

General Fund Recommended Budget Adjustments Summary 2017-2018 Annual Report

	<u>Action</u>	<u>Department</u>	<u>Positions</u>	<u>Expenditure Change</u>	<u>Revenue Change</u>
Urgent Fiscal- Program Needs	Active Shooter Training This action increases the Fire Department's Personal Services appropriation by \$532,000 for Active Shooter Training for all sworn Fire personnel. AB 1598, filed in September 2014, amended the Health & Safety Code and the Penal Code relating to emergency response services to require the development of collaborative protocols and relationships between local and state fire first response entities, including law enforcement agencies, fire departments, and emergency medical service providers and agencies, so these entities will act effectively, and in concert, to address active shooter incidents. The recommended funding provides for the first of these trainings for the San Jose Fire Department. The cost will cover overtime for the 6.0 trainers to be trained and conduct the trainings (\$86,000) and 624 sworn staff (\$446,000) to have 8-hours of active shooter training. Given the other scheduled trainings in 2018-2019, this course cannot be absorbed within the existing training allocation as initially envisioned. A four-hour refresher course will also be necessary every 18 months which will be staggered across two years at an estimated cost of \$137,000 annually.	Fire Department	-	\$532,000	-
Urgent Fiscal-Program Needs			-	\$532,000	-

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<p>Elections and Ballot Measures</p> <p>This action increases the Elections and Ballot Measures appropriation by \$470,000 (from \$2.2 million to \$2.7 million) to cover the cost of four city-wide measures in the November 2018 General Election. The 2018-2019 Adopted Budget included funding for two ballot measures in November 2018. The four ballot measures include: 1) Measure S: Construction Contract Procurement Modernization (modifies construction contract procurement and the City's bidding process); 2) Measure T: Disaster Preparedness, Public Safety, and Infrastructure Bond (issuance of General Obligation Bonds for the acquisition, construction, and completion of certain municipal improvements); 3) Measure U: 2018 Charter Amendments (related to Mayor and City Councilmember salaries and aligning the Charter with State law regarding competing measures in Municipal Elections); and 4) Measure V: Affordable Housing Bond (issuance of General Obligation Bonds for the acquisition, construction, and completion of affordable housing in the City of San José).</p>	City Clerk's Office	-	\$470,000	-
<p>Required Technical- Rebalancing Actions</p> <p>Building Development Fee Program - Personal Services (Funding Reallocation)</p> <p>This action decreases the Building Development Fee Program – Personal Services appropriation in the Office of Economic Development to correct the funding for two positions (a Senior Executive Analyst and an Executive Analyst) that administer the Small Business Ambassador program. The cost of these positions was inadvertently assigned to the Building Development Fee Program in the 2018-2019 Adopted Budget. Corresponding actions to add funding for these positions in the Office of Economic Development and to increase the Building Development Fee Program Reserve to reflect the elimination of these position costs from the fee program are also recommended as described elsewhere in this report.</p>	City Manager - Office of Economic Development	-	(\$361,832)	-

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<p>Personal Services (Funding Reallocation)</p> <p>This action increases the Office of Economic Development's Personal Services appropriation to correct the funding for two positions (a Senior Executive Analyst and an Executive Analyst) that administer the Small Business Ambassador program. These positions were inadvertently included in the costs of the Building Development Fee Program. Corresponding actions are recommended to eliminate funding from the Building Development Fee Program and add funding to the Development Fee Program Reserve as described elsewhere in this report.</p>	<p>City Manager - Office of Economic Development</p>	-	\$361,832	-
<p>Personal Services (Reallocate 1.0 Executive Analyst from City Manager's Office)</p> <p>This action increases the City Manager's Office of Economic Development Personal Services appropriation by \$150,000 and adds 1.0 limit-dated Executive Analyst position reallocated from the City Manager's Office. The funding and position were added as part of the 2018-2019 Adopted budget as directed in the Mayor's June Budget Message as a Housing Catalyst to spur housing development. While this position was originally allocated to the City Manager's Office, it is better aligned with the Office of Economic Development. A corresponding decrease to the City Manager's Office Personal Services appropriation and the elimination of the position are recommended elsewhere in this document for a net-zero impact to the General Fund.</p>	<p>City Manager - Office of Economic Development</p>	1.00	\$150,000	-
<p>Sales Tax</p> <p>This action increases the General Sales Tax estimate by \$5.0 million in 2018-2019 (from \$184.3 million to \$189.3 million). The California Department of Tax and Fee Administration (CDTFA) implemented a new automated system in May 2018 which has resulted in 3rd quarter and 4th quarter Sales Tax receipts for 2017-2018 not being fully disbursed to jurisdictions during the quarter in which the tax revenue was received. The CDTFA is processing the outstanding payments, and based on information from the City's Sales Tax consultant, it is anticipated that the CDTFA will include the missed payments in the 1st or 2nd quarter 2018-2019 disbursements. This action increases the 2018-2019 Sales Tax budget to conservatively account for the underpayment in 2017-2018.</p>	<p>City Manager's Office</p>	-	-	\$5,000,000

