



# The 2016/17 Operating Budget & Capital Improvement Program

For the Town of Danville and the Successor Agency to the former CDA

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## OPERATING BUDGET

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# OPERATING BUDGET





# Budget & CIP Message





TO: Mayor and Town Council June 7, 2016

SUBJECT: Resolution No. 45-2016: approving the 2016/17 Operating Budget and setting the 2016/17 Appropriation Limit;

Resolution No. 46-2016: approving the 2016/17 through 2020/21 Capital Improvement Program and appropriating funds for 2016/17 capital projects;

Resolution No. 47-2016SA: approving the 2016/17 Operating Budget for the Successor Agency to the former Community Development Agency of the Town of Danville; and,

Resolution No. 48-2016, approving the 2016/17 Master Fee Schedule for User and Cost Recovery Fees

## SUMMARY

The 2016/17 Operating Budget and Capital Improvement Program ("Budget and CIP") continue to reflect the careful financial planning that has been the Town's hallmark. Goals are identified for each department and program to ensure that services address the highest priorities established for the Town government by the Town Council. The Budget is balanced, prudent reserves continue to be maintained and ten-year forecasts show that Danville is holding to a course that is fiscally sustainable.

For 2016/17, total revenues of \$34,677,400 are forecast, including \$32,437,099 for the Town and \$2,240,301 for the Town as Successor Agency to the former Community Development Agency. Total operating expenditures of \$31,433,271 are recommended, including \$30,193,970 for the Town and \$1,239,301 for the Successor Agency. Recommended capital appropriations for 2016/17 total \$9,149,345.

## BACKGROUND

### Service Priorities

*"Small Town Atmosphere, Outstanding Quality of Life"* - Danville is dedicated to this vision. The mission of the Town Government is to deliver superior municipal services that make people's lives better. In order to achieve this mission, we:

- Keep residents, businesses and property safe
- Provide well-maintained public facilities
- Protect our environment, preserve our history and retain the special character
- Provide opportunities that support residents' growth and enrichment

- Promote and support economic vitality and growth
- Represent and promote Danville's best interests
- Celebrate community through family oriented special events
- Effectively engage and communicate with residents and businesses

This is why our Town government exists.

### **Fiscal Approach**

Danville is committed to maintaining long term fiscal sustainability through conservative management practices and operation of an effective, cost efficient local government. Municipal services address the highest priority needs and are delivered through a combination of Town personnel, contracted and privatized sources, and partnerships with other entities. Services continue to be enhanced through increased use of technology.

This ongoing approach to fiscal sustainability has produced the following positive outcomes:

- Balanced annual budgets with no unfunded future liabilities and no OPEB costs;
- Carefully managed expenditures resulting in positive year-end fund balances;
- Annual General Fund transfers to fund high priority capital projects;
- Maintaining healthy operating and capital reserves; and
- Annually updated ten-year forecasts which indicate that current Town operations are sustainable in future years.

### **Revenue Trends**

Danville is a mature community. While much growth and change has and continues to occur outside of and around Danville, the Town itself has experienced minimal growth and change over the past decade and a half. The Town's major revenue sources reflect this stability, with modest growth averaging approximately 2.3% annually.

General Fund revenues have increased at a rate of approximately 2.5% annually, largely due to steady growth in Property Tax, which accounts for over 50% of the Town's General Fund revenues. Property Tax revenues have increased by an average of 4.4% per year, while Sales Tax has increased by just under 1.5% per year and Franchise Fees have increased by just under 2% annually.

Special Purpose revenues have increased at a rate of approximately 2.2% annually. The Town-wide Lighting and Landscape Assessment District generates consistent assessment revenues year over year, underscoring that little population growth is occurring, and assessments are set at a flat rate with no escalator. Gas Tax revenues have declined by 34% over the past three years due to reduced fuel demand, lower prices, and the state siphoning off a portion of these funds to pay transportation debt

service. Building and Planning fees continue to increase as property owners reinvest in upgrading their homes, buildings and property.

Town operating expenditures have increased by an average of 2.6% annually over this five year time period.

Table 1 illustrates the recent history for Danville’s major sources of General Fund and Special Purpose revenues.

*Table 1*  
**Revenue History**  
*(in \$ millions)*

	<i>2011/12</i>	<i>2012/13</i>	<i>2013/14</i>	<i>2014/15</i>	<i>2015/16</i>	<i>2016/17</i>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
<b>Total General Fund</b>	<b>\$21.57</b>	<b>\$22.15</b>	<b>\$22.52</b>	<b>\$23.86</b>	<b>\$23.62</b>	<b>\$24.10</b>
Property Tax	\$10.02	\$10.46	\$10.94	\$11.77	\$11.81	\$12.24
Sales Tax	\$5.00	\$5.13	\$5.10	\$5.26	\$5.22	\$5.36
Franchise Fees	\$1.97	\$2.00	\$2.06	\$2.12	\$2.11	\$2.15
All Other	\$4.58	\$4.56	\$4.42	\$4.70	\$4.48	\$4.35
<b>Total Special Revenue</b>	<b>\$7.79</b>	<b>\$8.71</b>	<b>\$8.88</b>	<b>\$9.29</b>	<b>\$8.37</b>	<b>\$8.33</b>
Lighting & Landscape	\$3.08	\$3.13	\$3.13	\$3.14	\$3.13	\$3.12
Building & Planning	\$1.69	\$2.19	\$2.25	\$2.74	\$2.55	\$2.65
Gas Tax	\$1.27	\$1.03	\$1.37	\$1.12	\$0.95	\$0.90
All Other	\$1.75	\$2.36	\$2.13	\$2.29	\$1.74	\$1.66
<b>Total Revenues</b>	<b>\$29.36</b>	<b>\$30.86</b>	<b>\$31.40</b>	<b>\$33.15</b>	<b>\$31.99</b>	<b>\$32.43</b>
CDA/Successor Agency	\$2.41	\$1.53	\$1.22	\$1.35	\$2.17	\$2.24
<i>Operating Expenditures</i>	\$26.76	\$26.12	\$26.97	\$26.32	\$29.29	\$30.18

## 2016/17 CHANGES AND HIGHLIGHTS

### Budget Changes

The following changes are incorporated into the 2016/17 Budget:

- Administrative Services, “Internal Services” is added as a program that includes expenses for Town-wide office supplies, telephone and telecommunications, and copier lease costs for all Town facilities. These costs were previously included in the Information Technology and Asset Replacement programs.
- Program goals have been revised and updated for all areas of service delivery.
- An “Expenditure Detail” category has been added to accompany recommended expenditures for each program, to provide additional information on specific expenditures.

## Highlights

The Town has a number of projects and programs underway and planned for 2016/17 that will contribute significantly to the overall quality of life enjoyed by Danville residents.

### *Downtown Parking*

Continuing to improve the supply of parking to support an economically viable downtown continues to be a high priority. Several projects are currently in the works:

Rose Street Parking Facility - Construction of a new 81 space parking lot at the northwest corner of East Linda Mesa and Rose Street is scheduled to begin in summer 2016.

Student Parking at San Ramon Valley High School - This project will occur in partnership with the San Ramon Valley Unified School District. As part of the classroom modernization project slated to begin in 2016, the Town has committed \$1.2 million toward the construction of approximately 200 new student parking spaces on campus. This project will benefit students, residents and downtown businesses.

Village Theatre Parking Lot Expansion - This project will increase the lot capacity from 79 to 91 spaces by eliminating one tree and redesigning the west end of the lot.

Danville Boulevard/El Cerro Boulevard - Re-striping and reconfiguring traffic lanes in the vicinity of this intersection will increase parking by 22 on-street spaces at this northern gateway into the downtown.

### *Transportation and Mobility*

Street and Pavement Maintenance - A total of \$5.82 million will be spent to re-surface arterial and residential streets Town-wide. This includes resurfacing Camino Tassajara westbound, from the eastern Town limits to Sycamore Valley Road; re-surfacing San Ramon Valley Boulevard from Podva Road south to Jewell Terrace; and undertaking \$2.5 million in overlay and slurry seal work in designated neighborhoods, with the goal of maintaining a minimum Town-wide Pavement Condition Index (PCI) of 70.

Sycamore Park and Ride Expansion - Design work will begin toward increasing the capacity of the existing Park and Ride lot by 116 spaces to accommodate commuters, downtown patrons and employees and recreational users of the Iron Horse Trail.

La Gonda Way Bridge - Planning and design studies will begin toward replacement of the decades old La Gonda Way bridge across San Ramon Creek, just east of the intersection at Danville Boulevard. Construction is targeted to occur within the next five years. The new bridge will be wider to accommodate better pedestrian and bicycle circulation in addition to vehicular traffic.

## ***Parks and Facilities***

Osage Station Park Play Area and Picnic Area - Replacement of the existing play area and picnic area is currently underway, with new and improved facilities featuring a western theme. Amenities include new play equipment, seating areas, drinking fountains, tables and benches, and additional memorial rose boxes. Work is expected to be complete by fall 2016.

Town-wide Park Improvements - Various improvements are planned at Hap Magee Ranch, Sycamore Valley, Oak Hill, Diablo Vista and Danville South parks.

Town Office Improvements - Renovations are planned for the public use portions of the Town Offices, including the front lobby, public hallway, restrooms and conference rooms. These areas are in need of repair and improvement and have not been improved since the Town occupied the building in 1985.

## ***Programs***

Community Outreach - For 2016/17, the Town will be reinstating a printed and mailed quarterly newsletter to all households within the Town of Danville. This will augment the current version of the newsletter which has been available in an electronic format since 2012, and allow the Town to communicate more directly with a larger number of households and businesses regarding Town projects, programs, services and activities.

Economic Development and Growth - The ongoing vitality of the local economy remains a priority. The Town will be completing the new Comprehensive Economic Development Plan which is currently in the works, while seeking new and more effective ways of connecting with many of the small businesses that comprise the local economy. The plan will include an assessment of economic conditions, opportunities, challenges and recommendations on how the Town can maximize its economic development efforts over the next five years.

Crime Prevention - To support the goal of keeping people and property safe, the Town will be installing Automated License Plate Recognition Cameras at gateway intersections throughout Town. This technology will assist the Danville Police Department in both deterring and solving property and other crimes that occur in Town.

Information Technology Master Plan (ITMP) - The Town will complete the implementation of the new Land Management system to replace outdated permitting software that is no longer being technically supported, by summer 2016; and implement a new Document Management system which will reduce file duplication, free up data storage capacity and simplify access to Town documents, by summer 2017.

## 2016/17 OPERATING BUDGET SUMMARY

The draft 2016/17 Budget continues the Town's practice of providing quality municipal services that address highest priority community needs. The budget is balanced, reserves significant new funding for capital projects, and maintains strong reserve and contingency levels. The Town's overall financial condition continues to be excellent.

Since dissolution of Redevelopment in 2011, the Town has served as Successor Agency to the former Community Development (Redevelopment) Agency. Revenues and expenditures are presented including both the Town and Successor Agency components. Town revenues are classified as either General Fund (general purpose), or Special Revenue (restricted purpose).

### Revenues

For 2016/17, revenues are forecast to total \$34,677,400. This includes Town revenues of \$32,437,099, including \$24,103,236 or 74.3% for the General Fund and \$8,333,863 or 25.7% in Special Purpose revenues. Successor Agency revenues will total \$2,240,301.

For summary purposes, comparisons are made on a "budget to budget" basis, and do not include subsequent amendments to the 2015/16 budget.

### *General Fund*

General Fund revenues are considered unrestricted and may be expended for any operating or capital purpose. The General Fund is the primary source of operating funds for the Town. Major revenue sources for the General Fund are Property Tax, Sales Tax, Recreation Fees and Charges and Franchise Fees.

General Fund revenues for 2016/17 are forecast to total \$24,103,236, a 2.1% increase from prior year revenues of \$23,615,597.

Property Tax The Town receives approximately 7.5% of property taxes paid by Danville property owners, with the balance allocated: 50% to Education, 17% to Contra Costa County, and 25.5% to Special Districts. Property Tax revenues are forecast to total \$12,247,588, a 3.7% increase from prior year revenues of \$11,813,257. The forecast illustrates continued growth in assessed valuation which has been ongoing for the past five years. Property Tax revenues represent 50.8% of the Town's total General Fund revenue for 2016/17.

Sales Tax The Town receives 1% of the 8.5% Sales Tax collected in Danville, with the remaining 7.5% allocated to the State and Contra Costa County. Sales Tax revenues are forecast to total \$5,368,128, a 2.8% increase from prior year revenues of \$5,223,321. Approximately 17% of this total represents the Town share of Sales Tax proceeds returned for online sales, up from 14% the prior year.

Recreation Fees and Charges are forecast to total \$2,339,445, a slight decrease from prior year revenues of \$2,350,115. Recreation Fees and Charges remain fairly constant year over year, based upon the number and types of programmable facilities available to the Town.

Franchise Fees are forecast to total \$2,151,347, a 1.6% increase from prior year revenues of \$2,118,077. The increase is attributable to increased solid waste and recycling fee revenues under the new franchise agreement.

All Other General Fund Revenues are forecast to total \$1,996,729, a 5.4% decrease from prior year revenues of \$2,110,827. The reduction is attributable to reduced Miscellaneous Revenues due to Successor Agency RPTTF funds to cover Town administrative costs, and reduced Interest Income, attributable to maturity of investments and reinvestment of funds at lower rates of return.

Property Tax, Sales Tax, Recreation Fees and Charges and Franchise Fees account for 91.7% of the total General Fund revenue forecast for 2016/17.

### ***Special Purpose Revenue***

Special Purpose revenues are restricted to certain uses, and are tracked and accounted for in separate funds. Major sources of Special Purpose revenue for the Town are Lighting and Landscape Assessment District (LLAD), Building and Planning, Gas Tax, Measure J and Clean Water.

Special Purpose revenues are forecast to total \$8,333,863, a 0.4% decrease from prior year revenues of \$8,369,507.

Lighting and Landscape Assessment District revenues are forecast to total \$3,118,092, a negligible decrease from prior year revenues of \$3,132,011. The reduction is attributable to lower interest earnings, minimal growth and assessments set at a flat rate.

Building and Planning revenues are forecast to total \$2,650,487, a 4.0% increase from prior year revenues of \$2,548,256. This reflects continuation of the robust level of building and permitting activity that the Town has experienced since 2011.

Gas Tax revenues are forecast to total \$908,679, a 4.8% decrease from prior year revenues of \$954,614 (down 34.0% from 2013/14 revenues of \$1,376,997). The reduction is attributable to reduced fuel demand, lower prices and the ability of the state to circumvent limits in the constitution, to use a portion of these funds to pay transportation debt service. The reduction has thus far required the Town to backfill the loss using discretionary funds that could be allocated for other capital and operating purposes. The ability to do this on an ongoing basis is finite and will eventually require the Town to identify other revenue sources or reduce street maintenance expenditures.

Measure J return to source revenues are forecast to total \$724,976, a 2.7% increase from prior year revenues of \$705,884.

Clean Water Assessment revenues are forecast to total \$570,793, a decrease of 1.1% from prior year revenues of \$577,276. The reduction is attributable to lower interest earnings, minimal growth and assessments set at flat rates.

These five revenues account for 95.7% of the Special Purpose revenue forecast for 2016/17.

### ***Successor Agency***

Revenues received from the Redevelopment Property Tax Trust Fund (RPTTF) for payment of the Successor Agency Recognized Obligations are forecast to total \$2,240,301, a 3.0% increase from prior year revenues of \$2,174,464. The forecast includes a \$100,000 increase in the annual debt repayment under the terms of the 2011 Re-entered Cooperation Agreement, offset by reduced Administrative Cost reimbursement allowed under ROPS 2016/17.

### **Expenditures**

For 2016/17, recommended operating expenditures total \$31,433,271, including \$30,193,970 for the Town and \$1,239,301 for the Successor Agency. Total operating expenditures are recommended to increase by 2.5% from prior year budgeted operating expenditures of \$30,666,137.

For summary purposes, comparisons are made on a "budget to budget" basis, and do not include subsequent amendments to the 2015/16 budget.

### ***Town Operating Expenditures***

Recommended Town operating expenditures total \$30,193,970, a 3.1% increase from prior year operating expenditures of \$29,292,673. Operating expenditures include \$21,194,690 from the General Fund, and \$8,999,280 from Special Purpose revenue.

General Government expenditures increase by \$108,192 or 6.4%, from \$1,684,681 to \$1,792,873. This is attributable to increases of: 1) \$60,000 to re-institute a mailed, quarterly newsletter as part of the Community Outreach Program; 2) \$40,305 for the City Clerk to conduct the biennial municipal election in 2016; and 3) \$7,887 in all other areas.

Police Services expenditures increase by \$537,616 or 6.2%, from \$8,713,653 to \$9,251,269. This is attributable to increases of: 1) \$332,213 for contract sworn personnel due to the new DSA union contract; 2) \$145,000 for operating costs associated with new body worn cameras and automated license plate readers; 3) \$28,000 for temporary salary costs; 4) \$10,894 for contract Animal Control costs; and 5) \$21,509 in all other areas.

Police costs increased only 0.5% between 2014/15 and 2015/16, and continue to be effectively provided through a contract with the Contra Costa County Sheriff's Office.

Administrative Services expenditures decrease by \$74,146 or 2.0%, from \$3,675,869 to \$3,601,723. This is attributable to a reduction of \$121,500 in Risk Management costs offset by increases in other programs.

Development Services expenditures increase by \$137,863 or 3.3% from \$4,147,018 to \$4,284,881. This is attributable to an increase of \$142,673 for Building expenditures due to increased permit activity; offset by reductions of \$4,810 in all other areas. All Building costs are 100% Special Revenue funded.

Maintenance Services expenditures increase by \$193,838 or 2.7%, from \$7,096,107 to \$7,289,945. This is attributable to increases of: 1) \$100,827 for Roadside Maintenance; 2) \$60,000 for Park Maintenance; and 3) \$33,011 in all other areas. The increase in Roadsides and Parks Maintenance is largely due to the addition of two Maintenance Worker positions needed in order to continue to meet current service levels.

Recreation, Arts and Community Services expenditures decrease by \$2,065 or 0.05%, from \$3,975,344 to \$3,973,279. The cost recovery rate for Recreation, Arts and Community Services Programs remains strong at 74.8%.

The Town delivers municipal services through a combination of Town personnel, contracted and privatized services, and partnerships with other agencies. Total expenditures are allocated 40.7% for permanent and temporary Town staffing, 39.9% for contracted services and 19.4% for Administration, Materials, Supplies and Equipment, and Program Activities.

### ***Successor Agency***

Successor Agency expenditures total \$1,239,301, a 9.7% decrease from prior year expenditures of \$1,373,464. Total expenditures cover debt service obligations and allowable administrative costs included on ROPS 2016/17. The decrease for 2016/17 is attributable to a reduction in allowable administrative costs from prior year due to further legislative clarification. An additional \$1,000,000 is transferred in to the General Fund balance to be allocated for one time capital projects.

### **Town-wide Lighting and Landscape Assessment District 1983-1**

The Town-wide Lighting and Landscape Assessment District (LLAD) funds maintenance of roadside landscaping and street lighting, and 50% of public parks and buildings maintenance. Revenues include annual property assessments set pursuant to Proposition 218, and fund transfers from the General Fund, Asset Replacement Fund and the CIP. Assessments are set at fixed rates and were last increased in 2003.

LLAD expenditures include operating expenses, capital expenses, asset replacement and overhead costs that are allocated based upon a current cost allocation plan.

*Table 2*  
**2016/17 LLAD Fund Activity**

LLAD Zone	Operating & Capital Expenses	Assessment Revenue*	% Assessment Revenue	Difference	Transfer In/ G.F. Subsidy	Net Change in Fund Balance
A	\$ 856,297	\$ 579,525	67.2%	(\$ 276,772)	\$ 250,000	(\$ 16,772)
B	\$ 944,749	\$ 744,744	78.8%	(\$ 200,005)	\$ 0	(\$ 200,005)
C	\$ 811,271	\$ 662,204	81.6%	(\$ 149,067)	\$ 0	(\$ 149,067)
D	<u>\$1,583,187</u>	<u>\$1,131,619</u>	<u>71.5%</u>	<u>(\$ 451,569)</u>	<u>\$ 300,000</u>	<u>(\$ 151,569)</u>
	\$4,195,504	\$3,118,092	74.3%	(\$ 1,077,413)	\$ 550,000	(\$ 527,413)

\* *includes interest income on assessment revenue*

Total expenses, including operating, capital and transfers out for overhead are projected to total \$4,195,504, a 3.9% increase from prior year expenses of \$4,039,245.

Assessment revenues and transfers in are projected to total \$3,668,092, a 2.4% increase from prior year revenues and transfers in of \$3,582,011. Assessment revenues of \$3,118,092 are reduced by 0.004% from prior year revenues of \$3,132,011, and transfers in of \$550,000 are increased by 22.2% from prior year transfers in of \$450,000.

In total, 74.3% of LLAD costs will be funded through assessment revenues, with 25.7% funded through transfers in from the General Fund, and available fund balance. For the prior year, 77.5% of LLAD costs were funded through assessment revenues. Net change in total LLAD fund balance is a reduction of \$527,413, from \$3,241,940 to \$2,714,527.

## Transfers and Designations

### *Transfers In*

Debt payment of \$1,000,000 toward the balance owed to the Town by the former CDA under the 2011 Re-entered Cooperation Agreement between the Town and Successor Agency is included as a revenue source to the General Fund, and designated for capital purposes. This is the result of the Superior Court of Sacramento judgement in the matter of Danville Successor Agency v. California Department of Finance (Case No. 34-2014-80001738).

### *Transfers Out*

Recommended General Fund transfers and designations for 2016/17 total \$4,206,099, a 2.0% reduction from prior year transfers and designations of \$4,293,203.

- Capital Improvement - Recommended General Fund transfers include \$2,000,000 to fund the Pavement Management Program and \$1,556,099 for CIP General Purpose.
- Lighting and Landscaping - Recommended General Fund transfers total \$550,000 to subsidize LLAD operating costs in benefit Zones A and D.
- Asset Replacement - Recommended General Fund transfers include \$100,000 for Asset Replacement.

### **Operating Reserve Policy**

Pursuant to Resolution No. 35-98, the Town Council has a policy of maintaining an Operating Reserve of 20% of the fiscal year operating budget. Based upon the draft operating budget, an Operating Reserve amount of \$6,038,794 is required to meet the 20% policy. Presently, the Operating Reserve is funded at \$11,111,504, equivalent to 36.8% of the recommended Operating Budget for 2016/17.

### **Staffing and Employee Costs**

Town staffing includes 94.75 FTE regular employees, 30.0 FTE contract employees, (and 36.0 FTE part-time temporary employees. This represents an increase 2.0 FTE permanent employees that are recommended to be added in Maintenance Services.

Employee expenses increase by 3.6%, from \$10,757,374 to \$11,149,513. This includes the additional 2.0 FTE Maintenance Workers; a merit-based pay increase (no COLA), and an increase in the Town-funded portion of employee medical coverage. Employee salary ranges are adjusted by 3% to reflect and offset CPI. Salary range adjustments do not adjust employee salaries, unless the range adjustment causes an employee's salary to drop below the bottom of the salary range.

The Town does not participate in either CalPERS or Social Security. Because employees receive a 401 defined contribution pension plan with no Town-funded retirement medical benefits, the Town has no unfunded pension or OPEB liabilities.

### **Master Fee Schedule**

The Town Council annually reviews all Town Fees and Charges, and adopts a Master Fee Schedule. For 2016/17, Town Fees and charges are unchanged from the prior year, with the following two exceptions:

Police Services - DUI Emergency Response Reimbursement Fees are adjusted to reflect 2016/17 sworn personnel costs. Straight time costs are increased from \$115.15 to \$118.47 for Officers and \$130.32 to \$134.17 for Sergeants; Overtime costs are increased from \$66.91 to \$70.24 for Officers and \$77.39 to \$81.24 for Sergeants. No other changes.

Development Services – Engineering – Engineering Fees are increased by 3% to reflect increased service delivery costs; a new category of encroachment permit has been added for public utility companies, at a rate of \$43 per hour.

## TEN-YEAR FORECASTS

Ten-year forecasts cover fiscal years 2016/17 through 2025/26. These forecasts are updated annually to assist with planning and to ensure on-going sustainability of service delivery based upon availability of revenues.

### *Revenues*

Ten-year forecasts project a 10% increase in total revenues, from \$34,677,400 in 2016/17 to \$38,139,593 in 2025/26.

General Fund revenues are forecast to increase by 16.6%, from \$24,103,236 to \$28,098,407; Special Purpose revenues are projected to decrease by 2.2% from \$8,333,863 to \$8,151,308. Successor Agency revenues are projected to offset the recognized obligations of the Agency. Projections include no increases to current LLAD assessments, Police funds (SLESF, Abandoned Vehicle Abatement or Asset Seizure), Gas Tax revenues or Donations.

### *Operating Expenditures*

Forecasts project a 22.4% increase in operating expenditures, from \$30,193,970 in 2016/17 to \$36,959,596 in 2025/26, equivalent to 2.25% annually. Successor Agency expenditures for debt service and administrative costs are projected to decrease by .7% from \$1,239,301 to \$1,229,476.

### *Transfers and Designations*

Forecasts project average annual General Fund transfers of \$2,664,838 for Capital Improvement purposes including Pavement Management and CIP General Purpose, and \$1,010,000 for LLAD operations over the next ten years. These numbers include an average of \$1,035,940 annually in revenue attributable to repayment of the outstanding loan to the Town under the 2011 Restated Cooperation Agreement. This loan is fully repaid by 2026, at which time this temporary revenue source will stop.

The ten-year forecast shows that Town operations will continue to be sustainable through 2025/26, assuming that the Town continues to operate at current service levels and utilizes accumulated reserves to augment new revenues.

## 2016/2017 APPROPRIATIONS LIMIT

Proposition 4, passed by the voters in 1978, requires the Town Council to adopt an annual limit which fixes the amount of general tax revenue that can be appropriated in one fiscal year. Any excess must be returned to the taxpayers. The limit is adjusted annually using adjustment factors provided by the State Department of Finance.

Proposition 111, passed by the voters in June 1990, allows the Town Council to annually choose which population factor is used to calculate the appropriation limit. The Town Council may choose either: 1) population growth within the Town *or* 2) population growth within Contra Costa County. The chosen population adjustment factor is then multiplied by the annual growth in California per capita income to arrive at a total annual adjustment factor.

For 2016/17, population growth is: 0.88% within Danville, and 1.12% within Contra Costa County; annual growth in California per capita income is 5.37%. Multiplying population growth within Contra Costa County by the annual growth in California per capita income results in a total growth factor of 6.55%. Increasing the 2015/16 appropriation limit by 6.55% results in a 2016/17 appropriation limit of \$36,625,529.

FY 2016/17 General Fund revenues are forecast to total \$24,103,237, of which \$21,399,047 is subject to the Proposition 111 appropriation limit. Town revenues subject to Proposition 111 are well below the appropriation limit and no Proposition 111 constraints are projected in the ten-year financial forecast.

The following table illustrates the growth in the Town's Proposition 111 Appropriation limit over the past five years:

	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>2016/2017</u>
Prior Year Limit	\$29,348,803	\$30,708,031	\$32,448,140	\$32,690,770	\$34,373,983
Population % Increase	1.0083	1.0052	1.0098	1.0128	1.0112
Inflation % Increase	1.0377	1.0512	0.9977	1.0382	1.0537
Population % x Inflation %	1.0463	1.0566	1.0074	1.0514	1.0655
Prop 111 Limit	\$30,708,031	\$32,448,140	\$32,690,770	\$34,373,983	\$36,625,529
Increase from Prior Year	\$1,359,228	\$1,740,109	\$242,630	\$1,683,213	\$2,251,545

## 2016/17 - 2020/21 CAPITAL IMPROVEMENT PROGRAM

The Town's Five-Year Capital Improvement Program (CIP) identifies current and future capital needs and identifies sources of funding to be appropriated in order to meet those needs. Review and approval of the CIP includes appropriating funding for all 2016/17 projects. Future years 2017/18 through 2020/21 are included for planning purposes only.

A total of 39 separate projects are recommended for 2016/17, with recommended appropriations totaling \$9,149,345. Prior year appropriations of \$5,235,528 remain to be expended for projects that are in the planning, design or construction phase. Total recommended 2016/17 plus prior year appropriations amount to \$14,384,873 in design and construction activity that will be funded and awaiting completion.

### **Pavement Management Program**

A major component of the CIP is the Pavement Management Program which allows the Town to perform major pavement maintenance on public streets including slurry seals and pavement overlays. The goal of the Program is to maintain a minimum average "Pavement Condition Index" (PCI) of 70 Town-wide. The Town's current average Town-wide PCI is 75.

Recommended 2016/17 expenditures total \$2,500,000 for Pavement Management, including appropriations of \$2,000,000 from the General Fund and \$500,000 in Measure J funds.

### **SUMMARY**

- The Town's overall financial condition continues to be excellent.
- The draft 2016/17 Budget continues the Town's practice of providing quality municipal services that address highest priority community needs.
- The recommended Budget is balanced while maintaining healthy operating and capital reserves.
- Recommended capital projects are fully funded from available CIP Funds, with no debt.
- The Town has no unfunded future liabilities related to employee or other costs.
- Ten-year forecasts illustrate that the Town is continuing on a course that continues to be fiscally sustainable in the long term.

### **PUBLIC CONTACT**

Posting of the meeting agenda serves as notice to the general public.

The draft Budget and CIP were reviewed by the Town Council at three public study sessions that were held on May 3, 10 and 17, 2016. A draft of the Budget and CIP was posted on the Town's website for public review on April 22, 2016, and the final draft was posted on the Town's website for public review on June 2, 2016.

**FISCAL IMPACT**

Sufficient revenues are available to fund all 2016/17 expenditures contained in the 2016/17 Operating Budget and Capital Improvement Program, while maintaining adequate operating and capital reserve and contingency levels.

**RECOMMENDATION**

Adopt Resolution No. 45-2016: approving the 2016/17 Operating Budget and setting the 2016/17 Appropriation Limit;

Adopt Resolution No. 46-2016: approving the 2016/17 through 2020/21 Capital Improvement Program and appropriating funds for 2016/17 capital projects;

Adopt Resolution No. 47-2016SA: approving the 2016/17 Operating Budget for the Successor Agency to the former Community Development Agency of the Town of Danville; and,

Adopt Resolution No. 48-2016, approving the 2016/17 Master Fee Schedule for User and Cost Recovery Fees

Prepared by:



Joseph A. Calabrigo  
Town Manager



Lani Ha  
Finance Manager/Treasurer



Steven C. Lake  
Development Services Director

- Attachments    A - Resolution No. 45-2016  
                      B - Resolution No. 46-2016  
                      C - Resolution No. 47-2016SA  
                      D - Resolution No. 48-2016



**RESOLUTION NO. 45-2016**

**APPROVING THE 2016/17 OPERATING BUDGET  
AND SETTING THE 2016/17 APPROPRIATION LIMIT**

**WHEREAS**, an Operating Budget for FY 2016/17 was submitted to the Town Council on April 22, 2016; and

**WHEREAS**, the Town Council held three public study sessions on May 3, May 10 and May 17, 2016 to review the draft FY 2016/17 Operating Budget; and

**WHEREAS**, the Town Council accepted public testimony and studied the proposed Operating Budget; and

**WHEREAS**, the emphasis in the Operating Budget is focused upon the Town's Mission, which is to deliver superior municipal services that make people's lives better, through:

- keeping residents, businesses and property safe
- providing well-maintained public facilities
- protecting our environment, preserving our history and retaining the special character
- providing opportunities that support residents' growth and enrichment
- promoting and supporting economic vitality and growth
- representing and promoting Danville's best interests
- celebrating community through family oriented special events
- effectively engaging and communicating with residents and businesses; and

**WHEREAS**, the Operating Budget proposes programmatic service levels which are within the Town's financial means, while reserving funds for capital projects, meeting debt service obligations, and adequate reserve and contingency levels; and

**WHEREAS**, sufficient revenues are available to fund all 2016/17 expenditures; and

**WHEREAS**, the Town Council is required to adopt an appropriation limit for proceeds of taxes pursuant to Proposition 111 passed by the voters in June 1990; and

**WHEREAS**, this limit fixes the amount of general tax revenue that can be appropriated in a given fiscal year; and

**WHEREAS**, any excess revenue must be returned to the taxpayers; and

**ATTACHMENT A**

**WHEREAS**, pursuant to Proposition 111, the Town Council has selected the growth in California per capita income and population growth within Contra Costa County as the adjustment factors for FY 2016/17; now therefore, be it

**RESOLVED** that the Danville Town Council hereby:

1. Adopts the 2016/17 Operating Budget as recommended;
2. Appropriates Town Revenues, Fund Balances and Special Revenues totaling \$30,193,970 for 2016/17 Operating Expenditures;
3. Sets the FY 2016/17 Appropriation Limit at \$36,625,529;
4. Adjusts FY 2016/17 Employee Salary Ranges as shown on Exhibit A;
5. Amends and reallocates \$12,000 in FY 2015/16 expenses from the General Fund to the PEG Fee Fund for on-line video streaming services.
6. Directs the Town staff to publish the 2016/17 Operating Budget; and
7. Directs the Town Manager to implement the 2016/17 Operating Budget.

**APPROVED** by the Danville Town Council at a regular meeting on June 7, 2016, by the following vote:

**AYES:**

**NOES:**

**ABSTAINED:**

**ABSENT:**

\_\_\_\_\_  
**MAYOR**

**APPROVED AS TO FORM:**



\_\_\_\_\_  
**CITY ATTORNEY**

**ATTEST:**

\_\_\_\_\_  
**CITY CLERK**

**TOWN OF DANVILLE**  
**SALARY RANGES (effective July 1, 2016)**

**EXHIBIT A**

CLASSIFICATION	2016/17	
	MINIMUM	MAXIMUM
<b><u>Office</u></b>		
Administrative Assistant	\$ 3,928	\$ 5,381
Secretary II	\$ 3,311	\$ 4,536
Secretary I	\$ 2,780	\$ 3,766
<b><u>General Government</u></b>		
City Clerk	\$ 7,268	\$ 9,956
Emergency Services Manager	\$ 6,735	\$ 9,226
Assistant to the Town Manager	\$ 6,735	\$ 9,226
Public Information Coordinator	\$ 5,632	\$ 7,715
<b><u>Police Services</u></b>		
School Program Coordinator	\$ 4,440	\$ 6,082
Community Services Officer	\$ 3,679	\$ 5,041
<b><u>Administrative Services</u></b>		
Administrative Services Director	\$ 10,833	\$ 14,840
Finance Manager/Treasurer	\$ 7,843	\$ 10,744
Human Resources Manager	\$ 7,843	\$ 10,744
Information Systems Manager	\$ 7,843	\$ 10,744
Economic Development Manager	\$ 6,735	\$ 9,226
Accounting Analyst	\$ 5,632	\$ 7,715
Information Systems Analyst	\$ 5,632	\$ 7,715
Information Systems Technician	\$ 4,658	\$ 6,381
Human Resources Technician	\$ 4,440	\$ 6,082
Accounting Technician	\$ 3,928	\$ 5,381
Account Clerk II	\$ 3,679	\$ 5,041
Account Clerk I	\$ 2,749	\$ 3,766
<b><u>Development Services</u></b>		
Development Services Director	\$ 10,833	\$ 14,840
City Engineer	\$ 9,042	\$ 11,968
Chief Building Official	\$ 7,843	\$ 10,744
Chief of Planning	\$ 7,843	\$ 10,744
Senior Civil Engineer	\$ 7,268	\$ 9,956
Landscape Architect	\$ 6,735	\$ 9,226
Principal Planner	\$ 6,735	\$ 9,226
Transportation Manager	\$ 6,735	\$ 9,226

CLASSIFICATION	2016/17	
	MIN	MAX
<b><u>Development Services - cont'd</u></b>		
Associate Civil Engineer	\$ 6,351	\$ 8,700
Development Coordinator	\$ 6,351	\$ 8,700
Plans Examiner	\$ 6,351	\$ 8,700
Senior Building Inspector	\$ 6,351	\$ 8,700
Associate Planner	\$ 5,632	\$ 7,715
Cleanwater Program Coordinator	\$ 5,632	\$ 7,715
Traffic Engineering Associate	\$ 5,632	\$ 7,715
Civil Engineering Assistant	\$ 5,632	\$ 7,715
Building Inspector	\$ 5,252	\$ 7,195
Junior Civil Engineer	\$ 5,252	\$ 7,195
Public Works Inspector	\$ 5,252	\$ 7,195
Senior D.S. Technician	\$ 5,252	\$ 7,195
Assistant Planner	\$ 5,012	\$ 6,866
Program Analyst	\$ 5,012	\$ 6,866
Code Enforcement Officer	\$ 4,658	\$ 6,381
Development Services Technician	\$ 4,195	\$ 5,653
<b><u>Maintenance Services</u></b>		
Maintenance Services Director	\$ 10,379	\$ 13,791
Maintenance Superintendent	\$ 6,735	\$ 9,226
Maintenance Supervisor	\$ 5,632	\$ 7,715
Maintenance Specialist	\$ 4,440	\$ 6,082
Maintenance Coordinator	\$ 4,440	\$ 6,082
Maintenance Worker II	\$ 3,679	\$ 5,041
Maintenance Worker I	\$ 3,311	\$ 4,536
<b><u>Recreation, Arts &amp; Community Services</u></b>		
Recreation Services Manager	\$ 7,843	\$ 10,744
Program Supervisor	\$ 5,632	\$ 7,715
Program Coordinator	\$ 4,440	\$ 6,082
Facilities Attendant	\$ 3,311	\$ 4,536
<b><u>Temporary Positions (hourly)</u></b>		
Technical Specialist	\$ 24.98	\$ 34.51
Clerical Assistant	\$ 15.45	\$ 24.98
Program Specialist	\$ 15.45	\$ 24.98
Parking Enforcement Officer	\$ 13.65	\$ 23.18
Parks/Field Prep Worker	\$ 13.65	\$ 23.18
Program Assistant	\$ 13.65	\$ 23.18
Building Attendant	\$ 12.62	\$ 20.60
Police Aide	\$ 12.62	\$ 20.60
Program Leader	\$ 10.30	\$ 13.65

**RESOLUTION NO. 46-2016**

**APPROVING THE 2016/17 THROUGH 2020/21 CAPITAL IMPROVEMENT PROGRAM AND APPROPRIATING FUNDS FOR 2016/17 CAPITAL PROJECTS**

**WHEREAS**, Government Code Section 65401 requires the Town of Danville to make a determination that the 2016/17 through 2020/21 Capital Improvement Program is in conformance with the Town of Danville General Plan; and

**WHEREAS**, Government Code Sections 65302 et seq. require that the Town of Danville must take into consideration future capital facilities when planning for the development of the community; and

**WHEREAS**, the Contra Costa Transportation Authority Growth Management Program requires that the Town develop a five-year capital improvement program; and

**WHEREAS**, the Town of Danville staff has prepared the 2016/17 through 2020/21 Capital Improvement Program; and

**WHEREAS**, the Planning Commission will review the 2016/17 through 2020/2021 Capital Improvement Program after adoption as needed and consider findings in conformance with the Town of Danville General Plan; and

**WHEREAS**, the public notice of this action was given in all respects as required by law; and

**WHEREAS**, the Town Council did hear and consider all reports, recommendations, and testimony submitted and presented at the hearing; and

**WHEREAS**, the Town Council has determined that the additional funding requested is available from funding sources as shown within the 2016/17 through 2020/21 Capital Improvement Program; now, therefore, be it

**RESOLVED**, that the Town Council hereby:

1. Adopts the 2016/17 through 2020/2021 Capital Improvement Program as recommended, including new projects, subject to the findings of conformance to the General Plan as determined by the Planning Commission;
2. Appropriates \$9,149,345 for 2016/17 capital improvement projects as shown on Table A in the 2016/17 Capital Improvement Program;

**ATTACHMENT B**

3. Directs the Town staff to publish the 2016/17 through 2020/21 Capital Improvement Program; and
4. Directs the Town Manager to implement the 2016/17 through 2020/21 Capital Improvement Program.

**APPROVED** by the Danville Town Council at a regular meeting on June 7, 2016 by the following vote:

**AYES:**

**NOES:**

**ABSTAINED:**

**ABSENT:**

\_\_\_\_\_  
**MAYOR**

**APPROVED AS TO FORM:**



\_\_\_\_\_  
**CITY ATTORNEY**

**ATTEST:**

\_\_\_\_\_  
**CITY CLERK**

**RESOLUTION NO. 47-2016SA**

**APPROVING THE 2016/17 OPERATING BUDGET FOR THE SUCCESSOR  
AGENCY TO THE FORMER COMMUNITY DEVELOPMENT AGENCY OF  
THE TOWN OF DANVILLE**

**WHEREAS**, a draft FY 2016/17 Operating Budget for the Successor Agency was submitted to the Town Council on April 22, 2016; and

**WHEREAS**, the Town Council held three public study sessions on May 3, May 10 and May 17, 2016, to discuss the proposed Successor Agency Budget; and

**WHEREAS**, sufficient revenues are available to fund all FY 2016/17 Successor Agency expenditures; now therefore, be it

**RESOLVED** that the Town Council, acting in their capacity as Successor Agency to the former Community Development Agency of the Town of Danville, hereby appropriates \$1,240,301 and adopts the Successor Agency Budget for FY 2016/17.

