Senior Community Center

Volunteers help build a
Play Structure at Toyon Park

Fred T. Korematsu Gymnasium at 9th Grade Campus

CITY OF SAN LEANDRO

City Council's Adopted Budget

2011-2012

CITY OF SAN LEANDRO

INCORPORATED 1872

Stephen H. Cassidy, *Mayor*

Michael J. Gregory, *Vice Mayor*

Pauline Russo Cutter

Jim Prola

Ursula Reed

Diana M. Souza

Joyce R. Starosciak

Submitted by

Stephen L. Hollister, *City Manager*

CITY OF SAN LEANDRO

The City Council

2011-2012

City Council Vision Statement

CITY OF SAN LEANDRO

San Leandro is a great place to live, visit, work, and do business. San Leandro celebrates a long history and embraces a diverse population while still enjoying a "small town" feel in a larger metropolitan region. Clean neighborhoods, public safety, prosperous businesses, beautiful parks and amenities, a healthy environment, and strong schools are priorities, and San Leandro residents are the foundation of our strong and sustainable community.

The City Council Values include:

- Long-term fiscal health;
- Well-maintained and enhanced infrastructure;
- Safe neighborhoods and safe streets;
- Healthy community members;
- A variety of housing opportunities;
- Recreation, parks, community services and facilities;
- Strong businesses, job opportunities, and transit-oriented development;
- Clean, pedestrian-friendly corridors, including a vibrant downtown;
- Strong schools and excellence in education;
- Technology and innovation;
- A wise approach to the sustainable use of resources and care of the environment;
- An attractive and successful shoreline area which complements accessible open space
- Partnerships, compassion, communication and fairness

San Leandro has a strong community pride and the sense that anything is possible when community members work together.

San Leandro....anything is possible.

2011-2012

January 2011

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of San Leandro

California

For the Fiscal Year Beginning

July 1, 2010

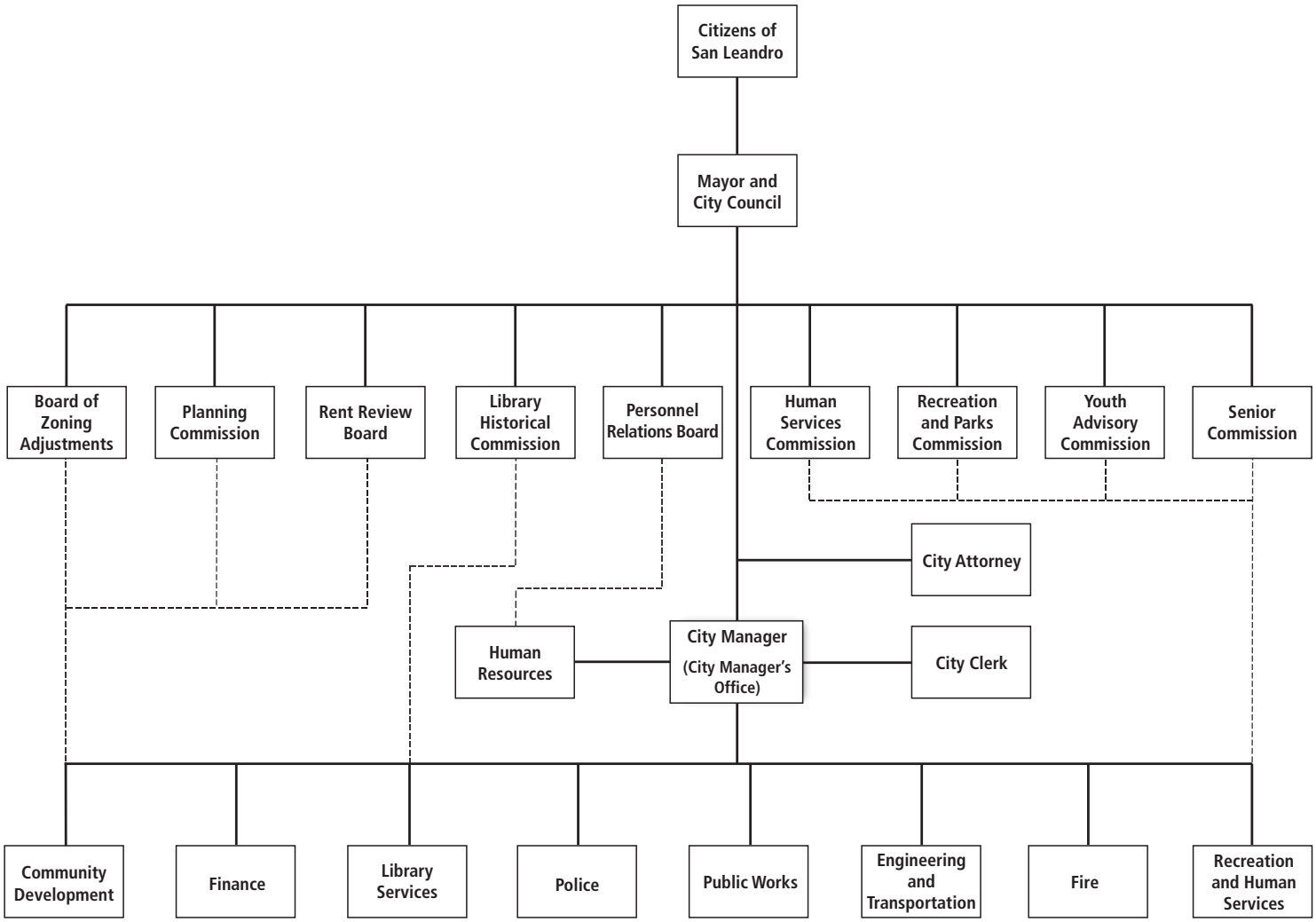
President

Executive Director

CITY OF SAN LEANDRO

INCORPORATED 1872

This organizational chart reflects relationships between policy-making responsibility (Mayor, City Council, and Advisory Boards and Commissions) and administrative officers and departments.



CITY OF SAN LEANDRO

INCORPORATED 1872

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The purpose of the City of San Leandro's budget is to provide a financial plan that integrates Council goal-setting into the budget process. The budget includes the annual operating budget and the capital improvement plan that support the Council's Vision and Goals. It also represents the official organizational plan by which City policies, priorities and programs are implemented. The budget serves as a communication tool with the residents, businesses and employees about how the City's financial resources are allocated to provide services to the community.

The following is a brief outline of the contents of the budget book:

Budget Message: City Manager's transmittal letter to the City Council that details the budget, including budget issues and policies that lead to the development of the budget. A summary of budget balancing measures is an addendum to the budget message.

Community Profile: Overview and information about the City of San Leandro.

Financial Summary: Summary financial analyses and provides a summary of assumptions used in creating the five-year forecasts.

General Fund: City's discretionary General Fund summaries of expenditures and revenues, detailed summaries of key General Fund revenues, five-year forecast and reserves.

Other Funds, Enterprise/Internal Service Fund, and Redevelopment Agency Fund: Five-year forecasts and summaries for the City's key non-general fund operating funds.

Departments: Provides departmental descriptions, accomplishments, goals, program changes and financial summaries.

Capital Improvement Projects: Overview of major capital projects and the revenues, expenditures and staff authorized to support these projects.

Non-departmental/Debt: Other financial areas of responsibility not directly associated with a service department of the City, and overview of the City's Debt Service Program and summaries reflecting current debt and the purpose for which the debt was incurred.

Cover Design and Graphics by
Kerry Ann Hocker, Graphics Supervisor

City of San Leandro
Civic Center, 835 E. 14th Street
San Leandro, California 94577

July 1, 2011

San Leandro City Council
Civic Center
San Leandro, CA 94577

Honorable Mayor and Members of the City Council,

I am pleased to present to you the City of San Leandro's *FY 2011 -12 Adopted Budget* as adopted by City Council on June 6, 2011. The fiscal year 2011-12 budget for all funds is $120.8 million. The General Fund budget is $71.8 million and is operationally balanced for the first time in three years.

The great recession significantly reduced City revenues, causing operational deficits and depleting our reserves – even with drastic reductions in personnel and service levels, furloughs, and labor concessions. We have reduced the General Fund budget by almost $9 million from FY 2008-09 levels, including a 20% reduction to our workforce.

However, we would face even greater reductions if not for the infusion of new revenue from Measure Z, a temporary, quarter cent sales tax measure approved by over 60% of the voters in the November 2010 election. Measure Z's passage will bring in about $3.6 million annually in additional revenue, allowing the City to maintain existing service levels and begin to replenish reserves. Even with our reductions in staffing and services, Measure Z's passage, and the beginnings of an economic recovery, we still face economic challenges. Indeed, our five year forecasts for all funds show that sustaining balanced budgets in subsequent years will be difficult.

Budget preparation, analyses and revisions have become year-round endeavors. Staff began planning the FY 2011-12 budget in August 2010, and started discussing it with City Council during Council's annual retreat in January 2011. Since then, we have continued this conversation with the Council Finance Committee and the City Council through a number of budget updates and budget work sessions that focused on budget forecasts, possible State budget impacts, the City's benefit liabilities, and the City's capital needs.

Stephen H. Cassidy, Mayor

City Council: Pauline Russo Cutter, Michael J. Gregory, Jim Prola, Ursula Reed, Diana M. Souza, Joyce R. Starosciak

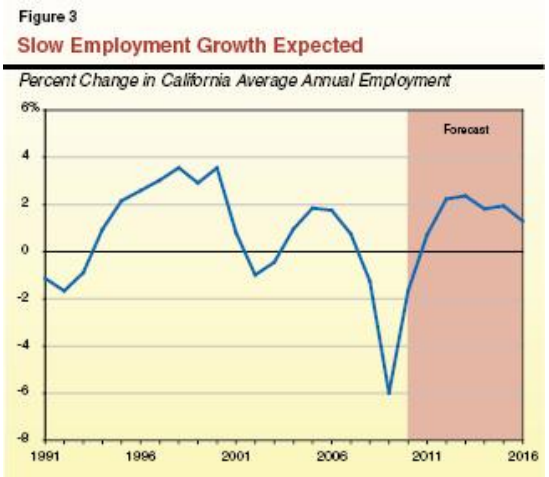
The City's budget is a reflection of the goals and policies established by the City Council. As part of the annual budget process, the City Council reaffirmed its vision for the City during its annual goal setting session in January 2011. These areas of focus help set the framework for the City's budget development:

- Maintain and increase the City's fiscal stability
- Maintain high levels of police, fire and emergency response
- Enhance the quality of life for the citizens of San Leandro
- Maintain and enhance the City's infrastructure
- Provide well-planned, high quality, sustainable, long-term development
- Support quality schools for the San Leandro community
- Establish the San Leandro shoreline as an accessible, self-supporting, community asset

THE ECONOMY

Slow Economic Recovery. It was the longest recession since World War II and the most severe downturn since the Great Depression. The 2007–2009 recession was precipitated by the implosion of overheated housing markets in California and throughout the United States. This resulted in the deterioration of balance sheets for financial firms and households, and the near collapse of world credit markets.

Source: Legislative Analyst's Office



California's recession started even earlier than the nation's and was deeper. Key economic indicators such as employment and the housing market show a slow recovery. Unemployment in the state, under 5 percent as recently as 2006, has topped 12 percent for over a year, as 1.4 million jobs disappeared.

A recent forecast issued by East Bay Economic Development Alliance (EBEDA), authored by Beacon Economics, indicates that unemployment may not drop below 10% until early 2012; and economists forecast that unemployment will continue to be high and not regain its pre-recession levels for years to come.

Consistent with other economic forecasts, the EBEDA report indicates that the housing market will continue a slow recovery. Median home prices in the East Bay have stabilized but have failed to show growth for the past year, sitting at approximately $300,000. Similar trends have been seen across the Bay Area and State, with little improvement in prices. Sales, on the other hand, saw a slight bump since September of

2010, but are still at low levels and have yet to significantly improve, aside from a brief response to the federal first-time homebuyer tax credit program.

Current consensus is that the state and national economies will continue to recover slowly and remain sluggish in the coming years. While the City's revenue forecast for 2011-12 reflects minimal growth (except for new sales tax from Measure Z), this is an improvement from the losses experienced over the past few years. One bright spot has been a visible rise in the City's taxable sales. A recent report issued by Muni Services (City's sales tax consultant) shows April to March growth of 2.6% over the same period the previous year. While this is a bit slower that the county and state growth, it indicates that San Leandro is beginning to see improvement.

While the FY 2011-12 budget proposes a balanced operating budget for the first time in three years – it is not able to restore services to previous levels. Given the severity of the recession, a budget that can maintain current service levels without further erosion is indeed a huge improvement.

State Budget Impacts. As the City Council considers this proposed spending plan, the State continues to struggle with its budget. The State's ongoing inability to resolve its budget gap, currently a $25.4 billion deficit, makes for very uncertain times in local government. The State has operated with a structural deficit for several years, as the economic recession further reduced income to the State's General Fund while demand for services has increased. In February 2009, temporary tax increases were established to help fill the gap, of which most are set to expire in June 2011. The Governor's proposed budget (expected to be updated on May 16, 2011) includes a combination of expenditure cuts and tax increases – as well as a comprehensive proposal to realign certain state/local government services.

The most significant impact to the City of San Leandro is the Governor's proposal to eliminate all redevelopment agencies, resulting in the loss of over $2 billion in statewide redevelopment funding. The California Redevelopment Association (CRA) continues to be actively engaged in litigation in the Third District Court of Appeal in order to invalidate the proposed legislation and block the unconstitutional transfer of local redevelopment funds by the State. A number of alternative proposals are being considered and it is unknown what the final resolution will be. This proposed budget assumes that the City's Redevelopment Agency continues without significant change. However, staff has evaluated a number of options should the agency be disbanded or altered through the State budget decisions so that we can quickly respond to any budget changes.

Economic Impacts on the City of San Leandro. The economic crisis has triggered significant reductions to the City's revenues. Estimating revenue has been especially difficult given the volatility of the economy. The City's three largest revenue sources – sales tax, property tax, and utility users' tax – have declined dramatically over the past several years. Projected revenues are summarized in the General Fund Summary

Section of this document. Other City revenue funds have suffered from the same economic impacts sustained by the General Fund, and these funds are detailed in the attached special revenue sections of the document.

The City received federal stimulus funds of approximately $3.1 million for specific energy programs, transit-related projects, and housing projects. In addition, we received a three-year, $2.4 million stimulus grant for police positions (ARRA COPS grant) that funds five officer positions, restoring some of the sworn positions that were eliminated over the last few years. However, at the conclusion of the three-year grant, the City is required to fully fund these positions in the fourth year. This cost is included in our multi-year forecast.

On the expenditure side, the proposed FY 2011-12 General Fund budget includes reductions of $800,000 to the General Fund and $467,000 in all other funds. This is in addition to the deep reductions taken the past two years. The budget reductions are summarized in the General Fund and other funds sections of the document, with a detailed summary included as an attachment to this message. It is important to note that the budget has been cut to the point that services are impacted in every department, and that the proposed budget includes reductions that are in addition to the cuts made in previous years. The reserves have dwindled to the point where there is insufficient cushion to absorb unanticipated expenses; any added expense requires an offsetting reduction.

FY 2011-12 CITY BUDGET OVERVIEW

The total City expenditure budget for FY 2011-12 is $120.8 million, with a General Fund budget of $71.8 million. The 3% growth in the General Fund over FY 2010-11 is largely costs associated with Measure Z sales tax revenue. The reduction in the budget for all other funds is mainly attributed to prior year budgeting of capital project funds that are not included in the FY 2011-12 budget. Overall, the City's budget is 3% less than in FY 2010-11 and 19% less than FY 2009-10.

	Actual FY 2009-10	Adopted FY 2010-11	Proposed FY 2011-12	Change fr 2009-10	Change fr 2010-11
(in 1,000's)					
General Fund	75,923	69,979	71,760	-5%	3%
All Other Funds	72,470	54,571	49,036	-32%	-10%
Total City Budget:	**148,393**	**124,550**	**120,796**	**-19%**	**-3%**

The FY 2010-11 Budget Process & Reserves. As we embarked on the budget process, we strived toward balancing the budget without spending reserves. The City has relied on its reserves during the past several years, and the fund balance is reduced to the point where this is no longer an option. At the close of FY 2010-11, the ending fund balance designated for Economic Uncertainty is projected to be $2.3

million, an improvement from original projections ($816,000). The total reserve, inclusive of all designations, is 15% of General Fund expenditures, less than the 20% fund balance policy established by City Council. In fact, it is essential that we rebuild the reserves to ensure that the City can weather future economic crises and unforeseen emergencies. This budget makes a small step toward this effort by allocating $300,000 to the Economic Uncertainty reserve balance.

Balancing the Budget. Our initial budget projections indicated a General Fund gap of about $1.1 million – even after accounting for the new Measure Z sales tax revenue. This was due to the reinstatement of 6 positions with new Measure Z sales tax revenues, cost increases to some employee benefits, funding of the new Senior Community Center, as well as the elimination of one-time savings taken last year.

All departments were asked to reduce their budgets, and staff completed a thorough line-item analysis of the City budget for the General Fund and all other funds. The result was the reduction of $802,000 in General Fund costs and $467,000 in reductions to other revenue fund budgets – for total budget reductions in FY 2011-12 of $1.27 million.

The General Fund budget was balanced through expenditure reductions and some new revenues. The almost $300,000 in new revenues are due to adjustments to our initial revenue projections based on revised estimates.

General Fund Balancing Plan	
Expenditure reductions	802,000
New revenues over original projections	298,000
Total Balancing Measures	**1,100,000**

Employees help Balance the Budget. City employees have made significant sacrifices to assist in balancing the City's budget. In addition to taking on more work as our resources shrink, all of the City's employee union members have voluntarily forgone Cost of Living Adjustment (COLA) increases for the next two years – which for most employees will amount to no COLA for 5 years. Furthermore, employees have agreed to be furloughed for 6 days during the 2011 calendar year, representing a 2.3% salary reduction; and employees continue to increase their contributions toward health costs.

GENERAL FUND SUMMARY

The City's General Fund budget represents about 60% of the City's total operating budget for FY 2011-12, providing many important services such as public safety, library and recreation programs to the residents of San Leandro.

General Fund Operating Revenues. Overall, General Fund revenues are projected to increase a total of $3.3 million (4.8%) over FY 2010-11, largely due to the infusion of new sales tax revenue. Staff will closely monitor our projections throughout the year, informing Council of any significant variances.

(in thousands)	2010-11 Projected	2011-12 Proposed	Change
Property Tax	15,400	15,400	-
Sales & Use Tax	19,537	23,110	3,573
Real Property Transfer Tax	2,444	2,444	-
Utility Users Tax	9,798	9,848	50
Franchise Fees	3,963	3,983	20
Business License Tax	4,065	4,225	160
Other Revenue & Transfers	13,253	12,750	(503)
Total Operating Revenue	**$ 68,460**	**$ 71,760**	**$ 3,300**

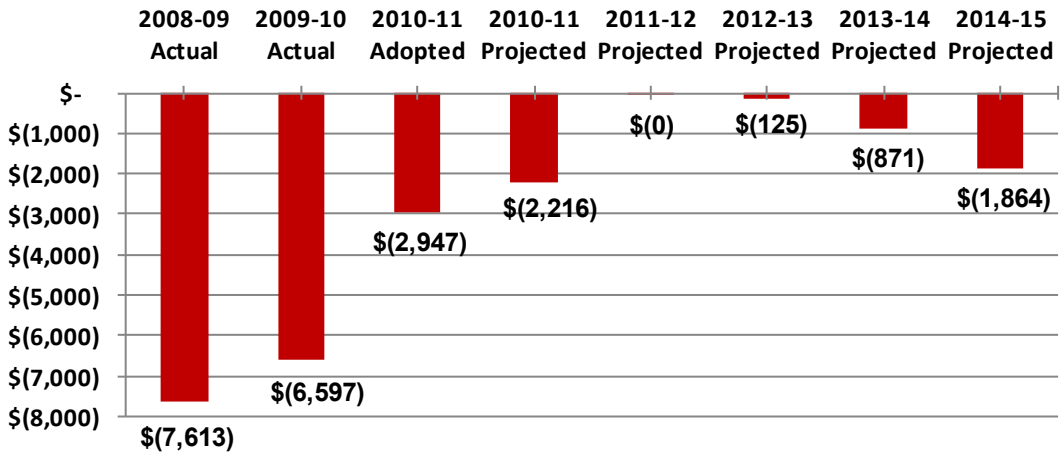
Measure Z & New Sales Tax Revenues

In November 2010, the voters of San Leandro passed a quarter cent sales tax increase (Measure Z). This seven-year measure (effective April 1, 2011) is intended to help the City bridge its General Fund revenue losses while the economy improves. The budget anticipates about $3.6 million in transaction and use tax revenue growth attributed to this tax increase. The General Fund section of this document contains a detailed summary and forecast of the City's key General Fund revenues.

General Fund Operating Expenditures. Operating expenditures are projected to increase by $1.08 million from the FY 2010-11 projected budget – even after reducing expenses by over $800,000. While this represents a 1.5% growth over last fiscal year, these costs are within available operating revenues. Growth, as already stated, is driven by the reinstatement of some costs tied to the passage of Measure Z, the funding of operations for the new Senior Community Center, increases in employee benefit costs, as well as the loss of one-time savings employed in the prior fiscal year.

(in thousands)	2010-11 Projected	2011-12 Proposed	Change
Salaries & Benefits	34,954	36,195	1,241
Services, Supplies & Other	7,010	6,191	(819)
Fire Contract Services	17,488	17,821	333
Capital Outlay	245	78	(167)
Debt Service	2,980	2,981	1
Internal Service Charges	7,757	8,310	553
Other & Transfers	242	184	(58)
Total Operating Expenditures	**$ 70,676**	**$ 71,760**	**$ 1,084**

General Fund Forecast. The forecast for the General Fund is a much improved picture from prior years – with a balanced budget for FY 2011-12. However, the General Fund deficit reappears over the next three years. This is mainly driven by conservative revenue estimates, anticipated increases in benefit costs, and the funding of five police officer positions in FY 2014-15 following the conclusion of the COPS grant. We will continue to evaluate the budget and plan so that we can make informed choices as we strive toward a sustainable City budget. This is important since bargaining unit contract negotiations will occur in the next 18 months.



OTHER FUNDS

In addition to the General Fund, the City maintains other key revenue funds that range from the Water Pollution Control Plant to the Redevelopment Agency. These funds are categorized into major fund types in the budget:

- Special Revenue Funds
- Enterprise Funds
- Internal Service Funds
- Redevelopment Agency
- Capital Improvement Projects
- Debt Service Funds

As can be seen in the accompanying budget schedules and multi-year forecasts for each fund, these funds are, for the most part, balanced in terms of available resources and projected requirements for FY 2011-12. There are, however, certain funds that will require additional attention in order to achieve long-term financial stability.

The Shoreline Fund is the only fund that is projected to be in deficit for FY 2011-12. Staff will be reviewing balancing options and monitoring program revenue, and will return to Council at mid-year to recommend a balancing plan.

While a number of other funds are not in deficit in FY 2011-12, they do maintain annual shortfalls and/or project deficits in future years: Gas Tax Fund, Heron Bay Maintenance Fund, Business Improvement District Fund, Environmental Services Fund, the Storm Water Fund, and the Joint Project Area Fund of the Redevelopment Agency. Staff will be reviewing these funds and making recommendations to the City Council over the upcoming budget cycles to balance these funds.

Capital Improvement Program (CIP) Budget. The citywide CIP budget for FY 2011-12 totals $4 million, and is summarized in a separate section in the budget document. FY 2011-12 new program funding is primarily focused on streets and roads improvements and is entirely funded by outside revenue sources. There are no new General Fund CIP funds allocated in FY 2011-12. However, prior year General Fund allocations totaling $6.7 million will carry into FY 2011-12 as these ongoing projects continue.

Community Development Block Grant (CDBG) Funding Reductions of 16%. In mid-April of this year, Congress and the President finally approved a budget for federal fiscal year (FFY) 2011, which affects the City's FY 2011-12 CDBG entitlement grant amount. The approved federal budget included a proposed 16% cut for the entire CDBG entitlement program. Therefore, staff assumed a 16% reduction to the 2011-12 annual CDBG entitlement grant. Council approved this recommendation on April 21, 2011 with 16% cuts to the majority of proposed projects/programs and deferred any changes to public service providers to the Human Services Commission.

Since April, HUD released preliminary CDBG and federal HOME Program budgets that reflect reductions to CDBG of 16% and a 12% cut to HOME funding. However, HUD has not yet finalized its budget, including CDBG and HOME, but staff does not anticipate substantial change.

These changes are not yet reflected in the Proposed Budget document, as the changes came too late in the budget development process. However, the Adopted Budget document will reflect these program budget reductions.

BUILDING A SUSTAINABLE BUDGET

We have improved the budget document to assist in the overall understanding of the City's complex budget. The most significant improvement is the inclusion of multi-year forecasts for all of the City's funds. As we focus on building a sustainable budget for the City of San Leandro – considering our fiscal health from a multi-year perspective is critical.

We anticipate a slow economic recovery. City resources are limited, and we must ensure that revenues cover expenses, while still delivering high-quality services to City residents. Although we will continue our efforts to attract new business to San Leandro, it is essential that we also contain future costs to ensure that the City is able to live

within its means. Focusing on our future financial capacity will help frame City Council decisions that have long term implications such as developing new facilities, labor agreements, and setting user fees.

Analyzing the City's Benefit Liabilities. Maintaining a sustainable City budget includes appropriately managing the City's benefit liabilities. In the April 2011 Budget Work Session with City Council, staff presented the status of the City's main benefit liabilities:

- CalPERS retirement plans
- Retiree Medical
- Workers' Compensation
- Compensated Absences

The largest of these liabilities is the City's retirement obligations. Continued sustainability of the pension program will require the City to look at a number of funding elements, including the possibility of increased employee contributions. In addition, staff is investigating how to best deal with the Public Safety plan "side fund," a $25 million debt, currently paid at 7.75% interest. Refinancing this debt at a lower interest rate and paying off the obligation to CalPERS may result in annual savings and a 50% reduction in the City's Employer Contribution rate for this plan. Staff will be reviewing this idea with the Finance Committee over the next couple of months.

Business Development Efforts. Business development is recognized as a key element of a sustainable fiscal structure. Maintaining and growing the City's tax base is essential to fiscal health. It is also what helps create a vibrant business community. We are cautiously optimistic as we see some slow economic recovery and conservative growth in sales tax.

The City is looking forward to the completion of some significant projects such as the Estudillo/Callan Parking Garage. Other key projects include development of the Village Marketplace and the Town Hall Site, creation of a Branding and Marketing Strategy, and development of a master plan for the approximately 40-acre Shoreline opportunity site.

The Kaiser Permanente Medical Center is now under construction and brings the City a step closer to having a state-of-the art medical facility in San Leandro. In addition, ongoing work on the implementation of the Downtown Transit Oriented Development Strategy, including the opening and occupancy of the third Creekside Office Building, are projects that give cause to celebrate.

ADOPTED BUDGET AMENDMENTS

On June 6th, 2011 City Council held a public hearing regarding the matter of adoption of the proposed fiscal year 2011-2012 budgets for the City of San Leandro, the San Leandro Redevelopment Agency, and the San Leandro Public Financing Authority. The

adoption of the budget included two amendments, as per City Council direction, as follows:

1. $10,000 for Eden I&R, the Alameda County 2-1-1 System. General Fund savings will be used to fund this social services program based on Council member travel budget savings realized in FY 2010-11.
2. $40,000 for Enhanced Community Preparedness Services. Provided by a shared Emergency Services Coordinator in the Alameda County Fire Department. Other contracted Alameda County cities share in the cost of the Emergency Services Coordinator position responsible for the Emergency Disaster Preparedness Program. Funding will come from the anticipated FY 2010-11 saving in the Alameda County Fire Department contract.

Consequently, these amendments do not impact the overall General Fund operating expenditures reflected in this budget document since the savings realized in fiscal year 2010-11 will cover these costs.

CONCLUSION

Council made very difficult decisions these past three years, as recent budgets included steep program and service reductions. While this budget is not able to restore funding to previous levels, we are relieved to be able to present a balanced budget that maintains the current level of services. Our forecasts indicate that we will likely face budget challenges in future years if local revenues do not improve beyond our conservative projections. However, we will begin planning now so that we can make informed choices as we strive toward a sustainable City budget.

I would like to thank all of the City staff for their contributions toward balancing the budget. I am proud of our employees, and it is obvious that they care deeply about the City of San Leandro. I would like to offer additional thanks to the Finance Department staff for their dedicated efforts and work during this budget process and on the budget document.

Respectfully submitted,

Lianne Marshall

Lianne Marshall
Interim City Manager

FY 2011-12 BUDGET BALANCING MEASURES (expenditures)
SUMMARY BY FUND

Department/Fund Description	Fund	FTE	FY 2011-12 Expense
General Fund by Department:			
All General Fund Departments			$ (169,000)
Community Development		(0.20)	7,552
City Manager			(133,000)
Engineering			(100,000)
Finance			(24,000)
Non-Departmental			(300,000)
Police		0.71	(130,472)
Public Works			(48,560)
Recreation & Human Services		1.21	95,147
General Fund Total	**010**	**1.72**	**$ (802,333)**
Parking Fund	132		(9,790)
Public Education & Government Fund	180		-
Water Pollution Control Plant Fund	593	(0.50)	(225,749)
Environmental Services Fund	594		(77,500)
Shoreline Fund	597		(10,000)
Storm Water Fund	598		(10,000)
Building Maintenance Internal Service Fund	687		25,080
Information Systems Internal Service Fund	688		(122,500)
Self Insurance Internal Service Fund	689		(75,000)
Redevelopment - Plaza Project Fund	961	0.38	48,495
Redevelopment - Joint Project Fund	962	(1.28)	(182,489)
Redevelopment - West San Leandro Project Fund	964	1.65	202,618
Redevelopment - Housing Set-aside Project Fund	965	(0.05)	(30,426)
Grand Total Budget Balancing Measures		**1.92**	**(1,269,594)**

FY 2011-12 PROPOSED BUDGET BALANCINGS MEASURES (expenditures)
SUMMARY BY DEPARTMENT

Department	Program/Division	Fund	Description	FTE	FY 2011-12 Expense
All General Fund Departments	All General Fund Departments	010	Decreased internal service fund charges from IS & Insurance based on planned savings in FY 2012		$ (169,000)
All General Fund Departments Total				**-**	**(169,000)**
City Manager	City Clerk	010	Eliminate election expenditures for 2012, biennial expense; $120K in FY 2013 for elections		(60,000)
City Manager	Crossing Guards	010	Include as new division in 2012 based on agreement with school district of 50/50 cost share		35,000
City Manager	Human Resources	010	Decrease consulting costs		(1,405)
City Manager	Human Resources	010	Transfer deferred compensation program from Human Resources to Finance (TPA Arnerich & Massena); new responsibility in Finance		(8,000)
City Manager	Human Resources	010	Increase overtime due to reduced headcount		1,405
City Manager	Employee Services	010	Decrease retiree medical payments based on actual usage in prior years		(100,000)
City Manager	Public Education & Government Fund	180	Estimated revenues of $150,000 with offsetting expenditures of $150,000		-
City Manager	Information Systems	688	Reduce equipment repair & maintenance based on prior year usage		(13,000)
City Manager	Information Systems	688	Decrease telephone expense based on prior year actuals		(25,000)
City Manager	Information Systems	688	Cell phone stipends expensed in home department of employee; costs duplicated in IS		(61,500)
City Manager	Information Systems	688	Decreased internet connectivity expenses based on prior year actuals		(8,000)
City Manager	Central Services	688	Decreased copier budget based on actuals; maintains replacement of 8 copiers		(15,000)
City Manager	Workers Comp	689	Decreased consulting services budget based on prior year actuals		(30,000)
City Manager	Workers Comp	689	Decreased premiums based on prior year actuals		(45,000)
City Manager Total				**-**	**(330,500)**
Community Development	Planning	010	Change allocation of Planning Manager position from 10% to 40% to correct assignment.	0.30	53,301
Community Development	Administration	010	Transfer Administrative Assistant position from General Fund to Redevelopment	(0.50)	(45,749)
Community Development	Administration	010	Transfer Building Official from Airport Noise Abatement to Community Development Administration; Port funding no longer available	0.15	29,222

FY 2011-12 PROPOSED BUDGET BALANCINGS MEASURES (expenditures)
SUMMARY BY DEPARTMENT

Department	Program/Division	Fund	Description	FTE	FY 2011-12 Expense
Community Development	Airport Noise Abatement	010	Transfer Building Official from Airport Noise Abatement to Community Development Administration; Port funding no longer available	(0.15)	(29,222)
Community Development	RDA - Plaza	961	Transfer 50% of part-time hours from Joint Project to Plaza	0.23	25,130
Community Development	RDA - Plaza	961	Increase Senior Project Specialist allocation from 0% to 15% & reduce Joint Project allocation	0.15	23,365
Community Development	RDA - Joint Project	962	Transfer 50% of part-time hours from Joint Project to Plaza	(0.23)	(25,130)
Community Development	RDA - Joint Project	962	Eliminate 5% Community Development Director allocation & increase West San Leandro by 5%	(0.05)	(11,939)
Community Development	RDA - Joint Project	962	Decrease 20% allocation of Business Development Manager & increase West San Leandro by 20%	(0.20)	(40,142)
Community Development	RDA - Joint Project	962	Decrease 25% allocation of Administrative Analyst & increase West San Leandro by 25%	(0.25)	(34,589)
Community Development	RDA - Joint Project	962	Decrease Senior Project Specialist allocation from 30% to 15%	(0.15)	(23,365)
Community Development	RDA - Joint Project	962	Decrease Project Specialist II allocation from 55% to 15%, increase West San Leandro	(0.40)	(47,324)
Community Development	RDA - West San Leandro	964	Transfer Administrative Assistant position from General Fund to Redevelopment	0.75	68,624
Community Development	RDA - West San Leandro	964	Increase Community Development Director allocation from 20% to 25%	0.05	11,939
Community Development	RDA - West San Leandro	964	Increase Business Development Manager allocation from 50% to 70%	0.20	40,142
Community Development	RDA - West San Leandro	964	Increase Administrative Analyst allocation from 40% to 65%	0.25	34,589
Community Development	RDA - West San Leandro	964	Increase Project Specialist II allocation from 30% to 70%	0.40	47,324
Community Development	RDA - Housing	965	Transfer Administrative Assistant position to Redevelopment from Water Pollution Control Plant	0.25	22,875
Community Development	Housing Set-Aside	965	Decrease allocation of Planning Manager position from 83% to 53% to correct assignment.	(0.30)	(53,301)
Community Development Total				**0.50**	**45,750**
Engineering	Project Development	010	Increased Capital Improvement Project charges from general fund		(100,000)
Engineering	Project Development	593	Decrease costs for advanced planning		(30,000)
Engineering	Project Development	597	Decrease costs for advanced planning		(10,000)
Engineering Total				**-**	**(140,000)**
Finance	Administration	010	New budget for annual PERS actuarial review		6,000
Finance	Administration	010	Deferred comp TPA - Arnerich & Massena costs from Human Resources to Finance		8,000

FY 2011-12 PROPOSED BUDGET BALANCINGS MEASURES (expenditures)
SUMMARY BY DEPARTMENT

Department	Program/Division	Fund	Description	FTE	FY 2011-12 Expense
Finance	Budget and Compliance	010	Indirect Overhead Cost Allocation study required every 2 years, last report was in 2009		12,000
Finance	UUT-Electricity	010	Decrease Utility Users Tax rebate based on prior year actuals		(50,000)
Finance Total				**-**	**(24,000)**
Non-departmental	Transfers	010	Eliminated Gas Tax transfer from general fund. May need to re-establish in future years.		(300,000)
Non-departmental Total				**-**	**(300,000)**
Police	Administration	010	Increased Administrative Assistant hours for staff support	0.50	50,000
Police	Crime Prevention & Training	010	Transfer ammunition costs from Patrol for consolidation purposes		7,350
Police	Patrol	010	Transfer ammunition costs from Patrol for consolidation purposes		(7,350)
Police	Patrol	010	Reduced overtime costs		(10,000)
Police	Investigation	010	Transfer child abuse medical exams from consulting to "Medical"		(1,000)
Police	Investigation	010	Transfer child abuse medical exams from consulting to "Medical"		1,000
Police	Animal Control	010	Salary savings recognized in 2012		(40,000)
Police	Red Light Safety Program	010	Added legal fees for FY 2012		5,000
Police	Red Light Safety Program	010	Delete Electricity amount since actuals = $0		(3,605)
Police	Red Light Safety Program	010	Reduce contract costs based on new Council-approved contract for program		(111,200)
Police	Red Light Safety Program	010	Reduce part-time hours salaries & benefits for program	0.21	(20,667)
Police Total				**0.71**	**(130,472)**
Public Works	Electrical	010	Reduce electricity and gas utilities based on prior year actuals		(30,000)
Public Works	Electrical	010	Reduce electrical supplies based on prior year actuals		(20,000)
Public Works	Senior Comm. Center	010	Landscape Maintenance increase for Senior Community Center		1,440
Public Works	Parking Structure	132	Delete insurance premiums, covered under risk pool		(9,790)
Public Works	Street Sanitary Sewers	593	Decrease structural repairs & maintenance budgets based on prior year actuals		(5,000)
Public Works	Water Pollution Control Plant	593	Decreased since building insulation project completed		(5,000)
Public Works	Water Pollution Control Plant	593	Reduce equipment repair & maintenance based on prior year usage		(20,000)
Public Works	Water Pollution Control Plant	593	Reduce miscellaneous supplies based on prior year usage		(20,000)
Public Works	Water Pollution Control Plant	593	Transfer Administrative Assistant position to Redevelopment from Water Pollution Control Plant	(0.50)	(45,749)
Public Works	Water Pollution Control Plant	593	Decrease electrical costs due to cogeneration start-up		(60,000)

FY 2011-12 PROPOSED BUDGET BALANCINGS MEASURES (expenditures)
SUMMARY BY DEPARTMENT

Department	Program/Division	Fund	Description	FTE	FY 2011-12 Expense
Public Works	Water Pollution Control Plant	593	Decrease hauling costs due to reduced sludge production		(5,000)
Public Works	Water Pollution Control Plant	593	Decrease in planned large equipment replacement		(10,000)
Public Works	Water Pollution Control Plant	593	Equipment costs shifted to rehab project		(25,000)
Public Works	Recycling Program	594	Reduced recycling program expenses due to grant funding reductions		(87,500)
Public Works	Environmental Services	594	Add funding for underground storage tank training and equipment due to settlement		10,000
Public Works	Street Cleaning	598	Reduce grounds repairs & maintenance based on prior year actual usage		(10,000)
Public Works	Senior Community Center	687	Janitorial services required - new facility		25,080
Public Works Total				**(0.50)**	**(316,519)**
Recreation & Human Services	Administration	010	Transfer part-time hours from Summer Adventures to Senior Community Center	0.19	7,000
Recreation & Human Services	Summer Adventures	010	Transfer 390 part-time hours, or $7,000 from Summer Adventures to Senior Community Center and reduce budget by $10,000	(0.44)	(17,000)
Recreation & Human Services	Park Reservations	010	Transfer part-time hours from the Aquatics Center to Park Ranger	0.31	10,000
Recreation & Human Services	Aquatics Center	010	Transfer part-time hours from the Aquatics Center to Boys & Girls Club and Park Ranger	(1.85)	(60,000)
Recreation & Human Services	Boys & Girls Club	010	Transfer part-time hours from the Aquatics Center to Boys & Girls Club	1.54	50,000
Recreation & Human Services	Senior Community Center	010	Adding customer service part-time hours for registration, information, cash handling and deposit	0.75	29,657
Recreation & Human Services	Senior Community Center	010	Adding building attendant part-time hours for room set-up, light janitorial & facility oversight; rental fees cover cost of building attendant	0.71	25,000
Recreation & Human Services	Senior Community Center	010	Adding electricity, gas and water utilities based on Marina Community Center square foot cost estimates adjusting for energy efficiency of new center		34,990
Recreation & Human Services	Senior Community Center	010	Adding security for facility rentals covered through rental fees		8,000
Recreation & Human Services	Senior Community Center	010	Adding operating/office supplies and furniture repair costs		7,500
Recreation & Human Services Total				**1.21**	**95,147**
Grand Total				**1.92**	**$(1,269,594)**

CITY OF SAN LEANDRO

INCORPORATED 1872

General Information and History

San Leandro offers residents the quiet charm and character of a community that has existed for over 138 years. A well-established community that has continued to grow since incorporation on March 21, 1872, San Leandro is proud of the many people and cultures that have contributed to its growth and development.

There are many special features San Leandro has to offer, including:

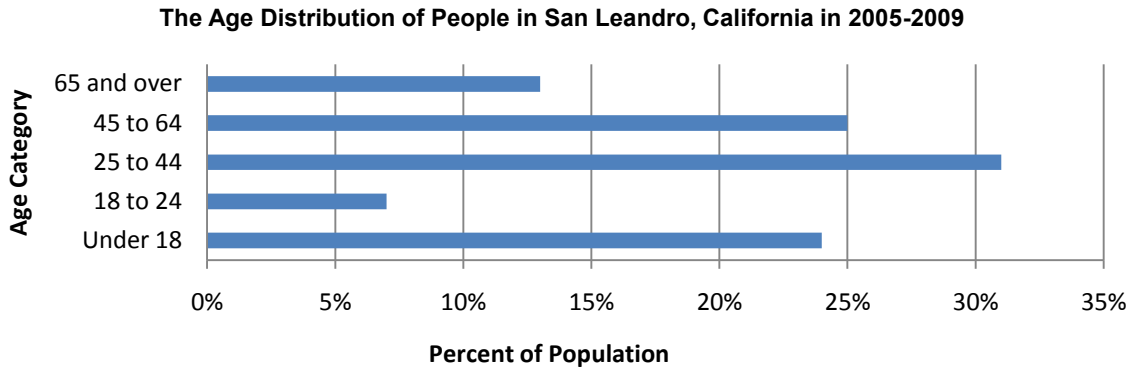
- Diverse economic base including neighborhood coffeehouses and fine restaurants, large food process centers, regional shopping opportunities, and cutting-edge technology
- Unique "town" atmosphere and strong sense of community pride
- Neighborhoods with mature street trees and well-manicured gardens, a variety of architectural styles, special events and clusters of neighborhood-serving shops
- Home to approximately 45,000 jobs – from retail and service to wholesale and manufacturing

San Leandro Population 84,950

San Leandro Households 32,419

Male 48.8% (ACS)
Female 51.2% (ACS)

Median Age: 37.6 years (ACS)



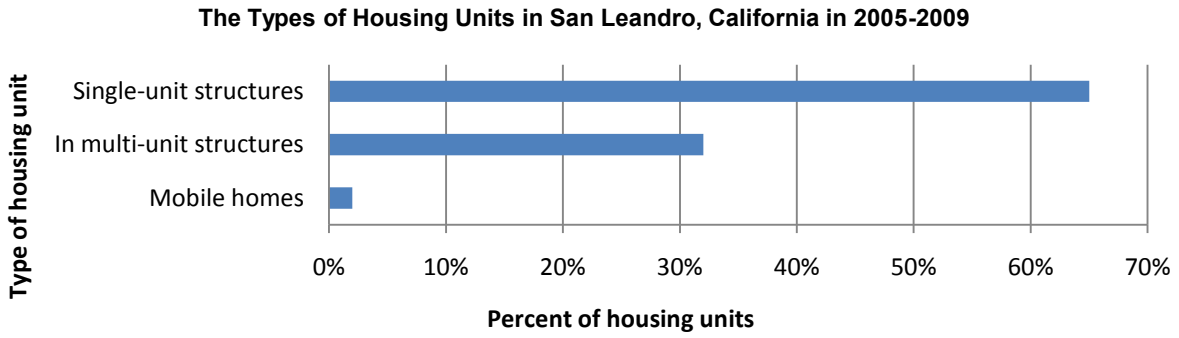
2010 Census and ACS – In addition to the 2010 Census Survey conducted every 10 years, the U.S. Census bureau also conducts the American Community Survey (ACS), which is nationwide survey that collects and produces population and housing information every year, instead of every ten years. The data in this community projected is from 2005-2009. The ACS remains more current then the Census data but is an estimate based on samples and may be less accurate in some cases.

Ethnicity

Persons identifying one race	80,195
White	31,946
Asian	25,206
Hispanic or Latino (of any race)	23,237
Some Other Race	11,295
Black or African American	10,437
American Indian and Alaska Native	669
Native Hawaiian & Other Pacific Islander	642
Persons identifying two or more races	4,755

Housing

Median Household income:	$61,824
Average Household income	$75,182
Residents 16 and older	61,288
In labor Force	66.3%



Education (ACS)

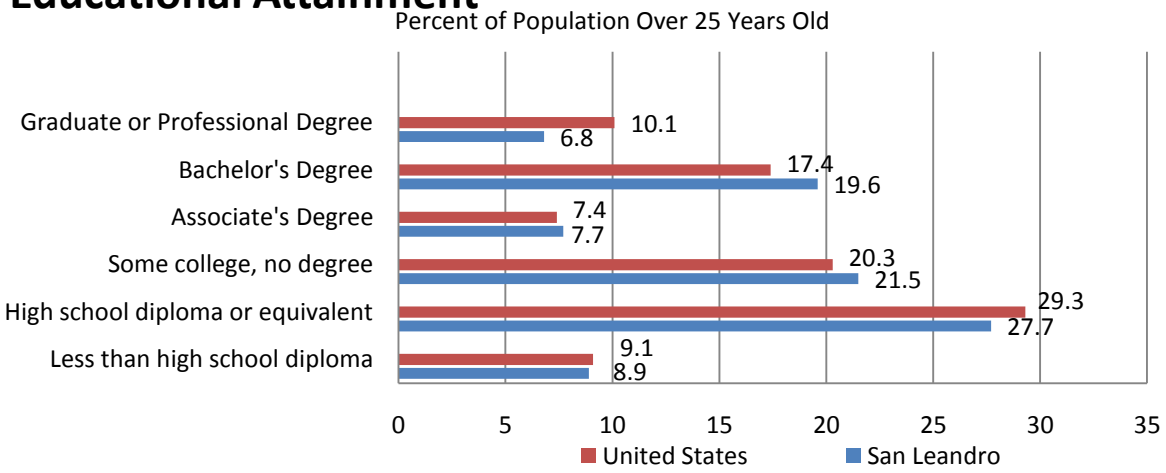
- Residents enrolled in nursery-elementary school (public or private): 10,314
- Residents enrolled in high school: 4,261
- Residents enrolled in college or graduate school: 5,371

Schools in San Leandro

- 10 public elementary schools & 3 public middle schools

  2 public elementary schools and 1 public middle school are located in San Leandro but are within San Lorenzo Unified School District
- 2 public high schools (San Leandro & Lincoln High)
- 12 private elementary/secondary schools

Educational Attainment



City Government

- San Leandro operates under a Mayor/Council-Manager form of government
- Residents of the community volunteer for the nine advisory boards and commissions that advise the Council on issues from youth advisory to zoning
- The Council also works very closely with a network of homeowners associations, nonprofit organizations, service clubs, and business associations
- Public meeting notices, agendas, and meeting-related documents are online, and many audio tapes are also available
- Public information is also available on cable channel 15 for City notices and emergency alerting, as well as radio AM 1610

10 Largest Employers

San Leandro Unified School District	1,119
American Medical Response West	468
City of San Leandro	409
North Face, Inc.	395
Ghirardelli Chocolate Company	375
Wal-Mart Store #2648	362
Kindred Hospital – SF Bay Area	268
Costco Wholesale	264
OSI Soft, Inc.	253
Wal-Mart Store 5434	239

Parks, Libraries, Recreation and the Arts

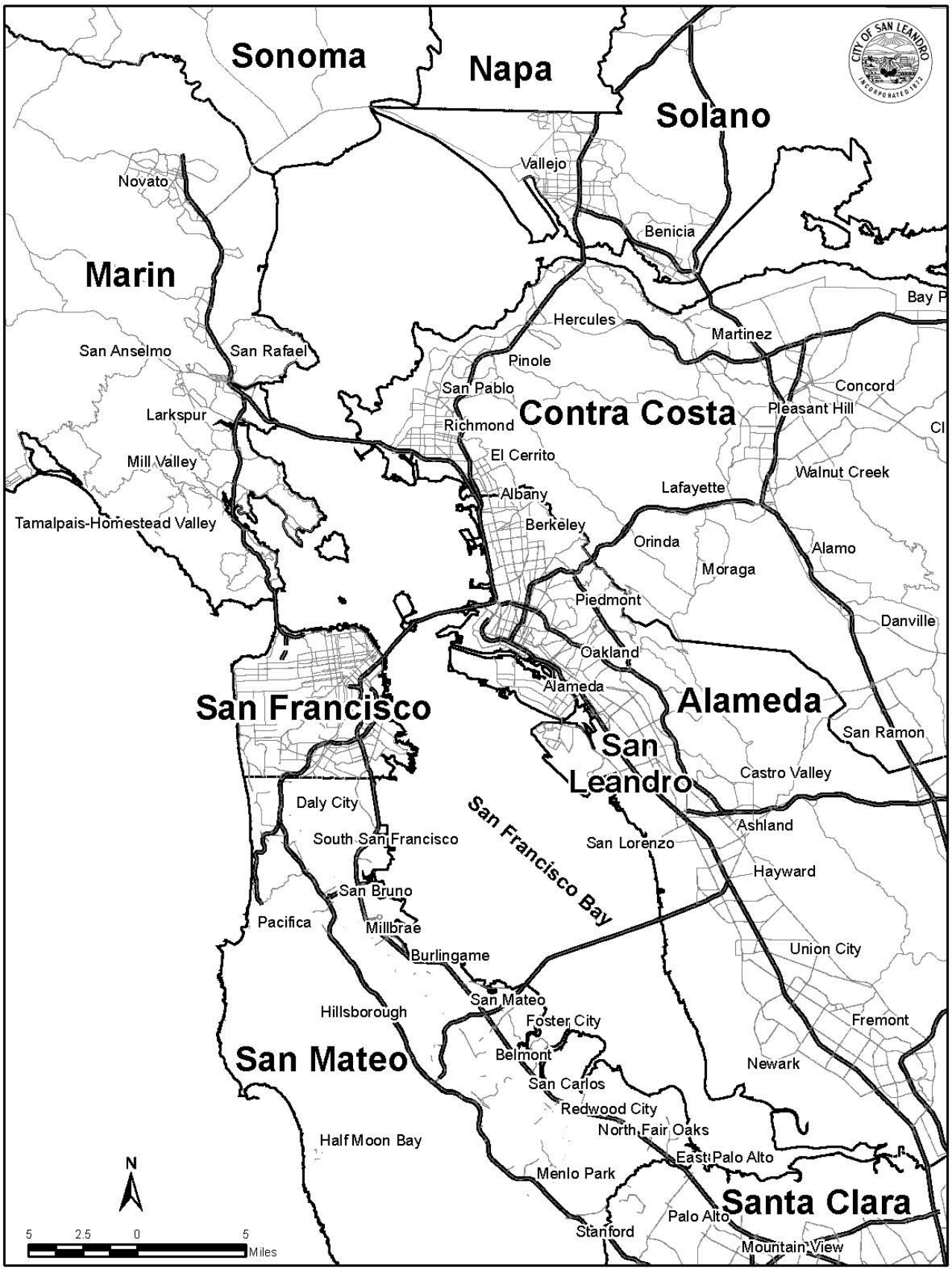
San Leandro has:

- 3 public swimming pools
- 20 parks; 2 community centers (including a new Senior Community Center)
- 4 tennis courts
- 2 baseball field rentals; 3 softball fields
- 1 soccer field
- 4 libraries
- 1 museum and art gallery

Transportation

- San Leandro's central location provides easy access to Highways 580 and 880, which are at the heart of the Bay Area's extensive highway system. These freeways extend to the nearby cities of Oakland, San Francisco, Sacramento, and San Jose, as well as the Central Valley.
- Alameda-Contra Costa (A.C.) Transit provides regional bus service.
- Two Bay Area Rapid Transit (B.A.R.T.) stations in the city connect San Leandro with San Francisco and cities in four county areas.
- San Leandro LINKS is a shuttle bus program for transporting employees in west San Leandro to and from the Downtown B.A.R.T. station.
- Three nearby international airports link San Leandro residents and businesses with every destination in the world. Oakland International Airport is just minutes away.
- The Port of Oakland, one of the West Coast's largest containerized cargo shipping facilities, is just 10 miles north of San Leandro.
- San Leandro's prime location in the Bay Area benefits both the residents and the business community.

For information about the programs and services offered by the City of San Leandro, please call (510) 577-3200 or visit us online at www.sanleandro.org


Sonoma
Napa
Solano
Marin
Contra Costa
San Francisco
Alameda
San Mateo
Santa Clara
San Francisco Bay
Novato
Vallejo
Benicia
Bay P
Hercules
Martinez
San Anselmo
San Rafael
Pinole
San Pablo
Concord
Pleasant Hill
Larkspur
Richmond
El Cerrito
Mill Valley
Walnut Creek
Lafayette
Albany
Tamalpais-Homestead Valley
Berkeley
Orinda
Alamo
Moraga
Piedmont
Danville
Oakland
Alameda
San Ramon
San Leandro
Castro Valley
Daly City
Ashland
South San Francisco
San Lorenzo
Hayward
San Bruno
Pacifica
Millbrae
Union City
Burlingame
San Mateo
Hillsborough
Foster City
Fremont
Belmont
Newark
San Carlos
Redwood City
North Fair Oaks
Half Moon Bay
East Palo Alto
Menlo Park
Palo Alto
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CITY OF SAN LEANDRO

INCORPORATED 1872

INTRODUCTION

The **City's Financial Summaries Section** provides graphics and tables of information which highlight key financial relationships and summarize the overall budget document. The section includes a budget summary for all funds; an overview of the City's revenue sources and description by fund type and category; expenditure summaries by fund type and category; a transfer summary for all funds operating and capital; and the five-year forecast assumptions for all funds.

ALL FUNDS BUDGET SUMMARY
For Fiscal Years 2009-10, 2010-11 and 2011-12

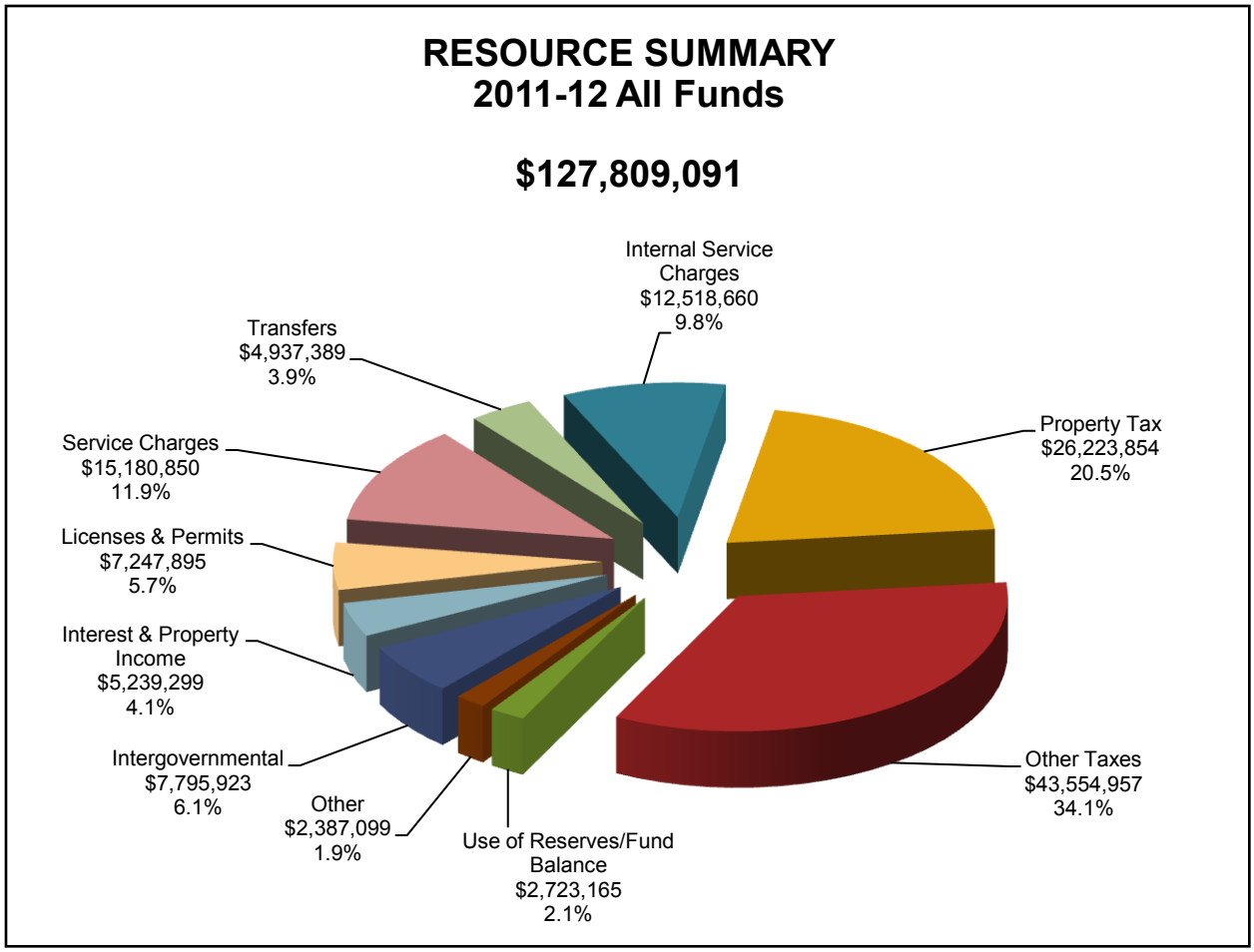
Fund Type/Name	Undesignated Fund Balance at 06/30/09	2009-10 Actual Revenue 2009-10	2009-10 Actual Expenditures 2009-10	Undesignated Fund Balance at 06/30/10	2010-11 Estimated Revenue 2010-11	2010-11 Estimated Expenditures 2010-11
General Fund	$ 16,779,512	$ 72,636,791	$ (75,922,969)	$ 13,493,334	$ 68,459,350	$ (73,353,780)
Special Revenue Funds:						
Street/Traffic Improv (DFSI)	1,990,092	81,132	(341,921)	1,729,303	110,619	(996,374)
Park Development Fees	1,105,237	79,247	(34,670)	1,149,814	31,000	(1,011,572)
Parking	45,232	288,510	(239,508)	94,234	194,440	(241,039)
Gas Tax	(139,882)	2,334,901	(1,448,384)	746,635	1,647,486	(1,853,433)
Gas Tax (Section 2103)	-	-	-	-	832,531	-
Measure B	2,753,311	3,244,338	(4,059,230)	1,938,419	5,371,595	(7,385,996)
Traffic Congestion Relief	706,063	761,025	(21,160)	1,445,928	9,560	(1,455,488)
Asset Seizure	-	-	-	-	756,079	(21,500)
Heron Bay	629,942	302,540	(358,948)	573,534	323,440	(444,690)
Cherrywood Maint.	211,454	22,699	(542)	233,611	21,755	(390)
Proposition IB	216,094	(3,273)	(157,033)	55,788	1,212,043	(1,247,141)
Grants	553,194	6,324,573	(6,147,643)	730,124	8,739,511	(9,162,700)
CDBG	101,753	3,297,335	(3,599,012)	(199,924)	1,231,223	(1,031,299)
Home Grant Housing	(5,001)	23,125	(18,124)	-	1,070,296	(1,070,296)
Housing In Lieu	61,164	4,844	(41)	65,967	538	-
Business Improv. Dist.	4,955	284,570	(277,005)	12,520	403,060	(391,580)
Public Education & Government	-	-	-	-	-	-
Total Special Revenue Funds	**8,233,608**	**17,045,566**	**(16,703,221)**	**8,575,953**	**21,955,176**	**(26,313,498)**
Capital Project Funds:						
Capital Improvements	5,399,667	1,392,701	(1,583,336)	5,209,032	1,773,230	(6,761,120)
CFD #1 Cherrywood	496,175	-	-	496,175	-	-
SL Hillside Abatement (GHAD)	25,638	155	(3,020)	22,773	-	(22,594)
Total Capital Project Funds	**5,921,480**	**1,392,856**	**(1,586,356)**	**5,727,980**	**1,773,230**	**(6,783,714)**
Debt Service Funds:						
Assessment District Debt	214,093	41,783	(168,616)	87,260	881	(25,996)
Cherrywood Debt	834,603	465,817	(454,409)	846,011	458,474	(453,973)
Public Financing Authority	897,622	2,474,520	(2,486,278)	885,864	2,475,171	(2,473,119)
Total Debt Service Funds	**1,946,318**	**2,982,120**	**(3,109,303)**	**1,819,135**	**2,934,526**	**(2,953,088)**
Enterprise Funds:						
Water Pollution Control	19,562,771	10,511,288	(6,294,421)	23,779,638	10,811,136	(18,044,712)
Environmental Services	1,595,725	1,164,408	(1,348,181)	1,411,952	1,224,081	(1,503,466)
Shoreline Fund	761,205	2,178,572	(2,520,162)	419,615	2,095,753	(2,515,368)
Storm Water	58,112	1,080,311	(1,019,762)	118,661	1,100,634	(1,074,500)
Total Enterprise Funds:	**21,977,813**	**14,934,579**	**(11,182,526)**	**25,729,866**	**15,231,604**	**(23,138,046)**
Internal Service Funds:						
Building Maintenance	1,321,982	2,712,509	(2,962,972)	1,071,519	2,744,553	(3,465,135)
Information Technology	1,475,165	3,469,066	(4,016,353)	927,878	3,577,230	(3,823,578)
Self Insurance	4,387,238	1,861,370	(4,575,637)	1,672,971	2,373,689	(3,315,799)
Garage	1,125,356	2,473,717	(2,179,779)	1,419,294	1,496,137	(1,763,795)
Total Internal Service Funds:	**8,309,741**	**10,516,662**	**(13,734,741)**	**5,091,662**	**10,191,609**	**(12,368,307)**
Agency Funds:						
RDA - Plaza Area	4,316,138	2,476,852	(3,329,873)	3,463,117	2,368,033	(3,181,127)
RDA - Joint Project/City	20,919,950	2,997,594	(11,549,678)	12,367,866	3,207,455	(14,894,763)
RDA-West San Leandro Project	1,268,166	3,300,678	(3,640,824)	928,020	3,304,674	(3,502,026)
RDA - Low/Mod Housing/City	2,312,837	2,821,455	(3,406,045)	1,728,247	3,229,151	(2,125,621)
RDA Debt	4,419,100	4,228,646	(4,227,946)	4,419,800	4,639,990	(4,626,002)
Total Agency Funds	**33,236,191**	**15,825,225**	**(26,154,366)**	**22,907,050**	**16,749,303**	**(28,329,539)**
Total All Funds	**$ 96,404,663**	**$ 135,333,799**	**$ (148,393,482)**	**$ 83,344,980**	**$ 137,294,798**	**$ (173,239,972)**

Note: For Enterprise Funds, Internal Service Funds, and Redevelopment Agency Funds the Fund Balance is based on cash.
For FY 2009-10 Beginning Fund Balance includes loan repayment of $1.111 million.

ALL FUNDS BUDGET SUMMARY
For Fiscal Years 2009-10, 2010-11 and 2011-12

Fund Type/Name	Loan Repayments	Undesignated Fund Balance at 06/30/11	2011-12 Estimated Revenue 2011-12	2011-12 Estimated Expenditures 2011-12	Undesignated Fund Balance at 06/30/12
General Fund	$ 2,137,273	$ 10,736,177	$ 71,760,496	$ (71,760,496)	$ 10,736,177
Special Revenue Funds:					
Street/Traffic Improv (DFSI)		843,548	110,619	(73,060)	881,107
Park Development Fees		169,242	71,000	(17,946)	222,296
Parking		47,635	194,840	(238,590)	3,885
Gas Tax		540,688	1,318,454	(1,784,965)	74,177
Gas Tax (Section 2103)		832,531	921,679	(1,754,210)	-
Measure B		(75,982)	1,356,227	(1,280,245)	-
Traffic Congestion Relief		-	-	-	-
Asset Seizure		734,579	-	-	734,579
Heron Bay		452,284	323,440	(474,483)	301,241
Cherrywood Maint.		254,976	21,755	(211)	276,520
Proposition IB		20,690	-	(20,690)	-
Grants		306,935	1,885,196	(1,856,519)	335,612
CDBG		-	789,272	(789,200)	72
Home Grant Housing		-	330,314	(327,552)	2,762
Housing In Lieu		66,505	-	-	66,505
Business Improv. Dist.		24,000	341,000	(365,000)	-
Public Education & Government		-	150,000	(150,000)	-
Total Special Revenue Funds	**-**	**4,217,631**	**7,813,796**	**(9,132,671)**	**2,898,756**
Capital Project Funds:					
Capital Improvements		221,142	131,500	-	352,642
CFD #1 Cherrywood		496,175	-	-	496,175
SL Hillside Abatement (GHAD)		179	-	(179)	-
Total Capital Project Funds	**-**	**717,496**	**131,500**	**(179)**	**848,817**
Debt Service Funds:					
Assessment District Debt		62,145	-	(25,996)	36,149
Cherrywood Debt		850,512	458,973	(449,515)	859,970
Public Financing Authority		887,916	2,476,171	(2,474,119)	889,968
Total Debt Service Funds	**-**	**1,800,573**	**2,935,144**	**(2,949,630)**	**1,786,087**
Enterprise Funds:					
Water Pollution Control		16,546,062	11,921,500	(7,534,847)	20,932,715
Environmental Services		1,132,567	1,191,900	(1,397,073)	927,394
Shoreline Fund		-	2,113,856	(2,230,524)	(116,668)
Storm Water		144,795	1,101,000	(1,114,152)	131,643
Total Enterprise Funds:	**-**	**17,823,424**	**16,328,256**	**(12,276,596)**	**21,875,084**
Internal Service Funds:					
Building Maintenance		350,937	2,730,681	(2,730,306)	351,312
Information Technology		681,530	3,461,408	(3,564,514)	578,424
Self Insurance		730,861	2,751,793	(2,751,564)	731,090
Garage		1,151,636	1,494,186	(1,599,615)	1,046,207
Total Internal Service Funds:	**-**	**2,914,964**	**10,438,068**	**(10,645,999)**	**2,707,033**
Agency Funds:					
RDA - Plaza Area	(2,137,273)	512,750	2,324,506	(2,128,718)	708,538
RDA - Joint Project/City		680,558	2,757,803	(3,370,716)	67,645
RDA-West San Leandro Project		730,668	3,324,409	(2,240,545)	1,814,532
RDA - Low/Mod Housing/City		2,831,777	2,648,666	(1,665,383)	3,815,060
RDA Debt		4,433,788	4,623,282	(4,625,306)	4,431,764
Total Agency Funds	**(2,137,273)**	**9,189,541**	**15,678,666**	**(14,030,668)**	**10,837,539**
Total All Funds	**$ -**	**$ 47,399,806**	**$ 125,085,926**	**$ (120,796,239)**	**$ 51,689,493**

Note: For Enterprise Funds, Internal Service Funds, and Redevelopment Agency Funds the Fund Balance is based on cash.
For FY 2009-10 Beginning Fund Balance includes loan repayment of $1.111 million.



