10,892,295
TRAINING	279,714	203,771	46,381	531	45,850	-	46,381
EMERGENCY PREPAREDNESS	39,913	26,978	84,852	-	86,102	-	86,102
FIRE TOTAL	12,052,882	11,793,730	11,493,586	10,687,014	1,443,069	380,388	12,510,471
PLANS & PUBLIC WORKS							
ADMINISTRATION	751,309	664,510	505,321	351,775	169,986	-	521,761
PLANNING, ENGINEERING AND ENVIRONMENTAL COMPLIANCE	1,693,370	1,806,154	1,598,357	1,364,268	979,808	-	2,344,076
ENGINEERING / SURVEY	121,211	120,273	73,407	58,951	15,476	-	74,427
BUILDING SAFETY & INSPECTION	1,073,849	1,069,628	1,191,878	1,032,292	211,206	-	1,243,498
PROPERTY MANAGEMENT	223,272	273,108	348,321	216,046	179,744	20,000	415,790
ECONOMIC DEVELOPMENT	165,619	109,608	119,921	-	119,921	-	119,921
CAPITAL PROJECTS	505,115	504,643	398,990	113,234	135,756	193,815	442,805
TRANSPORTATION ENGINEERING	467,401	535,744	436,294	187,449	201,844	58,076	447,369
STREET MAINTENANCE	1,571,210	1,625,300	1,522,978	788,182	734,796	-	1,522,978
BUILDING MAINTENANCE	1,460,150	1,434,089	915,766	229,677	514,824	504,058	1,248,560
HVAC	22,807	30,852	-	-	-	-	-
CUSTODIAL SERVICES	972,829	958,730	872,782	735,759	137,023	-	872,782
PARKS	3,200,907	3,212,405	2,987,549	2,018,359	875,676	192,433	3,086,468
URBAN FORESTRY	1,054,774	1,063,245	807,209	385,070	425,449	-	810,519
PLANS & PUBLIC WORKS TOTAL	13,283,825	13,408,289	11,778,773	7,481,064	4,701,510	968,382	13,150,956
LIBRARY							
LIBRARY ADMIN.	1,209,644	1,077,701	962,130	458,090	509,545	-	967,635
SUPPORT SERVICES	480,779	495,821	513,242	440,590	72,652	-	513,242
REFERENCE SERVICES	286,243	293,714	307,957	303,507	4,450	-	307,957
YOUTH SERVICES	388,329	357,522	431,338	387,092	42,810	-	429,902
READERS' SERVICES	612,425	558,884	498,213	472,181	27,449	-	499,629
MUSEUM	229,852	231,877	269,365	175,312	122,322	-	297,634
PRESIDIO PARK & MUSEUM	48,338	3,994	2,637	266	2,371	-	2,637
LIBRARY TOTAL	3,255,610	3,019,512	2,984,883	2,237,036	781,600	-	3,018,636
COMMUNITY SERVICES							
CONFERENCE CENTER ADMINISTRATION	370,659	416,443	409,344	288,862	126,742	-	415,605
SALES & MARKETING	388,895	355,185	426,987	213,683	224,305	-	437,988
EVENT OPERATIONS	950,843	971,227	839,491	711,508	127,983	-	839,491
BUILDING MAINTENANCE	263,596	269,891	211,623	103,484	117,902	-	221,386
CONF CTR LANDSCAPE/GENERAL MAINT	315,415	253,105	305,487	-	307,327	-	307,327
VISITOR PROMOTION	924,783	903,462	901,075	-	919,578	-	919,578
HARBOR ADMINISTRATION	342,472	364,433	357,637	171,916	185,721	-	357,637
HARBOR MAINTENANCE	279,349	324,528	293,359	198,830	99,279	9,000	307,109
HARBOR SECURITY	96,931	70,196	84,476	50,041	43,499	-	93,540
RECREATION ADMINISTRATION	864,583	898,460	874,369	700,919	173,450	-	874,369
MONTEREY YOUTH CENTER	354,337	355,154	375,512	292,254	83,258	-	375,512
SCHOLZE PARK CENTER	273,804	267,143	290,868	188,089	102,779	-	290,868
ARCHER PARK CENTER	3,011	2,177	2,957	-	2,957	-	2,957
HILLTOP PARK CENTER	362,734	359,847	393,008	293,051	99,957	-	393,008
CASANOVA OAK KNOLL PARK CENTER	247,285	262,959	296,049	237,346	58,703	-	296,049
REC. SPECIAL PROGRAMS / EVENTS	506,932	505,521	507,285	425,641	81,644	-	507,285
RECREATION-SPORTS	253,195	244,273	269,327	189,927	79,400	-	269,327
MONTEREY SPORTS CENTER	4,335,849	4,293,921	4,399,207	3,414,105	860,102	125,000	4,399,207
MONTEREY SPTS CNTR BLDG MTCE	336,549	406,050	321,735	193,427	134,783	-	328,210
COMMUNITY SERVICES TOTAL	11,471,222	11,523,975	11,559,798	7,673,083	3,829,369	134,000	11,636,453

ADOPTED OPERATING BUDGET 2012-13				PERCENTAGE CHANGE COMPARED TO 2011-12 ADOPTED	PERCENTAGE CHANGE COMPARED TO 2011-12 AMENDED
PERSONNEL	SUPPLIES & SERVICES	BLDGS. & EQUIPMENT	TOTALS		
\$ 510,705	\$ 1,315,978	\$ -	\$ 1,826,682		
6,719,757	737,116	-	7,456,874		
1,700,311	205,008	-	1,905,318		
2,033,995	125,593	-	2,159,589		
10,964,768	2,383,695	-	13,348,463	2.8%	2.4%
843,163	187,585	-	1,030,747		
329,271	57,570	-	386,842		
10,316,258	971,235	152,500	11,439,993		
-	41,761	-	41,761		
34,262	78,301	-	112,563		
11,522,953	1,336,452	152,500	13,011,906	13.2%	4.0%
604,614	156,593	-	761,208		
1,421,744	277,195	-	1,698,939		
-	9,234	-	9,234		
1,050,702	169,123	-	1,219,825		
222,391	120,092	-	342,483		
-	119,921	-	119,921		
110,517	119,055	75,000	304,572		
213,606	200,227	50,000	463,833		
754,645	781,336	-	1,535,980		
520,319	504,668	353,607	1,378,595		
-	-	-	-		
749,743	132,284	-	882,026		
2,071,152	912,143	-	2,983,295		
375,834	449,590	-	825,423		
8,095,266	3,951,461	478,607	12,525,334	6.3%	-4.8%
465,832	516,240	-	982,072		
444,875	71,020	-	515,895		
309,374	4,850	-	314,224		
396,165	50,435	-	446,600		
470,907	26,247	-	497,154		
177,800	105,819	-	283,619		
-	2,509	-	2,509		
2,264,953	777,120	-	3,042,074	1.9%	0.8%
291,459	188,435	-	479,894		
214,555	194,971	-	409,526		
723,898	127,983	-	851,881		
113,687	108,140	-	221,826		
-	283,929	-	283,929		
-	901,075	-	901,075		
179,712	214,890	-	394,602		
204,674	85,529	-	290,203		
49,601	34,435	-	84,036		
705,899	167,357	-	873,255		
292,650	74,802	-	367,452		
197,674	82,883	-	280,557		
-	3,423	-	3,423		
286,166	89,500	-	375,666		
243,157	56,020	-	299,177		
412,949	84,405	-	497,353		
176,975	76,354	-	253,328		
3,451,844	857,079	115,000	4,423,923		
206,076	128,308	-	334,385		
7,750,972	3,759,518	115,000	11,625,490	0.6%	-0.1%

OPERATING EXPENDITURES SUMMARY - ALL FUNDS							
FUND / PROGRAM	2009-10	2010-11	2011-12	AMENDED OPERATING BUDGET 2011-12			
	ACTUAL	ACTUAL	ADOPTED	PERSONNEL	SUPPLIES & SERVICES	BLDGS. & EQUIPMENT	TOTALS
EXPENSES	EXPENSES	BUDGET					
GENERAL FUND (Continued)							
GENERAL GOVERNMENT							
MAYOR-COUNCIL	103,460	117,410	124,131	115,421	8,710	-	124,131
CITY MANAGER-ADMINISTRATION	826,288	846,027	747,943	679,139	68,803	-	747,943
COMM. RESOURCES / EDUCATION	253,655	277,829	303,922	278,058	25,864	-	303,922
CITY CLERK	730,225	726,209	724,394	532,138	192,256	-	724,394
CITY ATTORNEY	707,820	831,909	795,726	663,582	132,145	-	795,726
HUMAN RESOURCES	704,622	712,247	807,626	631,063	176,563	-	807,626
HUMAN RESOURCES - TRAINING	111,496	96,953	22	22	-	-	22
FINANCE - ADMINISTRATION	354,023	290,497	298,180	277,372	20,808	-	298,180
REVENUE	681,862	633,251	727,966	624,924	103,043	-	727,966
ACCOUNTING	932,841	953,690	1,015,701	889,857	125,844	-	1,015,701
MISCELLANEOUS & FIXED	11,450	63,521	96,882	-	139,743	-	139,743
MUNICIPAL PROMOTION		15,547	10,000	-	10,000	-	10,000
COMMUNITY PROMOTION	57,084	33,339	36,527	10,869	26,264	-	37,133
INTERGOV'T. RELATIONS	145,578	206,343	243,082	-	263,082	-	263,082
GENERAL GOVERNMENT TOTAL	5,620,406	5,804,773	5,932,102	4,702,445	1,293,124	-	5,995,569
GENERAL FUND TOTAL	\$ 58,559,562	\$ 57,829,983	\$ 56,737,070	\$ 43,647,811	\$ 14,215,771	\$ 1,482,770	\$ 59,346,352
SPECIAL FUNDS							
PUBLIC SAFETY							
WATER SYSTEM IMPROVEMENT	\$	\$ 2,476	\$ 25,750	\$	\$ 25,750	\$ -	\$ 25,750
PUBLIC SAFETY TRAINING	40,915	35,240	159,464	8,464	151,000	-	159,464
PUBLIC SAFETY GRANTS	2,436	-	-	-	-	293,227	293,227
HOMELAND SECURITY GRANTS	505,091	486,158	-	-	1,400	186,402	187,802
ASSET SEIZURE	4,263	20,630	-	-	-	-	-
PUBLIC SAFETY TOTAL	552,705	544,504	185,214	8,464	178,150	479,630	666,244
PLANS & PUBLIC WORKS							
PRESIDIO PUB. WORKS AUTH.	10,630,415	13,712,894	7,331,498	4,731,801	14,969,132	-	19,700,933
NAVY SERVICES	365,194	290,379	454,050	-	454,050	-	454,050
CEMETERY - OPERATING	347,828	367,044	250,331	203,156	52,193	-	255,349
CEMETERY - DEBT SERV.	10,584	7,485	-	-	-	-	-
SEWER LINE MAINTENANCE	884,484	925,445	1,040,788	605,210	449,786	-	1,054,996
HOUSING & CDBG	1,383,386	1,543,363	2,718,708	533,340	2,271,740	-	2,805,080
STORM WATER UTILITY	1,010,167	1,101,495	1,169,599	616,630	579,336	-	1,195,966
DEPT. OF CONSERVATION GRANTS	16,083	255,155	-	-	-	-	-
GAS TAX	1,719	1,855	-	-	-	-	-
CONSTRUCTION TRUCK IMPACT FEE	1,284	1,741	-	-	-	-	-
ALVARADO ST. MAINT. DIST.	103,284	74,020	77,649	25,939	47,253	10,000	83,192
CALLE PRINCIPAL ST. MAINT. DIST.	20,367	17,383	43,119	8,634	34,485	-	43,119
SKYLINE FOREST MAINT. DIST.	13,629	12,137	20,269	-	20,269	-	20,269
REDEVELOPMENT RETIREMENT FUND	-	-	-	-	-	-	-
MATERIALS RECOVERY FACILITY	300,907	285,638	369,865	-	369,865	-	369,865
PLANS & PUBLIC WORKS TOTAL	15,089,331	18,596,034	13,475,874	6,724,710	19,248,109	10,000	25,982,819
LIBRARY	129,250	140,496	188,173	72,963	140,769	-	213,732
MUSEUM	40,777	2,691	6,450	-	6,450	-	6,450
LIBRARY TOTAL	170,027	143,188	194,623	72,963	147,219	-	220,182
COMMUNITY SERVICES							
SENIOR CENTER PROGRAMS	24,325	25,028	25,000	-	25,000	-	25,000
GOLDEN 55 TRAVELERS	31,351	50,539	100,000	-	100,000	-	100,000
WHARF 1 SPRINKLER SYSTEM	10,076	7,123	20,600	-	20,600	-	20,600
MARINA ADMINISTRATION	796,351	827,995	874,893	457,307	417,586	-	874,893
MARINA MAINTENANCE	695,865	808,764	473,159	219,352	258,543	13,250	491,144
MARINA SECURITY	204,014	231,745	214,023	204,970	9,054	-	214,023
MARINA DEBT SERVICE	190,819	179,425	414,407	-	414,407	-	414,407
PARKING ADMINISTRATION	2,048,944	2,331,356	1,733,641	685,878	1,047,764	-	1,733,641
PARKING ENFORCEMENT	637,116	824,178	1,088,243	907,676	180,567	-	1,088,243
PARKING MAINTENANCE	1,724,683	1,744,420	1,611,309	1,084,594	538,388	-	1,622,982
PARKING ATTENDANT / SECURITY	1,052,679	963,645	1,320,046	1,177,712	74,964	-	1,252,676
PARKING DEBT SERVICE	(237,784)	972,842	1,565,658	-	1,565,658	-	1,565,658
COMMUNITY SERVICES TOTAL	7,178,437	9,939,901	11,006,637	4,737,487	6,218,189	13,250	10,968,926