**APPROVED** by the Danville Town Council at a regular meeting on June 7, 2016, by the following vote:

**AYES:**

**NOES:**

**ABSTAINED:**

**ABSENT:**

\_\_\_\_\_  
**CHAIR**

**APPROVED AS TO FORM:**



\_\_\_\_\_  
**AGENCY ATTORNEY**

**ATTEST:**

\_\_\_\_\_  
**AGENCY SECRETARY**

**ATTACHMENT C**



**RESOLUTION NO. 48-2016**

**ADOPTING THE 2016/17 MASTER FEE SCHEDULE  
FOR USER AND COST RECOVERY FEES**

**WHEREAS**, the Town of Danville charges facility use fees for the rental and use of Town-owned and/or maintained facilities; and

**WHEREAS**, the Town charges City Clerk, Finance and Police processing fees for the purpose of recovering the reasonable costs of providing these services; and

**WHEREAS**, the Town charges Development Services processing fees for Planning, Building, Engineering and Transportation for the purpose of recovering the reasonable costs of providing these services; and

**WHEREAS**, pursuant to Government Code Section 66014(b), cities are authorized to charge and collect fees on development in order to pay for the reasonable costs of preparing and revising planning documents including, but not limited to, the General Plan, Housing Element, special plans and zoning ordinance; and

**WHEREAS**, the Town Council has determined that pursuant to this statutory authority, it is appropriate to charge and collect a Comprehensive Planning Fee in an amount reasonably necessary to prepare and revise these planning documents, which fee shall be accounted for in a restricted account; and

**WHEREAS**, the Town Council has previously established such fees as part of the Danville Municipal Code and the annual Master Fee Schedule through resolution; and

**WHEREAS**, the Town Council conducted a public hearing to receive testimony regarding the proposed increase in user and cost recovery fees, notice of which hearing was provided as required by law; now, therefore, be it

**RESOLVED**, by the Danville Town Council that the Master Fee Schedule for User and Cost Recovery Fees, as set forth in Exhibit 1 attached hereto, is hereby adopted.

**APPROVED** by the Danville Town Council at a regular meeting on June 7, 2016, by the following vote:

**AYES:**  
**NOES:**  
**ABSTAINED:**  
**ABSENT:**

**APPROVED AS TO FORM:**



\_\_\_\_\_  
**CITY ATTORNEY**

\_\_\_\_\_  
**MAYOR**

**ATTEST:**

\_\_\_\_\_  
**CITY CLERK**

Town of Danville



# Master Fee Schedule

**For User and Cost Recovery Fees**

**Fiscal Year 2016/17**

**Ordinance No. 98-06**

**Resolution 48-2016**

Adopted by the Danville Town Council June 7, 2016

Effective July 1, 2016

Development Services and Community Development Fees

Effective

August 8, 2016

**EXHIBIT 1**

# Master Fee Schedule 2016/17

## MISCELLANEOUS

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	<b>Fee For Service</b>
Photo Copies	\$0.20 per sheet
Records Search	\$50 per hour
Plan Size Copies	\$2 per sheet
Off-Site Document Retrieval Fee	\$90 per document
Administrative Citation Late Fee	\$25
Hartz Avenue Banner Permit	\$200
Street Light Pole Banner Permit	\$100
Electrical Vehicle (EV) Charging Station Fee	\$0.30 per kwh

## CITY CLERK

	<b>Fee For Service</b>
Notary Public	\$10/signature
City Clerk Certification	\$10/document
Certified Copy	\$5 first page, \$3 each additional page
Records on Flash Drive	\$1

## FINANCE

	<b>Fee For Service</b>
Town Financial Plan <sup>1</sup>	\$25
Town Comprehensive Annual Financial Report <sup>1</sup>	\$25
Business License Name Listing	\$25
Business License Verification Letter	\$25
Returned Payment Item	\$25
Returned Payment Item (second time)	\$35
Other Business License fees per Ordinance 93-3	

<sup>1</sup>The Town Financial Plan, the Town Comprehensive Annual Financial Report and the Town's Municipal Code are available on the Town's web site at [www.danville.ca.gov](http://www.danville.ca.gov)

# Master Fee Schedule 2016/17

## POLICE

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	<b>Fee for Service</b>
Accident Reports	\$5 each
Alarm Response Fee	No Fee – first offense \$50 – second offense \$150 – third offense \$300 – thereafter
A.B.C. Letter for One Day Sale Permit	\$35
Booking Fee Reimbursement	County Charge
Disturbance Call-back	\$60 per hour/officer for second or more calls
Failure to Obey Sign/Marking	\$45
Fingerprinting (Livescan)	\$30 plus agency fee as required
Fingerprinting (ink and card)	\$10 per card
Oversized Vehicle	\$60
Restricted Parking	\$45
Towed Vehicle Release	\$110
Trespass on Public Grounds	\$25
Non-Resident Child Seat Inspection	No Charge

### **Downtown Employee Parking Permits**

Zone 1	\$25/year
Zone 2 & 3	\$50/year

DUI Emergency Response Reimbursement	Personnel Cost Officer: \$118.47/hr.; \$70.24 Overtime Sergeant: \$134.17/hr.; \$81.24 Overtime
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### **Fees Assessed by Outside Agencies**

Actual cost to include but not limited to the following:  
Lab Costs to include:  
Urine Test  
Breath Test  
Blood Test  
Blood Withdrawal Services  
Toxicology Analysis to include:  
Acid/Neutral Drug Screen  
Basic Drug Screen  
Comprehensive Drug Screen  
Specialty Drug Screens  
Rush Analysis

# Master Fee Schedule 2016/17

## RECREATION, ARTS AND COMMUNITY SERVICES

Community Facilities (Resident)	Resident Fee for Service			
	Group III Nonprofit	Group IV Private	Group V Commercial	Group VI Government*
<b>Danville Community Center</b>				
Valley Oak & Las Trampas	\$157	\$222	\$272	\$91
Valley Oak	\$140	\$193	\$244	\$80
Las Trampas Room	\$40	\$52	\$64	\$20
Kitchen	\$68	\$74	\$76	\$34
Arts & Crafts Room	\$24	\$35	\$40	\$12
Lounge	\$24	\$35	\$40	\$12
Bandstand	\$68	\$74	\$76	\$34
Town Green Hourly	\$45	\$55	\$67	\$23
Town Green Daily (fee based on use)	\$164	\$210	\$263	\$82
<b>Library</b>				
Mt. Diablo Room	\$44	\$62	\$72	\$23
<b>Town Meeting Hall</b>				
Auditorium	\$59	\$86	\$120	\$30
<b>Village Theatre</b>				
Art Gallery	\$42	\$54	\$67	\$21
Hourly Rate/2 hour min.	\$66	\$84	\$117	\$33
Pre-Production/Load-in Rate	\$49	\$65	\$88	\$25
Ticket Surcharge	Actual	Actual	Actual	Actual
<b>Veterans Memorial Building</b>				
Main Hall (Small)	\$57	\$74	\$98	\$30
Main Hall (Medium)	\$70	\$104	\$133	\$34
Main Hall (Large)	\$140	\$193	\$244	\$80
Kitchen (fee based on use)	\$68	\$74	\$76	\$34
Classroom - Senior Wing	\$60	\$86	\$120	\$30
Arts & Crafts - Senior Wing	\$24	\$35	\$40	\$12
Conference Room	\$19	\$24	\$28	\$9
<b>Oak Hill Park Community Center</b>				
Banquet Room	\$140	\$193	\$244	\$80
Room (Small)	\$24	\$34	\$44	\$12
Rooms (Medium)	\$41	\$53	\$77	\$21
Rooms (Large)	\$59	\$86	\$120	\$30
Kitchen (fee based on use)	\$66	\$72	\$74	\$33
Large Grass Area Hourly	\$45	\$55	\$67	\$23
Large Grass Area Daily (fee based on use)	\$164	\$210	\$263	\$82
<b>Hap Magee Ranch Park</b>				
<b>Swain House</b>				
Full Facility Hourly	\$71	\$125	\$157	\$36
Full Facility Daily (fee based on use)	\$622	\$834	\$1,070	\$312
<b>Cottage</b>				
Full Facility Hourly	\$71	\$125	\$157	\$36
Full Facility Daily (fee based on use)	\$622	\$834	\$1,070	\$312
<b>Magee House</b>				
Full Facility Hourly	\$120	\$130	\$164	\$60
Full Facility Daily (fee based on use)	\$806	\$1,036	\$1,271	\$403
<b>Meadow</b>				
Meadow Hourly	\$104	\$125	\$139	\$52
Meadow Daily	\$468	\$515	\$542	\$229
Gazebo	\$70	\$76	\$77	\$34

\*Applicable to government agencies.

# Master Fee Schedule 2016/17

## RECREATION, ARTS AND COMMUNITY SERVICES

Community Facilities (Non-Resident)	Non-Resident Fee for Service			
	Group III Nonprofit	Group IV Private	Group V Commercial	Group VI Government*
<b>Danville Community Center</b>				
Valley Oak & Las Trampas	\$191	\$273	\$335	\$91
Valley Oak	\$169	\$236	\$300	\$80
Las Trampas Room	\$50	\$65	\$80	\$20
Kitchen	\$85	\$92	\$95	\$34
Arts & Crafts Room	\$30	\$44	\$50	\$12
Lounge	\$30	\$44	\$50	\$12
Bandstand	\$85	\$92	\$95	\$34
Town Green Hourly	\$56	\$70	\$83	\$23
Town Green Daily (fee based on use)	\$205	\$264	\$329	\$82
<b>Library</b>				
Mt. Diablo Room	\$55	\$77	\$90	\$23
<b>Town Meeting Hall</b>				
Auditorium	\$75	\$108	\$150	\$30
<b>Village Theatre</b>				
Art Gallery	\$52	\$67	\$83	\$21
Hourly Rate/2 hour min.	\$83	\$105	\$146	\$33
Pre-Production/Load-in Rate	\$61	\$81	\$110	\$25
Ticket Surcharge	Actual	Actual	Actual	Actual
<b>Veterans Memorial Building</b>				
Main Hall (Small)	\$71	\$92	\$123	\$30
Main Hall (Medium)	\$86	\$129	\$166	\$34
Main Hall (Large)	\$169	\$236	\$300	\$80
Kitchen (fee based on use)	\$85	\$92	\$95	\$34
Classroom - Senior Wing	\$75	\$108	\$150	\$30
Arts & Crafts - Senior Wing	\$30	\$44	\$50	\$12
Conference Room	\$24	\$30	\$35	\$9
<b>Oak Hill Park Community Center</b>				
Banquet Room	\$169	\$236	\$300	\$80
Room (Small)	\$30	\$44	\$55	\$12
Rooms (Medium)	\$51	\$67	\$94	\$21
Rooms (Large)	\$75	\$108	\$150	\$30
Kitchen (fee based on use)	\$83	\$90	\$93	\$33
Large Grass Area Hourly	\$56	\$70	\$83	\$23
Large Grass Area Daily (fee based on use)	\$205	\$264	\$329	\$82
<b>Hap Magee Ranch Park</b>				
Swain House				
Full Facility Hourly	\$88	\$157	\$196	\$36
Full Facility Daily (fee based on use)	\$778	\$1,043	\$1,338	\$312
Cottage				
Full Facility Hourly	\$88	\$157	\$196	\$36
Full Facility Daily (fee based on use)	\$788	\$1,043	\$1,338	\$312
Magee House				
Full Facility Hourly	\$150	\$163	\$205	\$60
Full Facility Daily (fee based on use)	\$1,008	\$1,295	\$1,589	\$403
Meadow				
Meadow Hourly	\$129	\$157	\$174	\$52
Meadow Daily	\$585	\$645	\$678	\$229
Gazebo	\$88	\$84	\$97	\$34

\*Applicable to government agencies.

# Master Fee Schedule 2016/17

## RECREATION, ARTS AND COMMUNITY FACILITIES

Community Facilities (Resident)	Resident Fee for Service			
	Group III Nonprofit	Group IV Private	Group V Commercial	Group VI Government*
<b>Town-Managed SRVUSD Facilities</b>				
Baldwin Elementary School Multi-Use Room	N/A	SRVUSD†	SRVUSD†	SRVUSD†
Diablo Vista Middle School Community Gym	N/A	SRVUSD†	SRVUSD†	SRVUSD†
Los Cerros Middle School Community Gym	N/A	SRVUSD†	SRVUSD†	SRVUSD†
Monte Vista High School Community Pool	N/A	SRVUSD†	SRVUSD†	SRVUSD†
Lifeguard	N/A	\$21	\$21	\$21
Tennis Courts A, B, C & D	\$6/hour	\$8/hour	\$10/hour	\$6/hour
Tennis Courts E, F, G & H	N/A	SRVUSD†	SRVUSD†	SRVUSD†
San Ramon Valley High School Tennis Courts	N/A	SRVUSD†	SRVUSD†	SRVUSD†

†Rate based on the San Ramon Valley Unified School District Fee

### Park Facilities

#### Group Picnics

Diablo Vista, Hap Magee Ranch, Oak Hill, Osage Station & Sycamore Valley

Half Day per Table	\$17	\$20	\$35	\$9
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#### Sports Fields/Courts (hourly)

Tennis Courts	\$6	\$8	\$11	\$6
Bocce Ball Courts	\$10	\$15	\$23	\$10
Baseball/Softball	\$10	\$15	\$23	\$10
Baseball with Grass Infield	\$20	\$30	\$44	\$20
Soccer	\$10	\$15	\$23	\$10

#### Other (hourly)

Snack Shack (Sycamore Valley & Diablo Vista)	\$30	\$43	\$59	\$29
Lighting	\$22	\$22	\$22	\$22
Litter and Special Maintenance	\$48	\$48	\$48	\$48

#### All Uses/ Groups

### Miscellaneous Fees

Security/Cleaning/Damage Deposit (refundable)	
Community Facilities (including meadow and grass areas)	\$500/ea.
Group Picnics up to 150	\$82/ea.
Group Picnics over 150	\$124/ea.
Sports Fields	\$250/ea.

\*Applicable to government agencies.

# Master Fee Schedule 2016/17

## RECREATION, ARTS AND COMMUNITY FACILITIES

Community Facilities (Non-Resident)	Non-Resident Fee for Service			
	Group III Nonprofit	Group IV Private	Group V Commercial	Group VI Government*
<b>Town-Managed SRVUSD Facilities</b>				
Baldwin Elementary School Multi-Use Room	N/A	SRVUSD†	SRVUSD†	SRVUSD†
Diablo Vista Middle School Community Gym	N/A	SRVUSD†	SRVUSD†	SRVUSD†
Los Cerros Middle School Community Gym	N/A	SRVUSD†	SRVUSD†	SRVUSD†
Monte Vista High School Community Pool	N/A	SRVUSD†	SRVUSD†	SRVUSD†
Lifeguard	N/A	\$21	\$21	\$21
Tennis Courts A, B, C & D	\$6/hour	\$8/hour	\$10/hour	\$6/hour
Tennis Courts E, F, G & H	N/A	SRVUSD†	SRVUSD†	SRVUSD†
San Ramon Valley High School Tennis Courts	N/A	SRVUSD†	SRVUSD†	SRVUSD†

†Rate based on the San Ramon Valley Unified School District Fee

### Park Facilities

#### Group Picnics

Diablo Vista, Hap Magee Ranch, Oak Hill, Osage Station & Sycamore Valley

Half Day per Table	\$21	\$25	\$44	\$9
<b>Sports Fields/Courts (hourly)</b>				
Tennis Courts	\$8	\$10	\$14	\$6
Bocce Ball Courts	\$13	\$19	\$29	\$10
Baseball/Softball	\$13	\$19	\$29	\$10
Baseball with Grass Infield	\$25	\$38	\$55	\$20
Soccer	\$13	\$19	\$19	\$10
<b>Other (hourly)</b>				
Snack Shack (Sycamore Vly & Diablo Vista)	\$30	\$43	\$59	\$29
Lighting	\$22	\$22	\$22	\$22
Litter and Special Maintenance	\$48	\$48	\$48	\$48

#### All Uses/ Groups

### Miscellaneous Fees

Security/Cleaning/Damage Deposit (refundable)	
Community Facilities (including meadow and grass areas)	\$500/ea.
Group Picnics up to 150	\$82/ea.
Group Picnics over 150	\$124/ea.
Sports Fields	\$250/ea.

\*Applicable to government agencies.

# Master Fee Schedule 2016/17

## RECREATION, ARTS AND COMMUNITY FACILITIES

### Miscellaneous Fees (cont.)

#### Facility Attendants

Attendant - Minimum 2 hours  
 Attendant Overtime  
 Box Office Attendant  
 Theatre Technician  
 Theatre Technician Overtime

#### All Uses/Groups

\$24/hour  
 \$48/hour  
 \$24/hour  
 \$24/hour  
 \$48/hour

#### Equipment

P.A. System  
 Screen (Portable)  
 Flip Chart  
 Overhead Projector  
 Cocktail Tables  
 Wooden Chairs or White Ceremony Chairs  
 Piano  
 Piano (weekend use)  
 Umbrellas w/Stand  
 TV/DVD  
 Table Top Lectern  
 Full Length Lectern  
 Additional Microphones with/without Stands  
 Portable Hand-held Microphone Sound Unit  
 Additional Sound Equipment (2 microphone/2 monitors)  
 Follow Spot (including operator)  
 Moving Lights - Theatre  
 Moving Lights - Theatre (weekend use)  
 Lighting Design Fee

\$43/hour  
 \$12/use  
 \$15/use  
 \$12/use  
 \$10/use  
 \$3/each  
 \$50/use  
 \$100/use  
 \$12/use  
 \$28/use  
 \$28/use  
 \$32/use  
 \$28/use  
 \$28/use  
 \$100/use  
 \$37/each  
 \$27/use  
 \$50/use  
 \$500/use

#### Facility Reservations/Permits

Photography/Filming Permit  
 Change Request  
 Unscheduled Rental Use  
 Insurance Administration  
 Cancellation Charge  
 Less than 30 days  
 Less than 60 days  
 Non-resident Surcharge

\$342  
 \$15/each  
 Two times hourly rate  
 \$17/booking  
 \$77 minimum  
 100% of rental fee  
 50% of rental fee  
 \$0

#### Sports Alliance

Soccer/Lacrosse Fields  
 Baseball/Softball Fields  
 Adult Soccer  
 Equipment Removal

\$5.70/hour  
 \$3.50/hour  
 \$26.70/hour  
 \$132/hour

# Master Fee Schedule 2016/17

## DEVELOPMENT SERVICES - Planning

### Environmental Assessment

### Fee Additional Fees

Initial Study leading to standard Declaration of Environmental Significance (ND)	\$1,500	
Environmental Impact Report (EIR)		Consultant fee to prepare EIR plus 33%
Initial Study leading to Mitigated Negative Declaration of Environmental Significance (MND)	\$2,210.25	\$130 hourly after 17 hours of staff work
Consultant prepared Mitigated Negative Declaration of Environmental Significance		Consultant fee to prepare MND plus 33%
Notice of Exemption Projects	\$50	\$50 to County Clerk with Notice of Determination

### Notice of Determination

Department of Fish & Wildlife Notice of Determination Fee for ND or MND	\$2,210.25
Department of Fish & Wildlife Notice of Determination Fee for EIR	\$3,070
Notice of Determination for County Clerk and remainder to F&W	\$50

### Development Plan

Conceptual or Pre-submittal	\$900	\$130 hourly after 7 hours of staff work
Administrative - to include minor Scenic Hillside	\$600-\$1,200	
Public Hearing – Residential – Minor Projects	\$5,100	\$130 hourly after 40 hours of staff work
Public Hearing – Residential – Larger or More Complex Projects	\$7,650	\$130 hourly after 60 hours of staff work
Public Hearing – Non-residential Minor Projects	\$5,100	\$130 hourly after 60 hours of staff work
Public Hearing – Non-residential –Larger and/or More Complex Projects	\$7,650	\$130 hourly after 60 hours of staff work
Public Hearing – Scenic Hillside or Major Ridgeline – Minor Projects	\$5,100	\$130 hourly after 60 hours of staff work
Public Hearing – Scenic Hillside or Major Ridgeline – Larger and/or More Complex Projects	\$7,650	\$130 hourly after 60 hours of staff work
Public Hearing – Final Development Plan Processed with PUD Application	\$1,350	
Public Hearing – Final Development Plan Processed with PUD Application or as an amendment	\$5,100	\$130 hourly after 40 hours of staff work
Administrative – Single Family	\$2,400	\$130 hourly after 23 hours of staff work
Second Dwelling Unit – Administrative – over 1000 sq. ft.	\$2,400	\$130 hourly after 23 hours of staff work
Traffic Study Review	\$675	Per Review

# Master Fee Schedule 2016/17

## DEVELOPMENT SERVICES - Planning

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### Land Use Permit

Temporary/Seasonal Use – Recurring Request/Event	\$150-\$450	
Temporary/Seasonal Use – Initial Request/Event	\$300-\$600	
Large Family Child Care Facility (8-14 children)	\$1,800	
Temporary Mobile Home	\$1,200	
Minor Project without Public Hearing	\$450-\$900	
Minor Item with Public Hearing	\$2,250	\$130 hourly after 17 hours of staff work
Child Care Facility (>14 children)	\$5,100	\$130 hourly after 40 hours of staff work
Congregate Care Facility	\$5,100	\$130 hourly after 40 hours of staff work
Major Item with Public Hearing	\$9,900	\$130 hourly after 76 hours of staff work
Telecommunication Permit requiring No Public Hearing	\$3,300	\$130 hourly after 25 hours of staff work
Telecommunication Permit requiring Public Hearing	\$5,100	\$130 hourly after 25 hours of staff work
Telecommunication – Permit Extension	\$900	
Traffic Study Review		\$350 per review after 2nd review
LUP combination with other permit	\$600	

# Master Fee Schedule 2016/17

## DEVELOPMENT SERVICES - Planning

<b>Subdivision</b>	<b>Fee</b>	<b>Additional Fees</b>
Major Subdivision – Smaller and/or Less Complex Projects	\$5,100	\$130 hourly after 40 hours of staff work
Major Subdivision – Larger and/or More Complex Projects	\$7,650	\$130 hourly after 60 hours of staff work
Traffic Study Review	\$975	Per Review
Minor Subdivision – Smaller and/or Less Complex Projects	\$5,100	\$130 hourly after 40 hours of staff work
Minor Subdivision – Larger and/or More Complex Projects	\$7,650	\$130 hourly after 60 hours of staff work
Time Extension for Major or Minor Subdivision	\$750	
<b>Rezoning</b>		
PUD – Rezoning – for Smaller and/or Less Complex Projects	\$6,600	\$130 hourly after 51 hours of staff work
PUD – Rezoning – for Larger and/or More Complex Projects	\$9,900	\$130 hourly after 76 hours of staff work
Traffic Study Review	\$975	Per Review
Rezoning - to standard Residential, Office, Industrial	\$5,100	\$130 hourly after 40 hours of staff work
Commercial Zoning Designation – Minor Project	\$5,100	\$130 hourly after 40 hours of staff work
Rezoning - to standard Residential, Office, Industrial - More Complex Project	\$9,900	\$130 hourly after 76 hours of staff work
Commercial Zoning Designation – More Complex Project	\$9,900	\$130 hourly after 76 hours of staff work
<b>Variance</b>		
Commercial or submitted in conjunction with other application	\$450-\$900	
Single Family Residence Processed as Administrative Permit - Complex - Moderate - Simple	\$1500 - \$1150 - \$800	For projects appealed to/or referred to Planning Commission for action - \$130 hourly after 11 hours of staff work
Public Hearing	\$2,250	

# Master Fee Schedule 2016/17

## DEVELOPMENT SERVICES - Planning

<b>Sign</b>	<b>Fee</b>	<b>Additional Fees</b>
Freestanding sign (with or without Design Review Board review)	\$600	
Fee per each face copy change not requiring Design Review Board review	\$225	
Sign Requiring Design Review Board Review	\$450-\$950	
Master Sign Program less than five tenant spaces	\$1,200	
Master Sign Program five tenant spaces or more	\$1,500	
Temporary Promotional Sign Permit	No charge	
<b>General Plan Amendment</b>		
GPA's – Land Use Designation Change Submitted with PUD Rezoning	\$7,650	\$130 hourly after 60 hours of staff work
GPA's – Land Use Designation Change Submitted as Stand-alone Application	\$12,000	\$130 hourly after 92 hours of staff work
Traffic Study Review	\$975	Per Review
GPA's – Text Amendment	\$5,100	\$130 hourly after 40 hours of staff work
<b>Design Review Board Variance</b>		
Conceptual or Pre-submittal	\$750	
Administrative	\$600-\$1,200	
Minor Commercial	\$600-\$1,200	
New SFR Hillside (Scenic Hillside or Major Ridgeline)	\$3,000	\$130 hourly after 23 hours of staff work
New MFR < 5 units	\$2,700	\$130 hourly after 21 hours of staff work
New MFR > 5 units	\$3,600	\$130 hourly after 28 hours of staff work
Office, Commercial or Industrial	\$3,300	\$130 hourly after 25 hours of staff work
<b>Special Planning Studies</b>		Consultant fee plus 33% administrative fee
<b>Storm Water Control Plan Review</b>		Consultant fee plus 33% administrative fee
<b>Property Recordings</b>		
Parcel Merger	\$551/lot	
Lot Line Adjustment	\$551/lot	

# Master Fee Schedule 2016/17

## DEVELOPMENT SERVICES - Planning

Miscellaneous	Fee	Additional Fees
Time Extension – Administrative Action - no site check required	\$450	
Time Extension – Administrative Action – site check and/or COA compliance review required	\$900	
Time Extension – Non-Administrative Action	\$1,200	
Appeals	\$300	
Requests for Reconsideration	\$1,200	
Archaeological Review (Sonoma State Clearinghouse)	\$56	Pass through fee to Sonoma State
Zoning Certificate Letter - Residential	\$750	
Zoning Certificate Letter - Commercial	\$1,200	
Zoning Review of Building Permit		\$130 hourly after initial 2.5 hours of review
File Research		\$130 hourly after 2.5 hours of staff work
LaserFiche Files		No charge
Newspaper Advertising		\$130 plus newspaper publishing cost
Public Notice by Staff		\$0.83 per-piece plus \$130 per mail-out
<b>Protected Tree Removal Permit</b>		
Residential	\$225	
Commercial	\$600	
<b>Documents</b>		
Capital Improvement Program Document	\$22	
Town of Danville Landscape and Irrigation Project Procedures and Standards	\$22	
Town-wide Trails Master Plan	\$52	
General Plan	\$30	
General Plan Map, Beautification Guidelines, Base Map, Specific Plan	\$7	
Parks, Recreation and Arts Strategic Plan	\$45	
Zoning Map, Downtown Master Plan, Standard Plan	\$15	
Traffic and Engineering Survey	\$3	
Aerial Photo - Hard copy, up to 42-in x 60-in	\$15	
Aerial Photo - Computer file on CD or E-mail	\$3	

# Master Fee Schedule 2016/17

## DEVELOPMENT SERVICES - Engineering

Service	Fee
Map Check	2-10 lots - \$2,320 + \$219/lot >10 lots - \$4,557 + \$33/lot
Improvement Plan Check	3.5% of project cost <=\$50,000
Review of improvement plans - street, drainage and landscaping work	3.25% of project cost >\$50,000 & <=\$100,000 3.0% of project cost >\$100,000
Engineering Inspection	5.5% of project cost <=\$50,000
Inspection of installation of street, drainage and landscaping improvements	5.25% of project cost >\$50,000 & <=\$100,000 5.0% of project cost >\$100,000
Street Lighting	
Operation of public street lighting system	One year operational cost + 10%
Encroachment Permit	\$179 for projects <=\$2,000;
For work within the public right-of-way	5.5% of construction cost for projects >\$2,000
For Public Utility Companies	\$43/hour
Valet Permit	\$179
Oversize/Wide Load Permit	\$24
Drainage Permit	\$179 for projects <=\$2,000;
For work within any public or private drainage	5.5% of construction cost for projects >\$2,000
Grading Plan Check	Under 50 cy: \$196. More than 49 cy: \$196 + Percentage of Construction Cost + Volume Fee Percentage of Construction Cost: \$0 to \$10,000 use 0.5% \$10,001 to \$100,000 use 1.0% \$100,001 and greater use 1.5% Volume Fee: 50 to 1,000 cy: \$0.98 per 100 cy 1,001 to 10,000 cy: \$0.21 per 100 cy + \$196 (for soils report review) 10,001 or greater: \$0.65 per 100 cy + \$1,074 (for soils report review)
Grading Permit	Under 50 cy: \$38.60 to 100 cy: \$60. 101 to 1,000 cy: \$60 for first 100 cy plus \$29 for each additional 100 cy 1001 to 10,000 cy: \$316 for first 1000 cy plus \$24 for each additional 1000 cy 10,001 to 100,000 cy: \$529 for first 10,000 cy plus \$107 for each additional 10,000 cy 100,001 cy or greater: \$1,496 for first 100,000 cy plus \$60 for each additional 10,000 cy

# Master Fee Schedule 2016/17

## DEVELOPMENT SERVICES - Engineering

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### Grading Inspection

#### Fee

Under 50 cy: \$196

More than 49 cy: \$196 + Percentage of Construction Cost + Volume Fee:

Percentage of Construction Cost:

\$0 to \$10,000 use 2.0%;

\$10,001 to \$100,000 use 1.5%;

\$100,001 and greater use 1.0%

Volume Fee:

50 to 1,000 cy: \$9 per 100 cy

1,001 to 10,000 cy: \$99 + \$4 per 100 cy

10,001 or greater: \$505 + \$2 per 100 cy

### Finish Grading Inspection

Single family residential lot

\$81

Commercial Project

\$198

Debris/Clean-up Deposit

\$325 per acre

A deposit shall be paid at permit issuance to assure the clean-up of the site and/or public right-of-way.

This deposit shall be returned to the applicant if it can be determined at certification of occupancy that the site and surrounding areas have been restored.

#### NPDES

(National Pollutant Discharge Elimination System)

Prevention of Drainage Runoff Pollutant

Residential \$56

Multi-residential \$228

Commercial \$464

Storm Water Control Plan Review

Consultant Fee plus 33%

Underground Service Alert

Actual Cost (California Government Code 4216.5)

Utility Location Fee

Base Map Revision

\$94 for each new or revised lot or parcel

Revision of Town computerized Base Map

Photography/Filming Permit

\$342

Certificate of Correction or Amended Map

\$196 per document

Revise a recorded document

Vacation of Right-of-Way or Easement

\$2,116

Process a request to abandon a public

right-of-way or easement

# Master Fee Schedule 2016/17

## DEVELOPMENT SERVICES - Building

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### Building Permits

Building Permit Fee (includes Inspection )

### Fee

As permitted by the California Building Code - shown in table below

Electrical Sub-Permit

20% of building permit fee

Plumbing Sub-Permit

17% of building permit fee

Mechanical Sub-Permit

18% of building permit fee

Swimming Pool, Spa or Hot Tub Permits

Equivalent to building permit plus any required electrical or plumbing permits

### Plan Review

Structural and Architectural Plan Review

65% of building fee

Plumbing/Electrical/Mechanical Plan Review

55% of structural/architectural plan review

Master Plan Verification Review (subdivisions) 75% of structural/architectural plan review<sup>2</sup>

Planning Division – Plan Check

\$150. Over \$100,000 valuation, \$300

Engineering Division – Plan Check

\$100. Over \$300,000 valuation, \$300

(Includes Storm Water Review)

### Investigations

As determined by Chief Building Official

Not to exceed \$1,000

### Fees Assessed by other Agencies

### Actual Cost

### Building Permit Fee Table

#### Total Valuation

\$1.00 to \$500

\$501 to \$2,000

\$2001 to \$25,000

\$25,001 to \$50,000

\$50,001 to \$100,000

\$100,001 to \$500,000

\$500,001 to \$1,000,000

\$1,000,001 and up

#### Fee

\$23.50

\$23.50 for the first \$500 plus \$3.05 for each additional \$100, or fraction thereof, to and including \$2,000

\$69.25 for the first \$2,000 plus \$14.00 for each additional \$1,000, or fraction thereof, to and including \$25,000

\$391.25 for the first \$25,000 plus \$10.10 for each additional \$1,000, or fraction thereof, to and including \$50,000

\$643.75 for the first \$50,000 plus \$7.00 for each additional \$1,000, or fraction thereof, to and including \$100,000

\$993.75 for the first \$100,000 plus \$5.60 for each additional \$1,000, or fraction thereof, to and including \$500,000

\$3,233.75 for the first \$500,000 plus \$4.75 for each additional \$1,000, or fraction thereof, to and including \$1,000,000

\$5,608.75 for the first \$1,000,000 plus \$3.15 for each additional \$1,000 or fraction thereof.

# Master Fee Schedule 2016/17

## DEVELOPMENT SERVICES - Building

### Established Fees

	<b>Fee</b>
Minimum Permit fee	\$109
Kitchen Remodel/Alteration - Non Structural	\$710
Bathroom Remodel/Alteration - Non Structural	\$520
Powder Room Remodel/Alteration	\$330
Residential Window Replacement Permit	\$109 each (1-2 windows) \$225 (3-13 \$325 (14 – 26 windows) \$430 (27 or more)
Residential Patio Door Replacement Permit	\$109 each (2 or less) \$180 (3 or more)
Residential Home Demolition Permit	\$480
Pool and/or Spa Remodel	\$520
Pool Demolition Permit	\$295
Detached Storage Shed - with no trades	\$275 (not to exceed 250 square feet)
Standard Residential Re-roof Permit	\$295
Furnace and A/C Replacement Permit	\$186
Water Heater, Furnace, A/C Replacement	\$109/ea.
Photovoltaic Residential	\$290
Photovoltaic Non-Residential	1/3 of 1% of total valuation (\$475 minimum)

### Administrative Fees That Apply to All Permits

Strong Motion Instrumentation Program	
Residential	0.01% of valuation (minimum \$0.50)
Commercial	0.021% of valuation (minimum \$0.50)
California Building Standards Fee	\$1 per \$25,000 of total valuation
Comprehensive Planning Fee	0.1% of valuation (maximum \$2,000)
Documentation Fee	\$10 plus \$1 per page

### Additional Fees That May Apply

Inspections outside of normal business hours	\$147 per hour <sup>[1]</sup> (4 hour minimum)
Reinspection Fees	\$109 minimum <sup>1</sup>
Inspections for which no fee is specifically indicated	\$109 minimum <sup>1</sup>
Additional plan review required by changes, additions or revisions to plans	\$141 per hour <sup>1</sup>
Permit Reactivation	\$109 (minimum fee) <sup>2</sup>
Request for Duplicate Plans	\$40 plus cost of copies
Temporary Certificate of Occupancy	\$250 (commercial/industrial only)
Investigation fee for work without requisite permit or unauthorized occupancy	Determined by Chief Building Official not to exceed \$1,000

<sup>1</sup> Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

<sup>2</sup> only applies to eligible permits as determined by the Chief Building Official.

# Master Fee Schedule 2016/17

## DEVELOPMENT SERVICES - Building

### Building Permit Valuation Table

The unit costs are intended to comply with the definition of "valuation" in Section 223 of the 1997 Uniform Building Code™ and thus include architectural, structural, electrical, plumbing and mechanical work, except as specifically listed below. The unit costs also include the contractor's profit, which should not be omitted.

The building permit fee is based on valuation and computed from the table below, approved on June 18, 2002 and increased by applying the Engineering News Record (ENR) San Francisco Area Building Cost Index History (1915-2011) index.