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Transfers and Reimbursements (Overhead Rate Adjustments)	City Manager's Office	-	-	(\$2,093,847)

This action decreases the revenue estimate for Transfers and Reimbursements by \$2.1 million to recognize the impact of a recalculation of the overhead rate applied to various Special and Capital Funds. Administrative costs associated with city-wide operations, which cannot be attributed to any specific department – such as work performed by the Finance and Human Resources Departments – are subject to a city-wide overhead cost allocation plan to distribute these costs on an equitable basis to departments and funds that are beneficiaries of such expenses. Though the existing methodology meets industry standards, this action reflects recent refinement to the allocation basis for certain costs, which results in reduced revenue to the General Fund and corresponding reductions to Overhead appropriations within various Special and Capital Funds as recommended elsewhere in this report.

Personal Services (Climate Smart)

Environmental Services Department

- \$50,000 -

This action increases the Environmental Services Department's (ESD) Personal Services appropriation by \$50,000 to correct the 2018-2019 funding allocation of 0.3 FTEs working within the scope of Climate Smart San José, a City Council-approved plan for reducing greenhouse gas emissions related to energy, mobility (transportation and land use), and ensuring a long-term water supply. This funding will be used to assist in the advancement of partnerships with other agencies and pursuit of grants to promote energy efficiency, building electrification, and clean, renewable energy in the community. This action is offset by corresponding reductions to the San José Environmental Sustainability Program Reserve in the General Fund and the ESD Personal Services appropriation in the San José-Santa Clara Treatment Plant Operating Fund described elsewhere in this report.

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<u>Action</u>	<u>Department</u>	<u>Positions</u>	<u>Expenditure Change</u>	<u>Revenue Change</u>
<p>San José Environmental Sustainability Program Reserve</p> <p>This action decreases the San José Environmental Sustainability Program Reserve appropriation by \$50,000 to fund 0.3 FTEs working within the scope of Climate Smart San José a City Council-approved plan for reducing greenhouse gas emissions related to energy mobility (transportation and land use) and ensuring a long-term water supply. This plan is intended to assist in the advancement of partnerships with other agencies and pursuit of grants to promote energy efficiency building electrification and clean renewable energy in the community. This action offsets an increase to the Environmental Services Department Personal Services appropriation in the General Fund described elsewhere in this report.</p>	Environmental Services Department	-	(\$50,000)	-
<p>Transfers and Reimbursements (Late Fees from Water Utility Fund)</p> <p>This action increases the revenue estimate for Transfers and Reimbursements by \$91,770 to reflect additional Late Fee revenue received in 2017-2018 in the Water Utility Fund. Late Fee revenues in the Water Utility Fund are an unrestricted source of income for the City and are therefore transferred each year to the General Fund. A corresponding increase to the Transfer to the General Fund - Late Fees in the Water Utility Operating Fund is recommended elsewhere in this report.</p>	Environmental Services Department	-	-	\$91,770
<p>Non-Personal/Equipment (City Matching Funds for Fire Prevention and Safety Grant - FEMA)</p> <p>This action increases the Fire Department's Non-Personal/Equipment appropriation by \$3,667 to provide matching funds for a grant from the U.S. Department of Homeland Security (\$73,354). Funds will provide for smoke alarm installation and home safety inspections for high risk mobile home communities. Corresponding actions to recognize and appropriate these grant funds are included elsewhere in this report.</p>	Fire Department	-	\$3,667	-