ADOPTED OPERATING BUDGET 2012-13				PERCENTAGE CHANGE COMPARED TO 2011-12 ADOPTED	PERCENTAGE CHANGE COMPARED TO 2011-12 AMENDED
PERSONNEL	SUPPLIES & SERVICES	BLDGS. & EQUIPMENT	TOTALS		
111,536	9,917	-	121,453		
661,386	67,041	-	728,427		
282,170	34,323	-	316,493		
412,284	246,566	-	658,850		
594,181	134,660	-	728,841		
469,252	160,877	-	630,128		
-	-	-	-		
279,643	27,712	-	307,355		
671,214	102,652	-	773,866		
853,319	137,782	-	991,101		
-	232,997	-	232,997		
-	15,000	-	15,000		
10,869	25,658	-	36,527		
-	243,082	-	243,082		
4,345,855	1,438,265	-	5,784,120	-2.5%	-3.5%
\$ 44,944,768	\$ 13,646,511	\$ 746,107	\$ 59,337,386	4.6%	0.0%
\$ -	\$ 25,750	\$ -	\$ 25,750		
-	27,800	-	27,800		
-	-	-	-		
-	-	-	-		
-	-	10,000	10,000		
-	53,550	10,000	63,550	-65.7%	-90.5%
4,761,942	2,690,850	-	7,452,792		
-	454,050	-	454,050		
206,907	55,794	-	262,701		
-	-	-	-		
704,350	432,994	-	1,137,344		
465,382	6,367,391	-	6,832,773	151.3%	143.6%
643,896	574,807	-	1,218,704		
-	-	-	-		
-	-	-	-		
-	-	-	-		
26,248	41,710	-	67,958		
8,721	34,199	-	42,920		
-	20,269	-	20,269		
100,328	149,672	-	250,000		
-	381,425	-	381,425		
6,917,773	11,203,162	-	18,120,935	34.5%	-30.3%
90,219	99,125	1,500	190,844		
-	6,450	-	6,450		
90,219	105,575	1,500	197,294	1.4%	-10.4%
-	25,000	-	25,000		
-	75,000	-	75,000		
-	20,600	-	20,600	0.0%	0.0%
455,768	407,257	-	863,025		
214,552	243,357	-	457,908		
203,737	13,443	-	217,179		
-	394,341	-	394,341		
683,008	1,396,643	-	2,079,651		
911,928	156,421	-	1,068,349		
985,896	595,484	-	1,581,380		
1,173,075	82,685	-	1,255,760		
-	1,897,487	-	1,897,487		
4,627,963	7,505,205	-	9,935,680	-9.7%	-9.4%

OPERATING EXPENDITURES SUMMARY - ALL FUNDS							
FUND / PROGRAM	2009-10	2010-11	2011-12	AMENDED OPERATING BUDGET 2011-12			
	ACTUAL	ACTUAL	ADOPTED	PERSONNEL	SUPPLIES &	BLDGS. &	TOTALS
	EXPENSES	EXPENSES	BUDGET		SERVICES	EQUIPMENT	
SPECIAL FUNDS (Continued)							
GENERAL GOVERNMENT							
INSTITUTIONAL NETWORK SERV.		920	42,000	-	42,000	-	42,000
PUBLIC ED. & GOV'T ACCESS	162,993	149,554	140,092	-	140,092	-	140,092
GENERAL GOVERNMENT TOTAL	162,993	150,474	182,092	-	182,092	-	182,092
INTERNAL SERVICES							
VEHICLE / EQUIPMENT MGMT.	2,902,070	2,183,045	2,108,595	747,852	1,019,821	525,090	2,292,764
INFORMATION SERVICES	2,476,023	2,522,742	2,576,620	1,059,896	1,796,089	14,655	2,870,639
WORKERS COMPENSATION	2,420,675	3,176,204	2,432,582	177,942	2,254,640		2,432,582
HEALTH INSURANCE TRUST	5,140,816	876,242	6,509,975		6,509,975		6,509,975
LIABILITY & PROPERTY INSUR.	1,214,595	5,923,932	1,010,208	211,655	817,998		1,029,653
INTERNAL SERVICES TOTAL	14,154,178	14,682,165	14,637,979	2,197,345	12,398,522	539,745	15,135,613
SPECIAL FUNDS TOTAL	\$ 37,307,670	\$ 44,056,266	\$ 39,682,420	\$ 13,740,970	\$ 38,372,282	\$ 571,459	\$ 53,155,876
GRAND TOTAL - ALL FUNDS	\$ 95,867,232	\$ 101,886,249	\$ 96,419,490	\$ 57,388,781	\$ 52,588,053	\$ 2,054,229	\$ 112,502,228

ADOPTED OPERATING BUDGET 2012-13				PERCENTAGE CHANGE COMPARED TO 2011-12 ADOPTED	PERCENTAGE CHANGE COMPARED TO 2011-12 AMENDED
PERSONNEL	SUPPLIES & SERVICES	BLDGS. & EQUIPMENT	TOTALS		
-	42,000	-	42,000		
-	140,092	-	140,092		
-	182,092	-	182,092	0.0%	0.0%
785,510	1,010,402	396,377	2,192,289		
1,191,888	1,565,464	-	2,757,352		
182,448	2,390,640	-	2,573,088		
-	6,509,975	-	6,509,975		
220,445	822,985	-	1,043,430		
2,380,291	12,299,465	396,377	15,076,134	3.0%	-0.4%
\$ 14,016,246	\$ 31,349,049	\$ 407,877	\$ 43,575,685	9.8%	-18.0%
\$ 58,961,014	\$ 44,995,560	\$ 1,153,984	\$ 102,913,071	6.7%	-8.5%

General Fund Financial Forecast

	2011-12	2012-13	2013-14	2014-15	2015-16
	Revised budget	Adopted budget	Preliminary estimate	Preliminary estimate	Preliminary estimate
Operations	6.7%	3.6%	3.4%	3.0%	3.1%
Operating revenues	\$57,975,399	\$60,057,494	\$62,073,842	\$63,925,695	\$65,882,632
Budget adjustments	0	0	0	0	0
Total operating revenues	<u>57,975,399</u>	<u>60,057,494</u>	<u>62,073,842</u>	<u>63,925,695</u>	<u>65,882,632</u>
Non-operating revenues					
Advance Parking Fund loan payment	632,829	632,829	0	0	0
Final RDA loan payback	1,520,586	0	0	0	0
	<u>2,153,415</u>	<u>632,829</u>	<u>0</u>	<u>0</u>	<u>0</u>
	1.0%	0.0%	1.5%	1.4%	0.7%
Operating expenditures	(58,674,880)	(59,578,201)	(61,070,031)	(61,452,829)	(61,865,693)
Council Amendments	0	(35,433)	0	0	0
No COLA	0	276,248	276,248	276,248	276,248
Estimated savings from refinance	0	200,000	300,000	300,000	300,000
No PERS sunset	0	0	907,224	907,224	907,224
Change in PERS earnings assumption	0	0	(434,997)	(869,994)	(869,994)
Budget reduction transition costs	(516,468)	0	0	0	0
Estimated budget savings	775,565	713,138	732,840	737,434	742,388
Total net operating expenditures	<u>(58,415,783)</u>	<u>(58,424,248)</u>	<u>(59,288,716)</u>	<u>(60,101,917)</u>	<u>(60,509,827)</u>
Operating transfers					
Public Safety Grant funds	100,000	100,000	100,000	100,000	100,000
Gas Tax Fund	6,000	6,000	6,000	6,000	6,000
Parking for custodial/parks/streets	226,119	232,903	239,890	247,086	254,499
Marina for Wharf II maintenance	158,889	163,655	168,565	173,622	178,831
Scholze Trust funds	78,389	36,000	36,000	36,000	36,000
Cemetery Fund	20,000	20,000	20,000	20,000	20,000
Del Monte Beach Assessment	0	26,033	0	0	0
Public Safety Training Fund	0	27,778	0	0	0
Capital Projects Fund	46,670	0	0	0	0
From other funds	<u>636,067</u>	<u>612,369</u>	<u>570,455</u>	<u>582,708</u>	<u>595,330</u>
Employee Assistance Fund	(78,000)	(78,000)	(78,000)	(78,000)	(78,000)
State mandated retiree medical	(159,000)	(301,000)	(452,000)	(607,000)	(759,000)
Unemployment Insurance	(150,000)	(150,000)	(150,000)	(100,000)	(100,000)
Alvarado St. Maint. Dist.	(37,290)	(38,221)	(39,368)	(40,549)	(41,765)
Parking Fund	(36,111)	(20,000)	(20,000)	(20,000)	(20,000)
Dept of Conservation grant	0	(838)	0	0	0
Storm Water Fund	0	0	(100,000)	(100,000)	(100,000)
Equipment Replacement Fund (NGEN)	0	(167,378)	(167,378)	(167,378)	(167,378)
To other funds	<u>(460,401)</u>	<u>(755,437)</u>	<u>(1,006,746)</u>	<u>(1,112,927)</u>	<u>(1,266,143)</u>
Total net operating transfers	<u>175,666</u>	<u>(143,068)</u>	<u>(436,291)</u>	<u>(530,218)</u>	<u>(670,813)</u>
Capital Improvement Projects (CIP)					
Annual CIP program	<u>(1,250,000)</u>	<u>(1,250,000)</u>	<u>(1,500,000)</u>	<u>(2,250,000)</u>	<u>(3,500,000)</u>
Debt service	<u>(629,075)</u>	<u>(629,440)</u>	<u>(629,150)</u>	<u>(628,185)</u>	<u>(631,525)</u>

General Fund Financial Forecast

	2011-12	2012-13	2013-14	2014-15	2015-16
	Revised budget	Adopted budget	Preliminary estimate	Preliminary estimate	Preliminary estimate
Net Operations surplus (deficit)	9,622	243,567	219,686	415,374	570,467
Non-operating activities					
Beginning Budgetary Fund Balance	9,767,377	7,420,426	7,663,993	7,883,679	8,299,054
Capital Improvement Projects (CIP)					
Additional current year CIP from reserves	(782,855)	0	0	0	0
Prior years CIP program	(1,573,718)	0	0	0	0
Ending Budgetary Fund Balance	7,420,426	7,663,993	7,883,679	8,299,054	8,869,521
General Fund reserves					
	10%	10%	10%	11%	12%
Economic uncertainty	5,821,470	5,821,470	6,021,470	6,421,470	6,971,470
Operational contingencies	228,500	250,000	250,000	250,000	250,000
Capital facilities renewal					
Public Safety	179,062	196,968	196,968	196,968	196,968
Sports Center	248,913	273,804	273,804	273,804	273,804
Conference Center	242,282	266,510	266,510	266,510	266,510
Library	186,955	205,651	205,651	205,651	205,651
Wharves I & II	0	0	0	0	0
Recreation Centers	197,227	216,950	216,950	216,950	216,950
City Hall	174,872	192,359	192,359	192,359	192,359
Total Capital facilities renewal reserve	1,229,311	1,352,242	1,352,242	1,352,242	1,352,242
General Plan Updates	85	85	85	85	85
Cultural arts	66,462	66,462	66,462	66,462	66,462
Total General Fund reserves	7,345,828	7,490,259	7,690,259	8,090,259	8,640,259
Available Fund Balance per Budget	\$74,598	\$173,734	\$193,420	\$208,794	\$229,262

**INTERFUND TRANSFERS
2012-13**

Fund	2009-10 Actual Transfers	2010-11 Actual Transfers	2011-12 Revised Budget	2012-13 Adopted Budget	Description
GENERAL FUND					
Transfers In:					
State COPS - AB1913 Grant Fund	100,000	90,381	100,000	100,000	Grant for DVO position
Gas Tax Fund	6,000	700,754	6,000	6,000	2107.5 Engineer payment, street maint
Marina Fund	144,909	154,261	158,889	163,655	Wharf II maint/Harbor building repair
Neighborhood Improvement Fund	2,044,653	2,076,303	0	0	Fund ordinary & necessary services
Parking Fund	213,139	219,533	226,119	232,903	Custodial/parks/streets
Scholze Park & Playground Funds	394,000	220,000	36,000	36,000	Parks maintenance
Sports Center Donations Fund	31,740	0	0	0	Sports Center equipment
Operating Transfers In:	2,934,441	3,461,232	527,008	538,558	
Cemetery Fund	0	0	0	20,000	Repayment of operational subsidy
Del Monte Beach Assessment	0	0	0	26,033	Close out fund
Redevelopment Agency	1,126,774	5,218,740	1,520,586	0	Debt repayment
Public Services Ctr. CIP Fund	3,005,289	591,499	0	0	Fund capital renewal reserves
Pacific Street Improvements Fund	0	0	9,290	0	CIP close-out balances
Public Safety Training Fund	0	0	0	27,778	Transfer PD balance
Non-Operating Transfers In:	4,132,063	5,810,239	1,529,876	73,811	
Total Transfers In	7,066,504	9,271,470	2,056,883	612,369	
Transfers Out:					
Alvarado St. Maintenance Dist.	0	(36,165)	(37,290)	(38,221)	Maintenance costs
Cemetery Fund	(49,726)	(115,702)	0	0	Operational subsidy
Information Services Fund	(104,211)	(277,000)	0	0	Trfr Business Trans Res to ISD fund
Employee Assistance Fund	(66,000)	(78,000)	(78,000)	(78,000)	To fund program
Retiree Medical	(104,000)	(144,000)	(173,300)	(301,000)	To fund program
Unemployment Insurance	(65,000)	(95,503)	(200,000)	(150,000)	To fund program
Operating Transfers Out:	(388,937)	(746,370)	(488,590)	(567,221)	
Dept of Conservation Grant Fund	0	0	0	(838)	Close out Recycling grant
Redevelopment Agency	(470,498)	(203,965)	0	0	Facility lease payments
Parking Fund	0	0	(36,111)	(20,000)	Catellus & Del Monte Ave widening loan
Cemetery Fund	(71,288)	(29,919)	0	0	Debt service payment
Equipment Replacement Fund	0	0	0	(167,378)	NGEN repayment
Monterey Financing Authority	(631,875)	(628,076)	(629,075)	(629,440)	Bond payment
Non-Operating Transfers Out:	(1,173,661)	(861,960)	(665,186)	(817,656)	
Total Transfers Out	(1,562,598)	(1,608,330)	(1,153,776)	(1,384,877)	
Net General Fund Transfers	5,503,906	7,663,140	903,108	(772,508)	
SPECIAL FUNDS					
Neighborhood Improvement Fund					
Transfers out: General Fund	(2,044,653)	(2,076,303)	0	0	Fund ordinary & necessary services
Department of Conservation Grant					
Transfers in: General Fund	0	0	0	838	Close out Recycling grant
State COPS (AB1913) Grant Fund					
Transfer Out: General Fund	(100,000)	(90,381)	(100,000)	(100,000)	Grant for DVO position