#### Average Cost per Square Foot by Occupancy & Type

Occupancy & Type		Average Cost per Square Foot	
Occupancy & Type	New	Remodel	Average Cost per Square Foot
<b>APARTMENT HOUSES:</b>			
Type 1 or II F.R. <sup>1</sup>	\$182.09	\$89.12	
(Good)	\$224.18	\$103.56	
Type V – Masonry			
(or Type III)	\$148.63	\$78.64	
(Good)	\$182.09	\$87.55	
Type V			
Wood Frame	\$130.98	\$78.48	
(Good)	\$168.34	\$83.95	
Type I Basmt/Garage	\$76.78	\$39.77	
<b>AUDITORIUMS:</b>			
Type 1 or II F.R.	\$215.17	\$101.70	
Type II: 1-Hour	\$155.82	\$88.85	
Type II: N	\$147.39	\$85.12	
Type III: 1-Hour	\$163.84	\$85.65	
Type III-N	\$155.40	\$82.88	
Type V: 1-Hour	\$156.66	\$85.38	
Type V: N	\$146.18	\$82.62	
<b>BANKS:</b>			
Type 1 or II F.R.	\$304.05	\$137.43	
Type II: 1-Hour	\$224.00	\$128.14	
Type II: N	\$216.80	\$123.90	
Type III: 1-Hour	\$247.18	\$127.74	
Type III-N	\$238.37	\$125.20	
Type V: 1-Hour	\$224.00	\$128.12	
Type V: N	\$214.53	\$117.09	
<b>BOWLING ALLEYS:</b>			
Type II: 1-Hour	\$104.71	\$66.22	
Type II: N	\$97.73	\$61.55	
Type III: 1-Hour	\$113.93	\$66.83	
Type III-N	\$106.54	\$63.46	
Type V: 1-Hour	\$76.78	\$65.91	
<b>CHURCHES:</b>			
Type 1 or II F.R.	\$203.65	\$101.88	
Type II: 1-Hour	\$152.95	\$76.42	
Type II: N	\$145.35	\$70.83	
Type III: 1-Hour	\$166.29	\$76.76	
Type III-N	\$158.89	\$70.98	
Type V: 1-Hour	\$155.40	\$76.37	
Type V: N	\$146.18	\$66.15	
<b>CONV. HOSPITALS:</b>			
Type 1 or II F.R. <sup>1</sup>	\$285.78	\$139.07	
Type II: 1-Hour	\$198.32	\$100.11	
Type III: 1-Hour	\$203.26	\$99.55	
Type V: 1-Hour	\$191.56	\$92.32	
<b>DWELLINGS:</b>			
Type V – Masonry	\$155.40	\$92.85	
(Good)	\$198.93	\$91.67	
Type V – Wood Frame	\$138.16	\$83.21	
(Good)	\$189.69	\$89.19	
(Major Remodel)		\$122.46	
Kitchen no structure		\$150.43	
With structure		\$155.32	
Bathrooms		\$150.43	
<b>Basements:</b>			
Semi-Finished	\$41.28	\$39.20	
(Good)	\$47.63	\$41.73	
Unfinished	\$29.97	\$24.73	
(Good)	\$36.33	\$29.71	
<b>FIRE STATIONS:</b>			
Type 1 or II F.R.	\$234.86	\$119.82	
Type II: 1-Hour	\$154.58	\$85.98	
Type II: N	\$145.76	\$83.65	
Type III: 1-Hour	\$169.17	\$86.25	
Type III-N	\$161.97	\$82.65	
Type V: 1-Hour	\$158.69	\$84.62	
Type V: N	\$150.48	\$82.69	
<b>HOMES FOR THE ELDERLY:</b>			
Type 1 or II F.R.	\$212.89	\$109.80	
Type II: 1-Hour	\$172.86	\$85.72	
Type II: N	\$165.48	\$81.36	
Type III: 1-Hour	\$180.05	\$86.00	
Type III-N	\$161.97	\$76.42	
Type V: 1-Hour	\$173.88	\$83.39	
Type V: N	\$167.96	\$80.23	
<b>HOSPITALS:</b>			
Type 1 or II F.R. <sup>1</sup>	\$335.04	\$161.43	
Type III: 1-Hour	\$277.37	\$136.47	
Type V: 1-Hour	\$264.62	\$131.36	
<b>HOTELS/MOTELS:</b>			
Type 1 or II F.R.	\$207.35	\$98.40	
Type III: 1-Hour	\$179.64	\$91.29	
Type III-N	\$171.21	\$77.94	
Type V: 1-Hour	\$156.43	\$87.86	
Type V: N	\$153.36	\$73.03	
<b>INDUSTRIAL PLANTS:</b>			
Type 1 or II F.R. <sup>1</sup>	\$116.81	\$66.91	
Type II: 1-Hour	\$81.32	\$61.71	
Type II: N	\$74.72	\$59.68	
Type III: 1-Hour	\$89.53	\$61.81	
Type III-N	\$84.38	\$59.90	
Tilt-up	\$61.59	\$55.80	
Type V: 1-Hour	\$84.38	\$61.41	
Type V: N	\$77.21	\$56.65	
<b>JAILS:</b>			
Type 1 or II F.R.	\$326.63	\$162.79	
Type III: 1-Hour	\$298.72	\$155.24	
Type V: 1-Hour	\$224.00	\$126.88	
<b>LIBRARIES:</b>			
Type 1 or II F.R.	\$238.97	\$121.20	
Type II: 1-Hour	\$174.90	\$93.10	
Type II: N	\$166.29	\$87.47	
Type III: 1-Hour	\$184.77	\$93.47	
Type III-N	\$175.53	\$85.66	
Type V: 1-Hour	\$173.47	\$92.24	
Type V: N	\$166.29	\$79.88	
<b>MEDICAL OFFICES:</b>			
Type 1 or II F.R. <sup>1</sup>	\$245.32	\$133.53	
Type II: 1-Hour	\$189.28	\$99.59	
Type II: N	\$179.87	\$95.78	
Type III: 1-Hour	\$205.30	\$103.86	
Type III-N	\$191.14	\$96.85	
Type V: 1-Hour	\$185.17	\$99.94	
Type V: N	\$178.61	\$94.91	
<b>OFFICES<sup>2</sup>:</b>			
Type 1 or II F.R.	\$219.27	\$115.19	
Type II: 1-Hour	\$146.79	\$98.29	
Type II: N	\$139.83	\$91.76	
Type III: 1-Hour	\$158.48	\$96.40	
Type III-N	\$151.53	\$91.91	
Type V: 1-Hour	\$148.45	\$95.26	

1 Add 0.5% to total cost for each story over three.

2 Deduct 20% for shell-only permits.

# Master Fee Schedule 2016/17

## DEVELOPMENT SERVICES - Building

### Building Permit Valuation Table

#### Average Cost per Square Foot by Occupancy & Type

<u>Occupancy &amp; Type</u>			<u>Average Cost per Square Foot by Occupancy &amp; Type</u>					
<b>PRIVATE GARAGES:</b>			<b>SCHOOLS:</b>	New	Remodel	<b>WAREHOUSES<sup>1</sup></b>	New	Remodel
Wood Frame	\$122.46	\$35.04	Type 1 or II F.R.	\$228.29	\$136.84	Type 1 or II F.R.	\$101.42	\$66.14
Masonry	\$56.24	\$35.37	Type II: 1-Hour	\$155.82	\$108.08	Type II or V: 1-Hr	\$60.14	\$39.64
Open Carports	\$34.10	\$23.21	Type III: 1-Hour	\$166.70	\$108.09	Type II or V: N	\$56.45	\$38.59
<b>PUBLIC BUILDINGS:</b>			Type III-N	\$160.34	\$94.65	Type III: 1-Hour	\$68.15	\$39.62
Type 1 or II F.R. <sup>1</sup>	\$253.32	\$134.63	Type V: 1-Hour	\$156.25	\$104.14	Type III-N	\$64.89	\$36.94
Type II: 1-Hour	\$205.30	\$102.67	Type V: N	\$149.07	\$92.35	<b>AIR CONDITIONING:</b>		
Type II: N	\$196.28	\$98.87	<b>SERVICE STATIONS:</b>			Commercial	\$8.62	
Type III: 1-Hour	\$213.10	\$105.47	Type II: N	\$137.95	\$69.31	Residential	\$7.18	
Type III-N	\$205.69	\$98.53	Type III: 1-Hour	\$143.93	\$72.58	Sprinkler System	\$5.33	
Type V: 1-Hour	\$195.03	\$102.28	Type V: 1-Hour	\$122.56	\$69.20	<b>MISCELLANY<sup>2</sup></b>		
Type V: N	\$188.07	\$95.09	Canopies	\$57.49	\$38.24	Deck/covered porches	\$44.25	
<b>PUBLIC GARAGES:</b>			<b>STORES:</b>			Retaining Wall		
Type I or II F.R. <sup>1</sup>	\$100.37	\$57.32	Type 1 or II F.R. <sup>1</sup>	\$169.17	\$91.91	(less than 4')	\$76.19	
Type I or II open p	\$75.34	\$53.43	Type II: 1-Hour	\$103.46	\$79.67	Retaining Wall		
Type II: N	\$57.49	\$50.87	Type II: N	\$101.21	\$77.70	(4' and more))	\$142.84	
Type III: 1-Hour	\$75.95	\$54.79	Type III: 1-Hour	\$125.85	\$79.26	Balcony	\$53.10	
Type III-N	\$67.54	\$51.16	Type III-N	\$118.05	\$92.06	Trellis/Arbor	\$26.54	
Type V: 1-Hour	\$69.18	\$54.12	Type V: 1-Hour	\$105.95	\$78.71			
<b>RESTAURANTS:</b>			Type V: N	\$97.92	\$75.84			
Type III: 1-Hour	\$199.97	\$138.85	<b>THEATERS:</b>					
Type III-N	\$183.13	\$134.37	Type 1 or II F.R.	\$225.42	\$122.16			
Type V: 1-Hour	\$183.13	\$136.82	Type III: 1-Hour	\$164.24	\$96.36			
Type V: N	\$175.93	\$132.01	Type III-N	\$156.43	\$89.24			
			Type V: 1-Hour	\$154.58	\$94.48			
			Type V: N	\$146.18	\$80.05			

1 Add 0.5% to total cost for each story over three.

2 Deduct 20% for shell-only permits.





## TOWN COUNCIL

Karen Stepper	Mayor
Renee Morgan	Vice-Mayor
Newell Arnerich	Councilmember
Mike Doyle	Councilmember
Robert Storer	Councilmember

## TOWN STAFF

Joseph A. Calabrigo	Town Manager
Robert Ewing	City Attorney
Marie Sunseri	City Clerk
Steve Simpkins	Chief of Police
Tai Williams	Administrative Services Director
Steven C. Lake	Development Services Director
Jed Johnson	Maintenance Services Director
Lani Ha	Finance Manager/Treasurer
Henry Perezalonso	Recreation Services Manager
Clancy Priest	Information Technology Manager
Denise Phoenix	Human Resources Manager
Kevin Gailey	Chief of Planning
Mike Leontiades	Chief Building Official

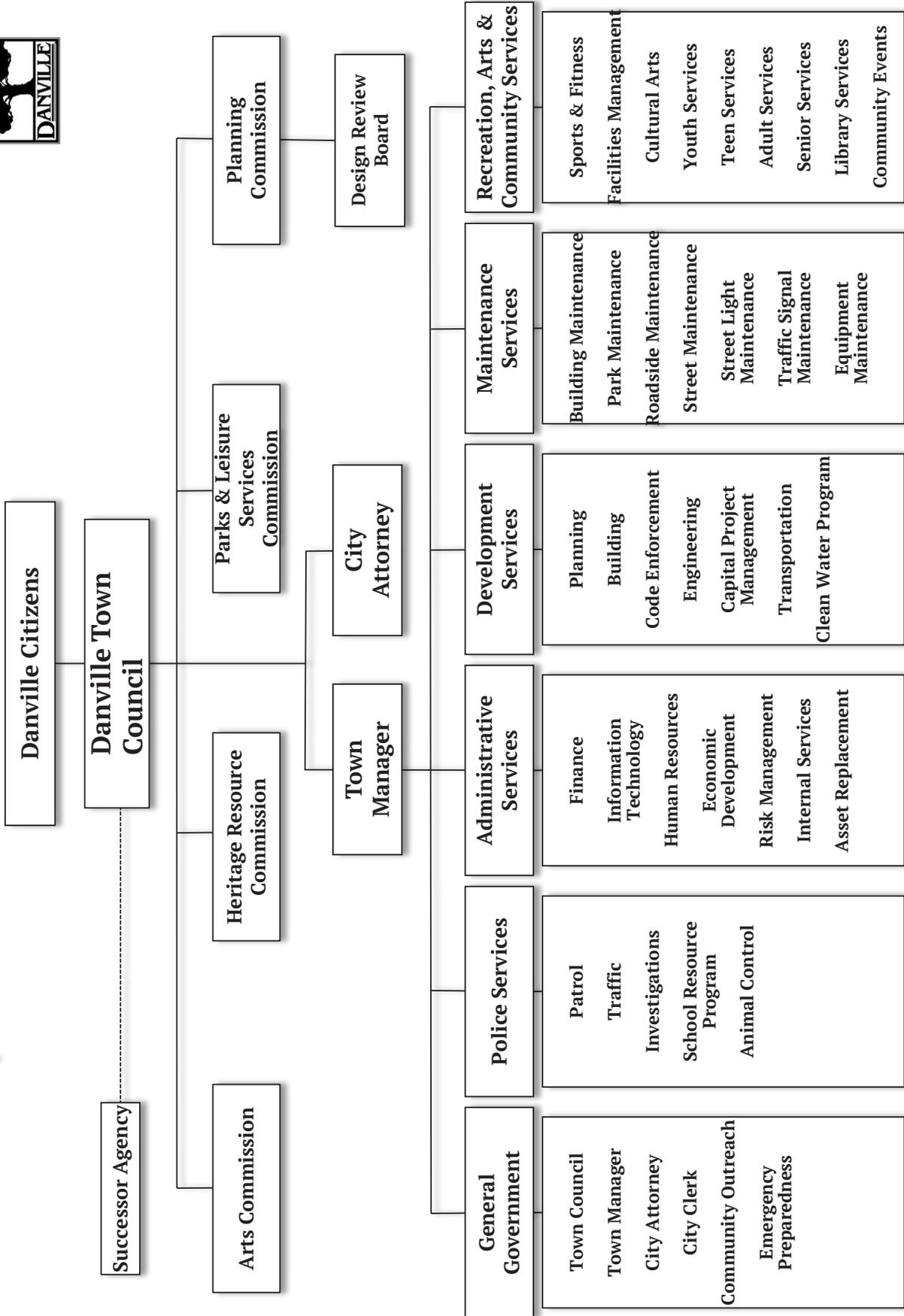
## WITH ACKNOWLEDGEMENT TO

Nat Rojanasathira	Assistant to the Town Manager
Geoff Gillette	Public Information Coordinator
Sabrina Urso	Accounting Technician
Jessica Sanders	Account Clerk II
Jacqi Hill	Administrative Assistant

# Service Delivery Structure



## Service Delivery Structure



April 14, 2016





## Our Vision



*"Small town atmosphere,  
outstanding quality of life."*



## Our Mission

**Deliver superior municipal services that make  
people's lives better. We:**

- *Keep residents, businesses and property safe*
- *Provide well-maintained public facilities*
- *Protect our environment, preserve our history and retain the special character*
- *Provide opportunities that support residents' growth and enrichment*
- *Promote and support economic vitality and growth*
- *Represent and promote Danville's best interests*
- *Celebrate community through family oriented special events*
- *Engage and communicate with residents and businesses effectively*



## IMPLEMENTATION

### Implementation



### Town Council

- *Annual Planning & Goal Setting*
- *Identify and meet Service Delivery needs (Budget)*
- *Identify and meet Facility needs (CIP)*
- *Maintain Fiscal Sustainability (Budget)*

\*\*Vision

\*\* Mission



### Administration

- *Set Performance Indicators (by department/ work group)*
- *Offer work that is challenging, engaging and meaningful*

*Idealized description of desired outcome that inspires, energizes and helps you create a mental picture of your target.*

*Talks about HOW you will get to where you want to be (achieve your target)*

### Individual

- *Set Performance Objectives and standards*
- *Do meaningful work that makes a difference to other people*
- *Keep key questions in focus*



Danville began as a small rural village during the 1850s. Founded by two young gold miners, Andrew and Daniel Inman who bought 400 acres in today's Old Town. The first Post Office was established in 1860.

With the construction of the Bay Bridge in 1936 and the Caldecott Tunnel in 1937, central Contra Costa County became accessible to the large growing employment centers in San Francisco. During the 1950s and 1960s, Danville evolved into a pleasant desirable residential community. The completion of Interstate 680 in 1968 allowed for a greater access to the area and contributed to increased residential development throughout the San Ramon Valley.

Incorporated in 1982, Danville is located in Contra Costa County, approximately 30 miles east of San Francisco, and lies in the center of the San Ramon Valley. The Town is suburban, while retaining its semi-rural character. Older, well maintained neighborhoods co-exist with new subdivisions and their modern amenities. The decades of the 1970s and 1980s saw significant residential growth on the east side of I-680 with the development of the Sycamore, Greenbrook, Sycamore Valley and Crow Canyon Corridor areas.

The community enjoys a wonderful location, climate and environment. Preservation of open space, major ridgelines and scenic hillsides and other natural and scenic features are a high priority for the community. Natural creeks, hiking and biking trails, and dedicated open space encircle the Town. Mt. Diablo, at 3,849 ft. elevation, rises to the east and the Las Trampas Regional Wilderness, elevation 2,049 ft. creates the Town's western boundary.

Danville's primary commercial district lies in the center of the community and offers boutique shopping, many resident service businesses and fine dining. The Old Town area is the historical center of Town. It features a combination of well-preserved historic buildings, community buildings such as the Veterans Memorial Building and the Library and a mixture of commercial, office and residential uses. It is a source of pride to residents and is host for many holiday and special events which attract visitors throughout the year from around the Bay Area.

Danville's location in close proximity to technology, employment centers and higher education, coupled with a high level of public safety and excellent schools continue to make it a popular and sought after community, and a unique location within the dynamic and changing Tri-Valley. The 2030 General Plan adopted in 2013, continues to chart a course of careful and limited growth and change for Danville, envisioning a build out population of 45,000 for the Town.

Danville's citizens and the Town government are committed to preserving the best of the past while planning for the future. Aggressive long-range planning efforts are needed to ensure that future growth is accommodated with minimal impact on the quality of life desired by existing residents. Achieving this goal requires the Town Council and Staff to continue to work cooperatively with the County, utility districts, school district, fire district, other cities in the area, and the community-at-large.



Population (January 1, 2015)	43,691
Date of Incorporation	July 1, 1982
Form of Government	Council-Manager
Area	18.8 Square Miles
Miles of Streets	145
Street Light Poles	3,449
Signalized Intersections	54
Building Permits Finaled (Average), March 31, 2015	185 per Month
Facilities	Town Meeting Hall Library Danville Community Center Village Theatre & Art Gallery Veterans Memorial Building & Senior Center Oak Hill Park Community Center Hap Magee Ranch Park Buildings Town Offices Town Service Center Teen Centers (Charlotte Wood, Diablo Vista and Los Cerros)
Parks/Schools/Trails	5 Community Parks - 158.9 Acres 2 Neighborhood Parks - 2.4 Acres 4 Mini Parks - 1.4 Acres 5 School Parks - 18.4 Acres Trails - 18.8 Acres
Fire Stations	2
Schools	11
Bus Service	County Connection





# Summaries



# General Fund Revenue & Exp. Proj.



	Adopted Budget FY 15/16	Adjusted Budget FY 15/16	Projected FY 15/16	Adopted Budget FY 16/17
<b>BEGINNING UNRESERVED FUND BALANCE</b>				
Operating Revenues	23,615,597	23,758,210	23,758,210	24,103,236
Operating Transfers In	297,553	297,553	297,553	297,553
Carry forward	0	619,481	619,481	0
Less Operating Expenses	-20,519,947	-20,687,560	-20,687,560	-21,194,690
CDA Loan repayment	900,000	900,000	900,000	1,000,000
<b>Gross Funds Available</b>	<b>4,293,203</b>	<b>4,887,684</b>	<b>4,887,684</b>	<b>4,206,099</b>
<b>LESS TRANSFERS TO OTHER FUNDS</b>				
L L A D - Capital	0	0	0	0
L L A D - subsidy for operations	450,000	450,000	450,000	550,000
Pavement Management	2,600,000	2,600,000	2,600,000	2,000,000
Assets Replacement	0	0	0	100,000
Capital Improvement	1,243,203	1,243,203	1,243,203	1,556,099
<b>Total Transfer to Other Funds</b>	<b>4,293,203</b>	<b>4,293,203</b>	<b>4,293,203</b>	<b>4,206,099</b>
<b>LESS DESIGNATIONS</b>				
Total Designations	0	0	0	0
<b>ENDING FUND BALANCE</b>	<b>0</b>	<b>594,481</b>	<b>594,481</b>	<b>0</b>



# Summary of Appropriations



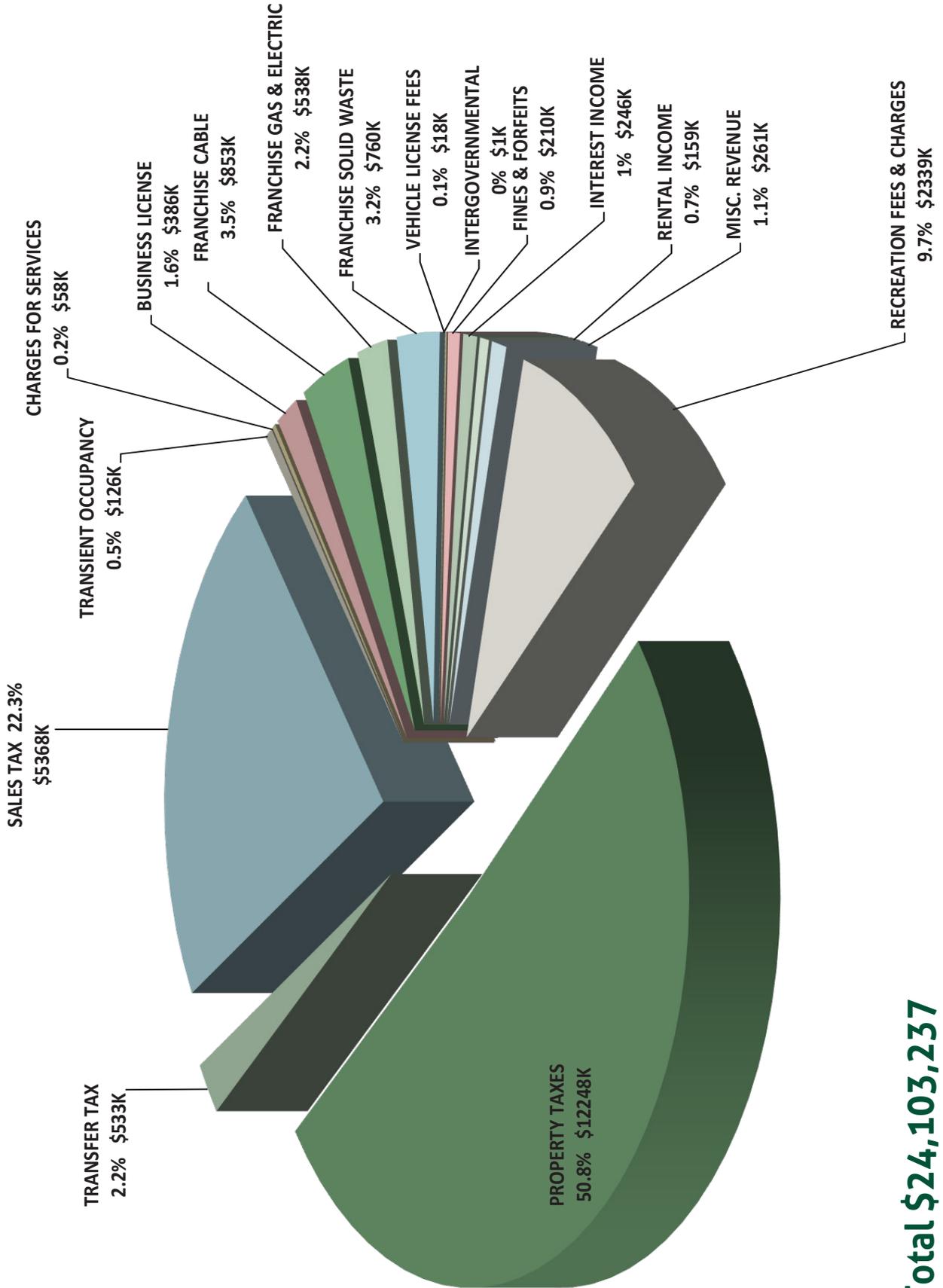
<b>FISCAL YEAR 2016/2017</b>	Salaries & Benefits	Contractual Services & Operations	Asset Replacement	Debt Service	Total
General Fund	6,560,994	14,633,696	0	0	21,194,690
Peg Fee		13,357	0	0	13,357
P S SLESF	0	100,048	0	0	100,048
P S Abandoned Vehicle Abate	0	30,242	0	0	30,242
P S Asset Seizure	0	31	0	0	31
Building & Planning	1,766,451	448,875	0	0	2,215,326
Engineering	322,491	58,800	0	0	381,291
Child Care Impact Fee		227	0	0	227
Gas Tax	654,561	496,220	0	0	1,150,781
Measure J	223,313	37,516	0	0	260,829
Clean Water	137,818	440,642	0	0	578,460
L L A D - Zone A	350,693	451,162	0	0	801,855
L L A D - Zone B	346,112	527,919	0	0	874,031
L L A D - Zone C	179,695	543,145	0	0	722,840
L L A D - Zone D	537,870	926,869	0	0	1,464,739
Donations/Contributions		3,800	0	0	3,800
Asset Replacement - General	0	3,619	276,126	0	279,745
Asset Replacement - Lib/CC	0	1,201	0	0	1,201
Civic Facilities	0	5,476	0	0	5,476
Park Facilities	0	5,428	0	0	5,428
Capital Improvement	69,515	21,860	0	0	91,375
Park Dedication Impact Fee		1,949	0	0	1,949
C T I P		857	0	0	857
R T I P		309	0	0	309
Tassajara Area Transportation		303	0	0	303
Old Town Parking In Lieu		563	0	0	563
NERIAD Assessment District		1,515	0	0	1,515
Misc Development Fees		250	0	0	250
SVAD Benefit District		44	0	0	44
Tri-Valley Trans & Dev - Res		92	0	0	92
Tri-Valley Trans & Dev - Com		94	0	0	94
SCC Regional		8,363	0	0	8,363
SCC Sub Regional		2,400	0	0	2,400
Dougherty Valley Fee		459	0	0	459
Successor Agency RPTTF	0	1,000	0	1,239,301	1,240,301
<b>TOTALS</b>	<b>11,149,513</b>	<b>18,768,331</b>	<b>276,126</b>	<b>1,239,301</b>	<b>31,433,271</b>

# General Fund Revenue Sources



## SUMMARY OF GENERAL FUND REVENUE SOURCES

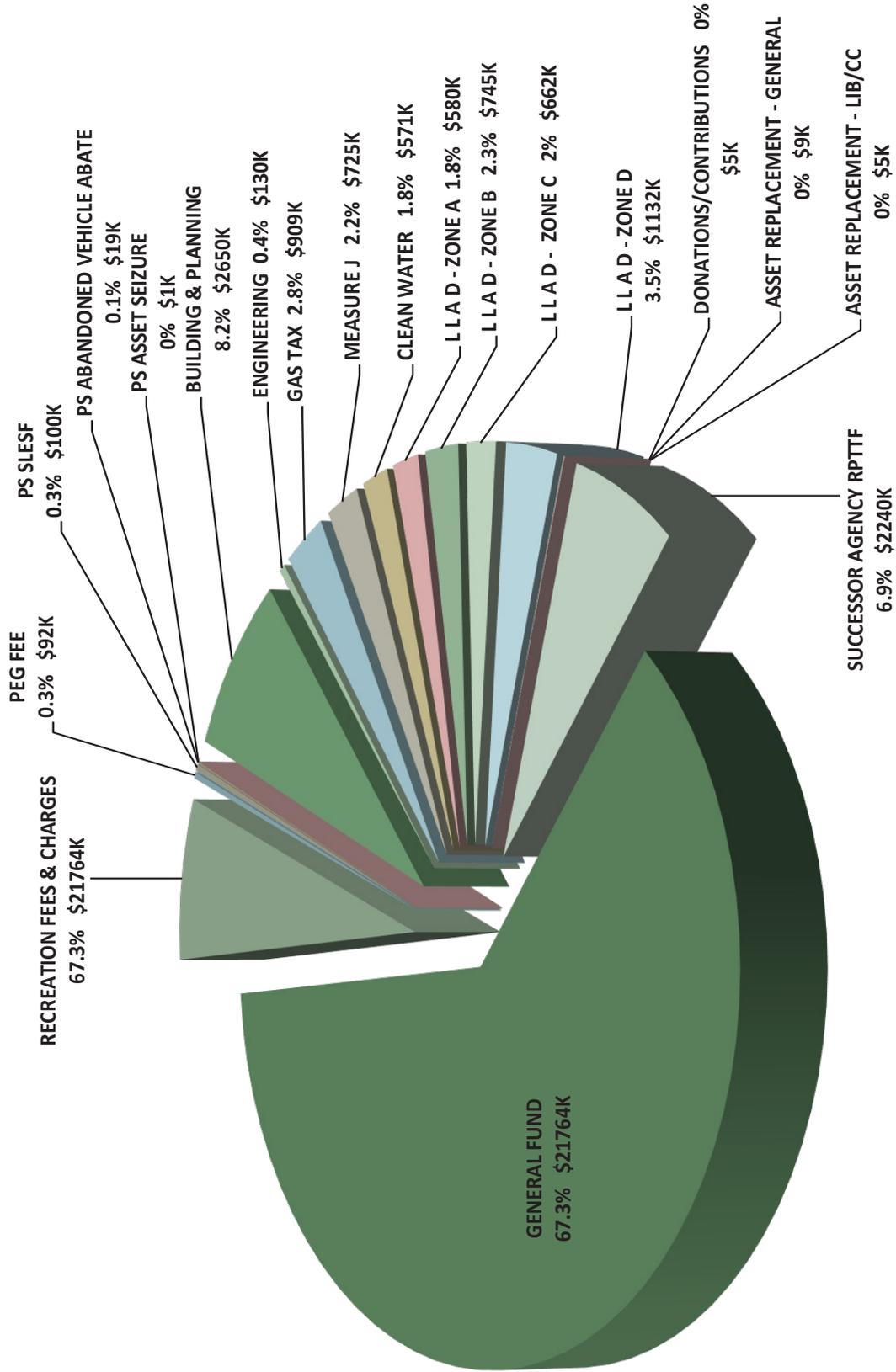
FISCAL YEAR 2016/17



**Total \$24,103,237**



## SUMMARY OF TOTAL REVENUE SOURCES FISCAL YEAR 2016/17



**Total \$34,677,400**

# Summary of Revenue



	Actual FY 14/15	Adopted FY 15/16	Amended FY 15/16	Projected FY 15/16	Adopted FY 16/17	% Change From Amended
<b>GENERAL PURPOSE REVENUE</b>						
<b>GENERAL FUND</b>						
Property Taxes	11,772,981	11,813,257	11,813,257	11,813,257	12,247,588	3.7
Transfer Tax	517,311	519,139	519,139	519,139	532,830	2.6
Sales Tax Triple Flip	1,303,192	1,004,176	1,004,176	1,004,176	0	-100.0
Sales Tax	3,959,163	4,219,145	4,219,145	4,219,145	5,368,128	27.2
Transient Occupancy	121,215	123,546	123,546	123,546	126,017	2.0
Charges For Services	74,750	52,985	52,985	52,985	57,567	8.6
Business License	391,856	379,740	379,740	379,740	385,770	1.6
Franchise Cable	888,977	838,422	838,422	838,422	853,160	1.8
Franchise Gas & Elec	534,744	538,382	538,382	538,382	538,382	0.0
Franchise Solid Wast	697,335	741,273	741,273	741,273	759,805	2.5
Intergovernmental	93,138	10,000	10,000	10,000	1,000	-90.0
Vehicle License Fees	17,857	17,857	17,857	17,857	17,857	0.0
Fines & Forfeits	242,325	210,000	210,000	210,000	210,000	0.0
Interest Income	277,273	316,122	316,122	316,122	245,740	-22.3
Rental Income	156,748	158,770	158,770	158,770	158,770	0.0
Misc. Revenue	364,349	322,668	465,281	322,668	261,178	-43.9
<b>Total</b>	<b>21,413,216</b>	<b>21,265,482</b>	<b>21,408,095</b>	<b>21,265,482</b>	<b>21,763,792</b>	<b>1.7</b>
<b>RECREATION FEES &amp; CHARGES</b>						
Charges For Services	1,854,211	1,831,570	1,831,570	1,831,570	1,813,801	-1.0
Sports Alliance Fees	150,008	155,379	155,379	155,379	155,379	0.0
Facility Rental Income	1	349,366	349,366	349,366	361,265	3.4
Misc. Revenue	7,999	10,800	10,800	10,800	6,000	-44.4
Donation	0	3,000	3,000	3,000	3,000	0.0
<b>Total</b>	<b>2,448,921</b>	<b>2,350,115</b>	<b>2,350,115</b>	<b>2,350,115</b>	<b>2,339,445</b>	<b>-0.5</b>
<b>Revenue Subtotal</b>	<b>23,862,137</b>	<b>23,615,597</b>	<b>23,758,210</b>	<b>23,615,597</b>	<b>24,103,237</b>	<b>1.5</b>
<b>SPECIAL PURPOSE REVENUE</b>						
<b>PEG FEE</b>						
Franchise Cable	94,108	91,304	91,304	91,304	92,217	1.0
Interest Income	3,089	3,820	3,820	3,820	0	-100.0
<b>Total</b>	<b>97,197</b>	<b>95,124</b>	<b>95,124</b>	<b>95,124</b>	<b>92,217</b>	<b>-3.1</b>

# Summary of Revenue



	Actual FY 14/15	Adopted FY 15/16	Amended FY 15/16	Projected FY 15/16	Adopted FY 16/17	% Change From Amended
<b>P S SLESF</b>						
Intergovernmental	113,973	100,000	100,000	100,000	100,000	0.0
Interest Income	930	0	0	0	0	0.0
Misc. Revenue	938	0	0	0	0	0.0
<b>Total</b>	<b>115,840</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>0.0</b>
<b>P S ABANDONED VEHICLE ABATE</b>						
Intergovernmental	13,949	18,000	18,000	18,000	18,000	0.0
Interest Income	2,672	2,229	2,229	2,229	858	-61.5
Misc. Revenue	5,000	0	0	0	0	0.0
<b>Total</b>	<b>21,622</b>	<b>20,229</b>	<b>20,229</b>	<b>20,229</b>	<b>18,858</b>	<b>-6.8</b>
<b>P S ASSET SEIZURE</b>						
Intergovernmental	0	1,000	1,000	1,000	1,000	0.0
Interest Income	355	236	236	236	138	-41.5
<b>Total</b>	<b>355</b>	<b>1,236</b>	<b>1,236</b>	<b>1,236</b>	<b>1,138</b>	<b>-7.9</b>
<b>BUILDING &amp; PLANNING</b>						
Charges For Services	386,696	378,220	378,220	378,220	367,675	-2.8
Development Fees	2,343,904	2,170,036	2,570,036	2,170,036	2,282,812	-11.2
Misc. Revenue	5,000	0	75,546	0	0	-100.0
<b>Total</b>	<b>2,735,600</b>	<b>2,548,256</b>	<b>3,023,802</b>	<b>2,548,256</b>	<b>2,650,487</b>	<b>-12.3</b>
<b>ENGINEERING</b>						
Charges For Services	321,175	134,977	134,977	134,977	129,350	-4.2
Development Fees	495	500	500	500	500	0.0
<b>Total</b>	<b>321,670</b>	<b>135,477</b>	<b>135,477</b>	<b>135,477</b>	<b>129,850</b>	<b>-4.2</b>
<b>GAS TAX</b>						
Gas Tax	1,103,399	925,826	925,826	925,826	896,817	-3.1
Interest Income	17,340	28,788	28,788	28,788	11,862	-58.8
Misc. Revenue	611	0	0	0	0	0.0
<b>Total</b>	<b>1,121,349</b>	<b>954,614</b>	<b>954,614</b>	<b>954,614</b>	<b>908,679</b>	<b>-4.8</b>
<b>MEASURE J</b>						
Intergovernmental	735,086	689,661	689,661	689,661	716,865	3.9
Interest Income	14,301	16,223	16,223	16,223	8,111	-50.0
Misc. Revenue	204,131	0	0	0	0	0.0
<b>Total</b>	<b>953,519</b>	<b>705,884</b>	<b>705,884</b>	<b>705,884</b>	<b>724,976</b>	<b>2.7</b>

# Summary of Revenue



	Actual FY 14/15	Adopted FY 15/16	Amended FY 15/16	Projected FY 15/16	Adopted FY 16/17	% Change From Amended
<b>CLEAN WATER</b>						
Special Assessment	549,471	562,154	562,154	562,154	562,154	0.0
Charges For Services	2,560	1,010	1,010	1,010	1,010	0.0
Interest Income	13,366	14,112	14,112	14,112	7,629	-45.9
Misc. Revenue	100	0	0	0	0	0.0
<b>Total</b>	<b>565,497</b>	<b>577,276</b>	<b>577,276</b>	<b>577,276</b>	<b>570,793</b>	<b>-1.1</b>
<b>L L A D - ZONE A</b>						
Special Assessment	578,031	578,334	578,334	578,334	578,334	0.0
Interest Income	372	1,029	1,029	1,029	1,191	15.7
<b>Total</b>	<b>578,403</b>	<b>579,363</b>	<b>579,363</b>	<b>579,363</b>	<b>579,525</b>	<b>0.0</b>
<b>L L A D - ZONE B</b>						
Special Assessment	743,129	741,468	741,468	741,468	741,468	0.0
Interest Income	7,544	10,487	10,487	10,487	3,276	-68.8
<b>Total</b>	<b>750,674</b>	<b>751,955</b>	<b>751,955</b>	<b>751,955</b>	<b>744,744</b>	<b>-1.0</b>
<b>L L A D - ZONE C</b>						
Special Assessment	663,876	659,635	659,635	659,635	659,635	0.0
Interest Income	10,988	9,439	9,439	9,439	2,569	-72.8
<b>Total</b>	<b>674,864</b>	<b>669,074</b>	<b>669,074</b>	<b>669,074</b>	<b>662,204</b>	<b>-1.0</b>
<b>L L A D - ZONE D</b>						
Special Assessment	1,040,063	1,040,758	1,040,758	1,040,758	1,040,758	0.0
Interest Income	8,336	1,963	1,963	1,963	1,963	0.0
Misc. Revenue	86,070	88,898	88,898	88,898	88,898	0.0
<b>Total</b>	<b>1,134,468</b>	<b>1,131,619</b>	<b>1,131,619</b>	<b>1,131,619</b>	<b>1,131,619</b>	<b>0.0</b>
<b>DONATIONS/CONTRIBUTIONS</b>						
Interest Income	2,220	2,450	2,450	2,450	974	-60.2
Donation	158,666	53,760	53,760	53,760	3,760	-93.0
<b>Total</b>	<b>160,887</b>	<b>56,210</b>	<b>56,210</b>	<b>56,210</b>	<b>4,734</b>	<b>-91.6</b>

# Summary of Revenue

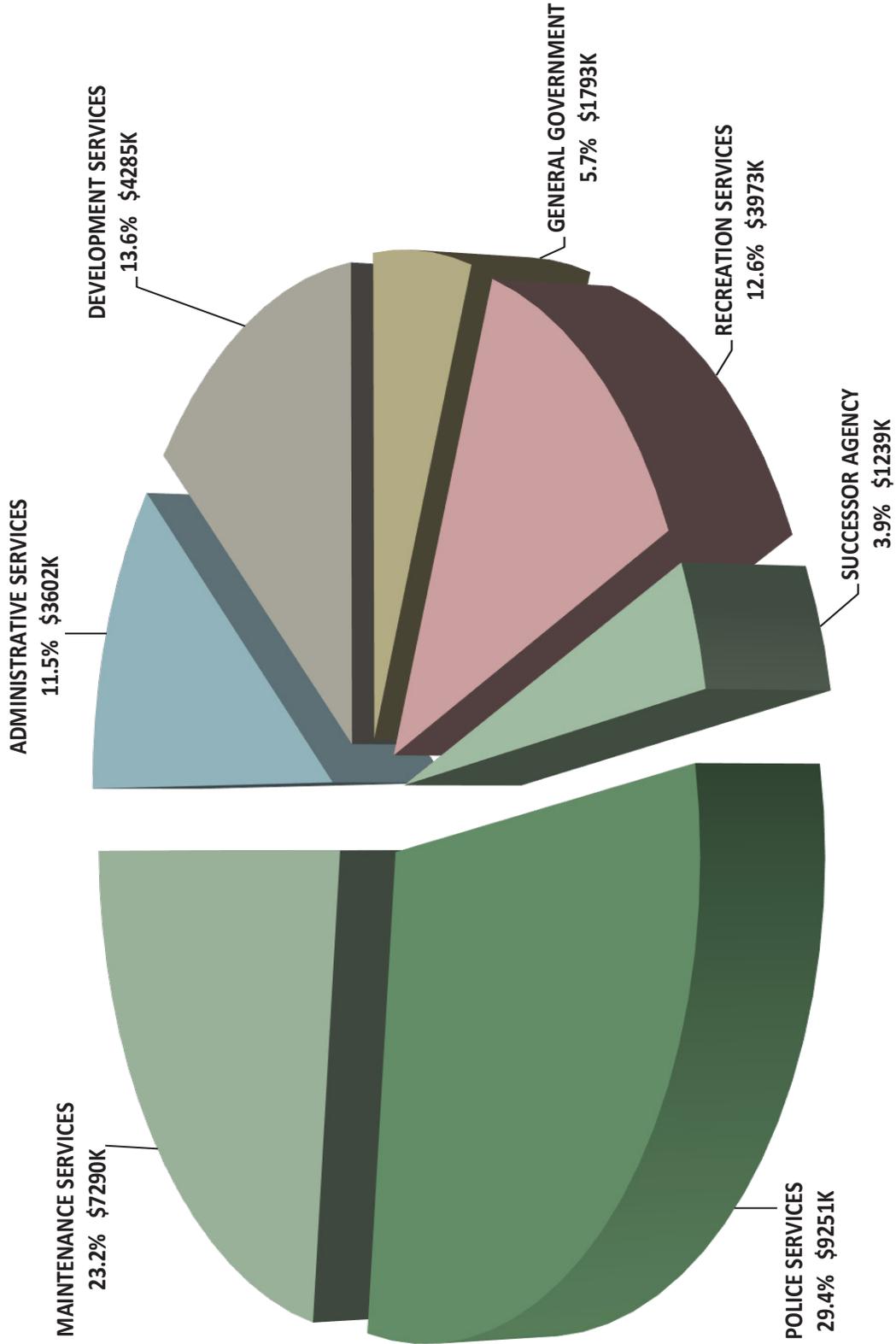


	Actual FY 14/15	Adopted FY 15/16	Amended FY 15/16	Projected FY 15/16	Adopted FY 16/17	% Change From Amended
<b>ASSET REPLACEMENT - GENERAL</b>						
Interest Income	21,322	32,326	32,326	32,326	9,387	-71.0
Misc. Revenue	24,109	0	0	0	0	0.0
<b>Total</b>	<b>45,431</b>	<b>32,326</b>	<b>32,326</b>	<b>32,326</b>	<b>9,387</b>	<b>-71.0</b>
<b>ASSET REPLACEMENT - LIB/CC</b>						
Interest Income	7,961	10,864	10,864	10,864	4,652	-57.2
<b>Total</b>	<b>7,961</b>	<b>10,864</b>	<b>10,864</b>	<b>10,864</b>	<b>4,652</b>	<b>-57.2</b>
<b>Revenue Subtotal</b>	<b>9,285,337</b>	<b>8,369,507</b>	<b>8,845,053</b>	<b>8,369,507</b>	<b>8,333,863</b>	<b>-5.8</b>
<b>OPERATING REVENUE TOTAL</b>						
	<b>33,147,474</b>	<b>31,985,103</b>	<b>32,603,262</b>	<b>31,985,103</b>	<b>32,437,099</b>	<b>-0.5</b>
<b>SUCCESSOR AGENCY RPTTF</b>						
Successor Agency RPTTF						
Property Taxes	1,095,488	2,174,464	2,174,464	2,174,464	2,240,301	3.0
Interest Income	152	0	0	0	0	0.0
Rental Income	250,303	0	0	0	0	0.0
Misc. Revenue	608	0	0	0	0	0.0
<b>Total</b>	<b>1,346,551</b>	<b>2,174,464</b>	<b>2,174,464</b>	<b>2,174,464</b>	<b>2,240,301</b>	<b>3.0</b>
<b>Revenue Total</b>	<b>1,346,551</b>	<b>2,174,464</b>	<b>2,174,464</b>	<b>2,174,464</b>	<b>2,240,301</b>	<b>3.0</b>
<b>REVENUES GRAND TOTAL</b>						
	<b>34,494,025</b>	<b>34,159,567</b>	<b>34,777,726</b>	<b>34,159,567</b>	<b>34,677,400</b>	<b>-0.3</b>