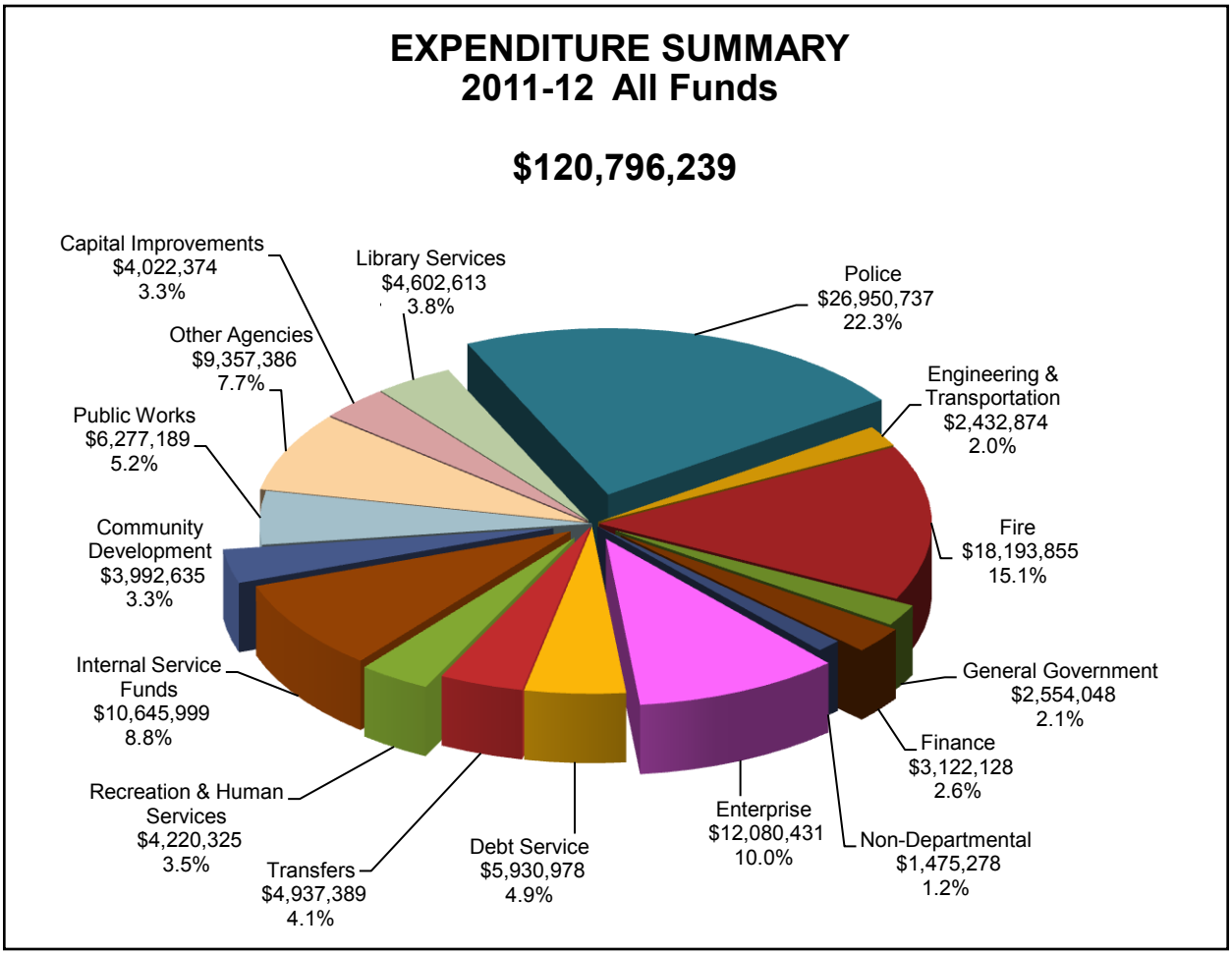
The following is a summary of overall City revenues:

	Actual 2008-09	Actual 2009-10	Adopted 2010-11	Adopted 2011-12
Program Revenue	$ 126,156,605	$ 123,509,871	$ 118,485,252	$ 120,148,537
Resources:				
Debt Proceeds	27,725,655	2,961,715	-	-
Transfers	12,082,030	8,862,213	5,652,928	4,937,389
Total Operating Revenues	**165,964,290**	**135,333,799**	**124,138,180**	**125,085,926**
Use of Fund Balance/Reserves	-	12,270,315	412,201	2,723,165
Total Revenue and Resources	**$ 165,964,290**	**$ 147,604,114**	**$ 124,550,381**	**$ 127,809,091**

SUMMARY OF OPERATING REVENUES BY FUND TYPE AND CATEGORY

Revenues by Fund Type	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
General Fund	$ 72,633,146	$ 72,636,791	$ 67,031,917	$ 71,760,496
Special Revenue Funds	10,137,681	17,045,566	12,779,575	7,813,796
Capital Project Funds	5,177,431	1,392,856	135,000	131,500
Debt Service Funds	2,447,250	2,982,120	2,931,071	2,935,144
Enterprise Funds	16,297,119	14,934,579	15,082,840	16,328,256
Internal Service Funds	12,115,033	10,516,662	10,038,030	10,438,068
Redevelopment Agency Funds	47,156,630	15,825,225	16,139,747	15,678,666
Total Operating Revenues	**$ 165,964,290**	**$ 135,333,799**	**$ 124,138,180**	**$ 125,085,926**

Revenues by Category	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Property Taxes	$ 27,662,453	$ 27,087,224	$ 26,404,742	$ 26,223,854
Other Taxes	39,683,725	37,967,803	37,671,118	43,554,957
Licenses and Permits	7,303,235	6,341,008	6,525,500	7,247,895
Fine, Forfeits & Penalties	1,296,567	1,149,193	1,300,000	1,190,000
Interest & Property Income	7,917,807	5,923,725	5,724,664	5,239,299
From Other Agencies	7,639,895	15,649,559	12,665,654	7,795,923
Charges for Current Services	15,089,311	14,344,620	14,303,940	15,180,850
Other Revenues	6,203,812	2,669,619	1,763,678	1,197,099
Building Repairs & Maintenance	3,196,853	2,698,122	2,681,653	2,719,281
Telecommunications/Computer	4,115,879	3,423,526	3,553,930	3,423,106
Insurance Services	1,694,243	1,569,003	2,197,784	2,631,793
Equipment Maintenance	2,494,348	2,413,901	1,397,295	1,449,186
Administrative	1,858,477	2,272,568	2,295,294	2,295,294
Total Revenues	$ 126,156,605	$ 123,509,871	$ 118,485,252	$ 120,148,537
Debt Proceeds	27,725,655	2,961,715	-	-
Transfers from Other Funds	12,082,030	8,862,213	5,652,928	4,937,389
Total Operating Revenues	**$ 165,964,290**	**$ 135,333,799**	**$ 124,138,180**	**$ 125,085,926**



The following is a summary of overall City expenditures :

	Actual 2008-09	Actual 2009-10	Adopted 2010-11	Adopted 2011-12
Expenditures	$ 144,363,020	$ 139,531,270	$ 118,897,453	$ 115,858,850
Transfers	12,082,030	8,862,213	5,652,928	4,937,389
Total Operating Expenditures	**$ 156,445,050**	**$ 148,393,483**	**$ 124,550,381**	**$ 120,796,239**

SUMMARY OF OPERATING EXPENDITURES BY FUND TYPE AND CATEGORY

Expenditures by Fund Type	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
General Fund	$ 80,245,839	$ 75,922,970	$ 69,978,633	$ 71,760,496
Special Revenue Funds	9,683,479	16,703,219	12,959,483	7,378,461
Gas Tax (Section 2103)	-	-	-	1,754,210
Capital Project Funds	2,996,254	1,586,356	179	179
Debt Service Funds	3,110,858	3,109,304	2,277,088	2,949,630
Enterprise Funds	14,380,554	11,182,527	12,945,805	12,276,596
Internal Service Funds	12,555,159	13,734,740	11,190,462	10,645,999
Redevelopment Agency Funds	33,472,907	26,154,366	15,198,731	14,030,668
Total Operating Expenditures	**$ 156,445,050**	**$ 148,393,482**	**$ 124,550,381**	**$ 120,796,239**

Expenditures by Category	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
General Government	$ 3,035,414	$ 1,329,046	$ 1,775,173	$ 1,935,612
Finance	3,451,927	4,411,646	3,493,934	3,740,564
Police	28,279,211	26,960,623	25,481,122	26,950,737
Fire	17,017,064	18,457,413	17,880,223	18,193,855
Community Development	3,824,937	3,897,163	4,071,898	3,992,635
Engineering & Transportation	3,073,775	2,557,247	2,772,255	2,432,874
Public Works	7,313,232	5,939,908	6,212,032	6,277,189
Recreation & Human Services	5,067,209	4,208,364	3,850,102	4,220,325
Library	5,999,965	5,291,831	4,492,083	4,602,613
Non-Departmental	2,515,321	2,127,222	1,628,207	1,475,278
Redevelopment Agencies	10,193,853	14,666,435	10,558,741	9,357,386
Enterprise Activities	10,644,975	10,590,894	11,399,951	12,080,431
Internal Service	10,438,476	11,981,740	10,660,462	10,645,999
Capital Improvements	29,400,967	27,783,820	8,472,877	4,022,374
Capital Improvements (Capitalized)	(1,992,366)	(7,303,658)	(676,000)	-
Debt Service	6,099,060	6,631,575	6,824,393	5,930,978
Total Expenditures	$ 144,363,020	$ 139,531,269	$ 118,897,453	$ 115,858,850
Transfers to Other Funds	12,082,030	8,862,213	5,652,928	4,937,389
Total Operating Expenditures	**$ 156,445,050**	**$ 148,393,482**	**$ 124,550,381**	**$ 120,796,239**

SUMMARY OF EXPENDITURES BY CLASSIFICATION TYPE

Expenditures by Classification Type	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries & Benefits	$ 53,833,147	$ 50,757,897	$ 46,701,851	$ 49,214,954
Services	52,988,487	57,826,163	43,078,602	39,611,873
Supplies	3,414,955	2,713,850	2,354,003	2,967,537
Capital Outlay	10,047,056	3,226,530	700,802	739,002
Internal Service Charges	13,334,683	12,487,074	12,114,129	12,518,659
Other	10,744,692	12,519,755	13,948,066	10,806,825
Total Expenditures	144,363,020	139,531,269	118,897,453	115,858,850
Transfers	12,082,030	8,862,213	5,652,928	4,937,389
Total Expenditures and Transfers	**$ 156,445,050**	**$ 148,393,482**	**$ 124,550,381**	**$ 120,796,239**

ALL FUNDS OPERATING AND CAPITAL TRANSFER SUMMARY

Transfer In	Transfer Out	Purpose	Actual 2008-09	Actual 2009-10	Adopted Budget 2010-11	Adopted Budget 2011-12
General Fund						
Transfers In:						
General Fund	Self Insurance Fund	Funding for Operations	$ 1,500,000	$ 1,393,000	$ 500,000	$ -
General Fund	Heron Bay Maintenance Fund	Refund of FEMA reimbursements	-	64,121	-	-
Total Transfers In			$ 1,500,000	$ 1,457,121	$ 500,000	$ -
Transfers Out:						
Measure B Fund	General Fund	Street Maintenance	(987,000)	(1,000,000)	(300,000)	-
Capital Improvement Fund	General Fund	Misc Engineering Studies	(50,000)	(100,000)	-	-
Capital Improvement Fund	General Fund	Roadway Drainage Repair	(50,000)	-	-	-
Capital Improvement Fund	General Fund	Annual Street Overlay/Rehab	(200,000)	(100,000)	-	-
Capital Improvement Fund	General Fund	Public Works Maintenance Projects	(100,000)	(150,000)	-	-
Capital Improvement Fund	General Fund	Sidewalk Repairs to City Properties	(50,000)	-	-	-
Capital Improvement Fund	General Fund	Access Ramp Installation	(100,000)	-	-	-
Capital Improvement Fund	General Fund	I-880 Washington Intersection - Bayfair	(500,000)	-	-	-
Environmental Services Fund	General Fund	Refuse Contract	(67,942)	(67,942)	(67,942)	(67,942)
Capital Improvement Fund	General Fund	Senior Center EEOC Supplies	-	(200,000)	-	-
Equipment Maintenance Fund	General Fund	Purchase of Police Tactical Unit Van	(43,900)	-	-	-
Total Transfers Out			(2,148,842)	(1,617,942)	(367,942)	(67,942)

ALL FUNDS OPERATING AND CAPITAL TRANSFER SUMMARY

Transfer In	Transfer Out	Purpose	Actual 2008-09	Actual 2009-10	Adopted Budget 2010-11	Adopted Budget 2011-12
Enterprise Funds						
Transfers In:						
Environmental Services	General Fund	Refuse Contract	67,942	67,942	67,942	67,942
Environmental Services	Water Pollution Control Plant	Sewer Inspections	62,782	62,782	62,782	62,782
Environmental Services	Storm Water	Storm Drain Inspections	133,383	133,383	82,214	133,383
Total Transfers In			264,107	264,107	212,938	264,107
Transfers Out:						
Special Grants Fund	Shoreline Fund	Boat Launch Ramp Project	(153,816)	-	-	-
Water Pollution Control Plant	Environmental Services	Sewer Inspections	(62,782)	(62,782)	(62,782)	(62,782)
Storm Water	Environmental Services	Storm Drain Inspections	(133,383)	(133,383)	(82,214)	(133,383)
Total Transfers Out			(349,981)	(196,165)	(144,996)	(196,165)
Internal Service Funds						
Transfers In:						
Equipment Maintenance Fund	General Fund	Purchase of Police Tactical Unit Van	43,900	-	-	-
Total Transfers In			43,900	-	-	-
Transfers Out:						
Self Insurance Fund	General Fund	Funding for Operations	(1,500,000)	(1,393,000)	(500,000)	-
Building Maintenance Fund	Capital Improvement Fund	Roof Replacement Project	(616,686)	(360,000)	-	-
Total Transfers Out			(2,116,686)	(1,753,000)	(500,000)	-

ALL FUNDS OPERATING AND CAPITAL TRANSFER SUMMARY

Transfer In	Transfer Out	Purpose	Actual 2008-09	Actual 2009-10	Adopted Budget 2010-11	Adopted Budget 2011-12
Redevelopment Agency Funds						
Transfers In:						
RDA Debt Service Fund	Plaza Project Fund	Plaza 2002 Tax Allocation Bonds	1,340,397	1,337,001	1,610,700	1,611,413
RDA Debt Service Fund	Joint Project Fund	Joint Project 2001 Certificates of Participation	349,111	344,396	343,365	346,881
RDA Debt Service Fund	Joint Project Fund	Joint Project 2008 Tax Allocation Bonds	854,701	1,742,612	1,864,813	1,860,057
RDA Debt Service Fund	Joint Project Fund	Bayfair Mall Commitment	250,000	250,000	250,000	250,000
RDA Debt Service Fund	Joint Project Fund	SLUSD 9th Grade Campus Commitment	535,440	160,000	160,000	160,000
RDA Debt Service Fund	Joint Project Fund	2008 Tax Allocation Bond Reserve	2,607,643	-	-	-
RDA Debt Service Fund	West San Leandro/MacArthur	West San Leandro 2004 Tax Allocation Bonds	401,729	396,976	411,112	394,931
Total Transfers In			6,339,021	4,230,985	4,639,990	4,623,282
Transfers Out:						
Business Improvement District	West San Leandro/MacArthur	Links Shuttle Service	(140,500)	-	-	(50,000)
Plaza Project Fund	RDA Debt Service Fund	Plaza 2002 Tax Allocation Bonds	(1,340,397)	(1,337,001)	(1,610,700)	(1,611,413)
Joint Project Fund	RDA Debt Service Fund	Joint Project 2001 Certificates of Participation	(349,111)	(344,396)	(343,365)	(346,881)
Joint Project Fund	RDA Debt Service Fund	Joint Project 2008 Tax Allocation Bonds	(854,701)	(1,742,612)	(1,864,813)	(1,860,057)
Joint Project Fund	RDA Debt Service Fund	Bayfair Mall Commitment	(250,000)	(250,000)	(250,000)	(250,000)
Joint Project Fund	RDA Debt Service Fund	SLUSD 9th Grade Campus Commitment	(535,440)	(160,000)	(160,000)	(160,000)
Joint Project Fund	RDA Debt Service Fund	2008 Tax Allocation Bond Reserve	(2,607,643)	-	-	-
West San Leandro/MacArthur Fund	RDA Debt Service Fund	West San Leandro 2004 Tax Allocation Bonds	(401,729)	(396,976)	(411,112)	(394,931)
Total Transfers Out			(6,479,521)	(4,230,985)	(4,639,990)	(4,673,282)

ALL FUNDS OPERATING AND CAPITAL TRANSFER SUMMARY

Transfer In	Transfer Out	Purpose	Actual 2008-09	Actual 2009-10	Adopted Budget 2010-11	Adopted Budget 2011-12
Special Revenue Funds						
Transfers In:						
Special Gas Tax Fund	Measure B	Street Maintenance Operations	987,000	1,000,000	-	-
Measure B	General Fund	Street Maintenance Operations	987,000	1,000,000	300,000	-
Business Improvement District	West San Leandro/MacArthur	Links Shuttle Service	140,500	-	-	50,000
Special Grants Fund	Shoreline Enterprise Fund	Boat Launch Ramp Project	153,816	-	-	-
Total Transfers In			2,268,316	2,000,000	300,000	50,000
Transfers Out:						
Heron Bay Maintenance Fund	General Fund	Refund of FEMA Reimbursements	-	(64,121)	-	-
Measure B	Special Gas Tax Fund	Street Maintenance Operations	(987,000)	(1,000,000)	-	-
Total Transfers Out			(987,000)	(1,064,121)	-	-
Capital Improvement Fund						
Transfers In:						
Capital Improvement Fund	General Fund	Misc Engineering Studies	50,000	100,000	-	-
Capital Improvement Fund	General Fund	Roadway Drainage Repair	50,000	-	-	-
Capital Improvement Fund	General Fund	Annual Street Overlay/Rehab	200,000	100,000	-	-
Capital Improvement Fund	General Fund	Public Works Maintenance Projects	100,000	150,000	-	-
Capital Improvement Fund	General Fund	Sidewalk Repairs to City Properties	50,000	-	-	-
Capital Improvement Fund	General Fund	Access Ramp Installation	100,000	-	-	-
Capital Improvement Fund	General Fund	I-880 Washington Intersection - Bayfair	500,000	-	-	-
Capital Improvement Fund	General Fund	Senior Center EEOC Supplies	-	200,000	-	-
Capital Improvement Fund	Building Maintenance Fund	Roof Replacement Project	616,686	360,000	-	-
Total Transfers In			1,666,686	910,000	-	-
Total Transfers - All Funds			$ -	$ -	$ -	$ -

INTRODUCTION

Completing a five-year forecast for key operating funds is a critical budgetary tool that provides a multi-year view of revenues and expenditures to help Council evaluate the impact of policy choices on the long-term fiscal health of the City. The General Fund and Special Revenue, Enterprise/Internal Service and Redevelopment Agency Funds sections of this book include detailed discussions of five-year forecasts for the General Fund and other key operating funds supported by special taxes, assessments and fees. A five-year forecasting model enables the Council to act more strategically and to understand the future impact of its decisions.

Given the State required restrictions on raising new revenues for all new or increased taxes (Proposition 218), it is particularly important to understand the long and short-term fiscal impact of policy decisions.

- What are the long-term fiscal consequences of employee pay and benefit policies?
- What are the long-term impacts of continuing to defer maintenance?
- Should the voters be asked to approve tax increases to support public safety, youth services, street lighting and/or Storm Water infrastructure improvements?

The five-year forecast also serves to identify potential future issues that require fiscal planning. Early planning for changes in baseline expenditures is critical to ensuring continued financial stability for the organization. A variety of assumptions and factors drive the forecast, such as labor costs, inflation, federal and state spending cuts, statewide initiatives, short-term tax shortfalls, and unforeseen emergencies. These assumptions impact revenue and expenditure projections and variations can cause wide swings in budget balancing strategies.

INFLATION

Inflation is an important factor, directly impacting City revenues and expenditures. Inflation-sensitive revenue, such as sales and business license taxes, make up a significant portion of the General Fund budget.

Inflation in the Bay Area has increased on the average of 2.34% over the last five years.

CONSUMER PRICE INDEX (CPI)

Annual average change from previous year

YEAR	% INCREASE
2002	1.6
2003	1.8
2004	1.2
2005	2.0
2006	3.2
2007	3.3
2008	3.1
2009	0.7
2010	1.4
5-Year Average	**2.34**

Source: U.S. Department of Labor Statistics for Consolidated Metropolitan Statistical Area covering San Francisco-Oakland-San Jose

Changes in funding for most revenue funds include cost-of-living adjustments that are consistent with Bay Area inflation. The 2010 CPI of 1.4% appears to rebound to earlier year levels, however continues to fall short of the 2006 – 2008 CPI, which will result in revenues not keeping pace with expenditure growth.

The established growth index for the 9-1-1 Emergency Communication Access Tax, Emergency Medical Services Tax and the Business License Tax is the CPI of 1.4% for the 2011-12 fiscal year.

STAFFING COSTS

Cost of Living Adjustments (COLA)

The five-year forecast does not include cost of living adjustments (COLA) through FY 2015.

Furlough

Labor unions agreed to implement 6 furlough days during calendar year 2011 (savings of 2.3%) – of which 3 days fall into the FY 2011-12 budget. This equates to a savings of 1.15% in FY 2011-12. Additional furlough days have not been included in the forecast for subsequent years.

Medical Insurance

Medical and dental insurance costs continue to increase. The 2011-12 budget reflects a 7% rate increase and the five year forecast reflects increases ranging from 5% to 7%.

All City staff agreed to pay 50% of the annual medical and dental rate increases in calendar years 2011 and 2012 as stipulated in the current labor agreements, resulting in

significant savings to the City. The forecast assume that this cost sharing will continue in future years

Retiree Medical Insurance

In August 2004, the Governmental Accounting Standards Board (GASB) issued Statement No. 45, *Accounting and Financial Reporting for Employers for Post-employment Benefits other than Pensions (GASB 45 – OPEB)* – effective July 1, 2007 for San Leandro. This standard requires government employers to account for post employment benefits other than pensions during an employee's employment service with the City, instead of during retirement on a "pay-as-you-go" basis. The City complies with this requirement. The forecasts reflect $900,000 in retiree medical insurance costs using the pay-as-you-go basis, and include a payment out of the Self Insurance Fund to the OPEB Trust in the amount of $250,000 toward pre-funding this liability.

Retirement Plan Costs (CalPERS)

Retirement rates continue to represent one of the most significant citywide budgetary pressures. The California Public Employees' Retirement System (CalPERS) is a defined benefit pension plan funded by a combination of employee contributions that are set by statute and employer contributions that fluctuate from year to year based on an annual actuarial valuation performed by CalPERS. An outside actuary has reviewed the City's rates and advises the City on the funded status of the plans and projects employer rates for future years.

In late November 2010, the City received its CalPERS employer contribution rates for the next fiscal year, effective July 1, 2011. Rates have increased due to prior year portfolio losses and a change in actuarial assumptions by CalPERS. The adopted rates for FY 2011-12 increased 4.3% for the City's Miscellaneous Plan (all non-sworn employees) and 4.18% for the City's Safety plan. Both the outside actuary and CalPERS provided projected rates through FY 2014-15. The projected rates reflected below are built into the forecast models and are slightly higher that the rates provided by CalPERS and the actuary. This is a conservative approach, as these rates will change, and likely increase.

Miscellaneous Plan	New Employer Rate	Change	Safety Plan	New Employer Rate	Change
2009-10	13.50%		2009-10	41.56%	
2010-11	13.22%	0.28%	2010-11	42.58%	1.02%
2011-12	17.55%	4.33%	2011-12	46.68%	4.18%
2012-13	19.10%	1.55%	2012-13	47.90%	1.22%
2013-14	23.10%	4.00%	2013-14	51.90%	4.00%
2014-15	25.10%	2.00%	2014-15	53.90%	2.00%

Employee Contribution rates are: Miscellaneous = 8% & 7%, Safety = 9%

Workers' Compensation

The City is 100% self-insured for Workers' Compensation. The FY 2011-12 budget includes over $1 million in funding for workers' compensation claims. The City historically budgets for workers' compensation on a pay-as-you go basis; however, the fund is fully funded based on an "expected" confidence level as ascertained by the City's outside actuary. Worker's Compensation rates are calculated on live payroll by classification rate. The forecast expenditures fluctuate with salary costs in subsequent years.

OTHER BUDGET IMPACTS

General Liability

Claims in excess of $1,000,000 are covered by the California Joint Powers Risk Management Authority (CJPRMA) pool. CJPRMA has a membership of almost 100 agency jurisdictions, of which San Leandro is a member. The FY 2011-12 budget includes $1.3 million in funding for general liability claims. These costs are forecast to increase approximately 1% to 2% in the next three years.

Debt Service Payments

Debt Service payments are based upon established debt payment schedules for General Fund debt and loans, Special Assessment Funds Debt, Redevelopment Agency debt, Shoreline Enterprise Fund debt and San Leandro Public Financing Authority debt. These debt payment schedules were used for the forecast projection of debt service in subsequent years.

INTRODUCTION

The General Fund is the general operating fund of the City and accounts for all unrestricted financial resources except those required to be accounted for in another fund. Property tax, Utility Users tax, Sales tax, other taxes and business license tax revenues support over 86% of the City's General Fund operations. City services supported by the General Fund include Public Safety (police and fire), Library, Recreation and Human Services, Community Development, Engineering and Transportation, and Public Works activities.

This section provides a summary of general fund revenues and expenditures; City Council designations of fund balance; charts, and summary tables of all general fund revenues and resources; narrative descriptions and trend schedules of major revenues and resources; ten-year chart and table of revenues by source; charts and tables of general fund expenditures by department and category; and a ten-year chart and table of expenditures by type.

CITY OF SAN LEANDRO

INCORPORATED 1872

GENERAL FUND SUMMARY
AND FUND BALANCE DESIGNATIONS

(IN THOUSANDS)

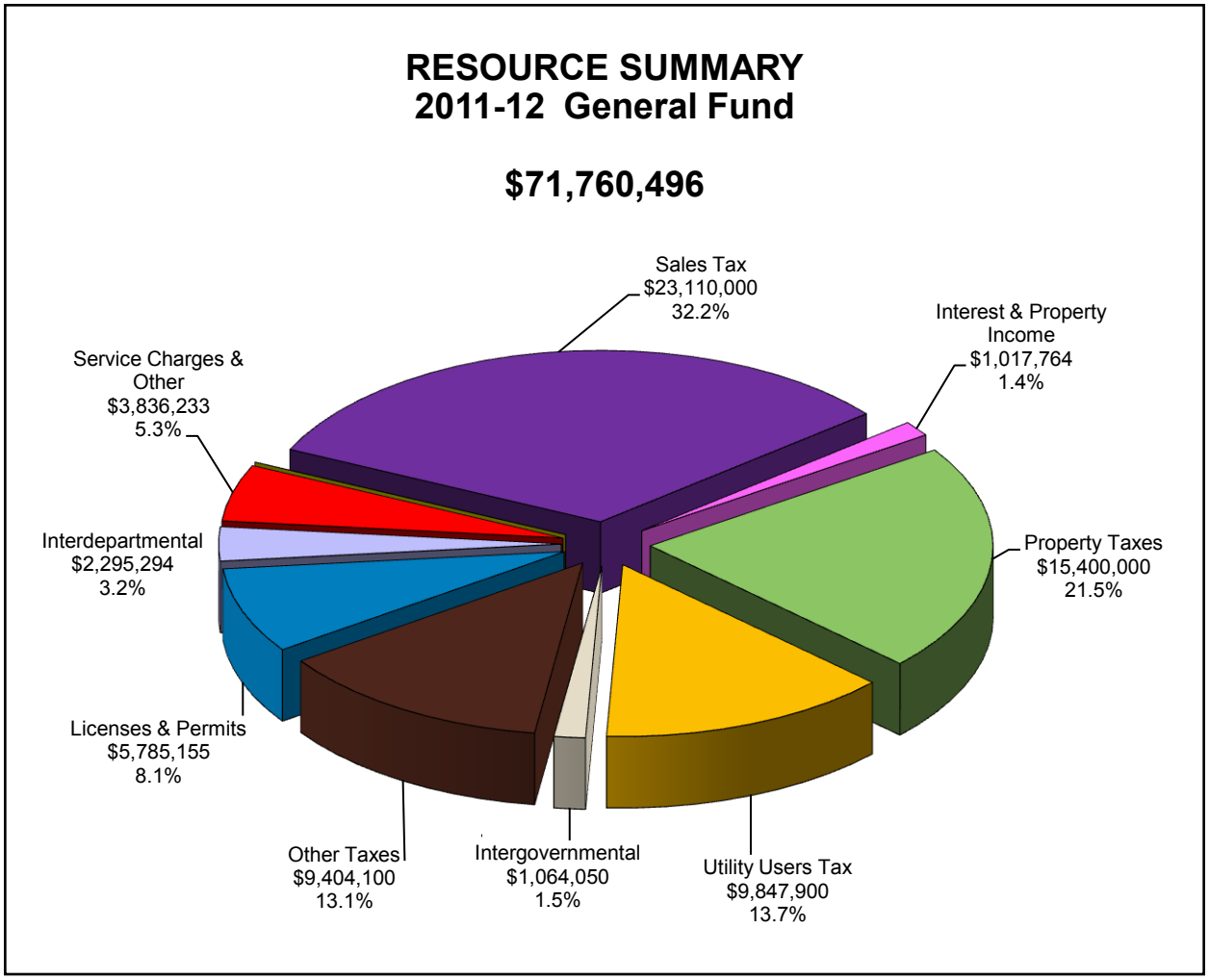
General Fund Summary	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2010-11 Projected	2011-12 Adopted
Beginning Fund Balance	**20,760**	**16,779**	**8,854**	**13,493**	**10,736**
Revenues:					
Property Tax	$ 16,698	$ 16,118	$ 15,300	$ 15,400	$ 15,400
Sales Tax	19,352	17,826	17,850	19,537	23,110
Utility User's Tax	10,103	9,783	9,635	9,798	9,848
Real Property Transfer Tax	2,870	2,297	2,444	2,444	2,444
All Other Revenue	22,110	25,156	21,303	20,781	20,958
Transfers In	1,500	1,457	500	500	
Total Operating Revenues	72,633	72,637	67,032	68,460	71,760
Expenditures					
Salaries & Benefits	40,783	38,146	34,847	34,954	36,195
Services and Supplies	8,092	6,381	6,347	7,010	6,191
Fire Services Contract	16,633	17,494	17,489	17,488	17,821
Capital Outlay	314	543	75	245	78
Debt Service	2,428	2,977	2,980	2,980	2,981
Internal Service Fund Changes	9,486	8,360	7,756	7,757	8,310
Other	361	404	116	190	116
Transfers Out	2,149	1,618	368	52	68
Total Operating Expenditures	80,246	75,923	69,978	70,676	71,760
Net Operating Revenue (Expenditure)	**(7,613)**	**(3,286)**	**(2,946)**	**(2,216)**	**-**
Adjustments		(3,311)			
Net Revenue (Expenditure)	**(7,613)**	**(6,597)**	**(2,946)**	**(2,216)**	**-**
Resources/(Requirements)	3,632	3,311	389	(541)	-
Ending Designated Fund Balance*	**16,779**	**13,493**	**6,297**	**10,736**	**10,736**

***(includes all fund balance designations)** **-**

Fund Balance Designations	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2010-11 Projected	2011-12 Adopted
Internship Program	$ 50	$ 50	$ 50	$ 50	$ 50
Major Emergencies	5,000	5,000	5,000	5,000	5,000
Street Improvements		1,600	-	-	-
Encumbrances	595	821			
Community Impact		1,500	-	1,200	900
RDA - Plaza Project Loan Repayment				2,137	2,137
Fire Equipment Acquisition	1,000	-	-	-	-
Computer Purchase Program	225	-	-	-	-
Capital Projects	590	-	-	-	-
Asset Seizure	515	726	431	-	-
Economic Uncertainty	**8,804**	**3,796**	**816**	**2,349**	**2,649**
Total Designated Fund Balance	**$ 16,779**	**$ 13,493**	**$ 6,297**	**$ 10,736**	**$ 10,736**

GENERAL FUND MULTI-YEAR FORECAST
FISCAL YEARS 2010-11 THROUGH 2014-15

(in thousands)	2009-10 Actual	2010-11 Adopted	Y1 2010-11 Projected	Y2 2011-12 Projected	Y3 2012-13 Projected	Y4 2013-14 Projected	Y5 2014-15 Projected
Beginning Fund Balance	**16,779**	**8,854**	**13,493**	**10,736**	**10,736**	**10,611**	**9,740**
Total Revenue	72,637	67,032	68,460	71,760	72,874	74,140	75,434
Total Expenditures	75,923	69,978	70,676	71,760	72,999	75,011	77,298
Adjustment	(3,311)						
Operating Surplus/(Shortfall)	**(6,597)**	**(2,946)**	**(2,216)**	**-**	**(125)**	**(871)**	**(1,864)**
Resources/(Requirements)	3,311	389	(541)	-	-	-	-
Ending Fund Balance	**13,493**	**6,297**	**10,736**	**10,736**	**10,611**	**9,740**	**7,876**
Less Designated Reserves							
Major Emergencies	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
Community Impact	(1,500)		(1,200)	(900)	(600)	(300)	-
RDA-Plaza Project Loan Repayment			(2,137)	(2,137)	(2,137)	(2,137)	(2,137)
Other Designations	(3,197)	(481)	(50)	(50)	(50)	(50)	(50)
Designated Reserve Balance: Economic Uncertainty	**3,796**	**816**	**2,349**	**2,649**	**2,824**	**2,253**	**689**



The General Fund Resource chart depicts Operating Revenues of $71,760,496. Property tax, utility users tax, sales tax, and business license taxes revenues support over 73% of the City's General Fund Operations.

	Actual 2008-09	Actual 2009-10	Adopted 2010-11	Adopted 2011-12
Program Revenue	$71,133,146	$71,179,670	$66,531,917	$71,760,496
Transfers	1,500,000	1,457,121	500,000	-
Total Operating Revenues	**$72,633,146**	**$72,636,791**	**$67,031,917**	**$71,760,496**
Loan Repayments	3,631,969	$1,110,494	$389,075	$ -
Use of Reserves	3,980,724	2,175,684	2,557,641	-
Total Revenue & Resources	**$80,245,839**	**$75,922,969**	**$69,978,633**	**$71,760,496**

SUMMARY OF GENERAL FUND REVENUES

Revenues by Category	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Property Taxes				
Property Tax Secured	$ 9,849,572	$ 9,580,239	$ 8,874,000	$ 8,903,000
Property Tax Unsecured	657,142	639,467	550,000	630,000
Homeowners Property Tax Exempts	107,844	105,539	113,000	104,000
Property Tax - VLF Swap	6,015,937	5,762,666	5,763,000	5,763,000
Interest & Penalties	67,181	30,262	-	-
Total Property Taxes	**$ 16,697,676**	**$ 16,118,173**	**$ 15,300,000**	**$ 15,400,000**
Other Taxes				
Sales & Use Tax:				
Sales and Use Taxes	$ 14,140,571	$ 14,126,667	$ 14,131,734	$ 14,370,000
Sales Tax/Public Safety	255,846	231,338	250,000	240,000
Transaction & Use Tax	-	-	-	3,800,000
Sales and Use Tax Backfill	4,955,228	3,468,267	3,468,266	4,700,000
Total Sales & Use Tax	19,351,645	17,826,272	17,850,000	23,110,000
Utility Users Tax:				
UUT - Electricity & Gas	5,799,137	5,597,906	5,435,000	5,597,900
UUT - Cable	758,220	706,686	706,000	706,000
UUT - Telecommunications	3,545,732	3,478,463	3,494,000	3,544,000
Total Utility Users Tax	10,103,089	9,783,055	9,635,000	9,847,900
Real Property Transfer Tax	2,870,441	2,297,145	2,444,000	2,444,000
Emergency Communication System (911)	1,801,050	2,711,671	2,500,000	2,700,000
Franchise Fee Tax:				
Franchise - Electric	379,002	379,178	380,000	380,000
Franchise - Gas	324,185	203,770	230,000	230,000
Franchise - Cable	719,385	756,462	650,000	670,000
Franchise - Refuse	1,982,693	1,921,172	2,000,000	2,000,000
Franchise - Recycling	138,861	155,613	130,000	130,000
Franchile - Pipeline	22,677	23,326	-	23,000
Franchise - Ora Loma	558,901	565,943	550,000	550,000
Total Franchise Fee Tax	4,125,704	4,005,464	3,940,000	3,983,000
Other Miscellaneous Taxes	296,657	335,240	259,161	277,100
Total Other Taxes	**$ 38,548,586**	**$ 36,958,847**	**$ 36,628,161**	**$ 42,362,000**
Licenses and Permits				
Permits	$ 1,567,369	$ 1,128,541	$ 1,507,755	$ 1,457,655
Business License Zoning	32,282	36,056	31,000	31,000
Business Licenses/Penalties	4,179,048	4,338,070	3,964,745	4,225,000
Other Licenses & Penalties	19,356	19,192	20,000	20,000
Other Licenses & Permits	82,269	43,587	51,500	51,500
Total Licenses and Permits	**$ 5,880,324**	**$ 5,565,446**	**$ 5,575,000**	**$ 5,785,155**
Fine, Forfeits & Penalties				
Vehicle Code Fines	$ 182,115	$ 195,436	$ 125,000	$ 210,000
Red Light Camera Program	539,210	493,244	450,000	500,000
Parking Violations	465,521	326,357	625,000	355,000
Other Fines	109,722	134,156	100,000	125,000
Total Fines, Forfeits & Penalties	**$ 1,296,568**	**$ 1,149,193**	**$ 1,300,000**	**$ 1,190,000**

SUMMARY OF GENERAL FUND REVENUES

Revenues by Category	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Interest & Property Income				
Interest Income	$ 1,639,686	$ 1,037,586	$ 1,020,051	$ 818,564
Rental Income	194,480	193,737	199,219	199,200
Total Interest & Property Income	**$ 1,834,166**	**$ 1,231,323**	**$ 1,219,270**	**$ 1,017,764**
From Other Agencies				
State Motor Vehicle License Fee	$ 278,615	$ 242,416	$ 156,000	$ 156,000
Federal Grants	3,231	-	100,000	-
Alameda County EMT Reimbursement	507,765	525,781	530,000	548,000
Alameda County Advance Life Support	291,507	300,252	300,252	300,050
Asset Seizure	144,856	294,355	-	-
Other Agencies	80,339	82,081	60,000	60,000
Total From Other Agencies	**$ 1,306,313**	**$ 1,444,885**	**$ 1,146,252**	**$ 1,064,050**
Charges for Current Services				
Engineering & Transportation	$ 338,597	$ 356,076	$ 225,000	$ 280,000
Community Development	225,765	195,527	156,000	156,000
Police Department	281,854	235,634	228,000	228,000
Fire Department	265,462	163,371	185,150	170,100
Recreation & Human Services	1,421,379	1,382,958	1,135,316	1,224,700
Library	284,002	250,369	290,700	290,700
Other Charges for Current Services	31,773	39,717	31,774	31,500
Total Charges for Current Services	**$ 2,848,832**	**$ 2,623,652**	**$ 2,251,940**	**$ 2,381,000**
Other Revenues				
Sale of Property & Equipment	$ 7,813	$ 9,848	$ 6,000	$ 6,000
Gifts and Donations	39,109	75,055	210,000	50,000
Reimbursements	200,544	94,893	105,000	105,000
PD Abondoned Vehicle/Livescan	59,929	51,201	66,000	66,000
Sidewalk/Driveway Repairs - Owners share	140,479	6,560	16,000	10,000
Loan Repayments	349,169	-	85,000	-
Cherry Festival	47,815	75	-	-
Settlements & Claims	22,255	15,884	25,000	25,000
Lease Proceeds	-	461,717	-	-
Other Miscellaneous Revenues *	(4,909)	3,100,350	303,000	3,233
Total Other Revenues	**$ 862,204**	**$ 3,815,583**	**$ 816,000**	**$ 265,233**
Interdepartmental Revenues				
Administrative Services	$ 1,858,477	$ 2,272,568	$ 2,295,294	$ 2,295,294
Total Interdepartmental Revenues	**$ 1,858,477**	**$ 2,272,568**	**$ 2,295,294**	**$ 2,295,294**
Total General Fund Revenues	**$ 71,133,146**	**$ 71,179,670**	**$ 66,531,917**	**$ 71,760,496**
Transfers In	1,500,000	1,457,121	500,000	-
Total Revenues Including Transfers	**$ 72,633,146**	**$ 72,636,791**	**$ 67,031,917**	**$ 71,760,496**

** FY 2009-10 includes Community Impact Funds from Kaiser Permanente*

SALES AND USE TAXES

Sales and Use Tax is the City's largest source of General Fund revenue and represents 32% of total General Fund revenue. Sales Tax is an excise tax imposed on retailers for the privilege of selling or leasing tangible personal property. The Use Tax is an excise tax imposed for the storage, use, or other consumption of tangible personal property purchased from any retailer. The proceeds of sales and use taxes imposed within the boundaries of San Leandro are distributed by the State to various agencies, with the City of San Leandro receiving the equivalent of 1% of the amount collected (Bradley-Burns), including 0.25% that is backfilled by an equal amount of property tax.

The State modified the structure of city sales tax revenues, effective July 1, 2004, when they enacted legislation from a voter-approved deficit financing bond measure. This measure included a reduction of the local Bradley-Burns sales tax share from 1% to 0.75%, routing the 0.25% to other State funding needs. The .25% was fully replaced with property tax revenues (sales tax back-fill) to make cities whole. This shuffle of revenues is commonly referred to as the "Triple Flip."

Effective April 1, 2009, the State sales and use tax rate was increased by 1%, from 8.75% to 9.75%. This 1% tax rate increase is due to expire on July 1, 2011.

Effective April 1, 2011, the voters of San Leandro approved a quarter cent increase to the City's transaction and use tax (Measure Z). This is a temporary tax, set to sunset in seven years (March 31, 2018).

The total sales tax rate for Alameda County is currently 10.00% and distributed as follows:

DISTRIBUTION OF SALES TAX COLLECTIONS WITHIN ALAMEDA COUNTY

Agency	%
State of California	5.50%
State of California General Fund (effective 4/1/09), expires in 2011	1.00%
State Public Safety Fund (Proposition 172)	0.50%
City of San Leandro (includes .25% Triple Flip reimbursement)	**1.00%**
City of San Leandro Temporary Transaction & Use Tax	**0.25%**
Alameda County	0.25%
Alameda County Transportation Improvement Authority	0.50%
Alameda County Essential Health Care Services	0.50%
Alameda County BART	0.50%
Total Sales Tax in San Leandro	**10.00%**

SALES AND USE TAXES, cont.

Analysis of Sales Tax

Factors that affect the revenue generated by Sales Tax include:

- Overall economic growth in the Bay Area and competition from neighboring cities;
- Growth rate of specific dominant commercial/industrial sectors in San Leandro;
- San Leandro's business attraction/retention efforts, especially on retail establishments; and
- Catalog and Internet sales
- Success of the City's Use Tax project

Forecast

The State significantly reduced the City's sales tax Triple Flip backfill amount in FY 2009-10 to reconcile overpayments in prior years. For FY 2010-11, staff had conservatively projected these revenues at the lower FY 2009-10 level. Data from the State Board of Equalization regarding a true-up of the City's Triple Flip backfill revenue adjusts this portion of the sales tax revenue back to the normal base. This results in an increase in FY 2010-11 of $1.66 million (a one-time adjustment of $660,000 and a recurring base increase of about $1 million). Therefore, staff has adjusted Sales Tax projections for the current year from $17.8 million to $19.5 million (9.6%).

The overall sales tax growth for FY 2011-12 is 18%. This is entirely attributed to the new sales tax revenue generated by Measure Z – assumed to be about $3.6 million to $3.8 million per year. This is somewhat offset by adjusting for the $660K in one-time Triple Flip revenue received in FY 2010-11. Base sales tax is projected to grow at a conservative 2% in FY 2011-12. Information received from the City's sales tax consultant, Muni Services, indicates growth for the three quarters of July 2010 – March 2011 of 2.6%. This is lower than the countywide average of 6.9% and the State average of 5.8%. Therefore, staff has conservatively estimated growth based on the slow economic recovery.

SALES TAX	Actual Revenue		Projected Revenue				
	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
Collections	$19,351,645	$17,826,272	$19,536,650	$23,110,000	$23,549,000	$24,184,000	$24,836,000
$ Change		-1,525,373	1,710,378	3,573,350	439,000	635,000	652,000
% Change		-7.88%	9.59%	18.29%	1.90%	2.70%	2.70%

PROPERTY TAXES

Property Tax revenues are the City's second largest General Fund revenue source.

Real Property Taxes

Under the State Constitution, Real Property Taxes (Property Taxes) are applied to all taxable real and personal property (i.e., possessory interest, and other personal property considered to be permanently attached to the property), and are set at 1% of the assessed value. The Alameda County Assessor maintains property tax assessment rolls that account for all property. Property Taxes are adjusted per the following:

- The assessed value of real property that has not changed ownership increases by the change in the California Consumer Price Index up to a maximum of 2% per year.

- Property that changes ownership; is substantially altered; is newly constructed; "state-assessed" rather than "local-assessed" property; and personal property (i.e., possessory interest, and other personal property considered to be permanently attached to the property), is assessed at the full market value in the first year, and subject to the 2% cap, thereafter.

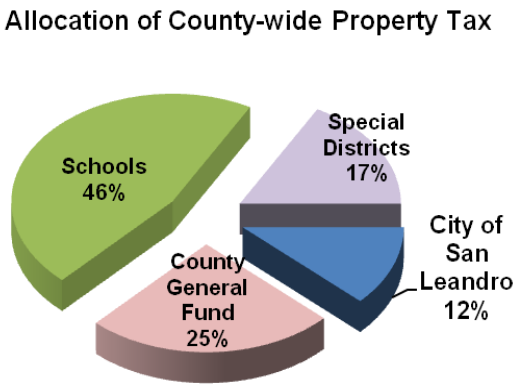
In 1979, in order to mitigate the loss of Property Tax revenues after approval of Proposition 13, the State legislature approved AB 8. This action was approved to provide a permanent method for allocating the proceeds from the 1% property tax rate, by allocating revenues back to local governments based on their historic shares of property tax revenues. As part of the State's 1993-94 budget, the AB 8 formula was altered requiring another ongoing shift in City Property Tax revenue to K-12 schools and community colleges (Education Revenue Augmentation Fund or ERAF).

Proposition 1A, enacted in November 2004 and Proposition 22, enacted in November 2010, provides protection for local property taxes, sales taxes, and Vehicle In-lieu Tax/License Fees (VLF) revenues by prohibiting the State Legislature from taking any action that would:

- Reduce the local Bradley-Burns Uniform sales and Use Tax rate or alter its allocation.
- Decrease VLF revenue from the 0.65% rate without providing replacement funding.
- Shift property taxes from cities, counties or special districts.

PROPERTY TAXES, cont.

The City's Property Tax is collected by Alameda County. The City currently receives approximately 12% of the 1% countywide real property tax levied, and most of the revenue is received in December and April.



Supplemental Property Taxes

Supplemental Taxes are the result of the reassessment of property as of the 1st day of the month following either an ownership change or completion of new construction. In most cases, this reassessment results in one or more supplemental tax bills being sent to the property owner during the year, in addition to the annual property tax bill.

Vehicle In-lieu Tax/License Fees (VLF)

Motor Vehicle In-Lieu Tax (VLF) is a tax imposed by the State on the ownership of a registered vehicle. VLF is collected by the State Department of Motor Vehicles (DMV) and more than 95% of these fees are divided equally between counties and cities, and their aggregate shares are distributed in proportion to the respective populations of the cities and counties. The State withholds less than 5% of these fees for the support of the Department of Motor Vehicles. Until 1998-99, the annual license fee was 2% of the market value of the vehicle as determined by the DMV. In 1998-99, the State reduced the license fees by 25%, but agreed to backfill local jurisdictions for this loss in revenue.

In 2004, the Governor lowered the annual VLF to 0.65%, from 2.0%. In the budget agreement between the Governor and cities and counties, the Governor agreed to backfill the 1.35% difference in VLF with property taxes from the Education Revenue Augmentation Fund (ERAF). Beginning in FY 2005-06, this property tax in lieu of VLF was presumed to grow at the same rate as the change in gross assessed valuation of taxable property in the City from the prior year.

PROPERTY TAXES, cont.

Personal Property Taxes

Personal Property Tax is assessed at the rate of 1% of the market value on a business' personal property, such as office furniture, machinery and other equipment. The tax is billed by Alameda County in a single installment due August 31st, and most of the amount due to the City is remitted in September and credited to the General Fund.

Analysis

Factors that affect the revenue generated by property taxes are:

- Changes in assessed values, which are caused by inflation adjustments up to 2% of construction activity, sales of properties and Proposition 8 reassessments

Changes in Taxable Assessed Value	**Description** (in thousands)	**2008**	**2009**	**2010**	**2011**
	Taxable Assessed Value	$9,454,877	$9,875,972	$9,455,494	$9,417,770
	$ Change Assessed Value		421,095	-420,478	-37,725
	% Change Assessed Value	7.60%	4.45%	-4.26%	-0.40%

- Economic growth in the Bay Area

- Supplemental Taxes are affected by sales of real property and/or new construction in the City that occurs after the assessment lien date (of January 1st) until the end of the fiscal year (June 30th).

- Factors that have affected the revenue generated by VLF in the past include the sales of new vehicles in California, DMV administrative costs, and the proportion of San Leandro's population to the total for the State and County. Starting in FY 2006, the rate of growth in the assessed values of properties also impacted VLF revenues, as the amount of the VLF backfill paid increased by the change in gross assessed values of taxable properties.

- Factors that affect the revenue generated by taxes on personal property are business capital expenditures growth, and the collection rate. The growth in annual personal property tax revenues should generally be close to the growth in annual assessed values, except for significant changes in collection rates.

Forecast

The revenue projection for Real Property Tax revenue is primarily based on the annual County Assessor's Office estimate of assessed values, which is provided before May 10th each year. The difference between the estimate in May and the actual certification in August is generally small.

PROPERTY TAXES, cont.

FY 2011-12 Real Property Tax revenue is projected to show zero growth, and then conservatively rebound at 1.5% growth per year starting in FY 2012-13. Recent information from the County Assessor indicates net land and improvements value growth as of April 4, 2011 of less than one percent (0.98%). While this is at least a positive growth figure, slow market activity and possible additional reassessments lead us to project flat revenues for next year.

PROPERTY TAXES (All)	Actual Revenue		Projected Revenue				
	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
Total Collections	16,697,676	16,118,173	15,400,000	15,400,000	15,631,000	15,865,465	16,103,447
$ Change		(579,503)	(718,173)	-	231,000	234,465	237,982
% Change		-3.47%	-4.46%	0.00%	1.50%	1.50%	1.50%

UTILITY USERS TAX

Utility Users Tax (UUT) has generally been a steady and reliable source of General Fund revenue for most governmental entities, and is the third largest source of General Fund revenue for San Leandro. Effective March 1, 2009, the City imposed a 6% UUT on electric, gas and cable services; and a 5.7% UUT for telecommunications services. The tax is not applicable to State, County, or City agencies, or to insurance companies and banks.

Analysis

Some factors that affect the revenue generated by UUT are:

- Consumption/use of gas, electricity, telecommunication services, cable, and cellular;
- Regulatory actions, including deregulation and re-regulation;
- PUC rate changes;
- Market forces;
- Evolution of technology; and
- Legislative actions at State and Federal levels

About 57% of UUT revenues are generated from gas and electric services and 36% from telecommunications:

Forecast

UUT is expected to increase approximately 0.51% in FY 2011-12 and by 1.0% annually thereafter. Gas rates have declined sharply in the recent past, but PG&E expects them to rebound slightly by FY 2012-13. Projections are based on current trend analysis, rate changes and are fairly conservative.

	Actual Revenue		Projected Revenue				
UTILITY USERS TAX	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
Total Collections	**$10,103,089**	**$9,783,055**	**$9,797,906**	**$9,847,900**	**$9,946,379**	**$10,045,843**	**$10,146,301**
$ Change		-320,034	14,851	49,994	98,479	99,464	100,458
% Change		-3.17%	0.15%	0.51%	1.00%	1.00%	1.00%
Cable	758,220	706,686	706,000	706,000	713,060	720,191	727,393
Gas/Electricty	5,799,137	5,597,906	5,597,906	5,597,900	5,653,879	5,710,418	5,767,522
Phone	3,545,732	3,478,463	3,494,000	3,544,000	3,579,440	3,615,234	3,651,387

BUSINESS LICENSE TAX

A tax receipt (colloquially called a "business license") is issued each year upon payment of a Business License Tax (BLT), which is either a fixed amount or based on varying unit fees, depending on the type of business. The Business License must be renewed by January 31st each year, and the required tax is delinquent if paid after February 28th.

Analysis

Factors that affect the BLT revenue are:

- Number of business renewals;
- Commercial and industrial growth rates;
- Attraction/loss of businesses;
- Economic growth in the Bay Area; and
- Results of Finance BLT collection activity, and the Finance Department audit contractor..

Forecast

The BLT revenues are expected to decrease by 6.3% in FY 2010-11 over the prior year. This is largely a result of a decrease in penalties due to improved collections efforts. However, current returns indicate a projected increase in FY 2011-12 of 3.94%, with a gradual annual increase of 1% to 2%.

BUSINESS LICENSE TAX	Actual Revenue		Projected Revenue				
	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
Collections	$4,179,048	$4,338,070	$4,065,000	$4,225,000	$4,267,250	$4,352,595	$4,439,647
$ Change		159,022	-273,070	160,000	42,250	85,345	87,052
% Change		3.81%	-6.29%	3.94%	1.00%	2.00%	2.00%

FRANCHISE FEES: CABLE, ELECTRIC & GAS

Cable Franchise

Prior to the passage of State Bill AB2987, Federal and State laws allowed cities to grant franchises to cable companies to use the public right-of-way to install and provide video service. The cable company, in turn, applied for a permit to install the video facilities. The permit also allowed for maintenance work once the installation was complete. Under the current franchise agreement, the cable company pays San Leandro an annual franchise fee of 5% of gross revenues, in quarterly installments. State Bill AB 2987 allows companies to apply for statewide cable television franchises, and the new bill maintains the City's franchise fee. In addition to the franchise fee, the bill allows the City to receive an additional fee of 1% of the gross revenue for Public, Educational and Government (PEG) purposes.

Electric & Gas Franchises

These franchise fees (ultimately paid by the consumer) are variable fees based on gross receipts for the sale of electricity or gas within the City, and is the greater of these two calculations:

1. Electric or Gas Franchise Ordinance: 2% of gross receipts attributable to miles of line operated; or
2. 1937 Act Computations: gross receipts within the City multiplied by 1%.

Electric/Gas franchise fees are paid annually to the General Fund. Electric and gas franchise payments are based on two methods of calculating gross receipts. The electric/gas company must complete both calculations, and the payment made is the greater amount. In addition, the PUC approved a franchise fee surcharge since PG&E no longer handles all energy service, and to prevent cities from losing franchise revenue generated by third parties. The surcharge is an estimate of the amount of revenues generated by third parties multiplied by the franchise fee rate.

Refuse & Recycling Franchises

The City has Franchise Fee Agreements with companies such as ACI, Waste Management, Oro Loma, and others for refuse, green waste, solid waste and recycling collection within the City limits. The Fee calculation includes complex calculations based on a variety of basis such as per ton or percent of gross receipts between 10-12%. Most of the fees are adjusted annually by CPI.

Analysis

For the last several years, up until FY 2010, Cable had experienced double-digit growth in revenues, while gas and electric had flat revenues, with an upward bias. In FY 2009-10, cable revenue dipped slightly and gas fell sharply.

FRANCHISE FEES: CABLE, ELECTRIC & GAS, cont.

Forecast

Franchise Fee revenues are projected to grow a conservative pace – with only a 0.6% growth projected for FY 2011-12, and conservative 1% - 2% growth through FY 2014-15.

FRANCHISE FEES	Actual Revenue		Projected Revenue				
	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
Total Collections	**$4,125,524**	**$4,005,464**	**$3,963,000**	**$3,983,000**	**$4,022,830**	**$4,103,287**	**$4,185,352**
$ Change		($120,060)	($42,464)	$20,000	$39,830	$80,457	$82,066
% Change		-2.9%	-1.1%	0.5%	1.0%	2.0%	2.0%
Cable	719,385	756,462	650,000	670,000	676,700	690,234	704,039
Electric	379,002	379,178	380,000	380,000	383,800	391,476	399,306
Gas	324,185	203,770	230,000	230,000	232,300	236,946	241,685
Pipeline	22,677	23,326	23,000	23,000	23,230	23,695	24,168
Refuse	1,982,693	1,921,172	2,000,000	2,000,000	2,020,000	2,060,400	2,101,608
Sewer Service	558,901	565,943	550,000	550,000	555,500	566,610	577,942
Recycling	138,681	155,613	130,000	130,000	131,300	133,926	136,605

REAL PROPERTY TRANSFER TAXES

The Real Property Transfer Tax (Transfer Tax) rate set by the City of San Leandro is 0.6% ($6 per $1,000) of the value of consideration paid for the documented sale of real property or any transfer of interest in real property. The tax is due when the documents of transfer are recorded with the County. Title companies collect the tax as part of the sale closing process, and remit the funds to Alameda County when sales or transfers are finalized. Penalties are imposed on delinquent payments, and interest is charged from the date of delinquency until paid. Alameda County remits the amounts due monthly, and the amounts are credited to the General Fund.

Analysis

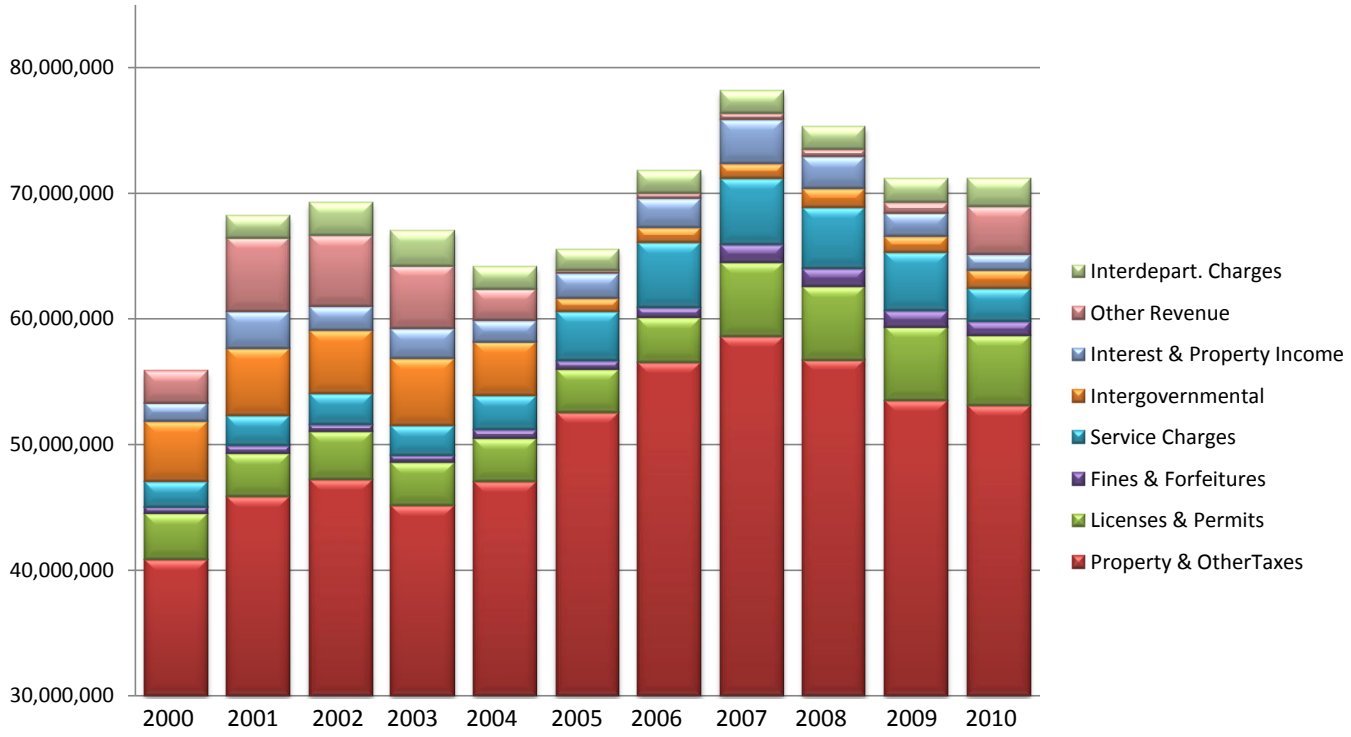
Because Real Property Transfer Tax is tied directly to all real property sales, it is a volatile revenue source, and difficult to predict more than one year at a time. Factors that affect the revenue generated by Transfer Taxes are the sale price of property and the frequency with which property is sold. These immediate factors are driven by the availability of mortgage loans, the level of long-term interest rates, the supply and demand for real estate in San Leandro, and general economic growth in the Bay Area. Currently, all of these factors, except long-term interest rates, are negative and have continued to result in sharply lower Property Transfer Tax revenues.

Forecast

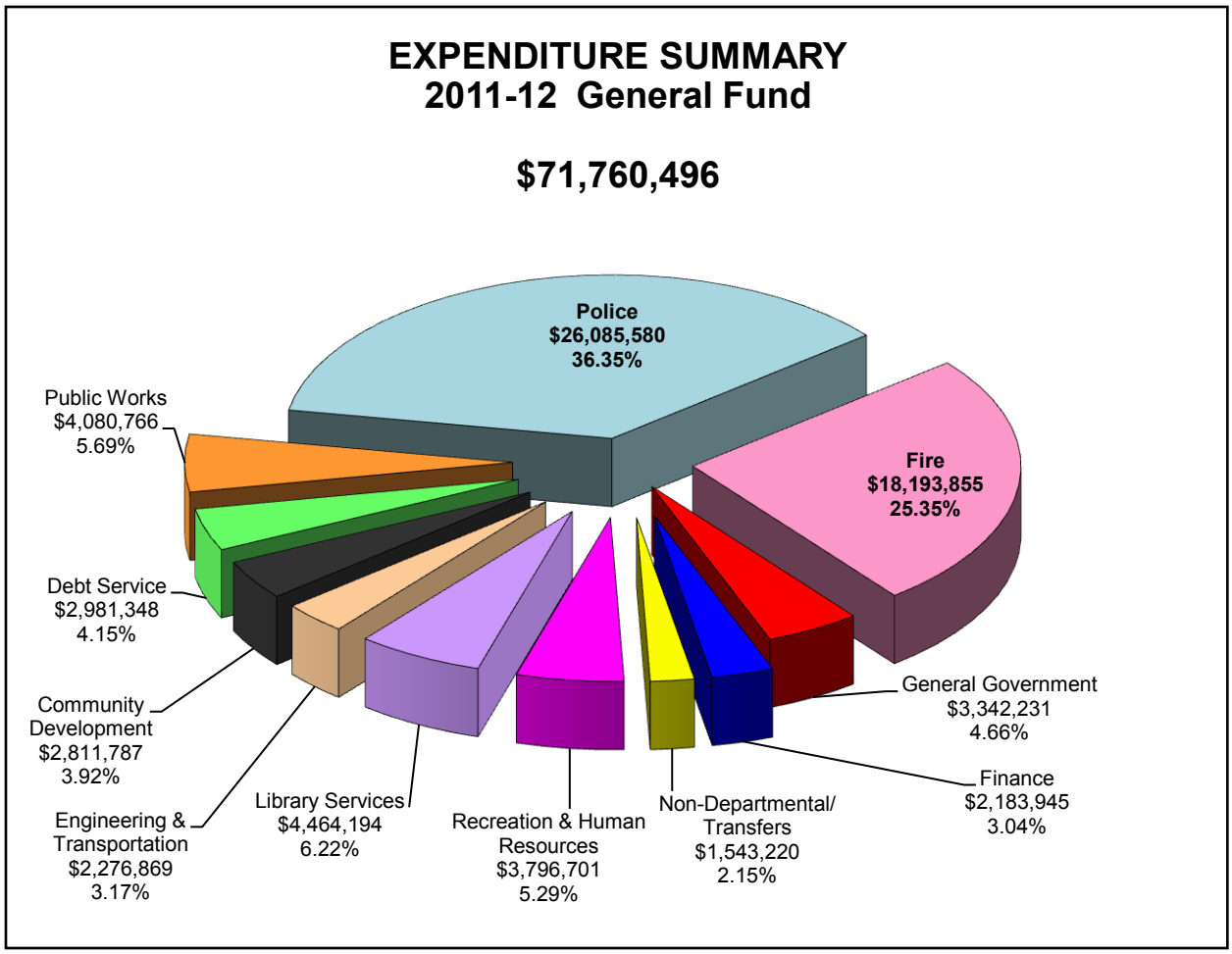
While we are seeing an improvement in transfer tax revenues over last fiscal year of about 6%, we are conservatively projecting zero growth over this level for FY 2011-12, with annual growth of 1.5% thereafter. This is consistent with the property tax forecast.

PROPERTY TRANSFER TAX	Actual Revenue		Projected Revenue				
	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
Total Collections	$2,870,441	$2,297,145	$2,444,000	$2,444,000	$2,444,000	$2,444,000	$2,444,000
$ Change		-573,296	146,855	0	0	0	0
% Change		-19.97%	6.39%	0.00%	0.00%	0.00%	0.00%

ACTUAL GENERAL FUND REVENUES BY SOURCE
LAST TEN FISCAL YEARS



Fiscal Year	Property & OtherTaxes	Licenses & Permits	Fines & Forfeitures	Service Charges	Intergovern mental	Interest & Property Income	Other Revenue	Interdepart. Charges	Total
2000	40,789,310	3,660,933	577,535	2,013,406	4,759,349	1,450,664	2,563,986	-	55,815,183
2001	45,838,686	3,431,957	663,101	2,336,433	5,337,705	2,965,127	5,876,500	1,774,587	68,224,096
2002	47,143,302	3,852,155	583,829	2,450,726	5,020,155	1,903,017	5,641,792	2,649,730	69,244,706
2003	45,113,775	3,443,062	568,776	2,391,454	5,338,452	2,325,204	5,027,499	2,788,027	66,996,249
2004	47,003,728	3,446,434	704,309	2,741,538	4,258,717	1,704,349	2,517,308	1,750,728	64,127,111
2005	52,496,870	3,461,515	685,984	3,907,698	1,082,312	1,938,616	262,305	1,675,142	65,510,442
2006	56,507,732	3,574,618	837,602	5,128,578	1,196,732	2,321,209	434,720	1,783,790	71,784,981
2007	58,557,783	5,874,651	1,431,689	5,277,973	1,171,276	3,516,980	536,708	1,746,385	78,113,445
2008	56,704,301	5,836,665	1,418,732	4,868,253	1,521,624	2,505,626	606,579	1,799,108	75,260,888
2009	53,445,212	5,879,122	1,296,568	4,649,882	1,306,313	1,835,368	862,204	1,858,477	71,133,146
2010	53,077,020	5,565,446	1,149,193	2,623,652	1,444,885	1,231,323	3,815,583	2,272,568	71,179,670



The General Fund Resource chart depicts Operating Expenditures of $71,760,496.

General Fund expenditures support the basic operating activities of the City. Police and Fire operations alone require the commitment of 61% of all funds expended in the General Fund. Non-Departmental includes the lease payments to support the debt payment for the Civic Center and Library renovation.