**INTERFUND TRANSFERS
2012-13**

Fund	2009-10 Actual Transfers	2010-11 Actual Transfers	2011-12 Revised Budget	2012-13 Adopted Budget	Description
<u>Gas Tax Fund</u>					
Transfers out: General Fund	(6,000)	(700,754)	(6,000)	(6,000)	2107.5 Engineer payment
<u>Alvarado St. Maintenance District</u>					
Transfers in: General Fund	0	36,165	37,290	38,221	Maintenance costs
<u>Sewer Mains Fund</u>					
Transfers in: Storm Water Utility Fund	0	0	575,000	0	Repayment of advance
<u>Storm Water Utility Fund</u>					
Transfers out: Sewer Mains Fund	0	0	(575,000)	0	Repayment of advance
<u>Public Safety Training Fund</u>					
Transfers out: General Fund	0	0	0	(27,778)	Transfer PD balance to GF
<u>Redevelopment Agency Funds</u>					
Transfer In: General Fund	470,498	203,965	0	0	Facility lease payments
Transfer Out: General Fund	(1,126,774)	(5,218,740)	(1,520,586)	0	Debt payment
Net Redev. Agency Transfers	(656,276)	(5,014,774)	(1,520,586)	0	
<u>Public Services Ctr. Capital Project Fund</u>					
Transfer Out: General Fund	(3,005,289)	(591,499)	0	0	
<u>Pacific Street Improvement Fund</u>					
Transfers in: General Fund	0	0	(9,290)	0	CIP close-out balances
<u>Sports Center Donations Fund</u>					
Transfer Out: General Fund	(31,740)	0	0	0	
<u>Marina Fund</u>					
Transfer Out: General Fund	(144,909)	(154,261)	(158,889)	(163,655)	Wharf II maint./Harbor Bldg Repair
Transfer Out: Parking Fund	(197,540)	(203,466)	(203,466)	(209,570)	Parking support
Total Marina Fund Transfers Out	(342,449)	(357,727)	(362,355)	(373,225)	
<u>Cemetery Fund</u>					
Transfer In: Gen. Fund - Operating	49,726	115,702	0	0	Operating subsidy
Transfer In: Gen. Fund - Non-Oper.	71,288	29,919	0	0	Debt service subsidy
Transfer Out: General Fund	0	0	0	(20,000)	Operating subsidy repayment
Net Cemetery Fund Transfers	121,014	145,621	0	(20,000)	
<u>Parking Fund</u>					
Transfer In: General Fund	0	0	36,111	20,000	Repay Catellus project loan
Transfer In: Marina Fund	197,540	203,466	203,466	209,570	Parking support
	197,540	203,466	239,577	229,570	
Transfer Out: General Fund	(213,139)	(219,533)	(226,119)	(232,903)	Custodial/parks/streets
Transfer Out: Equip Replacement Fund				(24,500)	NGEN loan repayment
	(213,139)	(219,533)	(226,119)	(257,403)	
Net Parking Fund Transfers	(15,599)	(16,067)	13,458	(27,833)	
<u>Monterey Financing Authority Fund</u>					
Transfer In: Gen. Fund - Non-Oper.	631,875	628,076	629,075	629,440	Bond payment

INTERFUND TRANSFERS
2012-13

Fund	2009-10 Actual Transfers	2010-11 Actual Transfers	2011-12 Revised Budget	2012-13 Adopted Budget	Description
Total Fin. Author. Transfers In	<u>631,875</u>	<u>628,076</u>	<u>629,075</u>	<u>629,440</u>	
<u>Equipment Replacement Fund</u>					
Transfer In: General fund	0	0	0	167,378	NGEN loan repayment
Transfer In: Parking fund				24,500	NGEN loan repayment
Total Equip Rep. Transfers In	<u>0</u>	<u>0</u>	<u>0</u>	<u>191,878</u>	
<u>Information Services Fund</u>					
Transfers in: General Fund	<u>104,211</u>	<u>277,000</u>	<u>0</u>	<u>0</u>	
<u>Employee Benefits Fund</u>					
Transfers in: Gen. Fund - EAP	66,000	78,000	78,000	78,000	To fund program
Transfers in: Gen. Fund - Retiree Med.	104,000	144,000	173,300	301,000	To fund program
Transfers in: Gen. Fund - UI	65,000	95,503	200,000	150,000	To fund program
Total Employee Ben Fund Trans In	<u>235,000</u>	<u>317,503</u>	<u>451,300</u>	<u>529,000</u>	
<u>Scholze Park & Playground Funds</u>					
Transfers out: General Fund	<u>(394,000)</u>	<u>(220,000)</u>	<u>(36,000)</u>	<u>(36,000)</u>	Parks maintenance services
<u>Del Monte Beach Assessment</u>					
Transfers out: General Fund	<u>0</u>	<u>0</u>	<u>0</u>	<u>(26,033)</u>	Close out fund
NET SPECIAL FUNDS TRANSFERS	<u>(5,503,906)</u>	<u>(7,663,140)</u>	<u>(903,108)</u>	<u>772,508</u>	
NET TRANSFERS - ALL FUNDS	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	

CAPITAL IMPROVEMENT SECTION

CIP PROJECTS FY 2012-13

GENERAL FUND

Wharf 1 & 2 Condition Inspection of City Owned Buildings & Utilities	\$50,000
City Hall ADA Compliant Parking	\$62,000
City Hall Path of Egress for ADA Compliance	\$160,000
Council Chamber ADA Upgrades	\$50,000
Review Revised Street Lighting in Downtown Historic District	\$50,000
Study for Documentation of Bay/Harbor Water/Soil Condition Impairments Phase 1 (82% of \$54,000. 18% from Marina Fund)	\$44,053
Fire Station #2 & #3 HVAC Evaluation	\$11,000
Project Subtotal:	\$427,053

CONSTRUCTION ROAD IMPACT FEE

No Funds Available	\$0
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GAS TAX

Reconstruction of Failed Pavement Areas	\$250,000
Annual City Street Resurfacing 12/13	\$737,000
Street Intersection ADA Upgrade	\$103,000
Pavement Management Asset Inventory	\$10,000
Project Subtotal:	\$1,100,000

VEHICLE FUND (Loan from General Fund)

Fuel Station & Tank Upgrades	\$243,000
Project Subtotal:	\$243,000

VEHICLE REPLACEMENT FUND

Replace Van #1248 & TV Inspection Equipment (67% of \$150,000, 33% from Storm Water Fund)	\$100,500
Project Subtotal:	\$100,500

SEWER FUND

Sewer Repairs & Acquire Easements	\$407,000
Sewer Rate Justification for Prop 218 Process	\$16,500
Annual Sewer Root Foaming	\$50,000
Project Subtotal:	\$473,500

STORM WATER FUND (Loan from General Fund)

8 Lower Ragsdale Storm Drain Rehabilitation	\$82,000
Navy Lake/Washerwomen's Pond Outlet Structures Repair	\$40,000
Storm Drain Retention Site Maintenance	\$38,000

CIP PROJECTS FY 2012-13

Replace Van #1248 & TV Inspection Equipment (33% of \$150,000, 67% from Vehical Replacement Fund)	\$49,500
Storm Drain System Rating & Inspection	\$168,947
Annual Citywide Storm Drain F Pipe Upgrades	\$120,000
Storm Water Outfall Tracer Study Phase 1	\$56,000
Project Subtotal:	\$554,447

PARKING FUND

Breakwater Pay Station/Shelter/ADA Upgrades	\$20,000
Breakwater Parking Lot Remove Poles/Add Spaces	\$242,000
Resurface/Stripe Parking Lot 11/ADA Upgrades	\$85,000
Cannery Row Lot CR7 Parking Lot Islands/ADA Upgrades	\$239,000
Downtown West Garage Replace Doors/ADA Upgrades	\$265,000
Upper Lot 7 Surface Coating/ADA Upgrades	\$472,000
Parking Lot 4 Resurface/Stripe/ADA Upgrades	\$261,000
Waterfront Parking Lot Resurface/Stripe/ADA Upgrades	\$401,500
Wharf 2 Pay Stations	\$35,000
Reconfigure/Renovate Boat Dry Storage Yard/ADA Upgrades (Loan from Parking Fund)	\$102,000
Project Subtotal:	\$2,122,500

MARINA FUND

Marina Dredging	\$100,000
Study for Documentation of Harbor Water/Soil Condition Impairments Phase 1 (18% of \$54,000, 82% from General Fund)	\$9,947
Causeway Shoreline Embankment Erosion Control	\$295,000
Project Subtotal:	\$404,947

WHARVES 1 & 2 FUND

No Funds Available	\$0
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PRESIDIO OF MONTEREY

POM Street & Parking Lot Resurfacing Program	\$450,000
Project Subtotal:	\$450,000

Project Grand Total: \$5,875,947

**PROPOSED
CIP PROGRAM FOR FY 2012/13**

GENERAL FUND

Wharf 1 & 2 Condition Inspection of City Owned Buildings & Utilities

Perform a condition inspection of the City owned buildings on Wharf 1 and Wharf 2. Components of the buildings to be evaluated include the site, the exterior and interior structure, the interior finishes and systems, accessibility, health, fire/life safety, HVAC (if any), electrical, and plumbing.

City Hall ADA Compliant Parking

Provide ADA compliant parking for City Hall and Vasquez Adobe on Dutra Street and parking lot #3 next to Vasquez Adobe in conformance with the City ADA Transition Plan.

City Hall Path of Egress for ADA Compliance

Provide ADA compliant path of egress at City Hall to conform with City ADA Transition Plan.

Council Chamber ADA Upgrades

ADA upgrade improvements in Council Chamber per City ADA Transition Plan.

Review Revised Street Lighting in Downtown Historic District

Review revised Street lighting in portions of Downtown Historic District between Scott to Madison (N-S) and Van Buren to Tyler (E-W). Verify the existing street lighting level for pedestrian and street lighting, recommend if the recently converted LED lighting are adequate or should be replaced within the Downtown Historical district. Recommend, if applicable, revised street lighting to appropriate lights within the Historic District for approved pedestrian and street lighting standards. Obtain HPC, ARC and Planning Commission approval if necessary.

Study for Documentation of Harbor Water/Soil Condition Impairments Phase 1 (82% plus 18% from Marina Fund)

Study to develop scope of work to determine validity of state listed 303(d) impaired water body of Monterey Bay/Harbor, which includes 76 acres. The scope of work is specifically for ocean/harbor field research and analyses to demonstrate existing water and sediment quality, as it relates to listed impaired water body and to provide documentation to support eventual de-listing of the Harbor from EPA impaired water body list. Phase 2 will be for implementation of the study.

Fire Station #2 & #3 HVAC Evaluation

Comprehensive HVAC evaluation, air balancing, and minor adjustments.

CONSTRUCTION ROAD IMPACT FEE

No funds available

GAS TAX

Reconstruction of Failed Pavement Areas

Project will provide for patch street repair to failed pavements in arterial, collector, and/or residential streets.

PROPOSED CIP PROGRAM FOR FY 2012/13

Annual City Street Resurfacing 12/13

Continuation of the regular annual program to maintain city streets using slurry and cape seal for resurfacing and includes street preparation of failed areas as required.

Pavement Management Asset Inventory

Project will provide annual funding installments for future reinventory of the city pavement system.

Street Intersection ADA Upgrade

Annual upgrades to intersection ADA ramps per the City ADA Transition Plan.

VEHICLE FUND

Fuel Station & Tank Upgrades

Perform various underground service tank (UST) repairs at Ryan Ranch, Fire Station #1, and Lake El Estero to include fuel lines, piping, manholes, and pavement replacement. The project will maintain UST compliance per Monterey County Health Department and the Monterey Bay Unified Air Pollution Control District requirements.

VEHICLE REPLACEMENT FUND

Replace Van #1248 & TV Inspection Equipment (67% of \$150,000 plus 33% from Storm Water Fund)

Replace sewer and storm inspection van #1248, including television equipment, to maintain the ability and requirement of 10% re-inspection for the sewer and storm drain system annually.