## SUMMARY OF EXPENDITURES

FISCAL YEAR 2016/17



**Total \$31,433,271**

# Summary of Program Expenditures



	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY16/17	% Change From FY 15/16
<b>GENERAL GOVERNMENT</b>					
Town Council	131,353	162,074	169,166	166,274	2.6
Town Manager	692,133	575,271	670,372	593,459	3.2
City Attorney	380,178	381,233	397,244	378,577	-0.7
City Clerk	239,459	236,045	245,140	277,926	17.7
Community Outreach	0	195,682	213,682	264,147	35.0
Emergency Preparedness	95,155	134,376	134,376	112,490	-16.3
<b>TOTALS</b>	<b>1,538,278</b>	<b>1,684,681</b>	<b>1,829,980</b>	<b>1,792,873</b>	<b>6.4</b>
<b>POLICE SERVICES</b>					
Police Services Management	1,219,719	1,319,511	1,427,127	1,486,649	12.7
Patrol	4,653,490	4,909,728	4,950,252	5,102,517	3.9
Traffic	913,555	1,018,816	1,018,816	1,076,609	5.7
Investigation	686,757	690,222	690,222	773,418	12.1
School Resource Program	512,494	535,484	536,616	561,290	4.8
Animal Control	226,843	239,892	239,892	250,786	4.5
<b>TOTALS</b>	<b>8,212,857</b>	<b>8,713,653</b>	<b>8,862,925</b>	<b>9,251,269</b>	<b>6.2</b>
<b>ADMINISTRATIVE SERVICES</b>					
Administrative Services Management	259,659	335,165	335,165	409,701	22.2
Finance	822,768	782,750	952,134	760,707	-2.8
Information Technology	516,562	651,843	801,723	693,528	6.4
Human Resources	400,702	425,601	459,226	448,362	5.3
Economic Development	332,309	353,009	516,776	335,435	-5.0
Risk Management	323,870	516,500	516,500	395,000	-23.5
Internal Services	254,322	282,875	301,227	282,864	0.0
Asset Replacement	483,348	328,126	361,126	276,126	-15.8
<b>TOTALS</b>	<b>3,393,539</b>	<b>3,675,869</b>	<b>4,243,877</b>	<b>3,601,723</b>	<b>-2.0</b>
<b>DEVELOPMENT SERVICES</b>					
Development Services Mgmt	226,757	240,859	249,443	245,975	2.1
Planning	631,889	603,155	696,717	608,234	0.8

# Summary of Program Expenditures



	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17	% Change From FY 15/16
<b>Building</b>	1,212,506	1,230,150	1,350,635	1,372,823	11.6
<b>Code Enforcement</b>	0	113,442	113,442	113,833	0.3
<b>Engineering</b>	415,816	485,317	493,079	500,921	3.2
<b>Capital Project Mgmt</b>	628,429	686,387	705,518	713,754	4.0
<b>Transportation</b>	609,168	462,420	608,269	437,276	-5.4
<b>Clean Water Program</b>	408,995	325,288	526,229	292,065	-10.2
<b>TOTALS</b>	<b>4,133,559</b>	<b>4,147,018</b>	<b>4,743,332</b>	<b>4,284,881</b>	<b>3.3</b>
<b>MAINTENANCE SERVICES</b>					
<b>Maintenance Management</b>	306,010	351,212	362,352	359,836	2.5
<b>Building Maintenance</b>	676,424	859,775	871,997	869,587	1.1
<b>Park Maintenance</b>	1,653,413	2,033,473	2,081,314	2,093,649	3.0
<b>Roadside Maintenance</b>	1,434,008	1,573,692	1,601,211	1,674,519	6.4
<b>Street Maintenance</b>	542,267	930,119	930,119	939,499	1.0
<b>Street Light Maintenance</b>	523,957	720,057	758,098	721,826	0.2
<b>Traffic Signal Maintenance</b>	0	220,000	220,000	223,000	1.4
<b>Equipment Maintenance</b>	273,269	407,780	428,744	408,030	0.1
<b>TOTALS</b>	<b>5,409,348</b>	<b>7,096,107</b>	<b>7,253,835</b>	<b>7,289,945</b>	<b>2.7</b>
<b>RECREATION, ARTS &amp; COMMUNITY SERVICES</b>					
<b>Recreation Management</b>	292,947	400,009	402,484	383,627	-4.1
<b>Sports and Fitness</b>	661,567	601,742	601,742	653,699	8.6
<b>Facilities Management</b>	455,625	578,496	578,496	501,051	-13.4
<b>Cultural Arts</b>	585,961	574,392	574,392	582,691	1.4
<b>Youth</b>	363,323	400,732	401,244	416,035	3.8
<b>Teens</b>	272,356	360,870	364,282	401,410	11.2
<b>Adults</b>	149,187	135,215	138,747	128,528	-4.9
<b>Seniors</b>	415,201	454,523	456,336	441,158	-2.9
<b>Library Services</b>	186,874	202,914	202,914	196,914	-3.0
<b>Community Events</b>	246,826	266,452	266,452	268,167	0.6
<b>TOTALS</b>	<b>3,629,865</b>	<b>3,975,344</b>	<b>3,987,090</b>	<b>3,973,279</b>	<b>-0.1</b>

# Summary of Program Expenditures



	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY16/17	% Change From FY 15/16
<b>TOTAL OPERATING EXPENDITURES</b>	<b>26,317,446</b>	<b>29,292,673</b>	<b>30,921,040</b>	<b>30,193,970</b>	<b>3.1</b>
<b>SUCCESSOR AGENCY</b>					
Successor Agency	1,698,856	1,373,464	1,375,144	1,239,301	-9.8
<b>TOTALS</b>	<b>1,698,856</b>	<b>1,373,464</b>	<b>1,375,144</b>	<b>1,239,301</b>	<b>-9.8</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>28,016,302</b>	<b>30,666,137</b>	<b>32,296,184</b>	<b>31,433,271</b>	<b>2.5</b>
<b>APPROPRIATIONS FOR CAPITAL</b>	12,499,683	5,961,803	10,784,456	9,149,345	<b>53.5</b>
<b>TOTAL OPERATING &amp; CAPITAL</b>	<b>39,969,421</b>	<b>36,627,940</b>	<b>43,080,640</b>	<b>40,582,616</b>	<b>10.8</b>

# Summary of Program Expenditures



## OPERATING EXPENSES BY CATEGORY FISCAL YEAR 2016/2017

	Employee Expenses	Temporary Salaries	Administration	Materials & Supplies	Contracted Services	Equipment	Program Activities	Total
GENERAL GOVERNMENT	1,404,974	0	105,860	77,125	102,414	2,500	100,000	<b>1,792,873</b>
POLICE SERVICES	148,378	245,000	48,500	93,000	8,186,343	242,500	287,548	<b>9,251,269</b>
ADMINISTRATIVE SERVICES	1,862,566	46,750	136,307	271,648	288,258	390,986	605,208	<b>3,601,723</b>
DEVELOPMENT SERVICES	3,440,396	100,000	94,185	100,500	531,500	13,300	5,000	<b>4,284,881</b>
MAINTENANCE SERVICES	2,792,188	128,257	92,053	558,383	1,912,924	268,185	1,537,955	<b>7,289,945</b>
RECREATION,ARTS & COMMUNITY SRV	1,501,011	609,060	90,412	391,685	1,025,037	22,572	333,504	<b>3,973,279</b>
<b>TOTAL</b>	<b>11,149,513</b>	<b>1,129,067</b>	<b>567,317</b>	<b>1,492,340</b>	<b>12,046,475</b>	<b>940,043</b>	<b>2,869,215</b>	<b>30,193,970</b>

# Summary of Program Expenditures



% Change  
From  
FY 15/16

Adopted  
FY16/17

Adjusted  
FY 15/16

Adopted  
FY 15/16

Actual  
FY 14/15

## APPROPRIATIONS BY FUND (OPERATING)

	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY16/17	% Change From FY 15/16
General Fund	18,452,425	20,519,947	21,324,977	21,194,690	3.3
Peg Fee	393	557	557	13,357	2298.4
P S SLESF	100,067	100,048	143,795	100,048	0.0
P S Abandoned Vehicle Abate	98,901	20,242	20,242	30,242	49.4
P S Asset Seizure	32	31	14,336	31	0.0
Building & Planning	1,963,733	2,071,784	2,285,831	2,215,326	6.9
Engineering	297,776	356,139	363,901	381,291	7.1
Child Care Impact Fee	263	227	227	227	0.0
Gas Tax	964,342	1,158,195	1,240,264	1,150,781	-0.6
Measure J	226,045	247,984	284,844	260,829	5.2
Clean Water	410,772	610,305	811,246	578,460	-5.2
L L A D - Zone A	716,908	694,796	696,315	801,855	15.4
L L A D - Zone B	742,724	880,263	906,263	874,031	-0.7
L L A D - Zone C	525,440	721,072	759,113	722,840	0.2
L L A D - Zone D	1,218,699	1,411,075	1,429,374	1,464,739	3.8
Donations/Contributions	153,657	53,800	53,800	3,800	-92.9
Asset Replacement - General	278,251	265,745	404,931	279,745	5.3
Asset Replacement - Lib/CC	1,077	1,201	1,201	1,201	0.0
Civic Facilities	1,901	5,476	5,476	5,476	0.0
Park Facilities	6,369	5,428	5,428	5,428	0.0
Capital Improvement	148,075	150,160	150,160	91,375	-39.1
Park Dedication Impact Fee	1,906	1,949	1,949	1,949	0.0
C T I P	850	857	857	857	0.0
R T I P	551	309	309	309	0.0
Tassajara Area Transportation	126	303	303	303	0.0
Old Town Parking In Lieu	557	563	563	563	0.0
NERIAD Assessment District	1,250	1,515	1,515	1,515	0.0
Misc Development Fees	158	250	250	250	0.0

# Summary of Program Expenditures



	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY16/17	% Change From FY 15/16
SVAD Benefit District	37	44	44	44	0.0
Tri-Valley Trans & Dev - Res	145	92	92	92	0.0
Tri-Valley Trans & Dev - Com	93	94	94	94	0.0
SCC Regional	1,669	8,363	8,363	8,363	0.0
SCC Sub Regional	1,905	2,400	2,400	2,400	0.0
Dougherty Valley Fee	36	459	459	459	0.0
Successor Agency RPTTF	1,699,167	1,374,464	1,376,704	1,240,301	-9.8
<b>TOTALS</b>	<b>28,016,302</b>	<b>30,666,137</b>	<b>32,296,184</b>	<b>31,433,271</b>	<b>2.5</b>

# Personnel Allocation by Service Program



Service Program	Permanent Employees	Contract Employees	Temporary* Employees	Total
General Government	6.75	0.00	0.00	6.75
Police Services	1.75	30.00	6.00	37.75
Administrative Services	15.00	0.00	1.25	16.25
Development Services	27.50	0.00	3.25	30.75
Maintenance Services	28.00	0.00	3.00	31.00
Recreation, Arts & Community Services	15.75	0.00	22.50	38.25
<b>TOTAL</b>	<b>94.75</b>	<b>30.00</b>	<b>36.00</b>	<b>160.75</b>

\* Based upon converting total part-time temporary hours budgeted to full-time equivalent employees (FTE); 1,950 hours equals 1.0 FTE

## RECOMMENDED PERSONNEL CHANGES

### Service Program

#### Maintenance Services

*Park Maintenance*

Add 1.0 Maintenance Worker

*Roadside Maintenance*

Add 1.0 Maintenance Worker

# Personnel Allocation Detail



Service Program	Position	Total Personnel
<b>GENERAL GOVERNMENT</b>		
<b>Town Manager</b>		
	Town Manager	1.00
	Assistant to the Town Manager	0.50
	Administrative Assistant	1.00
<b>City Attorney</b>		
	City Attorney	1.00
<b>City Clerk</b>		
	City Clerk	1.00
<b>Community Outreach</b>		
	Assistant to the Town Manager	0.50
	Public Information Coordinator	1.00
<b>Emergency Preparedness</b>		
	Emergency Preparedness Manager	0.75
<b>GENERAL GOVERNMENT TOTAL</b>		<b>6.75</b>

## POLICE SERVICES

<b>Police Services Management</b>		
	Police Chief	1.00
	Administrative Lieutenant	1.00
	Administrative Assistant	1.00
	Temporary	3.00
<b>Patrol</b>		
	Sergeant	4.00
	Officer	16.00
<b>Traffic</b>		
	Sergeant	1.00
	Officer	3.00
	Temporary	2.00
<b>Investigations</b>		
	Sergeant	1.00
	Investigator	1.00
	Temporary	1.00
<b>School Resource Program</b>		
	School Resource Officer	2.00
	School Program Coordinator	0.75
<b>POLICE SERVICES TOTAL</b>		<b>37.75</b>

# Personnel Allocation Detail



Service Program	Position	Total Personnel
<b>ADMINISTRATIVE SERVICES</b>		
<b>Administrative Services Management</b>		
	Administrative Services Director	1.00
	Administrative Assistant	1.00
	Administrative Services Coordinator	1.00
<b>Finance</b>		
	Finance Manager/Treasurer	1.00
	Accounting Analyst	1.00
	Accounting Technician	2.00
	Account Clerk II	1.00
	Temporary	0.25
<b>Information Technology</b>		
	Information Technology Manager	1.00
	Information Technology Analyst	2.00
	Information Technology Technician	1.00
	Temporary	0.50
<b>Human Resources</b>		
	Human Resources Manager	1.00
	Human Resources Technician	1.00
	Temporary	0.50
<b>Economic Development</b>		
	Economic Development Manager	1.00
<b>ADMINISTRATIVE SERVICES TOTAL</b>		<b>16.25</b>

## DEVELOPMENT SERVICES

### Development Services Management

	Development Services Director	1.00
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### Planning

	Chief of Planning	1.00
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	Principal Planner	1.00
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	Associate Planner	1.00
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	Administrative Assistant	0.75
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	Temporary	1.00
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# Personnel Allocation Detail



Service Program	Position	Total Personnel
<b>Building</b>		
	Chief Building Official	1.00
	Plans Examiner	1.00
	Senior Building Inspector	1.00
	Building Inspector	3.00
	Development Coordinator	1.00
	Development Services Technician	2.00
	Temporary	1.00
<b>Code Enforcement</b>		
	Ass't Planner/Code Enforcement Officer	1.00
	Administrative Assistant	0.25
<b>Engineering</b>		
	Senior Civil Engineer	0.25
	Civil Engineering Assistant	0.25
	Public Works Inspector	2.25
	Administrative Assistant	1.00
<b>Capital Project Management</b>		
	Senior Civil Engineer	0.75
	Landscape Architect	1.00
	Associate Civil Engineer	2.00
	Public Works Inspector	0.75
	Civil Engineering Assistant	0.75
<b>Transportation</b>		
	Transportation Manager	1.00
	Traffic Engineering Associate	1.00
	Transportation Program Analyst	1.00
	Temporary	0.25
<b>Clean Water</b>		
	Clean Water Program Coordinator	0.50
	Temporary	1.00
<b>DEVELOPMENT SERVICES TOTAL</b>		<b>30.75</b>

## MAINTENANCE SERVICES

### Maintenance Services Management

	Maintenance Services Director	1.00
	Maintenance Services Coordinator	1.00

# Personnel Allocation Detail



Service Program	Position	Total Personnel
<b>Building Maintenance</b>		
	Maintenance Specialist	1.00
	Maintenance Worker	2.00
	Temporary	1.00
<b>Park Maintenance</b>		
	Maintenance Supervisor	1.00
	Maintenance Specialist	3.00
	Maintenance Worker	5.00
	Temporary	1.50
<b>Roadside Maintenance</b>		
	Maintenance Superintendent	1.00
	Maintenance Supervisor	1.00
	Maintenance Specialist	1.00
	Maintenance Worker	4.00
	Temporary	0.50
<b>Street Maintenance</b>		
	Maintenance Supervisor	1.00
	Maintenance Specialist	1.00
	Maintenance Worker	3.00
<b>Street Light Maintenance</b>		
	Maintenance Worker	2.00
<b>MAINTENANCE SERVICES TOTAL</b>		<b>31.00</b>

## RECREATION, ARTS & COMMUNITY SERVICES

### Recreation, Arts & Community Services Management

	Recreation Services Manager	1.00
	Temporary	0.75
<b>Sports and Fitness</b>		
	Program Supervisor	0.50
	Program Coordinator	1.00
	Temporary	8.00
<b>Facilities Management</b>		
	Program Supervisor	0.50
	Program Coordinator	1.00
	Administrative Assistant	1.00
	Facility Attendant	2.00
	Temporary	2.75

# Personnel Allocation Detail



Service Program	Position	Total Personnel
<b>Cultural Arts</b>		
	Program Supervisor	1.00
	Program Coordinator	2.00
	Temporary	0.75
<b>Youth Services</b>		
	Program Supervisor	0.50
	Program Coordinator	1.00
	Temporary	4.00
<b>Teen Services</b>		
	Program Supervisor	0.50
	Program Coordinator	1.25
	Temporary	4.50
<b>Adult Services</b>		
	Program Supervisor	0.50
	Temporary	0.50
<b>Senior Services</b>		
	Program Supervisor	0.50
	Administrative Assistant	1.00
	Temporary	1.25
<b>Community Events</b>		
	Community Events Coordinator	0.50
<b>RECREATION, ARTS &amp; COMMUNITY SERVICES TOTAL</b>		<b>38.25</b>
<b>PERSONNEL TOTAL</b>		<b>160.75</b>



TOWN  
MEETING  
HALL



General Government



# General Government



<b>PROGRAMS</b>	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
Town Council	\$ 131,353	\$ 162,074	\$ 169,166	\$ 166,274
Town Manager	\$ 692,133	\$ 575,271	\$ 670,372	\$ 593,459
City Attorney	\$ 380,178	\$ 381,233	\$ 397,244	\$ 378,577
City Clerk	\$ 239,459	\$ 236,045	\$ 245,140	\$ 277,926
Community Outreach	\$ 0	\$ 195,682	\$ 213,682	\$ 264,147
Emergency Preparedness	\$ 95,155	\$ 134,376	\$ 134,376	\$ 112,490
<b>TOTAL</b>	<b>\$ 1,538,278</b>	<b>\$ 1,684,681</b>	<b>\$ 1,829,980</b>	<b>\$ 1,792,873</b>

## FUNDING

Donations/Contributions	\$ 500	\$ 500	\$ 500	\$ 500
General Fund	\$ 1,537,778	\$ 1,684,181	\$ 1,829,480	\$ 1,779,573
PEG Fee	\$ 0	\$ 0	\$ 0	\$ 12,800
<b>TOTAL</b>	<b>\$ 1,538,278</b>	<b>\$ 1,684,681</b>	<b>\$ 1,829,980</b>	<b>\$ 1,792,873</b>

## PERSONNEL

FTE

PERMANENT

6.75

6.75



## PROGRAM DESCRIPTION

---

The Town Council is elected to represent the citizens of Danville, and to set policy in all areas of municipal affairs. The Town Council also serves as the Successor Agency to the former Community Development Agency, the Danville Financing Authority and the Danville Disaster Council. The Town Council annually reviews and formulates goals and priorities for the Town government; adopts a balanced budget that identifies municipal services to be provided and a five-year Capital Improvement Program that prioritizes capital needs and spending. The Town Council appoints commission, committee and board members, who advise the Council in various areas.

Council members serve in various capacities through participation in local, regional and state organizations, including: League of California Cities, Association of Bay Area Governments, Contra Costa Mayors' Conference, Contra Costa Transportation Authority, County Connection, RecycleSmart, Tri-Valley Council and Transportation Council, i-GATE, Visit Tri-Valley, East Bay Economic Development Alliance, East Bay Regional Communications System Authority and the San Ramon Valley Citizen Corps Council.

The Town Council works with other Tri-Valley cities to support federal legislative advocacy efforts that benefit transportation, economic development, emergency preparedness and other goals established by the cities.

## GOALS

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- ❖ Promote open government and encourage civic involvement.
- ❖ Adopt a balanced Operating Budget and ensure that the Town remains on a fiscally sustainable course long term.
- ❖ Work towards enhancing the economic vitality of Downtown.
- ❖ Represent the Town's best interests by exercising leadership at the regional, state and federal level.

## HIGHLIGHTS

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- ❖ In 2015/16, the Town Council:
  - adopted ordinances prohibiting the cultivation, processing and delivery of medical marijuana; banning short-term rentals; prohibiting smoking in multi-family housing facilities; streamlining the permit process for residential rooftop solar systems; and updating the Town's Zoning Ordinance.
  - Advocated for Danville on regional transportation issues, including the Contra Costa Transportation Authority's new half-cent sales tax measure.
- ❖ In 2016/17, the Town Council will continue to set direction and policy for the betterment of and in the interest of the Danville community.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 48,261	\$ 56,935	\$ 56,935	\$ 57,135
<b>Administration</b>	\$ 52,235	\$ 64,825	\$ 66,975	\$ 66,825
<b>Materials &amp; Supplies</b>	\$ 8,416	\$ 18,425	\$ 23,367	\$ 18,925
<b>Contracted Services</b>	\$ 21,936	\$ 21,889	\$ 21,889	\$ 23,389
<b>Equipment</b>	\$ 190	\$ 0	\$ 0	\$ 0
<b>Other</b>	\$ 314	\$ 0	\$ 0	\$ 0
<b>TOTAL</b>	<b>\$ 131,353</b>	<b>\$ 162,074</b>	<b>\$ 169,166</b>	<b>\$ 166,274</b>

## EXPENDITURE DETAIL

Employee Expenses: monthly Council member costs include: \$675 salary; \$208 health care reimbursement; \$25 deferred compensation and \$44 workers' compensation, unemployment and FICA.

Administration: \$35,670 for dues/memberships and \$31,155 for hosted meeting/conference expenses.

Materials and Supplies: \$6,800 for community awards; \$5,000 Mayor's discretionary fund and \$7,125 for Town-hosted activities, proclamation supplies, and miscellaneous expenses.

Contracted Services: \$21,500 for federal advocacy services and \$1,889 for televising of the annual Community Awards event.

## FUNDING

<b>General Fund</b>	\$ 130,853	\$ 161,574	\$ 168,666	\$ 165,774
<b>Donations/Contributions</b>	\$ 500	\$ 500	\$ 500	\$ 500
<b>TOTAL</b>	<b>\$ 131,353</b>	<b>\$ 162,074</b>	<b>\$ 169,166</b>	<b>\$ 166,274</b>



## PROGRAM DESCRIPTION

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The Town Manager is appointed by the Town Council to serve as the Town's chief administrator, Executive Director of the Danville Financing Authority and Director of Emergency Services. The Town Manager serves as a Board Member on the East Bay Regional Communications System JPA and the Oversight Board for the Successor Agency to the former Community Development Agency.

The Town Manager provides overall administration and direction for all areas of the Town organization. The Town Manager ensures that all goals established by the Town Council are met, supports the Town Council by presenting information and recommendations that facilitate informed policy making, facilitates communication among the Town Council, commissioners, Town staff and the community, and coordinates working relationships with external agencies and organizations.

## GOALS

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- ❖ Assist the Town Council in establishing annual and long-term goals that support and enhance the community vision.
- ❖ Ensure the provision of effective, high quality public services to Town residents and customers.
- ❖ Carefully manage Town finances to balance the need to deliver service in areas of highest priority, while ensuring long-term fiscal sustainability.
- ❖ Create and maintain a workplace characterized by leadership, innovation, enthusiasm and high standards of accomplishment.
- ❖ Effectively partner with other government agencies and service providers.

## HIGHLIGHTS

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- ❖ In 2015/16, the Town Manager's Office:
  - Coordinated the Annual Town Council Planning & Goal Setting Workshop and the Annual Town Council & Commissions Workshop.
  - Served in a leadership role for the State Regional Water Quality Control Board's renewal of the Municipal Regional Permit 2.0.
  - Successfully negotiated assemblage of properties to allow for design and construction of a new public parking lot on Rose Street.
  - Continued to serve as representative to the Danville Library, Museum of the San Ramon Valley, state and federal legislative representatives and RecycleSmart.
- ❖ In 2016/17, the Town Manager's Office will continue to provide leadership to Town staff and implement the goals established by the Town Council.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 678,690	\$ 564,634	\$ 622,555	\$ 582,477
<b>Administration</b>	\$ 7,012	\$ 9,237	\$ 9,937	\$ 9,532
<b>Materials &amp; Supplies</b>	\$ 1,143	\$ 1,400	\$ 1,400	\$ 1,450
<b>Contracted Services</b>	\$ 936	\$ 0	\$ 0	\$ 0
<b>Equipment</b>	\$ 0	\$ 0	\$ 35,544	\$ 0
<b>Program Activities</b>	\$ 4,352	\$ 0	\$ 936	\$ 0
<b>TOTAL</b>	<b>\$ 692,133</b>	<b>\$ 575,271</b>	<b>\$ 670,372</b>	<b>\$ 593,459</b>

## EXPENDITURE DETAIL

Administration: includes \$6,982 for professional dues and \$2,550 for travel and conference attendance.

Materials and Supplies: miscellaneous specialized supplies.

## FUNDING

<b>General Fund</b>	\$ 692,133	\$ 575,271	\$ 670,372	\$ 593,459
<b>TOTAL</b>	<b>\$ 692,133</b>	<b>\$ 575,271</b>	<b>\$ 670,372</b>	<b>\$ 593,459</b>

## PERSONNEL

PERMANENT	FTE
<b>Town Manager</b>	1.00
<b>Assistant to the Town Manager</b>	0.50
<b>Administrative Assistant</b>	<u>1.00</u>
<b>TOTAL PERMANENT FTE:</b>	<b>2.50</b>



## PROGRAM DESCRIPTION

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The City Attorney is appointed by the Town Council and serves as the principal legal advisor to the Town, including the Town Council, advisory boards and commissions and Town staff. The City Attorney's Office also oversees risk management and human resources functions. The City Attorney keeps Town officials aware of changes in the law, providing legal analysis at the earliest stage of policy development and working to develop a range of alternatives to achieve the desired policy goals.

The City Attorney serves on the Board of Directors for the Municipal Pooling Authority, a risk management and insurance pool for cities in Contra Costa County.

## GOALS

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- ❖ Advise the Town Council, commissions and staff on a broad range of legal issues, including land use, public safety, personnel, code enforcement, public records, ethics and the Brown Act.
- ❖ Minimize the Town's exposure to litigation and associated costs.
- ❖ Draft and review all Town ordinances, resolutions, contracts, leases and other legal documents.
- ❖ Manage litigation involving the Town and manage other dispute resolution processes.

## HIGHLIGHTS

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- ❖ In 2015/16, the City Attorney's Office:
  - Continued to work with the Town's Oversight Board in the dissolution of the Town's former Community Development Agency, including managing litigation against the State of California asserting the enforceability of the Cooperation/Loan Agreement between the former CDA and the Town, and disposition of former CDA assets.
  - Managed the right-of-way acquisition related to the San Ramon Valley Boulevard Widening Project.
  - Delivered ethics training to the Town's elected and appointed officials.
- ❖ In 2016/17, the City Attorney's Office will:
  - Manage the update to the Town's ADA Self Evaluation and Transition Plan.
  - Work with the Town's HR Manager and outside counsel to update the Town's Personnel Policies and Procedures.
  - Work with the Town's Maintenance Department to implement new risk management policies through grant funding.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 302,251	\$ 325,133	\$ 335,540	\$ 332,477
<b>Administration</b>	\$ 1,803	\$ 1,400	\$ 1,400	\$ 1,450
<b>Materials &amp; Supplies</b>	\$ 4,156	\$ 4,700	\$ 7,292	\$ 4,650
<b>Program Activities</b>	\$ 71,968	\$ 50,000	\$ 53,012	\$ 40,000
<b>TOTAL</b>	<b>\$ 380,178</b>	<b>\$ 381,233</b>	<b>\$ 397,244</b>	<b>\$ 378,577</b>

## EXPENDITURE DETAIL

Administration: includes funding for professional dues and travel.

Materials and Supplies: \$4,650 for library and reference materials.

Program Activities: \$40,000 for outside counsel to provide legal assistance on specialized matters such as tax and pension matters, land use and CEQA and litigation not covered by the Municipal Pooling Authority.

## FUNDING

<b>General Fund</b>	\$ 380,178	\$ 381,233	\$ 397,244	\$ 378,577
<b>TOTAL</b>	<b>\$ 380,178</b>	<b>\$ 381,233</b>	<b>\$ 397,244</b>	<b>\$ 378,577</b>

## PERSONNEL

PERMANENT	FTE
<b>City Attorney</b>	<u>1.00</u>
<b>TOTAL PERMANENT FTE:</b>	<b>1.00</b>



## PROGRAM DESCRIPTION

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The City Clerk serves as the Town's elections official and records manager, prepares Town Council agendas and maintains all legislative history, ensures that required legal notices are appropriately published, maintains the Municipal Code and performs other statutory duties as required. The City Clerk's Office complies with all federal and state laws including the California Government Code, California Election Law, FPPC, Ralph M. Brown Act and Public Records Act.

The City Clerk's Office assists other departments by overseeing maintenance of Town contracts and surety bonds and conducting the public bidding process.

## GOALS

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- ❖ Maintain an accurate and complete Records Management Program, including the legislative history of the Town Council, commissions and committees.
- ❖ Provide public access to information and respond to requests for public records.
- ❖ Serve as the Town's elections official; conduct biennial Town Council elections and special elections as necessary.
- ❖ Maintain the Town's Municipal Code and perform quarterly Code updates.
- ❖ Conduct biannual recruitments for Town commissions, boards and committees.

## HIGHLIGHTS

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- ❖ In 2015/16, the City Clerk's Office:
  - Provided public access to video recordings of the Danville Town Council on the website.
  - Continued implementation of the new Records Management Program.
  - Updated the Danville Municipal Code to reflect adopted Ordinances.
- ❖ In 2016/17, the City Clerk's Office will
  - Conduct a Municipal Election for three seats on the Danville Town Council.
  - Provide public access to video recordings of Planning Commission meetings.
  - Recruit to fill 23 positions on Danville Commissions and Committees.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 160,970	\$ 170,322	\$ 170,322	\$ 171,898
<b>Administration</b>	\$ 6,570	\$ 9,903	\$ 9,903	\$ 9,903
<b>Materials &amp; Supplies</b>	\$ 19,816	\$ 33,100	\$ 33,100	\$ 33,100
<b>Contracted Services</b>	\$ 52,103	\$ 22,720	\$ 31,815	\$ 63,025
<b>TOTAL</b>	<b>\$ 239,459</b>	<b>\$ 236,045</b>	<b>\$ 245,140</b>	<b>\$ 277,926</b>

## EXPENDITURE DETAIL

Administration: includes \$8,783 for advertising and \$1,120 for dues and travel.

Materials and Supplies: include \$33,100 for software licensing and maintenance for electronic document storage (Laserfiche) and video-recording the Town Council and Planning Commission meetings for streaming on the Town's website (Granicus).

Contract Services: include \$40,305 for administering the Municipal Election; \$22,720 for Records Management implementation.

## FUNDING

<b>General Fund</b>	\$ 239,459	\$ 236,045	\$ 245,140	\$ 265,126
<b>PEG Fee</b>	\$ 0	\$ 0	\$ 0	\$ 12,800
<b>TOTAL</b>	<b>\$ 239,459</b>	<b>\$ 236,045</b>	<b>\$ 245,140</b>	<b>\$ 277,926</b>

## PERSONNEL

PERMANENT	FTE
<b>City Clerk</b>	<u>1.00</u>
<b>TOTAL PERMANENT FTE:</b>	<b>1.00</b>



## PROGRAM DESCRIPTION

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Community Outreach promotes government transparency, communication, and community engagement through marketing, media relations, social media and in-person efforts.

Services provided through Community Outreach include: maintaining a current Town website which provides information about the Town Government and services; offering an online newsletter; preparing and distributing press releases that address current news and information; serving as a point of contact for the community and media; and using several social media platforms to provide timely and relevant information on Town programs, events, projects and policy decisions.

## GOALS

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- ❖ Prepare and disseminate accurate and timely information on Town activities, programs and services to residents and constituents through print and online media.
- ❖ Create opportunities for citizen involvement and engagement through the Town's website, community workshops, outreach activities and special events.
- ❖ Provide a consistent voice in emergency communication.

## HIGHLIGHTS

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- ❖ In 2015/16, Community Outreach:
  - Launched the live videocasting service, Periscope, as a communication tool for residents.
  - Began using Nextdoor as a communication tool for the Police Department.
  - Communicated with businesses about the Plastic Bag Ordinance taking effect in July 2016.
  - Communicated with property managers and residents of multifamily housing units about the Smoking Ordinance taking effect in May 2016.
  - Assisted with community engagement efforts for the Recreation and Arts Strategic Plan.
  - Published a newly-formatted Annual Report.
  - Worked with EBMUD to promote water conservation to residents and businesses.
- ❖ In 2016/17, Community Outreach will:
  - Re-launch a Town newsletter to be mailed to all residents in printed format.
  - Continue promoting the Plastic Bag and Smoking Ordinances to residents.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 0	\$ 169,432	\$ 169,432	\$ 173,497
<b>Administration</b>	\$ 0	\$ 6,250	\$ 6,250	\$ 8,150
<b>Materials &amp; Supplies</b>	\$ 0	\$ 14,000	\$ 14,000	\$ 14,000
<b>Contracted Services</b>	\$ 0	\$ 6,000	\$ 24,000	\$ 8,500
<b>Program Activities</b>	\$ 0	\$ 0	\$ 0	\$ 60,000
<b>TOTAL</b>	<b>\$ 0</b>	<b>\$ 195,682</b>	<b>\$ 213,682</b>	<b>\$ 264,147</b>

## EXPENDITURE DETAIL

Administration: includes \$4,000 for outreach needs related to policy education (e.g. smoking, plastic bag ban); \$2,000 for social media posts and \$2,150 for professional development.

Materials and Supplies: \$9,800 for printing; \$3,700 for postage and \$500 for supplies and reference materials.

Contracted Services: \$3,500 for graphic design services and \$5,000 for website consultant services.

Program Activities: include \$60,000 for design, printing and mailing of the quarterly Town newsletter.

## FUNDING

<b>General Fund</b>	\$ 0	\$ 195,682	\$ 213,682	\$ 264,147
<b>TOTAL</b>	<b>\$ 0</b>	<b>\$ 195,682</b>	<b>\$ 213,682</b>	<b>\$ 264,147</b>

## PERSONNEL

PERMANENT	FTE
<b>Assistant to the Town Manager</b>	0.50
<b>Public Information Coordinator</b>	<u>1.00</u>
<b>TOTAL PERMANENT FTE:</b>	<b>1.50</b>



## PROGRAM DESCRIPTION

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Emergency Preparedness develops and maintains up-to-date disaster response plans and coordinates local efforts to maintain the Town in a state of readiness. The Emergency Preparedness Program reflects the high priority assigned to planning for and managing any man-made or natural disasters that may arise and affect the Town.

All government employees function in a secondary role as disaster service workers in the event of a declared emergency. Town employees receive disaster preparedness training through the California Specialized Training Institute (CSTI) and informal classes. San Ramon Valley agencies work collaboratively to recruit and train disaster volunteers through the San Ramon Valley Emergency Preparedness Citizen Corps Council (SRVEPCCC). Working together with the members of the SRVEPCCC ensures the Town and the entire San Ramon Valley is better able to respond to and recover from a large scale disaster.

## GOALS

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- ❖ Train Town staff to execute the Emergency Operations Plan and administer requirements related to the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS).
- ❖ Work with the community and schools to perform outreach and public education activities related to disaster preparedness, including assisting with Community Emergency Response Team (CERT) training for San Ramon Valley residents.
- ❖ Coordinate planning and response efforts with the San Ramon Valley Fire Protection District, City of San Ramon, San Ramon Valley Unified School District, Contra Costa County Office of Emergency Services and the American Red Cross.
- ❖ Stage exercises to enhance readiness for Town volunteers.

## HIGHLIGHTS

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- ❖ In 2015/16, Emergency Preparedness:
  - Launched the Disaster Debris Management Plan process in collaboration with RecycleSmart.
  - Worked with agency partners to complete a major overhaul of the San Ramon Valley Unified School District's Emergency Operations Plan.
- ❖ In 2016/17, Emergency Preparedness will:
  - Complete a FEMA validated Disaster Debris Management Plan.
  - Complete and implement the Supplemental Emergency Management Plan.
  - Prepare for and execute a successful San Ramon Valley Emergency Preparedness Fair.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 77,119	\$ 86,876	\$ 86,876	\$ 87,490
<b>Administration</b>	\$ 13,766	\$ 10,000	\$ 10,000	\$ 10,000
<b>Materials &amp; Supplies</b>	\$ 4,270	\$ 5,000	\$ 5,000	\$ 5,000
<b>Contracted Services</b>	\$ 0	\$ 30,000	\$ 30,000	\$ 7,500
<b>Equipment</b>	\$ 0	\$ 2,500	\$ 2,500	\$ 2,500
<b>TOTAL</b>	<b>\$ 95,155</b>	<b>\$ 134,376</b>	<b>\$ 134,376</b>	<b>\$ 112,490</b>

## EXPENDITURE DETAIL

Administration: \$10,000 for participation in the San Ramon Valley Emergency Preparedness Citizens Corps Council.

Materials and Supplies: includes \$1,000 for printing, \$2,500 for advertising and \$1,500 for reference materials.

Contracted Services: consultant costs for disaster recovery services.

## FUNDING

<b>General Fund</b>	\$ 95,155	\$ 134,376	\$ 134,376	\$ 112,490
<b>TOTAL</b>	<b>\$ 95,155</b>	<b>\$ 134,376</b>	<b>\$ 134,376</b>	<b>\$ 112,490</b>

## PERSONNEL

PERMANENT	FTE
<b>Emergency Preparedness Manager</b>	<u>0.75</u>
<b>TOTAL PERMANENT FTE:</b>	<b>0.75</b>





# Police Services





<b>PROGRAMS</b>	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Police Service Management</b>	\$ 1,219,719	\$ 1,319,511	\$ 1,427,127	\$ 1,486,649
<b>Patrol</b>	\$ 4,653,490	\$ 4,909,728	\$ 4,950,252	\$ 5,102,517
<b>Traffic</b>	\$ 913,555	\$ 1,018,816	\$ 1,018,816	\$ 1,076,609
<b>Investigation</b>	\$ 686,757	\$ 690,222	\$ 690,222	\$ 773,418
<b>School Resource Program</b>	\$ 512,494	\$ 535,484	\$ 536,616	\$ 561,290
<b>Animal Control</b>	\$ 226,843	\$ 239,892	\$ 239,892	\$ 250,786
<b>TOTAL</b>	<b>\$ 8,212,857</b>	<b>\$ 8,713,653</b>	<b>\$ 8,862,925</b>	<b>\$ 9,251,269</b>

## FUNDING

<b>Donations/Contributions</b>	\$ 151,673	\$ 50,000	\$ 50,000	\$ 0
<b>General Fund</b>	\$ 7,935,457	\$ 8,543,653	\$ 8,634,873	\$ 9,121,269
<b>P S Abandoned Vehicle Abate</b>	\$ 25,728	\$ 20,000	\$ 20,000	\$ 30,000
<b>P S Asset Seizure</b>	\$ 0	\$ 0	\$ 14,305	\$ 0
<b>P S SLESF</b>	\$ 100,000	\$ 100,000	\$ 143,747	\$ 100,000
<b>TOTAL</b>	<b>\$ 8,212,857</b>	<b>\$ 8,713,653</b>	<b>\$ 8,862,925</b>	<b>\$ 9,251,269</b>

## PERSONNEL

	FTE
CONTRACT	30.00
PERMANENT	1.75
TEMPORARY	6.00
	<hr/>
* part-time temporary hours converted to full time equivalents (FTE)	37.75



## PROGRAM DESCRIPTION

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The Police Department works in partnership with the community to protect people, property, rights, and enhance the quality of life in Danville. Police protection is delivered through a combination of contract services provided through the Contra Costa County Sheriff's Office and Town personnel and resources.

The Police Department maintains partnerships with the Sheriff's Office and local, state and federal agencies, including the City of San Ramon, San Ramon Valley Fire Protection District and San Ramon Valley Unified School District. Police services are augmented through the service of eight Reserve Officers and trained Volunteers in Police.

## GOALS

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- ❖ Provide community-oriented police services responsive to the needs of Town citizens and businesses.
- ❖ Recruit and maintain a highly skilled and trained team of sworn police personnel, police reserves and volunteers.
- ❖ Effectively manage police resources and personnel to meet all community, regional, state and federal requirements.
- ❖ Coordinate community outreach efforts including participation in neighborhood and business crime prevention meetings, citizen's academy and special events.