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<p>Workers' Compensation Claims System</p> <p>This action establishes the Workers' Compensation Claims System appropriation to the Human Resources Department in the amount of \$145,000. The City Council approved a completely outsourced workers' compensation model on June 19, 2018. At the time, the budget for 2018-2019 did not include funding to maintain the current workers' compensation claims system (Navarisk) beyond the transition. An appropriation of \$145,000 is required to provide funding for the Navarisk contract through 2018-2019. City staff are examining the City's options for termination of the Navarisk contract.</p>	Human Resources Department	-	\$145,000	-
<p>Non-Personal/Equipment (Technology Equipment Replacement to Converged or Hyper-Converged Infrastructure)</p> <p>This action increases the Information Technology Department's Non-Personal/Equipment appropriation by \$504,000 to account for higher than anticipated project bids and the inclusion of Software Defined Networking (SDN) for the Technology Equipment Replacement to Converged or Hyper-Converged Infrastructure Project. This project replaces the Information Technology Department's central aging computers, storage, and virtualization equipment with converged or hyper-converged infrastructure technologies to support departmental needs for growth, business resumption, and reliability.</p>	Information Technology Department	-	\$504,000	-
<p>Budget Stabilization Reserve</p> <p>This action increases the Budget Stabilization Reserve by \$700,000, from \$16.3 million to \$17.0 million. The purpose of this reserve is to provide budget stability when there are fluctuations that result in lower than projected revenues and/or higher than projected expenditures that cannot be rebalanced within existing budget resources in any given year. This allocation reflects the distribution of a portion of the available 2017-2018 Ending Fund Balance per City Council Policy I-18, Operating Budget and Capital Improvement Program Policy.</p>	Office of the City Manager	-	\$700,000	-

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Contingency Reserve	Office of the City Manager	-	\$500,000	-
<p>Per City Council Policy I-18, Operating Budget and Capital Improvement Program Policy, the General Fund Contingency Reserve is to be set at a minimum of 3% of the operating budget. This action increases the Contingency Reserve by \$500,000, from \$36.5 million to \$37.0 million, to ensure compliance with the 3% funding requirement for the 2018-2019 Budget. The purpose of this reserve is to meet unexpected circumstances arising from financial and/or public emergencies that require immediate funding that cannot be met by any other means.</p>				
Local Sales Tax - Transfer to the Airport Revenue Fund (Jet Fuel)	Office of the City Manager	-	\$273,291	-

This action increases the Local Sales Tax - Transfer to the Airport Revenue Fund (Jet Fuel) appropriation by \$273,291. Per Federal Aviation Administration (FAA) policy, Sales Tax revenue related to jet fuel sales that are located on Airport properties must be returned to the Airport Department. This FAA policy applies to sales tax that went into effect after December 31, 1987. Given this time frame, the City's General Sales Tax is exempt from this regulation as it was in effect before December 31, 1987; however, the Local Sales Tax, effective October 2016, must follow the FAA policy. As part of the 2017-2018 Year-End Clean-up actions, approved on June 19, 2018, the City Council approved the transfer of \$220,000 from the General Fund to the Airport Revenue Fund for estimated Local Sales Tax revenue generated from jet fuel sales from December 2017 through June 2018. At that time, the Budget Office believed the implementation date of the FAA Policy was December 2017. However, this policy applies to the Local Sales Tax since its inception in October 2016. This transaction transfers funding of \$273,291 from the General Fund to the Airport Revenue Fund to account for actual Local Sales Tax revenue generated from jet fuel sales from October 2016 through June 2018 that had not yet been reimbursed.

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Non-Personal/Equipment (Reallocation from Personal Services for Census 2020)	Office of the City Manager	-	\$140,000	-

This action increases the City Manager's Non-Personal/Equipment appropriation by \$140,000 to reallocate funds from its Personal Services appropriation to support the Census 2020 Program. As directed in the Mayor's June Budget Message for 2018-2019, the 2018-2019 Adopted Budget increased the Personal Services appropriation by \$250,000 to support the Census 2020 project. A portion of these funds is recommended to be reallocated to support contractual services and other required non-personal/equipment costs for the project. Remaining Personal Services funds will support a temporary Senior Executive Analyst to provide leadership and direction for the project. A corresponding action to decrease the City Manager's Personal Services appropriation is recommended elsewhere in this report for a net-zero impact to the General Fund.

Non-Personal/Equipment (Reallocation to Personal Services for Temporary Staffing)	Office of the City Manager	-	(\$153,000)	-
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This action decreases the City Manager's Non-Personal/Equipment appropriation by \$153,000 to reallocate funds to the Personal Services appropriation to support a temporary Senior Executive Analyst in the Office of Immigrant Affairs (OIA). This position will assist in developing and delivering outreach and trainings, coordinate with Santa Clara County to ensure alignment of strategies, coordinate with departments, non-profits and legal services, and support other programs and services. Funding for this work is budgeted in the Office of Immigrant Affairs' Non-Personal/Equipment appropriation and is recommended to be shifted to Personal Services to support the temporary staffing. A corresponding increase to the City Manager's Personal Services appropriation is recommended elsewhere in this report for a net-zero impact to the General Fund.