	Actual 2008-09	Actual 2009-10	Adopted 2010-11	Adopted 2011-12
Program Expenditures	$77,964,050	$74,305,027	$69,610,691	$71,692,554
Capital Acquisition	132,947	-	-	-
Interfund Transfers	2,148,842	1,617,942	367,942	67,942
Net Expenditures	**$80,245,839**	**$75,922,969**	**$69,978,633**	**$71,760,496**

GENERAL FUND EXPENDITURES BY DEPARTMENT

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
City Council	$ 464,249	$ 357,588	$ 387,296	$ 444,736
City Clerk	674,469	399,170	519,607	449,431
City Attorney	336,881	340,135	304,548	304,548
City Manager	1,336,113	1,185,426	1,113,762	1,143,589
Human Resources	1,477,944	1,323,678	988,326	999,927
Total General Government Expenditures	**$ 4,289,656**	**$ 3,605,997**	**$ 3,313,539**	**$ 3,342,231**
Administration	$ 298,718	$ 308,745	$ 399,371	$ 594,151
Budget & Compliance	811,382	656,232	497,851	531,230
Risk Management	-	-	-	-
Accounting Operations	1,092,418	1,171,146	1,058,346	1,058,564
Finance	**$ 2,202,518**	**$ 2,136,123**	**$ 1,955,568**	**$ 2,183,945**
Employee Services	$ 1,411,315	$ 1,508,673	$ 1,000,000	$ 900,000
Meetings & Memberships	58,760	48,988	51,124	51,124
Staff Development	4,926	4,071	1,625	1,625
Utility Users Tax Rebates	443,326	318,193	451,000	401,000
Special Non-Departmental	571,876	223,620	100,000	100,000
Other Non-Departmental	25,118	23,678	24,458	21,529
Leased Facilities & Equipment	2,427,570	2,977,567	2,980,447	2,981,348
Total Non-Departmental Expenditures	**$ 4,942,891**	**$ 5,104,790**	**$ 4,608,654**	**$ 4,456,626**
Police - Administration	$ 2,398,495	$ 2,410,864	$ 2,414,987	$ 2,610,102
Crime Prevention & Training	732,852	723,757	796,837	634,388
Records & Communications	2,009,421	1,960,838	1,859,187	1,939,403
Patrol	13,002,007	12,392,556	11,257,147	11,017,889
Traffic	2,022,520	1,692,027	1,484,226	1,693,418
Investigation	4,363,215	4,273,858	4,231,515	4,595,370
Community Standards	676,257	541,224	637,133	666,777
Emergency Communications	1,784,982	1,700,674	1,790,346	2,257,230
Red Light Camera Program	485,029	492,345	526,046	397,111
Other Police Services	357,921	99,668	-	-
Animal Control	281,115	291,517	306,670	273,892
Total Police Department Expenditures	**$ 28,113,814**	**$ 26,579,328**	**$ 25,304,094**	**$ 26,085,580**
Fire Contract Services	$ 16,633,323	$ 17,568,797	$ 17,488,577	$ 17,821,160
Fire Supplies and Capital Outlay	383,749	888,616	391,646	372,695
Total Fire Department Expenditures	**$ 17,017,072**	**$ 18,457,413**	**$ 17,880,223**	**$ 18,193,855**
Engineering & Transportation Administration	$ 458,625	$ 739,847	$ 829,745	$ 835,046
Project Development	918,183	672,309	542,948	596,525
Sidewalk Repair Program	281,836	47,037	-	-
Land Use	1,237,575	947,695	798,349	845,298
Total Engineering & Transportation Expenditures	**$ 2,896,219**	**$ 2,406,888**	**$ 2,171,042**	**$ 2,276,869**
Public Works Administration	$ 375,234	$ 304,554	$ 219,249	$ 249,682
Electrical	1,182,520	1,081,017	1,102,718	1,087,230
Street Maintenance	167,056	176,394	-	-
Street Tree Maintenance	859,898	669,219	673,666	710,220
Landscape Maintenance	234,215	247,489	263,659	265,184
Park Maintenance	2,002,733	1,611,802	1,677,794	1,768,450
Total Public Works Expenditures	**$ 4,821,656**	**$ 4,090,475**	**$ 3,937,086**	**$ 4,080,766**

GENERAL FUND EXPENDITURES BY DEPARTMENT

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Recreation Administration	$ 1,465,011	$ 1,365,598	$ 1,366,102	$ 1,411,312
Basic Programs	145,755	180,030	174,021	180,719
Adult Programs	106,789	56,080	-	-
Senior Excursions	198,895	186,130	154,991	165,294
Teen Programs	52,181	32,932	570	16,803
Kid's Club	128,515	92,748	75,319	80,785
Monarch Butterfly Program	10,623	8,296	-	-
Friends of the Creek	29,856	21,757	26,910	26,480
Community Promotion	95,054	36,648	-	-
Community Assistance	306,467	301,622	3,000	3,000
Cherry Festival	72,453	754	-	-
Youth Sports	114,637	84,872	100,852	110,135
Kiddie Kollege	137,482	141,185	135,691	138,173
Day Camp	96,128	79,453	87,891	91,658
Volunteer Services	11,392	8,177	1,463	1,463
Youth Advisory Commission (YAC)	13,703	12,155	9,534	11,202
Summer Adventures	98,761	73,419	104,280	93,514
Community Facilities	526,021	444,510	435,306	420,594
Park Reservations & Security	79,851	86,446	59,233	86,275
Youth Program Subsidy	13,366	15,095	16,000	16,000
Field Rental	25,354	18,353	30,544	15,167
San Leandro Family Aquatics Center	268,157	185,289	228,264	205,225
Farrelly Pool	139,532	39,586	94,723	93,777
Senior Community Center	-	-	-	208,970
Boys & Girls Club Pool	538,488	431,411	330,207	420,155
Total Recreation Department Expenditures	**$ 4,674,471**	**$ 3,902,546**	**$ 3,434,901**	**$ 3,796,701**
Library Administration	$ 5,314,414	$ 4,651,733	$ 3,865,447	$ 3,987,916
Art History Museum & Casa Peralta	134,234	115,074	62,495	55,251
Friends of the Library	25,713	29,203	-	-
Bookmark Café	98,297	67,334	103,071	103,304
Support Services	331,728	310,905	327,299	317,723
Total Library Department Expenditures	**$ 5,904,386**	**$ 5,174,249**	**$ 4,358,312**	**$ 4,464,194**
Community Development Administration	$ 141,419	$ 58,257	$ 44,402	$ 1,833
Planning Services	1,285,728	1,037,761	891,681	966,318
Building Regulations	1,758,173	1,715,103	1,675,307	1,836,797
Airport Noise Abatement	35,809	32,391	29,208	-
Rent Review Program	9,698	1,010	3,174	3,339
Residential Foundation Strength	3,487	2,696	3,500	3,500
Total Community Development Expenditures	**$ 3,234,314**	**$ 2,847,218**	**$ 2,647,272**	**$ 2,811,787**
Transfers Out	2,148,842	1,617,942	367,942	67,942
Total General Fund Expenditures and Transfers	**$ 80,245,839**	**$ 75,922,969**	**$ 69,978,633**	**$ 71,760,496**

GENERAL FUND EXPENDITURES BY CATEGORY

Department	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
City Council/Mayor				
Salaries/Benefits	342,022	278,697	284,371	320,205
Services	70,640	37,354	55,245	55,245
Supplies	10,222	2,970	7,509	7,509
Capital Outlay	72	211	-	-
Internal Service Charges	41,293	38,356	40,171	61,777
Total	**464,249**	**357,588**	**387,296**	**444,736**
City Clerk				
Salaries/Benefits	336,348	264,955	252,056	274,051
Services	129,227	8,688	81,105	21,105
Supplies	1,944	1,234	4,200	4,200
Internal Service Charges	206,950	124,293	182,246	150,075
Total	**674,469**	**399,170**	**519,607**	**449,431**
City Manager				
Salaries/Benefits	895,285	844,463	869,186	898,772
Services	130,978	150,225	56,128	91,128
Supplies	46,474	5,846	6,490	6,490
Internal Service Charges	263,376	184,892	181,958	147,199
Total	**1,336,113**	**1,185,426**	**1,113,762**	**1,143,589**
City Attorney				
Services (annual contract cost only)	336,881	340,135	304,548	304,548
Total	**336,881**	**340,135**	**304,548**	**304,548**
Finance				
Salaries/Benefits	1,566,166	1,487,360	1,351,157	1,517,062
Services	314,154	365,534	308,975	334,975
Supplies	31,367	30,668	29,800	29,800
Capital Outlay	1,408	-	-	-
Internal Service Charges	289,423	252,561	265,636	302,108
Total	**2,202,518**	**2,136,123**	**1,955,568**	**2,183,945**
Human Resources				
Salaries/Benefits	996,904	918,342	594,998	608,190
Services	317,317	256,728	230,140	243,301
Supplies	29,308	22,097	29,240	18,040
Capital Outlay	-	-	-	1,200
Internal Service Charges	134,415	126,511	133,948	129,196
Total	**1,477,944**	**1,323,678**	**988,326**	**999,927**

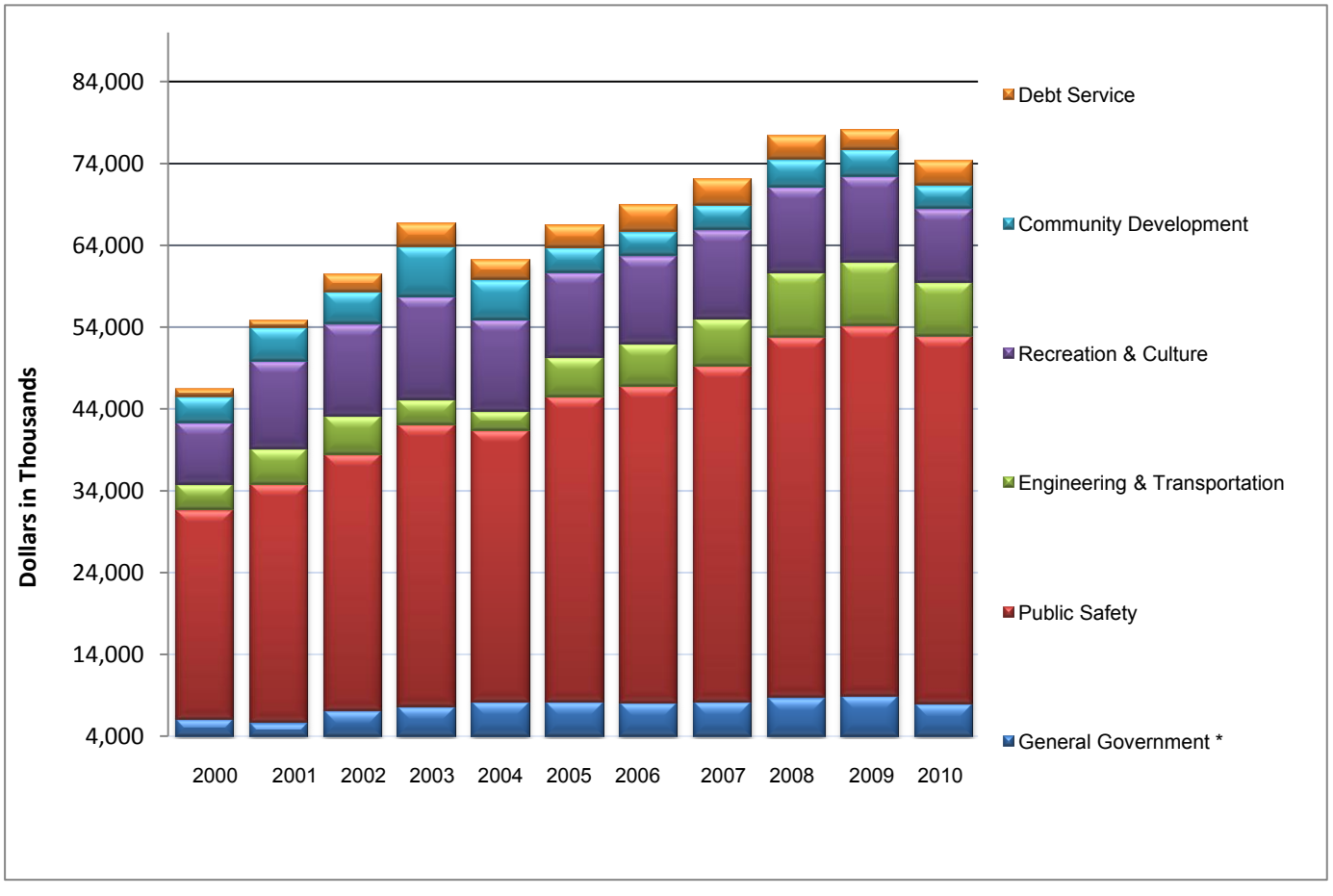
GENERAL FUND EXPENDITURES BY CATEGORY

Department	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Community Development				
Salaries/Benefits	2,446,876	2,273,184	2,105,459	2,275,953
Services	314,109	166,408	73,480	73,480
Supplies	26,343	18,026	28,650	28,650
Capital Outlay	-	-	1,500	1,500
Internal Service Charges	446,986	389,600	438,183	432,204
Total	**3,234,314**	**2,847,218**	**2,647,272**	**2,811,787**
Engineering & Transportation				
Salaries/Benefits	2,160,962	1,863,852	1,631,429	1,715,960
Services	155,680	44,296	11,846	11,846
Supplies	22,067	14,363	23,603	23,603
Internal Service Charges	557,510	484,377	504,164	525,460
Total	**2,896,219**	**2,406,888**	**2,171,042**	**2,276,869**
Public Works				
Salaries/Benefits	2,318,477	1,879,055	1,701,780	1,824,900
Services	1,386,764	1,215,539	1,386,879	1,358,319
Supplies	255,822	213,652	310,345	290,345
Capital Outlay	61,521	4,701	24,000	24,000
Internal Service Charges	799,072	777,528	514,082	583,202
Total	**4,821,656**	**4,090,475**	**3,937,086**	**4,080,766**
Police				
Salaries/Benefits	22,733,906	21,904,075	20,885,658	21,396,460
Services	1,226,502	1,173,527	1,259,514	1,151,709
Supplies	354,463	307,084	355,058	353,058
Capital Outlay	371,239	50,325	42,780	42,780
Internal Service Charges	3,427,704	3,144,317	2,761,084	3,141,573
Total	**28,113,814**	**26,579,328**	**25,304,094**	**26,085,580**
Fire				
Services	16,709,406	17,568,797	17,488,577	17,821,160
Supplies	14,569	5,795	10,950	10,950
Capital Outlay	-125,608	461,717	-	-
Internal Service Charges	418,705	421,104	380,696	361,745
Total	**17,017,072**	**18,457,413**	**17,880,223**	**18,193,855**

GENERAL FUND EXPENDITURES BY CATEGORY

Department	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Recreation				
Salaries/Benefits	2,407,869	2,083,710	2,001,112	2,165,835
Services	725,518	603,834	464,341	510,931
Supplies	165,730	96,070	97,020	100,020
Capital Outlay	2,451	24,262	3,000	5,000
Other	291,965	293,704	16,000	16,000
Internal Service Charges	1,080,938	800,966	853,428	998,915
Total	**4,674,471**	**3,902,546**	**3,434,901**	**3,796,701**
Library				
Salaries/Benefits	3,146,133	2,725,429	2,170,157	2,297,412
Services	387,753	364,739	320,458	320,458
Supplies	547,553	490,280	387,975	387,975
Capital Outlay	3,387	2,085	3,500	3,500
Internal Service Charges	1,819,560	1,591,716	1,476,222	1,454,849
Total	**5,904,386**	**5,174,249**	**4,358,312**	**4,464,194**
Non-Departmental				
Salaries/Benefits	1,431,891	1,623,158	1,000,000	900,000
Services	1,014,512	371,155	503,249	453,249
Supplies	-	96	500	500
Other	-	109,135	100,000	100,000
Internal Service Charges	68,918	23,679	24,458	21,529
Total	**2,515,321**	**2,127,223**	**1,628,207**	**1,475,278**
Debt Service				
Other	2,427,570	2,977,567	2,980,447	2,981,348
Total	**2,427,570**	**2,977,567**	**2,980,447**	**2,981,348**
Total All General Fund Departments				
Salaries/Benefits	40,782,839	38,146,280	34,847,363	36,194,800
Services	23,219,441	22,666,959	22,544,485	22,751,454
Supplies	1,505,862	1,208,181	1,291,340	1,261,140
Capital Outlay	314,470	543,301	74,780	77,980
Other	2,719,535	3,380,406	3,096,447	3,097,348
Transfers Out	2,148,842	1,617,942	367,942	67,942
Internal Service Charges	9,554,850	8,359,900	7,756,276	8,309,832
Total	**80,245,839**	**75,922,969**	**69,978,633**	**71,760,496**

ACTUAL GENERAL FUND EXPENDITURES BY TYPE
LAST TEN FISCAL YEARS



Fiscal Year	General Government *	Public Safety	Engineering & Transportation	Recreation & Culture	Community Development	Debt Service	Total
2000	6,073,414	25,583,421	3,171,328	7,471,374	3,152,901	938,510	46,390,948
2001	5,667,894	29,134,633	4,340,178	10,679,143	4,060,456	938,510	54,820,814
2002	7,089,175	31,299,089	4,733,670	11,276,531	3,922,053	2,175,740	60,496,258
2003	7,570,657	34,422,588	3,130,817	12,640,482	6,076,056	2,790,090	66,630,690
2004	8,175,525	33,148,705	2,407,949	11,175,151	4,817,774	2,390,481	62,115,585
2005	8,098,677	37,265,968	4,859,786	10,496,840	2,946,685	2,739,180	66,407,136
2006	8,034,922	38,765,932	5,185,903	10,720,069	2,925,362	3,275,554	68,907,742
2007	8,131,759	41,109,882	5,757,033	10,913,771	2,999,105	3,137,250	72,048,800
2008	8,669,838	44,062,516	7,986,163	10,342,370	3,424,379	2,911,367	77,396,633
2009	8,939,853	45,198,529	7,717,876	10,578,857	3,234,315	2,427,567	78,096,997
2010	7,869,341	45,036,744	6,497,362	9,076,796	2,847,217	2,977,567	74,305,027

* Includes the Finance Department

INTRODUCTION

The City's Special Revenue Funds include the Development Fees for Street Improvement Fund (DFSI), Park Development Fees Fund, Measure B Fund, Parking Fund, Gas Tax Fund, Federal Community Development Block Grant (CDBG) Fund and HOME Fund, Heron Bay Landscape and Lighting Fund, and the Special Grants Fund. Special Revenue Funds are used to account for revenue derived from specific taxes or other revenue sources that are restricted by law or administrative action to expenditures for specified purpose.

Special Revenue Funds include revenues that have either restrictions on their use or special reporting requirements, such as development impact fees for street improvements or parks, gas tax revenues from the state, and in-lieu fees for the City's low/moderate housing program.

Each special revenue fund in this section provides a brief description, a five-year forecast of fund balance, revenues and expenditures, and on the major funds, analysis and assumptions associated with the five-year forecast.

CITY OF SAN LEANDRO

INCORPORATED 1872

SPECIAL REVENUE FUNDS SUMMARY

Summary of Revenues by Fund

Fund	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Street/Traffic Improvement Fund (DFSI)	$ 508,985	$ 81,132	$ 190,619	$ 110,619
Park Development Fees Fund	373,225	79,247	291,000	71,000
Parking Fund	294,553	288,510	148,819	194,840
Gas Tax Fund	2,320,617	2,334,901	1,602,414	1,318,454
Gas Tax Fund (Section 2103)	-	-	-	921,679
Measure B Fund	2,587,826	3,244,338	1,396,942	1,356,227
Traffic Congestion Relief Fund	706,078	761,025	-	-
Asset Seizure Fund	-	-	-	-
Heron Bay Maintenance Assessment District Fund	393,113	302,540	323,440	323,440
Cherrywood Maintenance Assessment District Fund	61,372	22,699	21,755	21,755
Proposition IB - Streets & Roads Fund	29,216	(3,273)	-	-
Special Grants Fund	1,372,539	6,324,573	7,391,362	1,885,196
Community Development Block Grant (CDBG) Fund	1,186,034	3,297,335	729,312	789,272
Home Grant Fund	16,992	23,125	330,314	330,314
Housing In Lieu Fund	13,659	4,844	538	-
Business Improvement District Fund	273,472	284,570	353,060	341,000
Public Education & Government Fees Fund	-	-	-	150,000
Total Special Revenue Funds Revenue	$ 10,137,681	$ 17,045,566	$ 12,779,575	$ 7,813,796

Summary of Expenditures by Fund

Fund	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Street/Traffic Improvement Fund (DFSI)	$ 408,046	$ 341,921	$ 106,528	$ 73,060
Park Development Fees Fund	1,586	34,670	517,946	17,946
Parking Fund	292,769	239,508	241,039	238,590
Gas Tax Fund	1,997,779	1,448,384	1,860,540	1,784,965
Gas Tax Fund (Section 2103)	-	-	-	1,754,210
Measure B Fund	2,089,974	4,059,230	932,282	1,280,245
Traffic Congestion Relief Fund	368,972	21,160	163,041	-
Asset Seizure Funds	-	-	-	-
Heron Bay Maintenance Assessment District Fund	304,018	358,948	321,908	474,483
Cherrywood Maintenance Assessment District Fund	716	542	211	211
Proposition IB - Streets & Roads Fund	1,142,986	157,033	1,225,853	20,690
Special Grants Fund	1,588,307	6,147,643	6,165,509	1,856,519
Community Development Block Grant (CDBG) Fund	1,186,034	3,599,012	729,312	789,200
Home Grant Fund	18,454	18,124	330,314	327,552
Housing In Lieu Fund	-	41	-	-
Business Improvement District Fund	283,838	277,005	365,000	365,000
Public Education & Government Fees	-	-	-	150,000
Total Special Revenue Funds Expenditures	$ 9,683,479	$ 16,703,221	$ 12,959,483	$ 9,132,671

DEVELOPMENT FEES FOR STREET/TRAFFIC IMPROVEMENTS

The Development Fees for Street/Traffic Improvement (DFSI) fund accounts for development fee assessments levied to provide for partial funding of street and traffic improvements associated with commercial and residential growth.

DFSI Fund 120	2009-10 Actual	2010-11 Adopted	2010-11 Estimated	2011-12 Adopted	2012-13 Projected	2013-14 Projected	2014-15 Projected
Beginning Fund Balance	**1,990,092**	**1,729,303**	**1,729,303**	**843,548**	**881,107**	**980,083**	**1,078,942**
Revenue							
Development Fees	53,395	180,000	100,000	100,000	100,000	100,000	100,000
Other Revenue	27,737	10,619	10,619	10,619	10,619	10,619	10,619
Total Revenues	81,132	190,619	110,619	110,619	110,619	110,619	110,619
Expenditures							
Personnel	136,616	-	-	-	-	-	-
Non-Personnel	205,305	106,528	996,374	73,060	11,643	11,760	11,877
Total Expenditures	341,921	106,528	996,374	73,060	11,643	11,760	11,877
Annual Surplus/(Shortfall)	**(260,789)**	**84,091**	**(885,755)**	**37,559**	**98,976**	**98,859**	**98,742**
Ending Fund Balance	**1,729,303**	**1,813,394**	**843,548**	**881,107**	**980,083**	**1,078,942**	**1,177,684**

PARK DEVELOPMENT FEE FUND

This fund accounts for park development fee assessments levied to provide for partial funding for park development needs associated with residential growth.

Park Development Fund 122	2009-10 Actual	2010-11 Adopted	2010-11 Estimated	2011-12 Adopted	2012-13 Projected	2013-14 Projected	2014-15 Projected
Beginning Fund Balance	**1,105,237**	**1,149,814**	**1,149,814**	**169,242**	**222,296**	**275,171**	**327,864**
Revenues							
Development Fees	61,932	285,000	25,000	65,000	65,000	65,000	65,000
Other Revenue	17,315	6,000	6,000	6,000	6,000	6,000	6,000
Total Revenues	79,247	291,000	31,000	71,000	71,000	71,000	71,000
Expenditures							
Personnel	1,986	-	-	-	-	-	-
Non-Personnel	32,684	517,946	1,011,572	17,946	18,125	18,307	18,490
Total Expenditures	34,670	517,946	1,011,572	17,946	18,125	18,307	18,490
Annual Surplus/(Shortfall)	**44,577**	**(226,946)**	**(980,572)**	**53,054**	**52,875**	**52,693**	**52,510**
Ending Fund Balance	**1,149,814**	**922,868**	**169,242**	**222,296**	**275,171**	**327,864**	**380,374**

PARKING FUND

The Parking Fund provides for parking meter and parking lot operations and for the maintenance of the Downtown Parking Structure and various other public parking locations. Revenue to this fund is from the collection of parking meter receipts, parking lot space rentals, and rental spaces at the downtown parking structure and surface parking lots.

Analysis

Parking Fund revenues are expected to decline until the construction of the new LEED-certified Estudillo/Callan parking garage is completed in late 2012. The structure will include 2,000 sq. ft. of retail along Estudillo Avenue and enhancements will be made to Plaza Del Oro, the pedestrian entry to the garage. Revenues are anticipated to increase once the new parking garage opens and will support the program operating costs. New parking management technology will be purchased as part of the Estudillo Garage reconstruction. The ongoing cost of maintaining this new technology is built into the forecast commencing with FY 2012-13.

Parking Fund 132	2009-10 Actual	2010-11 Adopted	2010-11 Estimated	2011-12 Adopted	2012-13 Projected	2013-14 Projected	2014-15 Projected
Beginning Fund Balance	**45,232**	**94,234**	**94,234**	**47,635**	**3,885**	**14,664**	**17,453**
Revenue							
Parking Fees	285,953	148,400	192,940	193,540	282,940	282,940	282,940
Other Revenue	2,557	419	1,500	1,300	1,300	1,300	1,300
Total Revenues	288,510	148,819	194,440	194,840	284,240	284,240	284,240
Expenditures							
Personnel	115,822	142,825	142,825	156,149	160,196	167,053	171,785
Non-Personnel	123,686	98,214	98,214	82,441	113,265	114,398	115,542
Total Expenditures	239,508	241,039	241,039	238,590	273,461	281,451	287,327
Annual Surplus/(Shortfall)	**49,002**	**(92,220)**	**(46,599)**	**(43,750)**	**10,779**	**2,789**	**(3,087)**
Ending Fund Balance	**94,234**	**2,014**	**47,635**	**3,885**	**14,664**	**17,453**	**14,366**

Assumptions

- Estudillo Garage was demolished in mid-FY 2010-11, resulting in the loss of related revenues.
- Increases to parking fees for subsequent years are not assumed.
- Temporary surface parking lots offered in FY 2010-11 are at reduced rates.
- Revenue is expected to increase by approximately $90,000 after construction is complete since the new parking structure will have 180 additional spaces compared to the old Estudillo/Callan parking garage.
- An estimated annual parking technology maintenance cost of $30,000 is assumed commencing in FY 2012-13.

GAS TAX FUND

The Gas Tax Fund is used to account for subventions received from State gas tax allocations. State subventions are restricted to uses related to local streets and highways, construction and improvements, and maintenance and repairs. Gas Tax funds are primarily used to fund the City's pavement maintenance program in the Public Works Department.

Analysis

Revenue is expected to remain flat over the next five years, with an annual shortfall of $466K in FY 2011-12 that grows to $652K in FY 2014-15. As a result of no revenue growth and growing operating expenses, the fund will be in a deficit by the end of FY 2011-12.

Alternative funding is necessary to fully support current street maintenance activities. Staff will continue to review the streets maintenance and capital programs to balance needs with available resources. Future balancing measures are required whether in the form of new revenue or reduced expenses.

Gas Tax Fund 140	2009-10 Actual	2010-11 Adopted	2010-11 Estimated	2011-12 Adopted	2012-13 Projected	2013-14 Projected	2014-15 Projected
Beginning Fund Balance	**(139,882)**	**746,635**	**746,635**	**540,688**	**74,177**	**(489,338)**	**(1,103,096)**
Revenue							
Gas Tax	1,333,463	1,302,414	1,345,054	1,318,454	1,318,454	1,318,454	1,318,454
Interest Income/Transfers	1,001,438	300,000	302,432	-	-	-	-
Total Revenues	2,334,901	1,602,414	1,647,486	1,318,454	1,318,454	1,318,454	1,318,454
Expenditures							
Personnel	700,568	908,089	795,089	865,941	953,755	994,715	1,023,326
Non-Personnel	747,816	952,451	1,058,344	919,024	928,214	937,496	946,871
Total Expenditures	1,448,384	1,860,540	1,853,433	1,784,965	1,881,969	1,932,212	1,970,197
Annual Surplus/(Shortfall)	**886,517**	**(258,126)**	**(205,947)**	**(466,511)**	**(563,515)**	**(613,758)**	**(651,743)**
Ending Fund Balance	**746,635**	**488,509**	**540,688**	**74,177**	**(489,338)**	**(1,103,096)**	**(1,754,839)**

Assumptions

- Revenue projections are anticipated to remain flat given the State budget crisis and limited funding available.
- Due to maintaining two vacant, budgeted positions, salary savings is reflected in FY 2010-11 and FY 2011-12 – with the assumption that these positions will be filled in FY 2012-13.
- Prior years included transfers from the General Fund (subsidies).
- Due to the pressures on the General Fund, and available funds from prior year General Fund transfers, the transfer was suspended for FY 2011-12.
- Future year transfers are not yet reflected in the forecast and will be considered within the context of available funding and Council priorities as part of the next budget cycle.

GAS TAX FUND (SECTION 2103)
(FORMER PROPOSITION 42 FUNDING)

For FY 2009-10, the Legislature and Governor enacted a package of major statutory and budgetary changes to transportation funding. These changes increased the Legislature's flexibility over the use of transportation funds, resulting in ongoing General Fund relief by paying the debt service on highway and road bonds from fuel excise tax revenues. This package of changes is commonly known as the Fuel Tax Swap. Effective July 1, 2010, the annual funding for streets and roads received by the City under Proposition 42 were replaced with Gas Tax funds. There is no significant change in the total amount of funding or intended use, just the funding source.

Analysis

Revenue is expected to remain flat over the next five years. This fund supports capital projects only, so no personnel costs are budgeted to the fund. It is anticipated that these funds will be fully expended for streets infrastructure projects.

Gas Tax (Section 2103) Fund 141	2009-10 Actual	2010-11 Adopted	2010-11 Estimated	2011-12 Adopted	2012-13 Projected	2013-14 Projected	2014-15 Projected
Beginning Fund Balance	**-**	**-**	**-**	**832,531**	**-**	**-**	**-**
Revenue							
Gas Tax (Section 2103)	-	-	832,531	921,679	921,679	921,679	921,679
Other Revenue	-	-	-	-	-	-	-
Total Revenues	-	-	832,531	921,679	921,679	921,679	921,679
Expenditures							
Personnel	-	-	-	-	-	-	-
Non-Personnel	-	-	-	1,754,210	921,679	921,679	921,679
Total Expenditures	-	-	-	1,754,210	921,679	921,679	921,679
Annual Surplus/(Shortfall)	**-**	**-**	**832,531**	**(832,531)**	**-**	**-**	**-**
Ending Fund Balance	**-**	**-**	**832,531**	**-**	**-**	**-**	**-**

Assumptions

- Revenue projections are anticipated to remain flat given the State budget crisis and limited funding available.
- Since funds are allocated for streets and roads infrastructure improvements, the forecast assumes full expenditure of each annual allocation.

MEASURE B FUND

This fund accounts for the City's share of proceeds on a one-half cent sales tax increase originally approved by the voters in November 1986. The program is administered by the Alameda County Transportation Authority. The tax provides funds for eight specific projects within Alameda County including major freeway improvements and a major rail extension.

Measure B Fund 144	2009-10 Actual	2010-11 Adopted	2010-11 Estimated	2011-12 Adopted	2012-13 Projected	2013-14 Projected	2014-15 Projected
Beginning Fund Balance	**2,753,311**	**1,938,419**	**1,938,419**	**(75,982)**	**-**	**61,502**	**105,654**
Revenue							
Measure B Sales Tax	2,055,731	1,286,000	5,270,653	1,255,285	1,255,285	1,255,285	1,255,285
Interest Income/Transfers	1,188,607	110,942	100,942	100,942	100,942	100,942	100,942
Total Revenues	3,244,338	1,396,942	5,371,595	1,356,227	1,356,227	1,356,227	1,356,227
Expenditures							
Personnel	301,230	138,266	138,266	133,587	136,600	142,369	146,157
Non-Personnel/Transfers	3,758,000	794,016	7,247,730	1,146,658	1,158,125	1,169,706	1,181,403
Total Expenditures	4,059,230	932,282	7,385,996	1,280,245	1,294,725	1,312,075	1,327,560
Annual Surplus/(Shortfall)	**(814,892)**	**464,660**	**(2,014,401)**	**75,982**	**61,502**	**44,152**	**28,667**
Ending Fund Balance	**1,938,419**	**2,403,079**	**(75,982)**	**-**	**61,502**	**105,654**	**134,322**

TRAFFIC CONGESTION RELIEF FUND/PROPOSITION 42

This fund was a special state allocation to be used for street and highway maintenance, rehabilitation, preservation and reconstruction. As part of the FY 2009-10 State budget, this fund was terminated and the annual allocation redistributed as Gas Tax Fund (Section 2103).

Traffic Congestion Relief Fund 145	2009-10 Actual	2010-11 Adopted	2010-11 Estimated	2011-12 Adopted	2012-13 Projected	2013-14 Projected	2014-15 Projected
Beginning Fund Balance	**706,063**	**1,445,928**	**1,445,928**	**-**	**-**	**-**	**-**
Revenues							
Traffic Congestion Relief Funds	747,583	-	9,560	-	-	-	-
Other Revenue	13,442	-	-	-	-	-	-
Total Revenues	761,025	-	9,560	-	-	-	-
Expenditures							
Personnel	675	-	-	-	-	-	-
Non-Personnel	20,485	163,041	1,455,488	-	-	-	-
Total Expenditures	21,160	163,041	1,455,488	-	-	-	-
Annual Surplus/(Shortfall)	**739,865**	**(163,041)**	**(1,445,928)**	**-**	**-**	**-**	**-**
Ending Fund Balance	**1,445,928**	**1,282,887**	**-**	**-**	**-**	**-**	**-**

ASSET SEIZURE FUND

This fund accounts for funds received from asset forfeiture and used for public safety purposes. Asset Seizure funds were reported under the General Fund in previous years.

Asset Seizure Fund 146	2009-10 Actual	2010-11 Adopted	2010-11 Estimated	2011-12 Adopted	2012-13 Projected	2013-14 Projected	2014-15 Projected
Beginning Fund Balance	**-**	**-**	**-**	**734,579**	**734,579**	**734,579**	**734,579**
Revenues							
Asset Seizure	-	-	756,079	-	-	-	-
Other Revenue	-	-	-	-	-	-	-
Total Revenues	-	-	756,079	-	-	-	-
Expenditures							
Personnel	-	-	-	-	-	-	-
Non-Personnel	-	-	21,500	-	-	-	-
Total Expenditures	-	-	21,500	-	-	-	-
Annual Surplus/(Shortfall)	**-**	**-**	**734,579**	**-**	**-**	**-**	**-**
Ending Fund Balance	**-**	**-**	**734,579**	**734,579**	**734,579**	**734,579**	**734,579**

HERON BAY MAINTENANCE FUND

This fund accounts for maintenance assessments to fund ongoing maintenance of wetlands impacted by residential growth.

Heron Bay Maintenance Fund 147	2009-10 Actual	2010-11 Adopted	2010-11 Estimated	2011-12 Adopted	2012-13 Projected	2013-14 Projected	2014-15 Projected
Beginning Fund Balance	**629,942**	**573,534**	**573,534**	**452,284**	**301,241**	**148,480**	**(6,711)**
Revenues							
Maintenance Assessments	293,752	318,719	318,719	318,719	325,093	331,595	338,227
Interest Income	8,788	4,721	4,721	4,721	4,721	4,721	4,721
Total Revenues	302,540	323,440	323,440	323,440	329,814	336,316	342,948
Expenditures							
Personnel	113,564	116,859	116,859	120,106	124,654	130,007	133,746
Non-Personnel/Transfers	245,384	205,049	327,831	354,377	357,921	361,500	365,115
Total Expenditures	358,948	321,908	444,690	474,483	482,575	491,507	498,861
Annual Surplus/(Shortfall)	**(56,408)**	**1,532**	**(121,250)**	**(151,043)**	**(152,761)**	**(155,192)**	**(155,913)**
Ending Fund Balance	**573,534**	**575,066**	**452,284**	**301,241**	**148,480**	**(6,711)**	**(162,624)**

CHERRYWOOD MAINTENANCE FUND

This fund accounts for special assessment funding for the on-going maintenance of public facilities at the Cherrywood development.

Cherrywood Maintenance Fund 148	2009-10 Actual	2010-11 Adopted	2010-11 Estimated	2011-12 Adopted	2012-13 Projected	2013-14 Projected	2014-15 Projected
Beginning Fund Balance	**211,454**	**233,611**	**233,611**	**254,976**	**276,520**	**298,467**	**320,825**
Revenues							
Maintenance Assessments	19,902	20,265	20,265	20,265	20,670	21,083	21,505
Interest Income	2,797	1,490	1,490	1,490	1,490	1,490	1,490
Total Revenues	22,699	21,755	21,755	21,755	22,160	22,573	22,995
Expenditures							
Personnel	-	-	-	-	-	-	-
Non-Personnel	542	211	390	211	213	215	217
Total Expenditures	542	211	390	211	213	215	217
Annual Surplus/(Shortfall)	**22,157**	**21,544**	**21,365**	**21,544**	**21,947**	**22,358**	**22,777**
Ending Fund Balance	**233,611**	**255,155**	**254,976**	**276,520**	**298,467**	**320,825**	**343,603**

PROPOSITION 1B LOCAL STREETS AND ROADS FUND

This fund accounts for Proposition 1B funds for safety improvements and repairs to local streets and roads.

Proposition IB Fund 149	2009-10 Actual	2010-11 Adopted	2010-11 Estimated	2011-12 Adopted	2012-13 Projected	2013-14 Projected	2014-15 Projected
Beginning Fund Balance	**216,094**	**55,788**	**55,788**	**20,690**	**-**	**-**	**-**
Revenues							
Proposition 1B Funds	-	1,225,853	1,211,101	-	-	-	-
Other Revenue	(3,273)	-	942	-	-	-	-
Total Revenues	(3,273)	1,225,853	1,212,043	-	-	-	-
Expenditures							
Personnel	33	-	-	-	-	-	-
Non-Personnel	157,000	1,225,853	1,247,141	20,690	-	-	-
Total Expenditures	157,033	1,225,853	1,247,141	20,690	-	-	-
Annual Surplus/(Shortfall)	**(160,306)**	**-**	**(35,098)**	**(20,690)**	**-**	**-**	**-**
Ending Fund Balance	**55,788**	**55,788**	**20,690**	**-**	**-**	**-**	**-**

SPECIAL GRANTS FUND

This fund accounts for various grants from the State of California and the Federal Government to be expended for a specific purpose, activity or facility.

Grant Fund 150	2009-10 Actual	2010-11 Adopted	2010-11 Estimated	2011-12 Adopted	2012-13 Projected	2013-14 Projected	2014-15 Projected
Beginning Fund Balance	**553,194**	**730,124**	**730,124**	**306,935**	**335,612**	**335,612**	**335,612**
Revenues							
Federal/State Grants	6,322,785	6,165,509	8,739,511	1,661,869	1,008,981	1,051,933	1,080,990
Interest & Other Income	1,788	-	-	223,327	-	-	-
Total Revenues	6,324,573	6,165,509	8,739,511	1,885,196	1,008,981	1,051,933	1,080,990
Expenditures							
Personnel	616,733	413,063	407,217	1,084,453	1,008,981	1,051,933	1,080,990
Non-Personnel	5,530,910	5,752,446	8,755,483	772,066	-	-	-
Total Expenditures	6,147,643	6,165,509	9,162,700	1,856,519	1,008,981	1,051,933	1,080,990
Annual Surplus/(Shortfall)	**176,930**	**-**	**(423,189)**	**28,677**	**-**	**-**	**-**
Ending Fund Balance	**730,124**	**730,124**	**306,935**	**335,612**	**335,612**	**335,612**	**335,612**

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUND

The Community Development Block Grant (CDBG) Fund is an annual entitlement grant from the U.S. Department of Housing and Urban Development to fund public services, affordable housing, capital improvements, and economic development that primarily benefit low/moderate income persons.

Community Development Block Grant Fund 165	2009-10 Actual	2010-11 Adopted	2010-11 Estimated	2011-12 Adopted	2012-13 Projected	2013-14 Projected	2014-15 Projected
Beginning Fund Balance	**101,753**	**(199,924)**	**(199,924)**	**-**	**72**	**-**	**-**
Revenues							
Federal/State Grants	3,291,896	729,312	1,231,223	789,272	798,403	810,003	820,109
Interest & Other Income	5,439	-	-	-	-	-	-
Total Revenues	3,297,335	729,312	1,231,223	789,272	798,403	810,003	820,109
Expenditures							
Personnel	149,542	100,624	100,624	106,271	108,717	113,347	116,486
Non-Personnel	3,449,470	628,688	930,675	682,929	689,758	696,656	703,622
Total Expenditures	3,599,012	729,312	1,031,299	789,200	798,475	810,003	820,109
Annual Surplus/(Shortfall)	(301,677)	-	199,924	72	(72)	-	-
Ending Fund Balance	**(199,924)**	**(199,924)**	**-**	**72**	**-**	**-**	**-**

HOME GRANT FUND

The HOME Grant Fund are grants from the U.S. Department of Housing and Urban Development (via Alameda County) for eligible affordable housing activities and renovation programs.

Home Fund 166	2009-10 Actual	2010-11 Adopted	2010-11 Estimated	2011-12 Adopted	2012-13 Projected	2013-14 Projected	2014-15 Projected
Beginning Fund Balance	**(5,001)**	**-**	**-**	**-**	**2,762**	**470,142**	**945,283**
Revenues							
HOME Funds	23,125	330,314	1,070,296	330,314	798,403	810,003	820,109
Interest Income	-	-	-	-	-	-	-
Total Revenues	23,125	330,314	1,070,296	330,314	798,403	810,003	820,109
Expenditures							
Personnel	17,492	15,307	15,307	15,904	16,259	16,950	17,413
Non-Personnel	632	315,007	1,054,989	311,648	314,764	317,912	321,091
Total Expenditures	18,124	330,314	1,070,296	327,552	331,023	334,862	338,505
Annual Surplus/(Shortfall)	**5,001**	**-**	**-**	**2,762**	**467,380**	**475,141**	**481,604**
Ending Fund Balance	**-**	**-**	**-**	**2,762**	**470,142**	**945,283**	**1,426,887**

HOUSING IN-LIEU FUND

This fund accounts for Housing In-Lieu assessments levied to provide for partial funding of low/moderate housing projects.

Housing In Lieu Fund 167	2009-10 Actual	2010-11 Adopted	2010-11 Estimated	2011-12 Adopted	2012-13 Projected	2013-14 Projected	2014-15 Projected
Beginning Fund Balance	**61,164**	**65,967**	**65,967**	**66,505**	**66,505**	**66,505**	**66,505**
Revenues							
Housing In Lieu	3,863	-	-	-	-	-	-
Interest Income	981	538	538	-	-	-	-
Total Revenues	4,844	538	538	-	-	-	-
Expenditures							
Personnel	-	-	-	-	-	-	-
Non-Personnel	41	-	-	-	-	-	-
Total Expenditures	41	-	-	-	-	-	-
Annual Surplus/(Shortfall)	**4,803**	**538**	**538**	**-**	**-**	**-**	**-**
Ending Fund Balance	**65,967**	**66,505**	**66,505**	**66,505**	**66,505**	**66,505**	**66,505**

BUSINESS IMPROVEMENT DISTRICT FUND

This fund accounts for service fees charged to business owners to provide a shuttle service from BART to the west San Leandro businesses.

Business Improvement District Fund 170	2009-10 Actual	2010-11 Adopted	2010-11 Estimated	2011-12 Adopted	2012-13 Projected	2013-14 Projected	2014-15 Projected
Beginning Fund Balance	**4,955**	**12,520**	**12,520**	**24,000**	**-**	**(27,650)**	**(58,987)**
Revenues							
Business Improvement District Fees	119,247	143,000	143,000	141,000	141,000	141,000	141,000
Interest/Transfers & Other Income	165,323	210,060	260,060	200,000	200,000	200,000	200,000
Total Revenues	284,570	353,060	403,060	341,000	341,000	341,000	341,000
Expenditures							
Personnel	-	-	-	-	-	-	-
Non-Personnel	277,005	365,000	391,580	365,000	368,650	372,337	376,060
Total Expenditures	277,005	365,000	391,580	365,000	368,650	372,337	376,060
Annual Surplus/(Shortfall)	**7,565**	**(11,940)**	**11,480**	**(24,000)**	**(27,650)**	**(31,337)**	**(35,060)**
Ending Fund Balance	**12,520**	**580**	**24,000**	**-**	**(27,650)**	**(58,987)**	**(94,046)**

PUBLIC EDUCATION & GOVERNMENT (PEG) FUND

This new fund accounts for user fees charged to cable television customers and is used to fund public education on government programs. This is a new allocation effective 2011-12.

Public Education & Gov't (PEG) Fund 180	2009-10 Actual	2010-11 Adopted	2010-11 Estimated	2011-12 Adopted	2012-13 Projected	2013-14 Projected	2014-15 Projected
Beginning Fund Balance	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Revenues							
PEG Fees	-	-	-	150,000	150,000	150,000	150,000
Interest Income	-	-	-	-	-	-	-
Total Revenues	-	-	-	150,000	150,000	150,000	150,000
Expenditures							
Personnel	-	-	-	-	-	-	-
Non-Personnel	-	-	-	150,000	150,000	150,000	150,000
Total Expenditures	-	-	-	150,000	150,000	150,000	150,000
Annual Surplus/(Shortfall)	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Ending Fund Balance	**-**	**-**	**-**	**-**	**-**	**-**	**-**

NOTES:

INTRODUCTION

This section includes two types of funds: Enterprise Funds and Internal Service Funds.

The City's Enterprise Funds include:

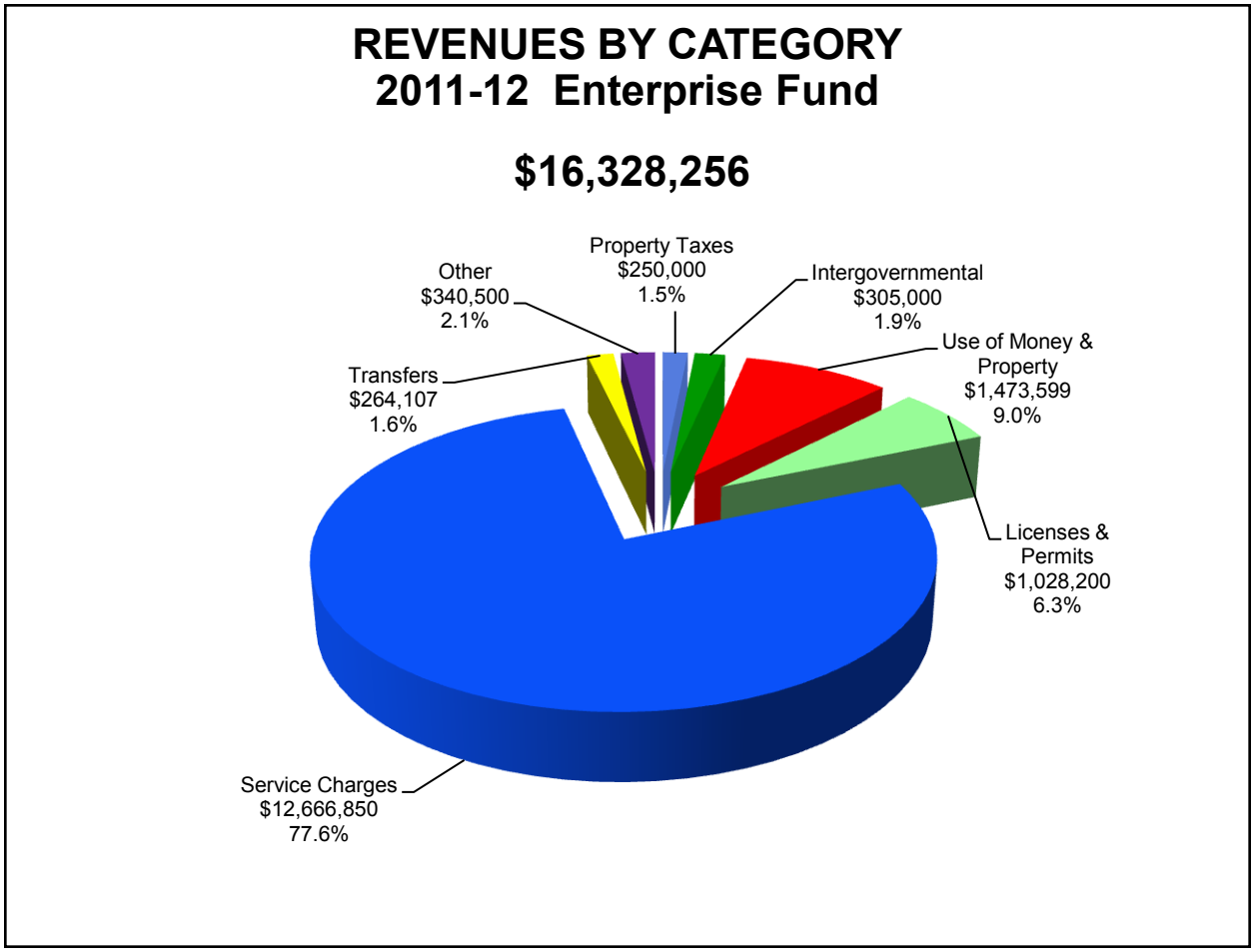
- Water Pollution Control Plant Fund
- Environmental Services Fund
- Shoreline Fund
- Storm Water Utility Fund

Each is financed and operated in a manner similar to a private business enterprise. The intent is that the costs of providing goods or services to the general public on a continuing basis are to be financed or recovered primarily through user charges. The rate schedules for these services are established to ensure that revenues are adequate to meet all necessary expenditures. The following pages list the description and activities for each fund.

Internal Service Funds are used to finance and account for special activities and services performed by a designated department for other departments in the City on a cost reimbursement basis. The City's four Internal Service Funds are described on the following pages and include the following:

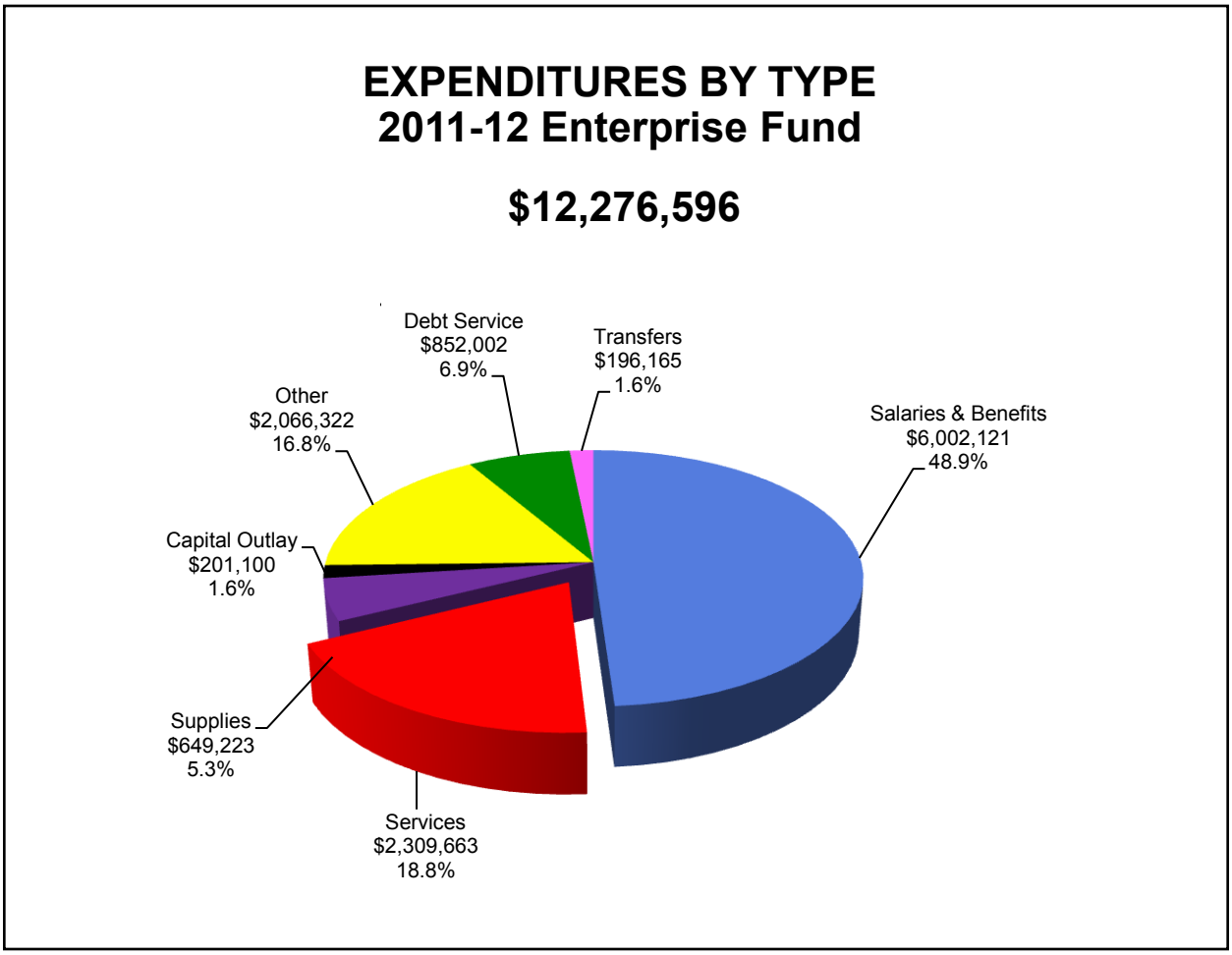
- Building Maintenance Fund
- Information Technology Fund
- Self Insurance Fund
- Equipment Maintenance Fund

For both the Enterprise Funds and the Internal Service Funds this section includes charts depicting revenues and expenditures for the new fiscal year; five-year forecast schedules and fund overviews; and expenditures and staffing authorized to provide these services.



The following is a summary of Enterprise Fund revenues:

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Water Pollution Control Plant	$11,488,452	$10,511,288	$10,793,506	$11,921,500
Environmental Services	1,111,239	900,301	910,643	927,793
Shoreline	2,380,206	2,178,572	2,095,753	2,113,856
Storm Water	1,053,115	1,080,311	1,070,000	1,101,000
Total Revenues	16,033,012	14,670,472	14,869,902	16,064,149
Other - Transfers	264,107	264,107	212,938	264,107
Total Revenue and Resources	$16,297,119	$14,934,579	$15,082,840	$16,328,256



The following is a summary of Enterprise Fund Expenditures

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Water Pollution Control Plant	$6,534,186	$6,650,549	$7,507,799	$7,472,065
Environmental Services	1,544,564	1,348,181	1,503,466	1,397,073
Shoreline	2,198,232	2,270,225	2,301,758	2,230,524
Storm Water	993,330	886,379	987,786	980,769
Total Operating Expenditures	11,270,312	11,155,334	12,300,809	12,080,431
Other - Transfers	349,981	196,165	144,996	196,165
Total Operating Expenditures/Transfers	11,620,293	11,351,499	12,445,805	12,276,596
Capital Expenditures	2,760,262	(168,973)	500,000	-
Total Expenditures	$14,380,555	$11,182,526	$12,945,805	$12,276,596

WATER POLLUTION CONTROL PLANT ENTERPRISE FUND

The Water Pollution Control Plant (WPCP) Enterprise Fund provides the funding for the regulation, collection, treatment and disposal of wastewater from all residential and commercial sources. This includes operation and maintenance of the Water Pollution Control Plant, 125 miles of sanitary sewer pipelines, 15 remote sewage pump stations and the inspection and maintenance of the City's storm water collection system.

Analysis

In FY 2010-11, significant CIP carryover dollars are included for construction of sewer line replacements, lift station renovations, and design and land acquisition costs for the WPCP rehabilitation project. The WPCP rehabilitation project boasts a total project cost of approximately $50 million. The City has been pre-approved for a $43 million project loan (term of 20 years at a 2.6% interest rate) from the State Revolving Loan Fund with the State Water Resources Control Board. Fund balance will fund a portion of the project and approved rates will fund the project debt service.

The Council-approved 5% rate increase for residential rate payers for FY 2010-11 was omitted from the property tax bill in error, resulting in a 5% lower rate. This will be recouped in the FY 2011-12 property tax bill and is reflected in the revenue estimates.

Water Pollution Control Fund 593	2009-10 Actual	2010-11 Adopted	2010-11 Estimated	2011-12 Adopted	2012-13 Projected	2013-14 Projected	2014-15 Projected
Beginning Fund Balance	**19,562,771**	**23,779,638**	**23,779,638**	**16,546,062**	**20,932,715**	**18,670,967**	**17,979,123**
Revenue							
Sewer Service Charges	9,645,864	9,860,000	9,878,630	10,585,000	11,110,000	11,647,000	12,244,000
Other Revenues	436,100	534,000	534,000	1,085,000	1,085,000	1,085,000	1,085,000
Interest Income	429,324	399,506	398,506	251,500	251,500	251,500	251,500
Total Revenues	10,511,288	10,793,506	10,811,136	11,921,500	12,446,500	12,983,500	13,580,500
Expenditures							
Personnel	3,349,649	3,602,373	3,561,472	3,879,805	4,019,294	4,190,140	4,305,063
Non-Personnel/Transfers	2,623,834	4,227,108	13,440,145	3,453,942	3,487,854	9,284,104	6,437,698
Capital	320,938	241,100	1,043,095	201,100	7,201,100	201,100	201,100
Total Expenditures	6,294,421	8,070,581	18,044,712	7,534,847	14,708,248	13,675,344	10,943,860
Annual Surplus/(Shortfall)	**4,216,867**	**2,722,925**	**(7,233,576)**	**4,386,653**	**(2,261,748)**	**(691,844)**	**2,636,640**
Ending Fund Balance	**23,779,638**	**26,502,563**	**16,546,062**	**20,932,715**	**18,670,967**	**17,979,123**	**20,615,763**
Debt Service Reserve	**-**	**-**	**-**	**-**	**-**	**(2,881,000)**	**(2,881,000)**
Ending Fund Balance (adjusted)	**23,779,638**	**26,502,563**	**16,546,062**	**20,932,715**	**18,670,967**	**15,098,123**	**17,734,763**

Assumptions

- Projected revenues include the sewer service rate 5% increase approved by City Council for residential, commercial and industrial sewer service FY 2010-11 through FY 2014-15.
- Assumes all other WPCP revenues remained flat.
- FY 2010-11 expenses include WPCP project design and land acquisition costs.
- FY 2012-13 assumes use of about $7 million in fund balance for project.
- FY 2013-14 reflects commencement of annual debt service for loan
- Debt service = $2.9 million/year
- Debt reserve = $2.9 million reserve designation

WATER POLLUTION CONTROL PLANT

Expenditures By Division

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Operations:				
Collection System	$ 1,079,848	$ 1,099,860	$ 1,066,358	$ 1,080,712
Operations	4,984,506	5,126,879	5,571,681	5,626,207
East Bay Dischargers Authority	418,177	389,565	439,760	450,146
EBMUD	24,214	21,488	2,000	2,000
CIP Advance Planning	27,441	12,757	30,000	-
Sewer/Lift Station Replacement	-	-	59,000	59,000
WPCP Renewal & Replacement	-	-	339,000	254,000
Total Operations Expenditures	**6,534,186**	**6,650,549**	**7,507,799**	**7,472,065**
Transfers	62,782	62,782	62,782	62,782
Total Operations Expenditures and Transfers	**6,596,968**	**6,713,331**	**7,570,581**	**7,534,847**
Capital Improvement Projects:				
Capital Projects	4,706,856	6,884,748	500,000	-
Construction In Progress	(1,992,365)	(7,303,658)	-	-
Total Capital Improvement Expenditures	2,714,491	(418,910)	500,000	-
Total Expenditures	**$ 9,311,459**	**$ 6,294,421**	**$ 8,070,581**	**$ 7,534,847**

Personnel Summary

	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
Full-Time:				
Administrative Analyst	0.10	0.10	0.10	0.10
Administrative Assistant II	1.10	0.30	0.30	0.30
Administrative Assistant III	0.15	1.15	1.65	1.15
Asst Water Pollution Control Manager	1.00	1.00	1.00	1.00
Electrician II	1.00	1.00	1.00	1.00
Laboratory Supervisor	1.00	1.00	1.00	1.00
Laboratory Technician I	2.00	1.00	1.00	1.00
Laboratory Technician II	0.00	1.00	1.00	1.00
Maintenance Mechanic I	2.00	1.00	0.00	0.00
Maintenance Mechanic II	4.00	5.00	6.00	6.00
Plant Maintenance Supervisor	1.00	1.00	1.00	1.00
Plant Maintenance Worker	1.00	1.00	1.00	1.00
Plant Operations Supervisor	1.00	1.00	1.00	1.00
Plant Operator I	6.00	5.00	5.00	5.00
Plant Operator Lead	4.00	5.00	5.00	5.00
Public Works Director	0.30	0.30	0.30	0.30
Street maintenance Worker I	2.50	3.00	3.00	3.00
Street maintenance Worker II	3.00	3.00	3.00	3.00
Street Supervisor	1.00	1.00	1.00	1.00
Water Pollution Control Manager	1.00	1.00	1.00	1.00
Total Full-Time	33.15	33.85	34.35	33.85
Part-time:				
Maintenance Aide	0.48	0.96	0.96	0.96
Total Part-Time	0.48	0.96	0.96	0.96
Total	**33.63**	**34.81**	**35.31**	**34.81**

ENVIRONMENTAL SERVICES FUND

The Environmental Services Enterprise Fund provides the funding for the Certified Unified Program Agency (CUPA), Wastewater Pretreatment, Storm Water and Contaminated Site Oversight. This fund also provides funding for oversight of the City's refuse and recycling contract to ensure compliance with State waste diversion mandates.

Analysis

The Environmental Services Enterprise Funds activities are supported by service and permit fees and county funding. The fund faces an annual shortfall of $205K in FY 2011-12 that grows to $404K in FY 2014-15, at which time the available fund balance will be depleted.

Staff will consider balancing the fund by reducing program expenses to meet available revenues in FY 2014-15.

Environmental Services Fund 594	2009-10 Actual	2010-11 Adopted	2010-11 Estimated	2011-12 Adopted	2012-13 Projected	2013-14 Projected	2014-15 Projected
Beginning Fund Balance	**1,595,725**	**1,411,952**	**1,411,952**	**1,132,567**	**927,394**	**594,302**	**218,684**
Revenue							
Service Charges	358,707	362,600	363,100	340,350	340,350	340,350	340,350
Permits & Grants	512,539	529,100	529,100	570,200	480,200	480,200	480,200
Other Revenues/Interest/Transfers	293,162	231,881	331,881	281,350	281,350	281,350	281,350
Total Revenues	1,164,408	1,123,581	1,224,081	1,191,900	1,101,900	1,101,900	1,101,900
Expenditures							
Personnel	894,747	891,585	891,585	925,105	958,304	996,063	1,019,599
Non-Personnel	453,434	611,881	611,881	471,968	476,688	481,455	486,269
Total Expenditures	1,348,181	1,503,466	1,503,466	1,397,073	1,434,992	1,477,518	1,505,868
Annual Surplus/(Shortfall)	**(183,773)**	**(379,885)**	**(279,385)**	**(205,173)**	**(333,092)**	**(375,618)**	**(403,968)**
Ending Fund Balance	**1,411,952**	**1,032,067**	**1,132,567**	**927,394**	**594,302**	**218,684**	**(185,284)**

Assumptions

- Revenue assumed to be flat for the projected years
- Loss of County mitigation revenue in FY 2012-13 of $90,000
- Fund receives annual subsidy of $133,000 from Storm Water Fund

ENVIRONMENTAL SERVICES

Expenditures By Division

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
C.U.P.A.	$ 277,913	$ 296,325	$ 279,358	$ 308,595
Pretreatment	406,919	385,670	448,827	421,751
Storm Water	180,141	173,223	213,939	197,164
Recycling Program	284,960	151,854	202,005	99,865
Refuse Contract	62,204	63,338	107,437	103,235
Recycling - Measure D	332,427	277,771	251,900	256,463
Shell USD	-	-	-	10,000
Total Project Expenditures	$ 1,544,564	$ 1,348,181	$ 1,503,466	$ 1,397,073

Personnel Summary

	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
Full-Time:				
Administrative Analyst	0.60	0.60	0.60	0.60
Administrative Assistant II	0.10	0.20	0.20	0.20
Administrative Assistant III	0.20	0.20	0.20	0.20
Administrative Specialist III	1.00	1.00	1.00	1.00
Environmental Protection Specialist II	4.00	4.00	4.00	4.00
Environmental Supervisor	0.95	0.95	0.95	0.95
Planner III	0.05	0.00	0.00	0.00
Public Works Director	0.25	0.25	0.25	0.20
Sr. Building Inspector	0.03	0.00	0.03	0.00
Supervising Inspector	0.03	0.03	0.03	0.03
Total Full-Time	7.20	7.23	7.25	7.18
Part-time:				
Administrative Assistant II	0.48	0.48	0.48	0.48
Maintenance Aide	0.29	0.29	0.29	0.29
Office Assistant V	0.48	0.00	0.00	0.00
Total Part-Time	1.25	0.77	0.77	0.77
Total	**8.45**	**8.00**	**8.02**	**7.95**

SHORELINE ENTERPRISE FUND

The Shoreline Enterprise Fund provides the funding for the day-to-day operation and maintenance of the San Leandro Marina, the Monarch Bay Golf Club and the rest of the infrastructure in the San Leandro Recreational Shoreline Area. The Marina operations include 465 berths, guest docks, fuel dock and public boat launch ramp. The Monarch Bay Golf Club includes the 18-hole Tony Lema Course, the nine-hole Marina Golf Course, an all weather practice range, golf shop, and restaurant.

Analysis

The Shoreline Enterprise Fund revenues cannot support current operating expenses, and has relied on available fund balance in prior years to offset the annual shortfall. The deterioration of the fund balance is attributed to the significant costs for harbor dredging. The annual shortfall of $117K grows to $228K in FY 2014-15; and the fund will be in deficit in FY 2011-12. It is possible that the fund may actually end FY 2010-11 in deficit, but year-end estimates are pending.

This fund deficit will be a liability to the General Fund Reserve until remedied. Almost 50% of the fund's expenses are dedicated to debt service on General Fund and Boating & Waterways Department loans, so reducing expenses is limited. Staff is investigating the option of restructuring these loans to lessen the short-term burden on the fund.

Long-term balancing solutions rely on potential Shoreline development. City Council established a citizen-based Shoreline Committee in 2008 to recommend viable options for the shoreline development, ultimately to attain financial sustainability. The Committee is continuing its work into FY 2011-12.

Shoreline Enterprise Fund 597	2009-10 Actual	2010-11 Adopted	2010-11 Estimated	2011-12 Adopted	2012-13 Projected	2013-14 Projected	2014-15 Projected
Beginning Fund Balance	**761,205**	**419,615**	**419,615**	**-**	**(116,668)**	**(279,823)**	**(480,474)**
Revenue							
Rents & Concessions	1,204,238	1,173,056	1,173,056	1,173,056	1,173,056	1,173,056	1,173,056
Berthing Fees	630,722	621,400	621,400	641,500	641,500	641,500	641,500
Other Revenues/Interest	343,612	301,297	301,297	299,300	299,300	299,300	299,300
Total Revenues	2,178,572	2,095,753	2,095,753	2,113,856	2,113,856	2,113,856	2,113,856
Expenditures							
Personnel	663,044	664,979	536,954	682,344	719,767	750,302	770,691
Non-Personnel/Transfers	1,857,118	1,636,779	1,978,414	1,548,180	1,557,244	1,564,206	1,571,258
Total Expenditures	2,520,162	2,301,758	2,515,368	2,230,524	2,277,011	2,314,507	2,341,949
Annual Surplus/(Shortfall)	**(341,590)**	**(206,005)**	**(419,615)**	**(116,668)**	**(163,155)**	**(200,651)**	**(228,093)**
Ending Fund Balance	**419,615**	**213,610**	**-**	**(116,668)**	**(279,823)**	**(480,474)**	**(708,567)**

Assumptions

- Fees for the berth rentals and boat launch are assumed to be flat due to economic times. It is possible that these projections may even be lowered based on FY 2010-11 actual returns.
- Transient Occupancy Tax (TOT) and Rents and Concession revenues are also assumed to be flat due to anticipated slow economic recovery.

SHORELINE FUND

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Operations:				
Golf Course Operations	$ 132,963	$ 135,167	$ 136,792	$ 136,979
Golf Course Debt Service	216,900	212,355	307,791	307,791
Marina Operations	1,016,027	653,809	594,172	580,430
Shoreline Operations & Maintenance	451,339	566,980	642,936	634,113
SBA/Monarch Bay Promotion	27,954	23,219	27,000	27,000
CIP Advance Planning	9,313	6,978	10,000	-
Marina Debt Service	343,736	671,717	583,067	544,211
Total Operations Expenditures	**$2,198,232**	**$2,270,225**	**$2,301,758**	**$2,230,524**
Transfers	153,816	-	-	-
Total Operations Expenditures and Transfers	**$2,352,048**	**$2,270,225**	**$2,301,758**	**$2,230,524**
Capital Improvement Projects:				
Capital Projects	45,771	249,937	-	-
Construction in Progress	-	-	-	-
Total Capital Improvement Projects	45,771	249,937	-	-
Total Expenditures	**$2,397,819**	**$2,520,162**	**$2,301,758**	**$2,230,524**

Personnel Summary

	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
Full-Time:				
Administrative Analyst	1.00	1.00	1.00	1.00
Assistant Marina Supervisor	1.00	0.00	0.00	0.00
Facilities Open Space Manager	0.30	0.30	0.30	0.30
Facilities Maintenance Worker I	1.00	0.98	0.98	0.98
Maintenance Worker Entry	2.00	0.00	0.00	0.00
Park Maintenance Worker I	0.75	0.50	0.50	0.50
Park Maintenance Worker II	1.00	0.95	0.95	0.95
Park Supervisor	0.10	0.10	0.10	0.10
Public Works Director	0.10	0.15	0.15	0.15
Street Maintenance Worker II	0.50	0.60	0.00	0.00
Street Maintenance Worker III	0.00	0.25	0.95	0.95
Street Supervisor	0.05	0.05	0.00	0.00
Total Full-Time	7.80	4.88	4.93	4.93
Part-time:				
Administrative Assistant II	0.48	0.48	0.48	0.48
Maintenance Aide	0.48	0.96	1.44	1.44
Maintenance Assistant II	0.48	0.48	0.48	0.48
Maintenance Assistant III	0.48	0.48	0.48	0.48
Shoreline Operations Manager	0.48	0.00	0.00	0.00
Total Part-Time	2.40	2.40	2.88	2.88
Total	**10.20**	**7.28**	**7.81**	**7.81**

STORM WATER ENTERPRISE FUND

The Storm Water Enterprise Fund provides the funding for the maintenance and improvement of the City's storm water drainage system to comply with State and Federal mandates that require cities and storm water agencies to reduce pollutants in storm water runoff. Operations in this fund include street debris removal, street sweeping, and graffiti abatement. Revenue to this fund is from the collection of fees charged to every owner of real property in the City of San Leandro and is collected through property taxes.

Analysis

The Storm Water Fund revenues are fee-supported and are capped at the 1996 levels by Proposition 218. Fee increases are not expected since it requires a 2/3 voter approval of San Leandro citizens, and therefore revenues remain flat. The fund is only able to partially support basic storm drain maintenance with no capital storm drain program allocations. The fund transfers $133K per year to the Environmental Services Fund to fund related operating costs.

The fund maintains a $13K operating shortfall in FY 2011-12 that grows to $68K in FY 2014-15, resulting in a fund deficit of $17K in FY 2014-15. Absent new revenues, the only option to balance the fund is to reduce expenses.

Storm Water Fund 598	2009-10 Actual	2010-11 Adopted	2010-11 Estimated	2011-12 Adopted	2012-13 Projected	2013-14 Projected	2014-15 Projected
Beginning Fund Balance	**58,112**	**118,661**	**118,661**	**144,795**	**131,643**	**102,582**	**50,790**
Revenue							
Storm Water Service Fees	1,079,178	1,070,000	1,099,634	1,100,000	1,100,000	1,100,000	1,100,000
Interest Income	1,133	-	1,000	1,000	1,000	1,000	1,000
Total Revenues	1,080,311	1,070,000	1,100,634	1,101,000	1,101,000	1,101,000	1,101,000
Expenditures							
Personnel	410,091	495,202	495,202	514,867	530,776	553,507	569,225
Non-Personnel/Transfers	609,671	574,798	579,298	599,285	599,285	599,285	599,285
Total Expenditures	1,019,762	1,070,000	1,074,500	1,114,152	1,130,061	1,152,792	1,168,510
Annual Surplus/(Shortfall)	**60,549**	**-**	**26,134**	**(13,152)**	**(29,061)**	**(51,792)**	**(67,510)**
Ending Fund Balance	**118,661**	**118,661**	**144,795**	**131,643**	**102,582**	**50,790**	**(16,720)**

Assumptions

- No assumed revenue increases.