## HIGHLIGHTS

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Police staffing ratios (0.69 officers per 1,000 population) and per capita costs (\$199) are significantly less than the averages for law enforcement agencies in Contra Costa County (1.15 officers per 1,000 population and \$334 per capita).

- ❖ In 2015/16, Police Management:
  - Met with businesses and residents, engaging the community in education and adaptive problem solving.
  - Monitored police resources in the Town and adjusted them to meet emerging trends, including a spike in property crimes.
- ❖ In 2016/17, Police Management will:
  - Continue to engage the community in problem solving and crime reduction strategies.
  - Work toward the implementation of crime fighting strategies to assist the work of officers.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 84,523	\$ 82,068	\$ 88,579	\$ 83,187
<b>Temporary Salaries</b>	\$ 85,538	\$ 135,000	\$ 135,000	\$ 120,000
<b>Administration</b>	\$ 13,076	\$ 22,500	\$ 43,797	\$ 22,500
<b>Materials &amp; Supplies</b>	\$ 65,783	\$ 57,500	\$ 58,725	\$ 60,000
<b>Contracted Services</b>	\$ 862,306	\$ 900,483	\$ 915,237	\$ 936,502
<b>Equipment</b>	\$ 36,805	\$ 35,000	\$ 35,000	\$ 177,500
<b>Program Activities</b>	\$ 71,688	\$ 86,960	\$ 92,737	\$ 86,960
<b>TOTAL</b>	<b>\$ 1,219,719</b>	<b>\$ 1,319,511</b>	<b>\$ 1,369,075</b>	<b>\$ 1,486,649</b>

## EXPENDITURE DETAIL

Temporary Salaries: funding for six temporary employees to assist with front counter coverage, crime prevention and vehicle maintenance.

Materials and Supplies: \$45,000 for advanced officer training, records management, misdemeanor complaints, subpoena and support services and \$15,000 for technology upgrades, printing and uniforms.

Contracted Services: \$672,125 for sworn personnel, \$264,377 for dispatch and communications.

Equipment: includes \$22,500 for EBRCSA subscriber fees, \$100,000 for ALPR camera maintenance and operations, \$45,000 for Body Worn Camera system costs, and \$10,000 for miscellaneous equipment.

Program Activities: \$63,960 for liability insurance (\$2,132 per sworn officer), \$18,000 in cellular communication services and \$5,000 for community outreach.

## FUNDING

<b>General Fund</b>	\$ 1,219,171	\$ 1,319,511	\$ 1,369,075	\$ 1,486,649
<b>Donations/Contributions</b>	\$ 548	\$ 0	\$ 0	\$ 0
<b>TOTAL</b>	<b>\$ 1,219,719</b>	<b>\$ 1,319,511</b>	<b>\$ 1,369,075</b>	<b>\$ 1,486,649</b>

## PERSONNEL

CONTRACT	FTE
<b>Chief of Police</b>	1.00
<b>Administrative Lieutenant</b>	1.00
TOTAL CONTRACT FTE:	2.00
PERMANENT	FTE
<b>Administrative Assistant</b>	1.00
TOTAL PERMANENT FTE:	1.00
TEMPORARY FTE:*	3.00

\*part-time temporary hours converted to full time equivalents (FTE)



## PROGRAM DESCRIPTION

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Patrol provides a proactive and highly visible law enforcement presence, 24 hours per day, 7 days per week. Danville is divided into three geographic beats to provide patrol coverage throughout Danville. Patrol Officers respond to emergencies and protect life and property. Emphasis is placed on providing effective and timely law enforcement services while maintaining positive and proactive customer contacts. Patrol includes the Police Reserve, Volunteers in Police, and Canine programs.

Patrol officers respond to violations of law, calls for service, traffic accidents and emergencies. Patrol operates with a minimum staffing level of three officers per shift and strives to respond to Priority I details within 5 minutes and Priority II details within 15 minutes. Sworn Patrol staff is supplemented by eight trained Police Reserves, who contribute an average of 2,200 hours of service annually, and 34 citizen Volunteers in Police (VIPs), who contribute an average of 7,500 hours of service annually.

## GOALS

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- ❖ Provide a safe and secure environment for all Town residents and businesses.
- ❖ Provide rapid and timely response to all emergencies.
- ❖ Conduct pro-active patrol activities that maintain a highly visible police presence and identify threats to life and property.
- ❖ Augment patrol activities through the use of Police Reserves, Volunteers in Police, bicycle patrols and walking beats.
- ❖ Assist the Investigations Unit on criminal cases and prosecution with the District Attorney's Office.

## HIGHLIGHTS

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- ❖ In 2015/16, Patrol:
  - Responded to Priority I calls within 5 minutes and 57 seconds on average.
  - Handled nearly 26,000 calls for service.
  - Developed a program where residents advised the police department of crimes with photo/video evidence resulting in solving several crimes.
  - Conducted two citizen police academies and one youth police academy.
- ❖ In 2016/17, Patrol will:
  - Reduce the response times to Priority 1 calls for service to within 5 minutes.
  - Increase the use of VIPs in crime prevention and public outreach.
  - Work to identify long term solutions for high volume calls for service; devise strategies to reduce calls for service through proactive problem solving.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 3,126	\$ 0	\$ 0	\$ 0
<b>Temporary Salaries</b>	\$ 40,684	\$ 0	\$ 0	\$ 0
<b>Administration</b>	\$ 37,322	\$ 17,000	\$ 18,175	\$ 17,000
<b>Materials &amp; Supplies</b>	\$ 32,689	\$ 18,000	\$ 27,649	\$ 18,000
<b>Contracted Services</b>	\$ 4,500,073	\$ 4,818,728	\$ 4,819,728	\$ 5,012,517
<b>Equipment</b>	\$ 39,596	\$ 55,000	\$ 84,700	\$ 55,000
<b>TOTAL</b>	<b>\$ 4,653,490</b>	<b>\$ 4,908,728</b>	<b>\$ 4,950,252</b>	<b>\$ 5,102,517</b>

## EXPENDITURE DETAIL

Administration: \$10,000 for the Reserve Program and \$7,000 for the Canine Programs. Both programs provide critical support to patrol operations.

Materials and Supplies: \$10,000 for uniforms; \$3,000 for the Canine Program and \$5,000 for miscellaneous supplies.

Contracted Services: \$4,710,017 for sworn personnel; \$275,000 for sworn overtime and \$27,500 for the school crossing guard program.

Equipment: \$25,000 to fund the Automated Regional Information Exchange System (ARIES), a computer interface that allows member agencies of the criminal justice system to exchange and analyze data via secured interface, and \$30,000 for specialized equipment.

## FUNDING

<b>General Fund</b>	\$ 4,626,637	\$ 4,909,728	\$ 4,950,252	\$ 5,102,517
<b>P S Abandoned Vehicle Abat</b>	\$ 25,728	\$ 0	\$ 0	\$ 0
<b>Donations/Contributions</b>	\$ 1,125	\$ 0	\$ 0	\$ 0
<b>TOTAL</b>	<b>\$ 4,653,490</b>	<b>\$ 4,909,728</b>	<b>\$ 4,950,252</b>	<b>\$ 5,102,517</b>

## PERSONNEL

CONTRACT	FTE
<b>Sergeant</b>	4.00
<b>Traffic Officer</b>	<u>16.00</u>
<b>TOTAL CONTRACT FTE:</b>	<b>20.00</b>



## PROGRAM DESCRIPTION

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The Traffic Unit provides for orderly and safe traffic flow, investigates and develops strategies to reduce traffic accidents, traffic related deaths and injuries, and property damage. The Traffic Unit provides parking enforcement and vehicle abatement services.

The Abandoned Vehicle Program provides funding to assist in the overall operation of removing abandoned vehicles.

## GOALS

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- ❖ Utilize motorcycle officers to emphasize enforcement of red light violations, traffic safety in school zones and speed enforcement on arterial roadways.
- ❖ Support traffic safety education efforts, including participation in the “Every 15 Minutes” DUI education and Street Smarts traffic safety education program.
- ❖ Coordinate with the Town’s Transportation Division to coordinate engineering efforts to improve safety.
- ❖ Undertake Parking Enforcement efforts as necessary to maintain availability of parking in commercial and residential areas.

## HIGHLIGHTS

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- ❖ In 2015/16, Traffic:
  - Reduced the traffic collision rate to its lowest point in over 10 years.
  - Supported the education and engineering efforts to aid in the reduction of traffic collisions by coordinating efforts with the Town’s Transportation Division and local education programs.
  - Performed a large abatement of over 25 vehicles from one property resulting in the removal of non-operable or vehicles that were harmful to the environment.
- ❖ In 2016/17, Traffic will:
  - Continue to target the areas where collisions are occurring and the primary collision factors for those collisions.
  - Work to increase the flow of traffic in residential areas and the downtown through educating students and businesses in and near the downtown area.
  - Participate in regional training efforts as lead agency on the countywide IMPACT team.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Temporary Salaries</b>	\$ 0	\$ 60,000	\$ 60,000	\$ 80,000
<b>Administration</b>	\$ 1,900	\$ 4,000	\$ 4,000	\$ 4,000
<b>Materials &amp; Supplies</b>	\$ 1,192	\$ 5,000	\$ 5,000	\$ 5,000
<b>Contracted Services</b>	\$ 908,386	\$ 944,816	\$ 944,816	\$ 982,609
<b>Equipment</b>	\$ 2,076	\$ 5,000	\$ 5,000	\$ 5,000
<b>TOTAL</b>	<b>\$ 913,554</b>	<b>\$ 1,018,816</b>	<b>\$ 1,018,816</b>	<b>\$ 1,076,609</b>

## EXPENDITURE DETAIL

Temporary Salaries: funding for four part-time and temporary Parking Enforcement Officers whose efforts are focused within commercial districts and enforcement of red zones around school sites.

Administration: dues, travel and conference expenses.

Materials and Supplies: specialized supplies for traffic enforcement officers.

Contracted Services: \$956,609 for sworn personnel and \$26,000 for sworn overtime.

## FUNDING

<b>General Fund</b>	\$ 913,554	\$ 998,816	\$ 998,816	\$ 1,046,609
<b>P S Abandoned Vehicle Abat</b>	\$ 0	\$ 20,000	\$ 20,000	\$ 30,000
<b>TOTAL</b>	<b>\$ 913,554</b>	<b>\$ 1,018,816</b>	<b>\$ 1,018,816</b>	<b>\$ 1,076,609</b>

## PERSONNEL

CONTRACT	FTE
<b>Sergeant</b>	1.00
<b>Traffic Officer</b>	<u>3.00</u>
<b>TOTAL CONTRACT FTE:</b>	<b>4.00</b>
<b>TEMPORARY FTE:*</b>	<b>2.00</b>

\*part-time temporary hours converted to full time equivalents (FTE)



## PROGRAM DESCRIPTION

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The Investigations Unit coordinates and provides timely and comprehensive investigations on all felony and selected misdemeanor crimes and works with the District Attorney's Office to obtain criminal complaints and bring closure to cases. The Investigations Unit also coordinates investigative information with other county, state and federal law enforcement agencies, prepares crime trend reports and assists in planning responses to those trends, and partners with, and provides support to, other drug enforcement agencies.

## GOALS

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- ❖ Provide follow-up investigations on all felonies and selected misdemeanor crimes, obtain criminal complaints on cases and bring closure to cases, including recovery of property.
- ❖ Work proactively to prevent and solve crimes by establishing trends and developing suppression and undercover operations to locate criminals and gather intelligence information.
- ❖ Educate residents and businesses about crime prevention strategies.
- ❖ Train and develop investigative skills for Police Department staff.

## HIGHLIGHTS

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- ❖ In 2015/16, Investigations:
  - Maintained a case closure rate of 50%.
  - Successfully used DNA evidence to solve several crimes.
  - Worked to reduce the increase in residential property crime.
  - Continued to reduce crime against seniors and businesses.
  - Proactively conducted public outreach education on crime prevention strategies through speaking events and business walks.
- ❖ In 2016/17, Investigations will:
  - Work to reduce the rate of residential burglaries.
  - Increase the level of crime prevention education toward seniors and businesses.
  - Develop a problem oriented policing strategy aimed at long-term solutions.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
Employee Expenses	\$ 3,104	\$ 0	\$ 0	\$ 0
Temporary Salaries	\$ 22,000	\$ 22,000	\$ 22,000	\$ 45,000
Administration	\$ 175	\$ 3,000	\$ 3,000	\$ 3,000
Materials & Supplies	\$ 1,582	\$ 0	\$ 0	\$ 0
Contracted Services	\$ 499,343	\$ 499,837	\$ 499,837	\$ 519,830
Equipment	\$ 0	\$ 5,000	\$ 5,000	\$ 5,000
Program Activities	\$ 160,553	\$ 160,385	\$ 160,385	\$ 200,588
<b>TOTAL</b>	<b>\$ 686,757</b>	<b>\$ 690,222</b>	<b>\$ 690,222</b>	<b>\$ 773,418</b>

## EXPENDITURE DETAIL

Temporary Salaries: funding for two part-time temporary employees to assist with investigations and crime prevention.

Administration: dues and travel expenses.

Contract Services: \$494,830 for sworn personnel and \$25,000 for overtime.

Program Activities: \$125,000 for Crime Lab services to provide for drug, alcohol and toxicology screening; \$17,588 for Property Services to provide for secure storage of evidence; \$48,000 for Cal ID which provides for fingerprint processing and identification and \$10,000 to cover non-reimbursable Booking Fee costs at the County Detention facility.

## FUNDING

General Fund	\$ 686,757	\$ 690,222	\$ 690,222	\$ 773,418
<b>TOTAL</b>	<b>\$ 686,757</b>	<b>\$ 690,222</b>	<b>\$ 690,222</b>	<b>\$ 773,418</b>

## PERSONNEL

CONTRACT	FTE
Sergeant	1.00
Investigator	<u>1.00</u>
TOTAL CONTRACT FTE:	<b>2.00</b>
TEMPORARY FTE:*	<b>1.00</b>

\*part-time temporary hours converted to full time equivalents (FTE)



## PROGRAM DESCRIPTION

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The School Resource Program works closely with the San Ramon Valley Unified School District and the community to enhance student safety at public school sites throughout the Town and provides programs that promote responsible decision-making and development of life skills.

The School Resource Program provides one full-time sworn School Resource Officer (SRO) each at San Ramon Valley High School and Monte Vista High School and one non-sworn School Program Coordinator (SPC) who serves all middle and elementary schools. A COPS-SLESF grant helps to offset the cost for the San Ramon Valley High School Resource Officer.

The School Resource Program provides education, processes juvenile citations and administers the juvenile diversion program.

## GOALS

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- ❖ Provide security at high school campuses.
- ❖ Engage and educate school communities, including students, parents, teachers and administration to foster youth development.
- ❖ Provide an alternative to prosecution for juvenile offenders through a juvenile diversion education program.

## HIGHLIGHTS

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- ❖ In 2015/16, the School Resource Program:
  - Led “Every 15 Minutes” demonstrations aimed at educating young drivers on the dangers of driving while impaired.
  - Worked with local agencies to educate youth, parents, and faculty on teen stress, emerging trends with youth, and drug trends.
  - Managed a successful juvenile diversion program at Monte Vista and San Ramon Valley high schools.
  - Delivered a Teen Police Academy program during summer 2015.
- ❖ In 2016/17, the School Resource Program will:
  - Continue to educate youth, school faculty and parents on the dangers and trends facing youth in our community.
  - Conduct the first youth academy aimed at middle school aged students.
  - Conduct training for faculty at the high schools in “Active Shooter” response.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 53,357	\$ 58,004	\$ 58,004	\$ 65,191
<b>Administration</b>	\$ 110	\$ 2,000	\$ 2,000	\$ 2,000
<b>Materials &amp; Supplies</b>	\$ 7,210	\$ 10,000	\$ 11,132	\$ 10,000
<b>Contracted Services</b>	\$ 451,817	\$ 465,480	\$ 465,480	\$ 484,099
<b>TOTAL</b>	<b>\$ 512,494</b>	<b>\$ 535,484</b>	<b>\$ 536,616</b>	<b>\$ 561,290</b>

## EXPENDITURE DETAIL

Employee Expenses: The School Program Coordinator position is allocated 0.75 FTE to working in partnership with local elementary and middle schools during the academic calendar year. The remaining 0.25 FTE associated with this position is allocated to the Community Events Program in Recreation, Arts and Community Services.

Administration: training expenses.

Materials and Supplies: elementary, middle and high school supplies.

Contracted Services: include \$464,099 for sworn personnel and \$20,000 for sworn overtime.

## FUNDING

<b>General Fund</b>	\$ 262,494	\$ 385,484	\$ 386,616	\$ 461,290
<b>P S SLESF</b>	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
<b>Donations/Contributions</b>	\$ 150,000	\$ 50,000	\$ 50,000	\$ 0
<b>TOTAL</b>	<b>\$ 512,494</b>	<b>\$ 535,484</b>	<b>\$ 536,616</b>	<b>\$ 561,290</b>

## PERSONNEL

CONTRACT	FTE
<b>School Resource Officer</b>	<u>2.00</u>
TOTAL CONTRACT FTE:	<b>2.00</b>
PERMANENT	FTE
<b>School Program Coordinator</b>	<u>0.75</u>
TOTAL PERMANENT FTE:	<b>0.75</b>



## PROGRAM DESCRIPTION

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Animal Services for the Town are provided through a contract with the Contra Costa County Animal Services Department. The Town provides animal services in order to protect the public and animals in our community and to prevent cruelty, abuse, and neglect of animals by enforcing all state and local laws.

The contract includes responding to dead, injured or stray animals, enforcement of leash laws, investigating animal cruelty complaints, animal licensing, rabies control, lost and found, providing spaying and neutering, a vaccination clinic and citizen requests for services.

Eighteen of the 19 cities in Contra Costa County currently contract with the Contra Costa County Animal Services Department to provide animal control services.

## GOALS

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- ❖ Provide timely and effective animal control services to the residents of Danville.
- ❖ Shelter homeless, abandoned and lost animals.
- ❖ Provide information and resources to the public that enhance the quality of life of animals in our community.

## HIGHLIGHTS

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- ❖ In 2015/16, Animal Services:
  - Responded to approximately 1,900 calls for service.
- ❖ In 2016/17, Animal Services will:
  - Continue to efficiently respond to requests for service in a timely manner.
- ❖ For 2016/17, the per capita cost for animal control services increased \$0.18 from \$5.56 to \$5.74. This 4.4% increase is similar to the increase in fees from the prior year.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Contracted Services</b>	\$ 226,843	\$ 239,892	\$ 239,892	\$ 250,786
<b>TOTAL</b>	<b>\$ 226,843</b>	<b>\$ 239,892</b>	<b>\$ 239,892</b>	<b>\$ 250,786</b>

## EXPENDITURE DETAIL

Contracted Services: Contract cost for service with Contra Costa County Animal Services.

## FUNDING

<b>General Fund</b>	\$ 226,843	\$ 239,892	\$ 239,892	\$ 250,786
<b>TOTAL</b>	<b>\$ 226,843</b>	<b>\$ 239,892</b>	<b>\$ 239,892</b>	<b>\$ 250,786</b>





# Administrative Services



# Administrative Services



<b>PROGRAMS</b>	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Administrative Services</b>	\$ 259,659	\$ 335,165	\$ 335,165	\$ 409,701
<b>Finance</b>	\$ 822,768	\$ 782,750	\$ 952,134	\$ 760,707
<b>Information Technology</b>	\$ 516,562	\$ 651,843	\$ 801,723	\$ 693,528
<b>Human Resources</b>	\$ 400,702	\$ 425,601	\$ 459,226	\$ 448,362
<b>Economic Development</b>	\$ 332,309	\$ 353,009	\$ 516,776	\$ 335,435
<b>Risk Management</b>	\$ 323,870	\$ 516,500	\$ 516,500	\$ 395,000
<b>Internal Services</b>	\$ 254,322	\$ 282,875	\$ 301,227	\$ 282,864
<b>Asset Replacement</b>	\$ 483,348	\$ 328,126	\$ 361,126	\$ 276,126
<b>TOTAL</b>	<b>\$ 3,393,539</b>	<b>\$ 3,675,869</b>	<b>\$ 4,243,877</b>	<b>\$ 3,601,723</b>

## FUNDING

<b>General Fund</b>	\$ 2,698,734	\$ 3,116,608	\$ 3,544,870	\$ 3,081,778
<b>Various Funds</b>	\$ 694,805	\$ 559,261	\$ 699,007	\$ 519,945
<b>TOTAL</b>	<b>\$ 3,393,538</b>	<b>\$ 3,675,869</b>	<b>\$ 4,243,877</b>	<b>\$ 3,601,723</b>

## PERSONNEL

FTE

PERMANENT 15.00

TEMPORARY 1.25

\* part-time temporary hours converted to full time equivalents (FTE) 16.25



## PROGRAM DESCRIPTION

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The Administrative Services Department encompasses various functions that support internal and external Town operations. The Department includes: Finance, Information Technology, Human Resources, Economic Development, Internal Services, Risk Management and Asset Replacement. Significant emphasis is placed on maintaining current knowledge of all laws, requirements and practices related to financial oversight and management, and personnel. Within the Finance Division, the Finance Manager serves as the Town Treasurer.

## GOALS

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- ❖ Ensure prudent safekeeping, management and accounting of the Town's financial assets.
- ❖ Provide guidance over policies, processes and management of Information Technology infrastructure to enable Town programs and staff to function efficiently and effectively.
- ❖ Maintain a workplace that is fair, equitable and consistent with the Town's personnel policies and employment law.
- ❖ Work with the business community and regional partners to support economic vitality.
- ❖ Anticipate and control risk through loss prevention strategies.
- ❖ Manage the Town's assets, including vehicles, equipment, furnishings and supplies.

## HIGHLIGHTS

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- ❖ In 2015/16, Administrative Services Management focused on implementation of the Information Technology Master Plan, Comprehensive Economic Development Plan, Land Management System and Document Management System.
- ❖ In 2015/16, staffing was increased to include 1.0 FTE Administrative Services Coordinator position to support all department areas of service.
- ❖ In 2016/17, Internal Services will be added as a separate program to include office supplies, telephone and data charges for all Town departments (previously included in IT and Asset Replacement).
- ❖ In 2016/17, Administrative Services Management will focus on completing implementation of the new Land Management System and Document Management System, and implementation of the Comprehensive Economic Development Plan.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 259,001	\$ 335,165	\$ 335,165	\$ 408,701
<b>Administration</b>	\$ 658	\$ 0	\$ 0	\$ 1,000
<b>TOTAL</b>	<b>\$ 259,659</b>	<b>\$ 335,165</b>	<b>\$ 335,165</b>	<b>\$ 409,701</b>

## EXPENDITURE DETAIL

Administration: budgeted meeting, travel and employee development costs.

## FUNDING

<b>General Fund</b>	\$ 110,301	\$ 172,275	\$ 172,275	\$ 234,127
<b>Measure J</b>	\$ 149,358	\$ 162,890	\$ 162,890	\$ 175,574
<b>TOTAL</b>	<b>\$ 259,659</b>	<b>\$ 335,165</b>	<b>\$ 335,165</b>	<b>\$ 409,701</b>

## PERSONNEL

PERMANENT	FTE
<b>Administrative Services Director</b>	1.00
<b>Administrative Assistant</b>	1.00
<b>Administrative Services Coordinator</b>	<u>1.00</u>
<b>TOTAL PERMANENT FTE:</b>	<b>3.00</b>



## PROGRAM DESCRIPTION

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The Finance Division is responsible for safekeeping, management and accounting of the Town's financial assets, to ensure that all assets are effectively managed to serve Danville's taxpayers.

Finance functions include accounting (accounts receivable, accounts payable, vendor payments and payroll), budgeting (budget preparation, including long-term forecasting and analysis), audits, asset management, purchasing and contracts, business license processing, investment management and debt management.

The Finance Manager serves as the appointed Town Treasurer responsible for investing and managing all Town funds in accordance with the Town's adopted Investment Policy.

## GOALS

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- ❖ Protect the Town's fiscal resources, investments and assets by following the Town's policies on purchasing and investments.
- ❖ Carefully track the revenue and expenditures set forth in the budget (accounts payable, accounts receivable, payroll and business license) by following GASB standards.
- ❖ Work with the Town Manager and staff to prepare the Annual Operating Budget and Capital Improvement Program, including long-term forecasting and analysis.
- ❖ Prepare the Comprehensive Annual Financial Report (CAFR) in accordance to GASB standards and facilitate an independent audit to ensure integrity of the Town's financial reports.

## HIGHLIGHTS

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- ❖ For its 14<sup>th</sup> consecutive year, the Town was recognized in 2015/16 by the Government Finance Officers Association (GFOA) for outstanding financial reporting in the Comprehensive Annual Financial Report.
- ❖ In 2015/16, the Finance Division:
  - Implemented changes to payroll reporting to comply with the Affordable Care Act (ACA).
  - Implemented sick leave reporting and monitoring requirements to comply with the Healthy Workplaces, Healthy Families Act of 2014 (Assembly Bill 1522).
  - Transitioned the Town's accounts to a new banking service provider.
- ❖ In 2016/17, the Finance Division will implement Tyler Content Management, an upgrade to the financial recordkeeping system.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 591,052	\$ 526,856	\$ 537,233	\$ 505,326
<b>Temporary Salaries</b>	\$ 5,270	\$ 10,000	\$ 35,000	\$ 0
<b>Administration</b>	\$ 7,173	\$ 9,082	\$ 9,083	\$ 11,682
<b>Materials &amp; Supplies</b>	\$ 51,596	\$ 53,955	\$ 54,285	\$ 58,222
<b>Contracted Services</b>	\$ 166,767	\$ 181,847	\$ 315,331	\$ 184,467
<b>Equipment</b>	\$ 910	\$ 1,010	\$ 1,202	\$ 1,010
<b>TOTAL</b>	<b>\$ 822,768</b>	<b>\$ 782,750</b>	<b>\$ 952,134</b>	<b>\$ 760,707</b>

## EXPENDITURE DETAIL

Administration: \$7,430 for credit card fees and bank charges and \$4,252 for training, travel and dues.

Materials and Supplies: \$54,377 for enterprise-wide accounting and software maintenance and \$3,845 for reference materials and printing costs for the annual budget and CAFR.

Contracted Services: \$103,576 for independent investment management services and banking fees; \$47,590 for auditing services; \$24,350 for consulting services related to Property Tax, Sales Tax and State mandated and \$8,951 for software disaster and recovery services.

Equipment: miscellaneous equipment.

## FUNDING

<b>General Fund</b>	\$ 760,670	\$ 714,505	\$ 777,142	\$ 692,462
<b>Various Funds</b>	\$ 62,098	\$ 68,245	\$ 174,992	\$ 68,245
<b>TOTAL</b>	<b>\$ 822,768</b>	<b>\$ 782,750</b>	<b>\$ 952,134</b>	<b>\$ 760,707</b>

## PERSONNEL

PERMANENT	FTE
<b>Finance Manager/Treasurer</b>	1.00
<b>Accounting Analyst</b>	1.00
<b>Accounting Technician</b>	2.00
<b>Account Clerk II</b>	<u>1.00</u>
<b>TOTAL PERMANENT FTE:</b>	<b>5.00</b>
<b>TEMPORARY FTE:*</b>	<b>0.25</b>

\*part-time temporary hours converted to full time equivalents (FTE)



## PROGRAM DESCRIPTION

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The Information Technology (IT) Division provides reliable information systems, technology operations, and support for all Town departments and staff in nine locations. IT provides long-range planning for critical technology infrastructure throughout the Town and ensures access to Town information and services 24 hours a day, 7 days a week. IT provides a help desk system that supports all Town technical operations.

IT maintains desktop systems (computers, notebooks, phones, mobile data computers for police), applications (enterprise, desktop and geographic information system), network infrastructure (switches, routers, servers and data networks) and data storage (data storage, backup systems), as well as providing various other services (help desk, project management, software deployment and training).

## GOALS

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- ❖ Create information systems and structures that promote the public's interaction with government.
- ❖ Continue to support "Government 2.0" service delivery by moving toward an open business and "self-service" online environment.
- ❖ Provide ready access to, and use of, information through integrated technologies.
- ❖ Increase staff productivity through the use of information tools and providing technical support.

## HIGHLIGHTS

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- ❖ In 2015/16, the IT Division:
  - Continued implementation of the IT Master Plan and the Document and Land Management Systems.
  - Completed an Information Technology Strategic Plan.
  - Upgraded servers and storage capacity; increased bandwidth at Town facilities.
- ❖ In 2016/17, the IT Division will:
  - Implement performance and replacement system for all computers.
  - Restructure and reconfigure the network infrastructure and desktop systems.
  - Complete implementation of backup, restore and disaster recovery systems and implementation of Document Land Management Systems.
  - Implement cloud services to improve Town business needs.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 405,234	\$ 484,694	\$ 489,369	\$ 526,379
<b>Temporary Salaries</b>	\$ 0	\$ 23,750	\$ 23,750	\$ 23,750
<b>Administration</b>	\$ 6,477	\$ 2,224	\$ 2,223	\$ 2,224
<b>Materials &amp; Supplies</b>	\$ 37,946	\$ 85,900	\$ 87,387	\$ 85,900
<b>Contracted Services</b>	\$ 44,735	\$ 41,075	\$ 184,239	\$ 41,075
<b>Equipment</b>	\$ 22,170	\$ 14,200	\$ 14,755	\$ 14,200
<b>TOTAL</b>	<b>\$ 516,562</b>	<b>\$ 651,843</b>	<b>\$ 801,723</b>	<b>\$ 693,528</b>

## EXPENDITURE DETAIL

Temporary Salaries: include temporary staffing for GIS implementation.

Administration: includes travel and dues.

Materials and Supplies: include \$60,200 for software licensing; \$21,700 for application software maintenance and \$4,000 for miscellaneous supplies.

Contracted Services: include \$10,000 for consulting services for complex network configurations, \$6,725 for network security, \$8,000 for GIS maintenance and \$16,350 for website maintenance.

Equipment: includes miscellaneous new equipment.

## FUNDING

<b>General Fund</b>	\$ 516,562	\$ 651,843	\$ 801,723	\$ 693,528
<b>TOTAL</b>	<b>\$ 516,562</b>	<b>\$ 651,843</b>	<b>\$ 801,723</b>	<b>\$ 693,528</b>

## PERSONNEL

PERMANENT	FTE
<b>Information Technology Manager</b>	1.00
<b>Information Technology Analyst</b>	2.00
<b>Information Technology Technician</b>	<u>1.00</u>
TOTAL PERMANENT FTE:	<b>4.00</b>
TEMPORARY FTE:*	<b>0.50</b>

\*part-time temporary hours converted to full time equivalents (FTE)



## PROGRAM DESCRIPTION

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Human Resources is responsible for maintaining a workplace that is fair, equitable, and consistent with the Town's Personnel Policies and employment law. HR oversees the Town's employment process including recruitment, employee development, training, benefit administration and safety for a workforce of 94.75 permanent full-time and 150 temporary part-time employees.

The Town continuously implements and assesses safety programs, conducts site inspections, provides record keeping and ongoing employee training and certifications. Employees are provided training in leadership, communication, and presentation and computer skills.

## GOALS

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- ❖ Recruit qualified, competent, well suited applicants and retain an exceptional workforce through employee engagement.
- ❖ Provide the tools necessary to enhance employee development through technical, soft skill and leadership training opportunities.
- ❖ Maintain a workplace that is fair and equitable by providing compensation and inclusive benefits that support an exceptional workforce.
- ❖ Ensure compliance with applicable laws that regulate the workplace in safety, benefits and fair labor standards.

## HIGHLIGHTS

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- ❖ In 2015/16, Human Resources:
  - Implemented changes to part-time employee resource management to comply with the Affordable Care Act (ACA).
  - Implemented the Part-Time Temporary Employee Sick Leave Policy.
  - Recruited and hired 15 new full time employees (as of April 2016).
  - Updated Personnel Policies and Procedures to meet new laws and regulations for the workplace.
- ❖ In 2016/17 Human Resources will:
  - Update Personnel Policies and Procedures to meet new laws and regulations for the workplace.
  - Implement changes to the Employee Evaluation Form and employee engagement practices.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 278,194	\$ 262,685	\$ 262,685	\$ 269,146
<b>Temporary Salaries</b>	\$ 3,395	\$ 15,000	\$ 30,000	\$ 18,000
<b>Administration</b>	\$ 46,669	\$ 60,200	\$ 64,700	\$ 75,000
<b>Materials &amp; Supplies</b>	\$ 18,268	\$ 29,000	\$ 39,000	\$ 29,000
<b>Contracted Services</b>	\$ 48,639	\$ 47,916	\$ 52,041	\$ 44,716
<b>Equipment</b>	\$ 5,537	\$ 10,800	\$ 10,800	\$ 12,500
<b>TOTAL</b>	<b>\$ 400,702</b>	<b>\$ 425,601</b>	<b>\$ 459,226</b>	<b>\$ 448,362</b>

## EXPENDITURE DETAIL

Administration: include \$42,000 for employee development conference registration and attendance, \$17,000 for claims prevention, and \$16,000 for advertising and recruitment.

Materials and Supplies: include \$8,000 for ergonomic furniture, \$10,000 for employee recognition and \$11,000 for training supplies and reference materials.

Contracted Services: include \$30,716 for in-house training costs, employee development and consultants, \$14,000 for safety consultants for OSHA compliant services and pre-employment physicals.

Equipment: ergonomic work stations, monitors and miscellaneous equipment.

## FUNDING

<b>General Fund</b>	\$ 400,702	\$ 425,601	\$ 459,226	\$ 448,362
<b>TOTAL</b>	<b>\$ 400,702</b>	<b>\$ 425,601</b>	<b>\$ 459,226</b>	<b>\$ 448,362</b>

## PERSONNEL

PERMANENT	FTE
<b>Human Resources Manager</b>	1.00
<b>Human Resources Technician</b>	<u>1.00</u>
<b>TOTAL PERMANENT FTE:</b>	<b>2.00</b>
<b>TEMPORARY FTE:*</b>	<b>0.50</b>

\*part-time temporary hours converted to full time equivalents (FTE)



## PROGRAM DESCRIPTION

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Economic Development promotes and encourages the establishment and retention of a diverse and healthy economic base to meet local consumer needs and attract prospective shoppers and guests. The Economic Development Manager acts as an ombudsman to Danville-based businesses and assists in guiding prospective new businesses through the entitlement and permitting process.

Ongoing efforts continue to focus on the promotion of a strong local brand identity, implementation of the "Shop Danville" marketing campaign, development of strong partnerships with business organizations, implementation of the Business Promotion and Retail Incentives Grant Funding Programs, and the "Business Concierge" service.

## GOALS

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- ❖ Support economic development activities across the community that have a positive impact on the Town's fiscal health.
- ❖ Foster supportive conditions and offer valuable resources to help small businesses and proprietors prosper.
- ❖ Deliver effective economic development programs by working with local and regional partners.
- ❖ Continue to enhance the character and functionality of the Town as a means of attracting visitors and supporting quality of life for residents and businesses.

## HIGHLIGHTS

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- ❖ In 2015/16, Economic Development:
  - Adopted the 2016 Comprehensive Economic Development Plan (CEDP).
  - Provided \$60,735 in Business Promotion and Retail Incentives grants to multiple businesses and organizations.
  - Delivered a Retail Theft & Crime Prevention business workshop.
  - Renewed the Tourism Business Improvement District (TBID) for five-years.
- ❖ In 2016/17, Economic Development will:
  - Implement the 2016 CEDP, including updating a cohesive marketing strategy that focuses on Town branding, building upon the Shop Danville First campaign.
  - Host a Business Resource Faire in partnership with the Danville Area Chamber of Commerce.
  - Research and evaluate business-to-business services and develop resources.
  - Ensure business promotion grants continue to carry out marketing efforts that align with the Town's Shop Danville First branding campaign.
  - Partner with local/regional organizations on economic development efforts.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 107,360	\$ 148,439	\$ 148,439	\$ 153,015
<b>Temporary Salaries</b>	\$ 85	\$ 5,000	\$ 5,000	\$ 5,000
<b>Administration</b>	\$ 47,043	\$ 52,000	\$ 56,120	\$ 46,400
<b>Materials &amp; Supplies</b>	\$ 19,202	\$ 31,570	\$ 40,975	\$ 19,820
<b>Contracted Services</b>	\$ 71,297	\$ 34,000	\$ 104,830	\$ 18,000
<b>Program Activities</b>	\$ 63,191	\$ 82,000	\$ 118,190	\$ 93,200
<b>Other</b>	\$ 24,131	\$ 0	\$ 43,222	\$ 0
<b>TOTAL</b>	<b>\$ 332,309</b>	<b>\$ 353,009</b>	<b>\$ 516,776</b>	<b>\$ 335,435</b>

## EXPENDITURE DETAIL

Administration: \$20,000 for i-GATE; \$10,000 for cooperative advertising; \$11,400 for dues/membership (Danville Area Chamber of Commerce, CALED, EBEDA, Visit Tri-Valley) and \$5,000 for meeting/conference expenses.

Materials and Supplies: \$7,200 for Shop Local Program outreach and marketing; \$6,870 for software maintenance and reference materials; \$5,000 for printing and \$750 for postage and supplies.

Contracted Services: \$5,000 for CEDP implementation; \$4,000 for business education workshop and 9,000 for the Shop Local Program.

Program Activities: \$56,000 for Business Promotion Grants; \$32,000 in pass-through costs for the Visit Tri-Valley TBID and \$5,200 for the Musuem of the San Ramon Valley/Visitor Center Program.

## FUNDING

<b>General Fund</b>	\$ 332,309	\$ 353,009	\$ 516,776	\$ 335,435
<b>TOTAL</b>	<b>\$ 332,309</b>	<b>\$ 353,009</b>	<b>\$ 516,776</b>	<b>\$ 335,435</b>

## PERSONNEL

PERMANENT	FTE
<b>Economic Development Manager</b>	<u>1.00</u>
<b>TOTAL PERMANENT FTE:</b>	<b>1.00</b>

# Business Promotion Funds



SPONSOR	ACTIVITY	REQUESTED FY 2016/17	APPROVED FY 2016/17
Danville Area Chamber of Commerce	<ul style="list-style-type: none"> <li>Integrated Marketing Campaign</li> <li>Art &amp; Wine Stroll</li> </ul>	\$ 30,000 1,500	\$ 30,000 1,500
Consignit Couture	<ul style="list-style-type: none"> <li>It's for the Danville Kids" Shopping Program</li> </ul>	1,500	1,500
Danville Square Shopping Center	<ul style="list-style-type: none"> <li>2016 Holiday Promotions Postcard Mailer</li> </ul>	1,500	1,500
Danville Woman's Club	<ul style="list-style-type: none"> <li>Tinsel &amp; Treasures Folk Art Show</li> </ul>	1,500	1,500
LaJolla Property Management	<ul style="list-style-type: none"> <li>Mobile Website &amp; Social Media Campaign</li> </ul>	5,000	5,000
Molly's Pup-Purr-ee / Other Businesses	<ul style="list-style-type: none"> <li>Doggie Day in Danville</li> </ul>	1,000	1,000
Museum of the San Ramon Valley	<ul style="list-style-type: none"> <li>Museum Exhibits &amp; Downtown Events</li> <li>Relics on Railroad Antique &amp; Art Faire</li> <li>Cross Promotion Pilot Program</li> </ul>	1,500 1,500 1,000	1,500 1,500 1,000
Rakestraw Books & Local Businesses	<ul style="list-style-type: none"> <li>Where's Waldo in Danville</li> </ul>	2,500	2,500
Rose Garden Shopping Center	<ul style="list-style-type: none"> <li>Pumpkin Patch Fall Shopping Center Event</li> </ul>	2,500	2,500
Shops on Prospect Avenue	<ul style="list-style-type: none"> <li>Danville is Fashion Launch Event</li> <li>Danville is Fashion Marketing Campaign</li> </ul>	2,500 2,500	2,500 2,500
<b>TOTAL</b>		<b>\$ 56,000</b>	<b>\$ 56,000</b>





## PROGRAM DESCRIPTION

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The Town's Risk Management Program seeks to anticipate and control risk through use of loss prevention strategies and established risk management principles and procedures. The Town is a member of the Municipal Pooling Authority (MPA), a JPA including 17 of the 19 cities in Contra Costa County. The City Attorney serves as the Town's risk manager and serves on the Board of Directors for the MPA.

Through the MPA, the Town participates in pooled insurance for general liability, vehicle damage and workers' compensation. These programs effectively combine self-insurance with commercial excess insurance resulting in the most comprehensive coverage for the Town. The Town also purchases property insurance for all Town facilities and earthquake coverage for critical Town facilities.

Examples of efforts aimed at avoiding major risk exposures include sidewalk and playground inspection programs and working with property owners to clean out creeks and drainage facilities to avoid flooding of private property.