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Personal Services (Reallocate 1.0 Executive Analyst to Office of Economic Development)	Office of the City Manager	-1.00	(\$150,000)	-

This action decreases the City Manager's Personal Services appropriation by \$150,000 and eliminates 1.0 limit-dated Executive Analyst position that was added to the City Manager's Office in the 2018-2019 Adopted Budget as the Housing Catalyst position. This position, however, is better aligned with the Office of Economic Development, and corresponding actions are recommended elsewhere in this report to add the position and associated funding to that Office with a net-zero impact to the General Fund.

Personal Services (Reallocation from Non-Personal/Equipment for Temporary Staffing)	Office of the City Manager	-	\$153,000	-
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This action increases the City Manager's Personal Services appropriation by \$153,000 to reallocate funds from its Non-Personal/Equipment appropriation to support a temporary Senior Executive Analyst in the Office of Immigrant Affairs (OIA). This position will assist in developing and delivering outreach and trainings, coordinate with Santa Clara County to ensure alignment of strategies, coordinate with departments, non-profits and legal services, and support other programs and services. Funding for this work is budgeted in the OIA Non-Personal/Equipment appropriation and is recommended to be shifted to Personal Services. A corresponding decrease to the City Manager's Non-Personal/Equipment appropriation is recommended elsewhere in this report for a net-zero impact to the General Fund.

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Personal Services (Reallocation to Non-Personal/Equipment for Census 2020)	Office of the City Manager	-	(\$140,000)	-

This action decreases the City Manager's Personal Services appropriation by \$140,000 to reallocate funds to the Non-Personal/Equipment appropriation to support the Census 2020 Program. As directed in the Mayor's June Budget Message for 2018-2019, the 2018-2019 Adopted Budget increased the Personal Services appropriation by \$250,000 to support the Census 2020 project. A portion of these funds is recommended to be reallocated to support contractual services and other required costs for the project. Remaining funds from this allocation will support a temporary Senior Executive Analyst to provide leadership and direction for the project. A corresponding action to increase the City Manager's Non-Personal/Equipment appropriation is recommended elsewhere in this report for a net-zero impact to the General Fund.

BeautifySJ Litter Pilot	Parks, Recreation and Neighborhood Services Department	-	\$200,000	-
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This action establishes the BeautifySJ Litter Pilot appropriation in the amount of \$200,000. The City Administration was directed in the Mayor's March Budget Message for Fiscal Year 2018-2019 to examine the performance of the BeautifySJ landscape efforts and return with a recommendation for continuing or expanding the program in 2019-2020. As part of the pilot, the Administration has identified a clear gap in the frequency of litter pick up in high trash load areas and recommends a creative and cost effective approach to test enhanced litter pick up through transitional employment agencies, such as Downtown Streets Team and the Goodwill. The \$200,000 allocation would be used to fill the gap in the frequency of litter pick up, and test the effectiveness of transitional employment services in providing the service at a more manageable cost. The effectiveness of this pilot program will be evaluated as part of the overall direction to examine performance of the BeautifySJ landscape efforts as part of the 2019-2020 budget process.

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<p>Personal Services (St. James Placemaking - reallocation of funding to St. James Park Management District Fund)</p> <p>This action decreases the Personal Services appropriation to the Parks, Recreation and Neighborhood Services Department by \$12,165 (from \$44,171,912 to \$44,159,747) to reflect the costs of a part-time position that was inadvertently funded in the General Fund. The correct funding source for this position is the St. James Park Management District Fund and a corresponding action is recommended in that fund.</p>	Parks, Recreation and Neighborhood Services Department	-	(\$12,165)	-
<p>Vietnamese-American Community Center Planning and Fundraising</p> <p>This action increases the Vietnamese-American Community Center Planning and Fundraising appropriation in the Parks and Community Facilities Development Capital Program by \$16,000 to reflect funding received in 2017-2018 from the San José Parks Foundation. The San José Parks Foundation returned unexpended funds to the City for a recruitment process which did not result in an employee selection for a position dedicated to fundraising for the Vietnamese-American Community Center.</p>	Parks, Recreation and Neighborhood Services Department	-	\$16,000	-
<p>Building Development Fee Program Reserve</p> <p>This action increases the Building Development Fee Program Reserve to reflect the savings from two positions that will no longer be funded by the Building Development Fee Program. The positions (a Senior Executive Analyst and an Executive Analyst) that administer the Small Business Ambassador program were inadvertently included in the costs of the Building Development Fee Program in the 2018-2019 Adopted Budget. These positions, however, should have been funded in the General Fund (non-fee supported). Corresponding actions are recommended to decrease the Personal Services - Building Development Fee Program and increase the Personal Services (non-fee supported) elsewhere in this report.</p>	Planning, Building and Code Enforcement Department	-	\$597,980	-