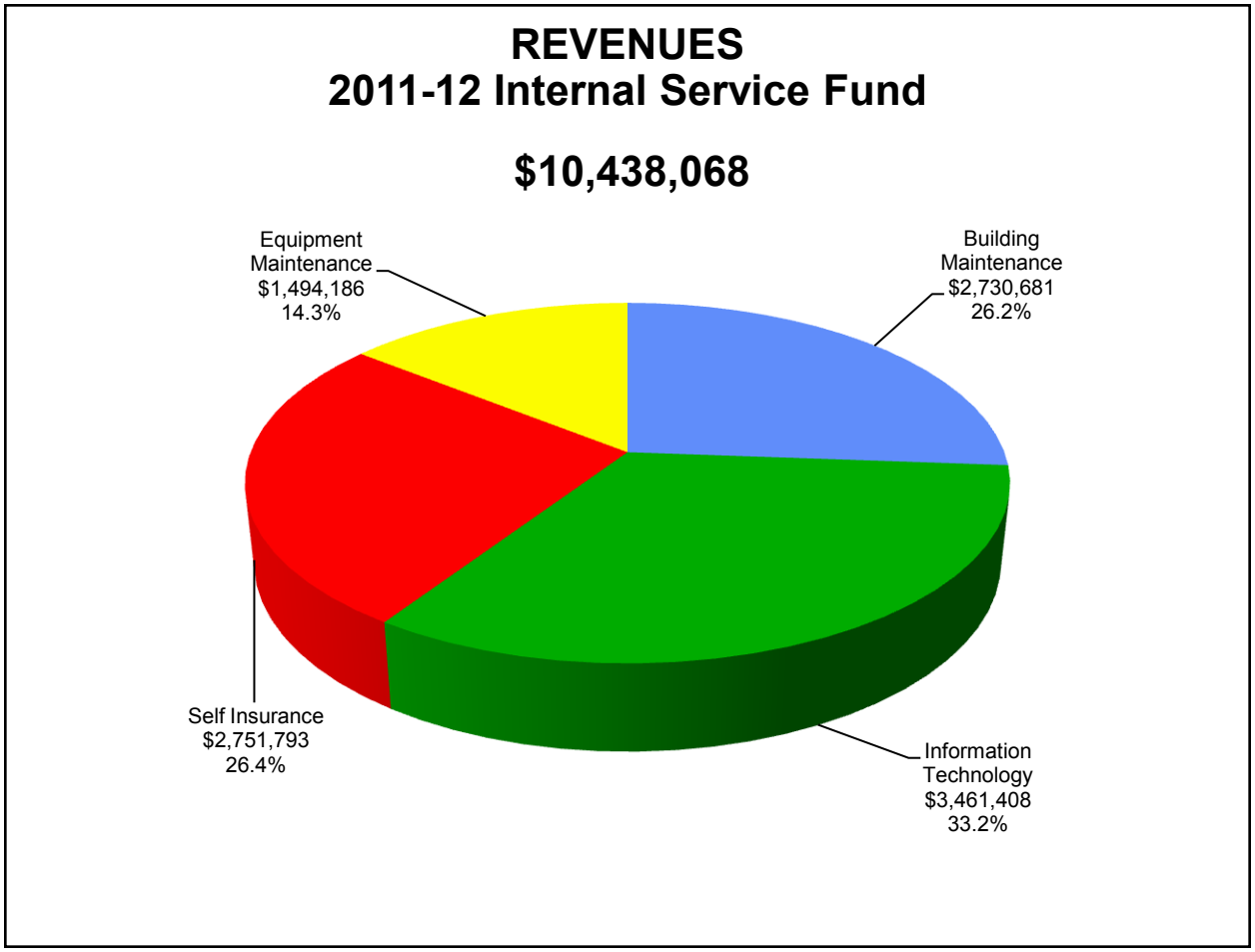
STORM WATER

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Storm Water Compliance Admin	$ 199,471	$ 213,095	$ 220,848	$ 221,140
Street Cleaning	793,859	673,284	766,938	759,629
Total Project Expenditures	$ 993,330	$ 886,379	$ 987,786	$ 980,769
Transfers	133,383	133,383	82,214	133,383
Total Expenditures	**$ 1,126,713**	**$ 1,019,762**	**$ 1,070,000**	**$ 1,114,152**

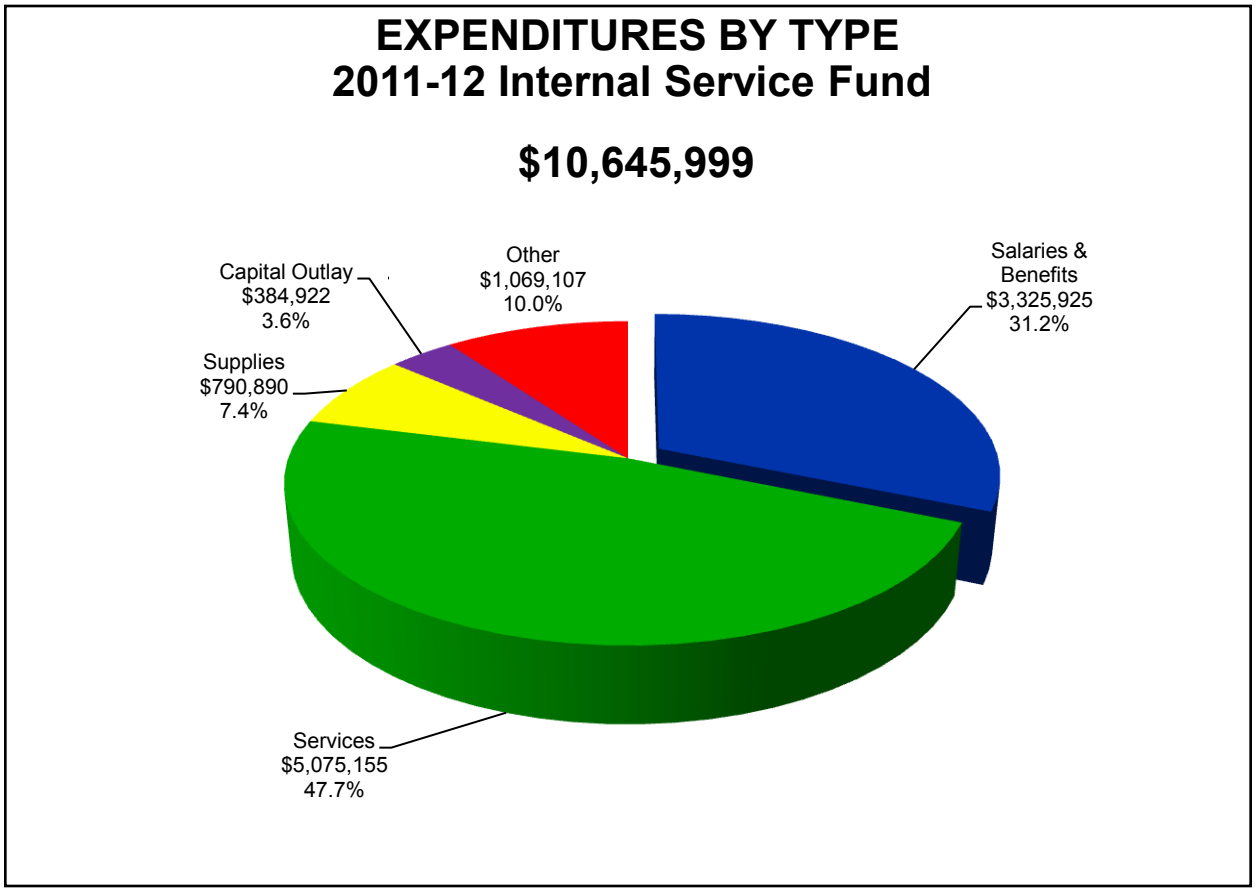
Personnel Summary

	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2010-12 Adopted
Full-Time:				
Administrative Analyst	0.08	0.08	0.08	0.08
Public Works Director	0.05	0.05	0.05	0.05
Street Maintenance Manager	0.20	0.20	0.20	0.20
Street Maintenance Worker I	2.00	2.70	2.70	2.70
Street Maintenance Worker II	2.00	2.00	2.00	2.00
Street Maintenance Worker III	0.20	0.23	0.23	0.23
Street Supervisor	0.00	0.10	0.10	0.10
Total Full-Time	4.53	5.35	5.35	5.35
Total	**4.53**	**5.35**	**5.35**	**5.35**



The following is a summary of Internal Service Fund revenues:

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Building Maintenance	$3,250,537	$2,712,509	$2,694,553	$2,730,681
Information Technology	4,187,305	3,469,066	3,592,230	3,461,408
Self Insurance	2,055,112	1,861,370	2,316,452	2,751,793
Equipment Maintenance	2,578,179	2,473,717	1,434,795	1,494,186
Total Revenues	12,071,133	10,516,662	10,038,030	10,438,068
Other - Transfers	43,900	-	-	-
Total Revenue and Resources	$12,115,033	$10,516,662	$10,038,030	$10,438,068



The following is a summary of Internal Service Fund Expenditures

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Building Maintenance	$2,776,231	$2,602,972	$2,685,106	$2,730,306
Information Technology	4,162,743	4,016,353	3,588,546	3,564,514
Self Insurance	1,333,273	3,182,637	2,815,799	2,751,564
Equipment Maintenance	2,166,226	2,179,779	1,601,011	1,599,615
Total Operating Expenditures	10,438,473	11,981,741	10,690,462	10,645,999
Other - Transfers	2,116,686	1,753,000	500,000	-
Total Expenditures	$12,555,159	$13,734,741	$11,190,462	$10,645,999

BUILDING MAINTENANCE FUND

The Building Maintenance Division of the Public Works Department is responsible for the overall care and maintenance of all City structures, including five fire stations, the Marina Community Center, the Senior Community Center, Civic Center, Casa Peralta/History Museum, Public Works Service Center, Main Library and three outlying branch libraries, the Marina's Harbor Master Office and outlying restrooms, the Water Pollution Control Plant, the Boys and Girls Club and pool, Farrelly Pool and the San Leandro Family Aquatics Center.

The Building Maintenance Division also provides routine general services to support City operations. These services include, but are not limited to: recurring and special event set-ups, opening and closing of City Hall, repair of smaller City buildings such as park restrooms, oversight of the citywide janitorial contract and other miscellaneous activities as required to support City departments.

Building Maintenance Fund 687	2009-10 Actual	2010-11 Adopted	2010-11 Estimated	2011-12 Adopted	2012-13 Projected	2013-14 Projected	2014-15 Projected
Beginning Fund Balance	**1,321,982**	**1,071,519**	**1,071,519**	**350,937**	**351,312**	**300,000**	**300,000**
Revenue							
Service Charges	2,698,122	2,681,653	2,681,653	2,719,281	2,454,621	2,562,250	2,605,744
Reimbursements	1,300	3,000	3,000	1,500	1,500	1,500	1,500
Other Revenues/Interest/Transfers	13,087	9,900	59,900	9,900	274,007	274,007	274,007
Total Revenues	2,712,509	2,694,553	2,744,553	2,730,681	2,730,128	2,837,757	2,881,251
Expenditures							
Personnel	910,461	903,857	903,857	914,459	947,435	985,411	1,010,381
Non-Personnel/Transfers	2,052,511	1,781,249	2,561,278	1,815,847	1,834,005	1,852,346	1,870,869
Total Expenditures	2,962,972	2,685,106	3,465,135	2,730,306	2,781,440	2,837,757	2,881,250
Annual Surplus/(Shortfall)	**(250,463)**	**9,447**	**(720,582)**	**375**	**(51,312)**	**-**	**1**
Ending Fund Balance	**1,071,519**	**1,080,966**	**350,937**	**351,312**	**300,000**	**300,000**	**300,000**

BUILDING MAINTENANCE

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Building Maintenance	$ 2,389,248	$ 2,380,979	$ 2,439,970	$ 2,461,822
Building Environmental Health	22,136	10,686	27,100	27,100
Facilities Capital Improvements	238,478	109,591	102,000	122,000
Pool Maintenance	126,369	101,716	116,036	119,384
Total Project Expenditures	$ 2,776,231	$ 2,602,972	$ 2,685,106	$ 2,730,306
Transfers	616,686	360,000	-	-
Total Expenditures	**$ 3,392,917**	**$ 2,962,972**	**$ 2,685,106**	**$ 2,730,306**

Personnel Summary

	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
Full-Time:				
Administrative Analyst	0.05	0.05	0.05	0.05
Administrative Assistant II	0.10	0.10	0.10	0.10
Administrative Assistant III	0.25	0.25	0.25	0.25
Building Supervisor	1.00	1.00	1.00	1.00
Electrician	1.00	0.00	0.00	0.00
Facilities and Open Space Manager	0.40	0.43	0.43	0.43
Facilities Maintenance Worker I	3.00	4.00	4.00	4.00
Facilities Maintenance Worker II	2.00	1.00	0.00	0.00
HVAC Mechanic	1.00	1.00	1.00	1.00
Maintenance Worker Entry	0.00	1.00	1.00	1.00
Park Maintenance Worker I	0.50	0.00	0.00	0.00
Public Works Director	0.10	0.10	0.10	0.10
Supply Maintenance Worker	1.00	1.00	1.00	1.00
Total Full-Time	10.40	9.93	8.93	8.93
Part-time:				
Facilties Maintenance Worker I	0.00	0.00	0.96	0.48
Total Part-Time	0.00	0.00	0.96	0.48
Total	**10.40**	**9.93**	**9.89**	**9.41**

INFORMATION TECHNOLOGY FUND

The Information Technology Division provides implementation and ongoing support for information management systems and services to all City departments. The division is responsible for the design, coordination and maintenance of all information technology systems, including the network, servers, desktops, applications and telecommunications. Services also include employee technical training and development, graphic design and the implementation and maintenance of Geographic Information Systems (GIS).

The division is also responsible for providing central services such as photocopying and printing services, mail preparation and processing and internal delivery services to City departments.

Information Technology Fund 688	2009-10 Actual	2010-11 Adopted	2010-11 Estimated	2011-12 Adopted	2012-13 Projected	2013-14 Projected	2014-15 Projected
Beginning Fund Balance	**1,475,165**	**927,878**	**927,878**	**681,530**	**578,424**	**578,424**	**578,425**
Revenue							
Service Charges	3,455,047	3,583,930	3,568,930	3,453,106	3,621,311	3,706,435	3,767,105
Other Revenues/Interest	14,019	8,300	8,300	8,302	8,302	8,302	8,302
Total Revenues	3,469,066	3,592,230	3,577,230	3,461,408	3,629,613	3,714,737	3,775,407
Expenditures							
Personnel	1,722,022	1,598,459	1,710,846	1,666,375	1,714,582	1,782,644	1,826,083
Non-Personnel	1,494,425	1,781,165	1,866,734	1,689,217	1,706,109	1,723,170	1,740,402
Capital	799,906	208,922	245,998	208,922	208,922	208,922	208,922
Total Expenditures	4,016,353	3,588,546	3,823,578	3,564,514	3,629,613	3,714,737	3,775,407
Annual Surplus/(Shortfall)	**(547,287)**	**3,684**	**(246,348)**	**(103,106)**	**-**	**-**	**-**
Ending Fund Balance	**927,878**	**931,562**	**681,530**	**578,424**	**578,424**	**578,424**	**578,425**

INFORMATION TECHOLOGY

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Telephone/Computer Services	$ 3,539,268	$ 3,353,448	$ 2,959,743	$ 2,973,940
Central Services	551,139	539,598	574,881	590,574
Recreation System	11,134	12,308	-	-
Building Regulations	5,268	-	-	-
Telephone Replacement	23,178	-	-	-
CAD/RMS Replacement	-	94,400		
Information Systems Equipment	27,300	16,599	53,922	-
Eden System	5,456	-	-	-
Total Project Expenditures	$ 4,162,743	$ 4,016,353	$ 3,588,546	$ 3,564,514
Transfers	-	-	-	-
Total Expenditures	**$ 4,162,743**	**$ 4,016,353**	**$ 3,588,546**	**$ 3,564,514**

Personnel Summary

	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
Full-Time:				
Information Systems Manager	1.00	1.00	1.00	1.00
Asst. Information Systems Manager	1.00	1.00	1.00	1.00
Administrative Assistant I	1.00	1.00	0.50	0.00
Administrative Assistant II	1.50	2.00	2.00	2.00
Graphic Supervisor	1.00	1.00	1.00	1.00
Information Application Specialist	2.00	2.00	1.50	2.00
Information Services Specialist	4.00	4.00	3.50	3.00
Systems Analyst	3.00	3.00	3.00	3.00
Total Full-Time	14.50	15.00	13.50	13.00
Total	**14.50**	**15.00**	**13.50**	**13.00**

SELF INSURANCE FUND

Self Insurance Fund is responsible for five major areas to protect the City's risk exposure: Workers' Compensation, Unemployment Insurance, General Liability, Insurance coverage and Risk Management.

The Human Resource department is responsible for the administration of the Workers' Compensation and Unemployment Insurance programs. The City of San Leandro is a member of Local Agency Workers' Compensation Excess Joint Powers Authority (LAWCX) and use a Third Party Administrator to adjudicate workers' compensation claims. The self-insured retention is $250,000 per claim. These activities relate to the processing of employees' industrial injury claims, payment to the State Employment Development Department for unemployment insurance benefits for eligible employees and for the development and implementation of an Injury and Illness Prevention Program (IIPP) required by Cal-OSHA safety training.

The Finance Department is responsible for the administration of the General Liability program, Insurance coverage function and Risk Management. The City of San Leandro is a member of the California Joint Powers Risk Management Authority (CJPRMA), or risk pool, for General Liability coverage, with a Self Insured Retention (SIR) amount of $1 million per claim and the risk pool provides excess coverage of up to $40 million through CJPRMA. As a member of CJPRMA, member cities are constantly looking for ways to save money on insurance coverage through the risk pool. Free training regarding general liability and employment issues are provided to member cities.

Self Insurance Fund 689	2009-10 Actual	2010-11 Adopted	2010-11 Estimated	2011-12 Adopted	2012-13 Projected	2013-14 Projected	2014-15 Projected
Beginning Fund Balance	**4,387,238**	**1,672,971**	**1,672,971**	**730,861**	**731,090**	**731,090**	**731,090**
Revenue							
Service Charges	1,569,003	2,197,784	2,197,784	2,631,793	2,702,560	2,736,619	2,767,683
Other Revenues/Interest Income	292,367	118,668	175,905	120,000	80,000	80,000	80,000
Total Revenues	1,861,370	2,316,452	2,373,689	2,751,793	2,782,560	2,816,619	2,847,683
Expenditures							
Personnel	138,354	186,487	186,487	208,119	213,680	222,051	227,169
Non-Personnel/Transfers**	3,044,283	2,629,312	2,629,312	2,543,445	2,568,879	2,594,568	2,620,514
Transfers to General Fund*	1,393,000	500,000	500,000	-	-	-	-
Total Expenditures	4,575,637	3,315,799	3,315,799	2,751,564	2,782,560	2,816,619	2,847,683
Annual Surplus/(Shortfall)	**(2,714,267)**	**(999,347)**	**(942,110)**	**229**	**-**	**-**	**-**
Ending Fund Balance	**1,672,971**	**673,624**	**730,861**	**731,090**	**731,090**	**731,090**	**731,090**

* Transfers out of this fund to the General Fund for budget balancing purposes.

**Non-personnel expenses include payment to the Other Post Employment Benefit (OPEB) trust account toward funding this benefit liability:

- 2008-09 = $500,000
- 2009-10 = $500,000
- 2010-11 = $500,000
- 2011-12 = $250,000 (and each year thereafter)

SELF INSURANCE

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Administration	$ 125,921	$ 167,122	$ 238,366	$ 256,619
Worker's Compensation Insurance	(3,749)	777,388	1,156,733	1,074,245
Unemployment Insurance	87,613	129,727	120,700	120,700
Liability/Fire Insurance	1,123,488	1,608,400	800,000	1,050,000
OPEB *	-	500,000	500,000	250,000
Total Project Expenditures	$ 1,333,273	$ 3,182,637	$ 2,815,799	$ 2,751,564
Transfers	1,500,000	1,393,000	500,000	-
Total Expenditures	**$ 2,833,273**	**$ 4,575,637**	**$ 3,315,799**	**$ 2,751,564**

** In 2008-09 $500,000 was paid for the OPEB Trust out of the General Fund/Non-departmental account.*

Personnel Summary

	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
Full-Time:				
Administrative Assistant III	0.15	0.15	0.15	0.15
Budget and Compliance Manager	0.05	0.05	0.20	0.20
Finance Director	0.15	0.15	0.15	0.15
Total Full-Time	0.35	0.35	0.50	0.50
Part-time:				
Accountant	0.07	0.07	0.07	0.07
Administrative Assistant II	0.77	0.77	0.77	0.77
Administrative Specialist III	0.50	0.50	0.75	0.75
Total Part-Time	1.34	1.34	1.59	1.59
Total	**1.69**	**1.69**	**2.09**	**2.09**

EQUIPMENT MAINTENANCE FUND

The Equipment Maintenance Fund is responsible for the repair and replacement of the municipal fleet and equipment. The division ensures that vehicles and equipment operate efficiently to provide the maximum safety to both the operator and the public. The goal is to maintain the reliability of equipment, reduce the need to overhaul major components and manage the cost of operating the fleet.

Equipment Maintenance Fund 690	2009-10 Actual	2010-11 Adopted	2010-11 Estimated	2011-12 Adopted	2012-13 Projected	2013-14 Projected	2014-15 Projected
Beginning Fund Balance	**1,125,356**	**1,419,294**	**1,419,294**	**1,151,636**	**1,046,207**	**1,046,207**	**1,046,206**
Revenue							
Service Charges	2,421,320	1,427,295	1,404,795	1,456,686	1,620,388	1,651,671	1,675,449
Other Revenues/Interest	52,397	7,500	91,342	37,500	7,500	7,500	7,500
Total Revenues	2,473,717	1,434,795	1,496,137	1,494,186	1,627,888	1,659,171	1,682,949
Expenditures							
Personnel	653,488	534,776	534,776	536,972	556,379	578,707	593,440
Non-Personnel	869,682	890,235	890,235	886,643	895,509	904,465	913,509
Capital	656,609	176,000	338,784	176,000	176,000	176,000	176,000
Total Expenditures	2,179,779	1,601,011	1,763,795	1,599,615	1,627,888	1,659,171	1,682,949
Annual Surplus/(Shortfall)	**293,938**	**(166,216)**	**(267,658)**	**(105,429)**	**-**	**-**	**-**
Ending Fund Balance	**1,419,294**	**1,253,078**	**1,151,636**	**1,046,207**	**1,046,207**	**1,046,207**	**1,046,206**

EQUIPMENT MAINTENANCE

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
City Garage	$ 2,166,226	$ 2,179,779	$ 1,601,011	$ 1,599,615
Total Project Expenditures	$ 2,166,226	$ 2,179,779	$ 1,601,011	$ 1,599,615
Transfers	-	-	-	-
Total Expenditures	**$ 2,166,226**	**$ 2,179,779**	**$ 1,601,011**	**$ 1,599,615**

Personnel Summary

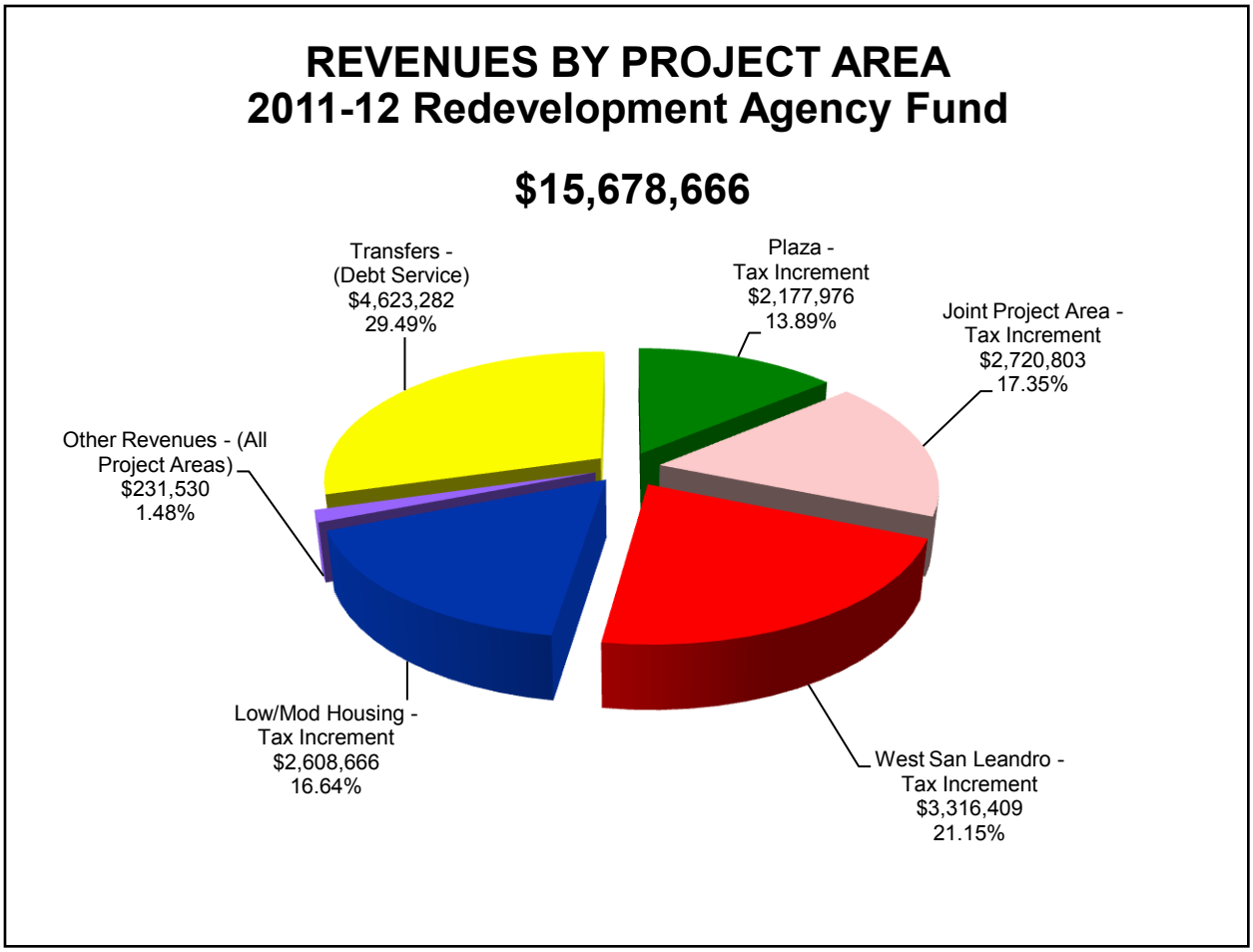
	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
Full-Time:				
Administrative Analyst	0.03	0.03	0.03	0.03
Administrative Assistant II	0.60	0.30	0.30	0.30
Equipment Mechanic	2.00	2.00	2.00	2.00
Equipment Mechanic-Lead	1.00	1.00	1.00	1.00
Equipment Service Aide	1.00	1.00	0.00	0.00
Equipment Service Technician	2.00	1.00	0.00	0.00
Facilities and Open Space Manager	0.05	0.05	0.05	0.05
Fleet Supervisor	1.00	1.00	1.00	1.00
Public Works Director	0.10	0.10	0.10	0.10
Total Full-Time	7.78	6.48	4.48	4.48
Part-time:				
Equipment Service Aide	0.00	0.00	0.48	0.00
Maintenance Aide	0.00	0.00	0.48	0.48
Total Part-Time	0.00	0.00	0.96	0.48
Total	**7.78**	**6.48**	**5.43**	**4.95**

CITY OF SAN LEANDRO

INCORPORATED 1872

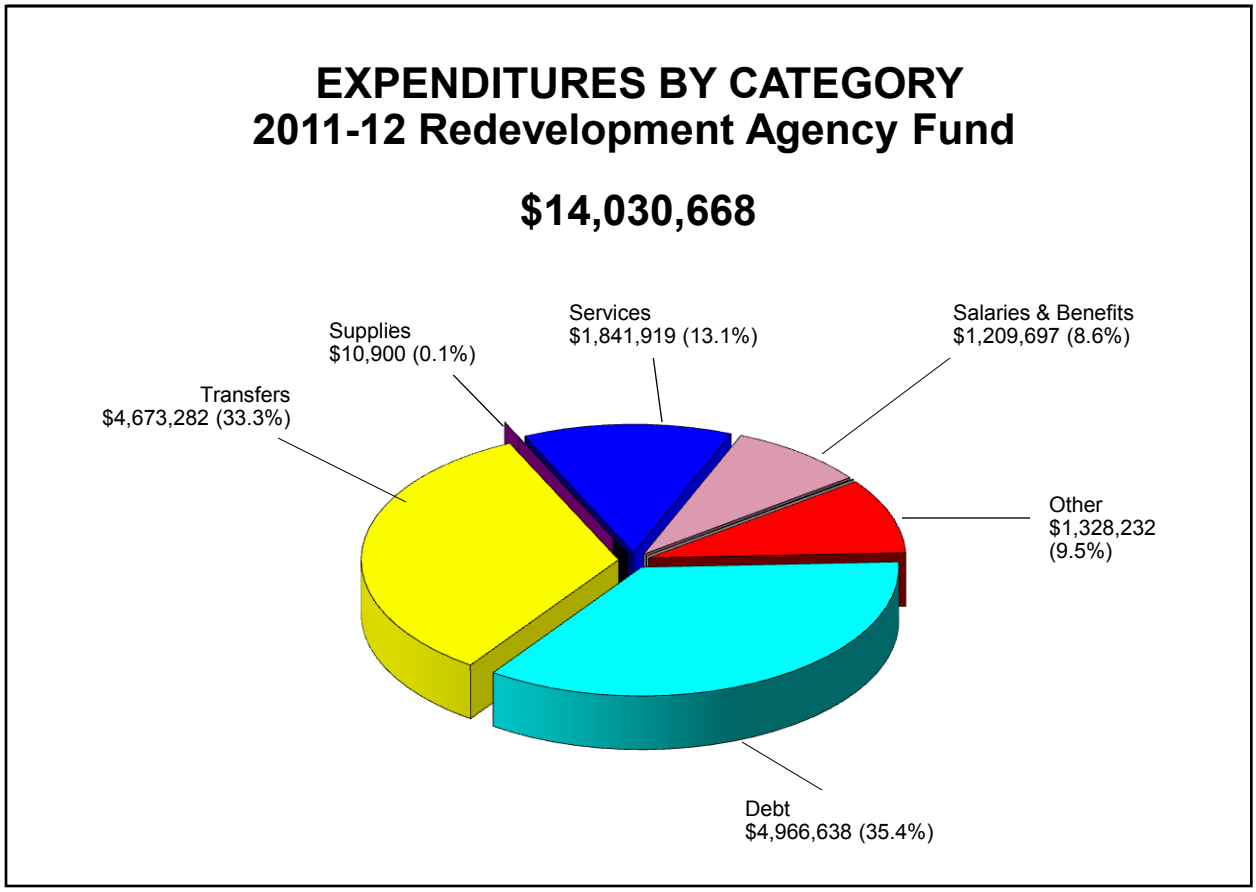
INTRODUCTION

This Redevelopment Agency (RDA) section provides a brief overview of the Plaza Project Area, the West San Leandro/MacArthur Boulevard Project Area, the Joint Project Area, the Low/Moderate Housing and the RDA Debt Service fund. The revenues, expenditures and staff authorized to support these projects are also included in this section displayed as charts and tables. These project areas include a five-year forecast of fund balance, revenues and expenditures with analytics and assumptions for each area.



The following is a summary of Redevelopment Agency revenues:

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Plaza Project Area	$2,569,328	$2,476,852	$2,366,533	$2,324,506
Joint Project Area	3,632,908	2,997,594	3,197,576	2,757,803
West San Leandro/MacArthur Area	3,191,470	3,300,678	3,304,674	3,324,409
Low/Moderate Housing	3,619,132	2,821,455	2,630,974	2,648,666
RDA Debt Service	79,116	(2,339)	-	-
Total Revenues	13,091,954	11,594,240	11,499,757	11,055,384
Transfers - Debt Service Fund	6,339,021	4,230,985	4,639,990	4,623,282
Bond Proceeds	27,725,655	-	-	-
Total Revenue	$47,156,630	$15,825,225	$16,139,747	$15,678,666



The following is a summary of Redevelopment Agency Expenditures

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Plaza	$4,882,680	$3,329,873	$2,400,882	$2,128,718
Joint Project Area	17,808,795	11,549,678	3,520,806	3,370,716
West San Leandro/MacArthur	3,565,841	3,640,824	2,908,320	2,240,545
Low/Moderate Housing	2,742,798	3,406,045	1,742,721	1,665,383
Debt Service Fund	4,472,793	4,227,946	4,626,002	4,625,306
Total Expenditures	$33,472,907	$26,154,366	$15,198,731	$14,030,668

PLAZA PROJECT AREA FUND

The Redevelopment Agency Plaza Project Area Fund provides funding for the redevelopment of the central business district which is comprised of a neighborhood shopping center in the heart of downtown, and improvement projects such as the Estudillo/Callan Parking Garage, Creekside Plaza, and Westgate Shopping Center. The Plaza Project Area was formed in 1960 and is the City's oldest project area. The Project Area will expire in stages, beginning in 2011-12 and running through 2029.

Analysis

Property tax incremental revenue has been impacted by the recession although this project area has been insulated to some degree due to a lack of residential parcels. Revenue has been essentially flat for the past two years, and slow revenue growth is forecast for the next several years.

The Plaza Project Area is likely to reach its cap for receiving tax increment revenue prior to retirement of the 2002 Tax Allocation Bonds. To ensure sufficient funding for repayment, the Agency began setting funds aside in a debt service escrow fund in 2009-10. For 2011-12, the budgeted payment into this fund is $275,000 and that amount is included under "Debt Service" in the table below. FY 2010-11 reflects the Council-approved pre-payment of a $2.137 million loan to the General Fund.

Plaza Project Area Fund 961	2009-10 Actual	2010-11 Adopted	2010-11 Estimated	2011-12 Adopted	2012-13 Projected	2013-14 Projected	2014-15 Projected
Beginning Fund Balance	**4,316,138**	**3,463,117**	**3,463,117**	**512,750**	**708,538**	**1,082,423**	**1,439,800**
Revenue							
Property Tax Increment	2,235,910	2,170,118	2,170,118	2,177,976	2,184,755	2,190,224	2,219,663
Loan Repayments	190,208	180,279	180,279	130,348	130,348	130,348	130,348
Other Revenue/Interest	50,734	16,136	17,636	16,182	16,182	16,182	16,182
Total Revenues	2,476,852	2,366,533	2,368,033	2,324,506	2,331,285	2,336,754	2,366,193
Expenditures							
Operations	1,465,443	441,882	570,341	469,005	490,510	491,269	635,949
Capital	380,298	48,300	1,000,086	48,300	-	-	-
Debt Service	1,484,132	1,910,700	3,747,973	1,611,413	1,466,890	1,488,108	1,504,583
Total Expenditures	3,329,873	2,400,882	5,318,400	2,128,718	1,957,400	1,979,377	2,140,532
Annual Surplus/(Shortfall)	**(853,021)**	**(34,349)**	**(2,950,367)**	**195,788**	**373,885**	**357,377**	**225,661**
Ending Fund Balance	**3,463,117**	**3,428,768**	**512,750**	**708,538**	**1,082,423**	**1,439,800**	**1,665,461**

Assumptions

- The five year forecast assumes that all budgeted expenditures, including capital projects, for 2010-11 will be made by the close of the fiscal year. In reality, capital projects and some programs may carry-over into the following fiscal years.
- The primary capital expenditures represent roughly $1 million costs related to the construction of the new Downtown Parking Garage.

SUMMARY OF EXPENDITURES BY PROJECT
PLAZA PROJECT AREA

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Operating:				
Plaza Administration	$ 407,036	$ 305,609	$ 327,094	$ 354,217
Pass-Through Agreements	19,144	1,111,852	32,063	32,063
Plaza Maintenance and Security	75,948	47,982	82,725	82,725
Town Hall Square	48,508	37,343	48,300	48,300
Debt Service - General Fund Loans	155,784	147,131	300,000	-
Total Operating Expenditures	**706,420**	**1,649,917**	**790,182**	**517,305**
Capital Improvements:	**2,835,863**	**342,955**	**-**	**-**
Total Plaza Expenditures	$ 3,542,283	$ 1,992,872	$ 790,182	$ 517,305
Transfers	1,340,397	1,337,001	1,610,700	1,611,413
Total Expenditures	**$ 4,882,680**	**$ 3,329,873**	**$ 2,400,882**	**$ 2,128,718**

Personnel Summary

	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
Full-Time:				
Business Development Manager	0.20	0.15	0.15	0.15
Senior Project Specialist	0.00	0.00	0.00	0.15
Project Specialist II	0.15	0.00	0.15	0.15
Project Specialist	0.18	0.15	0.00	0.00
Planning Manager	0.03	0.03	0.00	0.00
Street Maintenance Worker I	0.60	0.00	0.00	0.00
Administrative Analyst	0.15	0.15	0.15	0.15
Total Full-Time	1.30	0.48	0.45	0.60
Part-Time:				
Senior Project Specialist	0.00	0.00	0.00	0.23
Total Part-Time	0.00	0.00	0.00	0.23
Total	**1.30**	**0.48**	**0.45**	**0.83**

JOINT PROJECT AREA FUND

The Redevelopment Agency Joint Project Area Fund provided funding for establishing the Marina Boulevard Auto Mall and supported the repositioning of Bayfair Center. The Project Area also includes portions of Downtown San Leandro and some industrial areas. The Joint Project area is a cooperative between the Alameda County Board of Supervisors and San Leandro's Redevelopment Agency with each agency maintaining separate control over the planning and implementation of projects.

Analysis

The Joint Project Area has experienced substantial decreases in assessed values during the current economic recession, resulting in significant revenue reductions. Although many costs represent fixed debt obligations, the Agency is addressing the projected fund balance shortfalls by reducing operating expenditures and shifting some capital costs to other funding sources, as appropriate. Operating expenditures were cut significantly in 2011-12 and the Agency anticipates making further reductions in future years.

Joint Project Area Fund 962	2009-10 Actual	2010-11 Adopted	2010-11 Estimated	2011-12 Adopted	2012-13 Projected	2013-14 Projected	2014-15 Projected
Beginning Fund Balance	**20,919,950**	**12,367,866**	**12,367,866**	**680,559**	**67,646**	**(404,434)**	**(672,473)**
Revenue							
Property Tax Increment	2,856,055	3,084,576	3,084,576	2,720,803	2,720,803	2,726,823	2,797,799
Other Revenue/Interest	141,539	113,000	122,879	37,000	37,000	37,000	37,000
Total Revenues	2,997,594	3,197,576	3,207,455	2,757,803	2,757,803	2,763,823	2,834,799
Expenditures							
Operations	1,856,027	584,151	675,433	375,301	264,473	269,938	275,504
Capital	6,960,141	50,000	11,377,675	110,000	10,000	-	-
Debt Service	2,733,510	2,886,655	2,841,655	2,885,415	2,955,410	2,761,924	2,601,847
Total Expenditures	11,549,678	3,520,806	14,894,763	3,370,716	3,229,883	3,031,862	2,877,351
Annual Surplus/(Shortfall)	**(8,552,084)**	**(323,230)**	**(11,687,308)**	**(612,913)**	**(472,080)**	**(268,039)**	**(42,552)**
Ending Fund Balance	**12,367,866**	**12,044,636**	**680,559**	**67,646**	**(404,434)**	**(672,473)**	**(715,025)**

Assumptions

- Revenue projections assume a decrease of approximately 0.5% in assessed value in 2011-12, no growth in 2012-13, and slight increases thereafter.
- The five year forecast assumes that all budgeted expenditures, including capital projects, for 2010-11 will be made by the close of the fiscal year. In reality, capital projects and some programs may carry-over into the following fiscal years. The beginning fund balance in 2011-12, therefore, is likely to be considerably higher than the amount shown.
- The primary capital expenditures represent costs related to this Project Area's share of the Downtown Parking Garage project and the East 14th Street/Hesperian Boulevard "Triangle" streetscape improvements.

SUMMARY OF EXPENDITURES BY PROJECT
JOINT PROJECT AREA

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Operating:				
Joint Project Administration	$ 611,292	$ 535,223	$ 584,151	$ 375,301
Bayfair Mall Revitalization	40,275	55,969	40,000	100,000
Auto Mall	158,518	42,227	95,000	95,000
1550 East 14th St	-	-	10,000	10,000
Pass Throughs	-	1,320,804		
Debt Service - General Fund Loans	232,366	194,275	173,477	173,477
Total Operating Expenditures	**1,042,451**	**2,148,498**	**902,628**	**753,778**
Capital Improvements:	**12,169,449**	**6,904,172**	**-**	**-**
Total Joint Project Area Expenditures	$ 13,211,900	$ 9,052,670	$ 902,628	$ 753,778
Transfers	4,596,895	2,497,008	2,618,178	2,616,938
Total Expenditures	**$ 17,808,795**	**$ 11,549,678**	**$ 3,520,806**	**$ 3,370,716**

Personnel Summary

	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
Full-Time:				
Community Development Director	0.10	0.05	0.05	0.00
Business Development Manager	0.40	0.35	0.35	0.15
Senior Project Specialist	0.30	0.35	0.00	0.15
Project Specialist II	0.05	0.55	0.85	0.15
Project Specialist I	0.00	0.50	0.05	0.05
Street Maintenance Worker I	0.40	0.00	0.50	0.50
Planning Manager	0.03	0.03	0.00	0.00
Administrative Analyst	0.40	0.40	0.40	0.15
Total Full-Time	1.68	2.23	2.20	1.15
Part-Time:				
Sr. Project Specialist	0.00	0.48	0.46	0.23
	0.00	0.48	0.46	0.23
Total	**1.68**	**2.71**	**2.66**	**1.38**

WEST SAN LEANDRO/MACARTHUR PROJECT AREA FUND

The West San Leandro/MacArthur Project Area Fund provides funding for two different geographic areas in San Leandro. The West San Leandro project area is the City's industrial area, while the MacArthur Boulevard project area is a neighborhood district with many locally owned small businesses. The Agency has designed and constructed streetscape improvements and also supports the San Leandro LINKS shuttle service and an Industrial Competitiveness Program.

Analysis

Although revenue growth has slowed in the project area, assessed values have nevertheless continued to increase in recent years, faring considerably better than the Agency's other project area. Continued growth in assessed values of roughly 2% annually is forecast for the foreseeable future.

This project area runs a surplus of over $1 million in most years, indicating that it has significant bonding capacity. The Agency has planned for additional streetscape improvements along both MacArthur Boulevard and Doolittle Drive and the construction of an incomplete segment of Eden Road, but these projects have been delayed due the requirement to make substantial payments to the State in 2009-10 and 2011-12. The Agency anticipates revisiting bond issuances or other financing mechanisms to fund these projects in the future.

West San Leandro/MacArthur Project Area Fund 964	2009-10 Actual	2010-11 Adopted	2010-11 Estimated	2011-12 Adopted	2012-13 Projected	2013-14 Projected	2014-15 Projected
Beginning Fund Balance	**1,268,166**	**928,020**	**928,020**	**730,668**	**1,814,532**	**3,472,276**	**4,641,539**
Revenue							
Property Tax Increment	3,257,180	3,239,674	3,239,674	3,316,409	3,419,536	3,559,766	3,702,615
Other Revenue/Interest	43,498	65,000	65,000	8,000	8,000	8,000	8,000
Total Revenues	3,300,678	3,304,674	3,304,674	3,324,409	3,427,536	3,567,766	3,710,615
Expenditures							
Operations	3,234,028	2,497,208	2,865,610	1,845,614	1,376,836	2,002,446	2,082,189
Capital	9,820	-	225,304	-	-	-	-
Debt Service	396,976	411,112	411,112	394,931	392,956	396,057	393,888
Total Expenditures	3,640,824	2,908,320	3,502,026	2,240,545	1,769,792	2,398,503	2,476,077
Annual Surplus/(Shortfall)	**(340,146)**	**396,354**	**(197,352)**	**1,083,864**	**1,657,744**	**1,169,263**	**1,234,538**
Ending Fund Balance	**928,020**	**1,324,374**	**730,668**	**1,814,532**	**3,472,276**	**4,641,539**	**5,876,077**

Assumptions

- Assessed values in the project area are forecast to grow at roughly 2% annually.
- No new capital projects are included in the five-year forecast at this time, although the Agency anticipates funding MacArthur Boulevard and Doolittle Drive streetscape improvements and constructing Eden Road.

SUMMARY OF EXPENDITURES BY PROJECT
WEST SAN LEANDRO/MACARTHUR PROJECT AREA

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Operating:				
West San Leandro/MacArthur Administration	$ 806,754	$ 666,713	$ 800,012	$ 973,079
Pass-Through Agreements	422,636	2,567,315	1,697,196	822,535
Total Operating Expenditures	**1,229,390**	**3,234,028**	**2,497,208**	**1,795,614**
Capital Improvements:	**1,794,222**	**9,820**	**-**	**-**
Total WSL/MacArthur Expenditures	$ 3,023,612	$ 3,243,848	$ 2,497,208	$ 1,795,614
Transfers	542,229	396,976	411,112	444,931
Total Expenditures	**$ 3,565,841**	**$ 3,640,824**	**$ 2,908,320**	**$ 2,240,545**

Personnel Summary

	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
Full-Time:				
Business Development Manager	0.40	0.50	0.50	0.70
Community Development Director	0.10	0.15	0.20	0.25
Environmental Services Supervisor	0.05	0.05	0.05	0.05
Senior Project Specialist	0.55	0.75	0.00	0.70
Project Specialist I	0.85	0.00	0.05	0.05
Project Specialist II	0.03	0.30	1.00	0.70
Planning Manager	0.05	0.05	0.00	0.00
Administrative Analyst I	0.40	0.40	0.40	0.65
Administrative Analyst III	0.00	0.00	0.00	0.75
Total Full-Time	2.43	2.20	2.20	3.85
Total	**2.43**	**2.20**	**2.20**	**3.85**

REDEVELOPMENT AGENCY
LOW/MODERATE HOUSING FUND

The Low/Moderate Housing Fund provides the funding for lower income housing and neighborhood improvement assistance programs in all project areas. Consistent with California redevelopment law, 20 percent of all tax increment revenue received by the Redevelopment Agency is set-aside to support affordable housing programs. The Agency's largest ongoing housing programs are the Single Family Rehabilitation Program and the First-Time Home Buyer Program, both of which are shown under "Capital" in the table below.

Analysis

Projected growth in revenue for the Low/Moderate Housing Fund represents 20% of the total tax increment revenue received by the Redevelopment Agency. Accordingly, growth in revenue is a factor of changes in assessed values within all three project areas. Revenues have decreased slightly in recent years although slow growth is forecast to begin again in 2012-13.

This fund is projected to run a surplus of over $1 million annually. In 2010 the Agency committed $9.1 million in Low/Moderate Housing Fund revenues to assist in the completion of The Alameda, a 100-unit affordable housing project near the Downtown San Leandro BART station. It is anticipated that the Agency will issue bonds to fund that obligation; however, delays in the initiation of the project have postponed the need to incur any new debt at this time. The Agency expects to refine plans for funding this project in the coming fiscal year.

Low/Moderate Housing Fund 965	2009-10 Actual	2010-11 Adopted	2010-11 Estimated	2011-12 Adopted	2012-13 Projected	2013-14 Projected	2014-15 Projected
Beginning Fund Balance	**2,312,837**	**1,728,247**	**1,728,247**	**2,831,777**	**3,815,060**	**5,188,853**	**6,274,553**
Revenue							
Property Tax Increment	2,619,906	2,610,374	2,610,374	2,608,666	2,637,508	2,713,394	2,790,686
Other Revenue/Interest	201,549	20,600	618,777	40,000	40,000	40,000	40,000
Total Revenues	2,821,455	2,630,974	3,229,151	2,648,666	2,677,508	2,753,394	2,830,686
Expenditures							
Operations	586,763	577,859	627,923	544,010	182,790	547,462	558,199
Capital	2,705,807	1,056,000	1,388,836	1,047,000	1,047,000	1,047,000	1,047,000
Debt Service	113,475	108,862	108,862	74,373	73,925	73,232	72,243
Total Expenditures	3,406,045	1,742,721	2,125,621	1,665,383	1,303,715	1,667,694	1,677,442
Annual Surplus/(Shortfall)	**(584,590)**	**888,253**	**1,103,530**	**983,283**	**1,373,793**	**1,085,700**	**1,153,244**
Ending Fund Balance	**1,728,247**	**2,616,500**	**2,831,777**	**3,815,060**	**5,188,853**	**6,274,553**	**7,427,798**

Assumptions

- Revenue growth rates represent a combined average of revenue changes for the three redevelopment project areas.
- Budgeted capital expenditures do not include the $9.1 million loan obligation to BRIDGE housing for The Alameda.

SUMMARY OF EXPENDITURES BY PROJECT
LOW-MODERATE HOUSING

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Housing Set-Aside Business Development	$ 3,985	$ 8,211	$ 15,328	$ 39,483
Housing Set-Aside Development Admin	578,358	578,552	562,531	504,527
Single Family Rehabilitation	606,674	351,089	600,000	600,000
First Time Home Buyer Program	306,074	386,390	355,000	355,000
New Construction	1,042,793	1,887,324	-	-
Casa Verde	74,694	80,021	86,000	92,000
2139 Laura Avenue Rehabilitation	12,204	983	15,000	-
HUD Section 108 Loan	118,016	113,475	108,862	74,373
Total Project Expenditures	$ 2,742,798	$ 3,406,045	$ 1,742,721	$ 1,665,383
Transfers	-	-	-	-
Total Expenditures	**$ 2,742,798**	**$ 3,406,045**	**$ 1,742,721**	**$ 1,665,383**

Personnel Summary

	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
Full-Time:				
Community Development Director	0.10	0.10	0.15	0.15
Business Development Manager	0.00	0.00	0.00	0.00
Project Specialist II	0.85	0.85	0.85	0.77
Project Specialist I	0.38	0.55	0.50	0.50
Housing CDBG Manager	0.88	0.93	0.83	0.53
Permit Clerk	0.35	0.00	0.00	0.00
Adminsitrative Assistant I	0.50	0.70	0.56	0.00
Adminsitrative Assistant II	0.00	0.00	0.00	0.56
Administrative Assistant III	0.00	0.00	0.00	0.25
Administrative Analyst	0.05	0.05	0.05	0.05
Total Full-Time	3.11	3.18	2.94	2.81
Total	**3.11**	**3.18**	**2.94**	**2.81**

DEBT SERVICE FUND

This fund functions as the debt service fund for all of the Redevelopment Agency funds. Operational costs are not budgeted in this fund. The $4 million fund balance is required debt service set-aside.

RDA Debt Service Fund 970	2009-10 Actual	2010-11 Adopted	2010-11 Estimated	2011-12 Adopted	2012-13 Projected	2013-14 Projected	2014-15 Projected
Beginning Fund Balance	**4,419,100**	**4,419,800**	**4,419,800**	**4,433,788**	**4,431,764**	**4,433,297**	**4,434,846**
Revenue							
Other Revenue/Interest	(2,339)	-	-	-	-	-	-
Total Revenues	(2,339)	-	-	-	-	-	-
Expenditures							
Operations	-	1,680	1,680	1,518	1,533	1,549	1,564
Transfers: Debt Service	4,227,946	4,624,322	4,624,322	4,623,788	4,581,779	4,402,612	4,246,841
Total Expenditures	4,227,946	4,626,002	4,626,002	4,625,306	4,583,312	4,404,161	4,248,405
Transfers	**4,230,985**	**4,639,990**	**4,639,990**	**4,623,282**	**4,584,845**	**4,405,709**	**4,249,969**
Annual Surplus/(Shortfall)	**(4,230,285)**	**(4,626,002)**	**(4,626,002)**	**(4,625,306)**	**(4,583,312)**	**(4,404,161)**	**(4,248,405)**
Ending Fund Balance	**4,419,800**	**4,433,788**	**4,433,788**	**4,431,764**	**4,433,297**	**4,434,846**	**4,436,410**

SUMMARY OF EXPENDITURES BY PROJECT
REDEVELOPMENT AGENCY DEBT SERVICE

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Bayfair Mall Agreement	$ 250,000	$ 250,000	$ 250,000	$ 250,000
Plaza Tax Allocation Bonds	1,340,297	1,334,001	1,610,700	1,611,919
West San Leandro Tax Allocation Bonds	409,978	404,786	396,618	395,437
Joint Project Area Certificates of Participation	351,421	344,346	343,871	347,387
Joint Project Area Tax Allocation Bonds	1,585,657	1,734,813	1,864,813	1,860,563
SLUSD 9th Grade Campus	535,440	160,000	160,000	160,000
Total Debt Service Expenditures	$ 4,472,793	$ 4,227,946	$ 4,626,002	$ 4,625,306
Transfers	-	-	-	-
Total Expenditures	**$ 4,472,793**	**$ 4,227,946**	**$ 4,626,002**	**$ 4,625,306**

CITY OF SAN LEANDRO

INCORPORATED 1872

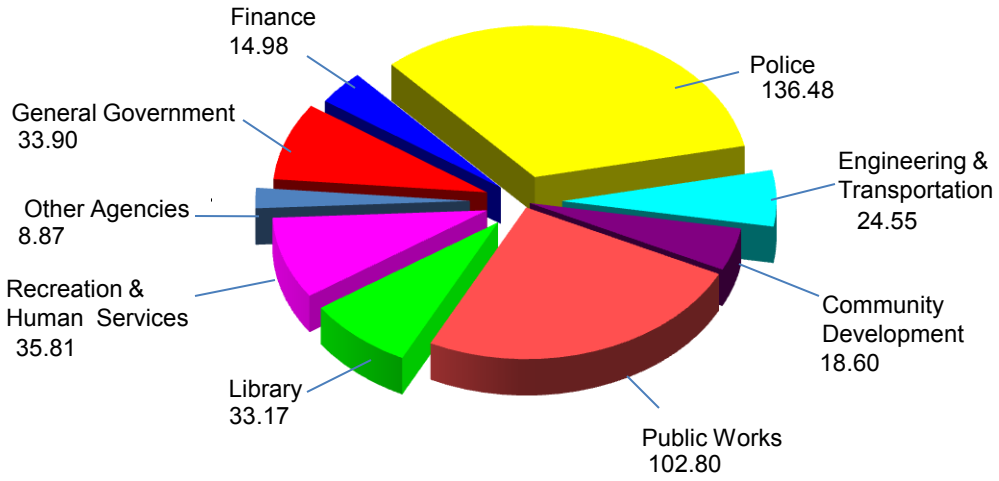
INTRODUCTION

The Staffing section provides charts and tables associated with personnel authorized both historically and requested for the new fiscal year. This section also includes the dollars associated with salaries and benefits of the City staff requirements. The first part of the section captures all funds full-time equivalents and personnel costs. The last part of this section captures general fund full-time equivalents and personnel costs. In previous adopted budget documents this information was furnished in the financial summaries sections.

CITY OF SAN LEANDRO

INCORPORATED 1872

PERSONNEL SUMMARY
2011 – 12 All Funds
409.16 F.T.E.



Numbers shown represent Full-Time Equivalent (F.T.E.) positions.

In fiscal year 2011-12, 409.16 full-time equivalent positions are adopted. This includes 347.00 full-time positions and 62.16 part-time positions. The graph above shows the number of positions by department. The table below provides further detail regarding the full-time and part-time position breakdown by department.

	2009-10 Adopted			2010-11 Adopted			2011-12 Adopted		
	Full-Time	Part-Time	Total	Full-Time	Part-Time	Total	Full-Time	Part-Time	Total
General Government	37.00	1.90	38.90	32.50	1.90	34.40	32.00	1.90	33.90
Finance	14.57	1.71	16.28	13.07	1.73	14.80	13.00	1.98	14.98
Police	138.00	3.69	141.69	129.00	4.15	133.15	133.00	3.48	136.48
Engineering & Transportation	27.00	3.44	30.44	23.00	1.55	24.55	23.00	1.55	24.55
Community Development	18.47	0.48	18.95	17.76	0.46	18.22	18.14	0.46	18.60
Public Works	105.45	7.60	113.05	93.45	10.19	103.64	93.45	9.35	102.80
Library Services	22.00	17.73	39.73	15.50	17.17	32.67	16.00	17.17	33.17
Recreation & Human Services	12.00	33.06	45.06	10.00	24.77	34.77	10.00	25.81	35.81
Other Agencies	9.08	0.48	9.56	8.79	0.46	9.25	8.41	0.46	8.87
Total Work Force	383.57	70.09	453.66	343.07	62.38	405.45	347.00	62.16	409.16

ALL FUNDS SUMMARY OF POSITIONS BY DEPARTMENT

	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
General Government				
City Council				
Administrative Assistant III	1.00	1.00	1.00	1.00
Administrative Assistant II	0.50	0.00	0.00	0.00
City Council	6.00	6.00	6.00	6.00
Mayor	1.00	1.00	1.00	1.00
Total City Council	8.50	8.00	8.00	8.00
City Manager Office				
Administrative Analyst II	1.00	1.00	1.00	1.00
Administrative Assistant I	1.00	1.00	0.50	0.00
Administrative Assistant II	3.50	2.00	2.00	2.00
Administrative Assistant III	1.00	1.00	1.00	1.00
Administrative Specialist II	2.00	2.00	1.00	1.00
Assistant City Manager	1.00	1.00	1.00	1.00
Assistant Information Services Manager	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00
City Manager	1.00	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00	1.00
Human Resources Analyst	1.00	1.00	1.00	1.00
Human Resources Director	1.00	1.00	0.00	0.00
Human Resources Technician	2.00	2.00	2.00	2.00
Senior Human Resources Analyst	2.00	2.00	1.00	1.00
Graphics Supervisor	1.00	1.00	1.00	1.00
Information Services Manager	1.00	1.00	1.00	1.00
Information Services Specialist	4.00	4.00	3.50	3.00
Information Systems Application Specialist	2.00	2.00	1.50	2.00
Information Systems Analyst	3.00	3.00	3.00	3.00
Total Full Time	30.50	29.00	24.50	24.00
Assistant To The City Manager	1.00	0.75	0.75	0.75
Administrative Assistant II	1.80	1.15	1.15	1.15
Office Assistant V	0.00	0.00	0.00	0.00
Public Information Officer	0.70	0.00	0.00	0.00
Total Part Time	3.50	1.90	1.90	1.90
Total City Manager Office	34.00	30.90	26.40	25.90
Total General Government	**42.50**	**38.90**	**34.40**	**33.90**

ALL FUNDS SUMMARY OF POSITIONS BY DEPARTMENT

	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
Finance				
Account Clerk	4.00	3.00	2.00	2.00
Accountant I	2.00	1.00	1.00	1.00
Accountant II	1.00	1.00	1.00	1.00
Administrative Assistant III	1.00	1.00	1.00	1.00
Administrative Specialist III	1.00	1.00	1.00	1.00
Budget & Compliance Manager	1.00	1.00	1.00	1.00
Deputy Finance Director	1.00	1.00	1.00	1.00
Finance Director	1.00	0.57	0.57	1.00
Financial Supervisor	1.00	1.00	0.50	0.00
Senior Account Clerk	4.00	4.00	4.00	4.00
Total Full Time	17.00	14.57	13.07	13.00
Accountant I	0.48	0.48	0.48	0.48
Administrative Assistant I	0.73	0.25	0.25	0.25
Administrative Assistant II	0.48	0.48	0.25	0.50
Administrative Specialist III	0.50	0.50	0.75	0.75
Total Part Time	2.19	1.71	1.73	1.98
Total Finance Department	**19.19**	**16.28**	**14.80**	**14.98**
Community Development				
Administrative Assistant I	2.00	1.00	0.50	1.00
Administrative Assistant II	1.50	1.30	2.44	2.44
Administrative Assistant III	1.00	1.00	1.00	0.00
Associate Engineer	1.00	1.00	1.00	1.00
Building Inspector	2.00	2.00	2.00	2.00
Chief Building Official	1.00	1.00	1.00	1.00
Community Development Director	0.70	0.70	0.60	0.60
Housing-CDBG Manager	0.12	0.07	0.17	0.47
Permits Center Coordinator	1.00	1.00	1.00	1.00
Permits Clerk	2.65	2.00	1.50	2.00
Permits Technician	1.00	1.00	1.00	1.00
Planning Manager	0.90	0.90	0.00	0.00
Project Specialist I	1.62	1.45	2.40	2.40
Project Specialist II	1.15	0.15	0.15	0.23
Senior Project Specialist	1.90	1.90	1.00	1.00
Senior Building Inspector	1.00	0.00	0.00	0.00
Senior Engineer	1.00	1.00	1.00	1.00
Supervising Bldg Inspector	1.00	1.00	1.00	1.00
Total Full Time	22.54	18.47	17.76	18.14
Administrative Assistant I	0.48	0.48	0.00	0.00
Office Assistant III	0.00	0.00	0.00	0.00
Senior Project Specialist	0.00	0.00	0.46	0.46
Permits Clerk	0.48	0.00	0.00	0.00
Total Part Time	0.96	0.48	0.46	0.46
Total Community Development	**23.50**	**18.95**	**18.22**	**18.60**

ALL FUNDS SUMMARY OF POSITIONS BY DEPARTMENT

	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
Engineering and Transportation				
Administrative Analyst I	1.00	1.00	1.00	1.00
Administrative Assistant II	2.00	2.00	2.00	2.00
Administrative Assistant III	1.00	1.00	1.00	1.00
Assistant Engineer	1.00	3.00	0.00	0.00
Associate Engineer	5.93	4.00	6.00	6.00
City Engineer	1.00	1.00	1.00	1.00
Engineering & Transportation Director	1.00	1.00	1.00	1.00
Engineering Aide	1.00	1.00	1.00	1.00
Engineering Inspector	5.00	5.00	4.00	4.00
Principal Engineer	1.00	1.00	1.00	1.00
Senior Engineer	3.00	3.00	3.00	3.00
Senior Engineering Aide	2.00	2.00	1.00	1.00
Supervising Engineering Inspector	1.00	1.00	0.00	0.00
Traffic Operations Engineer	1.00	1.00	1.00	1.00
Total Full Time	26.93	27.00	23.00	23.00
Maintenance Aide	0.48	0.48	0.00	0.00
Engineering Inspector	0.00	0.00	0.92	0.92
Office Assistant III	0.02	0.47	0.00	0.00
Office Assistant IV	2.04	1.86	0.00	0.00
Office Assistant V	0.48	0.00	0.00	0.00
Senior Engineering Aide	0.63	0.63	0.63	0.63
Total Part Time	3.64	3.44	1.55	1.55
Total Engineering and Transportation	**30.57**	**30.44**	**24.55**	**24.55**
Other Agencies				
Administrative Analyst	0.00	1.00	1.00	1.00
Administrative Assistant II	0.50	0.70	0.56	0.56
Administrative Assistant III	1.00	1.00	1.00	1.00
Business Development Manager	1.00	1.00	1.00	1.00
Community Development Director	0.30	0.30	0.40	0.40
Environment Services Supervisor	0.05	0.05	0.05	0.05
Housing-CDBG Manager	0.88	0.93	0.83	0.53
Permits Clerk	0.35	0.00	0.00	0.00
Planning Manager	0.10	0.10	0.00	0.00
Project Specialist I	1.38	0.55	0.60	0.60
Project Specialist II	0.85	1.85	2.85	1.77
Sr. Admin Assistant	1.00	0.00	0.00	0.00
Sr. Project Specialist	1.10	1.10	0.00	1.00
Street Maintenance Worker I	1.00	0.50	0.50	0.50
Total Full Time	9.51	9.08	8.79	8.41
Sr. Project Specialist	0.00	0.48	0.46	0.46
Total Part Time	0.00	0.48	0.46	0.46
Total Other Agencies	**9.51**	**9.56**	**9.25**	**8.87**

ALL FUNDS SUMMARY OF POSITIONS BY DEPARTMENT

	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
Library				
Administrative Analyst II	1.00	1.00	1.00	1.00
Administrative Assistant III	1.00	1.00	1.00	1.00
Circulation Supervisor	1.00	1.00	0.00	0.00
Library Services Manager	1.00	1.00	0.00	0.00
Librarian	6.00	5.00	3.50	4.00
Library Assistant	2.00	2.00	2.00	2.00
Library Director	1.00	1.00	0.00	0.00
Project Literacy Coordinator	1.00	1.00	1.00	1.00
Senior Librarian	4.00	4.00	3.00	3.00
Senior Library Assistant	6.00	5.00	4.00	4.00
Total Full Time	24.00	22.00	15.50	16.00
Administrative Analyst I	0.24	0.48	0.00	0.00
Administrative Analyst II	0.24	0.00	0.00	0.00
Administrative Assistant I	0.48	0.00	0.48	0.48
Librarian	3.29	1.68	1.12	1.12
Library Assistant	1.91	0.00	0.00	0.00
Library Clerk	7.17	6.21	5.58	5.58
Library Services Manager	0.00	0.00	0.46	0.46
Library Director	0.00	0.00	0.46	0.46
Maintenance Aide	1.86	1.45	1.45	1.45
Office Assistant I	5.61	4.20	4.15	4.15
Office Assistant III	0.38	0.38	0.38	0.38
Police Services Aide	2.48	2.08	1.84	1.84
Senior Library Assistant	1.08	1.25	1.25	1.25
Total Part Time	24.74	17.73	17.17	17.17
Total Library	**48.74**	**39.73**	**32.67**	**33.17**
Recreation & Human Services				
Administrative Assistant I	2.00	2.00	1.00	1.00
Administrative Assistant III	1.00	1.00	1.00	1.00
Recreation & Human Services Director	1.00	1.00	1.00	1.00
Recreation & Human Services Manager	2.00	2.00	2.00	2.00
Recreation Supervisor I	1.00	0.00	0.00	0.00
Recreation Supervisor II	5.00	5.00	4.00	4.00
Administrative Specialist III	1.00	1.00	1.00	1.00
Total Full Time	13.00	12.00	10.00	10.00
Administrative Assistant I	0.04	0.04	0.00	0.00
Office Assistant II	0.10	0.00	0.00	0.00
Recreation Leader I	0.60	0.51	0.42	0.05
Recreation Leader II	23.02	15.15	12.10	12.37
Recreation Specialist I	10.93	10.40	7.24	8.35
Recreation Specialist II	6.33	6.04	3.88	3.82
Recreation Specialist III	0.97	0.92	1.13	1.22
Total Part Time	41.99	33.06	24.77	25.81
Total Recreation & Human Services	**54.99**	**45.06**	**34.77**	**35.81**

ALL FUNDS SUMMARY OF POSITIONS BY DEPARTMENT

	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
Public Works Department				
Administrative Analyst I	2.00	2.00	2.00	2.00
Administrative Assistant II	2.00	1.00	1.00	1.00
Administrative Assistant III	1.00	2.00	2.00	2.00
Administrative Specialist III	0.00	1.00	1.00	1.00
Assistant Marina Supervisor	1.00	0.00	0.00	0.00
Assistant Water Pollution Control Plant Manager	1.00	1.00	1.00	1.00
Bldg Supervisor	1.00	1.00	1.00	1.00
Electrician I	2.00	1.00	1.00	1.00
Electrician II	2.00	1.00	1.00	1.00
Environmental Protection Specialist II	4.00	4.00	4.00	4.00
Environmental Services Supervisor	0.95	0.95	0.95	0.95
Equipment Mechanic	2.00	2.00	2.00	2.00
Equipment Mechanic - Lead	1.00	1.00	1.00	1.00
Equipment Services Aide	1.00	1.00	0.00	0.00
Equipment Services Technician	2.00	1.00	0.00	0.00
Facilities And Open Space Mgr	1.00	1.00	1.00	1.00
Facilities Maintenance Worker I	4.00	5.00	5.00	5.00
Facilities Maintenance Worker II	2.00	1.00	0.00	0.00
Fleet Supervisor	1.00	1.00	1.00	1.00
HVAC Mechanic I	1.00	1.00	1.00	1.00
Laboratory Supervisor	1.00	1.00	1.00	1.00
Laboratory Technician I	2.00	1.00	1.00	1.00
Laboratory Technician II	0.00	1.00	1.00	1.00
Maintenance Mechanic I	2.00	1.00	0.00	0.00
Maintenance Mechanic II	4.00	5.00	6.00	6.00
Maintenance Worker - Entry	4.00	3.00	3.00	3.00
Park Maintenance Worker I	8.00	6.00	4.00	4.00
Park Maintenance Worker II	8.00	6.00	4.00	4.00
Park Supervisor	1.00	1.00	1.00	1.00
Pavement Maintenance Supervisor	1.00	0.00	0.00	0.00
Plant Electrician II	0.00	1.00	1.00	1.00
Plant Maintenance Supervisor	1.00	1.00	1.00	1.00
Plant Maintenance Worker	1.00	1.00	1.00	1.00
Plant Operations Supervisor	1.00	1.00	1.00	1.00
Plant Operator - Lead	4.00	5.00	5.00	5.00
Plant Operator I	6.00	5.00	5.00	5.00
Public Works Services Director	1.00	1.00	1.00	1.00
Pavement Marking Specialist-Lead	1.00	0.00	0.00	0.00
Sr. Admin Assistant	1.00	0.00	0.00	0.00
Street Maintenance Manager	1.00	1.00	1.00	1.00
Street Maintenance Worker I	11.50	11.50	10.50	10.50
Street Maintenance Worker II	10.00	11.00	9.00	9.00
Street Maintenance Worker III	2.00	2.00	2.00	2.00
Street Supervisor	2.00	3.00	2.00	2.00
Supply Maintenance Worker	1.00	1.00	1.00	1.00
Traffic Supervisor	1.00	1.00	1.00	1.00
Tree Trimmer I	3.00	2.00	2.00	2.00
Tree Trimmer II	3.00	3.00	2.00	2.00
Water Pollution Control Plant Manager	1.00	1.00	1.00	1.00
Total Full Time	114.45	105.45	93.45	93.45

ALL FUNDS SUMMARY OF POSITIONS BY DEPARTMENT

	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
Public Works , continued				
Administrative Assistant II	0.96	0.96	0.96	0.96
Equipment Services Aide	0.00	0.00	0.48	0.00
Facilities Maintenance Worker I	0.00	0.00	0.96	0.48
Maintenance Worker - Entry	0.96	0.48	0.96	0.96
Maintenance Aide	4.13	4.72	5.39	5.51
Maintenance Assistant II	0.48	0.48	0.48	0.48
Maintenance Assistant III	0.48	0.48	0.48	0.48
Park Maintenance Worker I	0.00	0.48	0.48	0.48
Shoreline Operations Manager	0.48	0.00	0.00	0.00
Total Part Time	7.50	7.60	10.19	9.35
Total Public Works	**121.95**	**113.05**	**103.64**	**102.80**
Police				
Admin Specialist - Police	8.00	7.00	5.00	5.00
Administrative Assistant II	2.00	2.00	1.00	1.00
Administrative Assistant IV	1.00	1.00	0.00	0.00
Administrative Assistant III	0.00	0.00	0.00	1.00
Animal Control Worker	2.00	2.00	2.00	2.00
Community Services Officer	4.00	4.00	4.00	4.00
Community Services Specialist	0.00	0.00	1.00	1.00
Jailer	8.00	8.00	8.00	8.00
Police Captain	1.00	2.00	2.00	2.00
Police Chief	1.00	1.00	1.00	1.00
Police Lieutenant	7.00	5.00	4.00	4.00
Police Officer	71.00	68.00	65.00	68.00
Police Sergeant	14.00	14.00	14.00	14.00
Police Services Aide	6.00	5.00	4.00	4.00
Property & Evidence Technician	1.00	1.00	1.00	1.00
Property Clerk	1.00	1.00	1.00	1.00
Support Services Manager	0.00	1.00	1.00	1.00
Public Safety Dispatcher	16.00	16.00	15.00	15.00
Total Full Time	143.00	138.00	129.00	133.00
Administrative Assistant I	0.67	0.67	0.67	0.67
Administrative Assistant II	0.00	0.00	0.46	0.00
Community Crossing Guard	3.78	0.00	0.00	0.00
Parking Aide	1.58	1.58	1.58	1.58
Police Officer	0.96	0.96	0.96	0.75
Property Clerk	0.48	0.48	0.48	0.48
Total Part Time	7.47	3.69	4.15	3.48
Total Police	**150.47**	**141.69**	**133.15**	**136.48**
Grand Total	**501.42**	**453.66**	**405.45**	**409.16**

SALARY AND BENEFIT SUMMARY BY FUND

2008-09 Budget	Total Salary	4210 PERS	4201 FICA	4240 Medicare	4220 Health	Total Benefits	Total Salary & Benefits	% of Total
General	$27,063,844	$8,507,385	$908,623	$372,051	$2,499,045	$12,287,104	$39,350,948	73.10%
Street/Traffic (DFSI)	81,394	12,735	4,342	1,064	1,120	19,261	100,655	0.19%
Parking	102,335	22,937	6,444	1,507	14,710	45,598	147,933	0.27%
Special Gas Tax	681,408	141,352	42,370	9,992	129,323	323,037	1,004,445	1.87%
Measure B	246,333	44,855	13,128	3,173	3,337	64,493	310,826	0.58%
Traffic Congestion Relief	990	189	36	12	23	260	1,250	0.00%
Heron Bay	81,579	17,185	4,559	1,092	15,953	38,789	120,368	0.22%
Proposition 1 B	46	10	2	1	-	13	59	0.00%
Special State Grants	216,347	47,123	13,831	3,634	6,406	70,994	287,341	0.53%
CDBG	110,529	15,635	4,912	1,151	4,571	26,269	136,798	0.25%
HOME Fund	12,022	3,111	875	207	731	4,924	16,946	0.03%
Capital Improvement Program	198,561	35,675	10,637	2,573	2,732	51,617	250,178	0.46%
SL Hillside Maintenance (GHAD)	277	50	15	5	4	74	351	0.00%
Water Pollution Control	2,512,210	487,022	149,987	36,494	308,905	982,408	3,494,618	6.49%
Environmental Services	678,956	140,460	38,928	9,349	53,294	242,031	920,987	1.71%
Shoreline Fund	591,437	109,960	33,854	8,132	63,510	215,456	806,893	1.50%
Storm Water	363,235	70,316	19,276	4,587	58,240	152,419	515,654	0.96%
Building Maintenance	628,017	134,651	40,171	9,765	110,585	295,172	923,189	1.71%
Information Services	1,227,534	270,393	71,035	17,329	135,076	493,833	1,721,367	3.20%
Self Insurance	77,597	9,257	4,606	1,078	2,817	17,758	95,355	0.18%
Equipment Maintenance	513,411	116,835	30,864	7,324	92,739	247,762	761,173	1.41%
RDA - Plaza Area	219,078	41,780	12,254	2,936	13,916	70,886	289,964	0.54%
RDA - Joint Project Area	359,147	68,996	19,697	4,843	22,270	115,806	474,953	0.88%
RDA - West San Leandro	209,834	41,828	11,560	2,896	21,091	77,375	287,209	0.53%
RDA - Low/Mod Housing	274,761	60,650	15,750	3,833	26,803	107,036	381,797	0.71%
Retiree Medical (Gen. Fund)	-	-	-	-	1,431,891	1,431,891	1,431,891	2.66%
Total All Funds	**$36,450,882**	**$10,400,390**	**$1,457,756**	**$505,028**	**$5,019,092**	**$17,382,266**	**$53,833,147**	**100.00%**