SEWER FUND

Sewer Repairs & Acquire Easements

This project will obtain recorded easements for sewer segments that cross private property and rehabilitate the existing sewer segments located for the following sewer mains: A03:027 to 25, B04:021 to 023, G03; 080 to 081, G04:007 to 010, H03: 005 to 007. Without the necessary easements access could be denied for routine maintenance or repairs.

Sewer Rate Justification for Prop 218 Process

Project will provide funding for the Proposition 218 process justification to allow future sewer rate adjustments after FY 2015/16. The cost to perform the Proposition 218 process requirements will be spread out annually over the next four years for the future obligation.

Annual Sewer Root Foaming

Sewer root foam approximately 30,000 lineal feet of the 543,840 lineal feet of sewer mains. These mains either have known root intrusion or have access constraints that prohibit routine jetting operations.

**PROPOSED
CIP PROGRAM FOR FY 2012/13**

STORM WATER FUND

8 Lower Ragsdale Storm Drain Rehabilitation

Repair transite storm drain lines I13: STMH 6 to STMH7 to E1, located in Ryan Ranch Industrial Park. Place a liner in two segments of transite storm drain pipe and install pressure manhole on STMH 7.

Navy Lake/Washerwomen's Pond Outlet Structures Repair

This project will repair the Washerwomen's Pond outlet valve. Replace Navy lake weir boards and add slide gate valve for lake wet weather control and dry weather retention of lake level.

Storm Drain Retention Site Maintenance

The City currently has three sites at Ryan Ranch, Washerwomen's and Lagunita sediment basins. This project will initiate the cleaning of at least one of the retention ponds. A State permit for dredging, Fish & Game, as well as Archeological and biological assessment will be required to enable maintenance activities. Approval of permits will detail specific requirements at each site for sediment or plant removal to provide original retention capability.

Replace Van #1248 & TV Inspection Equipment (33% of \$150,000 plus 67% from Vehicle Replacement Fund)

Replace sewer and storm inspection van #1248, including television equipment to maintain the ability and requirement of 10% re-inspection for the sewer and storm drain system annually.

Storm Drain System Rating & Inspection

Project will provide partial funding to continue the storm drain system rating and inspection program.

Annual Citywide Storm Drain F Pipe Upgrades

Rehabilitate known storm drain F pipes and line all inventory of CMP pipes. Phased construction with rehabilitation completed with allocated funding.

Storm Water Outfall Tracer Study Phase 1

Provide a tracer or oceanographic modeling study to determine water quality pollutant mixing, dispersion, and dilution of potential storm water outfall pollutant(s) and impact on ocean water quality and biota. Phase 1 will develop a Request for Qualifications (RFQ) to hire a consultant to prepare the scope of work and a Request for Proposal (RFP) for the scientific study necessary to answer the environmental/management questions related to this oceanographic impact study. Phase 2 will implement the elements of the study.

PARKING FUND

Breakwater Pay Station/Shelter/ADA Upgrades

Project will add additional pay station to lot and includes ADA installation compliance.

**PROPOSED
CIP PROGRAM FOR FY 2012/13**

Breakwater Parking Lot Remove Poles/Add Spaces/ADA Upgrades

Project will remove parking stop poles and replace with bumper curb adjacent to the Coast Guard access road. Project cost will include ADA compliance upgrades and storm water treatment.

Resurface/Stripe Parking Lot 11/ADA Upgrades

Resurface and stripe Parking Lot 11 located in the 500 block of Calle Principle. Project will patch failed pavement areas, resurface parking lot with cape seal, and restripe lot. Project cost will include ADA compliance upgrades and storm water treatment.

Cannery Row Lot CR7 Parking Lot Islands/ADA Upgrades

Project will include removal of structure and islands, close David Avenue driveway, and remove sewer lateral connection. Project cost will include ADA compliance upgrades and storm water treatment.

Downtown West Garage Replace Doors/ADA Upgrades

Project will replace rusted metal stairwell and exit doors at Downtown West Garage at 340 Tyler Street. Project cost will include ADA and egress compliance upgrades, and storm water treatment.

Upper Lot 7 Surface Coating/ADA Upgrades

Project will resurface areas of Upper Parking Lot 7 (Calle Principal parking structure) in the 400 block of Pacific to maintain waterproof coating to prevent leaking to lower levels. Project cost will include ADA compliance upgrades and storm water treatment.

Parking Lot 4 Resurface/Stripe/ADA Upgrades

Resurface parking lot 4 on 400 block of Van Buren will patch failed pavement areas, resurface with cape seal, and restripe lot. Project cost will include reconstruction of driveway access grades, ADA compliance for parking and egress, and storm water treatment.

Waterfront Parking Lot Resurface/Stripe/ADA Upgrades

Resurface waterfront parking lot in the 100 block of Washington. Patch failed pavement areas, slurry seal parking areas, cape seal travel lanes, and restripe parking lot. Project cost will include ADA compliance upgrades and storm water treatment.

Wharf 2 Pay Stations

Project will remove parking meters from Wharf 2 and replace with three pay stations to be installed by Parking maintenance staff.

Reconfigure/Renovate Boat Dry Storage Yard/ADA Upgrades

The project would improve the function, appearance, and revenue of the Boat Dry Storage Yard at the East Catellus property. Improvements include internal circulation, alignment with the Scout house, new gravel surfacing, and new fencing. ADA compliant parking and egress to the storage yard improvements will be included, but are funded by FY2011/12 Capital Improvement Parking Fund.

**PROPOSED
CIP PROGRAM FOR FY 2012/13**

MARINA FUND

Marina Dredging

Provides annual funding for dredging the marina for routine maintenance.

Study for Documentation of Harbor Water/Soil Condition Impairments Phase 1 (18% plus 82% from General Fund)

Study to develop scope of work to determine validity of state listed 303(d) impaired water body of Monterey Bay/Harbor, which includes 76 acres. The scope of work is specifically for ocean/harbor field research and analyses to demonstrate existing water and sediment quality, as it relates to listed impaired water body and to provide documentation to support eventual de-listing of the Harbor from EPA impaired water body list. Phase 2 will be for implementation of the study.

Causeway Shoreline Embankment Erosion Control

Undermining of the causeway shoreline embankment east of Wharf #1 has occurred. The embankment needs to be protected from continued erosion.

Wharves 1 & 2 Fund

No funds available

PRESIDIO OF MONTEREY

POM Street & Parking Lot Resurfacing Program

Contract work for the POM contract. Combined with City resurfacing program to obtain favorable price with larger quantities.

NEIGHBORHOOD IMPROVEMENT PROGRAM (NIP) RECOMMENDED PROJECT LIST FY 2012/13	Budget	Annual Operations & Maintenance Costs
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PROJECTS FULLY FUNDED WITH BASE ALLOCATION

1	CERT Box Relocation (CW-12)	\$10,000	n/a
2	CONA Park Center Radio Room (COK-01)	\$500	n/a
3	Logan One Way Study (MV-02)	\$5,000	n/a
4	Base Radio/Tower Upgrades (NM-01)	\$3,000	n/a
5	Oak Newton Park Security Light Replacement (NM-12)	\$15,000	n/a
6	Archer Park Walkway Improvements (NM-13)	\$10,000	n/a
7	DMB Boardwalk Replacement Phase II (DMB-02)	\$7,500	None
8	Deer Flats Park Replace Swing (DF-02)	\$6,500	n/a
9	Lake St Storm Drain Repair (OG-06)	\$4,000	n/a
10	Aguajito/7th to Lake El Estero Storm Drain Repair (OG-07)	\$5,000	n/a
11	DMG Ramona Neighborhood Entry Sign (DMG-02)	\$7,000	n/a
12	Monterey Vista Radar Speed Signs (MV-17)	\$15,000	n/a

Total Base Allocation = \$88,500

OTHER FUNDED PROJECTS, Including partial base allocations

13	Sollecito Ball Park Infield Artificial Turf (CW-02)	\$125,000	n/a
14	David/Terry Extended Curbs, Crosswalk & Median Phase II (NM-02)	\$65,000	n/a
15	Casanova Melway Exit Crosswalk/ADA Access (COK-02)	\$215,000	n/a
16	Don Dahvee Greenbelt Fuel Reduction (AM-03)	\$25,000	None
17	Franklin/Larkin ADA Ramps (OT-01)	\$138,000	n/a
18	Via Paraiso Park Small Play Equipment Replacement (MV-04)	\$35,000	None
19	Skyline Forest Greenbelt Fuel Reduction (SF-01)	\$50,000	None
20	Ramona Entry Island (DMG-01)	\$37,000	n/a
21	Library Study/Group Area (CW-22)	\$40,000	n/a
22	Monterey Sports Center Recoat Pool Deck (CW-01)	\$35,000	n/a
23	Ramona/Neighborhood Sidewalk Repair (VDM-01)	\$60,000	n/a
24	109 Littlefield Rd Storm Drain Rehab (AO-01)	\$3,700	n/a
25	Wyndemere Lower Canyon Drainage Phase I (SF-02)	\$235,000	n/a
26	CONA Park Picnic Area Improvements (COK-03)	\$35,000	None
27	Deer Stalker Path Cross Gutters (DF-03)	\$45,000	None
28	Aguajito/10th St Sidewalk/ADA Ramp (OG-01)	\$30,000	n/a
29	1430 Augusta Outfall Rehab (FF-01)	\$15,000	n/a
30	Don Dahvee to DMC Path Improvement (AM-01)	\$53,000	n/a
31	Taylor Hoffman Archer Walkway Repair (NM-03)	\$122,000	n/a

NEIGHBORHOOD IMPROVEMENT PROGRAM (NIP) RECOMMENDED PROJECT LIST FY 2012/13	Budget	Annual Operations & Maintenance Costs
32 CERT Box Repair (CW-10)	\$10,000	n/a
33 Rec Trail/Cannery Row Crossings Phase I (NM-18)	\$70,000	n/a
34 Scholze Park Streetscape Improvements (NM-10)	\$185,000	n/a
35 Dennis the Menace Park Replace Moon Bridge (CW-03)	\$50,000	n/a
36 Monterey Bay Park Seat Wall/Irrigation (CW-08)	\$16,500	n/a
37 Oak Grove 4th 1100 Block Drainage Improvements (OG-04)	\$55,000	n/a
38 Palo Verde/Lake Del Monte Storm Drain Repair (VDM-04)	\$36,000	n/a
39 Dennis the Menace Walkway/Access Improvements PH II (CW-07)	\$65,000	n/a
40 FF Replace Catch Basins (FF-02)	\$46,000	n/a
41 Hooper Ln Resurfacing (AO-02)	\$19,000	n/a
42 Via Gayuba Sidewalk (Mar Vista/Colton) (MV-16)	\$120,000	n/a
43 41 Melway Cir Storm Drain Repair (COK-04)	\$30,000	n/a
44 Jacks Ball Field Light Upgrade (CW-19)	\$159,000	n/a
45 Sierra Vista Resurface/Drainage Improvements (MV-08)	\$77,000	n/a
46 Ramona Radar Speed Signs (VDM-10)	\$30,000	n/a
47 El Dorado/Major Sherman Storm Drain Rehab (CW-13)	\$70,000	n/a
48 Prescott/Parcel Bulbs (NM-04)	\$105,000	n/a
49 El Estero Lake Edge Improvements PH V (CW-05)	\$100,000	n/a
50 Via Casoli Sidewalk (FF-04)	\$30,000	n/a
51 El Estero Park Replace Exercise Course Equipment (CW-09)	\$35,000	None
52 Munras/Soledad Freeway Entrance Signage (CW-06)	\$15,000	n/a
Proposed Neighborhood Improvement Projects	\$2,775,700	(Base plus at large funds to be allocated)
FY2012/13 NIP Contingency Account	\$18,515	
FY2012/13 NIP Unallocated Balance	\$33,000	
NEIGHBORHOOD IMPROVEMENT FUND TOTAL	<u>\$2,827,215</u>	

CUT-OFF PROJECTS

No cut-off projects were selected for FY2012/13

NEIGHBORHOOD IMPROVEMENT PROGRAM (NIP)
RECOMMENDED PROJECT LIST FY 2012/13

PROJECTS FULLY FUNDED WITH BASE ALLOCATION

1 CERT Box Relocation (CW-12)

Relocate CERT box currently located in Public Works area at Lake El Estero to Monterey Peninsula College (MPC); install new concrete footing. The proposed location is in the upper dirt parking lot near the Dance building. The CERT box and equipment serves Alta Mesa, Del Monte Center, MPC, Glenwood, Oak Grove, NPS, Del Monte Avenue, East Downtown, El Estero, Wharf #2, Marina and Sports Center. The existing location is in a flood zone. MPC approval has been obtained.

2 CONA Park Center Radio Room (COK-01)

The following would provide the needed 24/7 access for Monterey CERT:
Install combination lock box inside of the existing CERT shed,
Install new antenna lead wire into the Tot room
Install fixed and lockable cabinet in Tot room

3 Logan One Way Study (MV-02)

Project for a study to change Logan Lane to one way traffic. The street is not wide enough to handle two way traffic. Cars are parked on both sides of the narrow street every day. The street is used by parents dropping off children at Monterey High School Monday through Friday, which creates more traffic than the street can accommodate. Additionally, cars speed through the neighborhood to miss the light at Pacific Street and El Dorado.

4 Base Radio/Tower Upgrades (NM-01)

Convert existing base radios and towers at Hilltop Park Center, Casanova Oak Knoll Park Center, and EOC to narrowband from wideband. The Federal Government has mandated all emergency services convert radio systems from wideband to narrowband by 2013. These three installations meet NIP requirements (fixed). These base radios and towers are essential components of Monterey's CERT communications network. CERT volunteers are raising money to replace the 35 handheld radios (\$15,000) in addition to this funding request.