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<p>Non-Personal/Equipment (Reallocation from Personal Services for Temporary Staffing)</p> <p>This action increases the Planning Building and Code Enforcement Department's Non-Personal/Equipment appropriation to provide for contractual temporary staffing services to backfill vacant Code Enforcement Inspector positions in the Multiple Housing Code Enforcement program. The funds would provide for an additional peak staffing Code Enforcement Inspector to help with the backlog of inspection work in the Multiple Housing Code Enforcement program as a result of the vacancies as well as ensure timely resolution of current cases. The Department is continuing its efforts to hire full-time employees into the Code Enforcement Inspector vacancies.</p>	<p>Planning, Building and Code Enforcement Department</p>	-	\$60,160	-
<p>Personal Services (Reallocation to Non-Personal/Equipment for Temporary Staffing)</p> <p>This action decreases the Planning Building and Code Enforcement Department's Personal Services appropriation to provide for contractual temporary staffing services to backfill vacant Code Enforcement Inspector positions in the Multiple Housing Code Enforcement program. The funds would provide for an additional peak staffing Code Enforcement Inspector to help with the backlog of inspection work resulting from vacancies in the Multiple Housing Code Enforcement program as well as ensure timely resolution of current cases. The Department is continuing its efforts to hire full-time employees into the Code Enforcement Inspector vacancies.</p>	<p>Planning, Building and Code Enforcement Department</p>	-	(\$60,160)	-

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Personal Services (Overtime)	Police Department	-	\$4,000,000	-

This action increases the Police Department Personal Services appropriation by \$4,000,000 to address higher projected overtime costs. The Police Department has worked diligently to fill vacancies in both sworn and civilian positions. In 2017-2018, 176 positions were filled and placed in three Recruit Academies. Vacancy savings have been used to backfill positions on overtime in Patrol in recent years. However, as the Department has filled vacancies these savings have decreased. While the goal is to fill the vacancies with street ready officers and eliminate the need to backfill positions, new recruits are in academy training and field training for 10-12 months and are not available to respond to calls for service. Because overtime has been used to staff Patrol while the officers are in training, without the associated vacancy savings, Personal Services are projected to exceed the budget given the large number of recruits still in training in 2018-2019. By the end of 2018-2019, there is expected to be more street ready officers to fill positions, which should reduce the amount of overtime needed to backfill for recruits in academies. The overtime budget will be evaluated in the development of the 2019-2020 Budget.

Urban Areas Security Initiative Grant – Police 2017	Police Department	-	(\$105,000)	-
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This action decreases the Urban Areas Security Initiative Grant – Police 2017 appropriation to the Police Department by \$105,000, from \$420,534 to \$315,534. The grant was inadvertently appropriated twice in the 2018-2019 Adopted Budget, and this action corrects the budget.

City Hall HVAC Control System Replacement	Public Works Department	-	\$1,200,000	-
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This action increases the City Hall HVAC Control System Replacement appropriation by \$1.2 million, increasing the project budget from \$7.8 million to \$9.0 million. This adjustment reflects a revised cost estimate based on the latest engineer's estimate, including soft costs and project contingency. The replacement parts for the current HVAC system are no longer manufactured, leaving the equipment at risk for failure.

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<p>City Hall Network Operations Center Electrical Switch Replacement</p> <p>This action increases the City Hall Network Operations Control Center Switchboard Replacement appropriation by \$3.0 million, increasing the project budget from \$2.0 million to \$5.0 million. This action will fund the final phase of this project, which includes the purchase and installation of equipment to transition the existing system to the Uninterrupted Power Supply. Currently, any maintenance to the sole UPS system would take it offline, leaving the Network Operations Center (NOC) reliant on Pacific Gas and Electric power only. Should there be a power loss during that time, the emergency generator would not restore power for a period of seven seconds, which would crash the servers. The sole switchboard serving the NOC is served by one breaker, which cannot be maintained without shutting down the entire NOC. As such, this breaker has never been maintained since City Hall opened. This allocation reflects the distribution of a portion of the available 2017-2018 Ending Fund Balance per City Council Policy I-18, Operating Budget and Capital Improvement Program Policy.</p>	Public Works Department	-	\$3,000,000	-
<p>Pavement Maintenance Program</p> <p>This action increases the Pavement Maintenance Program by \$1,325,000. This project provides funding to pave and repair streets throughout the City. This allocation reflects the distribution of a portion of the available 2017-2018 Ending Fund Balance per Council Policy I-18, Operating Budget and Capital Improvement Program Policy.</p>	Transportation Department	-	\$1,325,000	-
Required Technical-Rebalancing Actions		-	\$12,817,773	\$2,997,923