## GOALS

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- ❖ Proactively reduce the Town's exposure to potential liability and provide adequate insurance and/or risk transference for liabilities that do arise.
- ❖ Work with the Municipal Pooling Authority to reduce the Town's major risk exposures.
- ❖ Evaluate all contracts to ensure appropriate insurance and indemnification is provided to protect the Town.
- ❖ Work closely with the MPA's claims adjusters to quickly evaluate and handle all liability claims received by the Town.
- ❖ Partner with Human Resources to maintain a safe work environment, provide appropriate safety training and reduce employee injuries and workers' compensation claims.

## HIGHLIGHTS

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- ❖ In 2015/16, the Risk Management Program completed a Risk Assessment Program through the MPA, focusing on significant areas of risk.
- ❖ In 2016/17, the Risk Management Program plans to begin implementation of an urban forest management plan and updates to the Town's Personnel Policies.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Program Activities</b>	\$ 323,870	\$ 516,500	\$ 516,500	\$ 395,000
<b>TOTAL</b>	<b>\$ 323,870</b>	<b>\$ 516,500</b>	<b>\$ 516,500</b>	<b>\$ 395,000</b>

## EXPENDITURE DETAIL

Program Activities: \$220,000 for liability insurance premiums; \$24,000 for employment liability (ERMA); \$7,000 for vehicles; \$29,000 for property; \$94,000 for earthquake (including the Veterans Memorial Building, Library and two Community Centers); \$1,000 for employee bonds and \$20,000 to be reserved for claims settlement.

## FUNDING

<b>General Fund</b>	\$ 323,870	\$ 516,500	\$ 516,500	\$ 395,000
<b>TOTAL</b>	<b>\$ 323,870</b>	<b>\$ 516,500</b>	<b>\$ 516,500</b>	<b>\$ 395,000</b>



## PROGRAM DESCRIPTION

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Internal Services includes services and expenditures required to support all areas of Town service delivery at all service delivery locations. This includes telecommunications (telephone, cellular and facsimile), general office supplies, mail metering and postage and maintenance associated with photocopiers in all locations housing Town staff.

## GOALS

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- ❖ Procure all standard supplies in the most cost effective and efficient manner possible, utilizing Danville-based vendors whenever possible.
- ❖ Provide a reliable telecommunications network for Town employees, including voice calls, voice mail and facsimile access.
- ❖ Provide reliable cellular and data support services that allow employees to access electronic data and mail before, during and after the standard work day.
- ❖ Maintain postal mail metering equipment and services that supports the Town's needs.
- ❖ Manage cost-effective and reliable copy machines under a contract services agreement.

## HIGHLIGHTS

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- ❖ Internal Services is a new program that will be implemented in 2016/17. Previously these costs and services were included as part of the Information Technology and Asset Replacement programs.
- ❖ In 2016/17, Internal Services will:
  - Provide improvements to the phone system at the Danville Library.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Materials &amp; Supplies</b>	\$ 52,922	\$ 78,706	\$ 84,709	\$ 78,706
<b>Equipment</b>	\$ 90,181	\$ 87,150	\$ 99,499	\$ 87,150
<b>Program Activities</b>	\$ 111,219	\$ 117,019	\$ 117,019	\$ 117,008
<b>TOTAL</b>	<b>\$ 254,322</b>	<b>\$ 282,875</b>	<b>\$ 301,227</b>	<b>\$ 282,864</b>

## EXPENDITURE DETAIL

Materials & Supplies: \$42,700 for Town-wide supplies; \$28,600 for postage; \$4,906 for printing; \$1,500 for phone-related materials and \$1,000 for miscellaneous supplies.

Equipment: \$69,500 for photocopy leases and maintenance; \$16,000 for telephone maintenance and \$1,650 for miscellaneous equipment.

Program Activities: \$89,640 for landline phone services; \$25,928 for cellular telephone services and \$1,440 for cable television services.

## FUNDING

<b>General Fund</b>	\$ 254,322	\$ 282,875	\$ 301,227	\$ 282,864
<b>TOTAL</b>	<b>\$ 254,322</b>	<b>\$ 282,875</b>	<b>\$ 301,227</b>	<b>\$ 282,864</b>



## PROGRAM DESCRIPTION

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The Asset Replacement Program provides for the ongoing replacement of Town-owned capital assets, including: motor vehicles, specialized vehicles and equipment, office furnishings and equipment, information technology equipment, building furnishings and other materials. Assets are replaced per an established schedule with strict replacement criteria including public and employee safety, equipment age, maintenance costs and resale value.

The Town's vehicle inventory currently includes 11 hybrid vehicles and eight electric vehicles, comprising one-third of the total vehicle fleet.

## GOALS

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- ❖ Replace capital assets based upon the need to maintain safety standards and promote efficiency in all areas of the Town government.
- ❖ Replace Town vehicles in accordance with an established Vehicle Replacement Policy.
- ❖ Migrate the Town vehicle fleet toward reducing GHG emissions and reducing fuel consumption wherever possible and practical.

## HIGHLIGHTS

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- ❖ In 2015/16, the Asset Replacement Program:
  - Replaced IT equipment, including 15 computers, a security firewall, network switches, two police mobile data computers and six police in-car DVRs.
  - In Police, replaced two 2009 Chevrolet Impalas with two Chevrolet Caprices (Patrol), replaced one 2009 Chevrolet Tahoe (Canine Unit) with one 2015 Ford Interceptor.
  - In Development Services, replaced one 2002 Ford Explorer and one 2004 Ford Ranger with two 2015 Ford Focus EVs.
  - In Maintenance Services, purchased one 2015 Ford Focus EV; installed hydraulic lift gates on two maintenance trucks.
- ❖ In 2016/17, the Asset Replacement Program will:
  - In Police, replace one 2009 Chevrolet Tahoe (Sergeant) with one 2016 Ford Interceptor and replace one 2011 Chevrolet Caprice (Patrol) with one 2016 Chevrolet Caprice.
  - In Maintenance, replace one 2009 Ford F250 Super Duty Crew Cab with one 2016 Ford F250 Super Duty Crew Cab; purchase one new Ford F-150 pickup and purchase one water trailer and four hydraulic lift gates.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Materials &amp; Supplies</b>	\$ 60,160	\$ 0	\$ 0	\$ 0
<b>Equipment</b>	\$ 77,564	\$ 84,126	\$ 84,126	\$ 106,126
<b>Vehicles</b>	\$ 345,624	\$ 244,000	\$ 277,000	\$ 170,000
<b>TOTAL</b>	<b>\$ 483,348</b>	<b>\$ 328,126</b>	<b>\$ 361,126</b>	<b>\$ 276,126</b>

## EXPENDITURE DETAIL

Equipment: replacement costs of \$19,126 for 15 computers and monitors; \$13,500 for one security firewall; \$12,000 for three network switches; \$10,000 for two police mobile data computers; \$19,500 for six Police in-car DVRs; \$20,000 to equip four Maintenance vehicles with hydraulic lift gates and \$12,000 to purchase a 325 gallon water tank/trailer system.

Vehicles: \$90,000 to purchase and equip one new Chevrolet Caprice and one Chevrolet Tahoe for Police; and \$80,000 to purchase and equip one new Ford F-250 pickup and one new Ford F-150 pickup for Maintenance.

## FUNDING

<b>PS Abandoned Vehicle Abat</b>	\$ 72,944	\$ 0	\$ 0	\$ 0
<b>Building &amp; Planning</b>	\$ 63,037	\$ 66,000	\$ 66,000	\$ 0
<b>Gas Tax</b>	\$ (63)	\$ 0	\$ 0	\$ 0
<b>L L A D - Zone A</b>	\$ 14,000	\$ 0	\$ 0	\$ 0
<b>L L A D - Zone B</b>	\$ 10,529	\$ 0	\$ 0	\$ 0
<b>L L A D - Zone C</b>	\$ 51,938	\$ 0	\$ 0	\$ 0
<b>Asset Replacement - Gener</b>	\$ 270,963	\$ 262,126	\$ 295,126	\$ 276,126
<b>TOTAL</b>	<b>\$ 483,348</b>	<b>\$ 328,126</b>	<b>\$ 361,126</b>	<b>\$ 276,126</b>



## Administrative Policy

### VEHICLE MAINTENANCE & REPLACEMENT

The Town of Danville owns, operates and maintains vehicles that are essential to various areas of the Town's service delivery. In order to maximize the life and usefulness of all Town-owned vehicles, the Town has established this Vehicle Maintenance and Replacement Policy. The policy includes the following sections:

- Maintenance Responsibility
- Vehicle Categories
- Replacement Criteria
- Vehicle Inventory
- New Vehicles

#### 1. MAINTENANCE RESPONSIBILITY

The Town assigns all vehicles to specific personnel in order to increase accountability and enhance vehicle care and longevity. The staff assigned to a vehicle is responsible for sharing maintenance responsibility for the vehicle with the designated Fleet Maintenance Manager. Maintenance for all Town vehicles occurs through a combination of *centralized and de-centralized vehicle maintenance services*.

*Centralized vehicle maintenance services* are coordinated through the designated Fleet Maintenance Manager. These services are provided to the Town through contracts with private vendors and include all routine and specialized services required to keep vehicles in proper mechanical working order. Examples of centralized vehicle maintenance services provided through the Fleet Maintenance Manager include regular services such as oil changes, tune-ups, brake service and replacement, tire replacement etc., and emergency or extraordinary repairs necessitated by a vehicle breakdown or malfunction or vehicle involvement in a collision.

The Fleet Maintenance Manager keeps records on all vehicles and works with appropriate assigned personnel to assure that a proper routine maintenance schedule is maintained at proper intervals.

*De-centralized vehicle maintenance services* include keeping all vehicles fueled and clean. The appearance of each vehicle is the responsibility of the employee assigned to that vehicle. All Town vehicles are expected to be maintained in clean condition both inside and out. In order to assure proper levels of emergency preparedness, all vehicles are to be operated and maintained with a minimum of ½ tank of fuel at all times.



## **2. VEHICLE CATEGORIES**

Following is a description of the various types of vehicles owned by the Town.

### **Category A-1: Police Patrol/Emergency Response Vehicles**

These vehicles are assigned the highest priority. They are typically operated 16 hours per day, 7 days per week, and accumulate, on average, 21,000 miles of annual usage. They are subject to frequent starts and stops, high-speed operation and emergency response usage. They are used to transport police officers, occasional civilians, and suspects who are placed under arrest and must be transported. Given the type of usage, wear and tear on the vehicles is considerable and the need for consistent reliability and dependability is extremely high.

### **Category A-2: Non-Patrol Police Vehicles**

These vehicles provide secondary police response and are used to provide pro-active and community based policing. They are driven on a daily basis, typically 5 days per week. Investigations vehicles accumulate, on average, 17,000 miles of annual usage. They are driven at moderate to low speeds and used to transport people and light equipment. Given the type of usage, wear and tear is moderate, and the need for consistent reliability is moderate to high.

### **Category B-1: Maintenance Vehicles**

These vehicles are operated by Community Services personnel assigned to Maintenance or Facilities. They are typically driven on a daily basis, 5-7 days per week, and accumulate, on average, 9,000 miles of annual usage. They are operated at moderate to low speeds and are used to transport people, materials, tools and supplies to various job sites throughout town. These vehicles also respond to emergency call out situations. Given the type of usage, wear and tear is moderate and the need for consistent reliability is moderate to high.

### **Category B-2: Heavy Duty/Specialty Maintenance Vehicles**

These vehicles are operated intermittently, typically several times per week. Given the nature of their usage, these vehicles are not assigned to specific personnel, but rather are deployed on a job-by-job basis. The vehicles are used to transport special equipment or to move or transport heavy loads. Wear and tear is moderate, increasing with vehicle age. The need for consistent reliability is moderate.

### **Category C-1: Inspection and Pool Vehicles\***

These vehicles are typically driven on a daily basis, 5 days per week and accumulate, on average, 5-7,000 miles of annual usage. They are driven at moderate to low speeds and are used to transport people and light equipment to job sites throughout town. Certain types of inspection vehicles are intermittently operated in "off road" conditions. Inspector's vehicles are assigned to specific



personnel, while pool vehicles are shared by staff members in various departments. Given the type of usage, wear and tear is moderate and the need for consistent reliability is moderate.

### **Category C-2: Other Assigned Vehicles\***

These vehicles are assigned to specific individuals, who because of their position with the Town, may be called upon to respond to emergency callouts on a 24 hour basis. These vehicles are driven on a daily basis, 5 days per week and are home garaged during non-work hours. Given the type of usage, wear and tear is moderate and the need for consistent reliability is moderate to high.

### **Category M-1: Police Motorcycles**

The Police Traffic Division deploys a motorcycle unit to perform certain aspects of traffic enforcement. Motorcycles are typically operated 8 hours per day, 4 days per week, and accumulate, on average, 6,000 miles of annual usage. They are subject to frequent starts and stops, high-speed operation and emergency response usage. Given the type of vehicle and usage, the need for officer safety, reliability and dependability is extremely high.

*For Categories C-1 and C-2, the Town is promoting fuel efficiency and conservation through the purchase of hybrid and electric vehicles to perform these functions.*

## **3. REPLACEMENT CRITERIA**

A request to replace a vehicle must originate within the department that utilizes that vehicle. The request should specify the category of vehicle, as well as the replacement criteria being met. It is anticipated that routine vehicle replacement will occur through the Town's annual operating budget and asset replacement process.

The following criteria will be utilized to determine appropriate vehicle replacement intervals. In order to warrant replacement, a minimum of three of the following criteria must be met:

### **Category A-1: Police Patrol/Emergency Response Vehicles**

1. Vehicle mileage exceeds 100,000 miles.
2. Annual maintenance costs exceed \$4,000.
3. Overall condition of the vehicle is poor: peeling paint, torn seats, systems inoperable (A/C, seat hardware, radio etc.), poor suspension.
4. Vehicle engine or transmission/drive train requires replacement.
5. Vehicle has sustained major body damage valued at over \$6,000 to repair.
6. Vehicle age exceeds 4 years.

### **Category A-2: Non-Patrol Police Vehicles**

### **Category B-1: Maintenance Vehicles**

### **Category C-1: Inspection, Pool & Other Vehicles\***



## Administrative Policy: Vehicle Maintenance and Replacement Page 4

### Category C-2: Other Assigned Vehicles\*

1. Vehicle mileage exceeds 100,000 miles.
2. Annual maintenance costs exceed \$4,000.
3. Overall condition of the vehicle is poor: peeling paint, torn seats, systems inoperable (A/C, seat hardware, radio etc.), poor suspension.
4. Vehicle engine or transmission/drive train requires replacement.
5. Vehicle has sustained body damage valued at:
  - a. over \$6,000 to repair if the vehicle is less than 5 years of age; or
  - b. over \$4,000 to repair if the vehicle is greater than 5 years of age.
6. Vehicle age exceeds 10 years.

\* Replacement of hybrid vehicles may also factor in extraordinary battery replacement costs once the vehicle exceeds 5-7 years of age.

### Category B-2: Heavy Duty/Specialty Maintenance Vehicles

1. Vehicle mileage exceeds 80,000 miles.
2. Annual maintenance costs exceed \$6,000
3. Overall condition of the vehicle is poor: peeling paint, torn seats, systems inoperable (A/C, seat hardware, radio etc.), poor suspension.
4. Vehicle engine or transmission/drive train requires replacement.
5. Vehicle has sustained body damage valued at:
  - a. over \$6,000 to repair if the vehicle is less than 5 years of age; or
  - b. over \$4,000 to repair if the vehicle is greater than 5 years of age.
6. Vehicle age exceeds 15 years.

### Category M-1: Police Motorcycles

1. Vehicle mileage exceeds 60,000 miles.
2. Annual maintenance costs exceed \$3,000
3. Overall condition of the vehicle is poor: peeling paint, systems inoperable, poor suspension or handling.
4. Vehicle engine or transmission/drive train requires replacement.
5. Vehicle has sustained body damage valued at:
  - a. over \$4,000 to repair if the vehicle is less than 5 years of age; or
  - b. over \$2,500 to repair if the vehicle is greater than 5 years of age.
6. Vehicle has sustained damage to the frame.
7. Vehicle age exceeds 5 years.

## 4. VEHICLE INVENTORY

A current Vehicle Inventory which includes all vehicles that have been authorized by the Town Council, through the Town's financial planning process, is listed in the Vehicle Inventory data base.



## **5. NEW VEHICLES**

No new vehicles (an additional vehicle that has not been previously authorized) may be purchased or added without the recommendation of the Town Manager and approval by the Town Council. Any request to increase the vehicle inventory by adding a new vehicle, shall originate within the department that will utilize the vehicle, and shall follow the following process:

- 1) A request from Department Head will be submitted to the Town Manager describing the need and justification for the vehicle;
- 2) The Town Manager will review and approve requests for inclusion in the draft annual operating budget and asset replacement program. The vehicle request will then be presented to the Town Council for consideration. Once approved by the Town Council, the vehicle will be added to the Comprehensive Vehicle Inventory, and may be purchased.
- 3) Consideration of whether or not to add new vehicles to the Town Vehicle Inventory will only occur through the annual operating budget process.



# Development Services



# Development Services



<b>PROGRAMS</b>	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Development Services Mgmt</b>	\$ 226,757	\$ 240,859	\$ 249,443	\$ 245,975
<b>Planning</b>	\$ 631,889	\$ 603,155	\$ 696,717	\$ 608,234
<b>Building</b>	\$ 1,212,506	\$ 1,230,150	\$ 1,350,635	\$ 1,372,823
<b>Code Enforcement</b>	\$ 0	\$ 113,442	\$ 113,442	\$ 113,833
<b>Engineering</b>	\$ 415,816	\$ 485,317	\$ 493,079	\$ 500,921
<b>Capital Project Management</b>	\$ 628,429	\$ 686,387	\$ 705,518	\$ 713,754
<b>Transportation</b>	\$ 609,168	\$ 462,420	\$ 608,269	\$ 437,276
<b>Clean Water Program</b>	\$ 408,995	\$ 325,288	\$ 526,229	\$ 292,065
<b>TOTAL</b>	<b>\$ 4,133,559</b>	<b>\$ 4,147,018</b>	<b>\$ 4,743,332</b>	<b>\$ 4,284,881</b>

## FUNDING

<b>Building &amp; Planning</b>	\$ 1,900,696	\$ 2,005,784	\$ 2,219,831	\$ 2,215,326
<b>Capital Improvement</b>	\$ 124,773	\$ 128,300	\$ 128,300	\$ 69,515
<b>Clean Water</b>	\$ 408,995	\$ 325,288	\$ 526,229	\$ 292,065
<b>Engineering</b>	\$ 297,776	\$ 356,139	\$ 363,901	\$ 381,291
<b>Gas Tax</b>	\$ 418,154	\$ 286,363	\$ 368,432	\$ 267,947
<b>General Fund</b>	\$ 908,298	\$ 961,716	\$ 1,016,351	\$ 975,148
<b>Measure J</b>	\$ 74,867	\$ 83,428	\$ 120,288	\$ 83,589
<b>TOTAL</b>	<b>\$ 4,133,559</b>	<b>\$ 4,147,018</b>	<b>\$ 4,743,332</b>	<b>\$ 4,284,881</b>

## PERSONNEL

	FTE
PERMANENT	27.50
TEMPORARY	3.25
* part-time temporary hours converted to full time equivalents (FTE)	30.75



## PROGRAM DESCRIPTION

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The Development Services Department includes a range of services that significantly affect the physical environment and the quality of life enjoyed by Town residents. The Department reviews all development applications to ensure consistency with community standards and protection of public health and safety; and ensures that new capital projects are designed and constructed to meet community needs and expectations.

High Planning standards are maintained through application of the General Plan, Zoning Ordinance and other design standards. Building Code standards are maintained through plan check, permitting and inspection services. Code Enforcement activities assist in maintaining residents' "quality of life." Engineering reviews design and construction plans for improvements associated with new development. Capital Project Management is responsible for designing and managing construction of all projects included in the Capital Improvement Program. Transportation plans and implements programs and services that ensure the safe and efficient movement of motorists, bicycles and pedestrians. The Clean Water Program is responsible for ensuring ongoing compliance with the Federally-mandated Clean Water Act.

## GOALS

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- ❖ Provide a full range of services and activities related to all of the department divisions.
- ❖ Streamline and enhance the development review process; solicit ongoing customer feedback.
- ❖ Ensure compliance with all applicable state and federal laws and regulations related to planning, building codes, transportation, engineering standards, clean water and environmental protection.
- ❖ Design, manage and construct high priority capital projects.
- ❖ Coordinate with Maintenance Services and Recreation, Arts and Community Services on all capital projects and activities.
- ❖ Continue to pursue federal and state transportation funds to improve the public roadway network.

## HIGHLIGHTS

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As part of its ongoing customer service enhancement efforts, Development Services will continue to expand online-oriented permit applications and inspection requests as well as updated informational materials for applicants.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 225,204	\$ 237,959	\$ 246,543	\$ 242,675
<b>Administration</b>	\$ 1,455	\$ 2,200	\$ 2,200	\$ 2,600
<b>Materials &amp; Supplies</b>	\$ 98	\$ 700	\$ 700	\$ 700
<b>TOTAL</b>	<b>\$ 226,757</b>	<b>\$ 240,859</b>	<b>\$ 249,443</b>	<b>\$ 245,975</b>

## FUNDING

<b>General Fund</b>	\$ 114,155	\$ 122,785	\$ 131,369	\$ 125,539
<b>Building &amp; Planning</b>	\$ 56,301	\$ 59,037	\$ 59,037	\$ 120,436
<b>Capital Improvement</b>	\$ 56,301	\$ 59,037	\$ 59,037	\$ 0
<b>TOTAL</b>	<b>\$ 226,757</b>	<b>\$ 240,859</b>	<b>\$ 249,443</b>	<b>\$ 245,975</b>

## PERSONNEL

PERMANENT	FTE
<b>Development Services Director</b>	<u>1.00</u>
<b>TOTAL PERMANENT FTE:</b>	<b>1.00</b>



## PROGRAM DESCRIPTION

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Planning provides current and advanced planning services to ensure consistency with the General Plan, planning and land use sections of the municipal code, and design guidelines and standards.

Current Planning activities include reviewing and processing approximately 160 applications, including rezonings, subdivisions, land use permits, development plans, sign reviews, variances and tree removal requests. In addition, Planning reviews approximately 500 building permit applications to ensure compliance with planning-related requirements.

Advanced Planning efforts include preparing updates to the General Plan and other long range plans, and development of ordinances to implement General Plan goals, policies and measures.

## GOALS

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- ❖ Review and analyze planning applications and projects to ensure consistency with the 2030 General Plan, zoning ordinance and all other planning and design standards to ensure new projects meet community standards.
- ❖ Ensure environmental protection and mitigation pursuant to the California Environmental Quality Act (CEQA).
- ❖ Provide staff support and make recommendations on all planning matters that go before the Town Council, Planning Commission, Heritage Resource Commission, Design Review Board and the Historic Design Review Committee.

## HIGHLIGHTS

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- ❖ In 2015/16, Planning:
  - Implemented Phase II of a comprehensive update of the land use and development chapters of the Town's Municipal Code.
  - Completed the Danville Hotel redevelopment project.
  - Approved and constructed the new development at 120 West Linda Mesa.
  - Approved the new commercial building under construction at the corner of Railroad Avenue and Church Street.
- ❖ In 2016/17, Planning will:
  - Implement Phase III of a comprehensive update of the Municipal Code.
  - Review anticipated significant in-fill and downtown development applications, such as the FAZ property and the Hettinger Plaza property.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 572,860	\$ 514,430	\$ 514,430	\$ 516,209
<b>Temporary Salaries</b>	\$ 22,547	\$ 24,000	\$ 24,000	\$ 45,000
<b>Administration</b>	\$ 10,163	\$ 10,375	\$ 10,375	\$ 10,375
<b>Materials &amp; Supplies</b>	\$ 9,022	\$ 23,650	\$ 23,650	\$ 14,650
<b>Contracted Services</b>	\$ 17,297	\$ 30,700	\$ 124,262	\$ 22,000
<b>TOTAL</b>	<b>\$ 631,889</b>	<b>\$ 603,155</b>	<b>\$ 696,717</b>	<b>\$ 608,234</b>

## EXPENDITURE DETAIL

Temporary Salaries: part-time temporary assistance required in connection with processing minor planning applications and assisting Code Enforcement.

Administration: \$6,000 for Planning Commission training and \$4,375 for staff training and certifications.

Materials and Supplies: \$12,900 for printing, postage, supplies and reference materials; \$1,750 for GIS mapping and land management software maintenance.

Contracted Services: \$15,000 for consulting services for Phase 3 of the Zoning Text Updates; \$5,000 for GIS consulting services and \$2,000 for Historic Resource consulting services.

## FUNDING

<b>Building &amp; Planning</b>	\$ 631,889	\$ 603,155	\$ 696,717	\$ 608,234
<b>TOTAL</b>	<b>\$ 631,889</b>	<b>\$ 603,155</b>	<b>\$ 696,717</b>	<b>\$ 608,234</b>

## PERSONNEL

PERMANENT	FTE
<b>Chief of Planning</b>	1.00
<b>Principal Planner</b>	1.00
<b>Associate Planner</b>	1.00
<b>Administrative Assistant</b>	<u>0.75</u>
TOTAL PERMANENT FTE:	<b>3.75</b>
TEMPORARY FTE:*	<b>1.00</b>

\*part-time temporary hours converted to full time equivalents (FTE)



## PROGRAM DESCRIPTION

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Building is responsible for providing responsive and timely permit, plan review, and inspection services to ensure that all building construction meets minimum safety requirements and is in compliance with applicable building codes and standards.

Permit staff review building permit applications for completeness and assist customers through the permit process. The Plan Review process involves the checking of construction drawings for new buildings and structures, additions, alterations, demolition and repair work to verify compliance with local, state and federal laws related to building safety, accessibility and energy efficiency. Plan review services are augmented through utilizing the services of well qualified consultant firms when appropriate. Inspection services are provided on a timely basis to ensure that all construction complies with approved plans and permits.

## GOALS

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- ❖ Ensure a safe built environment for the health, safety and welfare of the public through comprehensive permit, plan review and inspection services.
- ❖ Provide excellent customer service through responsively staffing the permit counter, providing prompt turnaround on plan check comments and building inspection requests.
- ❖ Seek balance in the permitting process between enforcement and intent of the applicable codes, standards and regulations being applied.
- ❖ Support the “Business Concierge” program in partnership with Economic Development and Planning.

## HIGHLIGHTS

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- ❖ In 2015/16, Building:
  - Collaborated in implementing the new EnerGov Permitting and Land Management System.
  - Increased staffing by one DS Technician to meet increased permitting activity.
  - Upgraded technology to accommodate new EMV chip cards.
- ❖ In 2016/17, Building will:
  - Extend business hours for building permits/over-the-counter review from 7:30 a.m. to Noon to 7:30 a.m. to 4:00 p.m.
  - Adopt the 2016 version of the California Building Codes.
  - Provide building plan check and inspection services for the 20-home Ponderosa Homes subdivision.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 834,583	\$ 906,050	\$ 931,050	\$ 1,021,973
<b>Temporary Salaries</b>	\$ 15,420	\$ 53,000	\$ 53,000	\$ 50,000
<b>Administration</b>	\$ 50,341	\$ 34,850	\$ 34,850	\$ 49,350
<b>Materials &amp; Supplies</b>	\$ 30,045	\$ 35,750	\$ 35,750	\$ 42,500
<b>Contracted Services</b>	\$ 282,117	\$ 200,000	\$ 295,485	\$ 208,000
<b>Equipment</b>	\$ 0	\$ 500	\$ 500	\$ 1,000
<b>TOTAL</b>	<b>\$ 1,212,506</b>	<b>\$ 1,230,150</b>	<b>\$ 1,350,635</b>	<b>\$ 1,372,823</b>

## EXPENDITURE DETAIL

Temporary Salaries: includes part-time temporary assistance at the permit counter.

Administration: includes \$39,850 for credit card transaction fees and \$9,500 for professional dues and meeting expenses.

Materials and Supplies: include \$30,000 for software maintenance; \$9,000 for supplies, forms, reference materials and uniforms and \$3,500 for miscellaneous supplies.

Contracted Services: include \$200,000 for plan check services; \$5,000 for inspection services and \$3,000 for consultant services when project scope or size exceeds the expertise of in-house staff.

## FUNDING

<b>Building &amp; Planning</b>	\$ 1,212,506	\$ 1,230,150	\$ 1,350,635	\$ 1,372,823
<b>TOTAL</b>	<b>\$ 1,212,506</b>	<b>\$ 1,230,150</b>	<b>\$ 1,350,635</b>	<b>\$ 1,372,823</b>

## PERSONNEL

PERMANENT	FTE
<b>Chief Building Official</b>	1.00
<b>Plans Examiner</b>	1.00
<b>Senior Building Inspector</b>	1.00
<b>Building Inspector</b>	3.00
<b>Development Coordinator</b>	1.00
<b>Development Services Tech</b>	2.00
<b>TOTAL PERMANENT FTE:</b>	<b>9.00</b>
<b>TEMPORARY FTE:*</b>	<b>1.00</b>

\*part-time temporary hours converted to full time equivalents (FTE)



## PROGRAM DESCRIPTION

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The condition of private property is a factor that affects the quality of life for all Danville residents and businesses. Code Enforcement works with Planning, Maintenance Services, Police Services, and the City Attorney to respond to Municipal Code-related complaints and nuisance abatement issues associated with private property.

Code Enforcement activities are handled on a complaint basis. Code Enforcement activities assist in the maintenance of the safety, quality and appearance of Danville's 75 residential neighborhoods along with its commercial and office centers.

Code Enforcement receives approximately 350 municipal code-related contacts on an annual basis, with approximately half of those contacts elevating to formal code enforcement complaint status. The Code Enforcement Officer also assists Town residents with referrals to other agencies and services available to address residents' concerns, including Contra Costa County Animal Services, Contra Costa County Environmental Health and the Contra Costa Mosquito and Vector Control District.

## GOALS

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- ❖ Provide responsive Code Enforcement to assist in maintaining residents' quality of life.
- ❖ Direct residents to external resources for handling non-Town related concerns.
- ❖ Encourage non-enforcement solutions to Code complaints wherever possible.

## HIGHLIGHTS

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- ❖ In 2015/16, Code Enforcement:
  - Resolved a major nuisance abatement issue on Linda Mesa Avenue.
  - Began enforcement of the Smoking Ordinance affecting multifamily housing units on a complaint basis, starting May 1, 2016.
- ❖ In 2016/17, Code Enforcement will:
  - Begin implementation of the Plastic Bag Ordinance on a complaint basis, starting July 1, 2016.
  - Provide a smooth transition of Code Enforcement activities into the new land management software, EnerGov.
  - Work with the City Attorney to update sections of the Municipal Code to assist in enforcement efforts.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 0	\$ 107,442	\$ 107,442	\$ 107,833
<b>Administration</b>	\$ 0	\$ 1,000	\$ 1,000	\$ 1,000
<b>Program Activities</b>	\$ 0	\$ 5,000	\$ 5,000	\$ 5,000
<b>TOTAL</b>	<b>\$ 0</b>	<b>\$ 113,442</b>	<b>\$ 113,442</b>	<b>\$ 113,833</b>

## EXPENDITURE DETAIL

Program Activities: \$5,000 for Code Enforcement and abatement costs.

## FUNDING

<b>Building &amp; Planning</b>	\$ 0	\$ 113,442	\$ 113,442	\$ 113,833
<b>TOTAL</b>	<b>\$ 0</b>	<b>\$ 113,442</b>	<b>\$ 113,442</b>	<b>\$ 113,833</b>

## PERSONNEL

PERMANENT	FTE
<b>Assistant Planner/Code Enforcement</b>	1.00
<b>Administrative Assistant</b>	<u>0.25</u>
<b>TOTAL PERMANENT FTE:</b>	<b>1.25</b>



## PROGRAM DESCRIPTION

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Engineering provides plan checking and construction inspection for street and public works improvements, including the processing of drainage and utility design, subdivision and development applications, right-of-way acquisition requests and all encroachment and grading permits.

Engineering is responsible for ensuring that subdivision and permitted improvements on private property and within the public right-of-way are designed and constructed safely and consistent with conditions of approval and all applicable Town standards.

Engineering and Capital Project Management work in an integrated fashion to design, construct and manage all Town capital projects.

## GOALS

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- ❖ Offer high quality services that combine a strong foundation of engineering principles to meet the needs of Town businesses and residents.
- ❖ Design/plan, advise, administer, oversee and inspect all public works improvements and subdivision developments and provide these services on budget and on time.
- ❖ Ensure projects are compliant with state and federal regulations, Town policies and procedures to enhance the quality of life and protect the public health, safety and well-being of those who live, work and play in the Town of Danville.

## HIGHLIGHTS

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- ❖ In 2015/16, Engineering:
  - Managed permits related to construction of the Danville Hotel redevelopment.
  - Completed the San Ramon Valley Boulevard Widening Project.
  - Managed construction approvals for the Elworthy Ranch Subdivision.
  - Supported CIP Management on the North Hartz Avenue Beautification, Railroad Avenue Improvement, Sycamore Valley Park Bocce Ball Court Expansion and Osage Station Park Picnic and Play Area Renovation Projects.
- ❖ In 2016/17, Engineering will:
  - Plan check the 20-lot Ponderosa Homes subdivision project.
  - Support CIP Management on the Camino Tassajara Repaving Project (SAFETEA-LU Phase II), Rose Street Parking Facility Project, Front Street Creek Bank Stabilization Project and the new Pavement Management Program.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 379,248	\$ 423,517	\$ 423,517	\$ 437,121
<b>Administration</b>	\$ 1,012	\$ 1,600	\$ 1,600	\$ 1,600
<b>Materials &amp; Supplies</b>	\$ 3,818	\$ 10,200	\$ 13,200	\$ 10,200
<b>Contracted Services</b>	\$ 31,738	\$ 50,000	\$ 54,762	\$ 50,000
<b>Equipment</b>	\$ 0	\$ 0	\$ 0	\$ 2,000
<b>TOTAL</b>	<b>\$ 415,816</b>	<b>\$ 485,317</b>	<b>\$ 493,079</b>	<b>\$ 500,921</b>

## EXPENDITURE DETAIL

Administration: travel expenses and professional dues.

Materials and Supplies: \$8,750 for software maintenance and licensing costs and \$1,450 for safety clothing and reference materials.

Contracted Services: \$46,000 for engineering consulting services and subdivision plan check and \$4,000 for GIS support.

## FUNDING

<b>General Fund</b>	\$ 118,040	\$ 129,178	\$ 129,178	\$ 119,630
<b>Engineering</b>	\$ 297,776	\$ 356,139	\$ 363,901	\$ 381,291
<b>TOTAL</b>	<b>\$ 415,816</b>	<b>\$ 485,317</b>	<b>\$ 493,079</b>	<b>\$ 500,921</b>

## PERSONNEL

PERMANENT	FTE
<b>Senior Civil Engineer</b>	0.25
<b>Civil Engineering Assistant</b>	0.25
<b>Public Works Inspector</b>	2.25
<b>Administrative Assistant</b>	<u>1.00</u>
<b>TOTAL PERMANENT FTE:</b>	<b>3.75</b>



## PROGRAM DESCRIPTION

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Capital Project Management is responsible for the planning, design and construction management of projects in the Five-Year Capital Improvement Program (CIP). Capital Project Management coordinates preparing of the CIP, including prioritizing a list of projects, developing associated cost estimates and identifying funding sources, including state and federal grants.

Major activities include: 1) project design, rights-of-way acquisition, environmental review, agency permits, specification preparation and bid processing; 2) construction management, evaluating bids on construction contracts, qualifying contractors, inspecting construction work, progress payments, change orders and notices of completion; and 3) preparing and maintaining record maps of streets and infrastructure, record drawings of CIP project construction, legal descriptions for property transactions and grant administration.

## GOALS

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- ❖ Facilitate cost effective and timely design and construction of various public works and facilities to meet present and projected community needs.
- ❖ Provide engineering, landscape architectural and inspection services necessary to support Capital Project Management activities.
- ❖ Communicate the pendency and status of all projects to affected users, residents and property owners to minimize construction-related impacts.
- ❖ Manage a Pavement Management Program that maintains the Town's Pavement Condition Index (PCI) through preventative maintenance and overlay projects.
- ❖ Solicit and secure grant funding from various sources to support the CIP.

## HIGHLIGHTS

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- ❖ In 2015/16, Capital Project Management:
  - Completed the North Hartz Avenue Beautification and Railroad Avenue Improvement Projects.
  - Completed the Sycamore Valley Park Bocce Ball Court Expansion Project.
  - Started the Osage Station Park Picnic and Play Area Renovation Project.
  - Completed \$3 million in new Pavement Management Program work.
- ❖ In 2016/17, Capital Project Management will:
  - Construct the Camino Tassajara Repaving Project (SAFETEA-LU Phase II).
  - Undertake \$2.5 million in new Pavement Management Program work.
  - Construct the Rose Street Parking Facility Project.
  - Start the Front Street Creek Bank Stabilization Project.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 626,010	\$ 678,087	\$ 697,218	\$ 704,354
<b>Administration</b>	\$ 0	\$ 650	\$ 650	\$ 650
<b>Materials &amp; Supplies</b>	\$ 2,419	\$ 6,650	\$ 6,650	\$ 6,950
<b>Contracted Services</b>	\$ 0	\$ 1,000	\$ 1,000	\$ 1,000
<b>Equipment</b>	\$ 0	\$ 0	\$ 0	\$ 800
<b>TOTAL</b>	<b>\$ 628,429</b>	<b>\$ 686,387</b>	<b>\$ 705,518</b>	<b>\$ 713,754</b>

## EXPENDITURE DETAIL

Materials and Supplies: \$3,500 for software maintenance and licensing; \$2,500 for printing and \$950 for reference materials.

## FUNDING

<b>General Fund</b>	\$ 559,957	\$ 617,124	\$ 636,255	\$ 644,239
<b>Capital Improvement</b>	\$ 68,472	\$ 69,263	\$ 69,263	\$ 69,515
<b>TOTAL</b>	<b>\$ 628,429</b>	<b>\$ 686,387</b>	<b>\$ 705,518</b>	<b>\$ 713,754</b>

## PERSONNEL

PERMANENT	FTE
<b>Senior Civil Engineer</b>	0.75
<b>Landscape Architect</b>	1.00
<b>Associate Civil Engineer</b>	2.00
<b>Public Works Inspector</b>	0.75
<b>Civil Engineering Assistant</b>	<u>0.75</u>
<b>TOTAL PERMANENT FTE:</b>	<b>5.25</b>



## PROGRAM DESCRIPTION

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Transportation provides programs and services that ensure the safe and efficient movement of all modes of travel throughout the Town. Transportation addresses the impacts of traffic congestion upon the Town's residents by operating local traffic management programs, participating in regional coordination and advocacy, participating in local development review processes, and pursuing regional and local transportation improvements.

Transportation manages a network of signals, flashing beacons, radar display signs, lighted crosswalks, signage, pavement markings, and bicycle and pedestrian facilities to ensure mobility for Danville residents locally and within the subregion. The Transportation staff ensures quality of life through regional advocacy and the implementation of a Neighborhood Traffic Management Program (NTMP).

## GOALS

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- ❖ Ensure a safe, reliable and efficient transportation system for all modes of transportation inclusive of motorists, pedestrians and bicyclists.
- ❖ Foster collaborative education, engineering and enforcement efforts to deliver effective traffic safety education and traffic calming programs that support and maintain the quality of life in the community.
- ❖ Oversee the downtown parking management program and pursue new parking management strategies in support of the Town's economic development efforts.
- ❖ Maintain strong advocacy in regional transportation planning and policy development to ensure funding opportunities for transportation needs.

## HIGHLIGHTS

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- ❖ In 2015/16, Transportation:
  - Partnered on sub-regional programs including Street Smarts and TRAFFIX Measure J Traffic Congestion Relief (Student Transportation).
  - Completed a comprehensive Downtown Parking Utilization Assessment Study.
  - Managed/coordinated 8 NTMP cases and 41 traffic and engineering surveys.
  - Participated in regional efforts with CCTA, including the I-680 Auxiliary Lanes Segment 2, the I-680 Transit Investment and Congestion Relief Study and development of a potential countywide half-cent sales tax measure.
- ❖ In 2016/17, Transportation will:
  - Continue to support programs, including Street Smarts and TRAFFIX.
  - Conduct biennial traffic counts and an intersection operation analysis study.
  - Continue to enhance the Town's transportation network through projects identified in the CIP and pursuing transportation funding for future projects.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 352,277	\$ 392,910	\$ 392,910	\$ 340,266
<b>Administration</b>	\$ 5,288	\$ 7,510	\$ 7,510	\$ 7,510
<b>Materials &amp; Supplies</b>	\$ 4,257	\$ 10,000	\$ 10,000	\$ 7,500
<b>Contracted Services</b>	\$ 247,271	\$ 43,500	\$ 189,349	\$ 73,500
<b>Equipment</b>	\$ 75	\$ 8,500	\$ 8,500	\$ 8,500
<b>TOTAL</b>	<b>\$ 609,168</b>	<b>\$ 462,420</b>	<b>\$ 608,269</b>	<b>\$ 437,276</b>

## EXPENDITURE DETAIL

Administration: \$7,510 for professional dues and training.