2009-10 Budget	Total Salary	4210 PERS	4201 FICA	4240 Medicare	4220 Health	Total Benefits	Total Salary & Benefits	% of Total
General	$25,366,383	$8,490,152	$959,232	$380,433	$3,488,786	$13,318,603	$38,684,986	74.44%
Parking	108,584	24,960	6,733	1,575	16,180	49,448	158,032	0.30%
Special Gas Tax	660,043	144,748	40,923	9,571	140,662	335,904	995,947	1.92%
Measure B	92,592	21,380	5,741	1,343	20,077	48,541	141,133	0.27%
Heron Bay	77,281	16,783	4,791	1,118	18,779	41,471	118,752	0.23%
Special State Grants	186,949	33,230	10,540	2,465	6,179	52,414	239,363	0.46%
CDBG	70,023	14,059	3,807	891	4,122	22,879	92,902	0.18%
HOME Fund	10,743	2,468	666	155	751	4,040	14,783	0.03%
Water Pollution Control	2,626,782	572,508	160,676	37,890	411,312	1,182,386	3,809,168	7.33%
Environmental Services	654,304	141,765	40,566	9,487	63,217	255,035	909,339	1.75%
Shoreline Fund	451,774	87,742	28,010	6,555	58,546	180,853	632,627	1.22%
Storm Water	338,782	75,766	21,005	4,912	67,721	169,404	508,186	0.98%
Building Maintenance	629,835	143,133	39,050	9,135	132,264	323,582	953,417	1.83%
Information Services	1,251,188	286,006	74,251	18,142	158,229	536,628	1,787,816	3.44%
Self Insurance	92,303	14,553	5,723	1,338	3,160	24,774	117,077	0.23%
Equipment Maintenance	450,036	102,641	27,902	6,524	88,962	226,029	676,065	1.30%
RDA - Plaza Area	46,962	10,881	2,912	681	5,134	19,608	66,570	0.13%
RDA - Joint Project Area	242,899	44,891	15,060	3,523	24,504	87,978	330,877	0.64%
RDA - West San Leandro	231,397	53,615	14,347	3,356	32,651	103,969	335,366	0.65%
RDA - Low/Mod Housing	281,422	64,976	16,969	4,081	29,576	115,602	397,024	0.76%
Retiree Medical	-	-	-	-	1,000,000	1,000,000	1,000,000	1.92%
Sub-Total All Funds	33,870,282	10,346,257	1,478,904	503,175	5,770,812	18,099,148	51,969,430	100.00%
Capital Improvement Program	1,331,605	-	-	-	-	-	1,331,605	N/A
Total All Funds	**$35,201,887**	**$10,346,257**	**$1,478,904**	**$503,175**	**$5,770,812**	**$18,099,148**	**$53,301,035**	**100.00%**

SALARY AND BENEFIT SUMMARY BY FUND

2010-11 Budget	Total Salary	4210 PERS	4201 FICA	4240 Medicare	4220 Health	Total Benefits	Total Salary & Benefits	% of Total
General	$22,195,244	$7,615,797	$795,941	$333,414	$2,906,967	$11,652,119	$33,847,363	72.48%
Parking	99,758	22,656	6,184	1,446	12,781	43,067	142,825	0.31%
Special Gas Tax	606,197	136,674	37,584	8,791	118,843	301,892	908,089	1.94%
Measure B	91,032	20,780	5,644	1,320	19,490	47,234	138,266	0.30%
Heron Bay	75,743	16,246	4,696	1,097	19,077	41,116	116,859	0.25%
Special State Grants	287,245	87,942	11,484	4,164	22,228	125,818	413,063	0.88%
CDBG	68,724	15,750	4,261	998	10,891	31,900	100,624	0.22%
HOME Fund	10,633	2,437	659	155	1,423	4,674	15,307	0.03%
Water Pollution Control	2,557,420	553,807	157,355	37,085	296,706	1,044,953	3,602,373	7.71%
Environmental Services	643,545	137,899	39,900	9,330	60,911	248,040	891,585	1.91%
Shoreline Fund	470,309	95,514	29,159	6,818	63,179	194,670	664,979	1.42%
Storm Water	335,875	74,275	20,824	4,870	59,358	159,327	495,202	1.06%
Building Maintenance	613,426	126,779	38,033	8,895	116,724	290,431	903,857	1.94%
Information Services	1,130,184	254,918	67,026	16,386	129,945	468,275	1,598,459	3.42%
Self Insurance	144,632	26,555	8,967	2,097	4,236	41,855	186,487	0.40%
Equipment Maintenance	369,767	73,993	22,926	5,362	62,728	165,009	534,776	1.15%
RDA - Plaza Area	45,468	10,358	2,819	659	6,918	20,754	66,222	0.14%
RDA - Joint Project Area	240,375	44,282	14,903	3,486	30,542	93,213	333,588	0.71%
RDA - West San Leandro	237,669	54,186	14,736	3,446	36,655	109,023	346,692	0.74%
RDA - Low/Mod Housing	275,872	63,206	16,920	4,001	35,236	119,363	395,235	0.85%
Retiree Medical	-	-	-	-	1,000,000	1,000,000	1,000,000	2.14%
Sub-Total All Funds	30,499,118	9,434,054	1,300,021	453,820	5,014,838	16,202,733	46,701,851	100.00%
Capital Improvement Program	1,422,459	-	-	-	-	-	1,422,459	N/A
Total All Funds	**$31,921,577**	**$9,434,054**	**$1,300,021**	**$453,820**	**$5,014,838**	**$16,202,733**	**$48,124,310**	**100%**

2011-12 Adopted Budget	Total Salary	4210 PERS	4201 FICA	4240 Medicare	4220 Health	Total Benefits	Total Salary & Benefits	% of Total
General	$21,536,061	$8,648,209	$821,447	$342,396	$3,096,696	$12,908,748	$34,444,809	70.91%
Parking	101,083	27,641	6,267	1,466	19,691	55,065	156,148	0.32%
Special Gas Tax	628,126	170,005	38,944	9,109	132,757	350,815	978,941	2.02%
Measure B	92,990	25,434	5,765	1,348	8,050	40,597	133,587	0.27%
Heron Bay	77,111	19,785	4,781	1,118	17,311	42,995	120,106	0.25%
Special State Grants	657,169	307,409	12,692	9,531	97,652	427,284	1,084,453	2.23%
CDBG	70,587	19,476	4,376	1,024	10,808	35,684	106,271	0.22%
HOME Fund	10,713	2,956	664	156	1,415	5,191	15,904	0.03%
Water Pollution Control	2,640,462	679,129	162,019	38,288	359,904	1,239,340	3,879,802	7.99%
Environmental Services	653,012	166,500	40,487	9,468	55,637	272,092	925,104	1.90%
Shoreline Fund	478,099	109,976	29,642	6,929	57,699	204,246	682,345	1.40%
Storm Water	333,812	88,851	20,696	4,839	66,668	181,054	514,866	1.06%
Building Maintenance	604,114	155,753	37,455	8,759	108,380	310,347	914,461	1.88%
Information Services	1,135,934	305,771	66,946	16,470	141,254	530,441	1,666,375	3.43%
Self Insurance	148,771	39,631	9,224	2,157	8,335	59,347	208,118	0.43%
Equipment Maintenance	353,067	91,067	21,890	5,120	65,828	183,905	536,972	1.11%
RDA - Plaza Area	84,931	16,893	5,266	1,231	8,707	32,097	117,028	0.24%
RDA - Joint Project Area	116,193	25,511	7,204	1,685	13,191	47,591	163,784	0.34%
RDA - West San Leandro	377,451	103,658	23,402	5,473	55,873	188,406	565,857	1.16%
RDA - Low/Mod Housing	244,420	67,416	15,154	3,546	32,494	118,610	363,030	0.75%
Retiree Medical	-	-	-	-	1,000,000	1,000,000	1,000,000	2.06%
Sub-Total All Funds	30,344,106	11,071,071	1,334,321	470,113	5,358,350	18,233,855	48,577,961	100.00%
Capital Improvement Program	1,522,459	-	-	-	-	-	1,522,459	N/A
Total All Funds	**$31,866,565**	**$11,071,071**	**$1,334,321**	**$470,113**	**$5,358,350**	**$18,233,855**	**$50,100,420**	**100%**

ALL FUNDS SALARY AND BENEFITS BY FUNCTION

2008-09 Actual	Regular Salary	Overtime	Benefits	Total	Overtime Allocation
General Government *	4,275,161	7,695	1,670,590	5,953,447	0.44%
Police	12,828,764	1,507,408	8,244,139	22,580,311	85.89%
Engineering & Transportation	1,445,173	2,639	735,889	2,183,701	0.15%
Community Development	1,856,872	7,326	736,421	2,600,620	0.42%
Public Works	7,503,555	202,021	2,668,037	10,373,613	11.51%
Library Services	2,402,347	426	810,165	3,212,938	0.02%
Recreation & Human Services	1,934,575	20,188	556,753	2,511,515	1.15%
Other Agencies	1,058,385	4,435	371,103	1,433,923	0.25%
Capital Improvement Program	1,391,043	2,866	157,278	1,551,187	0.16%
Sub-Total Salary and Benefits	34,695,875	1,755,005	15,950,375	52,401,256	100%
Retiree Medical	-	-	1,431,891	1,431,891	N/A
Total Salary and Benefits	**34,695,875**	**1,755,005**	**17,382,266**	**53,833,147**	**100.00%**

2009-10 Actual					
General Government *	4,064,996	5,735	1,581,940	5,652,671	0.39%
Police	12,676,368	1,338,632	8,076,505	22,091,505	90.75%
Engineering & Transportation	1,218,064	210	664,714	1,882,988	0.01%
Community Development	1,673,733	8,052	727,673	2,409,458	0.55%
Public Works	6,601,306	118,628	2,925,588	9,645,522	8.04%
Library Services	2,096,674	-	700,918	2,797,592	0.00%
Recreation & Human Services	1,654,059	3,402	497,372	2,154,833	0.23%
Other Agencies	1,083,701	443	408,900	1,493,044	0.03%
Capital Improvement Program	-	-	1,007,031	1,007,031	0.00%
Sub-Total Salary and Benefits	31,068,901	1,475,102	16,590,641	49,134,644	100.00%
Retiree Medical	-	-	1,623,253	1,623,253	N/A
Total Salary and Benefits	**31,068,901**	**1,475,102**	**18,213,894**	**50,757,897**	**100.00%**

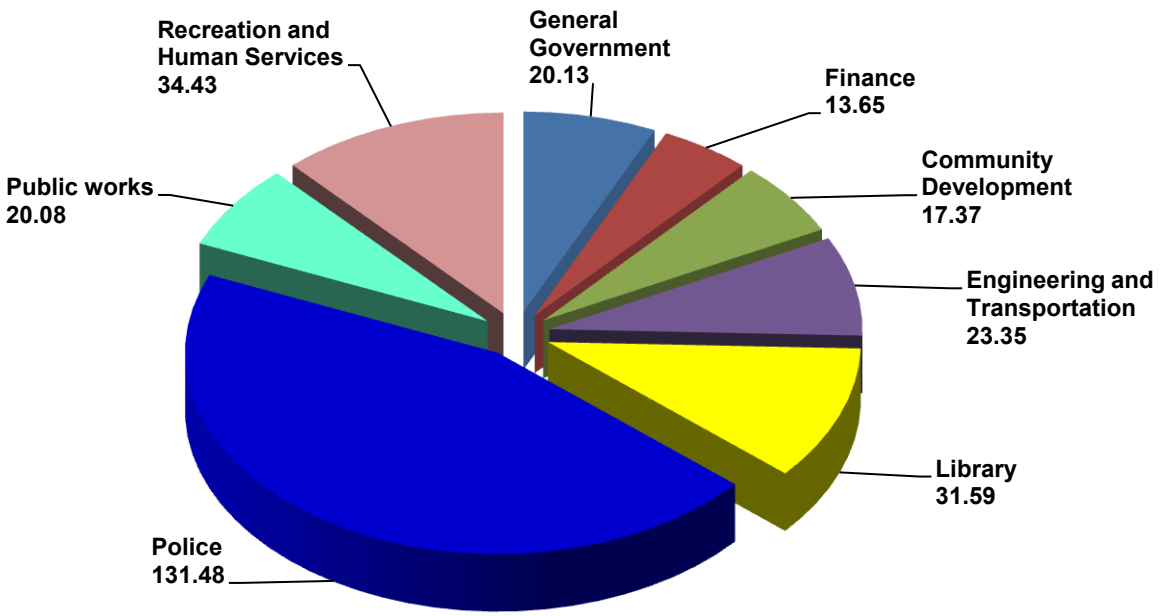
2010-11 Budget					
General Government *	$ 3,671,103	$ 7,556	$ 1,458,055	5,136,714	0.50%
Police	12,032,809	1,321,859	7,708,018	21,062,686	87.30%
Engineering & Transportation	814,088	9,555	946,052	1,769,695	0.63%
Community Development	1,504,716	13,330	703,344	2,221,390	0.88%
Public Works	6,185,698	149,524	2,756,185	9,091,407	9.88%
Library Services	1,723,013	1,503	569,522	2,294,038	0.10%
Recreation & Human Services	2,254,216	10,764	719,204	2,984,184	0.71%
Other Agencies	799,384	-	342,353	1,141,737	0.00%
Capital Improvement Program	1,422,459	-	-	1,422,459	0.00%
Sub-Total Salary and Benefits	30,407,486	1,514,091	15,202,733	47,124,310	100.00%
Retiree Medical	-	-	1,000,000	1,000,000	N/A
Total Salary and Benefits	**$ 30,407,486**	**$ 1,514,091**	**$ 16,202,733**	**$ 48,124,310**	**100.00%**

ALL FUNDS SALARY AND BENEFITS BY FUNCTION

2011-12 Adopted	Regular Salary	Overtime	Benefits	Total	Overtime Allocation
General Government *	$ 3,753,694	$ 14,290	$ 1,724,790	5,492,774	1.00%
Police	12,343,665	1,228,961	8,648,547	22,221,173	85.60%
Engineering & Transportation	779,867	9,555	1,060,125	1,849,547	0.67%
Community Development	1,601,551	13,659	793,412	2,408,622	0.95%
Public Works	6,798,726	160,942	3,460,980	10,420,648	11.21%
Library Services	1,777,553	1,503	646,939	2,425,995	0.10%
Recreation & Human Services	1,767,355	6,794	512,349	2,286,498	0.47%
Other Agencies	822,993	-	386,704	1,209,697	0.00%
Capital Improvement Program	-	-	-	1,522,459	0.00%
Sub-Total Salary and Benefits	29,645,404	1,435,704	17,233,846	49,837,413	100.00%
Retiree Medical	-	-	900,000	900,000	N/A
Total Salary and Benefits	**$ 29,645,404**	**$ 1,435,704**	**$ 18,133,846**	**$ 49,214,954**	**100.00%**

** General Government includes the Finance department salary and benefit expenditures.*

PERSONNEL SUMMARY
2011-12 General Fund
292.08 F.T.E.



Numbers shown represent Full-Time Equivalent (F.T.E.) positions.

In fiscal year 2011-12, 292.08 full-time equivalent positions are adopted. This includes 239.49 full-time positions and 52.59 part-time positions. The graph above shows the number of positions by department. The table below provides further detail regarding the full-time and part-time position breakdown by department.

	2009-10 Adopted			2010-11 Adopted			2011-12 Adopted		
	Full-Time	Part-Time	Total	Full-Time	Part-Time	Total	Full-Time	Part-Time	Total
General Government	22.00	1.13	23.13	19.00	1.13	20.13	19.00	1.13	20.13
Finance	14.22	1.14	15.36	12.57	0.91	13.48	12.50	1.15	13.65
Police	138.00	3.69	141.69	128.00	4.15	132.15	128.00	3.48	131.48
Engineering & Transportation	25.80	3.44	29.24	21.80	1.55	23.35	21.80	1.55	23.35
Community Development	17.48	0.48	17.96	16.11	0.46	16.57	16.91	0.46	17.37
Public Works	24.60	2.99	27.59	16.78	3.18	19.96	16.78	3.30	20.08
Library Services	21.00	17.15	38.15	14.50	16.59	31.09	15.00	16.59	31.59
Recreation & Human Services	11.75	32.19	43.94	9.50	23.90	33.40	9.50	24.93	34.43
Total Work Force	274.85	62.21	337.06	238.26	51.87	290.13	239.49	52.59	292.08

GENERAL FUND SUMMARY OF POSITIONS BY DEPARTMENT

	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
General Government				
CityCouncil				
Full-Time:				
Administrative Assistant II	0.50	1.00	0.00	0.00
Administrative Assistant III	1.00	0.00	1.00	1.00
Mayor	1.00	1.00	1.00	1.00
City Council	6.00	6.00	6.00	6.00
Total City Council	8.50	8.00	8.00	8.00
City Manager Office				
Full-Time:				
City Manager	1.00	1.00	1.00	1.00
Assistant City Manager	1.00	1.00	1.00	1.00
Administrative Analyst II	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00	1.00
Administrative Specialist II	1.00	1.00	1.00	1.00
Administrative Assistant II	3.00	1.00	0.00	0.00
Administrative Assistant III	1.00	1.00	1.00	1.00
Senior Human Resources Analyst	1.00	1.00	0.00	0.00
Human Resources Director	1.00	1.00	0.00	0.00
Human Resources Technician	2.00	2.00	2.00	2.00
Human Resources Analyst	2.00	2.00	2.00	2.00
Total Full-Time	16.00	14.00	11.00	11.00
Part-time:				
Assistant to the City Manager	1.00	0.75	0.75	0.75
Administrative Assistant II	1.04	0.38	0.38	0.38
Public Information Officer	0.70	0.00	0.00	0.00
Total Part-Time	2.74	1.13	1.13	1.13
Total City Manager	18.74	15.13	12.13	12.13
Total General Government	**27.24**	**23.13**	**20.13**	**20.13**
Finance				
Full-Time:				
Account Clerk	4.00	3.00	2.00	2.00
Accountant	2.00	1.00	1.00	1.00
Accountant II	1.00	1.00	1.00	1.00
Administrative Assistant III	0.85	0.85	0.85	0.85
Administrative Specialist	1.00	1.00	1.00	1.00
Budget & Compliance Mgr	0.95	0.95	0.80	0.80
Deputy Finance Director	1.00	1.00	1.00	1.00
Finance Director	0.85	0.42	0.42	0.85
Financial Services Supervisor	1.00	1.00	0.50	0.00
Senior Account Clerk	4.00	4.00	4.00	4.00
Total Full-Time	16.65	14.22	12.57	12.50
Part-time:				
Accountant I	0.40	0.40	0.40	0.40
Administrative Assistant I	0.74	0.26	0.26	0.25
Administrative Assistant II	0.48	0.48	0.25	0.50
Total Part-Time	1.62	1.14	0.91	1.15
Total Finance Department	**18.27**	**15.36**	**13.48**	**13.65**

GENERAL FUND SUMMARY OF POSITIONS BY DEPARTMENT

	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
Community Development				
Full-Time:				
Administrative Assistant I	2.00	1.00	1.00	1.00
Administrative Assistant II	1.10	1.00	2.04	2.04
Administrative Assistant III	1.00	1.00	0.50	0.00
Associate Engineer	1.00	1.00	1.00	1.00
Building Inspector	2.00	2.00	2.00	2.00
Chief Building Official	1.00	1.00	1.00	1.00
Community Development Director	0.70	0.70	0.60	0.60
Housing - CDBG Manager	0.05	0.00	0.10	0.40
Permits Clerk	2.65	2.00	1.00	2.00
Permits Coordinator	1.00	1.00	1.00	1.00
Permits Technician	1.00	1.00	1.00	1.00
Planning Manager	0.90	0.90	0.00	0.00
Project Specialist I	1.00	1.00	1.90	1.90
Project Specialist II	1.90	0.00	0.00	0.00
Senior Building Inspector	0.97	0.00	0.00	0.00
Senior Engineer	1.00	1.00	1.00	1.00
Senior Project Specialist	0.95	1.90	1.00	1.00
Supervising Building Inspector	0.98	0.98	0.97	0.97
Total Full-Time	21.20	17.48	16.11	16.91
Part-time:				
Administrative Assistant I	0.48	0.48	0.00	0.00
Permits Clerk	0.48	0.00	0.00	0.00
Senior Project Specialist	0.00	0.00	0.46	0.46
Total Part-Time	0.96	0.48	0.46	0.46
Total Community Development	**22.16**	**17.96**	**16.57**	**17.37**

GENERAL FUND SUMMARY OF POSITIONS BY DEPARTMENT

	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
Engineering and Transportation				
Full-Time:				
Administrative Analyst	1.00	1.00	1.00	1.00
Administrative Assistant II	2.00	2.00	2.00	2.00
Administrative Assistant III	1.00	1.00	1.00	1.00
Assistant Engineer	1.00	2.97	1.97	1.97
Associate Engineer	5.86	4.00	4.00	4.00
City Engineer	1.00	1.00	1.00	1.00
Engineering and Transportation Director	1.00	1.00	1.00	1.00
Engineering Aide	1.00	1.00	1.00	1.00
Engineering Inspector	5.00	4.00	3.00	3.00
Principal Engineer	0.99	0.97	0.97	0.97
Senior Engineer	3.00	2.86	2.86	2.86
Senior Engineering Aide	2.00	2.00	1.00	1.00
Supervising Inspector	1.00	1.00	0.00	0.00
Traffic Operations Engineer	1.00	1.00	1.00	1.00
Total Full-Time	26.85	25.80	21.80	21.80
Part-time:				
Maintenance Aide	0.48	0.46	0.00	0.00
Engineering Inspector	0.00	0.00	0.92	0.93
Office Assistant	2.53	2.35	0.00	0.00
Senior Engineering Aide	0.63	0.63	0.63	0.63
Total Part-Time	3.64	3.44	1.55	1.56
Total Engineering and Transportation	**30.49**	**29.24**	**23.35**	**23.35**
Library				
Full-Time:				
Administrative Analyst II	1.00	1.00	1.00	1.00
Administrative Assistant III	1.00	1.00	1.00	1.00
Circulation Supervisor	1.00	1.00	0.00	0.00
Library Services Manager	1.00	1.00	0.00	0.00
Librarian	6.00	5.00	4.50	5.00
Library Assistant	2.00	2.00	2.00	2.00
Library Director	1.00	1.00	0.00	0.00
Senior Librarian	4.00	4.00	3.00	3.00
Senior Library Assistant	6.00	5.00	3.00	3.00
Total Full-Time	23.00	21.00	14.50	15.00
Part-time:				
Librarian	3.29	1.67	1.11	1.11
Library Assistant	1.91	0.00	0.00	0.00
Library Clerk	7.17	6.21	5.58	5.58
Library Services Manager	0.00	0.00	0.47	0.47
Library Director	0.00	0.00	0.46	0.46
Maintenance Aide	1.86	1.45	1.45	1.45
Office Assistant I	5.51	4.11	4.05	4.05
Office Assistant III	0.38	0.38	0.38	0.38
Police Service Aide	2.48	2.08	1.84	1.84
Administrative Analyst	0.48	0.00	0.00	0.00
Senior Library Assistant	1.08	1.25	1.25	1.25
Total Part-Time	24.16	17.15	16.59	16.59
Total Library	**47.16**	**38.15**	**31.09**	**31.59**

GENERAL FUND SUMMARY OF POSITIONS BY DEPARTMENT

	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
Police				
Full-Time:				
Administrative Specialist-Police	8.00	7.00	5.00	5.00
Administrative Assistant II	2.00	2.00	1.00	1.00
Administrative Assistant III	1.00	1.00	0.00	1.00
Animal Control Worker	2.00	2.00	2.00	2.00
Community Services Officer	4.00	4.00	4.00	4.00
Community Services Specialist	0.00	0.00	1.00	1.00
Jailer	8.00	8.00	8.00	8.00
Police Captain	1.00	2.00	2.00	2.00
Police Chief	1.00	1.00	1.00	1.00
Police Lieutenant	7.00	5.00	4.00	4.00
Police Officer	71.00	68.00	64.00	63.00
Police Sergeant	14.00	14.00	14.00	14.00
Police Services Aide	6.00	5.00	4.00	4.00
Property & Evidence Technician	1.00	1.00	1.00	1.00
Property Clerk	1.00	1.00	1.00	1.00
Support Services Manager	0.00	1.00	1.00	1.00
Public Safety Dispatcher	16.00	16.00	15.00	15.00
Total Full-Time	143.00	138.00	128.00	128.00
Part-time:				
Administrative Assistant I	0.67	0.67	0.67	0.67
Administrative Specialist II	0.00	0.00	0.46	0.00
Crossing Guard	3.78	0.00	0.00	0.00
Parking Aide	1.58	1.58	1.58	1.58
Police Officer	0.96	0.96	0.96	0.75
Property Clerk	0.48	0.48	0.48	0.48
Total Part-Time	7.47	3.69	4.15	3.48
Total Police	**150.47**	**141.69**	**132.15**	**131.48**

GENERAL FUND SUMMARY OF POSITIONS BY DEPARTMENT

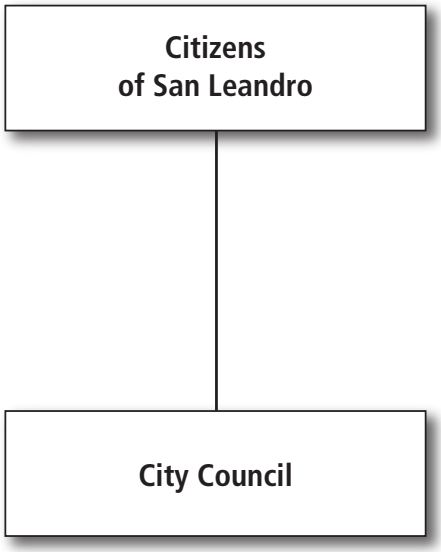
	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
Public Works				
Full-Time:				
Administrative Analyst	0.05	0.05	0.05	0.05
Administrative Assistant II	0.10	0.10	0.10	0.10
Administrative Assistant III	0.40	0.40	0.40	0.40
Electrician I	1.00	1.00	1.00	1.00
Electrician II	1.00	1.00	1.00	1.00
Facilities and Open Space Mgr	0.20	0.20	0.20	0.20
Maintenance Worker Entry	1.75	2.00	2.00	2.00
Park Maintenance Worker I	4.92	3.92	2.75	2.75
Park Maintenance Worker II	6.25	4.00	3.00	3.00
Park Maintenance Worker III	0.00	1.00	0.00	0.00
Park Supervisor	0.80	0.83	0.83	0.83
Pavement Maintenance Supervisor	0.04	0.00	0.00	0.00
Public Works Director	0.10	0.05	0.05	0.05
Street Maintenance Manager	0.30	0.30	0.10	0.10
Street Maintenance Worker I	1.00	0.50	0.00	0.00
Street Maintenance Worker II	2.30	2.30	0.00	0.00
Street Maintenance Worker III	0.00	0.00	0.30	0.30
Street Supervisor	1.00	0.95	0.40	0.40
Traffic Supervisor	1.00	1.00	0.60	0.60
Tree Trimmer I	3.00	2.00	2.00	2.00
Tree Trimmer II	3.00	3.00	2.00	2.00
Total Full-Time	28.21	24.60	16.78	16.78
Part-time:				
Maintenance Aide	2.89	2.51	2.22	2.34
Park Maintenance Worker I	0.00	0.00	0.48	0.48
Maintenance Worker Entry	0.48	0.48	0.48	0.48
Total Part-Time	3.37	2.99	3.18	3.30
Total Public Works	**31.58**	**27.59**	**19.96**	**20.08**
Recreation and Human Services				
Full-Time:				
Administrative Assistant I	2.00	2.00	1.00	1.00
Administrative Assistant III	1.00	1.00	1.00	1.00
Recreation Director	1.00	1.00	1.00	1.00
Recreation Manager	1.75	1.75	1.75	1.75
Recreation Supervisor I	1.00	0.00	0.00	0.00
Recreation Supervisor II	4.72	5.00	3.75	3.75
Administrative Specialist III	1.00	1.00	1.00	1.00
Total Full-Time	12.47	11.75	9.50	9.50
Part-time:				
Administrative Assistant I	0.04	0.04	0.00	0.00
Office Assistant II	0.10	0.00	0.00	0.00
Recreation Leader I	0.60	0.51	0.42	0.05
Recreation Leader II	23.03	15.17	12.10	12.37
Recreation Specialist I	10.93	10.39	7.24	8.34
Recreation Specialist II	6.33	6.04	3.88	3.82
Recreation Specialist III	0.09	0.04	0.26	0.35
Total Part-Time	41.12	32.19	23.90	24.93
Total Recreation and Human Services	**53.59**	**43.94**	**33.40**	**34.43**
Total Work Force	**380.96**	**337.06**	**290.13**	**292.08**

GENERAL FUND SALARY AND BENEFITS BY FUNCTION

2008-09 Actual	Regular Salary	Overtime	Benefits	Total	Overtime Allocation
General Government *	$2,976,354	$2,122	$1,157,441	$4,135,917	0.12%
Police	12,824,882	1,665,772	8,243,253	22,733,906	97.36%
Engineering & Transportation	1,429,295	2,558	729,109	2,160,962	0.15%
Community Development	1,734,322	7,326	705,228	2,446,876	0.43%
Public Works	1,569,907	12,519	736,051	2,318,477	0.73%
Library Services	2,358,764	426	786,943	3,146,133	0.02%
Recreation & Human Services	1,859,741	20,188	527,940	2,407,869	1.18%
Sub-Total Salary and Benefits	24,753,265	1,710,910	12,885,965	39,350,140	100%
Retiree Medical	-	-	1,432,699	1,432,699	N/A
Total Salary and Benefits	**$24,753,265**	**$1,710,910**	**$14,318,664**	**$40,782,839**	**100.00%**
2009-10 Actual					
General Government *	$2,726,124	$5,039	$1,062,654	$3,793,817	0.34%
Police	12,438,006	1,437,363	8,028,706	21,904,075	98.34%
Engineering & Transportation	1,203,829	28	659,995	1,863,852	0.00%
Community Development	1,569,803	8,052	695,329	2,273,184	0.55%
Public Works	1,261,535	8,383	609,137	1,879,055	0.57%
Library Services	2,050,308	-	675,121	2,725,429	0.00%
Recreation & Human Services	1,602,775	2,711	478,224	2,083,710	0.19%
Sub-Total Salary and Benefits	22,852,380	1,461,576	12,209,166	36,523,122	100.00%
Retiree Medical	774,012	-	849,146	1,623,158	0.00%
Total Salary and Benefits	**$23,626,392**	**$1,461,576**	**$13,058,312**	**$38,146,280**	**100.00%**
2010-11 Budget					
General Government *	$2,402,291	$1,548	$947,929	$3,351,768	0.11%
Police	11,930,798	1,321,859	7,633,001	20,885,658	96.88%
Engineering & Transportation	2,145,515	9,555	898,818	3,053,888	0.70%
Community Development	1,425,359	13,330	666,770	2,105,459	0.98%
Public Works	1,153,521	9,934	538,325	1,701,780	0.73%
Library Services	1,629,308	1,503	539,346	2,170,157	0.11%
Recreation & Human Services	1,566,521	6,649	427,942	2,001,112	0.49%
Retiree Medical	-	-	1,000,000	1,000,000	0.00%
Sub-Total Salary and Benefits	22,253,313	1,364,378	12,652,131	36,269,822	100.00%
Capital Improvement Program	(1,422,459)	-	-	(1,422,459)	N/A
Total Salary and Benefits	**$20,830,854**	**$1,364,378**	**$12,652,131**	**$34,847,363**	**100.00%**
2011-12 Adopted					
General Government *	$2,478,994	$4,281	$1,134,998	$3,618,273	0.33%
Police	11,881,208	1,238,961	8,276,291	21,396,460	96.11%
Engineering & Transportation	2,209,335	9,555	1,019,529	3,238,419	0.74%
Community Development	1,512,909	13,659	749,383	2,275,951	1.06%
Public Works	1,189,398	14,384	621,119	1,824,901	1.12%
Library Services	1,677,468	1,503	618,441	2,297,412	0.12%
Recreation & Human Services	1,670,070	6,794	488,987	2,165,851	0.53%
Retiree Medical	-	-	900,000	900,000	0.00%
Sub-Total Salary and Benefits	22,619,382	1,289,137	13,808,748	37,717,267	100.00%
Capital Improvement Program	(1,522,459)	-	-	(1,522,459)	N/A
Total Salary and Benefits	**$21,096,923**	**$1,289,137**	**$13,808,748**	**$36,194,808**	**100.00%**

** General Government includes the Finance department salary and benefit expenditures.*

CITY COUNCIL



CITY OF SAN LEANDRO

INCORPORATED 1872

DESCRIPTION

The City Council is the governing body of the City with the authority to adopt and enforce municipal laws and regulations. The City Council includes a Mayor and six Council members. Council members are nominated by geographical districts and elected at-large, each serving the entire community of San Leandro. The Mayor is nominated and elected at-large. The Mayor and Council members may serve a maximum of two consecutive four-year terms. The Mayor and City Council appoint members of the community to sit on the City's various advisory Boards and Commissions, ensuring that a wide cross-section of the community is represented in City government.

The City Council appoints the City Manager, who serves as the City's chief executive officer. The City Manager appoints all City Department Directors and is responsible to the City Council for all City operations. The City Council also appoints the City Attorney, who serves as the City's chief legal officer.

The Mayor and City Council members also serve on a variety of intergovernmental committees and commissions. This has been of great value in not only improving county and regional governance, but in also securing funding for a number of transportation, streetscape beautification and "Smart Growth" projects. The City Council has also been active in lobbying both state and federal legislators for funding for City projects, particularly in the area of transportation improvements.

2010-11 ACCOMPLISHMENTS

- Approved the completion and opening of the San Leandro Senior Community Center.
- Maximized utilization of Federal economic stimulus funding opportunities available to the City.
- Reviewed development options for the Shoreline-Marina as presented by the Shoreline Development Citizens Advisory Committee and Master Developer.
- Successfully implemented the City's first Ranked Choice Voting election, which will save the City approximately $30,000 per election in future years
- Brought Measure Z to the voters of San Leandro in the November 2010 election for approval of a ¼ cent sales tax increase in San Leandro for seven years to restore the City's fiscal stability and preserve programs and services.
- Implemented digital recording and audio streaming of City Council meetings for the community's access through the City's website.

2011-12 GOALS AND OBJECTIVES

- **MAINTAIN AND INCREASE THE CITY'S FISCAL STABILITY**
- **HIGH LEVELS OF POLICE, FIRE AND EMERGENCY RESPONSE TO THE SAN LEANDRO COMMUNITY**
- **MAINTAIN AND ENHANCE THE CITY'S INFRASTRUCTURE**
- **ENHANCED QUALITY OF LIFE IN SAN LEANDRO**
- **WELL-PLANNED, HIGH QUALITY, SUSTAINABLE, LONG-TERM DEVELOPMENT**
- **SUPPORT QUALITY SCHOOLS FOR THE SAN LEANDRO COMMUNITY**
- **SAN LEANDRO SHORELINE AS AN ACCESSIBLE, SELF-SUPPORTING, COMMUNITY ASSET**

PROGRAM CHANGES

- None

CITY COUNCIL

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$342,022	$278,697	$284,371	$320,205
Services	70,640	37,354	55,245	55,245
Supplies	10,222	2,970	7,509	7,509
Capital Outlay	72	211	-	-
Other	41,293	38,356	40,171	61,777
Grand Total	**$464,249**	**$357,588**	**$387,296**	**$444,736**

Expenditures By Fund

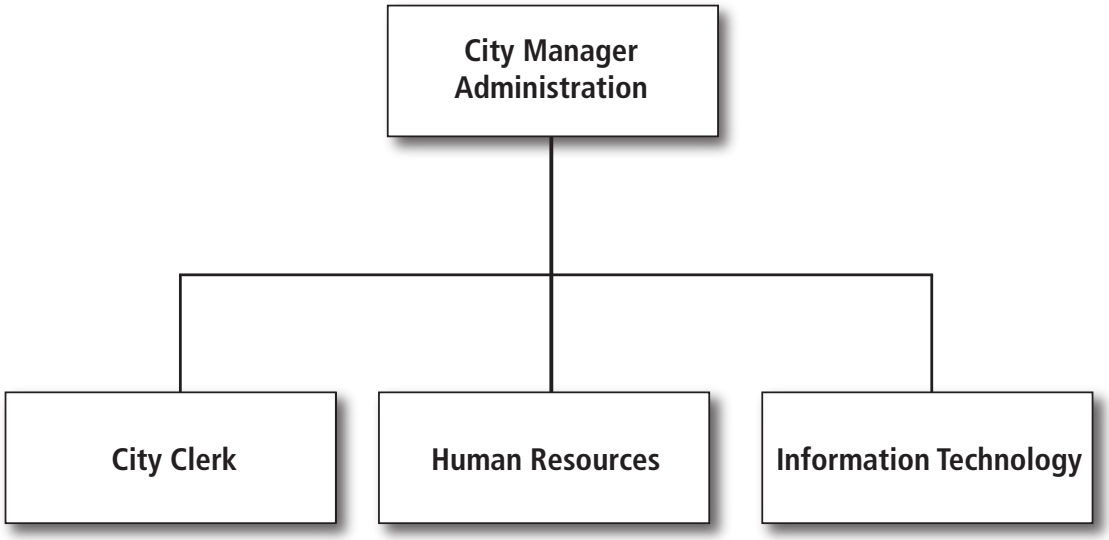
	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
General Fund	$464,249	$357,588	$387,296	$444,736
Grand Total	**$464,249**	**$357,588**	**$387,296**	**$444,736**

Personnel Summary

	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
General Fund Full-Time	8.50	8.00	8.00	8.00
Total	**8.50**	**8.00**	**8.00**	**8.00**

NOTES:

CITY MANAGER



CITY OF SAN LEANDRO

INCORPORATED 1872

DESCRIPTION

The City Manager is appointed by the City Council, and serves as the chief executive officer of the City and the key staff advisor to the City Council. The City Manager is responsible for implementing policies as directed by the City Council and enforcing all municipal laws and regulations for the benefit of the community. The City Manager's duties include direction and supervision of the departments, preparation and administration of the annual City budget, and planning and implementing key projects.

To carry out these duties and provide critical citywide services, the City Manager employs professional and administrative support staff, including the Assistant City Manager and Deputy City Manager, and is organized into four divisions: City Manager Administration, City Clerk, Human Resources, and Information Technology.

The **City Manager Administration Division** is responsible for the overall administration and supervision of City activities. The division provides professional staff support to several of the City Council committees and guidance to the City Council. Additionally, the division provides leadership and direction to all City departments on operational matters. The functions of the Community Relations Representative are also within this division.

The **City Clerk Division** is responsible for preparing and distributing the City Council agenda and accurately recording all proceedings of City Council meetings; conducting follow-up activities related to the agenda process; performing required legal noticing for City Council meetings, including public hearings; filing of required documents for candidates, elected officials, Board and Commission members and designated employees in compliance with the Political Reform Act; maintenance of public records, response to requests for public documents and coordination of the City's Records Management Program; broadcasting of the City Council agenda and other public service announcements; and managing and conducting City elections.

The **Human Resources Division** oversees activities related to personnel management, employee services and retiree benefits. Services include employee orientation, staff compliance training and recognition programs; recruiting, screening, and hiring of qualified candidates; management of employee relations, employee benefits, safety compliance, compensation, position classification, and workers' compensation programs; serving as staff to the Personnel Relations Board (PRB); development, implementation and administration of employee groups' Memoranda of Understanding as well as the City's personnel policies and procedures; and maintenance of the City's position database, general employee records, and human resources information system (HRIS) to ensure compliance with and reporting capability for federal, state and local rules and regulations.

The **Information Technology Division** provides implementation and ongoing support for information management systems and services to all City departments. The division

is responsible for the design, coordination and maintenance of all information technology systems, including the City's website, telephone, network server, desktop, application, and telecommunications. Services also include employee technical training and development, graphic design and implementation and maintenance of Geographic Information Systems (GIS) and services. The division is also responsible for providing central services such as photocopying and printing services, mail preparation and processing and internal delivery services to City departments.

The Information Technology Division is funded through an Internal Service Fund. Some functions within the Human Resources Division are partially funded by the Self-Insurance Fund. All other divisions are funded by the General Fund. A full description is provided within the Internal Service Funds and Self-Insurance sections of the budget.

2010-11 ACCOMPLISHMENTS

- Successful passage of Measure Z which will bring ¼ cent additional sales tax to the City for seven years.
- Integrated the Human Resources Department into the City Manager's Office, maintaining a full complement of Human Resources core services and functions with minimal disruption to client departments following the reduction of two full-time management positions.
- Successfully recruited and hired a new Finance Director and Police Chief.
- City Clerk's Office successfully conducted a November 2010 municipal election and implemented San Leandro's first Ranked Choice Voting for Mayoral and City Council candidates, reducing future election costs in the General Fund.
- Implemented streaming audio broadcasting of City Council meetings for community access from the City's website.
- Streamlined the administrative hearing process for weed abatement hearings.
- Implemented the Civica Software Content Management infrastructure, San Leandro Assist, as a new constituent relationship management solution reducing 70% of on-going costs and integrating with the City's new website.
- Equiped the new Senior Center and Emergency Operations Center, and trained all personnel for a disaster response.

2011-12 GOALS AND OBJECTIVES

- Continue to work with the City Council and City departments to achieve a balanced City budget.
- Update the Information Technology Plan for the City, upgrade to Exchange 2010, establishing "sanleandro.org" as the City only domain name for e-mails and web site address, and research alternatives for video recording and/or broadcasting of City Council meetings.

- Implement automated agenda preparation for the City Council and update the Citywide records retention schedule.
- Streamline the recruitment and selection workflow between departments and Human Resources, and develop and implement online forms and procedures to simplify the requesting and filling of budgeted positions and approval of personnel transactions.
- ◊ Continue the Marina Shoreline Master Development Process.
- Undertake a compensation benchmarking

PROGRAM CHANGES

- Automation of the City Council agenda preparation process has been implemented.
- Archived records storage will be moved off site for enhanced preservation and security.
- The City Clerk's Office will assume the scheduling of Code Enforcement hearings for the administrative hearing body, which are currently managed by Community Development Department staff and heard by the Board of Zoning Adjustments.

◊ **Designates direct support for City Council adopted goals**

CITY MANAGER DEPARTMENT

	Expenditures By Category			
	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 3,967,716	$ 3,810,153	$ 3,365,684	$ 3,502,882
Services	1,772,838	2,324,156	2,927,713	2,748,019
Supplies	151,676	90,158	112,430	99,085
Capital Outlay	886,211	799,906	208,922	285,122
Other	951,858	805,944	872,925	832,298
Grand Total	**$ 7,730,299**	**$ 7,830,317**	**$ 7,487,674**	**$ 7,467,406**

	Expenditures By Fund			
	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
General Fund	$3,483,692	$2,906,848	$2,621,695	$2,557,947
Public Access & Government (PEG) Fund	-	-	-	150,000
Information Technology Fund	4,162,743	4,016,355	3,588,546	3,564,514
Self Insurance Fund	83,864	907,114	1,277,433	1,194,945
Grand Total	**$ 7,730,299**	**$ 7,830,317**	**$ 7,487,674**	**$ 7,467,406**

	Personnel Summary			
	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
Full-Time:				
General Fund	16.00	14.00	11.00	11.00
Public Education & Government Fund	0.00	0.00	0.00	0.00
Information Technology Fund	14.50	15.00	13.50	13.00
Self Insurance Fund	0.00	0.00	0.00	0.00
Total Full-Time	30.50	29.00	24.50	24.00
Part-time:				
General Fund	2.74	1.13	1.13	1.13
All Other Funds	0.76	0.77	0.77	0.77
Total Part-Time	3.50	1.90	1.90	1.90
Total	**34.00**	**30.90**	**26.40**	**25.90**

CITY MANAGER ADMINISTRATION DIVISION

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 895,263	$ 844,463	$ 869,186	$ 898,772
Services	91,343	85,803	51,096	51,096
Supplies	18,488	3,132	6,490	6,490
Capital Outlay	-	-	-	-
Other	263,377	184,892	181,958	147,199
Grand Total	**$ 1,268,471**	**$ 1,118,290**	**$ 1,108,730**	**$ 1,103,557**
FTE Total	8.70	5.75	4.75	4.75

CITY CLERK DIVISION

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 331,513	$ 263,529	$ 252,056	$ 274,051
Services	129,227	8,687	81,105	21,105
Supplies	1,944	1,234	4,200	4,200
Capital Outlay	-	-	-	-
Other	206,950	124,293	182,246	150,075
Grand Total	**$ 669,634**	**$ 397,743**	**$ 519,607**	**$ 449,431**
FTE Total	2.00	2.00	2.00	2.00

EMERGENCY SERVICES
(A Subsection of the City Manager's Administration Division)

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 22	$ -	$ -	$ -
Services	39,634	64,422	5,032	5,032
Supplies	27,986	2,714	-	-
Grand Total	**$ 67,642**	**$ 67,136**	**$ 5,032**	**$ 5,032**
FTE Total	0.00	0.00	0.00	0.00

HUMAN RESOURCES

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$1,019,551	$980,138	$645,983	$663,684
Services	377,232	1,100,104	1,453,655	1,379,316
Supplies	29,325	22,516	29,740	18,540
Capital Outlay	-	-	-	1,200
Other	135,701	128,035	136,381	132,132
Grand Total	**$ 1,561,809**	**$ 2,230,793**	**$ 2,265,759**	**$ 2,194,872**
FTE Total	8.80	8.15	6.15	6.15

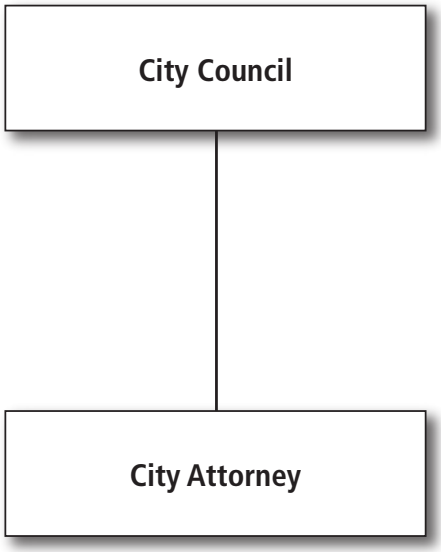
INFORMATION TECHNOLOGY

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$1,721,367	$1,722,023	$1,598,459	$1,666,375
Services *	1,135,402	1,065,140	1,336,825	1,291,470
Supplies	73,933	60,562	72,000	69,855
Capital Outlay *	886,211	799,906	208,922	283,922
Other	345,830	368,724	372,340	402,892
Grand Total	**$ 4,162,743**	**$ 4,016,355**	**$ 3,588,546**	**$ 3,714,514**
FTE Total	14.50	15.00	13.50	13.00

** Includes PEG fund expenditures of $75,000 per line item totaling $150,000 for FY 2011-12.*

CITY ATTORNEY



CITY OF SAN LEANDRO

INCORPORATED 1872

DESCRIPTION

The City Attorney represents and advises the City Council, the Redevelopment Agency Board of Directors, Boards and Commissions, officers and employees in all matters of law pertaining to their respective offices and official activities. The City Attorney prepares and/or reviews all proposed ordinances, resolutions and amendments, prepares or approves the form of all other legal documents and represents the City in litigation to which the City is a party. City Attorney services are provided by the firm of Meyers Nave on a contractual basis.

In the past year, the City Attorney had provided advice and counsel to the City Council, Redevelopment Agency, Boards and Commissions, City Manager and staff on a variety of matters in all areas of municipal government and redevelopment law. Matters have included the drafting of ordinances; code enforcement matters; personnel and labor relations matters; and legal support for numerous planning, development, engineering, public works, and redevelopment projects and litigation.

2010-11 ACCOMPLISHMENTS

- Legal support for numerous development, land use, and new legislation projects including the Kaiser Permanente Hospital project; the new downtown parking garage; Code updates and revisions related to appeals, technology, and social media; protecting redevelopment agency/City property and funds during consideration of the State budget; successful passage of Measure Z; and the water pollution control plant modernization.
- Conducted a Fair Labor Standards Act (FLSA) audit, and planning for harassment, discrimination, ethics trainings for City officials in compliance with Assembly Bill 1234. Provided presentations to the San Leandro Leadership Academy and the Citizens Police Academy.
- Representation of the City, agencies and officers, in claims and litigation. Continued advice to Risk Management related to claims management and procedures.

2011-12 GOALS AND OBJECTIVES

- Promote the highest quality, cost effective and pro-active legal services for the City.
- Provide appropriate training and counseling services to minimize liability and reduce risks.
- Provide advice and counsel to the City Council and City Manager on creative and legally appropriate ways for the City to maintain services within current and anticipated fiscal and budgetary constraints.

PROGRAM CHANGES

All legal fees will be centralized under the City Attorney division in FY 2011-12 from department budgets.

CITY ATTORNEY

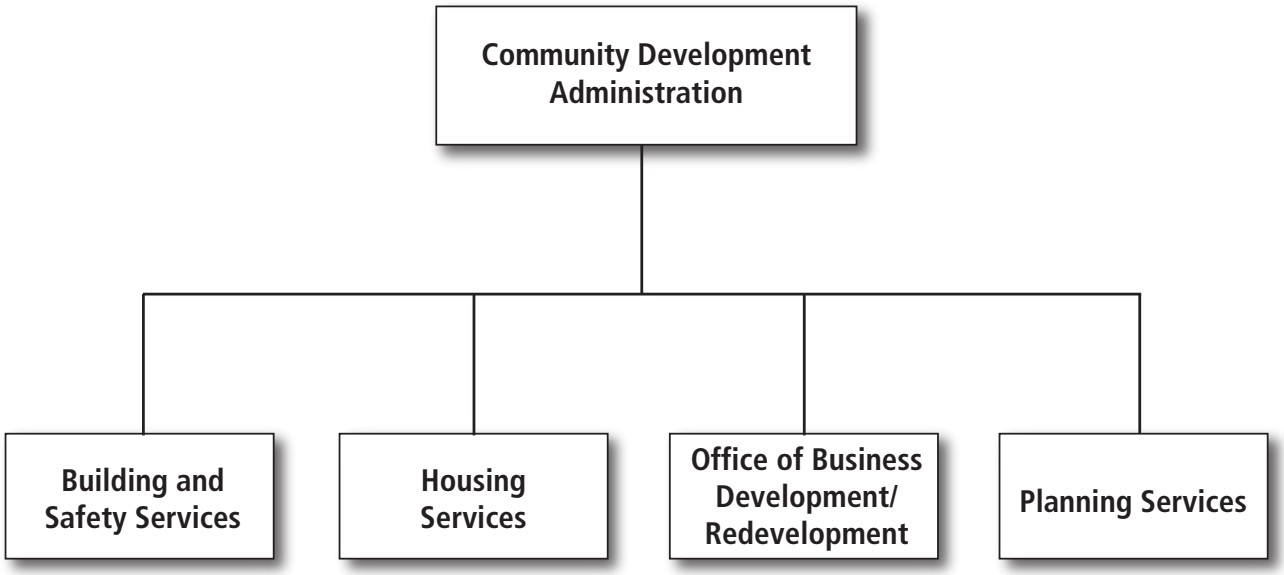
Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ -	$ -	$ -	$ -
Services	336,881	340,135	314,548	304,548
Supplies	-	-	-	-
Capital Outlay	-	-	-	-
Other	-	-	-	-
Grand Total	**$336,881**	**$340,135**	**$314,548**	**$304,548**

Expenditures By Fund

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
General Fund	$336,881	$340,135	$314,548	$304,548
Grand Total	**$336,881**	**$340,135**	**$314,548**	**$304,548**

COMMUNITY DEVELOPMENT



CITY OF SAN LEANDRO

INCORPORATED 1872

DESCRIPTION

The Community Development Department has four divisions: Building and Safety, Business Development, Housing Services, and Planning Services. The Building and Safety Division regulates and inspects private development and construction throughout the city and administers the Federal Flood Plain Program. The Office of Business Development guides economic and redevelopment strategies to maintain and improve the City's fiscal vitality. The Housing Services Division administers the City's federal Community Development Block Grant (CDBG), HOME funds and the Redevelopment Agency's Housing Set-Aside funds to implement the City's Consolidated Plan and Housing Element. The Planning Services Division coordinates development review and policy planning activities.

The **San Leandro Redevelopment Agency** was formed in 1960 to finance development projects and programs to eliminate economic stagnation and physical blight. The Agency's funding source is tax increment, which is a dedicated share of the growth in property tax within redevelopment project areas. San Leandro has three active redevelopment project areas: **Plaza**, **West San Leandro/MacArthur Boulevard** and Alameda County-City of San Leandro, (known as the **Joint Project Area**). Partnering with businesses, residents and property owners, the Redevelopment Agency provides the private sector with financial and technical assistance to eliminate barriers to investment, thus stimulating economic growth. The Mayor and City Council serve as its Board of Directors and the City Manager as its Executive Director.

All three redevelopment project areas have been impacted by the recession. Tax increment revenue was essentially flat between FY 2010-11 and the prior year and no significant growth is forecast for 2011-12. The revenue reductions of recent years are a result of declining property sale values as well as property value re-assessments, particularly in the Joint Project Area. Construction financing remains difficult for commercial and industrial projects, which has slowed reuse and new construction efforts. However, Business Development staff continues to work aggressively to maintain San Leandro's attractiveness to manufacturers and value-added industries.

As a result of the State's funding crisis, all redevelopment agencies in California were required to make Supplemental Educational Revenue Augmentation Fund (SERAF) payments to the State in 2009-10 and 2010-11. For the San Leandro Redevelopment Agency, the 2009-10 SERAF payment was roughly $4.2 million and an additional $900,000 was due in 2010-11. These obligations will severely impact the Agency's abilities to maintain redevelopment efforts for several years.

The **Building and Safety Division** provides minimum standards to safeguard life, limb, health, property and public welfare by regulating and controlling the design, construction, quality of materials, use and occupancy locations and maintenance of buildings and structures within the city through plan review, permit issuance, and

inspection. The Chief Building Official is designated as the Zoning Enforcement Official and is responsible for determining compliance with the Zoning Code and conducting site plan reviews and zoning interpretations. The division is responsible for project management of the Airport Noise Insulation Program. The division also administers the Federal Flood Plain Program for the City, coordinates flood zone map information and oversees the department's One-Stop Permit Center.

The Office of **Business Development** is responsible for the City's business retention, attraction and expansion efforts and provides staff support to implement the projects and programs of the San Leandro Redevelopment Agency for which the City Council resides as the governing board.

Business retention, attraction and expansion activities are of benefit to the three redevelopment project areas and the City as a whole because a healthy local economy is critical to building strong commercial and industrial areas. Since the adoption of the Economic Development Strategy in 1997, the Redevelopment Agency has identified economic development as an essential ingredient in the elimination of physical and economic blight. The Redevelopment Implementation Plans for 2010-2014 specifically emphasize business development as a major objective of the Plan. For this reason, marketing, business outreach and business assistance activities will continue to be funded by the Redevelopment Agency and are included in the individual project area budgets for Fiscal Year 2011-2012.

The Office of Business Development also oversees private leaseholds at the Shoreline – Marina, works with the Shoreline Business Association on cooperative marketing efforts, and is leading the project to develop a 40-acre opportunity site at the Shoreline.

The **Housing Services Division** helps provide safe, decent and affordable housing and suitable living environments for low and moderate-income San Leandro residents. The division administers the City's share of federal CDBG funds for use in community development projects that serve primarily low-income persons, as well as HOME, Redevelopment Set-Aside and City Affordable Housing Trust Fund monies that are allocated for housing programs and projects. The division, with assistance from the Planning Division, administers the citywide Inclusionary Housing Program. The division also provides staff support to the Rent Review Board.

The primary function of the **Planning Services Division** is to direct development review and policy planning. Development review activities include providing staff support to the Planning Commission, Board of Zoning Adjustments, the Site Development Sub-Commission and the Zoning Enforcement Official regarding all land use matters. The Planning Services Division's responsibilities also include: processing and reviewing development proposals for new residential, commercial, office and industrial projects; completing special planning studies; preparing amendments to the General Plan, Zoning Code and Zoning Map; coordinating with local, regional and state agencies; coordinating the City's environmental review procedures for the division as well as for

other Departments; staffing the One-Stop Permit Center, which includes assisting the public with their planning and development-related questions; and assisting in enforcement of various City codes and ordinances relating to property and land use.

2010-11 ACCOMPLISHMENTS

Building and Safety Division

- The Permit Center issued over 1,650 building, plumbing, electrical and mechanical, sign and re-roof permits, and there were over 700 project plan reviews, as of March 2011. Projects undergoing plan review included the Downtown San Leandro Parking Garage rebuild; 5 additional homes at the Cherry Glen housing tract; Kaiser building demolition, site improvement, and office trailer placements; District 16 offices, classrooms, and training areas; Waste Management Green Waste Enclosure Building; Water Pollution Control Plant administration building remodel and expansion, processes and facilities rehabilitation and co-generation projects; Coca Cola plant and equipment upgrades; and The Alameda 100 unit residential apartments project.

- The building inspectors performed over 3,690 building, plumbing, electrical, mechanical, re-roof, and sign inspections, and service request inspections, as of March 2011, as well as provided construction oversight to several major projects, including many of those mentioned above.

- In partnership with the Planning Division, designed and initiated a Home Energy Efficiency class using Federal stimulus funds to educate residents about how to reduce their energy consumption in the most efficient and cost effective manner. Continued the San Leandro Residential Seismic Retrofit class with the volunteer efforts of the Building and Safety staff.

Business Development/Redevelopment

- Continued to work with Cal-Coast Development and the Shoreline Development Citizen's Advisory Committee to develop design concepts for the shoreline opportunity site at the Shoreline. Commissioned a Harbor Basin Alternatives Study to assess options for the future of the Marina boat harbor.

- Contributed to the attraction, expansion or relocation of numerous businesses including: Odwalla distribution center, Halus Power Systems, Chrysler San Leandro, Joint Apprenticeship Center for the Electrical Trade Union, and The Annex warehouse and distribution center.

- Over ten businesses received assistance through a variety of programs including the commercial façade improvement program, design assistance, and the

Industrial Competitiveness Grant program which provides assistance for energy efficiency projects, and sponsored the participation of six companies in Natural Capitalism Inc's Sustainability Circles.

- Initiated reconstruction of the Estudillo/Callan garage, a four-to five-story LEED-certified parking garage. The structure will include approximately 2,000 sq. ft. of retail along Estudillo Avenue and enhancements will be made to Plaza Del Oro, the pedestrian entry to the garage. Constructed temporary parking lots at the intersection of Davis and Hays Streets and 1550 East 14th Street to provide parking during the reconstruction.

- Held a third season of the Downtown Farmers' Market in 2010. The market received strong support from the community, averaging close to 2,000 patrons each week, an increase of roughly 15% from the previous year.

Housing Services Division

- Received final certification approval by the State of California Housing and Community Development Department for the City's updated and State-mandated Housing Element for compliance with State law in February 2011.

- Approved six loans for income-eligible low and moderate first-time homebuyers awarded 25 minor home repair grants and four loans through the Housing Rehabilitation Program as of March 2011.

- FY 2010-11 CDBG funds were used for completion of 139 ADA curb cuts and ramps throughout the City and to provide assistance to seven nonprofit agencies serving San Leandro that collectively served 4,344 households (or 13,415 individuals) as of December 2010.

Planning Services Division

- Reviewed and processed over 68 planning cases, including 24 Administrative Exceptions/Reviews, 13 Conditional Use Permits, 8 Major and Minor Residential Site Plan Reviews, 3 commercial/industrial Site Plan Reviews, 3 Planned Development modifications, 16 temporary use or outdoor facility permits and 1 Fence Modification. Also processed approximately 575 Zoning Approvals for new businesses as part of the business licensing process and plan review for approximately 303 building permits.

- Finalized environmental review and land use entitlements for the proposed Kaiser Medical Center/Mixed Use Retail Development Project and the Davis Street Transfer Station master plan improvements.

- Began participating in the Regional Advisory Working Group (RAWG) for the State-mandated Sustainable Communities Strategy (SCS). SCS is required under SB 375 legislation approved by the State in 2008 and integrates regional land-use and transportation planning to reduce long-term greenhouse gas emissions and provide adequate housing for anticipated population growth.

2011-12 GOALS AND OBJECTIVES

Building and Safety Division

◊ Implement and complete management of Phase 2 of the Airport Noise Insulation Program.

◊ Finalize the ATC-20 Rapid Evaluation Safety Assessment scan-able form and associated software to allow for quicker accumulation of data from damage reports for reporting to FEMA and/or City officials in the aftermath of a natural or other disaster.

- Continue to improve the City's Community Rating System under the National Flood Insurance Program in order to receive discounts for flood insurance premiums for San Leandro residents. Implement the new FEMA flood zone maps and provide a public user online interface for map information.

Business Development/Redevelopment

◊ Continue to work with Cal-Coast Development, the Shoreline Development Citizens Advisory Committee, and other stakeholders to develop the shoreline opportunity site with attractive, quality amenities that are self-sustaining.

◊ In conjunction with Innisfree Ventures II, continue planning for development of 1550 East 14th Street and the Davis/Hays site, two key opportunity sites identified in the TOD Strategy.

Housing Services Division and CDBG

◊ Proceed with issuance of bonds for the remaining $9.1 million development loan (approved in April 2009) for BRIDGE Housing Corporation to begin construction of The Alameda at San Leandro Crossings. The Agency will not proceed with the bond issuance until the State has formally approved BRIDGE's low income housing tax credit application funding request.

- Amend the City's Inclusionary Zoning Ordinance in conjunction with the Planning Services Division as identified in the approved update to the Housing Element including soliciting community/stakeholder and City Council input during the planning process.

Planning Services Division

- ◊ Continue working with the various regional transit agencies about a redesign of the Downtown BART station area. Implementation of this goal is underway as a result of a $4.6 million Metropolitan Transportation Commission grant that was awarded the City in July 2010.
- ◊ Distribute federal Energy Efficiency Conservation Block Grant (EECBG) funds for rebates to homeowners for residential energy upgrades.
- ◊ Update and solicit input from the City Council and the community as the Sustainable Communities Strategy (SCS) planning process moves forward.

PROGRAM CHANGES

None

◊ **Designates direct support for City Council adopted goals**

COMMUNITY DEVELOPMENT DEPARTMENT

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$2,600,620	$2,409,460	$2,221,390	$2,408,622
Services	748,485	576,801	664,485	594,365
Supplies	25,104	18,449	30,406	30,406
Capital Outlay	-	-	1,500	1,500
Other	450,728	892,453	1,154,117	957,742
Grand Total	**$3,824,937**	**$3,897,163**	**$4,071,898**	**$3,992,635**

Expenditures By Fund

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
General Fund	$ 3,234,315	$ 2,847,218	$ 2,647,272	$ 2,811,787
Community Development Block Grant Fund	288,330	754,775	729,312	477,277
HOME Fund	18,454	18,124	330,314	327,552
Affordable Housing Trust Fund	-	41	-	-
Grants Fund	-	-	-	11,019
Business Improvement District Fund	283,838	277,005	365,000	365,000
Grand Total	**$3,824,937**	**$3,897,163**	**$4,071,898**	**$3,992,635**

Personnel Summary

	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
Full-Time:				
General Fund	21.20	17.48	16.11	16.91
Community Development Block Grant Fund	1.12	0.85	1.00	1.00
HOME Fund	0.12	0.12	0.12	0.12
Grant Fund	0.00	0.00	0.00	0.08
Storm Water Fund	0.10	0.02	0.03	0.03
Water Pollution Control Plant	0.00	0.00	0.50	0.00
Total Full-Time	22.54	18.47	17.76	18.14
Part-time:				
General Fund	0.96	0.48	0.46	0.46
Community Development Block Grant Fund	0.00	0.00	0.00	0.00
HOME Fund	0.00	0.00	0.00	0.00
Other Funds	0.00	0.00	0.00	0.00
Total Part-Time	0.96	0.48	0.46	0.46
Total	**23.50**	**18.95**	**18.22**	**18.60**

COMMUNITY DEVELOPMENT ADMINISTRATION DIVISION

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$128,042	$54,788	$40,900	$ 143,343
Services	9,912	578	1,833	1,833
Supplies	-	-	-	-
Capital Outlay	-	-	-	-
Other	3,465	2,892	1,669	-
Grand Total	**$ 141,419**	**$ 58,258**	**$ 44,402**	**$ 145,176**
FTE Total	1.30	1.70	1.60	0.60

PLANNING SERVICES DIVISION

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 841,467	$ 744,594	$ 647,497	$ 568,278
Services	238,336	121,485	25,797	25,797
Supplies	11,602	8,103	15,700	15,700
Capital Outlay	-	-	-	-
Other	194,324	163,579	202,687	178,403
Grand Total	**$ 1,285,729**	**$ 1,037,761**	**$ 891,681**	**$ 788,178**
FTE Total	7.38	3.80	4.36	4.36

BUILDING AND SAFETY SERVICES DIVISION

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 1,470,640	$ 1,472,794	$ 1,414,012	$ 1,490,740
Services	68,372	44,345	45,850	45,850
Supplies	9,720	9,923	12,950	12,950
Capital Outlay	-	-	1,500	1,500
Other	248,737	223,127	233,703	253,647
Grand Total	**$ 1,797,469**	**$ 1,750,189**	**$ 1,708,015**	**$ 1,804,687**
FTE Total	13.43	12.48	11.00	12.00

HOUSING SERVICES DIVISION

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 160,471	$ 137,284	$ 118,981	$ 206,261
Services	148,327	133,388	226,005	155,885
Supplies	3,482	423	1,756	1,756
Capital Outlay	-	-	-	-
Other	4,202	502,855	716,058	525,692
Grand Total	**$ 316,482**	**$ 773,950**	**$ 1,062,800**	**$ 889,594**
FTE Total	1.39	0.97	1.26	1.64

BUSINESS IMPROVEMENT DISTRICT

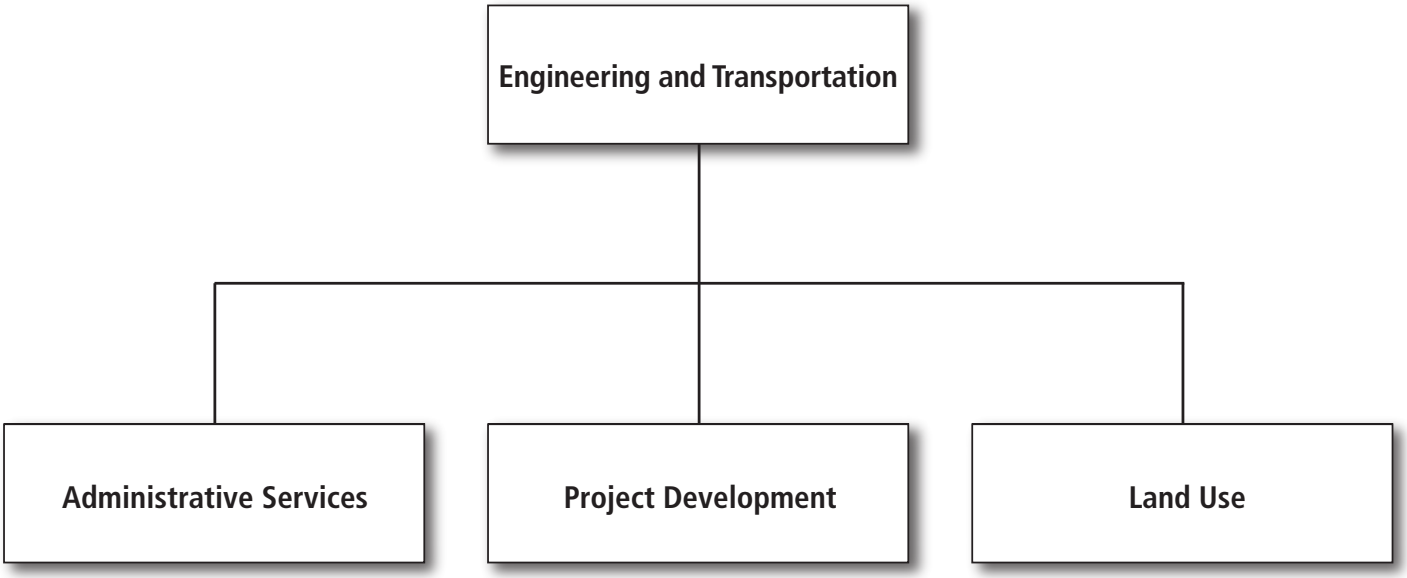
LINK'S SHUTTLE SERVICE

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ -	$ -	$ -	$ -
Services	283,538	277,005	365,000	365,000
Supplies	300	-	-	-
Capital Outlay	-	-	-	-
Other	-	-	-	-
Grand Total	**$ 283,838**	**$ 277,005**	**$ 365,000**	**$ 365,000**
FTE Total	0.00	0.00	0.00	0.00

NOTES:

ENGINEERING AND TRANSPORTATION



CITY OF SAN LEANDRO

INCORPORATED 1872

DESCRIPTION

The Engineering and Transportation Department is responsible for the administration of all professional engineering services for the City, including traffic and transportation engineering. The professional engineering services include administration and implementation of the City's Capital Improvement Program (CIP) and technical support for various public improvements. The department provides engineering construction inspection and review of all permits for subdivisions and private development projects. Traffic and transportation engineering services include transportation planning, geometric design of streets, traffic signals and markings to ensure safe and efficient traffic circulation.

To carry out the duties described above, the Engineering and Transportation Department is comprised of three divisions: Administrative Services, Project Development and Land Use.

The **Administrative Services Division** is responsible for the administration and management of the department. The division is also responsible for the administrative support for the department, contract management, grant management and fiscal management of the City's CIP budget and department operating budgets. In addition, the division manages real property owned by the City, acquires property and provides relocation assistance on capital projects proposed by all City departments.