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<u>Action</u>	<u>Department</u>	<u>Positions</u>	<u>Expenditure Change</u>	<u>Revenue Change</u>
<p>After School Education and Safety Program for 2018-2019/Revenue from Local Agencies</p> <p>This action establishes an After School Education and Safety Programs for 2018-2019 appropriation to the Parks, Recreation and Neighborhood Services Department and the corresponding estimate for Revenue from Local Agencies in the amount of \$431,064. This grant funding will support after school education and safety programs by providing supplies and materials for the after school programming and staff time at the Berryessa Union School District (\$106,257), Alum Rock Union Elementary School District (\$103,171), ACE Charter School Empower Academy (\$100,402), and ACE Charter School Franklin McKinley (\$121,234) for the 2018-2019 school year. After School Education and Safety Program supports local after school education and enrichment programs by providing literacy, academic enrichment, and constructive alternatives for students in kindergarten through ninth grade.</p>	Parks, Recreation and Neighborhood Services Department	-	\$431,064	\$431,064
Grants-Reimbursements-Fees				
<p>Council District #01/Other Revenue (Special Event Sponsorship)</p> <p>This action increases the Council District #01 appropriation and the corresponding estimate for Other Revenue by \$2,640 to allocate revenue received from various businesses and individuals. This funding will support events co-sponsored by Council District 1, including the 11th Annual Disability Awareness Month and the 2018 African American History Month Flag Raising event.</p>	Mayor & City Council	-	\$2,640	\$2,640
<p>Council District #02/Other Revenue (Special Event Sponsorship)</p> <p>This action increases the Council District #02 appropriation and the corresponding estimate for Other Revenue by \$9,900 to allocate revenue received from various businesses and individuals. This funding will support events co-sponsored by Council District 2, including the 2018 Village Fest event.</p>	Mayor & City Council	-	\$9,900	\$9,900
<p>Council District #05/Other Revenue (Special Event Sponsorship)</p> <p>This action increases the Council District #05 appropriation and the corresponding estimate for Other Revenue by \$15,750 to allocate revenue received from various businesses and individuals. This funding will support events co-sponsored by Council District 5, including the 2018 National Night Out event.</p>	Mayor & City Council	-	\$15,750	\$15,750

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Council District #06/Other Revenue (Special Event Sponsorship)	Mayor & City Council	-	\$500	\$500
<p>This action increases the Council District #06 appropriation and the corresponding estimate for Other Revenue by \$500 to allocate revenue received from various businesses and individuals. This funding will support events co-sponsored by Council District 6, including the 2018 San José Jazz Garden at Rose Garden event.</p>				
Council District #08/Other Revenue (Special Event Sponsorship)	Mayor & City Council	-	\$100	\$100
<p>This action increases the Council District #08 appropriation and the corresponding estimate for Other Revenue by \$100 to allocate revenue received from various businesses and individuals. This funding will support events co-sponsored by Council District 8, including the 2018 Day in the Park event.</p>				
Council District #09/Other Revenue (Special Event Sponsorship)	Mayor & City Council	-	\$11,800	\$11,800
<p>This action increases the Council District #09 appropriation and the corresponding estimate for Other Revenue by \$11,800 to allocate revenue received from various businesses and individuals. This funding will support events co-sponsored by Council District 9, including the 2018 Celebrate Cambrian event.</p>				
Fee Activities/Other Revenue (Sponsorships)	Parks, Recreation and Neighborhood Services Department	-	\$12,000	\$12,000
<p>This action increases the Fee Activities appropriation to the Parks, Recreation and Neighborhood Services Department and the corresponding estimate for Other Revenue in the amount of \$12,000. This sponsorship from the Citizens Equity First Credit Union (CEFCU) will support youth access to camps and programming.</p>				
Library Grants/Revenue from State of California	Library Department	-	\$18,000	\$18,000
<p>This action increases the Library Grants appropriation in the Library Department and the estimate for Revenue from State of California by \$18,000 to recognize receipt of the California Library Literacy Services grant. This funding will allow for the purchase of books, materials, and computer software as well as support the Adult Literacy and Families for Literacy program. This program helps adults increase their basic literacy skills and address the literacy needs of their young children.</p>				