Materials and Supplies: \$5,000 for Safe Routes to School and Streets Smarts Program supplies, and \$2,500 for printing, postage, reference materials and application software maintenance.

Contracted Services: \$20,000 for the Street Smarts Program; \$46,000 for traffic consulting services and biennial traffic counts; \$5,000 for CMA transportation planning and \$2,500 for signs and striping.

Equipment: includes \$8,500 for traffic engineering and data collection equipment and maintenance.

## FUNDING

<b>General Fund</b>	\$ 116,147	\$ 92,629	\$ 119,549	\$ 85,740
<b>Gas Tax</b>	\$ 418,154	\$ 286,363	\$ 368,432	\$ 267,947
<b>Measure J</b>	\$ 74,867	\$ 83,428	\$ 120,288	\$ 83,589
<b>TOTAL</b>	<b>\$ 609,168</b>	<b>\$ 462,420</b>	<b>\$ 608,269</b>	<b>\$ 437,276</b>

## PERSONNEL

PERMANENT	FTE
<b>Transportation Manager</b>	1.00
<b>Traffic Engineering Associate</b>	1.00
<b>Transportation Program Analyst</b>	<u>1.00</u>
<b>TOTAL PERMANENT FTE:</b>	<b>3.00</b>
<b>TEMPORARY FTE:*</b>	<b>0.25</b>

\*part-time temporary hours converted to full time equivalents (FTE)



## PROGRAM DESCRIPTION

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The Clean Water Program (Program) was established to comply with the Federal Clean Water Act and California's Porter-Cologne Water Quality Control Act, which require local agencies to eliminate or reduce polluted stormwater and urban runoff. Danville operates as part of the Contra Costa Clean Water Program (CCCWP), which includes Contra Costa County, the Flood Control and Water Conservation District and 16 other cities. The Program is regulated through a Five-Year Municipal Regional Permit (MRP) issued by the San Francisco Regional Water Quality Control Board (SFRWQCB).

The Program includes public education, development plan review and ongoing inspections related to construction activities, businesses and illicit discharges. The Program implements best management practices, while monitoring the effectiveness of the Town's Stormwater Management Plan and making adjustments as necessary.

Street Maintenance supports the Program by performing additional activities, including inspecting and cleaning Town drainage systems (approximately 25% of Town-maintained catch basins and drainage channels are inspected and/or cleaned annually) and sweeping public residential streets monthly and commercial streets weekly.

## GOALS

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- ❖ Reduce pesticides, trash, PCBs and mercury per MRP mandates.
- ❖ Implement MRP development regulations for private and public projects.
- ❖ Conduct maintenance activities per the MRP.
- ❖ Educate the community on the stormwater pollution prevention program.
- ❖ Develop a Green Infrastructure Plan framework per MRP 2.0 requirements.

## HIGHLIGHTS

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- ❖ In 2015/16, the Clean Water Program:
  - Hosted Earth Day Activities for 2015.
  - Ensured that all CIP and private development projects included requirements per the Municipal Regional Permit.
  - Implemented measures to reduce the Town's trash load per MRP requirements.
- ❖ In 2016/17, the Clean Water Program will:
  - Implement new MRP 2.0 requirements.
  - Work on trash reduction goals per MRP 2.0, for a 70% reduction by 2017.
  - Ensure that all CIP and private development projects include C.3 requirements per MRP 2.0.
  - Develop a Green Infrastructure framework per MRP 2.0.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 93,070	\$ 70,188	\$ 70,188	\$ 69,965
<b>Temporary Salaries</b>	\$ 257	\$ 35,000	\$ 35,000	\$ 5,000
<b>Administration</b>	\$ 16,825	\$ 21,100	\$ 21,100	\$ 21,100
<b>Materials &amp; Supplies</b>	\$ 5,229	\$ 18,000	\$ 18,000	\$ 18,000
<b>Contracted Services</b>	\$ 293,614	\$ 178,000	\$ 378,941	\$ 177,000
<b>Equipment</b>	\$ 0	\$ 3,000	\$ 3,000	\$ 1,000
<b>TOTAL</b>	<b>\$ 408,995</b>	<b>\$ 325,288</b>	<b>\$ 526,229</b>	<b>\$ 292,065</b>

## EXPENDITURE DETAIL

Temporary Salaries: \$5,000 for temporary part-time assistance for implementation of the MRP.

Administration: \$19,000 for State Water Resources Board and Green Business Program fees/permits and \$2,100 for professional dues/training.

Materials and Supplies: \$15,000 for educational and outreach efforts and \$3,000 in supplies.

Contracted Services: \$125,000 for CCCWP group permit costs; \$29,000 for business inspections; \$12,000 for environmental consulting; \$10,000 for GIS mapping and \$1,000 for water testing.

Equipment: \$1,000 for MRP 2.0 implementation tools/devices.

## FUNDING

<b>Clean Water</b>	\$ 408,995	\$ 325,288	\$ 526,229	\$ 292,065
<b>TOTAL</b>	<b>\$ 408,995</b>	<b>\$ 325,288</b>	<b>\$ 526,229</b>	<b>\$ 292,065</b>

## PERSONNEL

PERMANENT	FTE
<b>Clean Water Program Coordinator</b>	<u>0.50</u>
<b>TOTAL PERMANENT FTE:</b>	<b>0.50</b>
<b>TEMPORARY FTE:*</b>	<b>1.00</b>

\*part-time temporary hours converted to full time equivalents (FTE)





# Maintenance Services



# Maintenance Services



<b>PROGRAMS</b>	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
Maintenance Management	\$ 306,010	\$ 351,212	\$ 362,352	\$ 359,836
Building Maintenance	\$ 676,424	\$ 859,775	\$ 871,997	\$ 869,587
Parks Maintenance	\$ 1,653,413	\$ 2,033,473	\$ 2,081,314	\$ 2,093,649
Roadside Maintenance	\$ 1,434,008	\$ 1,573,692	\$ 1,601,211	\$ 1,674,519
Street Maintenance	\$ 542,267	\$ 930,119	\$ 930,119	\$ 939,499
Street Light Maintenance	\$ 523,957	\$ 720,057	\$ 758,098	\$ 721,826
Traffic Signal Maintenance	\$ 0	\$ 220,000	\$ 220,000	\$ 223,000
Equipment Maintenance	\$ 273,269	\$ 407,780	\$ 428,744	\$ 408,030
<b>TOTAL</b>	<b>\$ 5,409,348</b>	<b>\$ 7,096,107</b>	<b>\$ 7,253,835</b>	<b>\$ 7,289,945</b>

## FUNDING

Clean Water	\$ 0	\$ 283,499	\$ 283,499	\$ 284,877
Donations/Contributions	\$ 1,185	\$ 3,000	\$ 3,000	\$ 3,000
Gas Tax	\$ 542,267	\$ 866,620	\$ 866,620	\$ 877,622
General Fund	\$ 1,742,294	\$ 2,238,445	\$ 2,312,313	\$ 2,263,643
L L A D - Zone A	\$ 702,871	\$ 694,602	\$ 696,121	\$ 801,662
L L A D - Zone B	\$ 731,138	\$ 879,089	\$ 905,089	\$ 872,857
L L A D - Zone C	\$ 523,957	\$ 720,057	\$ 758,098	\$ 721,826
L L A D - Zone D	\$ 1,165,636	\$ 1,410,795	\$ 1,429,094	\$ 1,464,459
<b>TOTAL</b>	<b>\$ 5,409,348</b>	<b>\$ 7,096,107</b>	<b>\$ 7,253,835</b>	<b>\$ 7,289,945</b>

## PERSONNEL

	FTE
PERMANENT	28.00
TEMPORARY	3.00
* part-time temporary hours converted to full time equivalents (FTE)	31.00



## PROGRAM DESCRIPTION

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Maintenance Services Management oversees the Maintenance Services Department to ensure that Town-owned facilities retain a positive appearance, maximize functionality and enhance the quality of life for Danville residents.

Staff support is provided to the Parks and Leisure Services Commission and Sports Alliance. Maintenance Services Management works closely with the San Ramon Valley Unified School District on collaborative maintenance efforts, including Town-School District school parks, tennis courts and swimming pools.

## GOALS

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- ❖ Provide leadership, oversight and support to Maintenance Services staff to ensure outstanding customer service and maximize performance and productivity.
- ❖ Manage the Town-wide Lighting & Landscape Assessment District and the Department's fiscal resources to ensure cost-effective service delivery.
- ❖ Manage contracts for parks and roadside landscaping, equipment maintenance, water feature maintenance, street sweeping, street light repairs, custodial services, security systems and communication equipment.
- ❖ Respond promptly to service requests from residents, Sports Alliance members and Town staff.

## HIGHLIGHTS

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- ❖ In 2015/16, Maintenance Services Management:
  - Reduced the Town's water consumption across Town facilities, roadsides, parks and other landscape areas to comply with State and EBMUD mandates.
  - Renewed the Town's Lighting and Landscape Assessment District.
  - Continued the Service Center's certification in the Contra Costa Green Business Program.
  - Awarded Roadside A and B contracts.
- ❖ In 2016/17, Maintenance Service Management will:
  - Award a new Fleet Maintenance contract.
  - Award a new Park Maintenance contract.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 272,824	\$ 300,936	\$ 312,076	\$ 309,060
<b>Administration</b>	\$ 7,528	\$ 11,942	\$ 11,942	\$ 12,442
<b>Materials &amp; Supplies</b>	\$ 23,640	\$ 34,134	\$ 34,134	\$ 34,134
<b>Equipment</b>	\$ 2,018	\$ 4,200	\$ 4,200	\$ 4,200
<b>TOTAL</b>	<b>\$ 306,010</b>	<b>\$ 351,212</b>	<b>\$ 362,352</b>	<b>\$ 359,836</b>

## EXPENDITURE DETAIL

Administration: \$7,500 for taxes and fees and \$4,942 for office assistance and professional duties.

Materials and Supplies: \$16,538 for uniform services; \$4,500 for protective and safety clothing; \$5,400 for application software and \$7,696 for office supplies, postage and printing at the Town Service Center.

Equipment: \$3,300 for lease costs and \$900 for miscellaneous equipment.

## FUNDING

<b>General Fund</b>	\$ 306,010	\$ 351,212	\$ 362,352	\$ 359,836
<b>TOTAL</b>	<b>\$ 306,010</b>	<b>\$ 351,212</b>	<b>\$ 362,352</b>	<b>\$ 359,836</b>

## PERSONNEL

PERMANENT	FTE
<b>Maintenance Services Director</b>	1.00
<b>Maintenance Services Coordinator</b>	<u>1.00</u>
<b>TOTAL PERMANENT FTE:</b>	<b>2.00</b>



## PROGRAM DESCRIPTION

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Building Maintenance utilizes a combination of Town staff and service contracts to maintain 105,000 square feet of heavily utilized public buildings in safe and aesthetically-pleasing condition.

Building Maintenance tracks maintenance performed at each individual building and maintains a ten year asset replacement plan. Buildings are continuously improved to meet user needs and regulatory requirements. Capital improvement projects are identified and scheduled as needed.

Facilities include:

- ❖ Danville Library
- ❖ Veterans Memorial Bldg. & Senior Center
- ❖ Town Meeting Hall
- ❖ Village Theatre and Art Gallery
- ❖ Danville Community Center
- ❖ Oak Hill Park Community Center
- ❖ Hap Magee Ranch Park houses (3)
- ❖ Park restrooms (16)
- ❖ Teen Centers at Charlotte Wood, Diablo Vista and Los Cerros Middle Schools
- ❖ Danville Town Offices
- ❖ Town Service Center

## GOALS

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- ❖ Respond in a timely manner to requests for service in all Town-owned and managed buildings.
- ❖ Administer contracts for a variety of both routine and extra services, including custodial, plumbing, HVAC, electrical and pest management.
- ❖ Perform regular inspections at each facility and make immediate corrections to any safety and/or maintenance issues that need to be scheduled for completion.
- ❖ Perform maintenance activities for all buildings on an ongoing scheduled basis to prolong service life and prevent breakdowns.

## HIGHLIGHTS

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- ❖ In 2015/16, Building Maintenance replaced flooring and ceiling tiles at all three Teen Centers, upgraded exterior lighting at the Town Offices to LED and replaced HVAC units at the Village Theatre, Veterans Memorial Building and Library.
- ❖ In 2016/17, Building Maintenance will replace HVAC units at the Danville Community Center and the Town Service Center, repaint the exteriors of the Village Theatre and Town Offices and replace flooring and exterior doors at the Sycamore Day School.
- ❖ Utility rates and service costs for water, electrical, sewer and solid waste disposal continue to increase. Supply costs have increased slightly due to increase in paper product prices and increased building use.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 220,875	\$ 265,198	\$ 269,955	\$ 269,493
<b>Temporary Salaries</b>	\$ 42,358	\$ 40,000	\$ 40,000	\$ 40,257
<b>Administration</b>	\$ 1,840	\$ 1,840	\$ 1,840	\$ 1,840
<b>Materials &amp; Supplies</b>	\$ 28,113	\$ 58,101	\$ 58,101	\$ 60,101
<b>Contracted Services</b>	\$ 131,849	\$ 190,588	\$ 198,053	\$ 190,588
<b>Equipment</b>	\$ 50,707	\$ 65,000	\$ 65,000	\$ 65,000
<b>Program Activities</b>	\$ 200,682	\$ 239,048	\$ 239,048	\$ 242,308
<b>TOTAL</b>	<b>\$ 676,424</b>	<b>\$ 859,775</b>	<b>\$ 871,997</b>	<b>\$ 869,587</b>

## EXPENDITURE DETAIL

Temporary Salaries: fund part-time temporary custodial workers for various Town facilities.

Administration: professional dues.

Materials and Supplies: \$34,000 for custodial and paper supplies; \$25,101 for plumbing, electrical and paint supplies and \$1,000 for furniture repairs.

Contracted Services: \$109,230 for custodial services and \$81,358 for alarm services, floor refinishing, carpet cleaning, gutter and window cleaning, and painting.

Equipment: repair costs associated with Town Offices, Library, Community Centers, Village Theatre, Service Center and various park buildings.

Program Activities: \$197,408 for gas and electricity, \$23,820 for sewer and \$21,080 for water.

## FUNDING

<b>General Fund</b>	\$ 336,910	\$ 463,802	\$ 470,215	\$ 448,712
<b>LLAD - Zone D</b>	\$ 339,514	\$ 395,973	\$ 401,782	\$ 420,875
<b>TOTAL</b>	<b>\$ 676,424</b>	<b>\$ 859,775</b>	<b>\$ 871,997</b>	<b>\$ 869,587</b>

## PERSONNEL

PERMANENT	FTE
<b>Maintenance Specialist</b>	1.00
<b>Maintenance Worker</b>	<u>2.00</u>
<b>TOTAL PERMANENT FTE:</b>	<b>3.00</b>
<b>TEMPORARY FTE:*</b>	<b>1.00</b>

\*part-time temporary hours converted to full time equivalents (FTE)



## PROGRAM DESCRIPTION

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Park Maintenance is responsible for 198 acres of Town-owned and/or managed parks and community facilities that enhance residents' quality of life and support recreational activities offered through the Town and community organizations. Park Maintenance responds to public requests and supports Town-sponsored programs such as the Music in the Park concert series, adult softball at Sycamore Valley and Diablo Vista Parks and bocce ball at Sycamore Valley Park. Water usage is continually monitored during the drought to meet EBMUD restrictions while attempting to keep plant material alive.

## GOALS

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- ❖ Provide for safe, attractive and well-maintained parks, trails and open space facilities.
- ❖ Provide daily litter control, landscape maintenance, irrigation system, play area and hardscape inspections/ repairs to keep Town-maintained parks safe for public use.
- ❖ Maintain and inspect Town-maintained fields to meet sport league standards and also allow for recreational use.
- ❖ Utilize integrated pest management practices to eradicate pests and weeds.

## HIGHLIGHTS

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- ❖ In 2015/16, Park Maintenance:
  - Continually monitored water usage during the drought to meet EBMUD restrictions while attempting to keep plant material alive.
  - Completed repairs and upgrades to the restroom buildings at Diablo Vista and Osage Station parks.
  - Completed conversion to organic fertilizers for all Town-maintained sports fields.
- ❖ In 2016/17, Park Maintenance will:
  - Prepare plans and specifications for the replacement of the play structures at Hap Magee Ranch Park.
  - Perform playground safety surface repairs at several park sites, including Sycamore Valley Park.
  - Upgrade the lighting control system for the Town-maintained tennis courts at Monte Vista High School.
- ❖ Park Maintenance staffing increased by one additional Maintenance Worker; and the water budget has been reduced by \$25,000 overall due to conservation efforts.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 739,180	\$ 788,042	\$ 810,905	\$ 833,808
<b>Temporary Salaries</b>	\$ 20,416	\$ 42,000	\$ 42,000	\$ 63,000
<b>Administration</b>	\$ 13,516	\$ 20,552	\$ 20,552	\$ 20,552
<b>Materials &amp; Supplies</b>	\$ 67,334	\$ 125,125	\$ 125,125	\$ 128,275
<b>Contracted Services</b>	\$ 429,501	\$ 577,176	\$ 602,154	\$ 592,176
<b>Equipment</b>	\$ 2,487	\$ 13,000	\$ 13,000	\$ 13,000
<b>Program Activities</b>	\$ 380,979	\$ 467,578	\$ 467,578	\$ 442,838
<b>TOTAL</b>	<b>\$ 1,653,413</b>	<b>\$ 2,033,473</b>	<b>\$ 2,081,314</b>	<b>\$ 2,093,649</b>

## EXPENDITURE DETAIL

Temporary Salaries: costs for seasonal Park Maintenance Workers.

Administration: LLAD reimbursement costs.

Materials and Supplies: \$38,000 for irrigation; \$17,500 for hardscape; \$35,000 for litter; \$8,678 for asphalt; \$16,000 for protective clothing/supplies and \$13,097 for plants and other supplies.

Contracted Services: \$428,028 for landscape maintenance; \$19,000 for consulting services; \$23,648 for trails and hardscape repairs; \$13,000 for irrigation maintenance; \$51,500 for pond maintenance; \$27,000 for custodial services and \$30,000 for tree maintenance.

Equipment: includes costs associated with equipment purchases, leases, or warranties.

Program Activities: \$405,390 for water; \$25,998 for electricity; \$3,450 for sewer and \$8,000 for sports field lighting.

## FUNDING

<b>General Fund</b>	\$ 826,105	\$ 1,015,650	\$ 1,051,003	\$ 1,047,066
<b>LLAD - Zone D</b>	\$ 826,123	\$ 1,014,823	\$ 1,027,311	\$ 1,043,583
<b>Donations/Contributions</b>	\$ 1,185	\$ 3,000	\$ 3,000	\$ 3,000
<b>TOTAL</b>	<b>\$ 1,653,413</b>	<b>\$ 2,033,473</b>	<b>\$ 2,081,314</b>	<b>\$ 2,093,649</b>

## PERSONNEL

PERMANENT	FTE
<b>Maintenance Supervisor</b>	1.00
<b>Maintenance Specialist</b>	3.00
<b>Maintenance Worker</b>	<u>5.00</u>
<b>TOTAL PERMANENT FTE:</b>	<b>9.00</b>
<b>TEMPORARY FTE:*</b>	<b>1.50</b>

\*part-time temporary hours converted to full time equivalents (FTE)





## PROGRAM DESCRIPTION

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Roadside Maintenance is responsible for over 60 acres of roadside landscaping, medians and community areas. Roadside Maintenance strives to provide attractive, aesthetically-pleasing streetscape areas including clean and safe pedestrian pathways. Water usage is continually monitored during the drought to meet EBMUD restrictions while attempting to keep plant material alive.

## GOALS

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- ❖ Provide for safe, attractive and well-maintained roadsides and medians.
- ❖ Conduct regular irrigation system inspections and repairs.
- ❖ Perform daily litter control and prune trees, control weeds and replace plant material as needed.
- ❖ Identify and evaluate long-term maintenance needs and issues on an annual basis.

## HIGHLIGHTS

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- ❖ In 2015/16, Roadside Maintenance:
  - Completed Phase II of the Central Irrigation System project, installing 13 centrally managed controllers in large landscaped roadside areas.
  - Performed major tree work Town-wide, including several significant pruning and removal projects.
  - Assumed maintenance responsibility for several newly landscaped areas, including the Downtown and Tassajara Lane, following the completion of beautification and redevelopment projects.
- ❖ In 2016/17, Roadside Maintenance will:
  - Complete major tree projects to maintain safe roadsides and enhance streetscape aesthetics.
  - Upgrade irrigation equipment as part of ongoing water conservation and efficiency efforts.
  - Evaluate locations where replacing existing landscaping with more drought tolerant materials may be appropriate.
- ❖ Park Maintenance staffing is increased by one additional Maintenance Worker; and the water budget has been reduced by \$25,000 overall due to conservation efforts.
- ❖ Contracted tree maintenance costs are increasing as trees age and require higher levels of maintenance. Creek cleaning contract costs have risen significantly due to implementation of more stringent restrictions imposed by the California Department of Fish and Wildlife.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 648,468	\$ 582,140	\$ 582,140	\$ 696,805
<b>Temporary Salaries</b>	\$ 13,192	\$ 20,000	\$ 20,000	\$ 25,000
<b>Administration</b>	\$ 29,346	\$ 33,406	\$ 33,406	\$ 33,430
<b>Materials &amp; Supplies</b>	\$ 28,137	\$ 63,339	\$ 63,339	\$ 65,339
<b>Contracted Services</b>	\$ 431,176	\$ 514,829	\$ 542,348	\$ 515,357
<b>Equipment</b>	\$ 3,218	\$ 12,628	\$ 12,628	\$ 16,228
<b>Program Activities</b>	\$ 280,471	\$ 347,350	\$ 347,350	\$ 322,360
<b>TOTAL</b>	<b>\$ 1,434,008</b>	<b>\$ 1,573,692</b>	<b>\$ 1,601,211</b>	<b>\$ 1,674,519</b>

## EXPENDITURE DETAIL

Temporary Salaries: cost of part-time, temporary staffing to assist with various work and activities.

Administration: includes LLAD reimbursement costs.

Materials and Supplies: irrigation, litter, hardscape and planting supplies; \$33,078 for Roadside Zone A and \$32,261 for Roadside Zone B.

Contracted Services: \$236,157 for Roadside Zone A and \$249,200 for Roadside Zone B; \$7,500 for creek cleaning and \$22,500 for downtown litter removal.

Program Activities: \$97,500 for Roadside Zone A water and \$209,060 for Roadside Zone B water, \$12,500 for Roadside Zone A electricity and \$3,300 for Roadside Zone B electricity.

## FUNDING

<b>LLAD - Zone A</b>	\$ 702,870	\$ 694,604	\$ 696,123	\$ 801,662
<b>LLAD - Zone B</b>	\$ 731,138	\$ 879,088	\$ 905,088	\$ 872,857
<b>TOTAL</b>	<b>\$ 1,434,008</b>	<b>\$ 1,573,692</b>	<b>\$ 1,601,211</b>	<b>\$ 1,674,519</b>

## PERSONNEL

PERMANENT	FTE
<b>Maintenance Superintendent</b>	1.00
<b>Maintenance Supervisor</b>	1.00
<b>Maintenance Specialist</b>	1.00
<b>Maintenance Worker</b>	<u>4.00</u>
<b>TOTAL PERMANENT FTE:</b>	<b>7.00</b>

TEMPORARY FTE: \* **0.50**

\*part-time temporary hours converted to full time equivalents (FTE)



## PROGRAM DESCRIPTION

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Street Maintenance utilizes a combination of Town staff and contract services to maintain approximately 145 miles of streets and roadways, 4,700 storm drain inlets, 6.1 miles of roadside ditches and 4.6 miles of creeks and channels.

Street Maintenance performs a number of activities to comply with the federal Clean Water Act and reduce the flow of pollutants and trash into storm drains and waterways. Street sweeping is performed on a monthly basis for all residential streets and weekly for commercial streets; a minimum of 25% of catch basins and Town maintained drainage channels are inspected and/or cleaned annually.

## GOALS

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- ❖ Repaint pavement legends, street striping details and curb markings for safe and enforceable streets.
- ❖ Maintain safe streets and sidewalks by performing inspections and repairing potholes, curbs and gutters.
- ❖ Perform street sweeping and inspection and/or cleaning of catch basins in compliance with the Municipal Regional Permit issued by the San Francisco Regional Water Quality Control Board.
- ❖ Conduct cleaning, repair, replacement and installation of traffic signs to ensure they are legible and functional for motorists and pedestrians.
- ❖ Maintain unobstructed creeks and channels to lessen the potential for flooding and property damage.

## HIGHLIGHTS

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- ❖ In 2015/16, Street Maintenance:
  - Repainted over 81,000 linear feet of red curbs town-wide.
  - Swept over 4,000 curb miles of streets, removing over 2,000 yards of debris.
  - Inspected and cleared over 500 storm drain inlets and 38 creeks and drainage channels, before, during and after the major winter storm events.
- ❖ In 2016/17, Street Maintenance will:
  - Continue a regular street sweeping program on all residential, collector and arterial streets.
  - Perform regular ongoing maintenance of town-maintained drainage facilities.
  - Continue with street name sign replacement to increase visibility and continue transition to new sign standards.
  - Repaint pavement striping on various arterial and residential streets.
  - Replace damaged sections of sidewalks, curbs and gutters in high traffic areas.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 397,740	\$ 502,053	\$ 502,053	\$ 503,327
<b>Administration</b>	\$ 0	\$ 457	\$ 457	\$ 457
<b>Materials &amp; Supplies</b>	\$ 44,072	\$ 62,234	\$ 62,234	\$ 62,234
<b>Contracted Services</b>	\$ 59,859	\$ 311,145	\$ 311,145	\$ 319,251
<b>Equipment</b>	\$ 33	\$ 10,030	\$ 10,030	\$ 10,030
<b>Program Activities</b>	\$ 40,563	\$ 44,200	\$ 44,200	\$ 44,200
<b>TOTAL</b>	<b>\$ 542,267</b>	<b>\$ 930,119</b>	<b>\$ 930,119</b>	<b>\$ 939,499</b>

## EXPENDITURE DETAIL

Materials and Supplies: \$21,682 for signs, markings, paint and supplies; \$18,000 for asphalt supplies and \$22,552 for concrete, drainage and hardscape supplies.

Contracted Services: \$217,024 for town-wide street sweeping; \$40,247 for catch basin cleaning, creek maintenance and downtown trash removal; \$31,080 for sign maintenance; \$17,500 for sidewalk repairs; \$9,000 for emergency clean up/drainage repairs and \$4,400 for asphalt repairs.

Equipment: includes costs associated with purchase, leasing, or maintenance of equipment.

Program Activities: includes electricity costs.

## FUNDING

<b>Gas Tax</b>	\$ 542,267	\$ 646,620	\$ 646,620	\$ 654,622
<b>Clean Water</b>	\$ 0	\$ 283,499	\$ 283,499	\$ 284,877
<b>TOTAL</b>	<b>\$ 542,267</b>	<b>\$ 930,119</b>	<b>\$ 930,119</b>	<b>\$ 939,499</b>

## PERSONNEL

PERMANENT	FTE
<b>Maintenance Supervisor</b>	1.00
<b>Maintenance Specialist</b>	1.00
<b>Maintenance Worker</b>	<u>3.00</u>
<b>TOTAL PERMANENT FTE:</b>	<b>5.00</b>



## PROGRAM DESCRIPTION

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Street Light Maintenance provides for safe, well-lighted streets by funding utility costs, performing monthly street light inspections and undertaking necessary repairs on approximately 1,100 Town-owned street lights; and funding utility costs for an additional 2,100 PG&E owned street lights.

Repair requests to PG&E and the Town's street light maintenance contractor are done electronically, which allows the Town to monitor the status of requests through the PG&E website and the contractor's database.

## GOALS

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- ❖ Conduct proactive regular inspections within three street lighting zones, including Downtown Danville, main arterial streets and residential areas.
- ❖ Respond to requests for street light repairs from the public in a timely manner.
- ❖ Determine the responsible agency for reported street light maintenance issues and notify of necessary repairs.
- ❖ Maintain a database to accurately track repairs and maintenance of street lights.

## HIGHLIGHTS

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Street light maintenance includes electricity costs associated with all PG&E and Town-owned lights, and maintenance and repairs associated with Town-owned lights. Electricity costs account for the majority of the program costs.

LED street lights have been installed on Sycamore Valley Road, Camino Tassajara and in the downtown area, increasing the effectiveness of lighting while reducing costs in these areas. Further opportunities to utilize LED technology and other energy saving measures continue to be pursued.

- ❖ In 2015/16, Street Light Maintenance:
  - Converted 238 lights located within Town facilities to energy-efficient LED fixtures.
  - Facilitated over 200 street light repairs.
  - Replaced two street lights along Camino Tassajara that were damaged in traffic accidents.
- ❖ In 2016/17, Street Light Maintenance will:
  - Continue proactive street light inspections of Downtown, arterial and residential areas.
  - Experience an increase in electricity costs by 5% in 2016/17.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 14,600	\$ 179,038	\$ 179,038	\$ 179,695
<b>Temporary Salaries</b>	\$ 180	\$ 0	\$ 0	\$ 0
<b>Administration</b>	\$ 9,167	\$ 11,331	\$ 11,331	\$ 11,332
<b>Materials &amp; Supplies</b>	\$ 96	\$ 6,299	\$ 6,299	\$ 6,299
<b>Contracted Services</b>	\$ 37,758	\$ 38,389	\$ 76,430	\$ 39,500
<b>Program Activities</b>	\$ 462,156	\$ 485,000	\$ 485,000	\$ 485,000
<b>TOTAL</b>	<b>\$ 523,957</b>	<b>\$ 720,057</b>	<b>\$ 758,098</b>	<b>\$ 721,826</b>

## EXPENDITURE DETAIL

Administration: includes LLAD reimbursement costs.

Materials and Supplies: \$6,299 for repair parts and supplies.

Contracted Services: \$35,500 for street light repairs and \$4,000 for consulting services.

Program Activities: \$485,000 for electricity costs.

## FUNDING

<b>LLAD - Zone C</b>	\$ 523,957	\$ 720,057	\$ 758,098	\$ 721,826
<b>TOTAL</b>	<b>\$ 523,957</b>	<b>\$ 720,057</b>	<b>\$ 758,098</b>	<b>\$ 721,826</b>

## PERSONNEL

PERMANENT	FTE
<b>Maintenance Worker</b>	<u>2.00</u>
<b>TOTAL PERMANENT FTE:</b>	<b>2.00</b>



## PROGRAM DESCRIPTION

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Traffic Signal Maintenance is responsible for maintaining and operating a network consisting of 54 traffic signals, traffic control signage, radar display signs, illuminated crosswalks, and overhead flashing beacons in a manner that ensures local and sub-regional mobility for Danville residents. Traffic signal maintenance is accomplished through a contract with the Contra Costa County Public Works Department. The program also contributes to a percentage of maintenance costs associated with the six Caltrans-owned and operated traffic signals proximate to the Interstate 680 on and off ramps within Danville.

## GOALS

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- ❖ Maintain and operate a roadway system consisting of 54 optimally timed and coordinated traffic signals, traffic control signage and striping.
- ❖ Continually improve the operation of the transportation network through evaluation and implementation of available technologies, capital improvements and traffic signal timing enhancements.
- ❖ Conduct proactive, regular inspections of traffic signal apparatus, illuminated crosswalks, flashing beacons and radar display signs.
- ❖ Respond in a prompt and efficient manner to public inquiries regarding traffic signal operations.

## HIGHLIGHTS

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- ❖ In 2015/16, Traffic Signal Maintenance:
  - Replaced/upgraded traffic signal cabinets and/or controllers at 4 intersections.
  - Replaced/upgraded traffic signal vehicle detectors at 9 intersections.
  - Upgraded 3 illuminated crosswalk systems.
  - Provided over 1,600 hours of traffic signal maintenance services.
- ❖ In 2016/17, Traffic Signal Maintenance will:
  - Replace/upgrade traffic signal cabinets and controllers at 5 intersections.
  - Oversee and facilitate the replacement of traffic signal vehicle detectors at 20 intersections.
  - Replace/upgrade illuminated crosswalks at three intersections.
  - Convert fluorescent street name sign lamps to LED at 15 intersections.
- ❖ Contract maintenance costs increased slightly due to increased costs as part of the Fostoria Way agreement between the Town of Danville and City of San Ramon.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Contracted Services</b>	\$ 0	\$ 220,000	\$ 220,000	\$ 223,000
<b>TOTAL</b>	<b>\$ 0</b>	<b>\$ 220,000</b>	<b>\$ 220,000</b>	<b>\$ 223,000</b>

## EXPENDITURE DETAIL

Contracted Services: \$223,000 for traffic signal maintenance and consulting.

## FUNDING

<b>Gas Tax</b>	\$ 0	\$ 220,000	\$ 220,000	\$ 223,000
<b>TOTAL</b>	<b>\$ 0</b>	<b>\$ 220,000</b>	<b>\$ 220,000</b>	<b>\$ 223,000</b>



## PROGRAM DESCRIPTION

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Equipment Maintenance ensures that all Town vehicles and equipment are properly maintained to allow safe operation with maximum useful life.

Contracted services, equipment repairs and gasoline costs support a fleet of 58 vehicles. Specific criteria have been developed and incorporated into a ten-year replacement schedule that includes each type and piece of equipment used by the Town. Once due for replacement, vehicles and equipment are evaluated further to ensure that replacement is necessary and appropriate.

## GOALS

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- ❖ Ensure routine maintenance service and repairs are scheduled and performed on all Town vehicles.
- ❖ Facilitate the replacement of vehicles that meet specific criteria set forth in the Town's Vehicle Replacement Policy; coordinate auction of vehicles taken out of service.
- ❖ Maintain and repair the Town-owned turf tractor, backhoe, forklift and arrow and message boards, as well as other smaller pieces of equipment and machinery.
- ❖ Conduct daily in-house inspections of two-cycle equipment, including generators, weed eaters, blowers, chain saws and specialty equipment, such as concrete saws, boring tools and small engine turf equipment.

## HIGHLIGHTS

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- ❖ In 2015/16, Equipment Maintenance:
  - Continued the purchase and maintenance of a greener fleet including the installation of three new EV charging stations at the Town Offices and two at the Town Service Center to support EV charging for the Town's fleet.
  - Upgraded the Fuel Management System equipment and software.
  - Proactively inspected and maintained heavy equipment, resulting in nearly 100% equipment up time.
- ❖ In 2016/17, Equipment Maintenance will:
  - Award a new fleet maintenance contract.
  - Include a greener fleet of 11 hybrid and 8 electric vehicles, which is equivalent to 33% of the total fleet.
  - Complete significant preventative maintenance on the backhoe.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Administration</b>	\$ 0	\$ 12,000	\$ 12,000	\$ 12,000
<b>Materials &amp; Supplies</b>	\$ 136,588	\$ 202,000	\$ 202,000	\$ 202,000
<b>Contracted Services</b>	\$ 10,153	\$ 33,052	\$ 33,052	\$ 33,053
<b>Equipment</b>	\$ 125,544	\$ 159,728	\$ 180,692	\$ 159,727
<b>Program Activities</b>	\$ 984	\$ 1,000	\$ 1,000	\$ 1,250
<b>TOTAL</b>	<b>\$ 273,269</b>	<b>\$ 407,780</b>	<b>\$ 428,744</b>	<b>\$ 408,030</b>

## EXPENDITURE DETAIL

Administration: fuel fees paid to the State Board of Equalization.

Materials and Supplies: \$187,750 for gasoline costs for all Town-owned and maintained vehicles and \$14,250 for taxes, insurance, and supplies.

Contracted Services: \$7,000 for towing expenses and \$26,053 for tractor, forklift, backhoe, and other maintenance.

Equipment: \$90,180 for police vehicle maintenance; \$64,547 for maintenance of all other Town vehicles and \$5,000 for miscellaneous equipment purchases.

## FUNDING

<b>General Fund</b>	\$ 273,269	\$ 407,780	\$ 428,744	\$ 408,030
<b>TOTAL</b>	<b>\$ 273,269</b>	<b>\$ 407,780</b>	<b>\$ 428,744</b>	<b>\$ 408,030</b>





Recreation, Arts &  
Community Services



# Recreation, Arts & Community Services



<b>PROGRAMS</b>	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
Recreation Management	\$ 292,947	\$ 400,009	\$ 402,484	\$ 383,627
Sports and Fitness	\$ 661,567	\$ 601,742	\$ 601,742	\$ 653,699
Facilities Management	\$ 455,625	\$ 578,496	\$ 578,496	\$ 501,051
Cultural Arts	\$ 585,961	\$ 574,392	\$ 574,392	\$ 582,691
Youth Services	\$ 363,323	\$ 400,732	\$ 401,244	\$ 416,035
Teen Services	\$ 272,356	\$ 360,870	\$ 364,282	\$ 401,410
Adult Services	\$ 149,187	\$ 135,215	\$ 138,747	\$ 128,528
Senior Services	\$ 415,201	\$ 454,523	\$ 456,336	\$ 441,158
Library Services	\$ 186,874	\$ 202,914	\$ 202,914	\$ 196,914
Community Events	\$ 246,826	\$ 266,452	\$ 266,452	\$ 268,167
<b>TOTAL</b>	<b>\$ 3,629,865</b>	<b>\$ 3,975,344</b>	<b>\$ 3,987,090</b>	<b>\$ 3,973,279</b>

## FUNDING

General Fund	\$ 2,622,064	\$ 1,637,865	\$ 1,649,611	\$ 1,646,801
Recreation Fees & Charges	\$ 1,007,801	\$ 2,337,479	\$ 2,337,479	\$ 2,326,478
<b>TOTAL</b>	<b>\$ 3,629,865</b>	<b>\$ 3,975,344</b>	<b>\$ 3,987,090</b>	<b>\$ 3,973,279</b>

## PERSONNEL

	FTE
PERMANENT	15.75
TEMPORARY	22.50
* part-time temporary hours converted to full time equivalents (FTE)	38.25



## PROGRAM DESCRIPTION

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Recreation, Arts and Community Services Management ensures that the Department's mission to provide recreational experiences, promote health and wellness, foster human development and the arts are met. Efforts include program oversight, resource management and cost recovery.

Staff support is provided to the Arts Commission, Gallery Curatorial Committee, Parks and Leisure Services Commission, Senior Issues Sub-Committee, Trails Sub-Committee, Sports Alliance and Veterans Memorial Building Board of Trustees.

## GOALS

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- ❖ Support development of innovative, high quality programs and services offering growth and enrichment opportunities, in collaboration with partner organizations, in order to meet the needs and interests of Danville residents.
- ❖ Effectively manage the Department's fiscal resources to ensure program and facility revenues and expenditures are within the established cost recovery plan.
- ❖ Lead and support department staff to ensure outstanding customer service and maximize departmental performance.
- ❖ Support Town commissions and committees, facilitate training and networking opportunities for commissioners and committee members.

## HIGHLIGHTS

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- ❖ In 2015/16, Recreation, Arts and Community Services Management:
  - Initiated the Parks, Recreation and Arts Strategic Plan Update with the Parks and Leisure Services Commission, Arts Commission, Danville Youth Council and focus groups throughout the community.
  - Implemented the new Active Net registration and rental software.
  - Worked with the Arts Commission and Town Council to design and implement new street light banners for the Front Street Arts District.
- ❖ In 2016/17, Recreation, Arts and Community Services Management will:
  - Finalize the Parks, Recreation and Arts Strategic Plan.
  - Explore opportunities to further increase RACS' presence in the community, including at community events.
  - Continue to encourage teens and young adults to apply for seasonal employment with the Town of Danville.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 157,512	\$ 171,871	\$ 174,346	\$ 173,479
<b>Temporary Salaries</b>	\$ 23,652	\$ 24,100	\$ 24,100	\$ 26,100
<b>Administration</b>	\$ 4,956	\$ 9,620	\$ 9,620	\$ 10,230
<b>Materials &amp; Supplies</b>	\$ 62,080	\$ 90,918	\$ 90,918	\$ 88,318
<b>Contracted Services</b>	\$ 44,747	\$ 103,500	\$ 103,500	\$ 85,500
<b>TOTAL</b>	<b>\$ 292,947</b>	<b>\$ 400,009</b>	<b>\$ 402,484</b>	<b>\$ 383,627</b>

## EXPENDITURE DETAIL

Temporary Salaries: temporary staffing to assist with various work and activities.