The **Project Development Division** provides the management and administrative direction of all professional engineering services required for developing and contracting public improvements and provides engineering-related support services to other City departments. The division is responsible for the operation of the pavement management program and, together with the Land Division, implements the sidewalk repair program. This division implements the CIP and administers related construction contracts. Projects are designed by City staff or by contract engineering services. Engineering Inspectors in the division are responsible for the on-site inspection of public improvements.

The **Land Use Division** provides engineering assistance, review and direction on public and private improvement projects that are not funded by the City. This includes review of all subdivisions and other private developments, as well as permits issued for construction within the public right-of-way for agencies such as EBMUD and Oro Loma. This division provides surveying and mapping services related to the City's infrastructure and support to other City departments. The division also provides traffic engineering and transportation planning services for the City. The division is responsible for the review of the traffic aspects for all City and private projects, identification of future transportation needs and planning for future transportation improvements. Staff members serve as City representatives to the Alameda County Congestion Management Agency, provide coordination of City transportation functions with other cities, agencies and Caltrans. The division is responsible for the design of traffic safety improvements, including signals, signs and markings, response to public questions and requests regarding traffic conditions, and analysis of existing traffic conditions to determine appropriate safety improvements.

2010-11 ACCOMPLISHMENTS

- Reconstructed 1.1 lane miles of streets and 78,200 square yards of slurry and cape seal. 6,000 square yards of "Smooth Seal" installed, which is a new process to improve the condition and longevity of streets. Responded to traffic requests and processed over 480 encroachment permits and completed over 11,250 square feet of sidewalk repairs.
- Finished the design for the rehabilitation of the Water Pollution Control Plant. Completed demolition and remediation work on properties acquired for the project.
- Improved the pathways at various City parks including Marina, Washington Manor, Halcyon, Stenzel, Thrasher and Warden. Installed 216 ADA-compliant curb ramps citywide.
- Rehabilitated 4,800 linear feet of sanitary sewer pipeline; the majority of the work performed in the steep terrain of the Bay-o-Vista area.
- Updated the Bicycle and Pedestrian Plan along with a Citywide Accessible Pedestrian Equipment needs survey for all signalized intersections.
- Completed the second of three phases of utility undergrounding construction on East 14th Street from the southern City Limit to 150th Avenue to reinforce the City's commercial revitalization programs and to create a more visually appealing environment along East 14th Street.

2011-12 GOALS AND OBJECTIVES

- Complete construction of the new garage facility. This project will provide additional parking in the downtown area in support of local business and the Downtown Transit-Oriented Development.
- Construct sanitary sewer improvements on San Leandro Boulevard from Juana Avenue to Davis Street to complete capacity improvements and to support future Downtown Transit-Oriented Development projects.
- Install a main sewer line in San Leandro Boulevard between West Juana and West Estudillo avenues to improve sewer capacity and reliability as the last major capacity project recommended in the 1995 Sanitary Sewer Master Plan.
- Construct the San Leandro Dog Park at the Marina Shoreline.
- Complete the construction of the 3 million gallon equalization basin and support facilities as the first of many phases of the WPCP Rehabilitation project.
- Reconstruction the San Leandro Marina Park Par Course, including new asphalt pathways and exercise equipment, and replace the the restroom at Toyon Park.
- Complete the design and begin construction of the BART-Downtown Pedestrian Improvement project.
- Complete the seismic upgrades of the Preda Street Sanitary Sewer Pipe Bridge, reducing the potential risk of sewage spills into San Leandro Creek.

PROGRAM CHANGES

None.

ENGINEERING AND TRANSPORTATION DEPARTMENT

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 2,205,495	$ 1,889,724	$ 1,769,695	$ 1,849,547
Services	285,789	168,607	425,525	303,799
Supplies	22,088	14,364	25,113	25,112
Capital Outlay	-	-	-	-
Other	560,403	484,552	551,922	572,861
Grand Total	**$ 3,073,775**	**$ 2,557,247**	**$ 2,772,255**	**$ 2,751,319**

Expenditures By Fund

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
General Fund	$ 2,901,055	$ 2,408,314	$ 2,171,042	$ 2,276,869
Development Fees For Street Improvements Fund	-	-	20,000	-
Gas Tax Fund	51,779	42,802	83,952	87,026
Heron Bay Maintenance Fund	70,302	82,118	64,800	-
Measure B Fund	2,313	1,258	392,282	387,245
SL Hillside Abatement (GHAD)	11,573	3,020	179	179
Water Pollution Control Enterprise Fund	27,441	12,756	30,000	-
Shoreline Enterprise Fund	9,312	6,979	10,000	-
Grand Total	**$ 3,073,775**	**$ 2,557,247**	**$ 2,772,255**	**$ 2,751,319**

Personnel Summary

	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
Full-Time:				
General Fund	26.85	25.80	21.80	21.80
Measure B	0.00	1.11	1.12	1.12
Heron Bay Fund	0.08	0.09	0.08	0.08
Total Full-Time	26.93	27.00	23.00	23.00
Part-time:				
General Fund	3.64	3.43	1.55	1.55
Other Funds	0.00	0.01	0.00	0.00
Total Part-Time	3.64	3.44	1.55	1.55
Total	**30.57**	**30.44**	**24.55**	**24.55**

ENGINEERING AND TRANSPORTATION ADMINISTRATION DIVISION

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 402,529	$ 412,029	$ 460,014	$ 500,421
Services	2,237	1,069	3,285	3,285
Supplies	15,921	12,160	16,235	16,235
Capital Outlay	-	-	-	-
Other	37,940	314,589	350,211	315,105
Grand Total	**$ 458,627**	**$ 739,847**	**$ 829,745**	**$ 835,046**
FTE Total	6.44	5.93	5.00	5.00

PROJECT DEVELOPMENT DIVISION

Expenditures By Category

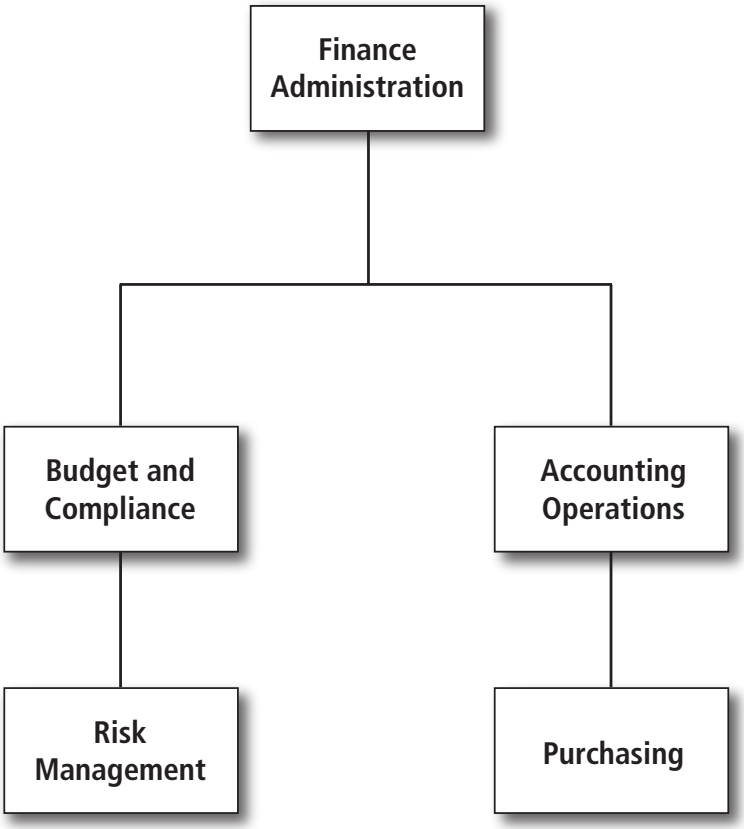
	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 793,075	$ 589,889	$ 583,231	$ 599,335
Services	284,467	166,035	417,529	295,803
Supplies	4,914	913	5,073	5,072
Capital Outlay	-	-	-	-
Other	295,117	112,869	138,328	170,765
Grand Total	**$ 1,377,573**	**$ 869,706**	**$ 1,144,161**	**$ 1,070,975**
FTE Total	14.31	13.94	10.92	10.92

LAND USE DIVISION

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 1,009,891	$ 887,806	$ 726,450	$ 749,791
Services	(915)	1,503	4,711	4,711
Supplies	1,253	1,291	3,805	3,805
Capital Outlay	-	-	-	-
Other	227,346	57,094	63,383	86,991
Grand Total	**$ 1,237,575**	**$ 947,694**	**$ 798,349**	**$ 845,298**
FTE Total	9.82	10.57	8.63	8.63

FINANCE


Finance Administration
Budget and Compliance
Accounting Operations
Risk Management
Purchasing

CITY OF SAN LEANDRO

INCORPORATED 1872

DESCRIPTION

The Finance Department is responsible for safeguarding the City's financial assets and for administering the financial activities of the City and its corporate bodies, including the Redevelopment Agency, Economic Development Agency, Public Financing Authority, and Parking Authority. The department's primary objective is to uphold the highest accounting and ethical standards, ensuring that the City's financial activities are conducted in accordance with recommended industry practices and standards. The department is organized into three divisions: Administration, Budget and Compliance, and Accounting Operations. These divisions provide quality customer service and provide accurate, timely and complete financial information.

The **Administration Division** is responsible for the oversight of the City's financial activities and provides direction and support to the department. This division monitors the department's internal control processes and periodically conducts internal audits to ensure the safeguarding of the City's assets. This division also manages the City's investment portfolio, debt issuances/obligations, conducts the City Treasurer function, and provides staff support to the City Council's Finance Committee.

The **Budget and Compliance Division** includes four primary functions: budget, revenue management/treasury, compliance and risk management. This division has lead responsibility for development of the City's annual budget and conducting multi-year fiscal analyses, issuing and processing business license renewals, processing utility billings and managing the City's Risk Management program. Division efforts are focused to ensure compliance with the San Leandro Municipal and Administrative codes.

As part of the risk management function, the division serves as fund manager for the City's Self Insurance fund, which covers five major areas of responsibility to protect the City's risk exposure: Workers' Compensation/Safety, Unemployment Insurance, General Liability, Insurance coverage and Claims Adjudication/Subrogation. (Human Resources manages the Worker's Compensation/Safety and Unemployment Insurance functions.)

The **Accounting Operations Division** administers and maintains the City's general ledger, and prepares internal and external financial reports and statements – including managing the City's banking and bank reconciliation. This division also oversees accounts payable, accounts receivable, payroll, and procurement. The division assists in the budget process and facilitates the annual audit function.

2010-11 ACCOMPLISHMENTS

- Successfully attained the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for the first time in thirteen years.
- Continued development of the City's year-end financial reports, receiving the certificate of achievement award for its Comprehensive Annual Financial Report by the Government Finance Officers Association (GFOA).
- Successfully implemented the temporary quarter-cent Transaction and Use (Sales) Tax effective April 1, 2011 in coordination with the State Board of Equalization.
- Implemented a budget line-item review process for each department across all funds and realized almost $800,000 savings in collaboration with all City departments.
- Worked with an actuarial analyst to review the City's CalPERS retirement program as part of an overall analysis of the City's benefit liabilities.
- Issued a Request for Proposal and selected a new external audit firm.
- Issued a Request for Qualifications and selected a new Financial Advisor to assist the City should it embark on any debt or project financing.

2011-12 GOALS AND OBJECTIVES

◊ Maintain the City's fiscal health and continue to provide adequate resources to fund City services to the community.

- Consider refinancing the City's Public Safety retirement plan side fund to achieve budget savings.
- Implement scanning capabilities and electronic filing of 12,000 payroll timesheets per year, 4,000 certificates of insurance and over 10,000 business license applications.
- Continue to achieve the GFOA distinguished budget presentation award and certificate of achievement for the City's Comprehensive Annual Financial Report (CAFR).
- Implement an Overhead Cost Allocation Study to be used for the FY 2013 budget which will use current actual costs to allocate indirect overhead costs to each service department.

◊ Continue optimizing collection efforts for business license taxes, and animal licenses, to increase general fund revenues.

PROGRAM CHANGES

None.

◊ **Designates direct support for City Council adopted goals**

FINANCE DEPARTMENT

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 1,638,875	$ 1,563,918	$ 1,486,659	$ 1,030,796
Services	1,448,185	2,476,144	1,617,825	1,439,610
Supplies	31,397	30,668	30,150	6,250
Capital Outlay	1,408	-	-	-
Other	332,062	340,916	359,300	138,527
Grand Total	**$ 3,451,927**	**$ 4,411,646**	**$ 3,493,934**	**$ 2,615,183**

Expenditures By Fund

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
General Fund	$ 2,202,518	$ 2,136,123	$ 1,955,568	$ 1,058,564
Self-Insurance Fund	1,249,409	2,275,523	1,538,366	1,556,619
Grand Total	**$ 3,451,927**	**$ 4,411,646**	**$ 3,493,934**	**$ 2,615,183**

Personnel Summary

	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
Full-Time:				
General Fund	16.65	14.22	12.57	12.50
Self Insurance Fund	0.35	0.35	0.50	0.50
Total Full-Time	17.00	14.57	13.07	13.00
Part-time:				
General Fund	1.62	1.14	0.91	1.15
Self Insurance Fund	0.57	0.57	0.82	0.83
Total Part-Time	2.19	1.71	1.73	1.98
Total	**19.19**	**16.28**	**14.80**	**14.98**

FINANCIAL ADMINISTRATION DIVISION

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 183,427	$ 187,716	$ 168,361	$ -
Services	(6,870)	15,811	2,795	-
Supplies	9,531	9,763	10,050	-
Capital Outlay	1,260	-	-	-
Other	111,370	95,455	218,165	-
Grand Total	**$ 298,718**	**$ 308,745**	**$ 399,371**	**$ -**
FTE Total	2.67	1.75	1.52	2.20

BUDGET & COMPLIANCE DIVISION

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 533,396	$ 336,071	$ 296,116	$ -
Services	175,158	234,703	175,420	-
Supplies	16,031	16,753	13,850	-
Capital Outlay	148	-	-	-
Other	86,649	68,705	12,465	-
Grand Total	**$ 811,382**	**$ 656,232**	**$ 497,851**	**$ -**
FTE Total	7.20	3.20	3.05	3.05

ACCOUNTING OPERATIONS DIVISION

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 849,343	$ 963,573	$ 886,680	$ 878,171
Services	145,866	115,020	130,760	130,760
Supplies	5,805	4,152	5,900	5,900
Capital Outlay	-	-	-	-
Other	91,404	88,401	35,006	43,733
Grand Total	**$ 1,092,418**	**$ 1,171,146**	**$ 1,058,346**	**$ 1,058,564**
FTE Total	8.40	10.41	8.91	8.41

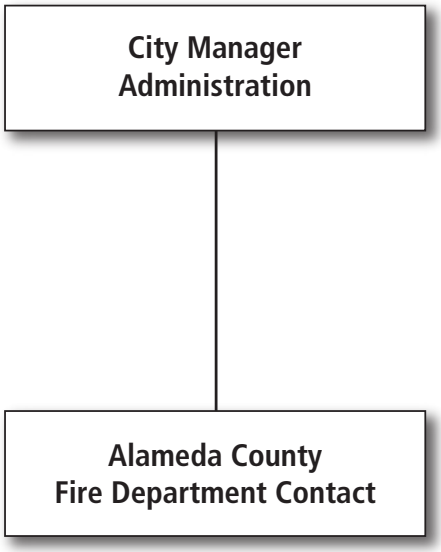
RISK MANAGEMENT DIVISION

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 72,709	$ 76,558	$ 135,502	$ 152,625
Services	1,134,031	2,110,610	1,308,850	1,308,850
Supplies	30	-	350	350
Capital Outlay	-	-	-	-
Other	42,639	88,355	93,664	94,794
Grand Total	**$ 1,249,409**	**$ 2,275,523**	**$ 1,538,366**	**$ 1,556,619**
FTE Total	0.92	0.92	1.32	1.32

NOTES:

FIRE


City Manager
Administration
Alameda County
Fire Department Contact

CITY OF SAN LEANDRO

INCORPORATED 1872

DESCRIPTION

The City contracts with the Alameda County Fire Department for emergency and non-emergency fire services. The Alameda County Fire Department administrative offices are located in City Hall. The City retains ownership of five fire stations, a fleet of fire apparatus, and a fire training facility.

The Alameda County Fire Department is responsible for the mitigation of such incidents as fires, medical emergencies, hazardous materials, specialized rescue, and others. The Fire Department is capable of meeting any emergency response challenge. First-responder paramedic services are available on all engine and truck companies on a 24 hours a day, 365 days a year basis throughout the city. Through their extensive regional resource network, automatic aid, mutual aid, and contractual agreements, the Fire Department ensures the highest level of fire and emergency response in the event of local or regional disasters.

The Fire Department is also responsible for a broad array of administrative, financial, and programmatic service areas that are essential for maintaining operational readiness. These areas include Fire Prevention, Emergency Medical Services, Public Education and Community Relations, Apparatus Maintenance, Wild land Interface, Reserve Firefighter Unit, and Administration/Finance. In the previous year, the Fire Department responded to approximately 8,113 requests for service. The majority of these incidents (approximately 75%) were for medical emergencies; the remaining 25% were for other fire and emergency related responses. In 2010-11, the year-end call total is projected to be approximately 8,200.

2010-11 ACCOMPLISHMENTS

- Consolidated with the cites of Newark and Union City fire departments resulting in greater depth of resources and significant cost reductions for the City's fire services contract;
- Completion of 2011 fire recruit academy;
- Hosted several fire station open houses including Santa at the Fire House;
- Completed the development and began the implementation of the Alameda County Fire Department's Strategic Business Plan; and,
- Finalized details of a community based CPR and Automatic External Defibrillator (AED) program.

2011-12 GOALS AND OBJECTIVES

- Continue to work with the City to provide cost efficiencies in an ongoing effort to offset anticipated revenue reductions;

- Provide appropriate and sustainable fire prevention services to meet the communities' current and future needs;
- Actively pursue grant funding alternatives from local, state and federal agencies for administration, operations, training and necessary capital improvements;
- Incorporate ambulance dispatch into Alameda County Regional Emergency Communications Center (ACRECC) to increase efficiency, operational effectiveness, and reduce ambulance response time; and,
- Continue the implementation of the Strategic Business Plan.

PROGRAM CHANGES:

None.

FIRE OPERATIONS AND SUPPORT
(CONTRACT SERVICES)

Expenditures By Category

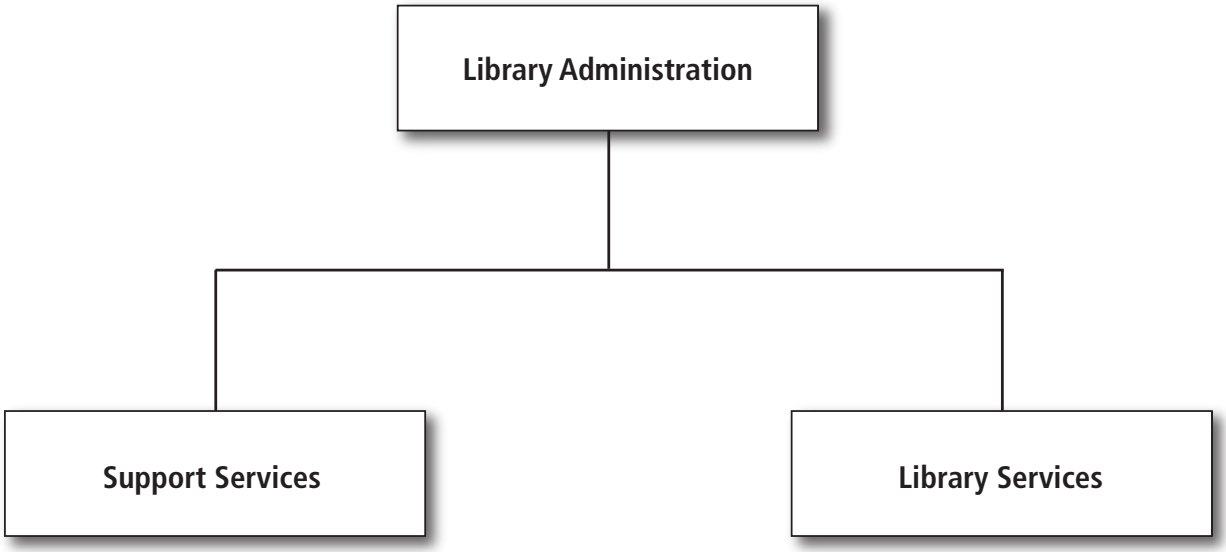
	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ -	$ -	$ -	$ -
Services	16,709,406	17,568,797	17,488,577	17,821,160
Supplies	14,561	5,795	10,950	10,950
Capital Outlay	-	461,717	-	-
Other	293,097	421,104	380,696	361,745
Grand Total	**$ 17,017,064**	**$ 18,457,413**	**$ 17,880,223**	**$ 18,193,855**

Expenditures By Fund

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
General Fund	$ 17,017,064	$ 18,457,413	$ 17,880,223	$ 18,193,855
Grand Total	**$ 17,017,064**	**$ 18,457,413**	**$ 17,880,223**	**$ 18,193,855**

NOTES:

LIBRARY


Library Administration
Support Services
Library Services

CITY OF SAN LEANDRO

INCORPORATED 1872

DESCRIPTION

The Library Services Department is responsible for providing professional library services to meet the educational, cultural and informational needs of the residents of San Leandro. Additionally, it assists in maintaining the City's historical heritage as well as promoting cultural arts through community programming that reflects San Leandro's rich cultural diversity. The department is responsible for the operation of the Main Library, including meeting rooms, Project Literacy, the Bookmark Café, San Leandro History Museum, Casa Peralta, and three neighborhood branch libraries. The Library Services Department is organized into three divisions: Library Administration, Library Services and Support Services.

Library Administration manages all personnel activities and oversees all Library operations. Administration also provides staff support to the Library-Historical Commission, the San Leandro Arts Council, the San Leandro Public Library Foundation, Friends of the Library, Casa Peralta and the San Leandro History Museum and Art Gallery.

The **Library Services Division** provides basic library services to adults and children at the Main Library and the three neighborhood branches. This includes selection and classification of approximately 15,000 new items every year. It is also responsible for organizing the activities of all professional librarians, coordinating with schools, and providing bibliographic instruction to the entire community. A large cadre of community volunteers enhances the Library programs as well.

The **Support Services Division** is responsible for the financial and facilities management of the department. Centralizing these activities ensures that personnel, physical resources, and funds are utilized to maximum advantage to achieve department goals. This division is in charge of operations at the Main Library, three branch libraries, the Bookmark Café, the Casa Peralta Historic House, and the San Leandro History Museum and Art Gallery.

2010-11 ACCOMPLISHMENTS

- Circulated over 875,000 items, answered 35,631 reference questions and hosted 376 community programs for adults, teens and children.
- Established online, digital picture book collections on the City's new website allowing patrons to attend a "virtual" storytime.
- Awarded a total of $178,638.00 in grant funding and donations for Library and Literacy programs from National Endowment of the Arts, California Council for the Humanities, California Library Literacy Services, Kaiser Permanente, Federal Library Services and Technology Act (LSTA), Friends of the San Leandro Public Library, and the San Leandro Public Library Foundation.

- Selected by the American Library Association to review advanced copies of young adult fiction. The Library was one of fifteen libraries selected. The books reviewed will be donated to the Library.
- Trained twenty-five additional volunteers to the Library Volunteer program: assisting with general directional information, processing and repairing library materials, staffing the Friends of the Library Gift Store, and overseeing the Paws to Read program.
- Implemented email notification for library patrons to receive information regarding library material requests and overdue notices.

2011-12 GOALS AND OBJECTIVES

- Utilize the automated library system, to closely analyze circulation patterns and collection usage to maximize funding to a greatly reduced materials budget.
- Coordinate with local school districts to align youth collection development with school curricula to avoid duplication of effort.
- Evaluate the addition of an online ebook and audiobook collection with implementation based on identification of a funding source.
- Continue to analyze operations to maximize efficiencies and to expand volunteer program wherever feasible.
- Continue to actively seek alternate funding sources to provide library services and community programs.

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.PROGRAM CHANGES

- Train volunteers in San Leandro history and bibliographic research with goal of reopening San Leandro History Room on a limited basis.
- Provide bi-lingual story time program facilitated by trained volunteers.
- Operate Main Library Information Desk with professional and para-professional staff.

LIBRARY DEPARTMENT

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 3,212,938	$ 2,797,592	$ 2,294,038	$ 2,425,995
Services	412,898	405,741	320,458	320,458
Supplies	547,553	490,969	390,650	390,650
Capital Outlay	3,387	2,086	3,500	3,500
Other	1,823,189	1,595,443	1,483,437	1,462,010
Grand Total	**$ 5,999,965**	**$ 5,291,831**	**$ 4,492,083**	**$ 4,602,613**

Expenditures By Fund

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
General Fund	$ 5,904,386	$ 5,174,249	$ 4,358,312	$ 4,464,194
Grants Fund	95,579	117,582	133,771	138,419
Grand Total	**$ 5,999,965**	**$ 5,291,831**	**$ 4,492,083**	**$ 4,602,613**

Personnel Summary

	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
Full-Time:				
General Fund	23.00	21.00	14.50	15.00
Grants Fund	1.00	1.00	1.00	1.00
Total Full-Time	24.00	22.00	15.50	16.00
Part-time:				
General Fund	24.16	17.15	16.59	16.59
Grants Fund	0.58	0.58	0.58	0.58
Total Part-Time	24.74	17.73	17.17	17.17
Total	**48.74**	**39.73**	**32.67**	**33.17**

LIBRARY SERVICES DIVISION

Expenditures By Category

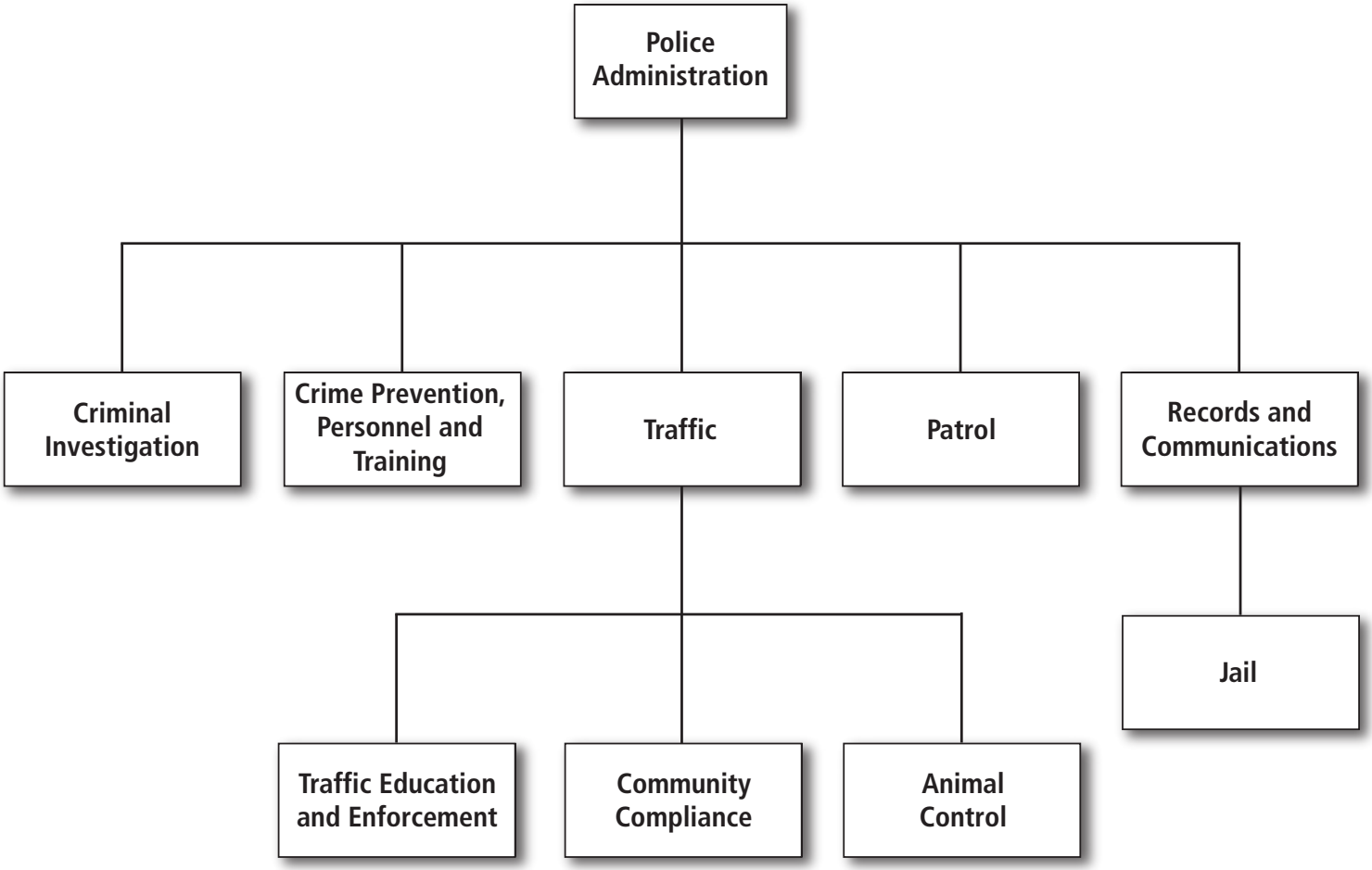
	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 2,906,675	$ 2,508,121	$ 1,990,505	$ 2,135,759
Services	412,067	405,158	319,368	319,368
Supplies	545,913	487,881	388,519	388,519
Capital Outlay	-	-	-	-
Other	1,803,581	1,579,765	1,466,392	1,441,244
Grand Total	**$ 5,668,236**	**$ 4,980,925**	**$ 4,164,784**	**$ 4,284,890**
FTE Total	42.92	35.20	28.38	28.88

SUPPORT SERVICES DIVISION

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 306,263	$ 289,471	$ 303,533	$ 290,236
Services	831	583	1,090	1,090
Supplies	1,640	3,088	2,131	2,131
Capital Outlay	3,387	2,086	3,500	3,500
Other	19,608	15,678	17,045	20,766
Grand Total	**$ 331,729**	**$ 310,906**	**$ 327,299**	**$ 317,723**
FTE Total	5.82	4.53	4.29	4.29

POLICE


Police Administration
Criminal Investigation
Crime Prevention, Personnel and Training
Traffic
Patrol
Records and Communications
Jail
Traffic Education and Enforcement
Community Compliance
Animal Control

CITY OF SAN LEANDRO

INCORPORATED 1872

DESCRIPTION

The responsibilities of the Police Department include the protection of life and property, the preservation of public order, the investigation of criminal offenses, the apprehension of criminal offenders, the recovery and restoration of stolen property to the rightful owner and the regulation of traffic on public streets to accomplish the safe and expeditious movement of vehicles and pedestrians.

The goals developed by the Police Department are as follows:

- Law Enforcement: To protect and serve the citizens of San Leandro through the fair and equal enforcement of all laws.
- Secure Environment: To provide an environment within the City in which all feel a sense of security and well-being.
- Community Partnership: To work in partnership with the citizens of San Leandro, utilizing their skills and talents and responding to their concerns, and to provide a safe and secure community.
- Employee Standards: To provide the community with a highly trained, well equipped and physically fit police work force.
- Work Environment: To provide a work environment in which all employees are valued and supported by the department and the community.

The department is organized into six divisions. The **Administration Division** is responsible for the effective management of police services in the community. The department's resources are coordinated through the Administration Division to ensure that objectives are met.

The **Crime Prevention, Personnel and Training Division** is responsible for coordination of crime prevention efforts throughout the city, public speaking engagements on request; and serves as a liaison for the department with city, state, and federal agencies. The Division provides workshops on diversity, sexual harassment and workplace violence for all Police Department personnel, as well as mandated law enforcement training.

The **Criminal Investigation Division** is comprised of six sections: Juvenile (including SROs), Vice/Narcotics, Property Crimes, High Tech/Financial Crimes, Crimes Against Persons and the Property, Evidence and Identification Section, which is responsible for the processing and storage of evidence.

The **Records and Communication Division** provides the support function for the Police Department and includes the **Jail Section**. The **Records Section** processes and manages police reports, related documents, court liaison services, operates the Live Scan Fingerprinting System, assists with license and permit applications and

manages the senior volunteer program. The **Communications Section** receives calls for service from the community. The 911 Emergency Communications Center is staffed 24-hours a day and is responsible for the dispatching of public safety personnel and equipment.

The **Patrol Division** responds to life-threatening emergencies, suspicious activities and non-emergency police services. This division helps to prevent crime through high-visibility neighborhood patrol, and provides traffic and municipal code enforcement. Special details provide community-policing services through the use of Bicycle and Tactical Unit deployment. This division also includes the SWAT Team, K-9 Team and Hostage Negotiators. The division responds 24-hours a day to the needs of the community.

The **Traffic Division** has three sections: Traffic Education and Enforcement, Community Compliance and Animal Control. The **Traffic Enforcement Section** has three primary goals - to reduce traffic hazards and collisions through the enforcement of all applicable traffic laws, to educate the public regarding rules of the road and to assist the City's Traffic Engineer with roadway design. The **Community Compliance Section** is responsible for the implementation and enforcement of a variety of City regulations and programs which focus on property maintenance and quality of life issues. The **Animal Control Section** is responsible for the enforcement of all laws and ordinances relating to animals, and the capture of any wild or stray animals and the removal of any deceased animal from public property.

2010-11 ACCOMPLISHMENTS

- The part 1 crime rate was reduced by 8% in 2010.
- The department applied for and was awarded a $2.4 million grant from the federal Community Oriented Policing Services (COPS) program to maintain staffing levels critical to delivery of community policing services.
- Full implementation of the receipt of Enhanced Wireless 911 calls to the San Leandro Police Department.
- The Administrative Services Division coordinated the second 10-week Citizen Police Academy attended by 22 members of the community, and expanded partnerships with the community including Citizens for a Safer San Leandro, the Business Association of South San Leandro, the Downtown Business Association and multi-housing units. The Crime Free Multi-Housing Program continued with 82 of the 137 multi-housing communities actively participating in the 3-phase certification process. The department implemented a modified version of the Crime Free Business Program; the service is now only provided to businesses experiencing high calls for service.
- The Vice/Narcotics Section of the Criminal Investigation Division seized $1,560,251 in cash, 391 grams of cocaine, 5.3 grams of heroin, 1,241 grams of methamphetamine, 116 pounds of marijuana, and 48 firearms.

2011-12 GOALS AND OBJECTIVES

- ◊ Expand the federal grant application efforts including Justice Assistance Grant (JAG) and COPS Grant applications.
- ◊ Enhance digital communications systems like the “Code Red” Alert System, and Facebook to better inform citizens of critical incidents in neighborhoods.
- ◊ Expand the Crime Free Multi-Housing and Crime Free Business Programs, and Neighborhood Watch Programs and Continue outreach to the community’s youth through the Police Department’s Police Explorer Program, and implementation of a teen citizen academy.
- ◊ Incorporate the use of the COPS Grant funded positions to maintain police services to the community and schools.

PROGRAM CHANGES

None.

POLICE DEPARTMENT

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 22,762,687	$ 22,091,505	$ 21,062,686	$ 22,221,173
Services	1,273,297	1,179,567	1,259,514	1,151,709
Supplies	410,092	408,404	355,058	353,058
Capital Outlay	405,431	136,829	42,780	42,780
Other	3,427,704	3,144,318	2,761,084	3,182,017
Grand Total	**$ 28,279,211**	**$ 26,960,623**	**$ 25,481,122**	**$ 26,950,737**

Expenditures By Fund

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
General Fund	$ 28,113,815	$ 26,579,332	$ 25,304,094	$ 26,085,580
Grant Fund	165,396	381,291	177,028	865,157
Grand Total	**$ 28,279,211**	**$ 26,960,623**	**$ 25,481,122**	**$ 26,950,737**

Personnel Summary

	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
Full-Time:				
General Fund	143.00	138.00	128.00	128.00
Grant Fund	-	-	1.00	5.00
Total Full-Time	143.00	138.00	129.00	133.00
Part-time:				
General Fund	7.47	3.69	4.15	3.48
Grant Fund	-	-	-	-
Total Part-Time	7.47	3.69	4.15	3.48
Total	**150.47**	**141.69**	**133.15**	**136.48**

POLICE ADMINISTRATION DIVISION

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 921,073	$ 890,922	$ 906,453	$ 974,678
Services	195,013	184,801	167,549	167,549
Supplies	19,811	14,792	18,255	18,255
Capital Outlay	-	1,278	-	-
Other	1,262,598	1,319,071	1,322,730	1,449,620
Grand Total	**$ 2,398,495**	**$ 2,410,864**	**$ 2,414,987**	**$ 2,610,102**
FTE Total	4.00	4.00	3.46	4.00

CRIME PREVENTION, PERSONNEL AND TRAINING DIVISION

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 493,370	$ 558,082	$ 557,098	$ 390,138
Services	117,337	71,798	122,642	122,642
Supplies	95,076	66,002	86,924	94,274
Capital Outlay	3,500	3,509	3,500	3,500
Other	23,568	24,367	26,673	23,834
Grand Total	**$ 732,851**	**$ 723,758**	**$ 796,837**	**$ 634,388**
FTE Total	2.00	2.00	3.00	3.00

CRIMINAL INVESTIGATION DIVISION

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 4,102,186	$ 4,020,978	$ 3,865,717	$ 4,168,594
Services	105,767	82,695	102,748	102,748
Supplies	47,178	50,594	57,961	57,961
Capital Outlay	299,715	39,219	2,220	2,220
Other	174,410	203,368	202,869	263,847
Grand Total	**$ 4,729,256**	**$ 4,396,854**	**$ 4,231,515**	**$ 4,595,370**
FTE Total	20.48	22.48	23.48	23.48

RECORDS AND COMMUNICATIONS

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 1,756,974	$ 1,718,113	$ 1,558,403	$ 1,618,503
Services	120,747	111,118	154,511	156,511
Supplies	66,068	66,603	69,030	67,030
Capital Outlay	4,562	1,052	940	940
Other	61,071	63,951	76,303	96,419
Grand Total	**$ 2,009,422**	**$ 1,960,837**	**$ 1,859,187**	**$ 1,939,403**
FTE Total	27.07	26.37	22.97	22.87

EMERGENCY COMMUNICATIONS DIVISION

(A Subsection of Records, Communications & Identification Division)

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 1,532,668	$ 1,493,698	$ 1,641,075	$ 2,070,439
Services	38,941	67,604	48,092	48,092
Supplies	7,967	7,362	8,700	8,700
Capital Outlay	27,845	-	-	-
Other	177,561	132,010	92,479	129,999
Grand Total	**$ 1,784,982**	**$ 1,700,674**	**$ 1,790,346**	**$ 2,257,230**
FTE Total	16.60	16.30	13.70	16.80

PATROL DIVISON

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 11,384,336	$ 11,234,478	$ 10,425,733	$10,741,066
Services	66,936	26,698	34,145	34,145
Supplies	134,789	175,291	75,515	68,165
Capital Outlay	44,641	85,609	20,250	20,250
Other	1,507,100	1,199,662	878,532	1,019,420
Grand Total	**$ 13,137,802**	**$ 12,721,738**	**$ 11,434,175**	**$11,883,046**
FTE Total	63.00	59.00	56.00	55.00

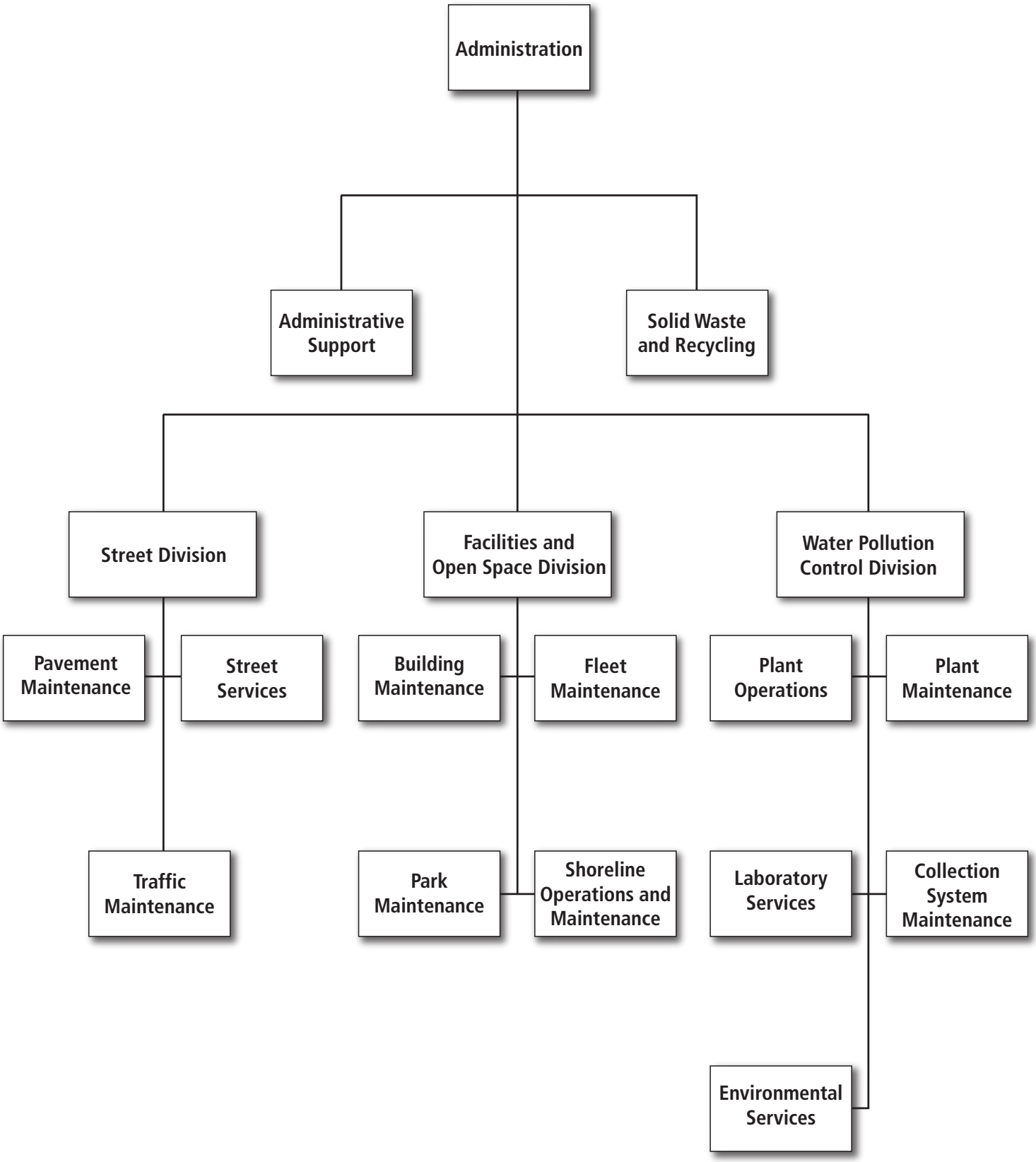
TRAFFIC DIVISION

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 2,572,080	$ 2,175,234	$ 2,108,207	$ 2,257,755
Services	628,556	634,853	629,827	520,022
Supplies	39,203	27,760	38,673	38,673
Capital Outlay	25,168	6,162	15,870	15,870
Other	221,396	201,889	161,498	198,878
Grand Total	**$ 3,486,403**	**$ 3,045,898**	**$ 2,954,075**	**$ 3,031,198**
FTE Total	17.32	11.54	10.54	11.33

NOTES:

PUBLIC WORKS



CITY OF SAN LEANDRO

INCORPORATED 1872

DESCRIPTION

The Public Works Department is responsible for the maintenance of City streets, parks, street trees, street lights, traffic signals, traffic signs, pavement markings, storm drains, buildings and mobile equipment. The department is also responsible for the San Leandro Shoreline Recreation Area which includes contract management of the Monarch Bay Golf Club and the operation and maintenance of the San Leandro Marina, the Bay Trail and the shoreline marshlands. In addition, the department is responsible for the operation and maintenance of the Water Pollution Control Plant (WPCP) and sanitary sewer collection system. The department is organized into four divisions: Administration; Facilities and Open Space; Street Maintenance; and Water Pollution Control.

The **Administration Division** provides direction to and coordination of all departmental activities, including the Storm Water Program. The division prepares communications, oversees purchasing activities, manages the budget and coordinates various programs to ensure that quality and cost effective services are provided to City departments and the community.

The **Solid Waste and Recycling Section** of the Administration Division provides oversight for the City's refuse and recycling contract and ensures compliance with state waste diversion mandates. The section also administers state and local grants for waste reduction and recycling programs. Grant funded programs include: residential food scrap recycling; construction and demolition debris recycling; commercial recycling; used oil collection; used tire collection; bulky materials collection; fall leaf collection; and school education and outreach.

The **Facilities and Open Space Division** is comprised of four sections**:** Equipment Maintenance, Building Maintenance, Park Maintenance, and Shoreline Operations. The **Equipment Maintenance Section** is responsible for the repair and replacement of 200 vehicles and pieces of heavy equipment. The section ensures that vehicles and equipment operate efficiently to provide the maximum safety and utility to both City employees and the public.

The **Building Maintenance Section** is responsible for the overall care and maintenance of over 50 City structures, including five fire stations, the Marina Community Center, Civic Center, Senior Community Center, Casa Peralta/History Museum, Public Works Service Center, Main Library and three outlying branch libraries, the Marina's Harbor Master Office and outlying restrooms, the Water Pollution Control Plant, the Boys and Girls Club pool and locker rooms, Farrelly Pool and the San Leandro Family Aquatics Center. The Building Maintenance Section also provides routine general services to support City operations and special events, as well as oversight of the City's janitorial contract.

The **Park Maintenance Section** is responsible for the maintenance of seventeen City parks which total approximately 110 acres. Park Maintenance activities include upkeep of playground equipment, installation and maintenance of irrigation systems, graffiti removal,

repair and fabrication of vandalized equipment, janitorial work at park restrooms and general lawn, turf, and shrub care. In addition to the public parks, the section oversees a variety of landscaped areas including the Civic Center, fire stations, Main Library, the branch libraries, Casa Peralta grounds, and other public landscapes. The section is also responsible for other recreational facilities, which include ball fields, tennis courts, hiking/riding paths, soccer fields, the par course and the Bay Trail. The section also operates out of the Heron Bay fund to maintain public landscapes at Heron Bay.

The **Shoreline Operations Section** is responsible for the day-to-day operation and maintenance of the San Leandro Marina, the Monarch Bay Golf Club and the shoreline marshlands. Activities at the Marina include the administration of the 465-berth marina, guest docks, fuel dock and public boat launch ramp; management of berth rentals; marketing of the Marina areas; general service to the boating public; and maintenance of all in-the-water City facilities.

In addition, this section provides ongoing maintenance to 315 acres of dedicated marshlands at the shoreline and administers and coordinates consulting agreements and grant agreements to ensure the viability of the marshlands by maximizing marsh function and promoting a healthy marsh ecosystem. The section is involved with special projects such as the Annual California Coastal Clean-up and an on-going partnership with the California Coastal Conservancy to eradicate invasive Spartina from the marshland areas. The section provides management oversight of the Monarch Bay Golf Club which includes the 18-hole Tony Lema Course, the nine-hole Marina Golf Course, an all-weather practice range, a golf shop, a restaurant and a banquet facility. More than 160,000 visitors use the facility on an annual basis.

The **Street Maintenance Division** is comprised of two sections: Street Services and Traffic Maintenance. The **Street Services Section** is responsible for the maintenance of 20,000 trees along City streets, at City facilities, and within City parks. The section's efforts in planting new trees and the scheduled maintenance of existing trees have earned the City the title of Tree City USA through the National Arbor Day Foundation for 14 years. In addition, the section administers the contract for median maintenance and weed abatement in public rights-of way throughout the city.

The **Traffic Maintenance Section** is responsible for the repair and maintenance of 59 signalized intersections and over 5,500 street lights on city streets and in public parks and parking lots. In addition, the section maintains the fiber optic communication system throughout San Leandro. The section also maintains City parking meters and performs asphalt roadway repairs, maintains pavement markings, and repairs and replaces street signs.

The **Water Pollution Control Division** is comprised of five sections: Operations, Maintenance, Collection System Maintenance, Laboratory Services, and Environmental Services.

The Water Pollution Control Plant Division is responsible for the regulation, collection, treatment and disposal of wastewater from all residential and commercial sources. This includes operation and maintenance of the Water Pollution Control Plant, 125 miles of sanitary sewer pipelines, 15 remote sewage pump stations and the inspection and maintenance of the City's storm water collection system. The division provides contract operation, maintenance and laboratory services to the East Bay Dischargers Authority and full service environmental oversight of hazardous materials, wastewater pretreatment, pollution prevention, storm water permitting and contaminated site functions.

The **Operation and Maintenance Sections** operate the Water Pollution Control Plant 24-hours a day, 365 days a year, to treat 2.2 billion gallons of wastewater annually. The treated wastewater leaves the facility at a higher quality than what the NPDES Discharge Permit requires. All bio-solids generated during wastewater treatment (1,400 dry tons annually) are processed on site to achieve the highest possible EPA designation (Class 'A' Exceptional Quality). In addition, the plant supplies reclaimed water to the East Bay Municipal Utility District and the Monarch Bay Golf Club.

The **Collection System Maintenance Section** is responsible for over 125 miles of sanitary sewer lines. Free-flowing conditions in the lines are maintained by flushing every section of pipe annually. Also, staff responds to obstructed sewer calls from residents and businesses 24 hours a day, seven days a week.

The **Laboratory Services Section** is certified by the state to conduct all wastewater analysis, reporting, and recordkeeping required for compliance. The laboratory staff averages over 15,000 water quality analyses per year.

The **Environmental Services Section** administers four core program elements: Certified Unified Program Agency (CUPA), Wastewater Pretreatment, Storm Water and Contaminated Site oversight. In addition, staff responds to citizen complaints and provides technical, investigative and site cleanup services at hazardous materials incidents, promotes pollution prevention and recycling through public education and outreach events, monitors the City's closed landfill, tracks hazardous waste disposal for all departments, coordinates development of contaminated sites with the Office of Business Development/Redevelopment and performs building plan reviews.

2010-11 ACCOMPLISHMENTS

- Installation of Building Management Systems at City facilities and LED Street Lighting in selected neighborhoods as part of the Energy Efficiency and Conservation Block Grant Program
- Completed the comprehensive design phase for major rehabilitation of the Water Pollution Control Plant
- Conducted extensive renovations at Toyon Park in conjunction with the KaBoom playground project

- Finalized High Diversion Plan for addressing waste reduction, reuse, recycling and composting activities for the next 10-years
- Completed Harbor Basin Alternatives Study
- WPCP Collection System Section awarded Collection System of the Year for the Bay Area
- All WPCP Plant Operators have achieved Grade III certification for the first time in plant history

2011-12 GOALS AND OBJECTIVES

- Provide a core level of quality maintenance services at City facilities and in the public rights-of-way
- Complete inventories and establish GIS Mapping systems for all pavement markings and street trees
- Continue to work with the Engineering and Transportation and Recreation and Human Services Departments to design and construct the various park improvements funded by Measure WW
- Coordinate and manage the WPCP rehabilitation project with the Engineering and Transportation Department and maintain a high quality effluent during construction

PROGRAM CHANGES

None

PUBLIC WORKS DEPARTMENT

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$10,800,280	$9,645,522	$9,962,325	$10,420,648
Services	5,265,516	4,848,014	5,303,992	5,396,262
Supplies	2,009,775	1,523,679	1,945,317	1,908,697
Capital Outlay	809,952	1,089,803	302,600	401,100
Other	3,986,993	3,867,168	3,925,866	3,708,832
Grand Total	**$22,872,516**	**$20,974,186**	**$21,440,100**	**$21,835,539**

Expenditures By Fund

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
General Fund	$ 4,821,655	$ 4,090,473	$ 3,937,086	$ 4,080,766
Parking Fund	292,768	239,508	241,039	238,590
Gas Tax Fund	1,946,000	1,405,584	1,776,588	1,697,939
Heron Bay Maintenance District Fund	224,139	203,801	257,108	259,683
Cherrywood Maintenance District Fund	716	542	211	211
Water Pollution Control Plant Enterprise Fund	6,506,746	6,637,791	7,049,799	7,472,065
Environmental Services Enterprise Fund	1,544,565	1,348,182	1,503,466	1,397,073
Shoreline Fund	1,600,139	1,379,176	1,400,900	1,378,522
Storm Water Fund	993,330	886,379	987,786	980,769
Building Maintenance Fund	2,776,232	2,602,972	2,685,106	2,730,306
Equipment Maintenance Fund	2,166,226	2,179,778	1,601,011	1,599,615
Grand Total	**$ 22,872,516**	**$ 20,974,186**	**$ 21,440,100**	**$ 21,835,539**

Personnel Summary

	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
Full-Time:				
General Fund	28.21	24.60	16.78	16.78
Parking Fund	1.83	1.83	1.50	1.50
Gas Tax Fund	11.65	10.35	9.46	9.50
Heron Bay Maintenance District Fund	2.00	1.00	1.00	1.00
Water Pollution Control Plant Enterprise Fund	33.15	33.85	33.85	33.85
Environmental Services Enterprise Fund	7.10	7.20	7.20	7.16
Shoreline Fund	7.80	4.87	4.92	4.92
Storm Water Fund	4.53	5.35	5.35	5.35
Building Maintenance Fund	10.40	9.92	8.92	8.92
Equipment Maintenance Fund	7.78	6.48	4.47	4.47
Total Full-Time	114.45	105.45	93.45	93.45
Part-time:				
General Fund	3.37	2.99	3.18	3.30
Parking Fund	0.00	0.00	0.00	0.00
Gas Tax Fund	0.48	0.48	0.48	0.48
Heron Bay Maintenance District Fund	0.00	0.00	0.00	0.00
Cherrywood Maintenance District Fund	0.00	0.00	0.00	0.00
Water Pollution Control Plant Enterprise Fund	0.48	0.96	0.96	0.96
Environmental Services Enterprise Fund	0.77	0.77	0.77	0.77
Shoreline Fund	2.40	2.40	2.88	2.88
Storm Water Fund	0.00	0.00	0.00	0.00
Building Maintenance Fund	0.00	0.00	0.96	0.48
Equipment Maintenance Fund	0.00	0.00	0.96	0.48
Total Part-Time	7.50	7.60	10.19	9.35
Total	**121.95**	**113.05**	**103.64**	**102.80**

PUBLIC WORKS ADMINISTRATION DIVISION

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 96,376	$ 83,863	$ 85,629	$ 88,327
Services	145,599	144,573	136,664	136,664
Supplies	6,961	5,919	6,900	6,900
Capital Outlay	-	-	-	-
Other	325,769	283,294	210,904	238,931
Grand Total	**$ 574,705**	**$ 517,649**	**$ 440,097**	**$ 470,822**
FTE Total	5.29	5.29	5.29	5.29

FACILITIES AND OPEN SPACE DIVISION

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 3,728,148	$3,069,991	$2,974,530	$3,077,403
Services	2,312,592	1,995,478	2,163,606	2,185,046
Supplies	973,231	757,695	932,260	932,260
Capital Outlay	465,245	773,332	181,000	181,000
Other	1,290,970	1,177,231	1,113,415	1,101,184
Grand Total	**$ 8,770,186**	**$ 7,773,727**	**$ 7,364,811**	**$ 7,476,893**
FTE Total	45.29	38.39	33.98	33.15

MAINTENANCE DIVISION - STREETS SECTION

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 2,730,241	$ 2,265,493	$ 2,408,208	$ 2,450,008
Services	1,322,449	1,153,122	1,388,375	1,338,585
Supplies	403,534	271,480	418,564	398,564
Capital Outlay	57,137	3,733	19,000	19,000
Other	962,954	1,003,010	847,780	812,529
Grand Total	**$ 5,476,315**	**$ 4,696,838**	**$ 5,081,927**	**$ 5,018,686**
FTE Total	32.96	29.98	24.98	24.97

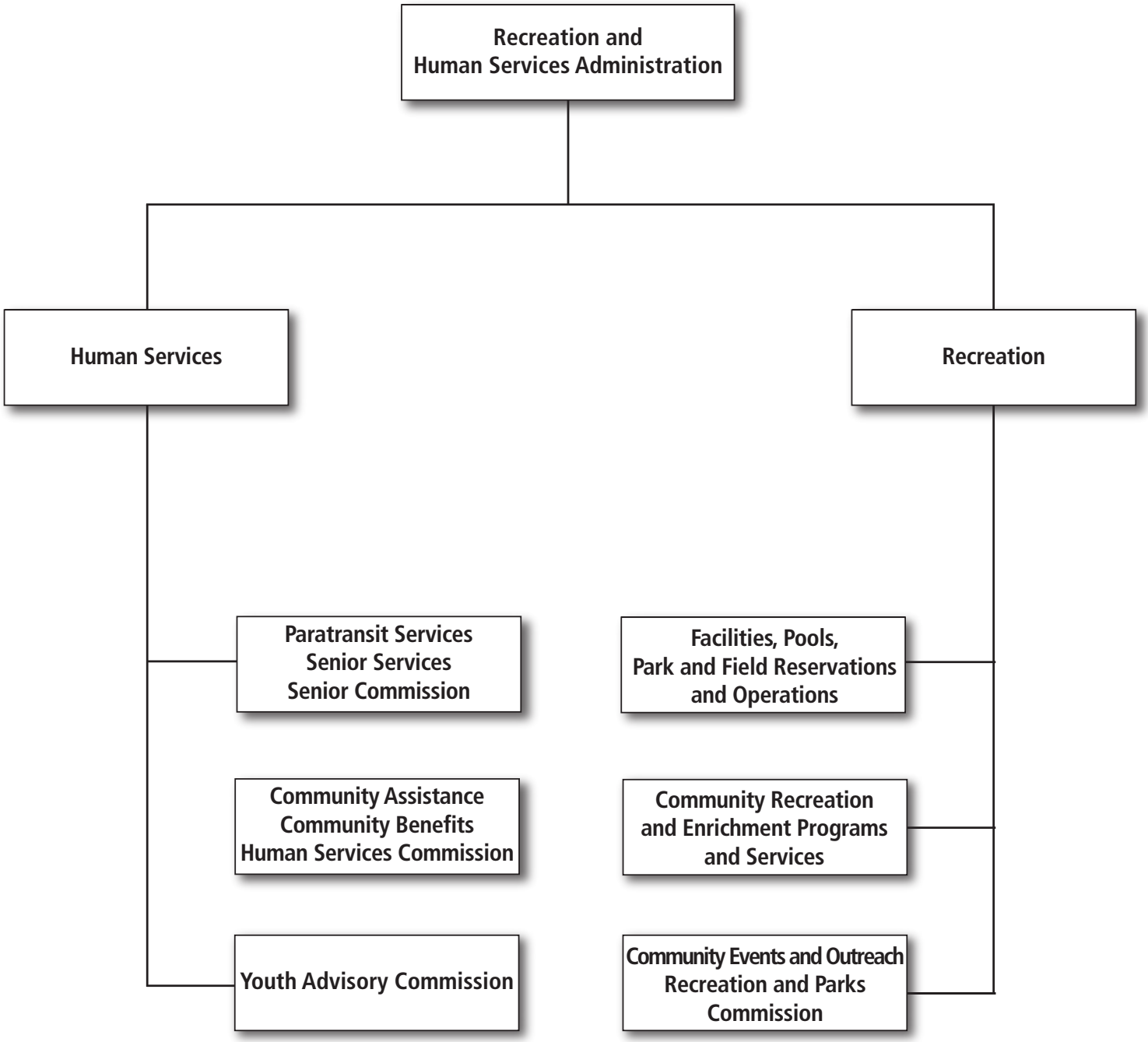
WATER POLLUTION CONTROL PLANT

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 4,245,515	$ 4,226,175	$ 4,493,958	$ 4,804,910
Services	1,484,876	1,554,841	1,615,347	1,735,967
Supplies	626,049	488,585	587,593	570,973
Capital Outlay	287,570	312,738	102,600	201,100
Other	1,407,300	1,403,633	1,753,767	1,556,188
Grand Total	**$ 8,051,310**	**$ 7,985,972**	**$ 8,553,265**	**$ 8,869,138**
FTE Total	38.41	39.39	39.39	39.39

NOTES:

RECREATION AND HUMAN SERVICES



CITY OF SAN LEANDRO

INCORPORATED 1872

DESCRIPTION

The Recreation and Human Services Department is dedicated to creating community and raising the quality of life for the citizens of San Leandro by enhancing a sense of belonging and inspiring pride in the community. The department is responsible for providing the essential connection to people and their needs in the community through staff, programs and services. The department's interaction and involvement with individuals, nonprofit agencies, the faith community, schools and businesses enables staff to identify needs, problem solve and facilitate the provision of services and programs. The department is organized into three divisions: Administration, Recreation and Human Services.

The **Administration Division** is responsible for the overall administration and supervision of the department. This is accomplished through planning and providing vision and leadership to implement the department's mission and goals. The division provides staffing to the Recreation and Parks Commission. It also oversees coordination of staff resources for the Human Services Commission, Senior Commission and Youth Advisory Commission, providing tools and communication to keep the staff and commissions working together to support the department's vision and mission.

The **Recreation Division** is responsible for offering programs and services that strengthen a sense of belonging, foster human development, promote health and wellness, increase cultural unity and provide recreational experiences for all age groups and families. These programs include classes, camps, extended care programs, special events, trips, sports, aquatics, fitness, cultural arts, personal enrichment and specialty training. The division is responsible for the operation of the Marina Community Center, the Senior Community Center, Halcyon and Washington Manor park buildings and three swimming pools, and oversees reservations of seventeen parks, eight fields and four tennis facilities.

The **Human Services Division** is responsible for coordinating with nonprofit agencies, governmental agencies, the faith community, schools and businesses in identifying and providing programs and services that ensure enhanced quality of life for every individual in San Leandro. The division is responsible for staffing the Human Services Commission and Senior Commission, as well as overseeing the senior programs and services, volunteer program, paratransit services, Friends of the San Leandro Creek and coordination of the Community Assistance activities for the Human Services Commission.

2010-11 ACCOMPLISHMENTS

- Continued to expand the use of volunteers and interns in youth and senior programs, received second year grant through the Arthritis Foundation for

exercise classes and increased partnerships with new community based organizations, in order to maintain services at reduced costs.

- Continued to partner with community based organizations to sponsor community events that were eliminated in the prior year due to budget reductions, such as the Annual Egg Hunt, Halloween Carnival and Flag Day.
- Applied for and received a KaBOOM! grant to build a playground at Toyon Park in one day through a community build process. With the organizational help of KaBOOM!, a nonprofit organization dedicated to play, financial and volunteer help of AMGEN, a pharmaceutical company, San Leandro Rotary and the City of San Leandro and the volunteer hands of over 200 community members the playground was built in one day on Saturday, September 18, 2010.
- Opened the Senior Community Center in April 2011 at a reduced cost with limited resources.
- Opened Farrelly Pool due to an anonymous donation and managed the facility and programs so efficiently that the anonymous donator requested that the unused portion of the donation be used to open Farrelly Pool for the 2011 summer season.
- Implemented the re-structured Paratransit service to meet transportation needs and serve as many people as possible within the funds available. In an annual survey of paratransit riders, only 2% of the riders indicated that the new service is poor and 75% of the riders found the new service to be good.

2011-12 GOALS AND OBJECTIVES

◊ Continue to maintain quality customer service and partner with community based organizations and businesses to maintain programs/events.

◊ Begin operation of the new Senior Community Center in a manner that efficiently uses staff and resources and provides service to seniors and the community.

◊ Work with the San Leandro School District to ensure the implementation of the measure M funds are maximized by both the City and School District resources and the design of Burrell and Pacific Fields and the San Leandro High School Pool and Field meet community needs.

◊ Continue electronic marketing improvements through the implementation of a new interactive recreation guide on the City's website.

◊ Submit a State grant proposal to improve Siempre Verde. Extensive community outreach and involvement for the design of the park improvements was completed in 2010-11.

◊ Work with Engineering and Transportation and Public Works Departments to implement the Measure WW projects including the Dog Park, Marina Par Course and Marina Park Group Picnic Areas, as adopted by City Council.

PROGRAM CHANGES

Recreation and Human Services began operating the new Senior Community Center that opened on April 4, 2011.

2011-12 FISCAL CHANGES

- Established annual expenditures of $105,147 to support the Senior Community Center.

◊ **Designates direct support for City Council adopted goals**

RECREATION AND HUMAN SERVICES DEPARTMENT

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 2,511,516	$ 2,154,833	$ 2,113,266	$2,286,498
Services	996,011	833,561	759,841	806,431
Supplies	168,974	96,236	97,520	100,520
Capital Outlay	13,983	26,062	3,000	5,000
Other	1,376,725	1,097,672	876,475	1,021,876
Grand Total	**$ 5,067,209**	**$ 4,208,364**	**$ 3,850,102**	**$4,220,325**

Expenditures By Fund

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
General Fund	$ 4,674,473	$ 3,902,547	$ 3,434,901	$3,796,701
Grants Fund	392,736	305,817	415,201	423,624
Grand Total	**$ 5,067,209**	**$ 4,208,364**	**$ 3,850,102**	**$4,220,325**

Personnel Summary

	2008-09 Adopted	2009-10 Adopted	2010-11 Adopted	2011-12 Adopted
Full-Time:				
General Fund	12.47	11.75	9.50	9.50
Grants Fund	0.53	0.25	0.50	0.50
Total Full-Time	13.00	12.00	10.00	10.00
Part-time:				
General Fund	41.12	32.19	23.90	24.93
Grants Fund	0.87	0.87	0.87	0.88
Total Part-Time	41.99	33.06	24.77	25.81
Total	**54.99**	**45.06**	**34.77**	**35.81**

RECREATION AND HUMAN SERVICES ADMINISTRATION DIVISION

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 895,055	$ 865,860	$ 845,369	$ 901,047
Services	119,749	111,852	96,938	98,138
Supplies	29,037	22,392	30,100	30,100
Capital Outlay	-	-	-	-
Other	421,171	365,495	393,695	382,027
Grand Total	**$ 1,465,012**	**$ 1,365,599**	**$ 1,366,102**	**$ 1,411,312**
FTE Total	8.20	8.36	1.32	7.39

HUMAN SERVICES DIVISION

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 236,761	$ 209,248	$ 289,530	$ 222,435
Services	357,122	300,171	341,874	341,874
Supplies	19,744	16,535	16,420	16,420
Capital Outlay	-	-	-	-
Other	286,477	286,147	11,771	12,652
Grand Total	**$ 900,104**	**$ 812,101**	**$ 659,595**	**$ 593,381**
FTE Total	3.40	3.30	2.82	2.82

RECREATION DIVISION

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$ 1,379,700	$ 1,079,725	$ 978,367	$ 1,163,016
Services	519,140	421,538	321,029	366,419
Supplies	120,193	57,309	51,000	54,000
Capital Outlay	13,983	26,062	3,000	5,000
Other	669,077	446,030	471,009	627,197
Grand Total	**$ 2,702,093**	**$ 2,030,664**	**$ 1,824,405**	**$ 2,215,632**
FTE Total	43.39	33.40	30.63	25.60

NOTES:

Program Summary

The Capital Improvement Program (CIP) for the City represents the spending plan for infrastructure improvements and other specific large-scale capital purchases, such as major street or park improvements, building construction, and significant facility maintenance or upgrades.

The City's ability to fund its CIP is limited by available resources. In past years, the City allocated General Funds toward CIP. Budget reductions these past three years have resulted in the elimination of General Fund allocations to the proposed capital program. The City is currently relying on funding from a number of special revenue funds and grants to provide the needed program funding.

For FY 2011-12, the CIP budget totals $4.0 million in new project funding, and does not include General Fund allocations. However, project approved in prior years for projected that are not yet completed total $49.3 million, and includes $6.7 million in General Fund allocations.

CIP Review Process

Early in the budget development process, staff assembled a CIP Committee comprised of department directors and City Manager staff to assist in the review of CIP projects. The Engineering & Transportation Department provided direction and support to the process. The goal of this group was to review the City's overall CIP program and available funding sources – ultimately recommending projects that reflect City Council priorities.

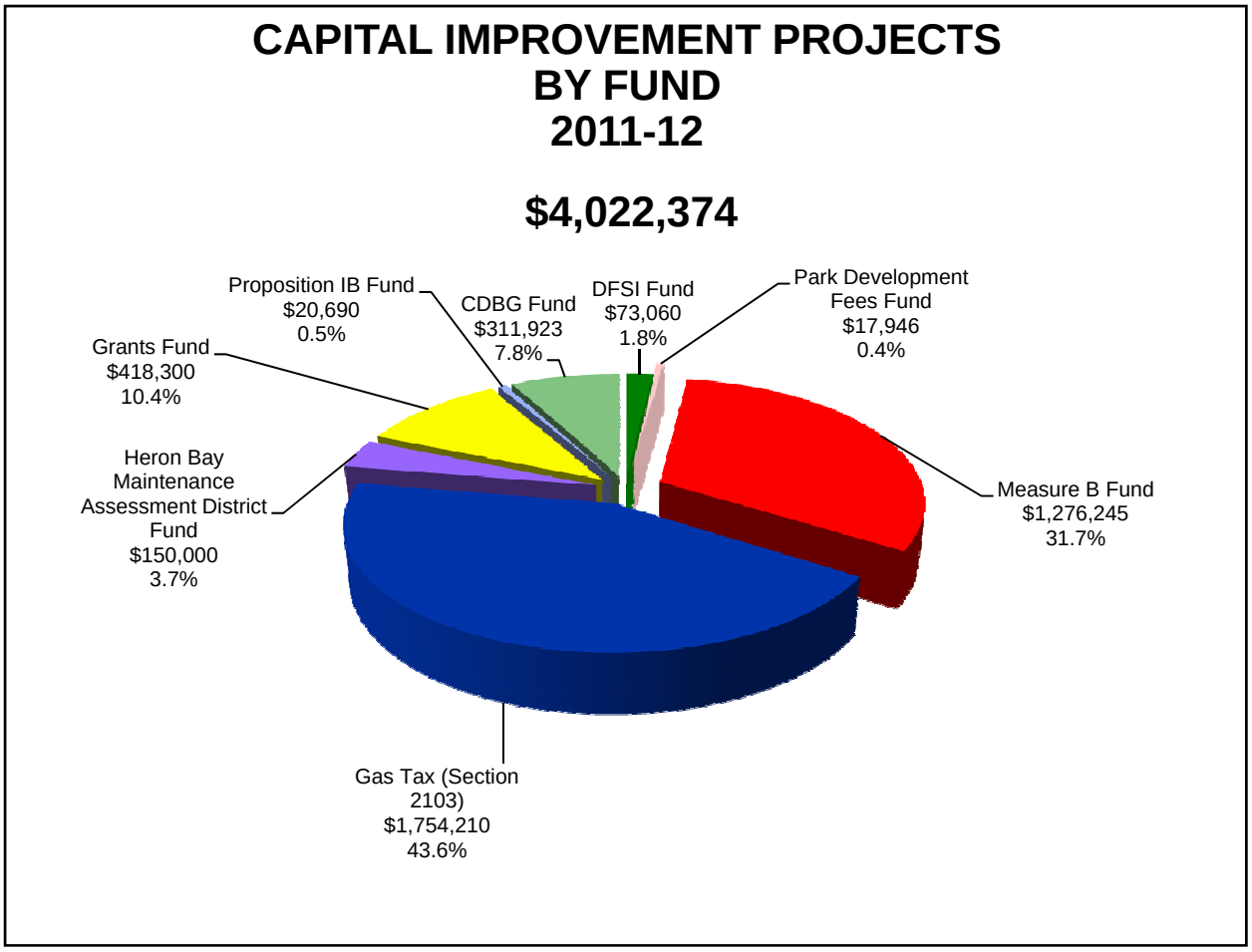
As part of the process, each City department was instructed to submit requests for new CIP projects – as relevant to their program area. These project requests were then assembled and provided to the CIP Committee for review, along with the on-going list of unfunded projects. The Committee ranked projects based on need.