5 Oak Newton Park Security Light Replacement (NM-12)

Replace the existing security light fixtures with more energy-efficient fixtures and replace old poles as needed so that all fixtures are uniform. (Replace a total of ten security light fixtures)

6 Archer Park Walkway Improvements (NM-13)

Remove the existing deteriorated asphalt walkway on the front and side of the Archer Park community building and replace with pavers that match the adjacent tot lot. The existing walks are deteriorated and difficult to walk on.

7 DMB Boardwalk Replacement Phase II (DMB-02)

Remove and replace selected sections of existing boardwalk at Del Monte Beach. Sand is not an accessible surface and does not meet impact cushioning standards.

8 Deer Flats Park Replace Swing (DF-02)

Replace existing timber swing at Deer Flats Park. The existing timber swing is 18 years old, is deteriorated at the base, and is creating maintenance issues with slivers.

9 Lake St Storm Drain Repair (OG-06)

Repair cracks in 15 inch concrete storm drain on Lake Street from Park Avenue to Camino Aguajito (Utility Map # D06-DI2 to D06-DI1). Repair pipe hole noted in 2011 CCTV inspection to prevent sinkholes, and to extend the useful life of the pipe.

NEIGHBORHOOD IMPROVEMENT PROGRAM (NIP)
RECOMMENDED PROJECT LIST FY 2012/13

10 Aguajito/7th to Lake El Estero Storm Drain Repair (OG-07)

Repair 12 inch concrete storm drain pipe from the catch basin at Aguajito Road and Seventh to the outfall at Lake El Estero. (Utility Map ID# E06-C20 to E06 O6). Repair cracks and fractures noted in 2002 CCTV inspection to prevent sinkholes, and to extend the useful life of the pipe.

11 DMG Ramona Neighborhood Entry Sign (DMG-02)

Install an entry sign in the first block of Ramona Avenue west of Fremont Street. to indicate a residential neighborhood. The sign would be installed in the Ramona Entry Island (DMG-01).

12 Monterey Vista Radar Speed Signs (MV-17)

Purchase and install one radar speed sign to be installed in one of the following locations on Via Gayuba, Mar Vista Drive, or Martin Street deemed appropriate by neighborhood residents and Transportation Engineering staff.

OTHER FUNDED PROJECTS, Including partial base allocations

13 Sollecito Ball Park Infield Artificial Turf (CW-02)

Install artificial turf in Sollecito Ball Park infield. This improvement would allow more scheduling flexibility and reduce maintenance, cost of sod, and water use.

14 David/Terry Extended Curbs, Crosswalk & Median Phase II (NM-02)

Construction of designed pedestrian safety features on David Avenue at Terry Street intersection that include curb extensions, textured crosswalk, and a median one block west to slow traffic. David Avenue is an arterial and a truck route. MST bus stops at this location. Phase I funding covers design and most of construction costs. Phase II provides the balance of funds needed.

15 Casanova Melway Exit Crosswalk/ADA Access (COK-02)

Install bulb out, handicap ramps, and brick paver crosswalks at Melway Exit and Casanova Avenue intersection. A crosswalk for handicap access will increase the safety for pedestrians wishing to cross Casanova Avenue to get to Cypress Center and Safeway.

16 Don Dahvee Greenbelt Fuel Reduction (AM-03)

Removal of non-native plants, brush, and fallen and dead trees from Don Dahvee Park Greenbelt to improve access to the greenbelt and reduce the potential for fire.

17 Franklin/Larkin ADA Ramps (OT-01)

Install handicap access ramps at the corners of Larkin and Franklin intersection that do not have them yet. The ramps will provide accessibility for all residents especially wheelchair bound residents who are presently struggling up and down Franklin Street. During estimating it was determined that ADA ramps would need to be installed at all four corners.

18 Via Paraiso Park Small Play Equipment Replacement (MV-04)

Replace play equipment in small tot lot at Via Paraiso Park. The Via Paraiso Park play equipment was installed in 1989. Other parts of the play equipment have already been upgraded, and the small equipment in the tot lot still needs to be replaced.

19 Skyline Forest Greenbelt Fuel Reduction (SF-01)

Removal of non-native plant material and fuel reduction in Skyline Forest. This will continue the projects funded in five previous years to remove non-native plant material and reduce the fire hazard in the Skyline Forest Greenbelt.

NEIGHBORHOOD IMPROVEMENT PROGRAM (NIP)
RECOMMENDED PROJECT LIST FY 2012/13

20 Ramona Entry Island (DMG-01)

Install an entry island in the first block of Ramona Avenue west of Fremont Street to separate the commercial area of the block where Big Five, 7-11, and other companies conduct business from the residential area in the block. This project will help to ensure the safety of mothers and school age children who use the sidewalks on Ramona by reducing the speed and volume of cut-through traffic.

21 Library Study/Group Area (CW-22)

Design and construct a group/quiet study area in the Monterey Public Library. Enclose the area identified in the public non-fiction section. Plans should include temperature control and lighting. The area should be constructed with glass enclosures and doors similar to the NIP funded project that created the Solarium conference room.

22 Monterey Sports Center Recoat Pool Deck (CW-01)

Install new skid-resistant coating over existing pool deck at the Monterey Sports Center. Every 4-5 years, the pool deck must be recoated to maintain the skid resistance.

23 Ramona/Neighborhood Sidewalk Repair (VDM-01)

Repair raised sidewalk trip hazards from City tree roots. Submitter has fallen twice with injuries both times.

24 109 Littlefield Rd Storm Drain Rehab (AO-01)

Rehab 12 inch storm drain with reinforced concrete pipe at 109 Littlefield Road. (Utility Map ID#107-C3-->107-C2). Repair 4 pipe holes noted in 1999 CCTV inspection.

25 Wyndemere Lower Canyon Drainage Phase I (SF-02)

Rebuild and stabilize the reach of Wyndemere Creek between Skyline Drive and Crandall Road. Plans are already well underway with funding provided in FY 2008/09. Control of water run off, reduction of materials transmission on the downhill from Skyline Forest Drive near Wyndemere. This project to be similar to the improvements made several years ago to the upper more visible side of Wyndemere Canyon and would improve the drainage conditions on the lower side. This project would be important in helping the city meet these goals. Separate into three phases to bank enough funds to proceed with project.

26 CONA Park Picnic Area Improvements (COK-03)

Renovate Casanova Oak Knoll Park picnic area. Install new decomposed granite surface, replace barbecues, and construct arbor to update the heavily used 20 years old picnic area.

27 Deer Stalker Path Cross Gutters (DF-03)

Reconstruct two concrete cross gutters along Deer Stalker Path at the intersections of Black Tail Lane and White Tail Lane. The existing cross gutters and adjacent pavement are damaged and in need of repair.

28 Aguajito/10th St Sidewalk/ADA Ramp (OG-01)

Install sidewalk and two handicap ramps where Tenth Street connects to Aguajito and Hwy 1 offramp. Project would facilitate crossing at this intersection and provide a continuous path.

29 1430 Augusta Outfall Rehab (FF-01)

Reconstruct storm drain pipe outfall H08-02 near 1430 Augusta Place to correct eroded stream bank at outfall. Addressing the erosion issue now will prevent a possible landslide, collapsed embankment, and eroded sediment from entering the creek.

30 Don Dahvee to DMC Path Improvement (AM-01)

Repair/regrade the path from Don Dahvee to Del Monte Center to prevent mud from forming and allow better wheelchair access to the shopping center when the path is wet. Provide border to the dirt path with hardscape of logs or piles to mark the borders of the path.

NEIGHBORHOOD IMPROVEMENT PROGRAM (NIP)
RECOMMENDED PROJECT LIST FY 2012/13

31 Taylor Hoffman Archer Walkway Repair (NM-03)

1) Replace damaged DG walkway along the west side of 600 block of Taylor Street with asphalt or DG (which ever is most appropriate) and provide extruded asphalt berm to prevent vehicles from parking on the walkway. This block of Taylor has a high volume of vehicle and pedestrian travel to and from the Presidio.

2) Repair existing eroded DG walk with concrete stabilized DG or equivalent material from the front gate of 1581 Hoffman to its east property line. Street tree roots prevent the use of concrete; asphalt is much more costly. The slope in this location contributes to the erosion.

3) Remove and replace damaged asphalt walkway between driveway and corner of 789 Archer at Drake. Remove roots as necessary in walkway and street, with advice of Urban Forester. Remove existing ADA ramp at corner, construct a curb extension into Drake Avenue with a new ADA ramp. Project is needed now to address a very unsafe condition for pedestrians being caused by tree roots.

32 CERT Box Repair (CW-10)

Inspect and repair CERT containers which are made of steel and have numerous rust holes in them. Holes are allowing rain to enter into the containers and damage the stored materials.

33 Rec Trail/Cannery Row Crossings Phase I (NM-18)

Replace the existing recreation trail and street crossings in the Cannery Row District with therma plast, in a decorative wave design. The material in a distinctive wave design is to be applied to six Rec Trail street crossings and a simpler, complementary design to 11 Cannery Row crosswalks. Phase I is for the Rec Trail crossings first, then Cannery Row crosswalks with funds used for as many of those crossings as possible. The proposed improvements will make the pedestrian/bicycle street crossings on the rec trail more visibly prominent and enhance the character of Cannery Row. The design is to include the following locations:

Recreation Trail: 1) David Avenue, 2) Prescott, 3) Hoffman, 4) Wave, 5) Drake and 6) Reeside

Cannery Row Crosswalks with stop signs: David & Cannery Row (1), Prescott & Cannery Row (3), Hoffman & Cannery Row (3), Drake & Cannery Row (3), and Dickman Right-of-way & Cannery Row (1).

34 Scholze Park Streetscape Improvements (NM-10)

Complete improvements envisioned in the Scholze Park Streetscape Improvement Plan. Complete installation of pavers across the Lighthouse Avenue frontage of Scholze Park, create planter boxes for street trees, replace damaged curb and gutter as needed, build ADA ramp at corner of Lighthouse and Dickman, provide ADA access into Scholze Park, and design and build a new wall to replace the damaged one. Plant trees to replace those lost or removed to recreate the green canopy.

35 Dennis the Menace Park Replace Moon Bridge (CW-03)

Remove the existing ornamental moon bridge and replace with similar arch bridge. Existing bridge is rusted and requires replacement.

36 Monterey Bay Park Seat Wall/Irrigation (CW-08)

Construct 18 inch high barrier seat wall at Monterey Bay Park to reduce blowing sand and install irrigation system. Sand blows onto the adjacent lawn on a regular basis and is very expensive to remove.

37 Oak Grove 4th 1100 Block Drainage Improvements (OG-04)

Replace 150 linear feet of curb, gutter, and sidewalk on the south side of Fourth Street near Park Avenue to eliminate an existing drainage sag.

NEIGHBORHOOD IMPROVEMENT PROGRAM (NIP)
RECOMMENDED PROJECT LIST FY 2012/13

38 Palo Verde/Lake Del Monte Storm Drain Repair (VDM-04)

Rehabilitate/line 18 inch corrugated metal storm drain from headwall on Palo Verde Avenue to Lake Del Monte on NPS (Utility Map ID# D07-H2 to D07-O1).

39 Dennis the Menace Walkway/Access Improvements PH II (CW-07)

Remove and replace old perimeter walkways on slopes that are not ADA compliant at Dennis the Menace Park.

40 FF Replace Catch Basins (FF-02)

Replace 11 non-standard 300 to 500 pound cast iron catch basin grates with City standard grates that will allow access for maintenance at eleven locations. The oversized iron catch basin grates are too heavy for maintenance crews to safely open and close for cleaning and inspection.

Replace catch basins at the following locations:

- 1) Josselyn Canyon and Hwy 68 intersection (G08-C5)
- 2) 1344 Josselyn Canyon (G08-C4)
- 3) 2130 Etna Place (H08-C1)
- 4) 2004 Marsala Circle (H08-C5)
- 5) 2005 Marsala Circle (H08-C6)
- 6) Via Isola at Trapani Circle (H08-C4)
- 7) 2140 Messina Place (H08-C7)
- 8) 2117 Trapani Circle (H09-C1)
- 9) 2130 Trapani Circle (H09-C2)
- 10) 2170 Trapani Circle (H09-C4)
- 11) 1601 Trapani Circle (H09-C3)

41 Hooper Ln Resurfacing (AO-02)

Street pavement repair and road resurfacing with cape seal of 600 feet at Hooper Lane.

42 Via Gayuba Sidewalk (Mar Vista/Colton) (MV-16)

Safe Routes to School grant matching funds for new sidewalk. Design and build a new sidewalk on Via Gayuba between Mar Vista and Walter Colton Drive connecting existing sidewalks to allow school children and other pedestrian to safely walk along this busy, steep and windy block. Many children and other pedestrians walk from Mar Vista to Walter Colton Middle School or Monte Vista Elementary School along this block. Currently, pedestrians are forced to walk in the street and around parked cars. Traffic and speed are significant safety concerns on this section of Via Gayuba. This sidewalk project would create a safer walking environment for pedestrians and is strongly supported by both residents and the school principals. This project would impact twelve (12) properties on the north side of Via Gayuba. The project would likely include bulb outs and crosswalks across Via Gayuba at Mar Vista and Walter Colton Drive to increase the visibility of pedestrians and driver awareness.