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Non-Personal/Equipment/Revenue from Federal Government (Fire Prevention and Safety Grant - FEMA)	Fire Department	-	\$73,354	\$73,354

This action increases the Fire Department's Non-Personal/Equipment appropriation, and the corresponding estimate for Revenue from Federal Government, by \$73,354 to recognize grant funding from the U.S. Department of Homeland Security. Funds will provide for smoke alarm installation and home safety inspections for high-risk mobile home communities. A corresponding action to increase the Fire Department's Non-Personal/Equipment appropriation by \$3,667 to provide for the City's local match contribution is recommended elsewhere in this report.

Non-Personal/Equipment/Revenue from Federal Government (SHSGP Grant for Training)	Fire Department	-	\$11,400	\$11,400
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This action increases the Fire Department's Non-Personal/Equipment appropriation, and the corresponding estimate for Revenue from Federal Government, by \$11,400 to recognize grant funding from the State Homeland Security Grant Program (SHSGP) Training and Exercise Grants Advisory Group. This grant will provide training to prepare 25 of the Fire Department's San José Urban Search and Rescue sworn personnel to respond to, and coordinate the response to, major water rescue and flood incidents.

Non-Personal/Equipment/Revenue from Federal Government (SHSGP Grant for Water Rescue Related Equipment)	Fire Department	-	\$74,400	\$74,400
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This action increases the Fire Department's Non-Personal/Equipment appropriation, and the corresponding estimate for Revenue from Federal Government, by \$74,400 to recognize grant funding from the State Homeland Security Grant Program (SHSGP) Anti-Terrorism Approval Authority. This grant will provide for the acquisition of water rescue-related equipment, including two personal water craft (PWC), a trailer to transport the water crafts, lighting, and an Automatic Identification System (AIS) for tracking the location of the PWC and the rescuer(s).

General Fund Recommended Budget Adjustments Summary 2017-2018 Annual Report

<u>Action</u>	<u>Department</u>	<u>Positions</u>	<u>Expenditure Change</u>	<u>Revenue Change</u>
Office of the Mayor/Other Revenue (Harvard and Service Year Grants)	Mayor & City Council	-	\$95,000	\$95,000
<p>This action increases the Office of the Mayor appropriation and the corresponding estimate for Other Revenue by \$95,000 to allocate revenue received from grants. The two grants received were from Service Year Exchange (\$50,000) to partially support the cost of a Chief Service Officer position and from Harvard University (\$45,000) to partially support the cost of the Innovation Policy Advisor position.</p>				
Personal Services/Revenue from Federal Government (SHSGP Grant for BART Active Shooter Exercise)	Fire Department	-	\$3,111	\$3,111
<p>This action increases the Fire Department's Personal Services appropriation, and the corresponding estimate for Revenue from Federal Government, by \$3,111 to recognize grant funding from the State Homeland Security Grant Program (SHSGP) Anti-Terrorism Approval Authority. This grant will support staffing costs, including overtime, for nine participants to attend the BART Active Shooter Exercise.</p>				
Public Works Development Fee Program - Non-Personal/Equipment	Public Works Department	-	(\$87,500)	-
<p>In order to separately account for the Small Cell Permitting activity, this action decreases the Public Works Development Fee Program – Non-Personal/Equipment appropriation by \$87,500 to remove the Small Cell Program funding from this appropriation. This funding was added as part of the 2018-2019 Adopted Operating Budget for the purchase of inspector vehicles, supplies, and materials for the Broadband and Digital Inclusion Strategy staffing. A corresponding action to add this funding to a new Public Works Development Fee Program – Small Cell Permitting Non-Personal/Equipment appropriation is recommended elsewhere in this report.</p>				

General Fund Recommended Budget Adjustments Summary 2017-2018 Annual Report

<u>Action</u>	<u>Department</u>	<u>Positions</u>	<u>Expenditure Change</u>	<u>Revenue Change</u>
Public Works Development Fee Program - Personal Services	Public Works Department	-	(\$866,352)	-

In order to separately account for the Small Cell Permitting activity, this action decreases the Public Works Development Fee Program – Personal Services appropriation by \$866,352 to remove the Small Cell Program funding from this appropriation. Funding for seven positions was added as part of the 2018-2019 Adopted Operating Budget to support the City's Broadband and Digital Inclusion Strategy. This funding supports staffing costs for permitting, electrical, plan check, electrical inspection services, project inspection services, and program management. A corresponding action to add this funding to a new Public Works Development Fee Program – Small Cell Permitting Personal Services appropriation is recommended elsewhere in this report.