Following the CIP Committee project ranking, the Engineering and Transportation Department provided City Council with the list of projects and asked Council Members to rank projects based on need.

The CIP is a reflection of these priority rankings – based on available funding. Some projects that received a high ranking may not be included in the current year program if funding is not available.

CITY OF SAN LEANDRO

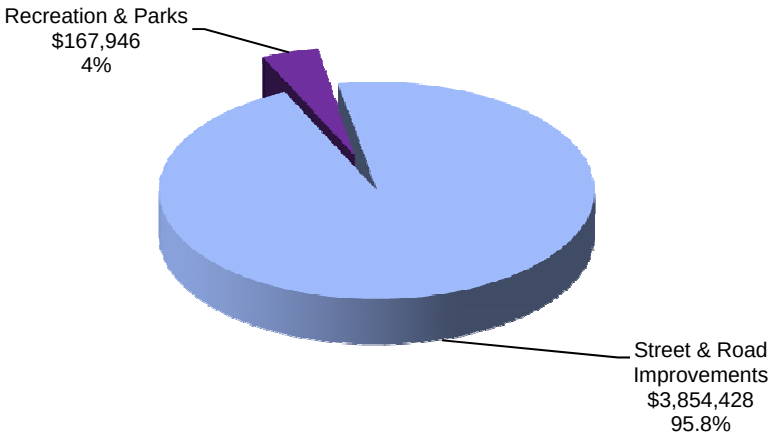
INCORPORATED 1872



Fund	2008-09 Actual	2009-10 Actual	2010-11 Adjusted	2011-12 Adopted
Capital Improvement Projects Fund	$ 2,984,681	$ 1,583,336	$ 6,711,120	$ -
Street/Traffic Improvement Fund (DFSI)	408,046	341,921	996,374	73,060
Park Development Fees Fund	1,586	34,670	1,011,572	17,946
Gas Tax (Section 2103)	-	-	-	1,754,210
Measure B Fund	1,100,661	3,057,972	7,315,995	1,276,245
Traffic Congestion Relief Fund	368,972	21,160	1,455,488	-
Heron Bay Maintenance Assessment District Fund	9,577	8,908	11,575	150,000
Proposition IB - Streets & Roads Fund	1,142,986	157,033	1,247,141	20,690
Special Grants Fund	934,596	5,342,952	8,180,370	418,300
Community Development Block Grant (CDBG) Fund	897,704	2,844,236	124,824	311,923
Water Polution Control Plant Enterprise Fund	4,706,856	6,884,748	9,263,161	-
Shoreline Enterprise Fund	45,770	249,937	-	-
Redevelopment Agency	16,799,534	7,256,947	12,946,960	-
Total Capital Improvement Projects	**$ 29,400,969**	**$ 27,783,820**	**$ 49,264,580**	**$ 4,022,374**

CAPITAL IMPROVEMENT PROJECTS BY CATEGORY 2011-12

$4,022,374



	2008-09 Actual	2009-10 Actual	2010-11 Adjusted	2011-12 Adopted
Community Development	$ 636,475	$ 87,044	$ 655,889	$ -
Facility Improvements	165,941	499,767	2,171,523	-
Recreation & Parks	1,397,556	3,048,536	5,274,662	167,946
Library	343,348	1,879	-	-
Public Safety	45,783	11,126	306,743	-
Streets & Roads Improvements	5,363,603	10,065,684	18,645,642	3,854,428
Water Pollution Control Plant Enterprise Fund	4,648,727	6,812,837	9,263,161	-
Redevelopment	16,799,534	7,256,947	12,946,960	-
Total Capital Improvement Projects	**$ 29,400,967**	**$ 27,783,820**	**$ 49,264,580**	**$ 4,022,374**

SUMMARY OF CAPITAL IMPROVEMENT PROJECTS
SUMMARY OF SOURCES AND USES

Expenditures by Fund	2008-09 Actual	2009-10 Actual	2010-11 Adjusted	2011-12 Adopted
Capital Improvement Projects Fund	$ 2,984,681	$ 1,583,336	$ 6,711,120	$ -
Street/Traffic Improvement Fund (DFSI)	408,046	341,921	996,374	73,060
Park Development Fees Fund	1,586	34,670	1,011,572	17,946
Gas Tax (Section 2103) Fund	-	-	-	1,754,210
Measure B Fund	1,100,661	3,057,972	7,315,995	1,276,245
Traffic Congestion Relief Fund	368,972	21,160	1,455,488	-
Heron Bay Maintenance Assessment District Fund	9,577	8,908	11,575	150,000
Proposition IB - Streets & Roads Fund	1,142,986	157,033	1,247,141	20,690
Special Grants Fund	934,596	5,342,952	8,180,370	418,300
Community Development Block Grant (CDBG) Fund	897,704	2,844,236	124,824	311,923
Water Polution Control Plant Enterprise Fund	4,706,856	6,884,748	9,263,161	-
Shoreline Enterprise Fund	45,770	249,937	-	-
Redevelopment Agency	16,799,532	7,256,947	12,946,960	-
Total Capital Improvement Projects	**$ 29,400,967**	**$ 27,783,820**	**$ 49,264,580**	**$ 4,022,374**

Expenditures By Function	2008-09 Actual	2009-10 Actual	2010-11 Adjusted	2011-12 Adopted
	$ 636,475	$ 87,044	$ 655,889	$ -
Facility Improvements	165,940	499,767	2,171,523	-
Recreation & Leisure	1,397,556	3,048,536	5,274,662	167,946
Library	343,348	1,879	-	-
Public Safety	45,783	11,126	306,743	-
Streets & Roads Improvements	5,305,477	9,993,773	18,645,642	3,854,428
Water Pollution Control Plant Enterprise Fund	4,706,856	6,884,748	9,263,161	-
Redevelopment	16,799,532	7,256,947	12,946,960	-
Total Capital Improvement Projects	**$ 29,400,967**	**$ 27,783,820**	**$ 49,264,580**	**$ 4,022,374**

DETAIL OF CAPITAL IMPROVEMENT PROJECTS
EXPENDITURES BY FUNDING SOURCE

	2008-09 Actual	2009-10 Actual	2010-11 Adjusted*	2011-12 Adopted
Capital Improvement Projects Fund (General Fund)				
2007 Roof Replacement Program	$ 119,642	$ 328,878	$ 478,166	$ -
Access Ramp Installation	-	7,504	137,134	-
AGI - CIP Projects	-	-	181,163	-
Airport Noise Abatement	577,335	16,551	467,465	-
Annual Overlay Rehabilitiation 2006-07/ADA Ramps	11,144	-	-	-
Annual Overlay Rehabilitiation 2008-09	571	-	199,429	-
BART-Downtown Pedestrian Improvements	-	-	1,220,000	-
CAD/RMS Replacement	-	-	24,095	-
CH HVAC PH11 - Middle & South Wing	46,299	92,737	792,316	-
CIP Planning	43,222	32,901	26,063	-
CIP Warranty Work	5,168	471	43,723	-
Davis/Doolittle Intersection Improvement	-	-	380,000	-
Davis Street Widening	1,009,201	-	-	-
Davis Street/CT/Net Connection/Ryland	361	-	98,274	-
Doolittle Drive Entryway	109,259	-	-	-
Doolittle Drive Entryway - Port of Oakland	44,925	-	-	-
Eden Road Design	38,212	17,715	118,774	-
Fiber Optic Connect to Marina Community Center	37,766	-	-	-
GIS Monument Database	815	3,670	-	-
I-880 Washington Interchange - Greenhouse	1,295	224,960	-	-
I-880 Washington Interchange - Kohl's	31,375	513,269	-	-
I-880 Washington Intersection - Bayfair Expansion	20,092	212,765	-	-
Misc Engineering Studies	9,667	10,039	100,294	-
Planning Consulting Services	-	6,656	18,344	-
Public Safety Building Communication Room Expansion	45,783	2,025	91,749	-
Public Works Maintenance Projects	-	18,983	231,017	-
Roadway Drainage Repair	38,157	11,849	757	-
Safe Routes to Schools (SL BART)	-	-	380,000	-
Senior Center	292,363	2,777	46,615	-
Senior Center Construction	7,202	6,280	-	-
Senior Center Design Schematics	7,747	6,329	7,525	-
Senior Center EOC Supplies	-	9,101	190,899	-
Sidewalk Repair Program	427	-	-	-
Sidewalk Repairs - City Facilities	17,732	7,622	24,646	-
Street Light Undergrounding - E14th St	186,252	9,714	303,937	-
Street Repairs	19,294	-	196,927	-
Street Tree Planter (Concrete Removal)	2,070	116	-	-
TFCA - MacArthur Streetscape	4,904	-	-	-
Toyon Park Restroom Replacement	9,891	6,791	283,272	-
Underground Utilities - E14th North of 150th	256	31,754	322,829	-
Underground Utilities (General)	5,564	-	28,564	-
Underground East 14th Utility (Reimbursed)	-	-	50,000	-
Washington Av Rehab/SLZ Creek Overcross	-	-	267,143	-
Washington Manor Library	240,690	1,879	-	-
Total Capital Improvement Projects Fund Expenditures	**$ 2,984,681**	**$ 1,583,336**	**$ 6,711,120**	**$ -**
Street/Traffic Improvement (DFSI) Fund				
Advance Signal System Sample Det.	$ 73,569	$ -	$ -	$ -
Advanced Planning	17,526	14,714	22,760	20,000
Annual Neighborhood Traffic Calming	104	-	-	-
BART Access/San Leandro Blvd Study	-	20,886	14,115	-
BART-Downtown Pedestrian Improvements	-	-	96,118	
E 14th St. Stripping & Pedestrian Improvements	11,176	24,548	149,678	-
Fiber Optic Connect to Mar Community Ctr	23,732	-	-	-
Internal Service Charges	7,120	11,414	11,528	11,528

**Includes projects approved by Council in prior years that are not yet fully expended.*

DETAIL OF CAPITAL IMPROVEMENT PROJECTS
EXPENDITURES BY FUNDING SOURCE

	2008-09 Actual	2009-10 Actual	2010-11 Adjusted*	2011-12 Adopted
Master Plan & Plan Line Update	44,190	19,527	97,944	-
Misc. Traffic Safety Equipment	623	-	-	-
Misc. Traffic Safety Improvements	5,378	5,872	44,846	-
Misc. Traffic Studies	-	-	75,000	-
Neighborhood Traffic Calming	85,241	51,322	304,726	-
Par Course Improvements	-	-	-	-
PRS Westgate Parkway	9,310	(1,019)	-	-
Safe Routes to Schools (SL BART)	-	-	20,000	
San Leandro/Park/Broadmoor Roundabout	4,220	57,143	38,637	-
Traffic Management System Upgrade	50	96,138	85,812	-
Traffic Safety Upgrades	59,923	-	-	-
Traffic Studies	46,480	1,382	35,210	-
Washington/Estabrook Intersection Improvements	19,404	39,994		
Washington/Monterey Traffic Signal	-	-	-	41,532
Total Street/Traffic Improvement Fund Expenditures	**$ 408,046**	**$ 341,921**	**$ 996,374**	**$ 73,060**
Park Development Fees Fund				
Dog Walk Park	$ -	$ 20	$ 361,979	$ -
Downtown TOD Park Development Master Plan	-	1,723	148,278	-
Par Course Improvements	-	-	188,000	-
Senior Center Furniture and Equipment	-	4,631	295,369	-
Siempre Verde Design	-	10,528	-	-
Internal Service Charges	1,586	17,768	17,946	17,946
Total Park Development Fees Fund Expenditures	**$ 1,586**	**$ 34,670**	**$ 1,011,572**	**$ 17,946**
Gas Tax (Section 2103) Fund				
Annual Overlay/Rehabilitiation Program	$ -	$ -	$ -	$ 1,154,210
Annual Street Sealing Program	-	-	-	600,000
Total Gas Tax (Section 2103) Fund	**$ -**	**$ -**	**$ -**	**$ 1,754,210**
Measure B Fund				
Access Ramp Installation	$ -	$ 31,571	$ 118,429	$ -
ADA Ramp Project	-	3,336	25,664	-
Annual Bicycle & Pedestrian Safety	-	-	-	60,000
Annual Overlay/Rehabilitation	500,266	1,377,448	381,625	400,000
Annual Sidewalk Repair Program	-	320,658	358,827	342,676
Annual Street Sealing	36,758	232,120	425,765	433,000
Annual Street Sealing 2010-11	-	-	250,000	-
BART - Dowtown Pedestrian Improvements	-	-	288,352	-
BART/UPRR Bicycle-Pedestrian Trail Study	1,551	2,400	31,048	-
Bay Trail Bridge Design	21,444	789	-	-
Bay Trail Slough Bridge Construction	17,404	6,951	975,511	-
Bicycle & Pedestrian Education	4,775	2,767	3,585	-
Bicycle & Pedestrian Master Plan Update	-	68,737	28,263	-
Bridge Maintenance and Repair	-	-	250,000	-
East 14th Street/Hesperian Improvements	54,872	80,941	723,498	-
I-880 Washington Interchange - Bayfair	-	79,298	-	-
I-880 Washington Interchange - Greenhouse	169,183	602,929	1,769	-
Internal Service Fund Charges	54,862	40,167	40,569	40,569
Lewelling/Hesperian Blvd Improvements	2,466	571	-	-
Lighted Crosswalks	165,458	696	-	-
Marina Park Bay Trail Improvements	-	-	1,300	-
Misc Traffic Safety Equipment	3,335	6,972	14,693	-
Roadway Drainage Repair	4,863	49,682	61,960	-

**Includes projects approved by Council in prior years that are not yet fully expended.*

DETAIL OF CAPITAL IMPROVEMENT PROJECTS
EXPENDITURES BY FUNDING SOURCE

	2008-09 Actual	2009-10 Actual	2010-11 Adjusted*	2011-12 Adopted
Safe Routes to Transit	-	-	50,000	-
San Leandro Blvd Pedestrian Interface	-	-	5,000	-
Storm Drain Inventory and Replacement	-	273	54,727	-
Washington Ave Rehab/SLZ Creek Overcross	-	-	48,702	
Westgate Parkway	39,038	409	280,153	-
Westgate Parkway - Phase II	13,024	5,031	2,861,944	-
Wicks Blvd Walkway	11,362	144,226	34,611	-
Total Measure B Fund Expenditures	**$ 1,100,661**	**$ 3,057,972**	**$ 7,315,995**	**$ 1,276,245**
Traffic Congestion Relief Fund (Prop 42)				
Annual Street Sealing	$ -	$ -	$ 884,473	$ -
Annual Street Overlay	-	675	550,325	-
I-880 Washington Intersection - Bayfair Expansion	59,080	-	-	-
Internal Service Charges	803	20,485	20,690	-
Road Reconstruction	309,089	-	-	-
Total Traffic Congestion Relief Fund Expenditures	**$ 368,972**	**$ 21,160**	**$ 1,455,488**	**$ -**
Heron Bay Maintenance Assessment District Fund				
Shoreline Rip Rap Construction	$ 9,577	$ 8,908	$ 11,575	$ 150,000
Total Heron Bay Maintenance Assessment Fund	**$ 9,577**	**$ 8,908**	**$ 11,575**	**$ 150,000**
Proposition IB - Local Streets & Roads				
Annual Street Overlay	$ 1,142,986	$ 157,033	$ 1,247,141	$ 20,690
Total Proposition IB Fund Expenditures	**$ 1,142,986**	**$ 157,033**	**$ 1,247,141**	**$ 20,690**
Special Grants Fund				
Bancroft Avenue Street Rehab	$ -	$ 5,458	$ 302,839	$ -
BART Access and San Leandro Blvd Study	-	131,105	68,985	-
BART-Downtown Pedestrian Improvements	-	-	311,563	-
Bay Trail Slough Bridge Construction	17,955	732,017	(5,903)	-
Climate Protection Grant	268	16,756	-	-
E 14th St. Streetscape & Pedestrian Safety	32	21,352	325,117	-
E14th St/Dutton Signal Replacement	-	-	505,000	-
East 14th St. Medians (TEA)	51,528	118,999	337,409	-
Energy Efficiency Conservation Block Grant	-	59,169	670,024	-
I-880 Washington Intersection - Bayfair	12,829	470,560	-	-
Marina Blvd Street Rehab (MTC/CMA)	-	-	807,000	-
Manor Branch Library	102,658	-	-	-
Marina Park Group Picnic Area - Meas WW	-	-	988,000	-
Marina Park Irrigation Improvements - Meas WW	-	-	622,000	-
Misc Traffic Safety Equipment	11	118	9,871	-
OTS Speed Feedback Signs	45,219	-	-	-
Par Course Improvements	-	-	734,998	-
Park Pathways - Meas WW	501	-	573,458	-
Park Walkway Rehabilitation - Meas WW	-	26,542	-	-
Pedestrian Accessibility Improvements	13,710	-	-	-
Pedestrian Accessibility Improvements - TDA	71,917	62,562	-	-
Pedestrian Accessibility Improvements - TDA	7,118	4,619	16,258	-
Pedestrian Oriented Safety Equipment Access	-	3,835	97,316	45,000
Pedestrian Safety Improvements at Rail Road	-	-	215,000	-
Relocate Boat Launch Ramp	28,990	-	-	-

**Includes projects approved by Council in prior years that are not yet fully expended.*

DETAIL OF CAPITAL IMPROVEMENT PROJECTS
EXPENDITURES BY FUNDING SOURCE

	2008-09 Actual	2009-10 Actual	2010-11 Adjusted*	2011-12 Adopted
Resurface Skate Park - Meas WW	-	-	56,000	-
Safe Routes to Schools	145,191	-	-	-
Safe Routes to Transit	-	-	750,000	-
San Leandro Ball Park Locker/Restroom -Meas WW	-	-	130,000	-
San Leandro Street Rehabilitation	51	1,029,633	-	-
San Leandro Street Rehabilitation (JFMS)	244,983	-	-	-
Senior Center Acquisition/Construction	96,224	-	-	-
Shoreline Rip Rap Construction	-	175,146	302	-
Slough Bridge Pedestrian/Bicycle Bridge	-	283,536	16,490	-
Slough Bridge Pedestrian/Bicycle Bridge - (State)	-	395,000	-	-
Slough Bridge Pedestrian/Bicycle Bridge - (TEA)	-	539,940	-	-
Springlake Drive Rehab (ARRA)	-	333,020	16,980	-
Stenzel Park Bleacher Renovation - Meas WW	-	-	96,000	-
Stenzel Park Drainage - Meas WW	-	-	179,000	-
TOD Infrastructure Study	-	75,000	-	-
Toyon Park Play Equipment - Meas WW	-	8,360	353,182	-
Traffic Light Synchronization Program	527	349,457	-	-
Traffic Management System Upgrade	18,966	165,034	-	-
Washington/Estabrook Intersection Improvements	75,918	335,734	3,481	-
Washington/Monterey Traffic Signal	-	-	-	373,300
Total Special Grants Fund Expenditures	**$ 934,596**	**$ 5,342,952**	**$ 8,180,370**	**$ 418,300**
Community Development Block Grant (CDBG) Fund				
ADA Ramp Project	$ -	$ 125,604	$ 124,824	$ 311,923
ADA Ramp Project - Stimulus	-	195,836	-	-
Boys & Girls Club Facility Improvements	-	18,196	-	-
Senior Center Acquisition/Construction	897,704	4,600	-	-
Senior Center	-	2,500,000	-	-
Total CDBG Fund Expenditures	**$ 897,704**	**$ 2,844,236**	**$ 124,824**	**$ 311,923**
Water Pollution Control Plant Enterprise Fund				
2550 Davis St Remediation	$ -	$ 90,556	$ 74,640	$ -
2550 Davis St. Demolition	6,279	-	35,716	-
2660 Eden Road Grading/Remediation	39,450	804,921	1,356,983	-
Annual Overlay Program	48	-	-	-
Blue Dolphin Lift Station	7,527	11,979	488,494	-
Effluent Irrigation - Golf Course	99,356	-	-	-
Electrical Repairs	31,585	4,314	54,877	-
Fiber Optic Communication	64,056	-	-	-
Preda St./SL Creek Sanitary Upgrade	11,021	82,707	37,308	-
Sanitary Sewer Asset Mgmt System	19,000	22,796	12,145	-
Sanitary Sewer Line Replacements	871	122,065	993,153	-
Sanitary Sewer Pipeline Replacement	39,865	-	500,000	-
Sanitary Sewer Repair	69,003	6,116	-	-
Sanitary Sewer Residential Assistance	388	37	8,295	-
Sewer Easement Acquisition	-	8,814	-	-
Sewer Lift Station Renewal and Replacement	15,625	19,071	-	-
Sewer Pipeline Replacement	195,447	26	-	-
Sewer Point Repairs 2005	9,205	-	-	-
SLB/Davis St Sewer Capacity	-	15,928	584,072	-
TOD Infrastructure Study	-	43,783	33,347	-
Waste Activated Sludge Thickening	244,563	1,396,470	39,407	-
Waste Water Treatment Plant Impv	-	-	591,208	-
Wicks Sanitary Lift Station	40,607	172,115	805,277	-

**Includes projects approved by Council in prior years that are not yet fully expended.*

DETAIL OF CAPITAL IMPROVEMENT PROJECTS
EXPENDITURES BY FUNDING SOURCE

	2008-09 Actual	2009-10 Actual	2010-11 Adjusted*	2011-12 Adopted
WPCP Co-Generation	1,332,034	1,915,784	178,444	-
WPCP Digester Rehabilitation	519,330	53,010	303,223	-
WPCP Expansion	1,240,528	249,731	1,047,658	-
WPCP Renewal and Replacement	42,504	52,840	-	-
WPCP Rehabilitation - Design	678,564	1,811,685	2,118,914	-
Total WPCP Enterprise Fund Expenditures	**$ 4,706,856**	**$ 6,884,748**	**$ 9,263,161**	**$ -**
Shoreline Enterprise Fund				
American Golf Corporation - Capital	$ -	$ 242,401	$ -	$ -
Annual Maintenance Dredging	293	562	-	-
DMMS Sediment Removal	8,806	4,823	-	-
Marina Shoaling Study	25,643	-	-	-
Rip Rap Improvements	11,028	2,151	-	-
Total Shoreline Enterprise Fund Expenditures	**$ 45,770**	**$ 249,937**	**$ -**	**$ -**
Redevelopment Agency				
1550 East 14th St Acquisition	$ 6,221,767	$ 15,719	$ 10,000	$ -
Adams Avenue Reconstruction	399,997	-	-	-
Albertsons Replacement Parking	3,447	249,692	8,909	-
Bart Access and San Leandro Blvd Study	417	2,888	11,695	-
Chamber Demolition	22,437	35,958	-	-
Chamber TI Improvements - Estudillo Garage	1,386	9,222	389,392	-
D/T Light & Pedestrian Improvements	251,347	-	53,704	-
Davis/Hays Replacement Parking	1,883	63,067	-	-
Doolittle Drive Entryway	122,472	5,091	-	-
Doolittle Drive Entryway PH II	235,143	2,040	-	-
Doolittle Drive Slurry Seal	170,286	-	-	-
Downtown Light & Pedestrian Improvements	2,670,257	619,391	1,644	-
Downtown Modular Newsracks	8,037	-	-	-
Downtown Parking Paving	131,444	-	-	-
E 14th/Hesperian/150th Improvements	-	692,387	1,081,363	-
East 14th St. Medians	1,552	70,506	109,128	-
East 14th St. PSR	-	-	-	-
EBMUD Demo	103,957	5,725	-	-
Eden Road Development	843,605	1,152	49,560	-
Estudillo/Callan 2008 Parking Garage	908,317	220,220	18,329	-
Estudillo/Callan Parking Garage	29,790	37	10,467,118	-
MacArthur Blvd Improvements PH II	22,719	1,537	175,744	-
Senior Center	4,457,016	5,251,768	341,216	-
Senior Center Acquisition and Construction	108,736	-	221,658	-
TOD Infrastructure Study	-	-	7,500	-
Tree Well	41,580	5,888	-	-
Tree Well Repair Program	41,940	4,659	-	-
Total Redevelopment Agency Expenditures	**$ 16,799,532**	**$ 7,256,947**	**$ 12,946,960**	**$ -**
Total Capital Improvement Project Expenditures	**$ 29,400,967**	**$ 27,783,820**	**$ 49,264,580**	**$ 4,022,374**

**Includes projects approved by Council in prior years that are not yet fully expended.*

PROPOSED CAPITAL IMPROVEMENT PROJECTS BY FUNDING SOURCE

Project Number	Project Name	Developer Fees for Street Improvements (DFSI) Fund	Park In-Lieu Fund	Prop IB - Streets & Roads Fund	Heron Bay Assessment District Maintenance Fund	Grant Fund	Community Development Block Grant (CDBG) Fund	Gas Tax (Section 2103) Fund	Measure B - Streets & Roads Fund	Measure B - Bicycle/ Pedestrian Fund	Total
2003.0020	Annual Overlay/Rehabilitation Program							$ 1,154,210	$ 433,000		$ 1,587,210
2003.0030	Annual Street Sealing Program							600,000	400,000		1,000,000
2006.0110	Shoreline Rip Rap Repairs (Annual)				150,000						150,000
2009-0241	Annual Sidewalk Repair Program								220,732	121,944	342,676
2009-0270	Pedestrian-Orientated Safety Equipment and Accessibility					45,000					45,000
2009-0300	Misc. Traffic Studies/Advanced Planning and Safety/Signal	20,000									20,000
2012.0010	ADA Transition Plan Construction						130,000				130,000
2012.0080	Washington Ave./Monterey Blvd. Traffic Signal Upgrade	41,532				373,300					414,832
2012.0100	Annual Bicycle and Pedestrian Improvements									60,000	60,000
2012.0140	2011-2012 ADA Ramp Project						181,923				181,923
2011-2012	Internal Service Charges	11,528	17,946	20,690					40,569		90,733
	Total By Fund	$ 73,060	$ 17,946	$ 20,690	$ 150,000	$ 418,300	$ 311,923	$ 1,754,210	$ 1,094,301	$ 181,944	$ 4,022,374

CITY OF SAN LEANDRO

INCORPORATED 1872

PROPOSED FUNDED PROJECTS

Funded Project - Descriptions

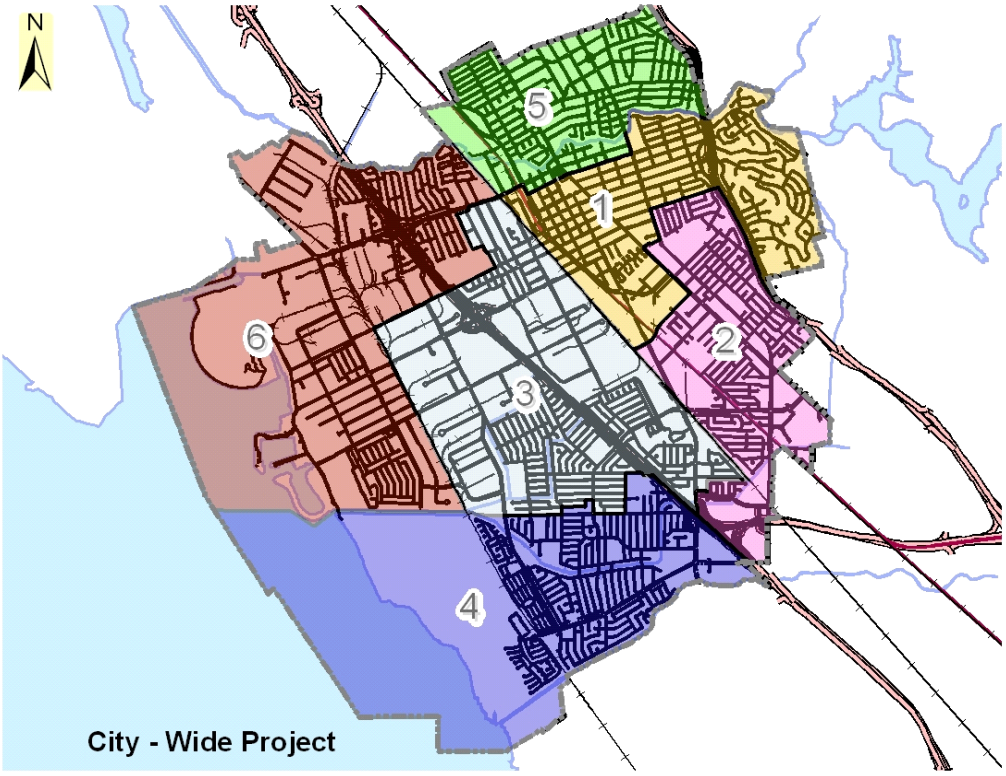
Project Name:		**Annual Overlay / Rehabilitation Program**	
Project Category	Transportation	**Project Type:**	Preservation
Operational Budget Impact:	None / Neutral	**Estimated Total Cost:**	$5,750,000
Maintenance Budget Impact:	Reduce	**Total Funding:**	$1,587,200

Project Summary:

As part of the City's overall Pavement Management strategy, this project involves the rehabilitation of city streets through reconstruction or overlay. Cost estimates are based on the goal of maintaining current Pavement Condition Index of 54 out of 100.

Project Benefits:

The project will maintain the average Pavement Condition Index at 54 out of 100. The current Alameda countywide average is 68. Maintaining the PCI keeps the pavement from requiring more expensive treatments than is already required and avoid pothole maintenance. Serviceable streets reduce damage to tires and other vehicle parts and maintain timely delivery of emergency and other services.



Location Map

Funded Project - Descriptions

Project Name: **Annual Overlay / Rehabilitation Program**

Completed Bancroft Ave

Impacts of Not Completing Project:

Continued neglect of these streets will result in additional maintenance costs for frequent pothole repairs by City crews. If potholes are not repaired promptly, the possibility of claims against the City for damage to people's vehicles due to poor pavement conditions increases.

Account No.:	Funding Source:	Amount:
142-38-333	Gas Tax Fund 142	$1,154,200.00
144-38-333	Measure B Streets / Roads	$433,000.00

Funded Project - Descriptions

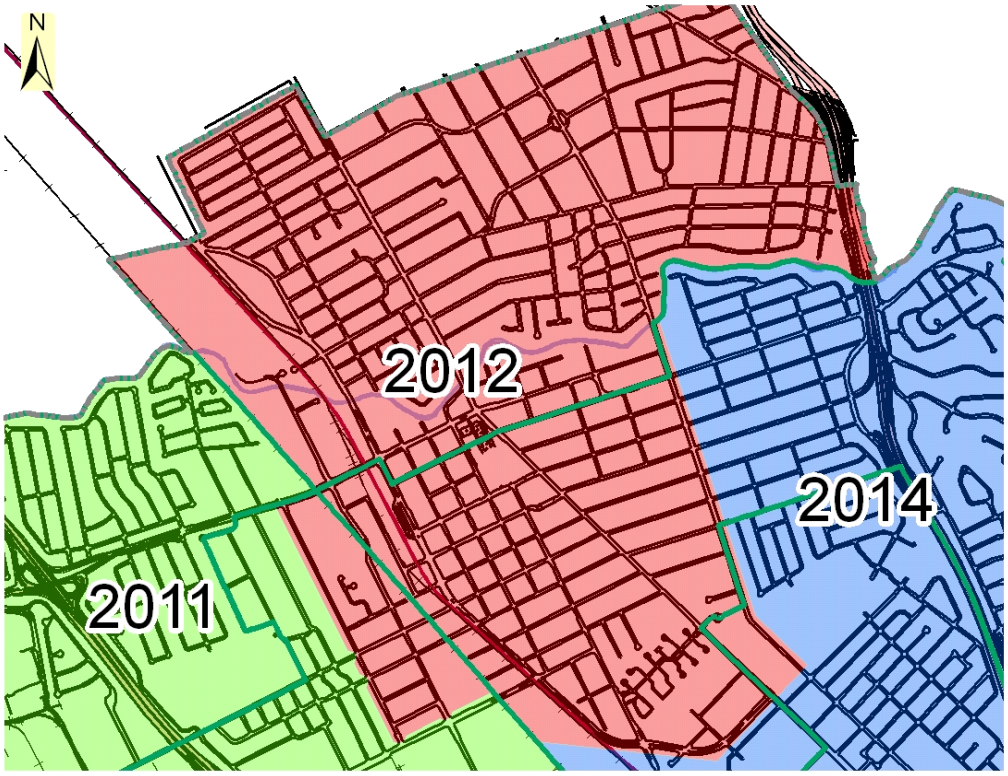
Project Name:			**Annual Street Sealing Program**
Project Category	Transportation	**Project Type:**	Preservation
Operational Budget Impact:	None / Neutral	**Estimated Total Cost:**	$2,100,000
Maintenance Budget Impact:	Reduce	**Total Funding:**	$1,000,000

Project Summary:

As part of the City's overall Pavement Management strategy, this project rejuvenates streets through various surface treatments. Estimated costs are based on maintaining the current PCI of 54. Work is annually rotated by maintenance area.

Project Benefits:

The project will ensure that City streets currently in "good" pavement condition will remain in "good" condition, thus extending their live spans. This will enable City staff to maintain the overall condition of City streets at the current condition at a fraction of the cost of rehabilitation, resulting in significant savings. Quality streets ensure timely delivery of services to residents. Quality streets are a major consideration for businesses planning to relocate to San Leandro, resulting in increased tax revenue.



Location Map

Funded Project - Descriptions

Project Name: **Annual Street Sealing Program**

Smooth Seal Application

Impacts of Not Completing Project:

If this project is not performed or is delayed, it will result in our inability to slow and/or stem deterioration of City streets that are in relatively good pavement condition. The consequence is an accelerated deteroration rate and a substantial increase in the cost of repair or replacement in future years.

Account No.:	Funding Source:	Amount:
142-38-332	Gas Tax Fund 142	$600,000.00
144-38-332	Measure B Streets / Roads	$400,000.00

Funded Project - Descriptions

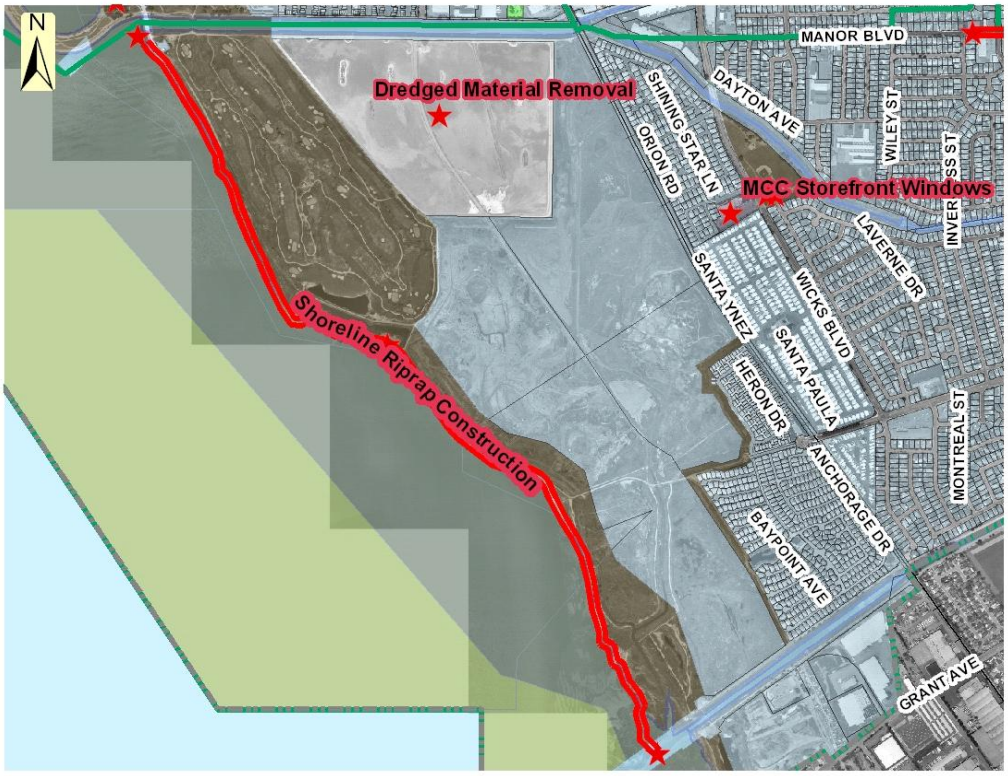
Project Name:		**Shoreline Riprap Construction (Annual)**	
Project Category	Environmental Hazards	**Project Type:**	Preservation
Operational Budget Impact:	None / Neutral	**Estimated Total Cost:**	$350,000
Maintenance Budget Impact:	Reduce	**Total Funding:**	$150,000

Project Summary:

Annual funding for the repair and construction of banks along the Shoreline Trail and areas south from the Monarch Bay Drive Bridge to San Lorenzo Creek. Project construction planned for 2013.

Project Benefits:

Placement of riprap is the first line of defense against storm-related tidal surges, which can damage the levees protecting the City's marshlands and the Heron Bay housing development.



Location Map

Funded Project - Descriptions

Project Name: **Shoreline Riprap Construction (Annual)**

Existing Shoreline

Impacts of Not Completing Project:

Consequence could be levee failure, which could result in property damage.

Account No.:	Funding Source:		Amount:
147-42-148	Assessment District	Heron Bay Assessment Dist	$150,000.00

Funded Project - Descriptions

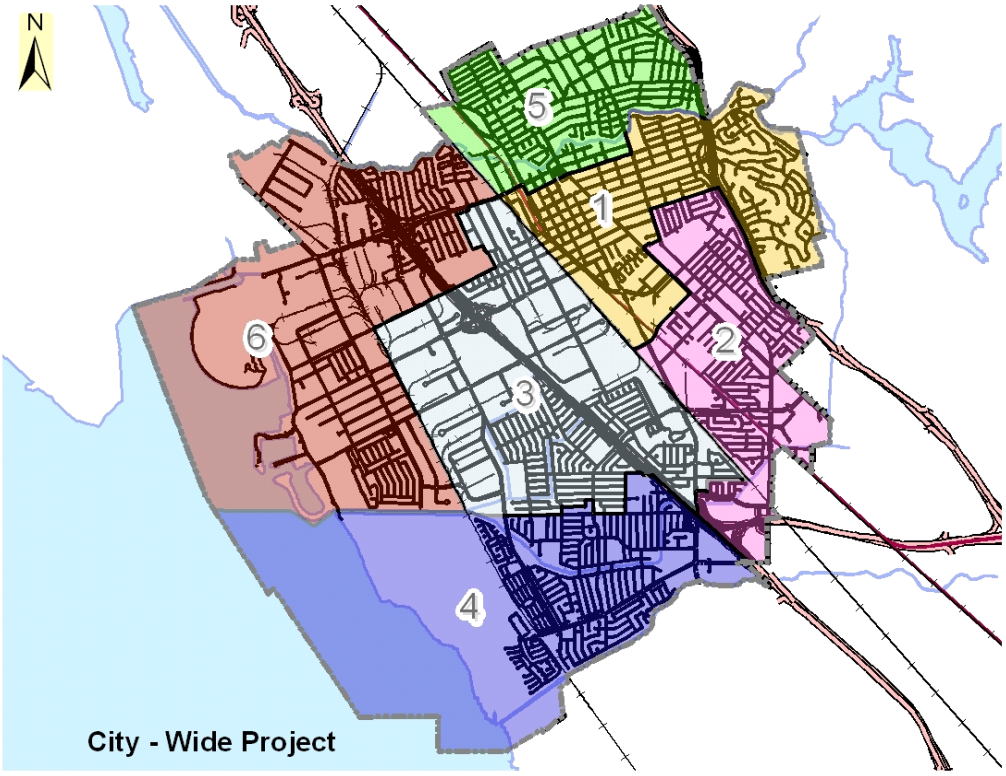
Project Name:		**Annual Sidewalk Repair Program 2011-12**	
Project Category	Transportation	**Project Type:**	Preservation
Operational Budget Impact:	None / Neutral	**Estimated Total Cost:**	$342,676
Maintenance Budget Impact:	None / Neutral	**Total Funding:**	$342,676

Project Summary:

Sidewalk inspection, including: preparing bid documents; inspecting and constructing the work; meeting with property owners; and responding to "trip and fall" claims.

Project Benefits:

This project makes it easier for property owners to have their sidewalk repaired by a contractor, and it reduces the amount property owners must pay for the repair by covering the costs of inspection and one half of the construction cost when the damage is adjacent to a street tree.



Location Map

Funded Project - Descriptions

Project Name: **Annual Sidewalk Repair Program 2011-12**

Sidewalk Replacement

Impacts of Not Completing Project:

If this project is not approved, other funding will be needed for staff costs to inspect and track damaged sidewalk, notify property owners of their responsibility, and defend against claims. It is likely that property owners will not be as willing to repair their frontage and more staff time will be required to motivate them to act.

Account No.:	Funding Source:	Amount:
144-38-006	Measure B Streets / Roads	$220,732.00
144-36-006	Measure B Bicycle / Pedestrian	$121,944.00

Funded Project - Descriptions

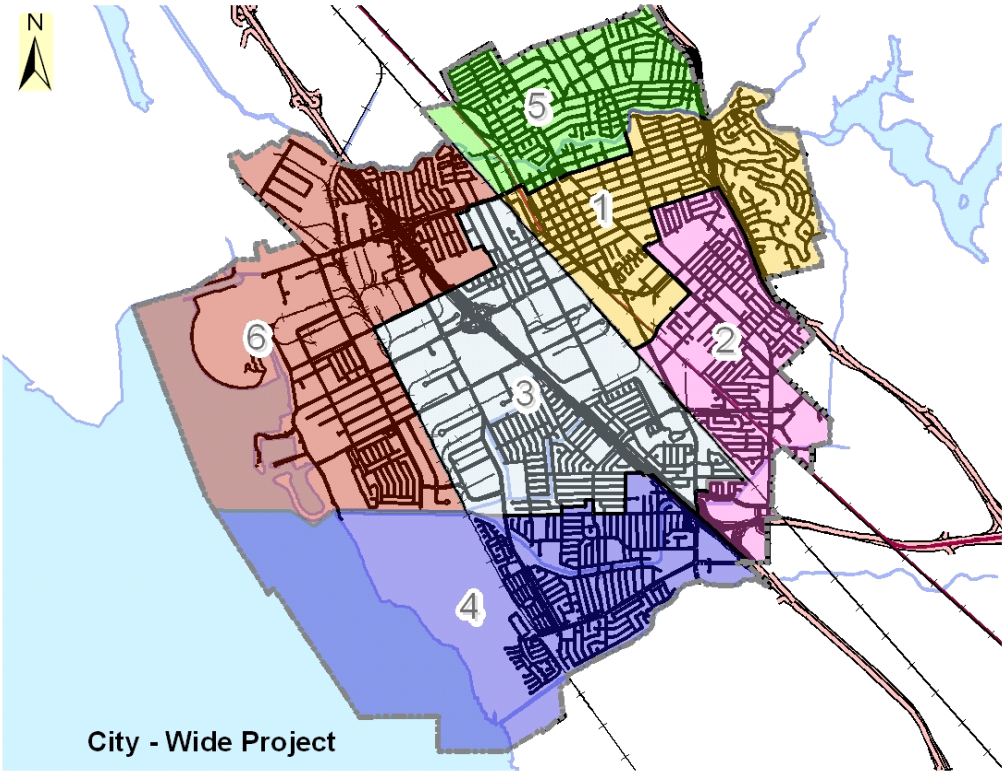
Project Name:	**Pedestrian-Oriented Safety Equipment and Accessibility Improvements (TDA)**		
Project Category	Transportation	**Project Type:**	Enhancement
Operational Budget Impact:	None / Neutral	**Estimated Total Cost:**	$45,000
Maintenance Budget Impact:	Increase	**Total Funding:**	$45,000

Project Summary:

Construct pedestrian ramps, Americans with Disabilities Act (ADA) improvements, sidewalk gap closures and install pedestrian accessibility equipment.

Project Benefits:

Provides equal access for all residents and visitors by installing accessible pedestrian equipment with vibrotactile and audible indicators for crossing streets. Allows the visually impaired and others with limited mobility to move about the city freely.



Location Map

Funded Project - Descriptions

Project Name: **Pedestrian-Oriented Safety Equipment and Accessibility Improvements (TDA)**

Access Ramp Construction

Impacts of Not Completing Project:

Safety and accessibility to all pedestrians will be limited. City will not be in compliance with current accessibility standards.

Account No.:	Funding Source:		Amount:
150-36-295	Grant	TDA	$45,000.00

Funded Project - Descriptions

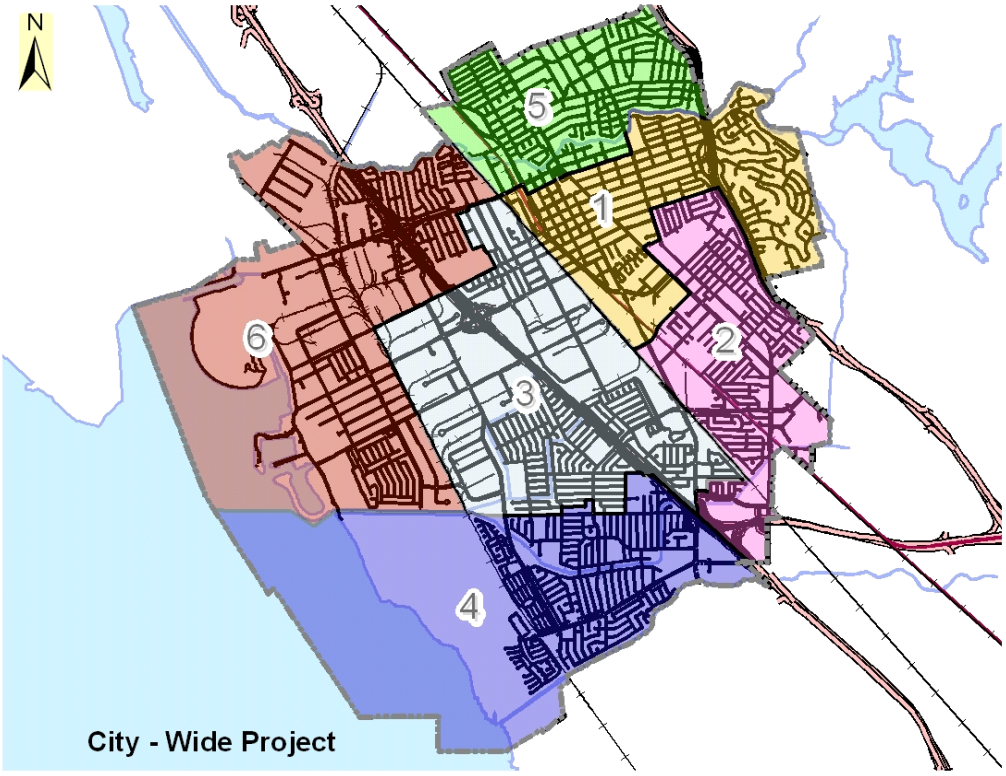
Project Name:	**Misc. Traffic Studies, Advanced Planning and Safety/Signal Equipment**		
Project Category	Transportation	**Project Type:**	Enhancement
Operational Budget Impact:	None / Neutral	**Estimated Total Cost:**	$20,000
Maintenance Budget Impact:	None / Neutral	**Total Funding:**	$20,000

Project Summary:

Provides funding for speed surveys, traffic counts, parking counts, planning for traffic-related projects and miscellaneous traffic safety and signal equipment to improve safety and or reduce congestion resulting from development in the city.

Project Benefits:

Provides funding to undertake minor traffic studies and counts needed to address congestion and safety issues that may arise as a result of development within the city.



Location Map

Funded Project - Descriptions

Project Name: **Misc. Traffic Studies, Advanced Planning and Safety/Signal Equipment**

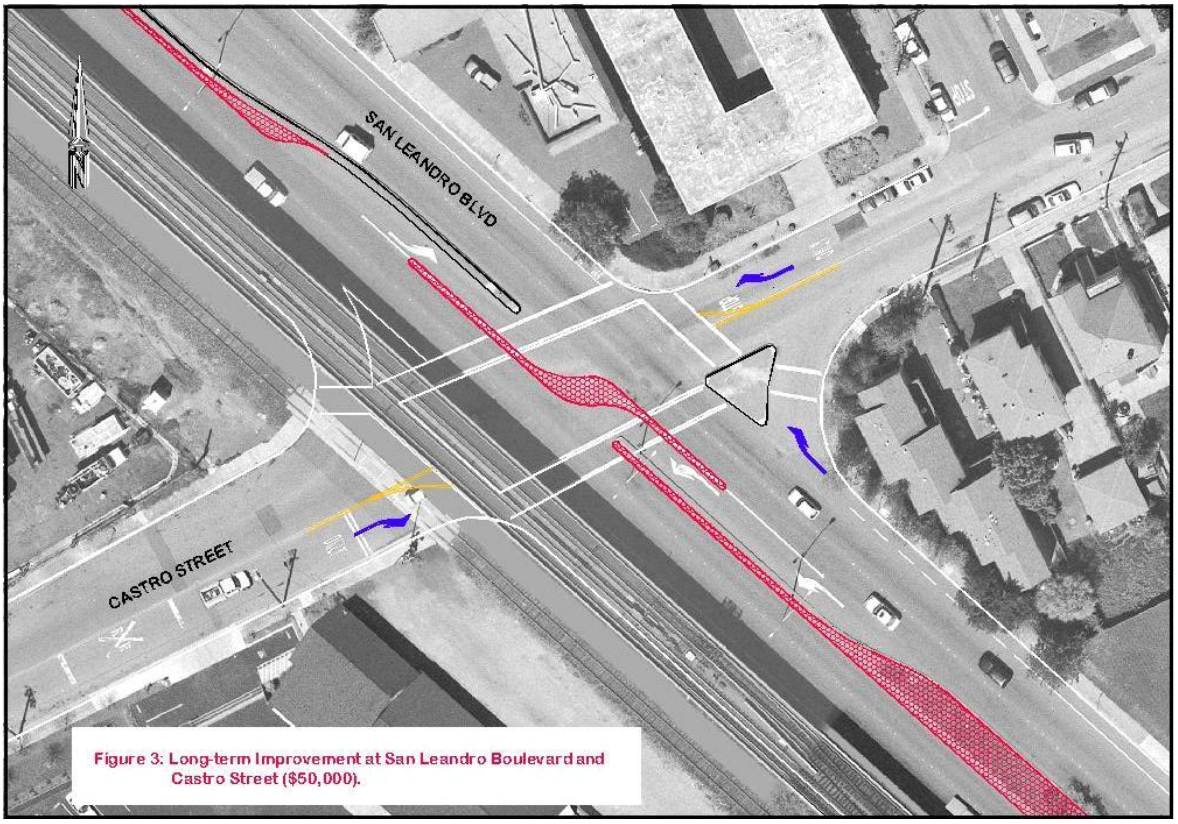


Figure 3: Long-term Improvement at San Leandro Boulevard and Castro Street ($50,000).

Traffic Studies & Installation

Impacts of Not Completing Project:

Congestion and safety problems would not be able to be addressed or would take considerably longer to complete.

Account No.:	Funding Source:	Amount:
120-28-187	Developer Fees for Street Improvements	$20,000.00

Funded Project - Descriptions

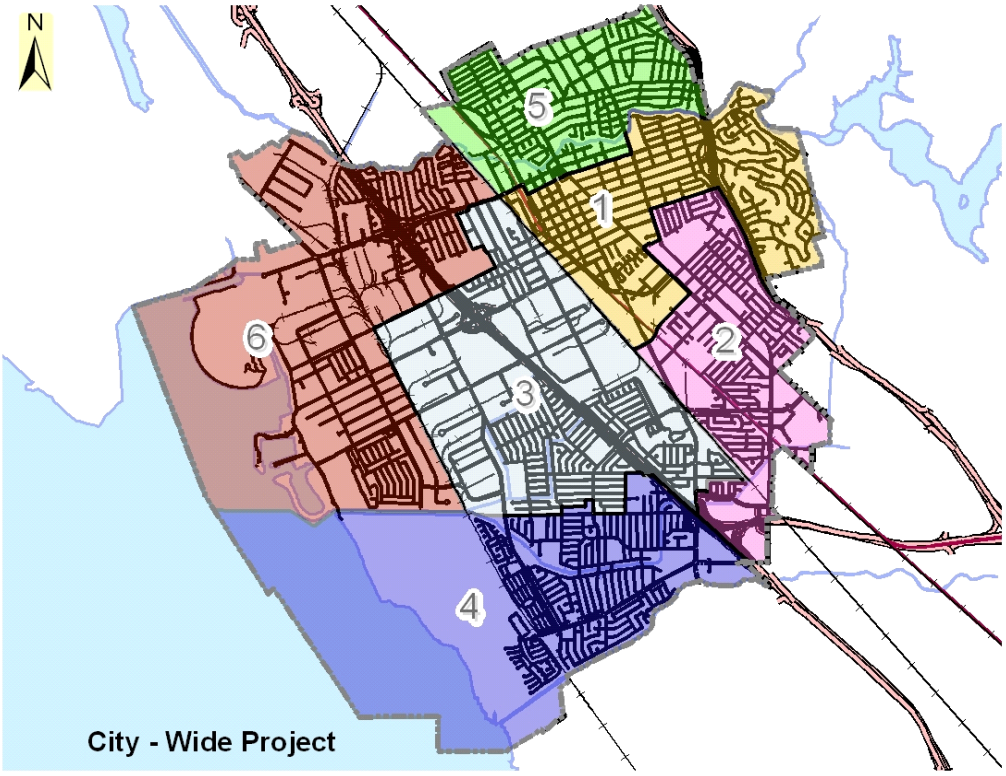
Project Name:			**ADA Transition Plan Construction**
Project Category	Community Services and Facilities	**Project Type:**	Enhancement
Operational Budget Impact:	None / Neutral	**Estimated Total Cost:**	$150,000
Maintenance Budget Impact:	None / Neutral	**Total Funding:**	$130,000

Project Summary:

Annual funding to implement the 2010 ADA Transition Plan in the public-use areas of City facilities.

Project Benefits:

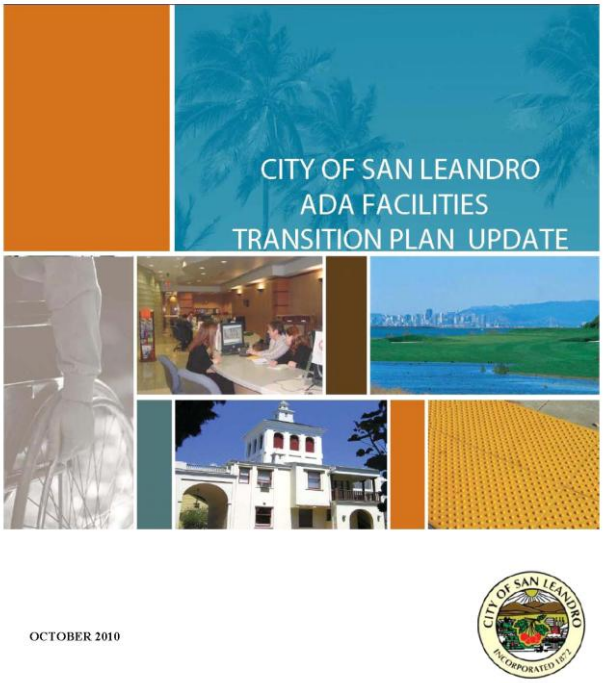
Implementation of the 2010 ADA Transition Plan includes modifications to the public-use areas of City facilities to bring the buildings into conformance with current Americans with Disabilities Act (ADA) standards for accessibility.



Location Map

Funded Project - Descriptions

Project Name: **ADA Transition Plan Construction**



Transition Plan Update October 2010

Impacts of Not Completing Project:

Deficiencies identified in the 2010 Transition Plan would remain, possibly affecting any disabled member of the public wishing to access public-use areas of a City facility.

Account No.:	Funding Source:	Amount:
165-18-005	Community Development Block Grant	$130,000.00

Funded Project - Descriptions

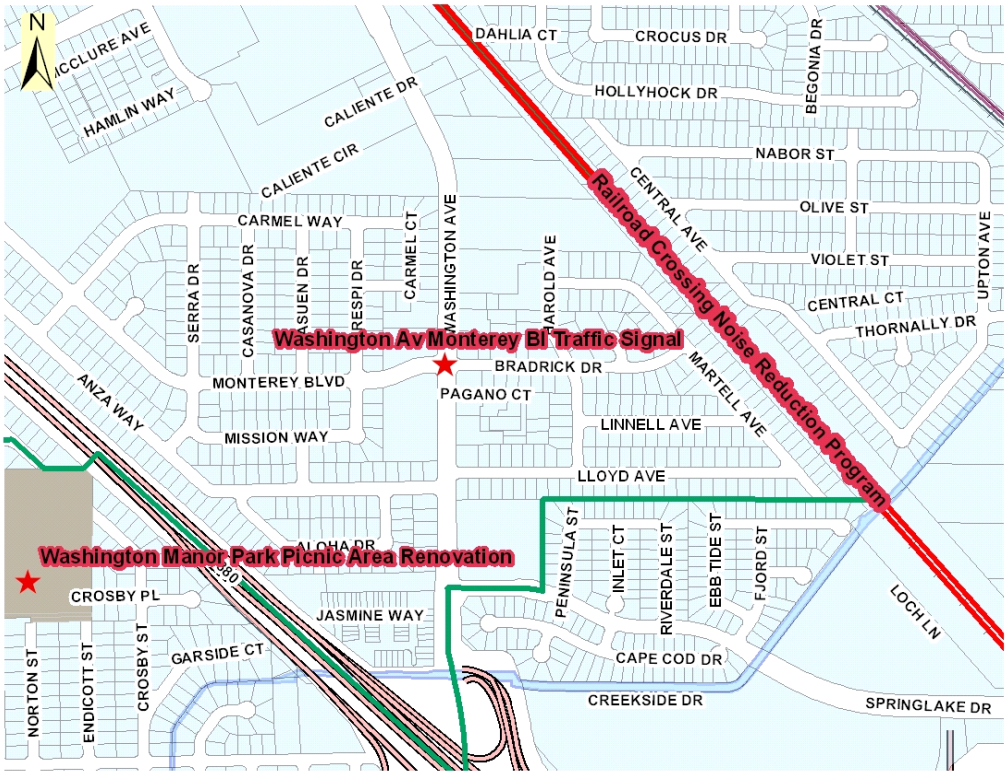
Project Name:		**Washington Ave./Monterey Blvd. Traffic Signal Upgrade**	
Project Category	Transportation	**Project Type:**	Enhancement
Operational Budget Impact:	None / Neutral	**Estimated Total Cost:**	$414,832
Maintenance Budget Impact:	Increase	**Total Funding:**	$414,832

Project Summary:

Upgrade signal equipment, install video detection system with advance detection and bicycle detection capabilities, furnish accessible pedestrian signals, add protected left turn phases, and provide other related improvements.

Project Benefits:

New mast arm signal standards will be installed at four corners, and all signal indications will be positioned optimally toward corresponding travel lanes to improve signal visibility. Road users will have a clear view of the signal indications from all directions and right-angle collisions will be reduced. To reduce rear-end collisions, advance vehicle detection will be installed. Addition of protected left-turn phases that will eliminate conflicts between left-turn and opposing through traffic will reduce left-turn collisions. New pushbutton-integrated Accessible Pedestrian Signals will be installed to provide safer and user-friendly pedestrian crossings, especially for visually impaired pedestrians. Bicycle detection will be installed on bicycle lanes to provide adequate crossing time for bicyclists. The City has forbidden northbound left turn traffic during morning peak period to reduce left-turn related collisions. However, the time-limited left turn confuses drivers during other times of the day as the northbound traffic needs to make a left turn to access the two shopping centers at the west side of the intersection. The project will provide valuable safety improvements for pedestrians, bicyclists, and motorists at the intersection of Washington Avenue and Monterey Boulevard/Bradrick Drive.



Location Map

Funded Project - Descriptions

Project Name: **Washington Ave./Monterey Blvd. Traffic Signal Upgrade**

Washington Avenue Looking North

Impacts of Not Completing Project:

If this project is not completed, we will not be able to improve traffic safety at this location or reduce the number of collisions.

Account No.:	Funding Source:		Amount:
150-28-190	Grant	HSIP	$373,300.00
120-28-190	Developer Fees for Street Improvements		$41,532.00

Funded Project - Descriptions

Project Name:		**Annual Bicycle and Pedestrian Improvements**	
Project Category	Transportation	**Project Type:**	Enhancement
Operational Budget Impact:	None / Neutral	**Estimated Total Cost:**	$60,000
Maintenance Budget Impact:	Increase	**Total Funding:**	$60,000

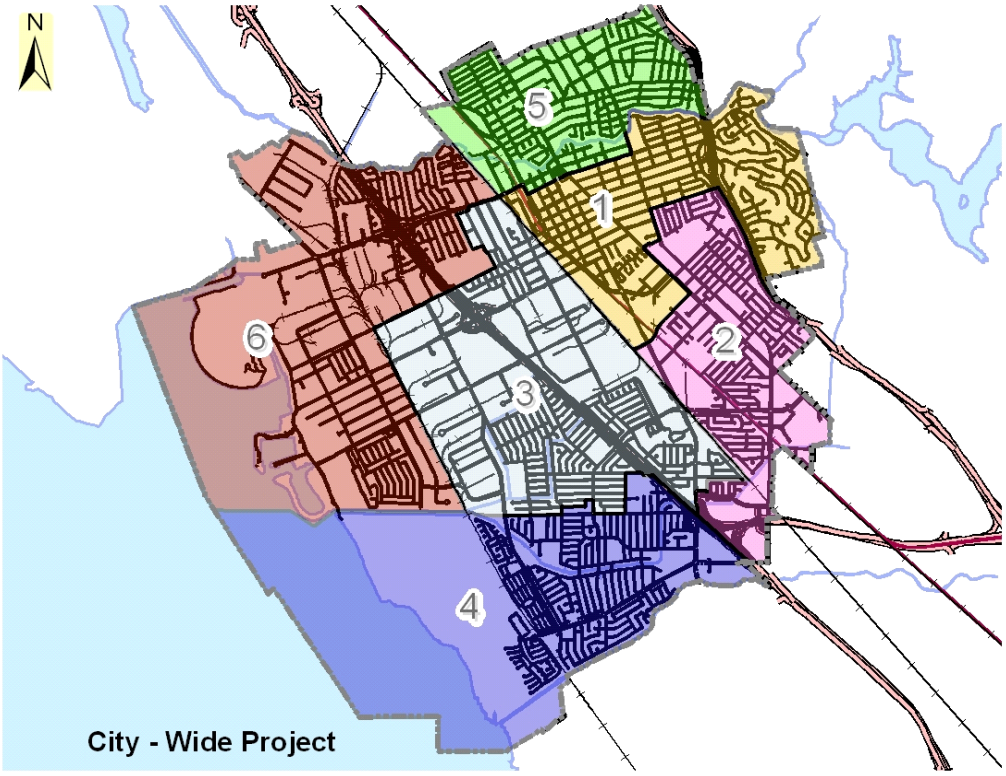
Project Summary:

This project provides funding for various citywide programs identified in the San Leandro Bicycle and Pedestrian Master Plan.

Project Benefits:

This project improves pedestrian and bicyclist safety throughout the city.

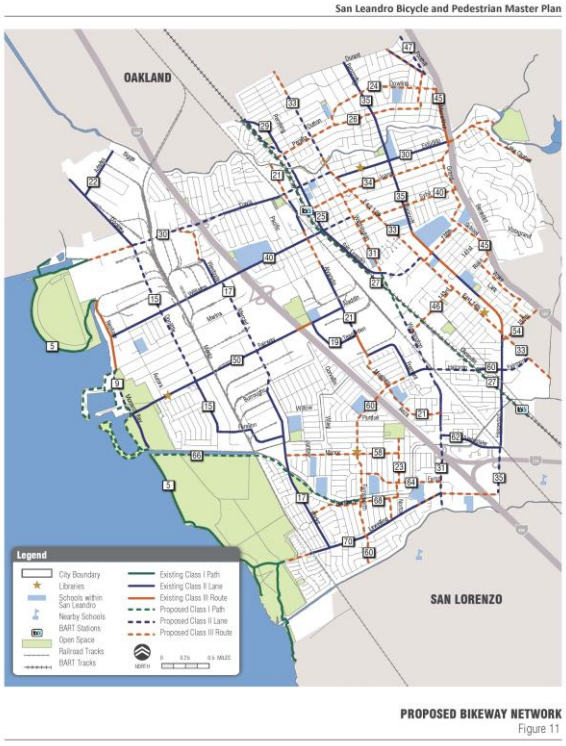
Provide our citizens with a city where walking and bicycling are fully integrated into daily life and environmentally-friendly transportation alternatives are available that are both safe and convenient for people of all ages and abilities.



Location Map

Funded Project - Descriptions

Project Name: **Annual Bicycle and Pedestrian Improvements**



Existing and Planned Bike Routes

Impacts of Not Completing Project:

If this project is not completed, bicycle racks will not be installed, which are needed to discourage theft and make walkways passable. New sidewalks, bike lanes and signs will not be installed, impacting the safety of bicyclists and pedestrians.

Account No.:	Funding Source:	Amount:
144-36-298	Measure B Bicycle / Pedestrian	$60,000.00

Funded Project - Descriptions

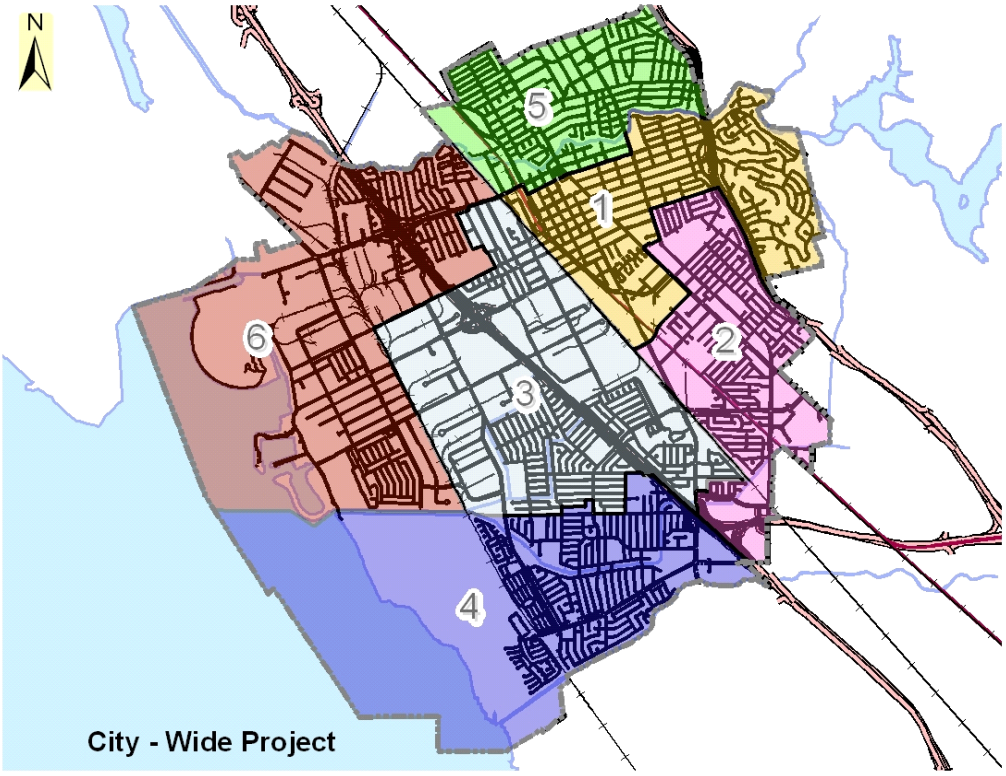
Project Name:			**2011-2012 ADA Ramp Project**
Project Category	Transportation	**Project Type:**	Enhancement
Operational Budget Impact:	None / Neutral	**Estimated Total Cost:**	$181,923
Maintenance Budget Impact:	None / Neutral	**Total Funding:**	$181,923

Project Summary:

Replace or install Americans with Disabilities Act (ADA)-compliant pedestrian ramps in locations throughout the city.

Project Benefits:

This project removes barriers to travel for disabled citizens by installing ramps in curbs to connect sidewalks across streets. Removal of barriers is required by the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) of 1990 and the ADA Transition Plan of the City of San Leandro.



Location Map

Funded Project - Descriptions

Project Name: **2011-2012 ADA Ramp Project**

Previous Year's Constructed Ramp

Impacts of Not Completing Project:

If this project is not done, current barriers to travel by disabled citizens will remain. Failure to make the minimum progress described in the ADA Transition Plan may result in sanctions by the Federal government or legal action by advocacy groups.

Account No.:	Funding Source:	Amount:
165-43-230	Community Development Block Grant	$181,923.00

CURRENT PROJECT STATUS

Funded Projects - Summary

Project Number: 2003.0020 **Project Name:** **Annual Overlay / Rehabilitation Program**

Estimated Total Cost: $5,750,000

Project Summary: **Total Funding:** $1,587,200

As part of the City's overall Pavement Management strategy, this project involves the rehabilitation of city streets through reconstruction or overlay. Cost estimates are based on the goal of maintaining current Pavement Condition Index of 54 out of 100.

Project Category: Transportation **Project Type:** Preservation

Account No:	Funding Source:	Amount:
142-38-333	Gas Tax Fund 142	$1,154,200.00
144-38-333	Measure B Streets / Roads	$433,000.00

Project Number: 2003.0030 **Project Name:** **Annual Street Sealing Program**

Estimated Total Cost: $2,100,000

Project Summary: **Total Funding:** $1,000,000

As part of the City's overall Pavement Management strategy, this project rejuvenates streets through various surface treatments. Estimated costs are based on maintaining the current PCI of 54. Work is annually rotated by maintenance area.