43 41 Melway Cir Storm Drain Repair (COK-04)

Rehabilitate corrugated metal storm drain pipe for 40 feet of 12 inch line between 41 Melway Circle and Safeway (Utility Map ID# E09-DI15-->E09-O2).

44 Jacks Ball Field Light Upgrade (CW-19)

Remove the existing field lighting at Jacks Park ball field and replace with more energy efficient system. The existing fixtures do not meet American Softball Association standards. There will be a 25% reduction in fixtures with about a 25% reduction in energy costs.

NEIGHBORHOOD IMPROVEMENT PROGRAM (NIP)
RECOMMENDED PROJECT LIST FY 2012/13

45 Sierra Vista Resurface/Drainage Improvements (MV-08)

Street repair and resurfacing with cape seal on Sierra Vista between Monte Vista and Via Castanada. Pavement repair and road resurfacing to enhance the life of the existing pavement. Drainage channel improvements along 27, 31, and 32 Sierra Vista, to include adding AC berm in front of driveway at 32 Sierra Vista and AC swale on opposite side of street. By improving the drainage in this area, storm water will be conveyed down the street to the storm drain system.

46 Ramona Radar Speed Signs (VDM-10)

Install two radar speed signs in the 400 block of Ramona Avenue.

47 El Dorado/Major Sherman Storm Drain Rehab (CW-13)

Rehabilitate/line 90 feet of 36 inch corrugated metal storm drain pipe with cured in place pipe (CIPP) crossing El Dorado at Major Sherman Lane (Utility Map ID# F05-H2-->F05-O3).

48 Prescott/Parcel Bulbs (NM-04)

Install two curb extensions at the SE and SW corners of Prescott Avenue and Parcel Street with grading for drainage. Provide safe, visible street crossing for pedestrians; slow traffic; and reinforce the neighborhood feeling. Part of approved Prescott Traffic Corridor Plan.

49 El Estero Lake Edge Improvements PH V (CW-05)

Install hard edge along west leg of El Estero Lake adjacent to the Pearl Street bridge to stop erosion and restore path. Project is consistent with the four previous projects to restore the lake edge.

50 Via Casoli Sidewalk (FF-04)

Repair and replace asphalt sidewalk adjacent to the Via Casoli extension to the Foothill School gate. Repairs are needed to remove potential hazard for school children and adults, and resulting in some pedestrians walking in the roadway.

51 El Estero Park Replace Exercise Course Equipment (CW-09)

There are three exercise course stations around El Estero Park. The equipment and signage are 17 years old and rusting. The requested funds would replace the equipment and signage. Many people use the equipment in combination with walking around the lake.

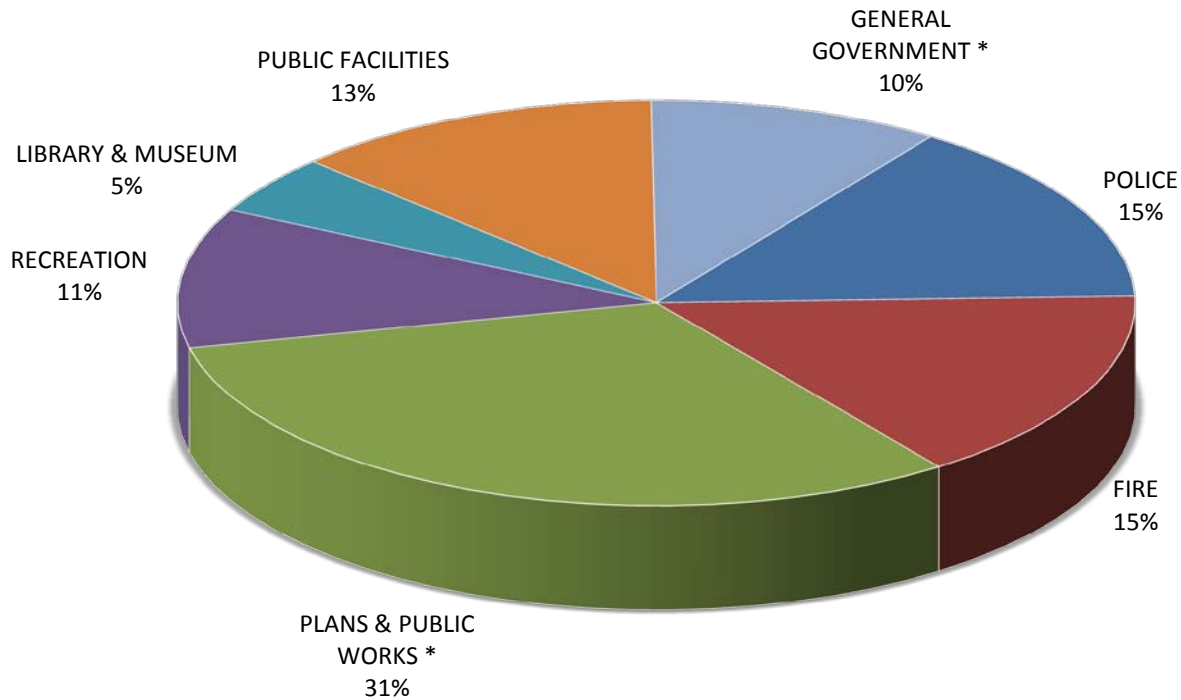
52 Munras/Soledad Freeway Entrance Signage (CW-06)

Signs for both freeway entrances on the corner of Munras Avenue and Soledad Drive to assist visitors who are not familiar with the area. Current signage is too close to entrance to Hwy 1 to help those approaching the Munras and Soledad intersection.

No cut-off projects were selected for FY2012/13

SUPPLEMENTAL INFORMATION SECTION

AUTHORIZED POSITIONS BY DEPARTMENT 2012-13



TOTAL AUTHORIZED POSITIONS = 464.50 (Full-time & Regular Part-time)

	2010-11 AMENDED	2011-12 ADOPTED	2011-12 AMENDED	2012-13 ADOPTED
POLICE	69.00	68.00	68.50	68.50
FIRE	65.00	64.00	72.00	72.00
PLANS & PUBLIC WORKS *	155.00	142.75	144.75	146.00
RECREATION	53.58	51.83	51.83	51.83
LIBRARY & MUSEUM	21.83	21.83	21.83	21.83
PUBLIC FACILITIES	59.59	57.59	58.34	58.34
GENERAL GOVERNMENT *	46.88	45.50	46.00	46.00
TOTAL	470.88	451.50	463.25	464.50

* Includes positions related to Internal Service divisions.

ADOPTED POSITION CONTROL LIST 2012-13						
	2009-10 Amended	2010-11 Amended	2011-12 Adopted	2011-12 Amended	2012-13 Adopted	Comments
<u>CITY MANAGER DEPARTMENT</u>						
<u>Administration 0210</u>						
Assistant City Manager	1.00	1.00	1.00	1.00	0.85	.15 Position moved to 715
City Manager	1.00	1.00	1.00	1.00	1.00	
Senior Executive Assistant	1.00	1.00	1.00	1.00	1.00	
Executive Assistant I	0.67	0.67	0.00	0.00	0.00	
Administrative Assistant I	0.00	0.00	0.00	0.50	0.50	Position added per Reso 12-027
<u>Community Resources/Education 0211</u>						
Communications & Outreach Mgr.	1.00	1.00	1.00	1.00	1.00	
Communications Assistant	1.00	1.00	1.00	1.00	1.00	
Media Assistant	0.75	0.75	0.75	0.75	0.75	
<u>City Clerk 0321</u>						
Senior Assistant City Clerk	1.00	1.00	1.00	1.00	1.00	
Director of Info. Res./City Clerk	1.00	1.00	1.00	1.00	1.00	
Executive Assistant I	0.33	0.33	0.00	0.00	0.00	
Administrative Assistant I	0.00	0.00	1.00	1.00	1.00	
Program Manager	0.00	0.00	0.00	1.00	0.00	Position moved to 0340
Assistant City Clerk	1.00	1.00	0.00	0.00	0.00	
Admin. Services Manager	1.00	0.63	0.00	0.00	0.00	
<u>Information Services 0340</u>						
Computer Operations Specialist	1.00	0.00	0.00	0.00	0.00	
GIS Coordinator	1.00	1.00	1.00	1.00	1.00	
Information Services Manager	0.00	0.00	0.00	0.00	0.00	
Information Solutions Manager	1.00	1.00	1.00	1.00	1.00	
Network Administrator	1.00	1.00	0.00	0.00	0.00	
Network Analyst	1.00	1.00	1.00	1.00	1.00	
Network Specialist	2.00	2.00	2.00	2.00	2.00	
Systems Analyst	3.00	3.00	3.00	3.00	3.00	
Program Manager	0.00	0.00	1.00	-	1.00	Add 1 position FY12. Moved from 0321
Network Engineer	0.00	0.00	1.00	1.00	1.00	
CITY MANAGER DEPT. TOTAL	20.75	19.38	18.75	19.25	19.10	
<u>CITY ATTORNEY DEPARTMENT 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	
Legal Assistant	0.75	0.75	0.75	0.75	0.75	
Executive Assistant II	1.00	1.00	1.00	1.00	1.00	
CITY ATTORNEY DEPT. 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	0.50	0.50	0.50	
Executive Assistant I	1.00	1.00	1.00	0.50	0.50	
Asst. Human Resources Director	0.00	0.00	0.00	0.00	0.00	
Human Resources Analyst	1.00	1.00	1.00	1.00	1.00	
Human Resources Director	1.00	0.85	0.85	0.85	0.85	Position unfunded as of 7/6/12
Human Resources Specialist	1.00	0.00	0.00	0.00	0.00	
Employee Relations Manager	1.00	1.00	1.00	1.00	1.00	
Human Resources Assistant		0.50	0.50	0.90	0.90	
<u>COMMUNITY RESOURCES 0610</u>						
Community Resources Coord.	0.75	0.75	0.00	0.00	0.00	
<u>Workers' Comp/Employ. Benefits 0612</u>						
Benefits Manager	1.00	0.50	0.50	0.50	0.50	
Administrative Assistant II	1.00	0.00	0.00	0.00	0.00	
Human Resources Assistant		0.50	0.50	0.10	0.10	
Human Resources Director		0.15	0.15	0.15	0.15	Position unfunded as of 7/6/12
Assistant City Manager					0.15	Trfr .15 from City Manager's Office 7/6/12
Executive Assistant I	0.00	0.00	0.00	0.50	0.50	
HUMAN RESOURCES DEPT. TOTAL	7.75	6.75	6	6	6.15	
<u>FINANCE DEPARTMENT 1110</u>						
Finance Director	1.00	0.90	0.90	0.90	0.90	
Assistant Finance Director	1.00	1.00	1.00	1.00	1.00	
Administrative Services Manager	1.00	0.00	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	
Finance Analyst	1.00	1.00	1.00	1.00	1.00	
Grant & Governmental Affairs Manager	1.00	1.00	1.00	1.00	1.00	
Accountant/Auditor	2.00	2.00	2.00	2.00	2.00	
Accounting Specialist	5.00	5.00	5.00	5.00	5.00	
Accounting Assistant	2.00	2.00	2.00	2.00	2.00	

ADOPTED POSITION CONTROL LIST 2012-13						
	2009-10 Amended	2010-11 Amended	2011-12 Adopted	2011-12 Amended	2012-13 Adopted	Comments
Executive Assistant I	1.00	0.50	0.50	0.50	0.50	
<u>RISK MANAGEMENT 715-1143</u>						
Finance Director		0.10	0.10	0.10	0.10	
Administrative Services Manager		1.00	1.00	1.00	1.00	
Executive Assistant I		0.50	0.50	0.50	0.50	
FINANCE DEPARTMENT TOTAL	17.00	17.00	17.00	17.00	17.00	
<u>POLICE DEPARTMENT</u>						
<u>Administration 2110</u>						
Executive Assistant I	1.00	1.00	1.00	1.00	1.00	
Police Chief	1.00	1.00	1.00	1.00	1.00	
<u>Field Operations 2120</u>						
Animal Control Officer	1.00	1.00	0.00	0.00	0.00	
Deputy Police Chief	1.00	1.00	1.00	0.00	0.00	Position eliminated 11/12 Reso 12-006
Assistant Police Chief	0.00	0.00	0.00	1.00	1.00	Position added 11/12 Reso 12-006
Police Lieutenant	2.00	1.00	1.00	2.00	2.00	2.00 One position added 11/12 Reso 12-006
Police Officer	28.00	28.00	28.00	29.00	29.00	One position added 11/12 Reso 12-006
Police Officer (Overfill)						4 Overfills through 06/30/13
Police Sergeant	7.00	6.00	6.00	6.00	6.00	
<u>Support 2130</u>						
Administrative Assistant I	3.00	3.00	3.00	3.50	3.50	Add one regular part time
Police Services Manager	1.00	1.00	1.00	0.00	0.00	Position eliminated 11/12 Reso 12-006
Administrative Analyst	0.00	0.00	0.00	1.00	1.00	Position added 11/12 Reso 12-006
Police Services Technician	7.00	7.00	7.00	7.00	7.00	
Records/Detention Supervisor	2.00	2.00	2.00	2.00	2.00	
Senior Police Services Technician	3.00	3.00	3.00	3.00	3.00	
<u>Investigations/Community Services 2140</u>						
Crime Analyst	1.00	1.00	1.00	0.00	0.00	Position eliminated 11/12 Reso 12-006
Deputy Police Chief	1.00	1.00	1.00	0.00	0.00	Position eliminated 11/12 Reso 12-006
Police Officer	9.00	8.00	8.00	8.00	8.00	
Police Sergeant	3.00	3.00	3.00	3.00	3.00	
Police Lieutenant	1.00	1.00	1.00	1.00	1.00	
POLICE DEPARTMENT TOTAL	72.00	69.00	68.00	68.50	68.50	
<u>FIRE DEPARTMENT</u>						
<u>Administration 2510</u>						
Administrative Analyst	1.00	0.99	0.99	0.99	1.00	.01 Moved from fund 291
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	
Assistant 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>						
Division Chief, Fire Marshal	1.00	1.00	1.00	0.00	0.00	Reduce by 1 through attrition FY12
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	15.00	15.00	15.00	18.00	18.00	Three positions added/Carmel
Fire Engineer	15.00	15.00	15.00	18.00	18.00	Three positions added/Carmel
Firefighter	24.00	24.00	24.00	27.00	27.00	Six positions frozen &three added/Carmel
Overfill Firefighter	1.00	0.00	0.00			
<u>Fire Training 2540</u>						
Division Chief	1.00	1.00	0.00	0.00	0.00	
<u>Public Safety Training 291-2540</u>						
Administrative Analyst		0.01	0.01	0.01	0.00	.01 moved to Fire-Administration (2510)
FIRE DEPARTMENT TOTAL	66.00	65.00	64.00	72.00	72.00	
<u>PLANS & PUBLIC WORKS DEPARTMENT</u>						
<u>Administration 3110</u>						
Executive Assistant I	1.00	1.00	1.00	1.00	1.00	
Deputy City Mgr Plans & Pw	1.00	1.00	1.00	1.00	1.00	Position funded eff. 7/1/12
Grants & Governmental Affairs Manager	0.00	0.00	0.00	0.00	0.00	
Assistant Dir Plans & Pw		0.50	0.50	0.50	0.50	
Recycling Coordinator	1.00	1.00	0.00	0.00	0.00	
Accounting Specialist	1.00	1.00	1.00	1.00	1.00	
Solid Waste Program Manager	1.00	1.00	1.00	0.00	0.00	Position eliminated 11/12
Sustainability Coordinator	0.00	0.00	0.00	1.00	1.00	Position added 11/12
Administrative Assistant I	0.75	0.00	0.00	0.00	0.00	