Public Works Development Fee Program - Small Cell Permitting Non-Personal/Equipment	Public Works Department	-	\$87,500	-
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In order to separately account for the Small Cell Permitting activity, this action establishes the Public Works Development Fee Program – Small Cell Permitting Non-Personal/Equipment appropriation in the amount of \$87,500. In the 2018-2019 Adopted Operating Budget, this funding was added in the Public Works Development Fee Program - Non-Personal/Equipment appropriation to fund the purchase of inspector vehicles, supplies, and materials for the Broadband and Digital Inclusion Strategy staffing. A corresponding decrease to the Public Works Development Fee Program – Non-Personal/Equipment appropriation is recommended elsewhere in this report.

General Fund Recommended Budget Adjustments Summary 2017-2018 Annual Report

<u>Action</u>	<u>Department</u>	<u>Positions</u>	<u>Expenditure Change</u>	<u>Revenue Change</u>
Public Works Development Fee Program - Small Cell Permitting Personal Services	Public Works Department	-	\$866,352	-

In order to separately account for the Small Cell Permitting activity, this action establishes the Public Works Development Fee Program – Small Cell Permitting Personal Services appropriation in the amount of \$866,352 to account for the cost of seven positions added in the 2018-2019 Adopted Budget to support the City's Broadband and Digital Inclusion Strategy. This funding supports staffing costs for permitting, electrical, plan check, electrical inspection services, project inspection services, and program management. A corresponding decrease to the Public Works Development Fee Program – Personal Services appropriation is recommended elsewhere in this report.

San José End of Watch Police Memorial/Other Revenue	Police Department	-	\$33,000	\$33,000
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This action increases the San José End of Watch Police Memorial City-Wide appropriation and the estimate for Other Revenue by \$33,000 to recognize and appropriate funding from the San José Police Officers' Association. The San José End of Watch Police Memorial memorializes San José Police Department officers who have made the ultimate sacrifice serving the residents of the San José.

Selective Traffic Enforcement Program 2018-2019/Revenue from Federal Government	Police Department	-	\$250,000	\$250,000
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This action establishes the Selective Traffic Enforcement Program 2018-2019 City-Wide appropriation to the Police Department and increases the estimate for Revenue from State of California to recognize grant funding from the State of California Office of Traffic Safety in the amount of \$250,000. This grant primarily funds Police Officer overtime to conduct targeted driving under the influence (DUI) checkpoints and patrols as well as conduct distracted driving, motorcycle safety, click it or ticket, and pedestrian/bicycle enforcement operations during the term of the grant (October 1, 2018 through September 30, 2019).

**General Fund Recommended Budget Adjustments Summary
2017-2018 Annual Report**

<u>Action</u>	<u>Department</u>	<u>Positions</u>	<u>Expenditure Change</u>	<u>Revenue Change</u>
State Homeland Security Grant Program/Revenue from Federal Government	Police Department	-	\$115,296	\$115,296
<p>This action increases the State Homeland Security Grant Program City-Wide appropriation to the Police Department and the estimate for Revenue from Federal Government in the amount of \$115,296 to recognize additional grant funding from the Department of Homeland Security. This program addresses planning, organization, equipment, training, and exercise needs to prepare for acts of terrorism and other catastrophic events. The funds will be used for training requests submitted to and approved by the Training/Exercise Advisory Group.</p>				
Summer Youth Nutrition Program/Revenue from Federal Government	Parks, Recreation and Neighborhood Services Department	-	\$58,473	\$58,473
<p>This action increases the Summer Youth Nutrition Program City-Wide appropriation to the Parks, Recreation and Neighborhood Services Department and the corresponding estimate for Revenue from Federal Government by \$58,473 to reflect grant funding from the Summer Food Service Program. This program, administered by the California Department of Education Nutrition Services Division, provides lunches and snacks to qualifying youth during the summer at Bascom, Mayfair, Roosevelt, and Seven Trees Community Centers.</p>				
Grants-Reimbursements-Fees		-	\$1,215,789	\$1,215,788