Project Category: Transportation **Project Type:** Preservation

Account No:	Funding Source:	Amount:
142-38-332	Gas Tax Fund 142	$600,000.00
144-38-332	Measure B Streets / Roads	$400,000.00

Project Number: 2006.0110 **Project Name:** **Shoreline Riprap Construction (Annual)**

Estimated Total Cost: $350,000

Project Summary: **Total Funding:** $150,000

Annual funding for the repair and construction of banks along the Shoreline Trail and areas south from the Monarch Bay Drive Bridge to San Lorenzo Creek. Project construction planned for 2013.

Project Category: Environmental Hazards **Project Type:** Preservation

Account No:	Funding Source:		Amount:
147-42-148	Assessment District	Heron Bay Assessment Dist	$150,000.00

Funded Projects - Summary

Project Number: 2009.0241 **Project Name:** Annual Sidewalk Repair Program 2011-12

Estimated Total Cost: $342,676

Project Summary: **Total Funding:** $342,676

Sidewalk inspection, including: preparing bid documents; inspecting and constructing the work; meeting with property owners; and responding to "trip and fall" claims.

Project Category: Transportation **Project Type:** Preservation

Account No:	Funding Source:	Amount:
144-38-006	Measure B Streets / Roads	$220,732.00
144-36-006	Measure B Bicycle / Pedestrian	$121,944.00

Project Number: 2009.0270 **Project Name:** Pedestrian-Oriented Safety Equipment and Accessibility Improvements (TDA)

Estimated Total Cost: $45,000

Project Summary: **Total Funding:** $45,000

Construct pedestrian ramps, Americans with Disabilities Act (ADA) improvements, sidewalk gap closures and install pedestrian accessibility equipment.

Project Category: Transportation **Project Type:** Enhancement

Account No:	Funding Source:		Amount:
150-36-295	Grant	TDA	$45,000.00

Project Number: 2009.0300 **Project Name:** Misc. Traffic Studies, Advanced Planning and Safety/Signal Equipment

Estimated Total Cost: $20,000

Project Summary: **Total Funding:** $20,000

Provides funding for speed surveys, traffic counts, parking counts, planning for traffic-related projects and miscellaneous traffic safety and signal equipment to improve safety and or reduce congestion resulting from development in the city.

Project Category: Transportation **Project Type:** Enhancement

Account No:	Funding Source:	Amount:
120-28-187	Developer Fees for Street Improvements	$20,000.00

Funded Projects - Summary

Project Number: 2012.0010 **Project Name:** **ADA Transition Plan Construction**

Estimated Total Cost: $150,000

Project Summary: **Total Funding:** $130,000

Annual funding to implement the 2010 ADA Transition Plan in the public-use areas of City facilities.

Project Category: Community Services and Facilities **Project Type:** Enhancement

Account No:	Funding Source:	Amount:
165-18-005	Community Development Block Grant	$130,000.00

Project Number: 2012.0080 **Project Name:** **Washington Ave./Monterey Blvd. Traffic Signal Upgrade**

Estimated Total Cost: $414,832

Project Summary: **Total Funding:** $414,832

Upgrade signal equipment, install video detection system with advance detection and bicycle detection capabilities, furnish accessible pedestrian signals, add protected left turn phases, and provide other related improvements.

Project Category: Transportation **Project Type:** Enhancement

Account No:	Funding Source:		Amount:
150-28-190	Grant	HSIP	$373,300.00
120-28-190	Developer Fees for Street Improvements		$41,532.00

Project Number: 2012.0100 **Project Name:** **Annual Bicycle and Pedestrian Improvements**

Estimated Total Cost: $60,000

Project Summary: **Total Funding:** $60,000

This project provides funding for various citywide programs identified in the San Leandro Bicycle and Pedestrian Master Plan.

Project Category: Transportation **Project Type:** Enhancement

Account No:	Funding Source:	Amount:
144-36-298	Measure B Bicycle / Pedestrian	$60,000.00

Funded Projects - Summary

Project Number: 2012.0140 **Project Name:** 2011-2012 ADA Ramp Project

Estimated Total Cost: $181,923

Project Summary: **Total Funding:** $181,923

Replace or install Americans with Disabilities Act (ADA)-compliant pedestrian ramps in locations throughout the city.

Project Category: Transportation **Project Type:** Enhancement

Account No:	Funding Source:	Amount:
165-43-230	Community Development Block Grant	$181,923.00

Total Funded Projects: $3,931,631.00

INTRODUCTION

This section includes Non-Departmental and Debt Service.

The Non-Departmental section provides organizational services and expenditures by category not identifiable to a specific City department such as Retiree Medical expenditures.

The Debt section provides an overview of the City's debt service program and summaries reflecting current debt and the purpose for which the debt was incurred.

CITY OF SAN LEANDRO

INCORPORATED 1872

DESCRIPTION

The Organizational Services Division provides funding for a variety of activities which enhance the operations of the City organization. These activities include Employee Services, Staff Development, Meetings and Memberships and Special Non-Departmental Services.

1. **Employee Services:** The Employee Services activity provides funding for retiree benefits.

2. **Staff Development:** The Staff Development activity contains funding for the development of the City's most valuable asset: its employees. This program includes a variety of training programs for managers and line personnel, organizational development programs and specialized training.

3. **Meetings and Memberships:** The Meetings and Memberships activity provides for the City's active participation in organizations that serve the needs of municipal governments. Funded activities include City membership in the Association of Bay Area Governments (ABAG), League of California Cities and the National League of Cities. The program also provides for attendance at regional and national conferences sponsored by these organizations for the City Council and members of City boards and commissions as well as for certain key staff representatives. The Meetings and Memberships Program is administered by the City Manager's Office.

4. **Special Non-Departmental Services:** This program provides contingency funds for necessary expenditure changes relating to salaries, services and supplies and capital outlays.

5. **Utility Users Rebates:** This account provides funding for Utility Users Tax rebates.

ORGANIZATIONAL SERVICES
(NON-DEPARTMENTAL)

Expenditures By Category

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Salaries/Benefits	$1,431,893	$1,000,000	$1,000,000	$900,000
Services	1,014,513	593,749	503,249	453,249
Supplies	0	1,875	500	500
Capital Outlay	0	0	0	0
Other	68,918	252,678	124,458	189,471
Grand Total	**$2,515,324**	**$1,848,302**	**$1,628,207**	**$1,543,220**

DEBT SERVICE REQUIREMENTS

The Debt Service section summarizes the debt service obligations of the City as of July 1, 2011. These obligations represent the City's annual installment payments of principal and interest for previous capital improvement plan projects or acquisitions funded through debt financing. This section also summarizes the City Council authorized loans provided to other funds by the General Fund for capital improvements and equipment purchases.

DEBT SERVICE REQUIREMENTS

Total Debt Service Requirements

	Actual 2008-09	Actual 2009-10	Adopted 2010-11	Adopted 2011-12
General Fund				
2003 Certificates of Participation	$ 880,695	$ 876,400	$ 874,700	$ 874,900
2007 Certificates of Participation	1,598,519	1,601,519	1,598,419	1,599,219
2005 Equipment Lease/Purchase-Police CAD/RMS	502,148	502,148	403,543	403,543
2010 Equipment Lease/Purchase-FirePumper Truck	-	-	103,685	103,686
Total Debt Service Fund	$ 2,981,362	$ 2,980,067	$ 2,980,347	$ 2,981,348
Special Assessment District				
Cherrywood Community Facilities District	$ 460,180	$ 449,187	$ 453,973	$ 449,515
Assessment District #92 - Davis St.	171,464	166,610	25,996	25,996
Total Special Assessment District	$ 631,644	$ 615,797	$ 479,969	$ 475,511
Community Block Development Grant (CDBG)				
Community Block Development Grant (CDBG)	$ -	$ -	$ -	$ 208,464
Total Special Assessment District	$ -	$ -	$ -	$ 208,464
Redevelopment Agency				
2001 Certificates of Participation	$ 351,421	$ 344,396	$ 343,871	$ 347,387
2002 Tax Allocation Bonds	1,340,297	1,612,001	1,610,700	1,611,919
2004 Tax Allocation Bonds	409,978	396,976	396,618	395,437
2008 Tax Allocation Bonds *	1,585,657	1,742,612	1,864,813	1,860,563
Bayfair Mall Debt - City Commitment	250,000	250,000	250,000	250,000
Owner Participation Agreements	158,518	42,227	95,000	95,000
San Leandro Unified School District*	535,440	327,072	160,000	160,000
HUD 108 Loan (Low/Mod Housing)	118,016	113,473	108,862	74,373
Total Redevelopment Agency Debt	$ 4,749,327	$ 4,828,757	$ 4,829,864	$ 4,794,679

** Debt was issued during Fiscal Year 2008-09*

Shoreline Enterprise Fund				
Cal Boat Loan 1996-97	$ 13,594	$ 24,769	$ 24,769	$ 24,769
Cal Boat Loan 1991-92	78,154	189,487	189,487	189,487
Cal Boat Loan 1991-92	22,828	52,149	52,149	52,149
Cal Boat Loan 1991-92	12,290	26,604	26,604	26,604
Total Shoreline Enterprise Debt	$ 126,866	$ 293,009	$ 293,009	$ 293,009

Note: All General Fund debt service payments are accounted for in the debt service fund.
All Redevelopment Agency debt service payments are accounted for in the Redevelopment Agency Debt Service Fund.

DEBT SERVICE REQUIREMENTS

Annual Principal Requirements and Debt Balance

	Balance 7/1/2009	Actual 2009-10	Adopted 2010-11	Adopted 2011-12	Balance 6/30/2012
General Fund					
2003 Certificates of Participation	$ 10,605,000	$ (360,000)	$ (370,000)	$ (370,000)	$ 9,505,000
2007 Certificates of Participation	22,175,000	(690,000)	(715,000)	(715,000)	20,055,000
2005 Equipment Lease/Purchase-Police	1,237,265	(460,741)	(380,095)	(396,429)	-
2010 Equipment Lease/Purchase-Fire	-	461,717	(85,263)	(88,664)	287,790
Total Debt Service Fund	$ 34,017,265	$ (1,049,024)	$ (1,550,358)	$ (1,570,093)	$ 29,847,790
Special Assessment District					
Cherrywood Community Facilities District	$ 4,365,000	$ (155,000)	$ (165,000)	$ (175,000)	$ 3,870,000
Assessment District #92 - Davis St.	155,000	(155,000)	-	-	-
Total Special Assessment District	$ 4,520,000	$ (310,000)	$ (165,000)	$ (175,000)	$ 3,870,000
Community Block Development Grant					
Community Block Development Grant	$ -	$ -	$ -	$ 131,000	$ 131,000
Total Community Block Development Grant	$ -	$ -	$ -	$ 131,000	$ 131,000
Redevelopment Agency					
2001 Certificates of Participation	$ 4,080,000	$ (150,000)	$ (155,000)	$ (165,000)	$ 3,775,000
2002 Tax Allocation Bonds	14,115,000	(550,000)	(575,000)	(605,000)	12,385,000
2004 Tax Allocation Bonds	5,405,000	(100,000)	(105,000)	(110,000)	5,090,000
2008 Tax Allocation Bonds *	27,530,000	(325,000)	(475,000)	(495,000)	26,235,000
Bayfair Mall Debt - City Commitment	950,000	(250,000)	(250,000)	(250,000)	200,000
Owner Participation Agreements	2,555,859	(68,305)	(95,000)	(95,000)	2,297,554
San Leandro Unified School District*	1,635,360	(327,072)	(160,000)	(160,000)	988,288
HUD 108 Loan (Low/Mod Housing)	685,000	(63,000)	(63,000)	(63,000)	496,000
Total Redevelopment Agency Debt	$ 56,956,219	$ (1,833,377)	$ (1,878,000)	$ (1,943,000)	$ 51,466,842

** Debt was issued during Fiscal Year 2008-09*

Shoreline Enterprise Fund					
Cal Boat Loan 1996-97	$ 301,153	$ (11,215)	$ (11,720)	$ (12,248)	$ 265,970
Cal Boat Loan 1991-92	1,725,885	(111,734)	(116,762)	(122,016)	1,375,373
Cal Boat Loan 1991-92	504,943	(29,427)	(30,751)	(32,135)	412,630
Cal Boat Loan 1991-92	271,967	(14,365)	(15,012)	(15,687)	226,903
Total Shoreline Enterprise Debt	$ 2,803,948	$ (166,741)	$ (174,245)	$ (182,086)	$ 2,280,876

Note: All General Fund debt service payments are accounted for in the debt service fund.
All Redevelopment Agency debt service payments are accounted for in the Redevelopment Agency Debt Service Fund.

GENERAL FUND DEBT

DESCRIPTION

The Debt Service Program provides for the payment of principal and interest obligations and associated administrative costs incurred with the issuance of debt instruments for the City. The budget includes funding for the following General Fund debt service requirements for 2011-12:

San Leandro Financing Authority

The San Leandro Public Financing Authority was established through a joint powers agreement with the City. The Authority was formed for the purpose of assisting the City in the acquisition, construction and financing of public improvements that are of public benefit to the City. The Mayor and City Council serve as the Board of Directors of the Authority and the City Manager serves as the Executive Director.

Improvements undertaken by the Authority have included seismic retrofitting of some essential facilities owned by the City, such as City Hall, three fire stations and the Police Department building. The Authority has also financed the seismic retrofit/ renovation/ expansion of the Main Library and the acquisition of two replacement fire stations in lieu of seismic retrofit of these existing facilities.

1. The Public Financing Authority's receives annual payment of principal and interest from the General Fund to pay the debt service requirements for the 2003 Certificates of Participation (refunded the 1993 Seismic Retrofit Certificates of Participation in May 2003), and the 2007 Library and Certificates of Participation. For Fiscal Year 2011-12 the General Fund facility lease payments, including principal and interest totals $2,474,119.

2. In 2005 the City entered into a Lease/Purchase Agreement with Bank of America to Lease/Purchase Equipment for the Police Department computer upgrades for servers, mobile laptops, and computer dispatch and records management system. The lease/purchase payment equipment leases for Fiscal Year 2011-12 totals $403,543.

3. In 2010, the City entered into a Lease/Purchase Agreement with Oshkosh Capital to Lease/Purchase Equipment for a Triple Combination Pumper Truck for the Fire Department. The lease/purchase payment equipment leases for Fiscal Year 2011-12 totals $103,686.

SAN LEANDRO PUBLIC FINANCING AUTHORITY
GENERAL FUND DEBT SERVICE

Total Debt Service Requirements

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
Principal	$1,452,950	$1,049,024	$1,430,095	$1,615,094
Interest and Fees	1,528,412	1,931,043	1,550,252	1,366,254
Grand Total	**$2,981,362**	**$2,980,067**	**$2,980,347**	**$2,981,348**

	2008-09 Actual	2009-10 Actual	2010-11 Adopted	2011-12 Adopted
2003 Library and Fire Stations C.O.P.	$876,900	$1,598,520	$1,598,419	$1,599,219
2007 City Hall Retrofit C.O.P. (Refunding)	1,602,314	883,359	874,700	874,900
2005 Lease/Purchase Agreement-Police	502,148	498,188	403,543	403,543
2010 Lease/Purchase Agreement-Fire	-	-	103,685	103,686
Grand Total	**$2,981,362**	**$2,980,067**	**$2,980,347**	**$2,981,348**

GENERAL FUND DEBT SERVICE OBLIGATIONS

The following is a summary of the fiscal year 2011-12 principal payments, the projected year-end balance and the loan maturity dates for the long-term obligations.

Annual Principal Requirements	Balance 06/30/2011	Debt Service 2011-12	Balance 06/30/2012	Maturity Date
General Long-Term Debt:				
2003 Certificates of Participation	9,875,000	(385,000)	9,490,000	06/01/2020
2007 Certificates of Participation	20,770,000	(745,000)	20,025,000	05/01/2028
2005 Lease/Purchase Agreement-Police CAD/RMS	396,429	(396,429)	-	05/12/2012
2010 Lease/Purchase Agreement-Fire Pumper Truck	376,454	(88,665)	287,789	06/30/2015

2003 Certification of Participation

In 2003, the City issued $12,550,000 principal amount of 2003 Certificates of Participation (2003 COPs). The purpose of the 2003 COPs was to refund the City's 1993 COPs and raise capital funds for a new aquatics center. The 2003 COPs bear interest rates ranging from 2.5% to 5.00% and are payable semiannually on each June 1 and December 1. Principal payments are payable annually on June 1.

The 2003 COPs resulted in a present value of savings of $1,166,751 or 11.75% of the refunded bonds. Through a five-year extension of debt service on the outstanding COPs, the city was able to generate $2,750,000 of capital improvement funds and a slight reduction in the annual debt service payment.

2003 Certification of Participation, continued

At July 1, 2011, future debt service requirements for the 2003 Certificates of Participation are as follows:

For the Year Ending June 30,	Principal	Interest	Total
2012	$ 385,000	$ 489,900	$ 874,900
2013	400,000	474,500	874,500
2014	420,000	454,500	874,500
2015	440,000	433,500	873,500
2016	465,000	411,500	876,500
2017-2021	2,700,000	1,684,500	4,384,500
2022-2026	3,435,000	939,500	4,374,500
2027	1,630,000	123,250	1,753,250
Total Debt Service	$ 9,875,000	$ 5,011,150	$ 14,886,150

2007 Certification of Participation

In 2007, the City issued $23,435,000 principal amount of Certificates of Participation (2007 COPs). The purpose of the 2007 COPs was to provide funds to refund the outstanding 1999 Certificates of Participation (Library and Fire Stations Project) of the City of San Leandro and the San Leandro Public Financing Authority. Interest rates vary from 4.00% to a maximum of 4.375% and are payable semiannually on each May 1 and November 1. Principal payments are payable annually on November 1.

2007 Certification of Participation, continued

At July 1, 2011, future debt service requirements for the 2007 Certification of Participation are as follows:

For the Year Ending June 30,	Principal	Interest	Total
2012	$ 745,000	$ 854,219	$ 1,599,219
2013	775,000	823,819	1,598,819
2014	805,000	792,219	1,597,219
2015	840,000	759,319	1,599,319
2016	870,000	742,519	1,612,519
2017-2021	4,920,000	3,061,594	7,981,594
2022-2026	6,010,000	1,941,319	7,951,319
2027-2030	5,805,000	521,391	6,326,391
Total Debt Service	$ 20,770,000	$ 9,496,398	$ 30,266,399

2005 Master Equipment Lease/Purchase Agreement

In 2005, the City entered into a Lease/Purchase Agreement with Bank of America to Lease/Purchase Equipment in the amount of $3,048,260. The Equipment was for the Police Department's computer upgrades for servers, mobile laptops, and computer aided dispatch and records management system. The interest rates range from 3.40% to 3.70% payable in seven (7) years.

At July 1, 2011, future debt service requirements for the 2005 Master Equipment Lease Purchase Agreement are as follows:

For the Year Ending June 30,	Principal	Interest	Total
2012	$ 396,429	$ 7,114	$ 403,543
Total Debt Service	$ 396,429	$ 7,114	$ 403,543

2010 Master Equipment Lease/Purchase Agreement

In 2010, the City entered into a Lease/Purchase Agreement with Oshkosh Capital to Lease/Purchase Equipment in the amount of $461,717. The Equipment was for the Fire Departments 2010 Triple Combination Pumper Truck. The interest rate is 3.80% payable in five (5) years.

At July 1, 2011, future debt service requirements for the 2010 Master Equipment Lease Purchase Agreement are as follows:

For the Year Ending June 30,	Principal	Interest	Total
2012	$ 88,665	$ 15,021	$ 103,686
2013	92,202	11,483	103,685
2014	95,881	7,804	103,685
2015	99,707	3,978	103,685
Total Debt Service	$ 376,455	$ 38,286	$ 414,741

REDEVELOPMENT FUND DEBT SERVICE OBLIGATIONS

2001 Certificates of Participation

In 2001, the City issued $5,020,000 principal amount of Certificates of Participation (2001 COPs). The purpose of the 2001 COPs was to assist the Redevelopment Agency finance redevelopment activities within the Joint Project Area of the City. The 2001 COPs bear interest rates ranging from 2.10% to 5.10% and are payable semiannually on each June 1 and December 1. Principal payments are payable annually on December 1. The certificates evidence fractional interest of the owners in lease payments to be made by the City for use and occupancy of the City corporation yard and are additionally secured and payable from the property tax increment revenues from the Joint Project Area within the City.

At July 1, 2011, future debt service requirements for the 2001 Certificates of Participation are as follows:

For the Year Ending June 30,	Principal	Interest	Total
2012	$ 165,000	$ 181,375	$ 346,375
2013	170,000	174,423	344,423
2014	180,000	166,937	346,937
2015	185,000	158,860	343,860
2016	195,000	77,349	272,349
2017-2021	1,120,000	595,651	1,715,651
2022-2026	1,430,000	273,615	1,703,615
2027	330,000	8,415	338,415
Total Debt Service	$ 3,775,000	$ 1,636,625	$ 5,411,625

2002 Tax Allocation Bonds

In fiscal year 2004, the City's Redevelopment Agency issued $15,935,000 principal amount of Tax Allocation Bonds (2002 TABs) to refund the City's 1993 Tax Allocation Bonds (1993 TABs) used to finance the redevelopment activities within the Plaza Project Area (which have been completed) and to finance new redevelopment projects as set forth in the Redevelopment Plan. The bonds consist of serial bonds that mature annually through 2018 in amounts ranging from $305,000 to $860,000 and term bonds maturing in 2020 in the amount of $1,200,000, 2025 in the amount of $2,355,000 and 2033 in the amount of $3,520,000. Interest rates vary from 2.90% to a maximum of 6% and are payable semiannually on September 1 and March 1. The debt is secured and payable from the property tax increment revenues from the Joint Project Area within the City.

The refunding of the outstanding 1993 TABs resulted in a present value loss of $70,679 or 1.1% of the principal amount of the refunded bonds. The nominal economic loss was necessary in order to raise the $8,015,000 of new money that was generated through the financing. Because of a prohibitively high additional bonds test on the 1993 TABs (225%) it was necessary to refund the outstanding bonds in order to most efficiently raise the new money. According to the analysis completed by the City's financial advisor, the Agency raised $321,000 more through using the refunding than they could have raised using a subordinate lien new money only issue.

At July 1, 2011, future debt service requirements for the 2002 Tax Allocation Bonds are as follows:

For the Year Ending June 30,	Principal	Interest	Total
2012	$ 605,000	$ 728,413	$ 1,333,413
2013	635,000	697,095	1,332,095
2014	670,000	663,482	1,333,482
2015	705,000	627,380	1,332,380
2016	745,000	588,583	1,333,583
2017-2021	3,685,000	2,270,660	5,955,660
2022-2026	2,355,000	1,433,851	3,788,851
2027-2031	2,635,000	688,650	3,323,650
2032-2033	955,000	57,450	1,012,450
Total Debt Service	$ 12,990,000	$ 7,755,564	$ 20,745,564

2004 Tax Allocation Bonds

In 2004, the City issued $5,500,000 principal amount of Tax Allocation Bonds (2004 TABs). The purpose of the 2004 TABs was to assist the Redevelopment Agency of the City finance redevelopment activities within the West San Leandro/MacArthur Boulevard Redevelopment Project Area of the City. The 2004 TABs bear interest rates ranging from 5.00% to 5.75% and are payable semiannually on each March 1 and September 1. Principal payments are payable annually on September 1. The debt is secured and payable from the tax increment revenues from the West San Leandro/MacArthur Boulevard Redevelopment Project area within the City.

At July 1, 2011, future debt service requirements for the 2004 Tax Allocation Bonds are as follows:

For the Year Ending June 30,	Principal	Interest	Total
2012	$ 110,000	$ 284,425	$ 394,425
2013	115,000	277,956	392,956
2014	125,000	271,057	396,057
2015	130,000	263,888	393,888
2016	140,000	256,638	396,638
2017-2021	810,000	1,166,180	1,976,180
2022-2026	1,035,000	924,621	1,959,621
2027-2031	1,350,000	598,606	1,948,606
2032-2035	1,385,000	164,594	1,549,594
Total Debt Service	$ 5,200,000	$ 4,207,964	$ 9,407,964

Owner Participation Agreements with Agency Commitment

1. **Ford Motor Company Owner Participation Agreement -** The agreement required the Agency to make annual payments equivalent to 50% of the sales tax generated above a base of $277,000 by the sale of vehicles as part of the Ford Store San Leandro development. The amount due is $2,323,707 to be paid over several years depending on the volume of auto sales at no interest.

2. **Batarse Family Trust Disposition and Development Agreement –** The agreement required the Agency to make annual payments equivalent to 50% of the sales tax generated by the sale of vehicles as part of the development of a proposed Saturn dealership. The amount due is $390,000 to be paid over several years depending on the volume of auto sales at no interest.

HUD 108 Guarantee Loan

In 2000, the City received a $1,000,000 20-year federal loan from Housing and Urban Development, at an interest rate of 5.6% to finance the acquisition and construction of affordable housing for seniors within the City of San Leandro. The loan is secured and payable from the Agency's 20% Housing Set-Aside Fund.

At July 1, 2011, future debt service requirements for the HUD 108 Guarantee loan are as follows:

Ending June 30,	Principal	Interest	Total
2012	$ 63,000	$ 11,372	$ 74,372
2013	63,000	10,925	73,925
2014	63,000	10,232	73,232
2015	63,000	9,243	72,243
2016	63,000	7,983	70,983
2016-2020	244,000	14,854	258,854
Total Debt Service	$ 559,000	$ 64,609	$ 623,609

Bay Fair Mall Debt with Agency Commitment

On June 15, 1998, the City committed $4,000,000 to renovate the Bayfair Mall. This debt with City commitment is at 0% interest and has installments ranging between $200,000 and $400,000 per year over a 15 year period beginning in July 1998. The debt is secured and payable from Community Redevelopment Agency revenues. An adjustment was made in prior years for an accelerated payment of $50,000 which is reflected in the table, leaving a debt service balance of $450,000.

At July 1, 2011, future debt service requirements for the Bay Fair Mall Debt with City Commitment are as follows:

For the Year Ending June 30,	Principal	Total
2012	$ 250,000	$ 250,000
2013	200,000	200,000
Total Debt Service	$ 450,000	$ 450,000

2008 Tax Allocation Bonds

In 2008, the City issued $27,530,000 principal amount of Tax Allocation Bond (2008 TABs). The purpose of the 2008 TABs was to provide funds to finance capital projects in the Alameda County-City of San Leandro Redevelopment Joint Project Area. A portion of the 2008 TABs will be used to finance projects that meet the goals and objectives set forth in the Redevelopment Plan. These include, but not limited to, design and construction of a senior center, a proposed parking garage, and infrastructure improvements on East 14th Street. Interest rates vary from 4.70% to a maximum of 5.00% and are payable annually. Principal payments are payable annually on November 1.

At July 1, 2011, future debt service requirements for the 2008 Tax Allocation Bonds are as follows:

For year Ending June 30,	Principal	Interest	Total
2012	$ 495,000	$ 1,365,563	$ 1,860,563
2013	510,000	1,340,438	1,850,438
2014	530,000	1,314,438	1,844,438
2015	550,000	1,287,438	1,837,438
2016	570,000	1,259,438	1,829,438
2017-2021	3,240,000	5,838,606	9,078,606
2022-2026	4,040,000	4,963,910	9,003,910
2027-2031	5,150,000	3,820,035	8,970,035
2032-2036	6,705,000	2,273,558	8,978,558
2037-2038	4,940,000	409,050	5,349,050
Total Debt Service	$ 26,730,000	$ 23,872,474	$ 50,602,474

2008 San Leandro Unified School District

In February 2009, the City entered into a joint use agreement with the San Leandro Unified School District which provides for the City use of the 9th grade gymnasium during non-school hours and the San Leandro Redevelopment Agency (Agency) agreed to provide for financial contribution to the project from the Agency in the amount of $2,170,800 with no interest payable.

At June 30, 2011, future debt service requirements for the San Leandro Unified School District are as follows:

For year Ending June 30,	Principal	Total
2012	$ 327,072	$ 327,072
2013	327,072	327,072
2014	327,072	327,072
2015	167,072	167,072
2016	167,072	167,072
Total Debt Service	$ 1,315,360	$ 1,315,360

COMMUNITY DEVELOPMENT BLOCK GRANT FUND
DEBT SERVICE OBLIGATIONS

HUD 108 Guarantee Loan

In 2010, the City received a $2,500,000 20-year federal loan from Community Development Block Grant, at an interest rate of 3% to finance the acquisition and construction of a senior center facility within the City of San Leandro. The loan is secured and payable from the Community Development Block Grant Fund.

At June 30, 2011, future debt service requirements for the HUD 108 Guarantee loan are as follows:

For the Year Ending June 30,	Principal	Interest	Total
2012	131,000	77,464	208,464
2013	131,000	76,534	207,534
2014	131,000	75,093	206,093
2015	131,000	73,037	204,037
2016	131,000	70,417	201,417
2017-2021	657,000	296,839	953,839
2022-2026	660,000	180,015	840,015
2027-2029	397,000	45,982	442,991
Total Debt Service	$ 2,369,000	$ 895,380	$ 3,264,389

SPECIAL ASSESSMENT FUND DEBT SERVICE OBLIGATIONS

Special Assessment Debt With City Commitment

Special assessment districts are established in various parts of the City to provide improvements to properties located in those districts. Properties are assessed for the cost of improvements; these assessments are payable over the term of the debt issued to finance the improvements. The total amount of the assessment is recorded as receivable and deferred revenue at the time the related debt is issued, and reduced as assessments are collected. The City is obligated to be the purchaser of last resort or to advance available City funds to repay this debt in the event of default by any of these districts. These funds are paid from special assessment revenues levied on the property owners in each assessment district. At June 30, 2010, all these districts were in compliance with the repayment and other requirements of their respective debt issues.

Special assessment debt with City commitment as of July 1, 2011 are as follows:

For the Year Ending June 30,	Principal	Interest	Total
2012	175,000	265,640	440,640
2013	185,000	254,388	439,388
2014	200,000	242,160	442,160
2015	210,000	215,120	425,120
2016	225,000	111,160	336,160
2017-2021	1,350,000	832,407	2,182,407
2022-2026	1,855,000	317,042	2,172,042
Total Debt Service	$ 4,200,000	$ 2,237,916	$ 6,437,916

SHORELINE ENTERPRISE FUND DEBT SERVICE OBLIGATIONS

Cal Boating Notes Payable

The City entered into various construction loan agreements with the California Department of Boating and Waterways in the total principal amount of $5,331,032. The loans bear an average interest rate of 4.50%. Principal and interest payments are payable annually on each August 1. The debts are secured from Shoreline Enterprise Fund operating revenues.

For the Year Ending June 30,	Principal	Interest	Total
2012	$ 182,086	$ 110,923	$ 293,009
2013	190,280	102,730	293,010
2014	198,842	94,167	293,009
2015	207,790	85,219	293,009
2016	217,141	75,869	293,010
2017-2021	1,241,359	223,677	1,465,036
2022-2026	203,765	25,425	229,190
2027	21,699	1,067	22,766
Totals	$ 2,462,962	$ 719,077	$ 3,182,039

GENERAL FUND LOANS REPAYMENTS

The City Council authorized various loans to the Redevelopment Agency for operating and capital improvement purposes. The terms of the loans are indefinite. Interest accrues annually at the rate of 6%. The balance as of June 30, 2012, totals $2,088,908.

The City Council authorized loans to the Shoreline Enterprise Fund for capital improvements at the Marina and Golf Course. The loans are to be paid over 30 years with an annual interest accrual rate of 5%. Principal payments are made annually provided the fund has sufficient resources. The balance as of June 30, 2012, was $3,242,738 and $4,051,458 for the Marina and the Golf Course, respectively, for a total of $7,288,932.

The City Council authorized a loan to the Capital Improvement Project fund for the improvement project on Davis Street. The loan accrues interest annually at the pooled cash investment rate. The balance as of June 30, 2012, totals $1,000,000.

GENERAL FUND LOAN REPAYMENTS

Interest Income

	Actual 2008-09	Actual 2009-10	Adopted 2010-11	Adopted 2011-12
Redevelopment Agency- Plaza	$155,784	$147,131	$137,959	$0
Redevelopment Agency- Joint Project	232,366	194,275	128,061	125,336
Shoreline Enterprise - Golf Course	216,900	212,355	207,583	202,573
Shoreline Enterprise - Marina	216,869	212,960	208,648	172,325
Internal Service - Information Mgmt Servs	21,153	10,685	0	0
Capital Improvement Project Fund	0	0	0	0
Total General Fund Loans	**$843,072**	**$777,406**	**$682,251**	**$500,234**

Principal Payments

	Balance 7/1/2008	Actual 2009-10	Adopted 2010-11	Adopted 2011-12	Balance 6/30/2012
Redevelopment Agency- Plaza	$2,452,184	($152,869)	($162,041)	$0	$0
Redevelopment Agency- Joint Project	2,737,912	(603,588)	(45,416)	(48,141)	2,088,908
Shoreline Enterprise - Golf Course	4,247,102	(95,436)	(100,208)	(105,218)	4,051,458
Shoreline Enterprise - Marina	3,401,338	(77,190)	(81,410)	(78,876)	3,242,738
Internal Service - Information Mgmt Servs	181,411	(181,411)	0	0	0
Capital Improvement Project Fund	1,000,000	0	0	0	1,000,000
Total General Fund Loans	**$14,019,947**	**($1,110,494)**	**($389,075)**	**($232,235)**	**$10,383,104**

LEGAL DEBT MARGIN

Net 2009-10 City Assessed Valuation	$	9,455,494,436
Per City Charter Legal Debt Limit %		x15%
Legal Debt Limit	$	1,418,324,165
Gross Combined Total Debt		(257,697,104)
Legal Debt Margin	$	1,160,627,061

OVERLAPPING TAX AND ASSESSMENT DEBT	Total Debt	% Applicable (1)	City's Share of Debt
Bay Area Rapid Transit District	$ 441,360,000	1.940%	$ 8,562,384
Chabot-Las Positas Community College District	470,174,226	10.416%	48,973,347
San Leandro Unified School District	105,225,000	87.361%	91,925,612
San Lorenzo Unified School District	73,430,000	28.146%	20,667,608
East Bay Regional Park District	125,850,000	2.860%	3,599,310
City of San Leandro Cherrywood Community Facilities District	4,530,000	100%	4,530,000
City of San Leandro 1915 Act Bonds	155,000	100%	155,000
TOTAL OVERLAPPING TAX AND ASSESSMENT DEBT			$ 178,413,261
DIRECT AND OVERLAPPING GENERAL FUND DEBT:			
Alameda County General Fund Obligations	445,402,000	4.890%	21,780,158
Alameda County Pension Obligations	203,020,721	4.890%	9,927,713
Alameda-Contra Costa Transit District Certificates of Participation	42,765,000	5.900%	2,523,135
Chabot-Las Positas Community College District General Fund Obligations	4,830,000	10.416%	503,093
San Leandro Unified School District Certificates of Participation	1,405,000	87.361%	1,227,422
San Lorenzo Unified School District Certificates of Participation	22,960,000	28.146%	6,462,322
City of San Leandro Certificates of Participation	36,860,000	100.0%	36,860,000
TOTAL GROSS DIRECT AND OVERLAPPING GENERAL FUND DEBT			$ 79,283,843
Less: San Lorenzo Unified School District			(3,143,908)
TOTAL NET DIRECT AND OVERLAPPING GENERAL FUND DEBT			$ 76,139,935
GROSS COMBINED TOTAL DEBT (2)			$ 257,697,104
NET COMBINED TOTAL DEBT			$ 254,553,196
Legal Debt Margin			$ 1,160,627,061

(1) Percentage of overlapping agency's assessed valuation located within bondaries of the city
(2) Excludes tax and revenue anticipation notes, enterprise revenue, mortgage revenue and tax allocation bonds and non-bonded capital lease obligations.

Ratios to 2008-09 Assessed Valuation:	
Total Overlapping Tax and Assessment Debt	1.79%
Ratios to Adjusted Assessed Valuation:	
Combined Direct Debt ($36,860,000)	0.43%
Gross Combined Total Debt	3.01%
Net Combined Total Debt	2.98%
STATE SCHOOL BUILDING AID REPAYABLE AS OF 6/30/09:	$0

NOTES:

APPENDICES DESCRIPTION

Appendix A .....Budget Policies and Process
Appendix B ..... Budget Practices
Appendix C ..... Budget Resolutions
Appendix D ..... Guide to Fund by Number
Appendix E .....Budget Glossary
Appendix F.....List of Acronyms

CITY OF SAN LEANDRO

INCORPORATED 1872

Guiding Budget Policies & Best Practices

The Government Finance Officers Association (GFOA) indicates that agencies should consider fiscal/budget policy best practices when developing the agency budget. Below is a list of best practices that were considered when developing the FY 2011-12 budget.

1. Present a balanced budget in which operating expenditures are within operating revenues.
2. General Fund expenditures and appropriations for mandatory and priority programs should be made against recurring revenue sources, and not dependent on uncertain reserves.
3. Consider the budget through a multi-year perspective.
4. Present a balanced approach to the budget that contains new revenues, reduced program expenditures and the appropriate use of one-time revenues.
5. Minimize impact on direct services to the community.
6. Minimize overall impact on property-owners, residents and the business community of all proposed fee and/or tax increases.
7. Balance reductions to City administrative services so as to not jeopardize fiscal accountability.
8. Use one-time funds for one-time expenditures; and consider allocating these funds to City reserves.
9. Special revenue funds need to fully pay for ongoing programs.

Budget Development Process

The City of San Leandro's budget provides a financial plan that integrates Council goal-setting into the budget process. The budget includes the annual operating budget and the capital improvement plan that support the Council's Vision and Goals. This budget document reflects the City Council's direction based on limited resources to provide core City services. Under the City Charter, the City Manager prepares and recommends to the City Council an operating budget and a capital improvements budget for consideration and adoption.

The annual budget cycle begins with the development of budget instructions including policy directives and a budget calendar. The City Manager reviews and evaluates departmental budget requests to determine if City Council goals and objectives are fulfilled, and if they improve service delivery, or increase productivity. The City Manager then develops a balanced budget proposal for resubmission to the City Council no later than 35 days before June 30th each year.

The City Council holds public meetings to discuss the proposed budget, including formal public hearings. Budget amendments are considered and incorporated into the proposed budget prior to formal budget adoption. Development of the Five-Year Forecast focuses on matching long-term outcomes and resources in a longer horizon than the annual budget. This strategy allows for targeting resources on policy initiatives that take longer to complete.

CITY OF SAN LEANDRO
BUDGET CALENDAR FY 2011-12

Date	
AUGUST - OCTOBER	
8/26/2010	Budget Planning Meeting
9/14/2010	Capital Planning Meeting
9/21/2010	**FINANCE COMMITTEE Meeting - Financial Update, Budget Adjustments**
9/28/2010	Financial Training for Department Heads and Financial Managers
NOVEMBER - DECEMBER	
11/4/2010	Budget Planning Meeting
11/16/2010	**FINANCE COMMITTEE Meeting - Budget Process**
11/29/2010	Budget Kick-Off Meeting (South Offices)
12/1/2010	Budget Q&A with Department Directors and Financial Managers (South Offices)
12/6/2010	Budget Planning Meeting update
12/21/2010	**FINANCE COMMITTEE Meeting - FY2012 Budget process, Preliminary 6/30/10 report**
12/22/2010	Dept. budget proposals due to Finance (all funds, expenditures and revenues)
JANUARY - MARCH	
1/14/2011	**FINANCE COMMITTEE Meeting -** Budget Process, FY 2012 budget assumptions, State Budget update
1/18/2011	**CITY COUNCIL Meeting - Finance Comm. Report (budget process/assumptions, State update)**
1/29/2011	**CITY COUNCIL RETREAT (Budget update)**
2/14/2011	**CITY COUNCIL WORK SESSION - CIP project ranking discussion**
2/18/2011	**FINANCE COMMITTEE Meeting - FY 2011 Mid-Year report, Budget Adjustments, CalPERS information**
2/22/2011	**CITY COUNCIL Meeting - FY 2011 Mid-Year report**
2/28/2011	**CITY COUNCIL WORK SESSION**
3/4/2011	**FINANCE COMMITTEE Meeting - FY 2012 Budget Development/General Fund Projections**
3/18/2011	**FINANCE COMMITTEE Meeting - RDA, Quarterly Investment Report, budget follow-up information, CIP**
3/28/2011	**CITY COUNCIL WORK SESSION - 1st Budget session - General Fund Update, RDA, CIP**
APRIL - JUNE	
4/1/2011	**FINANCE COMMITTEE Meeting - CalPERS & RDA follow-up**
4/11/2011	**CITY COUNCIL WORK SESSION -** Unfunded Benefit Liabilities: PERS, OPEB; 2nd Budget session-Other Funds
4/15/2011	**FINANCE COMMITTEE Meeting - Fee Schedule, Tax Increases (BL, 911, EMS)**
5/2/2011	**CITY COUNCIL Meeting - Public Hearing fees and taxes**
5/6/2011	**Finance Committee Meeting - Proposed FY 2012 Budget**
5/16/2011	**CITY COUNCIL Meeting - Proposed Budget presentation**
5/20/2011	**Finance Committee Meeting - Quarterly Investment Report for 3/31/11**
6/6/2011	**CITY COUNCIL Meeting - Public Hearing on FY 2012 Proposed Budget and Possible Adoption**
JULY - AUGUST	
8/31/2011	Distribution of bound Adopted Budget

The Reporting Entity

The City of San Leandro, California (City) was incorporated in 1872 and is situated between the cities of Oakland and Hayward in the East Bay of the San Francisco Bay Area. The City operates under the Mayor-Council-Manager form of government created by charter in 1978 and provides the following services: public safety (police, fire, disaster preparedness and hazardous waste disposal), highways and streets, sanitation, health services, public improvements, planning and zoning and general administration services.

The City is governed by a seven-member council elected by City residents. The City is legally separate and fiscally independent, which means it can issue debt, set and modify budgets and fees and sue or be sued. As required by generally accepted accounting principles, the financial statements include the financial activities of the City - the primary government - and its component units.

Component units are legally separate organizations for which the elected officials of the primary government are financially accountable. In addition, component units can be other organizations for which the primary government's exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

The blended component units discussed below are included in the City of San Leandro's basic financial statements in which the City Council functions as the governing board:

The Redevelopment Agency of the City of San Leandro (Agency) was established to assist in the clearance and rehabilitation of City areas determined to be in a declining condition. The Agency has all accounting and administrative functions performed by City staff and the Agency receives advances from the City to finance operations. The financial activities of the Agency have been included in the Redevelopment Agency and Low and Moderate Income Housing Capital Projects Funds in the accompanying basic financial statements.

The City of San Leandro Parking Authority (Parking Authority) was established to issue debt for downtown parking structures and lots. There are no financial activities to be accounted for in the Parking Authority Debt Service Fund in this fiscal year.

The San Leandro Public Financing Authority (Financing Authority) was established to issue debt for the Seismic Retrofitting capital project and other community related financing programs. The financial activities are accounted for in the San Leandro Public Financing Authority Debt Service Fund and the Seismic Retrofit Capital Projects Fund in the accompanying basic financial statements.

The above component units are included in the City's basic financial statements using the blended method since the governing body of these component units are substantially the same as the governing body of the City and these component units provide services

entirely to the City. Separate financial statements for each of the above component units may be obtained from the City's Finance Department.

Fund Accounting is used by the City to report on its financial position and operational results. This is a self-balancing set of accounts established to record the financial position and operational results of specific governmental activity.

Fund Accounting

The City's finances are organized into a variety of funds, which are the basic accounting and reporting entities in governmental accounting. The funds that comprise the annual budget are in two major categories: Governmental Funds and Proprietary Funds.

Governmental Funds

Governmental Funds include the General Fund, Special Revenue Funds, Capital Projects Fund and Debt Service Fund.

- The **General Fund** is the primary operating fund for governmental services, funding traditional tax-supported activities such as police, fire, library, recreation and park maintenance.
- **Special Revenue Funds** are the Street/Traffic Improvement Fund, Park Development Fee Fund, Parking Fund, Gas Tax Funds, Measure B Fund, Traffic Congestion Relief Fund, Asset Seizure Fund, Heron Bay Fund, Cherrywood Community Maintenance District Fund, Special Grants Fund, Community Development Block Grant Fund, HOME Grant Fund, Housing In-Lieu Fund, Business Improvement District Fund, and Public Education and Government Fees Fund. The use of any Special Revenue Fund resource is legally restricted to specific purposes.
- **Capital Project Funds** include the General Capital Improvement Projects Fund and the Redevelopment Agency Funds, including the Housing Fund.
- **Debt Service Funds** include the San Leandro Public Financing Authority, Cherrywood Assessment District Fund, and the Special Assessment District Fund. These funds account for the payment of interest and principal on the long-term debt of the City.

Proprietary Funds

Proprietary Funds account for the total cost of the governmental service and are operated in a manner similar to private enterprise. These funds include both Enterprise Funds and Internal Service Funds.

- **Enterprise Funds** include the Water Pollution Control Plant Fund, Shoreline Operations Fund, Environmental Services Fund and Storm Water Utility Fund. These funds are used to account for operations that are financed and operated as a business, with user fees covering expenditures.
- **Internal Service Funds** include the Building Maintenance Fund, Information Services Fund, Self Insurance Fund and Equipment Maintenance Fund. Internal Service Funds are

similar to Enterprise Funds except that fees are charged to other City departments to cover the costs of services provided by the Internal Service Fund activity.

Annual budgets are adopted on a basis consistent with generally accepted accounting principles. Capital improvement budgets can span several fiscal years and are used for the entire project amount until the project's completion.

Budgetary Basis

The budgetary basis of accounting determines when a government charges expenditures against an adopted budget appropriation, or when it credits revenue to its funds for budgeting purposes. Although the City presents financial statements in its Comprehensive Annual Financial Report (CAFR) in accordance with GAAP, the budget is adopted on a modified cash basis. The major areas of difference between the two basis of accounting are as follows:

- For budgetary purposes, revenues are recorded when received. Under GAAP, revenues are recorded when earned.
- For budgetary purposes, interfund loans and repayments, i.e. Interfund Transfers, are recorded as expenditures and revenues. Under GAAP, these transactions are reclassified as increases or reductions in the "due to/due from" accounts.
- In recognition of these differences, companion financial statements are presented in the CAFR according to the budgetary basis of accounting and a detailed schedule is provided that reconciles the results of applying the two different basis of accounting.

Accounting Practices

The accounting and reporting policies of the City conform to generally accepted accounting principles (GAAP) applicable to state and local governments. GAAP for local governments include those principles prescribed by the Governmental Accounting Standards Board (GASB) which includes all statements and interpretations of the National Council on Governmental Accounting unless modified by the GASB, and those principles prescribed by the American Institute of Certified Public Accountants in the publication entitled Audits of State and Local Governmental Units.

Basis of accounting refers to the timing of when revenues and expenditures are reported in the financial statements. The governmental fund types and agency funds use the modified accrual basis of accounting. Under this method, revenues are recognized when susceptible to accrual, i.e. when they become both quantifiable and available.

All proprietary fund types, non-expendable trust funds and pensions trust funds use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

Encumbrances

Encumbrance accounting is employed to designate funds for purchase orders, contracts and other commitments until actually expended. Encumbrances outstanding at year-end are carried into the next fiscal year, but the related budget authority is subject to re-appropriation by Council.

Capital Assets

Capital assets are valued at historical cost or estimated historical cost if actual historical cost was not available. Donated capital assets are valued at their estimated fair market value on the date donated. City policy has set the capitalization threshold for reporting capital assets at $5,000. Depreciation is recorded on a straight-line basis over estimated useful lives of the assets as follows:

Buildings	50 years
Improvements other than buildings	20 years
Machinery and equipment	5-20 years
Licensed Vehicles	7 years
Infrastructure	20-50 years

In June 1999, the GASB issued Statement No. 34 which requires the inclusion of infrastructure capital assets in local governments' basic financial statements. In accordance with GASB Statement No. 34, the City included all infrastructures into the 2009-10 Basic Financial Statements.

The City defines infrastructure as the basic physical assets that allow the City to function. The assets include streets, sewer, and park lands. Each major infrastructure system can be divided into subsystems. For example the street system can be subdivided into pavement, curb and gutters, sidewalks, medians, streetlights, landscaping and land. These subsystems were not delineated in the basic financial statements. The appropriate operating department maintains information regarding the subsystems.

For all infrastructure systems, the City elected to use the Basic Approach as defined by GASB Statement No. 34 for infrastructure reporting. Original costs were developed in one of three ways: (1) historical records; (2) standard unit costs appropriate for the construction/acquisition date; or (3) present cost indexed by a reciprocal factor of the price increase from the construction/acquisition date to the current date. The accumulated depreciation, defined as the total depreciation from the date of construction/acquisition to the current date on a straight line, un-recovered cost method was computed using industry accepted life expectancies for each infrastructure subsystem. The book value was then computed by deducting the accumulated depreciation from the original cost.

IN THE CITY COUNCIL OF THE CITY OF SAN LEANDRO

RESOLUTION NO. 2011-099

RESOLUTION ADOPTING THE BUDGET OF THE CITY OF SAN LEANDRO
FOR THE FISCAL YEAR JULY 1, 2011 TO JUNE 30, 2012

WHEREAS, the FY 2011-2012 Proposed Budget of the City of San Leandro was prepared and submitted to the City Council by the City Manager on May 13, 2011 , which was at least thirty-five (35) days prior to the beginning of the 2011-2012 fiscal year as required by Section 505 of the City's Charter; and

WHEREAS, the City Council reviewed the City Manager's Proposed Budget, and thereafter caused a public hearing to be held concerning the Proposed Budget on June 6, 2011; and

WHEREAS, upon conclusion of the public hearing, the City Council further considered the Proposed Budget as provided for in Section 515 of the Charter;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAN LEANDRO:

That the FY 2011-2012 Proposed Budget referenced above is hereby designated and approved as the City of San Leandro's FY 2011-12 Adopted Budget.

That the amounts stated herein are hereby appropriated to the purposes therein specified for FY 2011-12 and that the City Manager is hereby authorized to execute any and all Service Agreements as provided for in said appropriation.

Introduced by Councilmember Prola and passed and adopted this 6th day of June, 2011, by the following called vote:

Members of the Council:

AYES:	Councilmembers Cutter, Gregory, Prola, Reed, Souza, Starosciak; Mayor Cassidy	(7)
NOES:	None	(0)
ABSENT:	None	(0)

ATTEST: Marian Handa

Marian Handa, City Clerk

IN THE REDEVELOPMENT AGENCY OF THE CITY OF SAN LEANDRO

RESOLUTION NO. 2011-007 RDA

RESOLUTION ADOPTING THE BUDGET FOR THE
FISCAL YEAR JULY 1, 2011 TO JUNE 30, 2012 AND MAKING A DETERMINATION
PURSUANT TO CALIFORNIA HEALTH AND SAFETY CODE SECTION 33334.3.

WHEREAS, the Redevelopment Agency must annually adopt a budget that establishes spending limits by appropriating authorized expenditures for the coming fiscal year; and

WHEREAS, it is the intent of the Agency that Low and Moderate Income Housing Fund be used to the maximum extent possible to defray the costs of production, improvement, and preservation of low and moderate income housing; and

WHEREAS, pursuant to the California Health and Safety Code, Section 33334.3, the amount of money spent for planning and general administrative activities associated with the development, improvement and preservation of low and moderate income housing shall not be disproportionate to the amount actually spent on said housing.

NOW THEREFORE, the Redevelopment Agency of the City of San Leandro does RESOLVE as follows:

WHEREAS, the Agency board reviewed the Proposed Budget, and thereafter caused a public hearing to be held concerning the Proposed Budget on June 6, 2011; that the Agency hereby finds and determines that the planning and administrative expense contained in the Agency budget is necessary for the production, improvement, or preservation of low and moderate income housing.

Introduced by Agency Member Prola and passed and adopted this 6th day of June, 2011, by the following called vote:

Members of the Agency

AYES:	Members Cutter, Gregory, Prola, Reed, Souza, Starosciak; Chair Cassidy	(7)
NOES:	None	(0)
ABSENT:	None	(0)

ATTEST: Marian Handa
Marian Handa, City Clerk

IN THE PUBLIC FINANCING AUTHORITY OF THE CITY OF SAN LEANDRO

RESOLUTION NO. 2011-001 PFA

RESOLUTION ADOPTING THE BUDGET OF THE PUBLIC FINANCING AUTHORITY OF CITY OF SAN LEANDRO
FOR THE FISCAL YEAR JULY 1, 2011 TO JUNE 30, 2012

The San Leandro Public Financing Authority of the City of San Leandro does RESOLVE as follows:

WHEREAS, the Authority Board reviewed the Proposed Budget, and thereafter caused a public hearing to be held concerning the Proposed Budget on June 6, 2011; is hereby adopted and all amounts stated herein are appropriated to the purposes therein specified for FY 2011-12.

Introduced by Authority Member Prola and passed and adopted this 6th day of June, 2011, by the following called vote:

Members of the Authority

AYES:	Members Cutter, Gregory, Prola, Reed, Souza, Starosciak, Chair Cassidy	(7)
NOES:	None	(0)
ABSENT:	None	(0)

ATTEST: Marian Handa
Marian Handa, City Clerk

IN THE CITY COUNCIL OF THE CITY OF SAN LEANDRO

RESOLUTION NO. 2011-082

RESOLUTION AMENDING TITLE 6, CHAPTER 4 OF THE SAN LEANDRO ADMINISTRATIVE CODE RELATING TO FEES AND CHARGES FOR SERVICES PROVIDED BY CITY DEPARTMENTS

The City Council of the City of San Leandro does RESOLVE as follows:

That following notice and hearing as may be required by law, Title 6, Chapter 4, Section 6.4.100 of the San Leandro Administrative Code, a copy of which is attached, is hereby amended.

That the provisions of this Section shall take effect on July 1, 2011.

Introduced by Councilmember Prola and passed and adopted this 2nd day of May, 2011, by the following called vote:

Members of the Council:

AYES:	Councilmembers Cutter, Gregory, Prola, Reed, Souza, Starosciak; Mayor Cassidy	(7)
NOES:	None	(0)
ABSENT:	None	(0)

ATTEST: Marian Handa

Marian Handa, City Clerk

IN THE CITY COUNCIL OF THE CITY OF SAN LEANDRO

RESOLUTION NO. 2011-102

A RESOLUTION ESTABLISHING THE CITY'S APPROPRIATION LIMIT
FOR FISCAL YEAR 2011-12

Following availability of the documentation used in the determination of the Appropriation Limit pursuant to Section 7910 of the Government Code, this Council has reviewed and considered the data contained in Attachment 1 attached hereto and incorporated herein by this reference.

NOW, THEREFORE, pursuant to Section 7910 of the Government Code and Article XIII B of the California Constitution, the City Council does hereby establish the Appropriation Limit for Fiscal Year 2011-2012 at $153,803,850, as more specifically set forth in Attachment 1.

Introduced by Councilmember Starosciak and passed and adopted this 6th day of June 2011, by the following called vote:

Members of the Council:

AYES:	Councilmembers Cutter, Gregory, Prola, Reed, Souza, Starosciak; Mayor Cassidy	(7)
NOES:	None	(0)
ABSENT:	None	(0)

ATTEST: Marian Handa

Marian Handa, City Clerk

GOVERNMENTAL FUNDS	The funds through which most governmental functions typically are financed.
General Fund	Accounts for all financial resources except those required to be accounted for in another fund.
010 General Fund	The general fund is used for all general revenues of the City not specifically levied or collected for other City funds and related expenditures.
Special Revenue Funds	Accounts for the proceeds of specific revenue sources (other than those for major capital projects) that are restricted legally to expenditure for specific purpose.
120 Development Fee for Street Improvements Funds (DFSI)	Accounts for development fee assessments levied to provide partial funding of street and traffic improvement associated with commercial and residential growth.
122 Park Development Fee Fund	Accounts for development fee assessments levied to provide for the acquisition and/or creation of new parks and park facilities that result from residential growth.
132 Parking Operations Fund	Accounts for revenues from parking meter and parking lot operations and for the maintenance costs for the Downtown Parking Structure and various other public parking locations.
140 Gas Tax Fund	Accounts for subventions received from State gas tax allocations and are restricted to uses related to local streets and highways, construction and improvements, and maintenance and repairs.
142 Gas Tax (Section 2103) Fund	Accounts for funds previously received under Proposition 42 for annual funding of streets and roads now replaced with Gas Tax funds. There is not a change in the amount of funding or intended use, just a change in the funding source.
144 Measure B/ACTIA Transportation Fund	Accounts for revenues from the allocation of one-half percent transportation sales tax levied in Alameda County, and is restricted for uses related to street and highway maintenance and improvements.
145 Traffic Congestion Relief	A special State allocation for street and highway maintenance, rehabilitation, preservation, and reconstruction.
146 Asset Seizure Fund	Accounts for funds received from asset forfeiture and used for public safety purposes. Asset Seizure funds previously reported under General Fund and separated as of FY 2010-11.

147	Heron Bay Maintenance District Fund	Accounts for special assessment funding for the ongoing maintenance of public facilities at the Heron Bay Development.
148	Cherrywood Maintenance District Fund	Accounts for special assessment funding for the ongoing maintenance of public facilities at the Cherrywood Development.
149	Prop 1B Fund	Accounts for Proposition 1B funds for safety improvements and repairs to local streets and roads.
150	Grants Fund	Accounts for various grants from Alameda County, State of California, and the Federal government to be expended for a specific purpose, activity, or facility.
165	Community Development Block Grant Fund	Is an annual entitlement grant from the U.S. Department of Housing and Urban Development to fund public services, affordable housing, capital improvements, and economic development that primarily benefit low/moderate income persons.
166	HOME Fund	Grants from the U.S. Department of Housing and Urban Development (via Alameda County) for eligible affordable housing activities and renovation programs.
167	Housing In-Lieu	Accounts for assessments levied to provide for partial funding of low/moderate housing projects.
170	Business Improvement District Fund	Accounts for service fees charged to business owners to provide a shuttle service from BART to the west San Leandro businesses.
180	Public Education & Government (PEG) Fund	This new fund accounts for user fees charged to cable television customers and is used to fund public education on government programs.
Capital Project Funds		Accounts for financial resources to be used for the acquisition of construction of major capital facilities (other than those financed by proprietary and trust funds).
210	Capital Improvement Projects Fund	Accounts for financial resources to be used for the acquisition of construction of major capital facilities other than those financed by proprietary and special revenue funds.
240	Cherrywood Improvement Project	Accounts for certain infrastructure construction of the Cherrywood development.

241	SL Hillside Geological Abatement	Accounts for the finances of the collaboration between the City and the Geological hazardous Abatement District (GHAD).
Debt Service Funds		Account for the accumulation of resources for and the retirement of general long-term debt principal and interest.
301	Assessment district Debt Service Fund	Accounts for funds associated with providing debt issue financing for special assessments in the community.
307	Community Facility District #1-Cherrywood Project	Accounts for funds associated with providing debt issue financing for special assessments associated with the Cherrywood development.
350	Public Financing Authority Debt Service Fund	Accounts for the debt service incurred to complete the seismic retrofit of the Civic Center Complex, Public Safety Building, five Fire Stations, Main Library and Public Works buildings.
PROPRIETARY FUNDS		The funds used to account for a government's business-type activities, activities supported in part by fees or charges.
Enterprise Funds		Account for activities for which a fee is charged to external users for goods and services.
593	Water Pollution Control Plant	Accounts for the operation, maintenance and replacement of the City's Water Pollution Control Plant, lift stations and the sanitary sewer system, which follows operational guidelines dictated by State and Federal regulations.
594	Environmental Services	Accounts for the regulatory activities associated with hazardous materials, recycling (AB 939), storm water runoff and industrial wastewater.
597	Shoreline	Accounts for the operation and maintenance of the marina berthing and recreational areas and related improvements, the golf course complex and the Heron Bay marshland.
598	Storm Water Utility	Accounts for all activities related to street cleaning and storm water runoff as required by State and Federal mandates.
Internal Service Funds		Account for the financing of goods and services provided by one fund, department, or agency to other funds, departments or agencies of the financial reporting entity, or to governments, on a cost reimbursement basis.
687	Building Maintenance	Accounts for the cost of operating and providing maintenance and repair and minor modifications to the various City buildings.

688	Information Technology	Accounts for automated information processing activities, including maintenance, enhancements and the acquisition of new computers, telephone, cable television, telecommunication systems, GIS and Central Services.
689	Self Insurance	Accounts for insurance costs and related charge-backs to various departments; coverage includes protection against claims and losses for public liability, workers' compensation, unemployment insurance and City property.
690	Equipment Maintenance	Accounts for the cost of operations, maintenance and depreciation for the City's automotive and equipment fleet.

REDEVELOPMENT AGENCY		Accounts for the financing of development projects and programs to eliminate economic stagnation and physical blight. The Agency's funding source is tax increment, which is a dedicated share of the growth in property tax within redevelopment project areas.
961	Redevelopment Agency - Plaza Area Fund	Accounts for property tax increment in the planning and implementation of redevelopment activities in the Plaza Project Area.
962	Redevelopment Agency - Joint Project Area Fund	Accounts for property tax increment income for neighborhood and commercial improvement assistance programs in the Joint Project Area.
964	Redevelopment Agency - West San Leandro/MacArthur Fund	Accounts for property tax increment income, expenditures implementing the project area, and neighborhood and commercial improvement assistance programs in the West San Leandro/MacArthur Boulevard Project Area.
965	Redevelopment Agency - Low/Mod Housing Fund	Accounts for the 20% tax increment set a-side revenues for lower income housing and neighborhood improvement assistance programs in all project areas.
970	Redevelopment Agency - Debt Service Fund	Accounts for repayment to the City for interest on advances and debt service on the tax allocation bonds and certificates of participation.

Activities	Specific services performed in accomplishing program objectives and goals. (See Program)
Adjusted Budget	The current year Adopted Budget plus Council approved budget adjustments, plus encumbrances.
Appropriation	An authorization made by the Council that permits the City to incur obligations and to make expenditures of resources.
Assessed Valuation	An official value established for real property or other property as a basis for levying property taxes.
Audit	A financial audit is a review of the accounting system and financial information to determine how government funds were spent and whether expenditures were in compliance with the City Council's appropriations.
Bonds	A form of borrowing which reflects a written promise from the City to repay a sum of money on a specific date at a specified interest rate. Bonds are used to finance capital improvement projects such as buildings, streets, and bridges.
Budget	A financial plan for a specific period of time that matches planned revenues and expenditures to various municipal services.
Budget Amendment	Under the City Charter, the Council has the sole responsibility for adopting and amending the budget at any time by resolution with five affirmative votes.
Budget Message	The opening section of the budget which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from previous fiscal years and present recommendations made by the City Manager.
Budget and Fiscal Policies	General and specific guidelines adopted by the Council that govern financial plan preparation and administration.
Capital Improvement Program (CIP)	A plan for capital expenditures to provide for the acquisition, expansion, or rehabilitation of an element of the City's physical property to be incurred over a fixed period of time.
Cash Basis	An accounting method that recognizes income and deductions when money is received or paid. The modified-accrual method is the preferred method for government entities.
Cost of Living Adjustment	Adjustment of wages designed to offset changes in the cost of living, usually as measured by the consumer price index.
Debt Service	Payments of principal and interest on bonds and other debt instruments according to a predetermined schedule.
Department	A major organizational unit of the City that has been assigned overall management responsibility for an operation or a group of related operations within a functional area.
Depreciation	Allocation process of the cost of a capital asset to the periods during which the asset is used.
Division	A unit of organization that reports to a department.

Encumbrance	Obligations in the form of purchase orders, contracts or salary commitments which are chargeable to an appropriations and for which part of the appropriation is reserved.
Enterprise Funds	A proprietary fund used to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the legislative body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. The rate schedule for these services are established to ensure that revenues are adequate to meet all necessary expenditures.
Fee	The amount charged by the City to provide a specific service, tied directly to the cost of providing such service.
Fiscal Year	The beginning and ending period for recording financial transactions. The City has specified July 1 to June 30 as its fiscal year.
Fixed Assets	Assets of significant value that have a useful life in excess of one year.
Fund	An accounting entity that records all financial transactions for specific activities or government functions. The generic fund types used by the City are: General Fund, Special Revenue, Debt Service, Capital Project, Enterprise, Internal Service, Agency and Special Assessment funds.
Fund Balance	The net effect of assets less liabilities at any given point in time.
General Fund	The primary operating fund of the City, all revenues that are not allocated by law or contractual agreement to a specific fund are accounted for in the General Fund. Except for subvention or grant revenues restricted for specific uses, General Fund resources can be utilized for any legitimate governmental purpose. (See Fund)
Goal	A statement of broad direction, purpose or intent by the City Council.
Governmental Funds	Funds generally used to account for tax supported activities. These include general, special revenue, capital project and debt service.
Internal Service Fund	A fund used to account for services provided by one department to other departments on a cost reimbursement basis.
Modified Accrual Basis	Accounting basis in which expenditures are accrued but revenues are accounted for on a cash basis. This accounting technique is a combination of accrual and cash accounting since expenditures are immediately incurred as a liability when they are committed, while revenues are not recorded until they are actually received or are “measurable” and available for expenditure.
Nondepartmental	Designates budgets that provide for performance of work or purchase of goods that cross or transcend departmental lines.

Objective	A statement of specific direction, purpose, or intent based on the needs of the community and the goals established for a specific program.
Operating Budget	The portion of the budget that pertains to daily operations and delivery of basic governmental services. The program budgets in the financial plan form the operating budget.
Ordinance	A law passed by the legislative authority, the City Council, of a local jurisdiction.
Organization	Organized structure of roles and responsibilities functioning to accomplish predetermined objectives.
Organization Chart	A chart reflecting the interrelationships of positions within an organization in terms of authority and responsibilities.
Overhead	Indirect expenses of running an organization not directly associated with a particular item or service, also referred to as Indirect Cost.
Program	An organized, self-contained set of related work activities within a department or division which are directed toward common objectives and represent a well-defined expenditure of City resources.
Program Budget	A budget which allocates money to the functions or activities of a government rather than to specific items of cost or to specific departments.
Proprietary Fund	A fund that accounts for operations that are financed and operated in a manner similar to business enterprises. Such a fund is established as a self-supporting operation with revenues derived primarily from fees, charges, or contracts for services.
Recognized	The time at which an item is officially recorded and measurable, as with a financial transaction.
Reserve	An account used to designate a portion of the fund balance for a specific future use and is therefore not available for general appropriation.
Resolution	A legal order by a government entity.
Revenues	Funds received from various sources and treated as income to the City to be used to finance expenditures. Revenues include such items as taxes, fees, user fees, grants, fines, forfeits, and interest income.
Special Assessment	A tax or levy customarily imposed against only those specific parcels of real estate that will benefit from a proposed public improvement, as opposed to a general tax on the entire community. Because the proposed improvement will enhance the value of the affected homes, only those affected owners must pay this special lien. Common examples of special assessments are lighting and landscaping, sidewalk and sewer assessments, or other special improvements such as parks and recreational facilities.

Unreserved Fund Balance	In a governmental or expendable trust fund, the balance of net financial resources that are available for appropriation.

ABAG	Association of Bay Area Governments
ACCWP	Alameda Countywide Clean Water Program
ACI	Alameda County Industries
ACRAT	Alameda County Regional Auto Theft Task Force
ACRECC	Alameda County Regional Emergency Communications Center
ACTA	Alameda County Transportation Authority
ADA	Americans with Disabilities Act
ARRA	American Recovery and Reinvestment Act
BART	Bay Area Rapid Transit
BID	Business Improvement District
BLT	Business License Tax
CAD/RMS	Computer Aided Design/Records Management Software
CAFR	Comprehensive Annual Financial Report
Cal-OSHA	California Occupational Safety and Health Administration
CalPERS	California Public Employee Retirement System
CDBG	Community Development Block Grant
CIP	Capital Improvements Program
CJPRMA	California Joint Powers Risk Management Authority
COLA	Cost of Living Adjustment
COP	Certificate of Participation
COPS	Community Oriented Policing Services
CPI	Consumer Price Index
CRA	California Redevelopment Association
CSMFO	California Society of Municipal Finance Officers
CUPA	Certified Unified Program Agency
DFSI	Development Fee Street Improvements
DMV	State Department of Motor Vehicles
EBEDA	East Bay Economic Development Alliance
EBMUD	East Bay Municipal Utilities District
EECBG	Energy Efficiency and Conservation Block Grant
EIR	Environmental Impact Report
EOC	Emergency Operations Center
ERAF	Education Revenue Augmentation Fund
FFY	Federal Fiscal Year
FTE	Full Time Employee
FY	Fiscal Year
FLSA	Fair Labor Standards Act
FMLA	Family Medical Leave Act
GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting and Financial Reporting Standards Board
GFOA	Government Finance Officers Association
GHAD	Geological Hazardous Abatement District
GIS	Geographic Information System
HOME	Home Investment Partnership Program
HRIS	Human Resource Information System

HUD	Housing Urban Development
HVAC	Heating, Ventilating and Air Conditioning
IDSC	Interdepartmental Service Fund
IIPP	Injury and Illness Prevention Program
ISF	Internal Service Fund
JAG	Justice Assistance Grant
LAIF	Local Agency Investment Fund
LAWCX	Local Agency Workers' Compensation Excess Joint Powers Authority
LEAP	Learn Excel Achieve Perform
LEED	Leadership in Energy and Environmental Design
LSTA	Library Services and Technology Act
MCC	Marina Community Center
MTC	Metropolitan Transportation Commission
OPEB	Other Post Employment Benefits
OTS	Office of Traffic Safety
PEG	Public Education & Government Fund
PERS	Public Employees Retirement System
PG&E	Pacific Gas & Electric
POA	Police Officer's Association
POST	Peace Officers Standards and Training
PRB	Personnel Relations Board
PUC	Public Utilities Commission
RDA	Redevelopment Agency
SAVE	Shelter Against Violent Environments
SCC	Senior Community Center
SCS	Sustainable Communities Strategy
SERAF	Supplemental Educational Revenue Augmentation Fund
SIR	Self Insured Retention
SLB	San Leandro Boulevard
SLCEA	San Leandro City Employees' Association
SLFAC	San Leandro Family Aquatics Center
SLMO	San Leandro Management Organization
SLUSD	San Leandro Unified School District
SLZ	San Lorenzo
SRO	School Resource Officer
TAB	Tax Allocation Bond
TCR	Traffic Congestion Relief
TOD	Transit Oriented Development
TOT	Transient Occupancy Tax
UPRR	Union Pacific Railroad
UUT	Utility Users Tax
VLF	Vehicle License Fee
WPCP	Water Pollution Control Plant
YAC	Youth Advisory Commission