ADOPTED POSITION CONTROL LIST 2012-13						
	2009-10 Amended	2010-11 Amended	2011-12 Adopted	2011-12 Amended	2012-13 Adopted	Comments
<u>Presidio Maintenance Admin 650-3110</u>						
Accounting Assistant	1.00	1.00	1.00	1.00	1.00	
Assistant Dir Plans & Pw	1.00	0.50	0.50	0.50	0.50	
Senior Administrative Analyst	1.00	1.00	1.00	1.00	1.00	
Quality Control Inspector	2.00	1.00	1.00	1.00	1.00	
Legal Assistant					0.25	Add .25
<u>Planning, Engineering & Environmental Compliance 3121</u>						
Associate Civil Engineer	0.00	0.30	0.30	0.30	0.30	
City Engineer	1.00	0.50	0.50	0.50	0.10	Transfer .40 to Sewer Line Maintenance
Engineering Technician	1.00	1.00	0.00	0.00	0.88	Position reinstated FY13
Code Compliance Coordinator	1.00	0.50	0.50	0.50	0.50	
Chief Of Planning, Engineering And Environmental Compliance	1.00	0.90	0.90	0.90	0.90	
Executive Assistant II	1.00	1.00	0.00	0.00	0.00	
Senior Associate Planner	2.00	1.83	1.83	1.83	1.83	
Principal Planner	3.00	2.78	2.78	2.78	2.78	
Administrative Assistant II	3.00	3.00	3.00	3.00	3.00	
Senior Engineer	1.00	0.66	0.66	0.66	0.66	
<u>Sewer Line Maintenance 279-3121</u>						
City Engineer		0.10	0.10	0.10	0.50	Transfer .40 from Planning & Engineering
Engineering Technician					0.12	Position reinstated FY13
Environmental Reg. Analyst		0.30	0.30	0.30	0.30	
<u>Storm Drain Engineering 280-3121</u>						
Associate Civil Engineer	0.00	1.00	1.00	1.00	1.00	
Engineering Technician	1.00	0.00	0.00	0.00	0.00	
Environmental Reg. Analyst	1.00	0.70	0.70	0.70	0.70	
Environmental Regulations Manager	1.00	0.00	0.00	0.00	0.00	
Associate Planner	1.00	0.00	0.00	0.00	0.00	
City Engineer		0.40	0.40	0.40	0.40	
<u>Engineering/Survey 3122</u>						
Associate Engineering Surveyor	1.00	1.00	1.00	1.00	1.00	
<u>Capital Projects 3140</u>						
Associate Civil Engineer	1.00	1.00	1.00	1.00	1.00	
Principal Engineer	1.00	1.00	1.00	1.00	1.00	
Administrative Assistant I	1.00	1.00	1.00	1.00	1.00	
Senior Engineer	0.00					
Junior Civil Engineer	0.00	0.00	0.00	2.00	2.00	Two positions added through 2014
<u>Storm Drain Capital Projects 280-3140</u>						
Senior Engineer	0.00	0.10	0.10	0.10	0.10	
<u>Presidio Capital Projects 650-3140</u>						
Associate Civil Engineer		1.00	1.00	1.00	1.00	
Senior Engineer		1.00	1.00	1.00	1.00	
<u>Traffic Engineering 3144</u>						
City Traffic Engineer	1.00	1.00	1.00	1.00	1.00	
Field Assistant II	1.00	1.00	1.00	1.00	1.00	
Associate Civil Engineer	1.00	0.70	0.70	0.70	0.70	
<u>Presidio Project Engineering & Mgmt 650-3159</u>						
Associate Civil Engineer	1.00	0.00	0.00	0.00	0.00	
Senior Engineer	1.00	0.00	0.00	0.00	0.00	
<u>Street Maintenance 3151</u>						
Administrative Assistant I	1.00	1.00	0.00	0.00	0.00	
Senior Street Maintenance Worker	2.00	2.00	2.00	2.00	2.00	
Sign Crafts Supervisor	1.00	1.00	1.00	1.00	1.00	
Street & Utility Manager	1.00	0.35	0.35	0.35	0.35	
Street Maintenance Leadworker	2.00	1.74	1.74	1.74	1.74	
Street Maintenance Worker	2.00	1.00	1.00	1.00	1.00	
Signal Maintenance Technician	1.00	1.00	1.00	1.00	1.00	
Parks & Maint. Operations Sup.		0.10	0.00	0.00	0.00	
Street Maintenance Worker (Contract)	1.00	0.00	0.00	0.00	0.00	
<u>Presidio Maintenance Streets 650-3151</u>						
Senior Street Maintenance Worker	1.00	1.00	1.00	1.00	1.00	
Street Maintenance Worker	1.00	1.00	1.00	1.00	1.00	
Street & Utility Manager		0.20	0.20	0.20	0.20	
Streets Maintenance Leadworker		0.13	0.13	0.13	0.13	
Street Sweeper Operator		0.30	0.00	0.00	0.00	
<u>Building Maintenance 3152</u>						

ADOPTED POSITION CONTROL LIST 2012-13						
	2009-10 Amended	2010-11 Amended	2011-12 Adopted	2011-12 Amended	2012-13 Adopted	Comments
Building Maintenance Craftsworker	3.00	3.00	3.00	3.00	3.00	
Electrician	1.00	1.00	1.00	1.00	1.00	
General Srvc Superintendent		0.15	0.15	0.15	0.15	
Maintenance Technician		0.25	0.25	0.25	0.25	
<u>Presidio Maintenance Buildings 650-3152</u>						
Building Maint. Craftsworker	8.00	8.00	8.00	8.00	8.00	Plus 1 overfill through 6/30/13
Building Maintenance Supervisor	2.00	2.00	2.00	2.00	2.00	
Facilities Maintenance Coordinator	1.00	1.00	1.00	1.00	1.00	
Building Maintenance Worker	2.00	2.00	2.00	2.00	2.00	
Electrician	3.00	3.00	3.00	3.00	3.00	
Historic Facilities Sr. Craftsworker	1.00	1.00	1.00	1.00	1.00	
Park Maintenance Worker	1.00	1.00	1.00	1.00	1.00	
Maintenance Technician	1.00	0.75	0.75	0.75	0.75	
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	
Parts Clerk	1.00	2.00	2.00	2.00	2.00	
General Srvc Superintendent	1.00	0.85	0.85	0.85	0.85	
Senior Craftsworker	5.00	5.00	5.00	5.00	5.00	
Assistant Urban Forester	1.00	0.50	0.50	0.50	0.50	
Senior Locksmith	1.00	1.00	1.00	1.00	1.00	
HVAC Senior Technician		0.50	0.50	0.50	0.50	
Park Operations Manager	0.00	0.00	0.03	0.03	0.03	
<u>Sewer Maintenance 279-3153</u>						
Senior Engineer		0.24	0.24	0.24	0.24	
Street & Utilities Supervisor	1.00	1.00	1.00	1.00	1.00	
Senior Street Maintenance Worker	2.00	2.00	2.00	2.00	2.00	
Street Maintenance Worker	2.00	2.00	2.00	2.00	2.00	
Street & Utility Manager		0.30	0.30	0.30	0.30	
Street Maintenance Leadworker		0.13	0.13	0.13	0.13	
<u>Vehicle Management - Mechanical 708-3154</u>						
Automotive Attendant	1.00	0.00	0.00	0.00	0.00	
Automotive Mechanic	3.00	3.00	4.00	4.00	4.00	
Fleet Coordinator	1.00	1.00	1.00	1.00	1.00	
Lead Mechanic	1.00	1.00	1.00	1.00	1.00	
Administrative Assistant I	1.00	1.00	0.75	0.75	0.75	
Parts Clerk	1.00	0.00	0.00	0.00	0.00	
<u>Storm Drain/ Maintenance 280-3155</u>						
Senior Street Maintenance Worker	0.00	0.00	1.00	1.00	1.00	
Senior Street Sweeper Operator	1.00	1.00	0.00	0.00	0.00	
Street & Utilities Supervisor	1.00	1.00	1.00	1.00	1.00	
Street Sweeper Operator	1.00	0.70	0.00	0.00	0.00	
Street & Utility Manager		0.15	0.15	0.15	0.15	
<u>Presidio HVAC/Boiler Systems 650-3160</u>						
HVAC Senior Technician	1.00	0.50	0.50	0.50	0.50	
Building Maint. Craftsworker	1.00	1.00	1.00	1.00	1.00	
<u>Custodial Services 3172</u>						
Custodial Supervisor	1.00	1.00	0.00	0.00	0.00	
Custodian	9.00	8.00	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	
<u>Parks 3210</u>						
						<i>Per FY12 budget, 1 position to be eliminated upon appointment of Parks Operations Manager (position TBA)</i>
Field Assistant II	1.00	0.85	0.85	0.85	0.85	
Park Attendant	1.00	1.00	1.00	1.00	1.00	
Park Maintenance Craftsworker	2.00	2.00	1.00	1.00	1.00	
Park Maintenance Leadworker	2.00	2.00	2.00	2.00	2.00	
Park Maintenance Supervisor	2.00	1.85	2.00	2.00	2.00	
Park Maintenance Worker	9.00	9.40	9.40	9.40	9.60	Transfer from 261/262
Parks Crafts Leadworker	1.00	1.00	1.00	1.00	1.00	
Parks & Maint. Operations Sup.	1.00	0.68	0.00	0.00	0.00	
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	
Parks Operations Manager	0.00	0.00	0.80	0.80	0.80	
<u>Street Maintenance Districts 261/262-3210</u>						
Senior Park Maintenance Worker	0.00	0.50	0.50	0.50	0.00	Adj staffing per Assmt Districts
Park Maintenance Worker	1.00	0.10	0.10	0.10	0.40	Adj staffing per Assmt Districts
<u>Urban Forestry 3230</u>						
Arborist	1.00	1.00	0.00	0.00	0.00	
Assistant Urban Forester		0.50	0.50	0.50	0.50	

ADOPTED POSITION CONTROL LIST 2012-13						
	2009-10 Amended	2010-11 Amended	2011-12 Adopted	2011-12 Amended	2012-13 Adopted	Comments
Field Assistant II		0.10	0.10	0.10	0.10	
Urban Forester	1.00	1.00	1.00	1.00	1.00	
Greenbelt Coordinator	1.00	1.00	1.00	1.00	1.00	
Parks & Maint Operations Sup.	0.00	0.15	0.00	0.00	0.00	
Tree Maintenance Worker	1.00	1.00	0.00	0.00	0.00	
Tree Trimmer	2.00	2.00	0.00	0.00	0.00	
Park Operations Manager	0	0	0.15	0.15	0.15	
<u>Cemetery 610-3240</u>						
Cemetery Coordinator	1.00	1.00	1.00	1.00	1.00	
Cemetery Maintenance Worker	2.00	2.00	1.00	1.00	1.00	
Field Assistant II		0.05	0.05	0.05	0.05	
Park Maintenance Supervisor		0.15	0.00	0.00	0.00	
Parks & Maint. Operations Sup.		0.07	0.00	0.00	0.00	
Park Operations Manager	0.00	0.00	0.02	0.02	0.02	
<u>Building Safety and Inspection 3410</u>						
Public Works Inspector	2.00	1.00	1.00	1.00	1.00	
Building Inspector	3.00	2.00	2.00	2.00	2.00	
Chief Of Inspct Srvc/Bldg Off.	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	
Administrative Assistant II	1.00	1.00	1.00	1.00	1.00	
<u>Housing and Property Mgt. 4300</u>						
Administrative Analyst - Real Estate	1.00	0.90	0.90	0.90	0.90	
Housing and Property Manager	1.00					
Administrative Assistant II	1.00	0.40	0.40	0.40	0.40	
Property and Housing Manger		0.40	0.40	0.40	0.40	
<u>Housing Administration 270/268</u>						
Administrative Analyst	1.00	0.90	0.90	0.90	0.90	
Administrative Assistant II		0.50	0.50	0.50	0.40	
HCD Coordinator - Programs	1.00	0.00	0.00	0.00	0.00	
HCD Coordinator - Housing Programs	1.00	1.00	1.00	1.00	1.00	Position unfunded eff. 7/1/11
Administrative Analyst - Real Estate		0.10	0.10	0.10	0.10	
Chief Planning Eng & Env Comp		0.10	0.10	0.10	0.05	
HCD Coordinator - Projects/Prgm.	1.00	0.20	0.00	0.00	0.00	
Principal Planner		0.15	0.15	0.15	0.15	
Property and Housing Manger		0.60	0.60	0.60	0.35	
Senior Associate Planner		0.12	0.12	0.12	0.12	
<u>Housing Projects 270/274-4310</u>						
Administrative Analyst		0.10	0.10	0.10	0.10	
Administrative Assistant II		0.10	0.10	0.10	0.10	
Code Compliance Coordinator		0.50	0.50	0.50	0.50	
HCD Coordinator - Projects/Prgm.		0.80	1.00	1.00	1.00	
Principal Planner		0.07	0.07	0.07	0.07	
Senior Associate Planner		0.05	0.05	0.05	0.05	
<u>Redevelopment Retirement Fund 314-7012</u>						
Chief Planning Eng & Env Comp					0.05	
Property and Housing Manager					0.25	
Administrative Assistant II					0.10	
DEPARTMENT TOTAL	165.75	155.00	142.75	144.75	146.00	
<u>COMMUNITY SERVICES- RECREATION 5110</u>						
Administrative Analyst	1.00	1.00	1.00	1.00	1.00	
Executive Assistant II	1.00	1.00	1.00	1.00	1.00	
Community Services Director	1.00	0.33	0.33	0.33	0.33	
Administrative Assistant I	1.75	1.75	1.50	1.50	1.50	
Recreation & Comm. Srvs. 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>						
Recreation Coordinator	1.00	1.00	1.00	1.00	1.00	
Lead Preschool Instructor	0.75	0.75	0.75	0.75	0.75	
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>						
Recreation Coordinator	1.00	1.00	1.00	1.00	1.00	
Lead Preschool Instructor	1.50	1.50	1.50	1.50	1.50	
Recreation Specialist	0.75	0.75	0.75	0.75	0.75	

ADOPTED POSITION CONTROL LIST 2012-13						
	2009-10 Amended	2010-11 Amended	2011-12 Adopted	2011-12 Amended	2012-13 Adopted	Comments
<u>Cona Park Center 5125</u>						
Recreation Coordinator	1.00	1.00	1.00	1.00	1.00	
Lead Preschool Instructor	0.75	0.75	0.75	0.75	0.75	
Recreation Specialist	0.75	0.75	0.75	0.75	0.75	
<u>Special Programs & Events 5130</u>						
After School Site Directors	1.50	1.50	1.50	1.50	1.50	
Senior Recreation Leader	1.50	1.50	0.00	0.00	0.00	
Recreation Specialist (FT)	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	0.75	0.75	0.75	0.75	
<u>Sports Center - Operations 5180</u>						
Aquatics Coordinator	1.00	1.00	1.00	1.00	1.00	
Aquatics Specialist I	1.50	0.75	0.75	0.75	0.75	
Aquatics Specialist II	1.00	1.00	1.00	1.00	1.00	
Control Cashier	4.00	4.00	4.00	4.00	4.00	
Facility Attendant	5.75	5.75	5.75	5.75	5.75	
Guest Services Coordinator	1.00	1.00	1.00	1.00	1.00	
Recreation Specialist-Facility	0.75	0.75	0.75	0.75	0.75	
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	
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	
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	
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 Center Operations Mgr.	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	
Facility Coordinator (Contract)	1.00	0.00	0.00	0.00	0.00	
<u>Sports Center - Maintenance 5189</u>						
Building Maint. Craftsworker	1.00	1.00	1.00	1.00	1.00	
Senior Craftsworker	1.00	1.00	1.00	1.00	1.00	
RECREATION & COMMUNITY SERVICES DEPARTMENT TOTAL						
	56.25	53.58	51.83	51.83	51.83	
<u>LIBRARY</u>						
<u>Administration 5510</u>						
Executive Assistant II	1.00	0.75	0.00	0.00	0.00	
Archivist	1.00	0.00	0.00	0.00	0.00	
Assistant Library Director	1.00	1.00	1.00	1.00	1.00	
Community Services Director	0.00	0.33	0.33	0.33	0.33	
Library Director	1.00	0.00	0.00	0.00	0.00	
Museum & Cultural Arts Mgr	0.00	0.50	0.50	0.50	0.50	
Administrative Assistant I	0.50	0.00	0.00	0.00	0.00	
Administrative Assistant II	0.00	0.00	0.75	0.75	0.75	
Special Services Coordinator	1.00	1.00	1.00	1.00	1.00	
Contract Fund Development Coordinator	0.75	0.75	0.75	0.75	0.75	Contract extended through 6/30/13
<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	2.75	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	

ADOPTED POSITION CONTROL LIST 2012-13						Comments
	2009-10 Amended	2010-11 Amended	2011-12 Adopted	2011-12 Amended	2012-13 Adopted	
Senior Library Page	0.75	0.00	0.00	0.00	0.00	
<u>Museum 5600</u>						
Cultural Arts Assistant	0.50	0.50	0.50	0.50	0.50	
Administrative Assistant I	0.50	0.50	0.50	0.50	0.50	
Museum & Cultural Arts Mgr	1.00	0.50	0.50	0.50	0.50	
LIBRARY DEPARTMENT TOTAL	25.75	21.83	21.83	21.83	21.83	
<u>COMMUNITY SERVICES DEPARTMENT</u>						
<u>Conference Center Admin 6210</u>						
Executive Assistant I	1.00	0.25	0.25	0.25	0.25	
Conference Center General Manager	1.00	1.00	1.00	1.00	1.00	
Public Facilities Director	1.00	0.00	0.00	0.00	0.00	
Sales Office Assistant	0.75	0.75	0.75	0.75	0.75	
Community Services Director	0.00	0.09	0.09	0.09	0.09	
<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>						
Senior Custodian	1.00	1.00	0.00	0.00	0.00	
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	3.00	2.00	2.00	2.00	2.00	
Event & Sales Assist	1.00	1.00	0.00	0.00	0.00	
Operations Supervisor	1.00	1.00	1.00	1.00	1.00	
Operations Coordinator	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	0.11	0.11	0.11	
Executive Assistant		0.33	0.33	0.33	0.33	
Harbormaster	1.00	0.60	0.60	0.60	0.60	
Marine Operations Supervisor	1.00	0.50	0.50	0.50	0.50	
Marine Operations Specialist	1.00	1.00	1.00	1.00	1.00	
Marina Harbor Assistant	1.00	0.80	0.80	0.80	0.80	
<u>Marina Maintenance 600-6320</u>						
Harbor Maintenance Craftsworker	1.00	0.50	0.50	0.50	0.50	
Waterfront Maint. Supervisor	1.00	0.50	0.50	0.50	0.50	
Harbor Maintenance Leadworker	1.00	0.50	0.50	0.50	0.50	
<u>Marina Security 600-6330</u>						
Harbor Security Worker	3.00	2.40	2.40	2.40	2.40	
<u>Harbor Administration 6410</u>						
Community Services Director		0.03	0.03	0.03	0.03	
Executive Assistant I		0.08	0.08	0.08	0.08	
Harbormaster		0.40	0.40	0.40	0.40	
Marina Harbor Assistant		0.20	0.20	0.20	0.20	
Marine Operations Supervisor		0.50	0.50	0.50	0.50	
<u>Harbor Maintenance 6420</u>						
Harbor Maintenance Craftworker		0.50	0.50	0.50	0.50	
Senior Harbor Maintenance Worker		0.50	0.50	0.50	0.50	
Waterfront Maint. Supervisor		0.50	0.50	0.50	0.50	
<u>Harbor Security 6430</u>						
Harbor Security Worker		0.60	0.60	0.60	0.60	
<u>Parking Administration 625-6510</u>						
Community Services Director		0.11	0.11	0.11	0.11	
Accounting Assistant	2.75	2.75	2.75	2.75	2.75	
Executive Assistant I		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	
Accounting Specialist	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	
Parking Enforcement Officer	6.25	6.25	6.25	6.25	6.25	
Senior Parking Enforcement Off.	1.00	1.00	1.00	1.00	1.00	
Parking Enforcement Supervisor	1.00	1.00	1.00	1.00	1.00	
<u>Parking Maintenance 625-6530</u>						
Parking Controls Technician	2.00	2.00	2.00	2.00	2.00	

ADOPTED POSITION CONTROL LIST 2012-13					
	2009-10 Amended	2010-11 Amended	2011-12 Adopted	2011-12 Amended	2012-13 Adopted
					Comments
Parking Maintenance Craftworker	1.00	1.00	1.00	1.00	1.00
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 Plus 1 overfill through 6/30/13
Senior Parking Controls Technician	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	6.00	4.00	4.00	4.00	4.00
Parking Facility Worker	5.25	4.50	4.50	5.25	5.25 Frozen position reinstated FY12
Senior Parking Attendant	2.00	2.00	2.00	2.00	2.00
COMMUNITY SERVICES					
DEPARTMENT TOTAL	<u>63.00</u>	<u>59.59</u>	<u>57.59</u>	<u>58.34</u>	<u>58.34</u>
GRAND TOTAL	<u>498.00</u>	<u>470.88</u>	<u>451.50</u>	<u>463.25</u>	<u>464.50</u>

FINANCIAL POLICIES

REVENUE POLICIES

- The City will set fees and user charges for each enterprise fund at a level that fully supports the total direct and indirect program costs. Indirect costs will ultimately include the cost of annual depreciation of fixed assets.
- The City Council will establish fees for non-enterprise funds based upon an awareness of the total direct and indirect costs of offering a service. It is recognized that certain services may be subsidized by general taxes based upon a level of subsidy determined by the Council.
- The City will aggressively pursue collection of all revenues when due.

OPERATING BUDGET POLICIES

- The City Council will adopt and maintain a balanced annual operating budget and an integrated five-year capital improvement budget.
- Current annual revenues will be equal to or greater than current expenditures. The City will maintain a long-range fiscal perspective by annually preparing and maintaining a five-year General Fund operating revenue, expenditure and available reserve schedule and a five-year capital improvement plan.
- Any normal existing revenue inflation will be used to pay for normal existing expenditure inflation. The identification of funding sources will be required for any new or expanded programs.
- The City will provide for adequate maintenance and the orderly replacement of fixed assets and equipment.
- As resource allocation plans are developed, consideration for citywide public safety shall be given high priority.
- The City will comply with all the requirements of Generally Accepted Accounting Principles (GAAP).
- The City will annually retain the services of an independent Certified Public Accounting firm to audit the City's financial statements and conduct any tests of the City's records deemed necessary to render an opinion on the City's compliance with Generally Accepted Accounting Principles (GAAP).

FINANCIAL POLICIES

CAPITAL IMPROVEMENT POLICIES

- All estimated construction, maintenance and operating costs and potential funding sources for each proposed capital improvement and neighborhood improvement will be identified before it is submitted to the City Council for approval.
- The City will finance only those capital improvements that are consistent with the adopted capital improvement plan and City priorities. All capital improvement operating and maintenance costs will be included in operating budget forecasts.

DEBT POLICIES

- Only capital improvements that cannot be financed from current revenues will be financed with debt borrowing except for enterprise funds. The City will determine and use the least costly financing method for all new capital improvement projects.
- The term for repayment of long-term financing for capital improvements will not exceed the expected useful life of the project.

FUND BALANCE CLASSIFICATION

- At year-end, restricted fund balances for specific purposes are determined (excluding non-spendable amounts). Remaining fund balance, considered spendable, is classified into committed, assigned or unassigned categories depending upon the intended use of the balances. Fund balance amounts for other governmental funds are classified as restricted or committed depending upon the purpose and restrictions imposed on each specific fund. The City applies expenditures to the most restrictive available balances first, then less restricted funds as required.

RESERVE POLICIES

- The City maintains a stabilization arrangement in the form of the “Reserve for Economic Uncertainty”. The City Council retains the authority to establish the Reserve for Economic Uncertainty as a Committed Fund Balance. The City goal is to maintain a reserve equivalent to 15% of the General Fund annual operating budget. The stabilization arrangement is established for the purpose of providing funds for an unforeseen, urgent event that affects the operations or safety of the City (eg. natural disaster). The recognition of an urgent event must be established by the City Council, and a budget revision

must be approved. In the event that the balance drops below the established minimum level, the City Council will develop a plan to replenish the Reserve.

- The City will maintain appropriate reserves in the Self-Insurance Funds based on statutory requirements and actuarially projected needs.

PROPERTY MANAGEMENT

- Acquisition of real property shall be tied to a specific objective, with the source of adequate funds identified and considerations given for the long-term fiscal and policy impacts.
- Disposition of real property shall be considered for those properties without specific deed restrictions and which are unused, under-utilized, economically not viable, or which were acquired for an outdated plan or purpose.



City of Monterey
Finance Department
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