Materials and Supplies: \$25,000 in postage for the quarterly Activity Guide; \$48,000 for Activity Guide printing; \$13,500 for marketing materials and \$1,818 for Commission costs.

Contracted Services: \$47,000 for graphic services associated with the quarterly Activity Guide; \$5,500 for the Arts and Youth Programs and \$33,000 for commission projects to include the update to the Parks, Recreation, and Arts Strategic Plan.

## FUNDING

<b>General Fund</b>	\$ 292,947	\$ 400,009	\$ 402,484	\$ 383,627
<b>TOTAL</b>	<b>\$ 292,947</b>	<b>\$ 400,009</b>	<b>\$ 402,484</b>	<b>\$ 383,627</b>

## PERSONNEL

PERMANENT	FTE
<b>Recreation Services Manager</b>	<u>1.00</u>
TOTAL PERMANENT FTE:	<b>1.00</b>
TEMPORARY FTE:*	<b>0.75</b>

\*part-time temporary hours converted to full time equivalents (FTE)



## PROGRAM DESCRIPTION

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The Sports and Fitness Program promotes health and wellness by offering a variety of year-round activities, fitness classes and sports leagues for all ages. Annually, the Program offers over 150 fitness classes and aquatics programs serving over 1,500 community members. Youth and adults participate in sports leagues, including basketball, softball, volleyball, lacrosse, bocce ball and kickball leagues. The Cubbies Program provides youth ages 3 to 5 the opportunity to be introduced to organized T-ball in a non-competitive, nurturing environment.

## GOALS

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- ❖ Provide active recreational opportunities for youth and adults through leagues.
- ❖ Strengthen water safety and fitness in the community by providing seasonal aquatics programs at the Monte Vista and San Ramon Valley High School Community Pools.
- ❖ Promote health and wellness by offering a variety of sports and fitness classes for all ages.

## HIGHLIGHTS

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- ❖ In 2015/16, Sports and Fitness:
  - Launched the Play 'n' Sports Jr. Day Camp for children ages 7-9 to complement the Play 'n' Sports Day Camp.
  - Expanded the Town's Learn-to-Swim Program with group lessons, private lessons and day camps to meet customer demands.
  - Continued the popular Junior Warriors Basketball Camp Program.
  - Grew the spring adult softball league.
  - Offered the sold-out Club VIP Spring Girls' Volleyball League.
- ❖ In 2016/17, Sports and Fitness will:
  - Expand bocce ball court availability for leagues and drop-in use, in conjunction with expansion of the bocce ball courts at Sycamore Valley Park from four courts to eight.
  - Consider a mini youth triathlon for late summer 2016.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 220,570	\$ 129,949	\$ 129,949	\$ 136,812
<b>Temporary Salaries</b>	\$ 145,537	\$ 175,067	\$ 175,067	\$ 183,917
<b>Administration</b>	\$ 2,016	\$ 5,028	\$ 5,028	\$ 4,765
<b>Materials &amp; Supplies</b>	\$ 23,352	\$ 28,660	\$ 28,660	\$ 43,620
<b>Contracted Services</b>	\$ 264,209	\$ 252,688	\$ 252,688	\$ 274,235
<b>Equipment</b>	\$ 88	\$ 3,950	\$ 3,950	\$ 3,950
<b>Program Activities</b>	\$ 5,795	\$ 6,400	\$ 6,400	\$ 6,400
<b>TOTAL</b>	<b>\$ 661,567</b>	<b>\$ 601,742</b>	<b>\$ 601,742</b>	<b>\$ 653,699</b>

## EXPENDITURE DETAIL

Temporary Salaries: funding for seasonal part-time employees to assist with classes, programs, camps and aquatics.

Administration: \$4,765 for background checks, training, and advertising.

Materials and Supplies: \$43,620 for sports equipment, staff, and team uniforms.

Contracted Services: \$239,685 for instructor fees; \$29,750 for softball and basketball officials and \$4,800 for transportation.

Program Activities: \$6,400 to cover admission charges for program attendees.

## FUNDING

<b>General Fund</b>	\$ 394,836	\$ (63,602)	\$ (63,602)	\$ (13,745)
<b>Recreation Fees &amp; Charges</b>	\$ 266,731	\$ 665,344	\$ 665,344	\$ 667,444
<b>TOTAL</b>	<b>\$ 661,567</b>	<b>\$ 601,742</b>	<b>\$ 601,742</b>	<b>\$ 653,699</b>

## PERSONNEL

PERMANENT	FTE
<b>Program Supervisor</b>	0.50
<b>Program Coordinator</b>	<u>1.00</u>
<b>TOTAL PERMANENT FTE:</b>	<b>1.50</b>
<b>TEMPORARY FTE:*</b>	<b>8.00</b>

\*part-time temporary hours converted to full time equivalents (FTE)





## PROGRAM DESCRIPTION

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Facilities Management strengthens community image and sense of place by making Town parks and facilities available for Town programs and private rental use for the community. Facilities Management oversees use of Danville parks, sports fields and community facilities, including:

- ❖ Danville Community Center and Library
- ❖ Town Meeting Hall
- ❖ Village Theatre and Art Gallery
- ❖ Veterans Memorial Building and Senior Center
- ❖ Oak Hill Park Community Center
- ❖ Diablo Vista, Hap Magee Ranch, Oak Hill, Osage Station and Sycamore Valley Parks
- ❖ John Baldwin, Green Valley, Greenbrook, Montair and Vista Grande School Parks
- ❖ John Baldwin Multipurpose Room, Diablo Vista and Los Cerros Middle Schools' Gymnasiums, Monte Vista Community Pool and High School Tennis Courts
- ❖ Sports fields at Los Cerros and Stone Valley Middle Schools and Alamo and Rancho Romero Elementary Schools

## GOALS

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- ❖ Maintain a balanced reservation schedule of facility use to include Town programs, co-sponsored groups and private rentals.
- ❖ Provide high-quality customer service before, during and after facility use.
- ❖ Maximize community use of Town and School District facilities.
- ❖ Manage facility revenues/expenditures within the established cost recovery plan.

## HIGHLIGHTS

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- ❖ In 2015/16, Facilities Management:
  - Implemented the new ActiveNet, facilities reservation and management software.
  - Added online, 360° virtual tours of the: Veterans Memorial Building, Village Theatre/Art Gallery, Danville Community Center, Oak Hill Park Community Center.
- ❖ In 2016/17, Facilities Management will:
  - Expand bocce ball court availability for leagues and drop-in use at Sycamore Valley Park.
  - Implement new reservations for the picnic area upon the renovation of play and picnic areas at Osage Station Park.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 319,090	\$ 382,874	\$ 382,874	\$ 367,269
<b>Temporary Salaries</b>	\$ 51,780	\$ 84,912	\$ 84,912	\$ 86,952
<b>Administration</b>	\$ 78,347	\$ 93,160	\$ 93,160	\$ 3,280
<b>Materials &amp; Supplies</b>	\$ 1,374	\$ 14,550	\$ 14,550	\$ 40,550
<b>Contracted Services</b>	\$ 384	\$ 0	\$ 0	\$ 0
<b>Equipment</b>	\$ 4,650	\$ 3,000	\$ 3,000	\$ 3,000
<b>TOTAL</b>	<b>\$ 455,625</b>	<b>\$ 578,496</b>	<b>\$ 578,496</b>	<b>\$ 501,051</b>

## EXPENDITURE DETAIL

Temporary Salaries: for part-time temporary Facilities Attendants to assist with operation of Town-managed facilities.

Administration: \$3,280 in professional development and Live Scan.

Materials and Supplies: \$32,000 for application software maintenance; \$3,850 for uniforms and supplies and \$4,700 for printing and marketing materials.

## FUNDING

<b>General Fund</b>	\$ 185,806	\$ 79,751	\$ 79,751	\$ (6,593)
<b>Recreation Fees &amp; Charges</b>	\$ 269,819	\$ 498,745	\$ 498,745	\$ 507,644
<b>TOTAL</b>	<b>\$ 455,625</b>	<b>\$ 578,496</b>	<b>\$ 578,496</b>	<b>\$ 501,051</b>

## PERSONNEL

PERMANENT	FTE
<b>Program Supervisor</b>	0.50
<b>Program Coordinator</b>	1.00
<b>Administrative Assistant</b>	1.00
<b>Facilities Attendant</b>	<u>2.00</u>
<b>TOTAL PERMANENT FTE:</b>	<b>4.50</b>
<b>TEMPORARY FTE:*</b>	<b>2.75</b>

\*part-time temporary hours converted to full time equivalents (FTE)



## PROGRAM DESCRIPTION

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Based at the Village Theatre and Art Gallery, Cultural Arts provides a variety of activities and opportunities for residents of all ages in the visual, performing and musical arts. Cultural Arts works to enhance cultural experiences, encourage participation in the arts and support Danville's small town atmosphere. For 2016/17, co-sponsored events include productions by Role Players Ensemble Theatre, Danville Children's Musical Theatre and the Eugene O'Neill Foundation Festival.

## GOALS

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- ❖ Enrich experiential learning through visual arts exhibits, performances, camps, classes and workshops.
- ❖ Rotate Gallery exhibits every 6-8 weeks and offer a variety of types of art work, with complementing programs that enhance the visitor experience and educational workshops for all ages.
- ❖ Offer co-sponsored shows by partnering with local nonprofits with an eye toward diverse content: cinema, live theatre, live music and comedy for all ages.
- ❖ Maintain a quality theatre and performing arts facility with standards for a positive patron and user experience.

## HIGHLIGHTS

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- ❖ In 2015/16, the Cultural Arts:
  - Co-sponsored productions by the Role Players Ensemble Theatre, Danville Children's Musical Theatre and the Eugene O'Neill Foundation Festival.
  - Offered 5 Moonlight Movies at the Danville Town Green.
  - Staged the 30<sup>th</sup> Year of Music in the Park Concerts.
  - Hosted 6 art exhibitions in the Village Theatre Art Gallery, featuring photography, painting, mixed media and sculpture.
  - Offered 44 art camps and 8 drama camps, 81 art classes and workshops for kids and adults and 17 drama and performing arts classes for kids.
- ❖ In 2016/17, Cultural Arts will:
  - Continue offering the level of programs offered in 2015/16, with an emphasis on exploring new themes and techniques in art and cultivating exploration, growth and community through the performing arts.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 198,215	\$ 273,270	\$ 273,270	\$ 263,287
<b>Temporary Salaries</b>	\$ 36,459	\$ 34,200	\$ 34,200	\$ 35,125
<b>Administration</b>	\$ 86,210	\$ 58,340	\$ 58,340	\$ 59,345
<b>Materials &amp; Supplies</b>	\$ 15,931	\$ 19,300	\$ 19,300	\$ 24,100
<b>Contracted Services</b>	\$ 166,659	\$ 166,632	\$ 166,632	\$ 171,984
<b>Equipment</b>	\$ 2,712	\$ 2,650	\$ 2,650	\$ 8,850
<b>Program Activities</b>	\$ 79,775	\$ 20,000	\$ 20,000	\$ 20,000
<b>TOTAL</b>	<b>\$ 585,961</b>	<b>\$ 574,392</b>	<b>\$ 574,392</b>	<b>\$ 582,691</b>

## EXPENDITURE DETAIL

Temporary Salaries: part-time, temporary staffing to assist with various work and activities.

Administration: \$47,500 revenue sharing with co-sponsored groups; \$4,000 for music licensing; \$2,000 for advertising; \$2,000 for Live Scan, training and dues and \$3,845 for ActiveNet Software cost.

Materials and Supplies: \$8,700 for uniforms and event supplies; \$300 for postage; \$8,500 for advertising and marketing materials; and \$6,600 for miscellaneous supplies.

Contracted Services: \$32,000 for Vendini ticket software; \$20,000 for Music in the Park; \$73,284 for class instructor fees and \$46,700 for camp instructor fees.

Program Activities: \$20,000 for pass-through ticket proceeds from private rentals.

## FUNDING

<b>General Fund</b>	\$ 330,909	\$ 247,184	\$ 247,184	\$ 279,083
<b>Recreation Fees &amp; Charges</b>	\$ 255,052	\$ 327,208	\$ 327,208	\$ 303,608
<b>TOTAL</b>	<b>\$ 585,961</b>	<b>\$ 574,392</b>	<b>\$ 574,392</b>	<b>\$ 582,691</b>

## PERSONNEL

PERMANENT	FTE
<b>Program Supervisor</b>	1.00
<b>Program Coordinator</b>	<u>2.00</u>
TOTAL PERMANENT FTE:	<b>3.00</b>
TEMPORARY FTE:*	<b>0.75</b>

\*part-time temporary hours converted to full time equivalents (FTE)



## PROGRAM DESCRIPTION

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Youth Services provides social, recreational and educational experiences for youth ages preschool to 10 by offering safe spaces to play and learn. Each year, over 7,500 youth participate in enrichment classes, day camps, excursions, events and adaptive recreation activities for physically and developmentally disabled persons.

## GOALS

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- ❖ Deliver theme-based seasonal camps and extended day care opportunities that provide youth with enriching experiences and meet the needs of parent/guardian schedules.
- ❖ Deliver quality year-round classes that foster youth life skills, education and enrichment in a welcoming environment.
- ❖ Through partnerships with non-profit organizations, provide opportunities for community members with disabilities to participate in activities and programs.
- ❖ Host youth-centered events that encourage family participation.

## HIGHLIGHTS

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- ❖ In 2015/16, Youth Services:
  - Offered family-friendly events including the Children's Fall Fest, Eggstravaganza, Elf Workshop and Recreation Expo.
  - Collaborated with nonprofit organizations on Recreational Activities for Developmentally Disabled (RADD) program.
  - Increased classes and camps due to popular demand, including Kids @ Play, Dance, Science, Danville Day Camps and Osage Adventure Day Camps.
  - Increased the attendance at each event and added a celebration of *Star Wars* event.
  - Added three new classes: Any Kid Can Code, Irish dance and Hula.
- ❖ In 2016/17, Youth Services will:
  - Continue offering diverse programs, activities and family-friendly events.
  - Offer new programs such as cultural dance classes and educational programs.
  - Continue offering high-quality seasonal camps.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 86,862	\$ 122,836	\$ 123,349	\$ 129,590
<b>Temporary Salaries</b>	\$ 91,667	\$ 91,153	\$ 91,153	\$ 92,153
<b>Administration</b>	\$ 1,506	\$ 2,661	\$ 2,661	\$ 5,192
<b>Materials &amp; Supplies</b>	\$ 23,333	\$ 22,070	\$ 22,069	\$ 40,136
<b>Contracted Services</b>	\$ 154,206	\$ 151,690	\$ 151,690	\$ 139,492
<b>Equipment</b>	\$ 452	\$ 3,922	\$ 3,922	\$ 3,072
<b>Program Activities</b>	\$ 5,297	\$ 6,400	\$ 6,400	\$ 6,400
<b>TOTAL</b>	<b>\$ 363,323</b>	<b>\$ 400,732</b>	<b>\$ 401,244</b>	<b>\$ 416,035</b>

## EXPENDITURE DETAIL

Temporary Salaries: funding for part-time temporary employees to assist with classes, programs, and activities.

Materials and Supplies: \$19,096 for class, camp, and event supplies; \$20,000 for software maintenance and \$1,040 for staff uniforms, marketing materials, and postage.

Contracted Services: \$4,800 for transportation and \$134,692 for instructors and speakers.

## FUNDING

<b>General Fund</b>	\$ 269,656	\$ 15,263	\$ 15,776	\$ 50,029
<b>Recreation Fees &amp; Charges</b>	\$ 93,667	\$ 385,469	\$ 385,468	\$ 366,006
<b>TOTAL</b>	<b>\$ 363,323</b>	<b>\$ 400,732</b>	<b>\$ 401,244</b>	<b>\$ 416,035</b>

## PERSONNEL

PERMANENT	FTE
<b>Program Supervisor</b>	0.50
<b>Program Coordinator</b>	<u>1.00</u>
<b>TOTAL PERMANENT FTE:</b>	<b>1.50</b>
<b>TEMPORARY FTE:*</b>	<b>4.00</b>

\*part-time temporary hours converted to full time equivalents (FTE)



## PROGRAM DESCRIPTION

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Teen Services provides recreational, social and educational experiences for youth ages 11 to 18. The Division's programs offer positive alternatives for youth during the hours of 3:00 p.m. to 6:00 p.m. when youth are more vulnerable to crime. After school teen programs offered at all Danville middle schools provide a safe place to hang out, learn new skills, develop friendships and receive adult support.

The Search Institute's 40 Developmental Assets are used to design programs that promote youth development. The Danville Youth Council fosters leadership development, planning and decision-making skills, responsibility and service to others.

## GOALS

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- ❖ Offer complimentary after school Teen Centers located at Charlotte Wood, Diablo Vista and Los Cerros Middle Schools that provide a fun, enriching and safe space for youth.
- ❖ Provide teens with activities and experiences for social, leadership and decision-making skill development, including classes, day camps, workshops, special events and excursions.
- ❖ Advise the Danville Youth Council, which teaches youth leadership and independence and develops teens into mentors for the younger generation.
- ❖ Hire teens and offer volunteer opportunities as a means to teach life skills, responsibility and leadership development.

## HIGHLIGHTS

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- ❖ In 2015/16, Teen Services:
  - Expanded the Danville Youth Council's programs, including a launch of social media presence, increased volunteer participation at Town Events and hosted the first annual planning retreat.
  - Increased participation at the Diablo Vista and Charlotte Wood Teen Centers.
  - Continued growth in the "Do Cool Things That Matter" Camp.
  - Expanded the Summer DesTEENation Camp.
  - Renovated Teen Centers with new furniture, updated games and new activities.
- ❖ In 2016/17, Teen Services will:
  - Begin providing Internet access at all three Teen Centers.
  - Offer new and varied enrichment courses for teens such as financial literacy and social etiquette.
  - Continue to grow the Danville Youth Council's programs and partnerships.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 93,109	\$ 147,653	\$ 151,066	\$ 149,793
<b>Temporary Salaries</b>	\$ 95,493	\$ 117,865	\$ 117,865	\$ 126,813
<b>Administration</b>	\$ 1,648	\$ 3,603	\$ 3,603	\$ 4,857
<b>Materials &amp; Supplies</b>	\$ 20,388	\$ 35,074	\$ 35,073	\$ 45,308
<b>Contracted Services</b>	\$ 29,295	\$ 26,575	\$ 26,575	\$ 50,349
<b>Equipment</b>	\$ 1,321	\$ 2,800	\$ 2,800	\$ 2,500
<b>Program Activities</b>	\$ 31,102	\$ 27,300	\$ 27,300	\$ 21,790
<b>TOTAL</b>	<b>\$ 272,356</b>	<b>\$ 360,870</b>	<b>\$ 364,282</b>	<b>\$ 401,410</b>

## EXPENDITURE DETAIL

Temporary Salaries: funding for part-time temporary employees to assist with classes, programs, and activities.

Materials and Supplies: \$15,508 for afterschool program and summer camp supplies; \$5,000 for furniture; \$4,800 for snacks and \$20,000 for application software and staff uniforms.

Contracted Services: \$16,700 for transportation and \$33,649 for instructor fees.

Program Activities: \$21,790 for admission charges.

## FUNDING

<b>General Fund</b>	\$ 235,618	\$ 225,767	\$ 229,179	\$ 245,244
<b>Recreation Fees &amp; Charges</b>	\$ 36,738	\$ 135,103	\$ 135,103	\$ 156,166
<b>TOTAL</b>	<b>\$ 272,356</b>	<b>\$ 360,870</b>	<b>\$ 364,282</b>	<b>\$ 401,410</b>

## PERSONNEL

PERMANENT	FTE
<b>Program Supervisor</b>	0.50
<b>School Program Coordinator</b>	0.25
<b>Program Coordinator</b>	<u>1.00</u>
<b>TOTAL PERMANENT FTE:</b>	<b>1.75</b>
<b>TEMPORARY FTE:*</b>	<b>4.50</b>

\*part-time temporary hours converted to full time equivalents (FTE)



## PROGRAM DESCRIPTION

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Adult Services provides year-round opportunities for adults to participate in recreational, social and educational activities, classes and programs. In addition, the program manages volunteer efforts Town-wide.

## GOALS

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- ❖ Offer quality enrichment and lifelong learning programs for the community's adults.
- ❖ Provide activities that offer opportunities for social, recreational and healthy experiences for adults including classes, workshops, special events and excursions.
- ❖ Foster opportunities for the community to give back through volunteering.

## HIGHLIGHTS

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- ❖ In 2015/16, Adult Services:
  - Increased programming in outdoor exploration, wellness, cooking and technology.
  - Continued the popular "Taste and Toast of" culinary series for a second year.
  - Increased the options for volunteer opportunities.
  - Reintroduced foreign language classes.
  - Increased interest in the Trail Mixer hiking club.
- ❖ In 2016/17, Adult Services will:
  - Increase the number of enrichment classes offered.
  - Expand the program classes and activities for more collaboration between adults and seniors jointly in those activities.
  - Expand the "Taste and Toast of" culinary series program.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 91,203	\$ 66,062	\$ 69,594	\$ 54,355
<b>Temporary Salaries</b>	\$ 23,740	\$ 19,000	\$ 19,000	\$ 19,000
<b>Administration</b>	\$ 164	\$ 780	\$ 780	\$ 300
<b>Materials &amp; Supplies</b>	\$ 3,058	\$ 11,250	\$ 11,250	\$ 16,750
<b>Contracted Services</b>	\$ 31,022	\$ 37,923	\$ 37,923	\$ 37,923
<b>Equipment</b>	\$ 0	\$ 200	\$ 200	\$ 200
<b>TOTAL</b>	<b>\$ 149,187</b>	<b>\$ 135,215</b>	<b>\$ 138,747</b>	<b>\$ 128,528</b>

## EXPENDITURE DETAIL

Temporary Salaries: funding for part-time, temporary staffing to assist with operation of the Town-wide volunteer program.

Materials and Supplies: \$10,000 for software maintenance; \$3,000 for volunteer recognition and \$3,750 for marketing materials, and miscellaneous expenses.

Contracted Services: costs for instructor fees and new programs.

## FUNDING

<b>General Fund</b>	\$ 131,981	\$ 58,115	\$ 61,647	\$ 51,428
<b>Recreation Fees &amp; Charges</b>	\$ 17,206	\$ 77,100	\$ 77,100	\$ 77,100
<b>TOTAL</b>	<b>\$ 149,187</b>	<b>\$ 135,215</b>	<b>\$ 138,747</b>	<b>\$ 128,528</b>

## PERSONNEL

PERMANENT	FTE
<b>Program Supervisor</b>	<u>0.50</u>
TOTAL PERMANENT FTE:	<b>0.50</b>
TEMPORARY FTE:*	<b>0.50</b>

\*part-time temporary hours converted to full time equivalents (FTE)



## PROGRAM DESCRIPTION

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Senior Services provides year-round opportunities for participation in recreational, social and educational activities, classes and programs. Over 5,000 active adults over the age of 55 participate in social, recreational and educational programs provided by the Town each year. A number of low-cost and free programs and services are provided, including drop-in programs.

## GOALS

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- ❖ Provide activities that offer opportunities for social, recreational, fitness and healthy experiences for seniors including classes, workshops, community events and excursions.
- ❖ Offer affordable programs for seniors.
- ❖ Offer quality enrichment, lifelong learning programs and referral services for seniors in collaboration with nonprofit and private sector service providers.
- ❖ Produce and distribute the Silver Streak senior newsletter to residents.

## HIGHLIGHTS

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- ❖ In 2015/16, Senior Services:
  - Distributed the Silver Streak newsletter to 7,176 households in the community.
  - Continued the popular "Taste and Toast of" culinary series for a second year.
  - Expanded the Senior Sneaker program, with excursions to John Muir House and Port Chicago Naval Magazine National Memorial, Budweiser Brewery, Ironstone Vineyards and Beach Blanket Babylon, in addition to other sites.
  - Delivered affordable programs for seniors, including One-on-One Computer Tutoring, Buzz Sessions, Line Dancing and Tai Chi.
  - Continued the volunteer "Lend a Hand Day" program, serving over 20 senior households on projects ranging from yard cleanups to debris removal.
  - Continued the annual "Live Well, Age Smart" health fair.
- ❖ In 2016/17, Senior Services will:
  - Add new programs and classes to its current offerings.
  - Restructure the delivery of the Silver Streak Newsletter from bi-monthly to quarterly to adhere with the Activity Guide schedule.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 199,810	\$ 173,467	\$ 175,280	\$ 155,137
<b>Temporary Salaries</b>	\$ 15,514	\$ 39,000	\$ 39,000	\$ 39,000
<b>Administration</b>	\$ 974	\$ 1,678	\$ 1,678	\$ 1,643
<b>Materials &amp; Supplies</b>	\$ 37,957	\$ 67,750	\$ 67,750	\$ 72,750
<b>Contracted Services</b>	\$ 116,917	\$ 111,628	\$ 111,628	\$ 111,628
<b>Equipment</b>	\$ 347	\$ 1,000	\$ 1,000	\$ 1,000
<b>Program Activities</b>	\$ 43,682	\$ 60,000	\$ 60,000	\$ 60,000
<b>TOTAL</b>	<b>\$ 415,201</b>	<b>\$ 454,523</b>	<b>\$ 456,336</b>	<b>\$ 441,158</b>

## EXPENDITURE DETAIL

Temporary Salaries: funding for part-time, temporary staff to assist with program services.

Materials and Supplies: \$5,000 for software maintenance; \$19,750 for event supplies and marketing materials for Lend a Hand Day, holiday luncheons, softball, bocce ball, Senior Sneakers trips, silver screen and volunteer recognition; \$18,000 postage for Silver Streak and \$30,000 for production and printing of the Silver Streak.

Contracted Services: \$41,300 for transportation costs; \$2,000 for entertainment and \$68,328 for instructor fees.

Program Activities: \$60,000 for admission charges associated with Senior Sneaker trips.

## FUNDING

<b>General Fund</b>	\$ 346,613	\$ 206,013	\$ 207,826	\$ 192,648
<b>Recreation Fees &amp; Charges</b>	\$ 68,588	\$ 248,510	\$ 248,510	\$ 248,510
<b>TOTAL</b>	<b>\$ 415,201</b>	<b>\$ 454,523</b>	<b>\$ 456,336</b>	<b>\$ 441,158</b>

## PERSONNEL

PERMANENT	FTE
<b>Program Supervisor</b>	0.50
<b>Administrative Assistant</b>	<u>1.00</u>
<b>TOTAL PERMANENT FTE:</b>	<b>1.50</b>
<b>TEMPORARY FTE:*</b>	<b>1.25</b>

\*part-time temporary hours converted to full time equivalents (FTE)



## PROGRAM DESCRIPTION

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The Danville Library receives over 280,000 visits annually. The Library serves as a community resource for information, literature, music, video, Internet access, reference material and enrichment for children. The Danville Library was built by the Town and opened in August 1996, and operates as one of 26 branches in the Contra Costa County Library system. The Danville Library also benefits from outstanding community support provided by the Friends of the Danville Library and the Danville Library Foundation.

A portion of the property taxes paid by all property owners is allocated to fund the countywide library system. This dedicated funding allows all branch libraries to operate and be open to the public 35 hours per week.

In order to maintain the highest possible level of service for Danville residents, the Town augments this dedicated library funding in two ways: by funding all building maintenance, capital replacement and technology costs associated with operation of the Danville Library; and by appropriating General Fund revenues to expand operating and service delivery hours by an additional 25 hours per week. As a result, the Danville Library is open for service Monday through Sunday, 60 hours per week. This is the maximum number of hours provided through any of the 26 branch libraries in Contra Costa County.

## GOALS

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- ❖ Offer a robust collection of lending materials in print, video, audio and electronic formats.
- ❖ Provide varied educational and enrichment programs for the community in collaboration with community organizations and the Town.
- ❖ Offer complimentary high-speed Internet access for the public.

## HIGHLIGHTS

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- ❖ In 2015/16, the Danville Library:
  - Expanded its collection of foreign-language materials in Farsi and Chinese.
  - Replaced an aging literacy education computer for use by children.
  - Upgraded the Library's furniture in the Fireplace Room and other reading areas.
  - Renovated the Library's main restrooms, lighting and HVAC systems.
- ❖ In 2016/17, the Danville Library will provide enhanced motor skills development tools for the Children's section.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Program Activities</b>	\$ 186,874	\$ 202,914	\$ 202,914	\$ 196,914
<b>TOTAL</b>	<b>\$ 186,874</b>	<b>\$ 202,914</b>	<b>\$ 202,914</b>	<b>\$ 196,914</b>

## EXPENDITURE DETAIL

Program Activities: \$196,914 to fund an additional 25 hours of library services per week, for a total of 60 hours of service per week.

## FUNDING

<b>General Fund</b>	\$ 186,874	\$ 202,914	\$ 202,914	\$ 196,914
<b>TOTAL</b>	<b>\$ 186,874</b>	<b>\$ 202,914</b>	<b>\$ 202,914</b>	<b>\$ 196,914</b>



## PROGRAM DESCRIPTION

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Community Events manages the Town resources required to support annual celebrations that enrich the quality of life for residents, promote the community and enhance the local economy. This includes events that are staged and organized entirely by the Town (Town-sponsored) or staged and organized by various community groups with some level of Town assistance (Town co-sponsored). Town support for co-sponsored events is typically in the form of partial funding, street closures, encroachment permits, or staffing assistance.

## GOALS

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- ❖ Coordinate events that bring the community together to celebrate the community and Danville's heritage.
- ❖ Facilitate family-friendly events that are safe and accessible to everyone while managing the events' impact on traffic, circulation and access to private property.
- ❖ Promote and foster economic vitality with a focus in Downtown Danville.
- ❖ Cultivate partnerships with community organizations, businesses and residents through co-sponsored events.

## HIGHLIGHTS

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- ❖ In 2015/16, Community Events:
  - Co-sponsored the 58th Annual Kiwanis July 4<sup>th</sup> Parade, Danville Devil Mountain Run, Summerfest, Hot Summer Nights Car Show, Danville d'Elegance, Fall Craft Festival, Run for Education and Lighting of the Old Oak Tree.
  - Distributed over 14,000 Community Event Calendar rack cards to the public.
  - Promoted all events through several multi-media channels, website calendars, print, online, newsletter, Facebook, and Twitter.
  - Managed Community Event logistics, where actual costs were under budget.
- ❖ In 2016/17, Community Events will:
  - Continue to manage logistics for all Town co-sponsored events.
  - Continue to alter logistics in an effort to streamline resources.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Employee Expenses</b>	\$ 65,696	\$ 70,149	\$ 70,149	\$ 71,289
<b>Temporary Salaries</b>	\$ 45	\$ 0	\$ 0	\$ 0
<b>Administration</b>	\$ 2,030	\$ 700	\$ 700	\$ 800
<b>Materials &amp; Supplies</b>	\$ 9,123	\$ 20,403	\$ 20,403	\$ 20,153
<b>Contracted Services</b>	\$ 149,365	\$ 153,200	\$ 153,200	\$ 153,925
<b>Program Activities</b>	\$ 20,567	\$ 22,000	\$ 22,000	\$ 22,000
<b>TOTAL</b>	<b>\$ 246,826</b>	<b>\$ 266,452</b>	<b>\$ 266,452</b>	<b>\$ 268,167</b>

## EXPENDITURE DETAIL

Employee Expenses: includes \$20,000 for Maintenance Services overtime costs.

Materials and Supplies: \$10,000 for downtown banner rotation (five times per year); \$5,000 for portable toilet rental and \$5,153 for traffic safety signage, and contracted expenses.

Contracted Services: \$130,000 for Police overtime; \$20,000 for maintenance of downtown tree lighting and \$3,925 for street sweeping.

Program Activities: \$15,000 for Town co-sponsorship of the July 4th Parade and \$7,000 for Town co-sponsorship of the Lighting of the Old Oak Tree event.

## FUNDING

<b>General Fund</b>	\$ 246,826	\$ 266,452	\$ 266,452	\$ 268,167
<b>TOTAL</b>	<b>\$ 246,826</b>	<b>\$ 266,452</b>	<b>\$ 266,452</b>	<b>\$ 268,167</b>

## PERSONNEL

PERMANENT	FTE
<b>Program Coordinator</b>	<u>0.50</u>
<b>TOTAL PERMANENT FTE:</b>	<b>0.50</b>



TOWN of DANVILLE  
RAILROAD AVENUE  
PARKING LOT

HOME OF THE  
DANVILLE CERTIFIED FARMERS' MARKET  
SATURDAYS 9AM TO 1PM



Successor Agency



# Successor Agency



<b>PROGRAMS</b>	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Successor Agency</b>	\$ 1,698,856	\$ 1,373,464	\$ 1,375,144	\$ 1,239,301
<b>TOTAL</b>	<b>\$ 1,698,856</b>	<b>\$ 1,373,464</b>	<b>\$ 1,375,144</b>	<b>\$ 1,239,301</b>

## FUNDING

<b>RPTTF 20% LM</b>	\$ 460	\$ 0	\$ 0	\$ 0
<b>Successor Agency RPTTF</b>	\$ 1,698,396	\$ 1,373,464	\$ 1,375,144	\$ 1,239,301
<b>TOTAL</b>	<b>\$ 1,698,856</b>	<b>\$ 1,373,464</b>	<b>\$ 1,375,144</b>	<b>\$ 1,239,301</b>



## PROGRAM DESCRIPTION

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The Danville Community Development (Redevelopment) Agency (CDA) was established in 1986, in accordance with state-enacted Redevelopment Law, and was responsible for carrying out the goals of the 1986 Redevelopment Plan. Implementation of those goals assisted private property owners and businesses, spurred private re-investment in the project area and reduced or eliminated blighted conditions that existed when the Agency was established.

In 2011, the State enacted ABx1 26, which eliminated all redevelopment agencies. Effective February 1, 2012, the CDA was dissolved and all assets were transferred to the Town, acting as the Successor Agency for the former CDA. The role of the Successor Agency is to wind down the affairs of the former CDA. The Successor Agency is responsible for biannually developing a Recognized Obligation Payment Schedule (ROPS), which lists all ongoing obligations of the former CDA, and which allows the Successor Agency to receive Redevelopment Property Tax Trust Fund revenues to meet those obligations. The ROPS must be approved by the Successor Agency's Oversight Board, the State Department of Finance and the County Auditor-Controller.

The Successor Agency will also be required to liquidate assets, including real property assets, held by the former CDA. This process also requires approval of the Successor Agency's Oversight Board and, in some cases, all taxing entities within the Town.

On June 27, 2012, the State passed AB 1484, adding significant new and modified actions and deadlines associated with the ongoing dissolution process.

## HIGHLIGHTS

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Redevelopment Property Tax Trust Fund (RPTTF) revenues are projected to fully fund all 2016/17 Enforceable Obligations included on the ROPs filed with the State. This includes:

- ❖ debt service payments associated with the 2001 and 2005 Certificates of Participation (to be retired in 2026 and 2035).
- ❖ debt service payments associated with the 2001 Taxable Revenue Bonds (to be retired in 2028).
- ❖ repayment of the outstanding \$9.26 million debt to the Town under the 2011 Re-entered Cooperation Agreement between the former CDA and the Town (to be retired in 2026).
- ❖ allowable administrative costs.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Administration</b>	\$ 0	\$ 4,000	\$ 4,000	\$ 4,000
<b>Contracted Services</b>	\$ 204,051	\$ 170,112	\$ 171,792	\$ 70,600
<b>Program Activities</b>	\$ 3,332	\$ 34,526	\$ 34,526	\$ 7,500
<b>Debt Service</b>	\$ 1,491,472	\$ 1,164,826	\$ 1,164,826	\$ 1,157,201
<b>TOTAL</b>	<b>\$ 1,698,856</b>	<b>\$ 1,373,464</b>	<b>\$ 1,375,144</b>	<b>\$ 1,239,301</b>

## FUNDING

<b>Successor Agency RPTTF</b>	\$ 1,698,396	\$ 1,373,464	\$ 1,375,144	\$ 1,239,301
<b>RPTTF 20% LM</b>	\$ 460	\$ 0	\$ 0	\$ 0
<b>TOTAL</b>	<b>\$ 1,698,856</b>	<b>\$ 1,373,464</b>	<b>\$ 1,375,144</b>	<b>\$ 1,239,301</b>





# Assessment Districts



# Assessment Districts



<b>PROGRAMS</b>	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
Assessment District Debt Service	\$ 456,202	\$ 466,829	\$ 474,082	\$ 15,255
<b>TOTAL</b>	<b>\$ 456,202</b>	<b>\$ 466,829</b>	<b>\$ 474,082</b>	<b>\$ 15,255</b>

## FUNDING

Sycamore Valley A D (93-2)	\$ 0	\$ 5	\$ 5	\$ 0
Tassajara Ranch A D (97-2)	\$ 12,887	\$ 23,432	\$ 25,903	\$ 0
Neriad A D 2005A (97-1)	\$ 443,315	\$ 443,392	\$ 448,174	\$ 15,255
<b>TOTAL</b>	<b>\$ 456,202</b>	<b>\$ 466,829</b>	<b>\$ 474,082</b>	<b>\$ 15,255</b>



## PROGRAM DESCRIPTION

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The Town of Danville acts as trustee for three Assessment Districts that were initially created between 1985 and 1990 to finance public infrastructure improvements required to mitigate new development that occurred in the Sycamore Valley, Crow Canyon Corridor and Northeast Danville. Subsequent to their formation, the debt associated with each of these Districts has been re-financed in order to lower interest rates and reduce the cost to property owners.

The three Assessment Districts are:

- ❖ Sycamore Valley Assessment District – The Sycamore Valley Assessment District was retired in September 2006. Because the District improvement fund continues to maintain a small fund balance, the District continues to be included in the Budget. However, property owners within the former District area of benefit are no longer paying special assessments.
- ❖ Tassajara Ranch Assessment District – The Tassajara Ranch Assessment District was retired in September 2013. Because the District improvement fund continues to maintain a small fund balance, the District continues to be included in the Budget. However, property owners within the former District area of benefit are no longer paying special assessments.
- ❖ Northeast Roadway Improvement Assessment District – The Northeast Roadway Improvement Assessment District was retired in September 2015. Because the District improvement fund continues to maintain funds for improvements within the Diablo Road corridor, the District continues to be included in the Budget. However, property owners within the former District area of benefit are no longer paying special assessments.



## EXPENDITURES

Category	Actual FY 14/15	Adopted FY 15/16	Adjusted FY 15/16	Adopted FY 16/17
<b>Administration</b>	\$ 26,749	\$ 23,270	\$ 23,270	\$ 6,254
<b>Contracted Services</b>	\$ 7,513	\$ 21,088	\$ 21,088	\$ 9,001
<b>Debt Service</b>	\$ 421,940	\$ 422,470	\$ 422,470	\$ 0
<b>TOTAL</b>	<b>\$ 456,202</b>	<b>\$ 466,828</b>	<b>\$ 466,828</b>	<b>\$ 15,255</b>

## FUNDING

<b>Sycarome Valley A D (93-2)</b>	\$ 0	\$ 5	\$ 5	\$ 0
<b>Tassajara Ranch A D (97-2)</b>	\$ 12,887	\$ 23,432	\$ 23,432	\$ 0
<b>Neriad A D 2005A (97-1)</b>	\$ 443,315	\$ 443,391	\$ 443,391	\$ 15,255
<b>TOTAL</b>	<b>\$ 456,202</b>	<b>\$ 466,828</b>	<b>\$ 466,828</b>	<b>\$ 15,255</b>





# 10 Year Projections





Ten-year forecasts are annually reviewed and updated to assist with long term planning and to ensure ongoing fiscal sustainability for the Town. The economy, state actions affecting local governments, or local changes all have the potential to affect future Town revenues. Similarly, changing priorities and demands have the potential to affect service delivery and future costs.

While overall revenues are stable, Danville is a largely built-out community, and additional revenue growth resulting from expansion is limited. The ten-year forecasts assume nominal infill growth at a rate of 0.3% per year, based upon population forecasts included in the 2030 General Plan.

***All revenues and expenditures presented in the ten-year forecasts are comparing 2016/17 (current year) with 2025/26, unless otherwise stated.***

## REVENUES

Total revenues are forecast to increase by 10%, from \$34,677,400 to \$38,139,593. General Fund revenues are forecast to increase by 16.6%, from \$24,103,236 to \$28,098,407; Special Revenue funds are projected to decrease by 2.2% from \$8,333,863 to \$8,151,308. After continued growth in Planning and Building and Engineering revenues over the first five years of the forecast, those revenues decline in the second five years due to reduced development activity. Other revenues are increased modestly: Gas Tax by 2% annually, Measure J by 1% annually and LLAD by 0.3% annually. Asset Replacement revenues are increased by \$300,000 annually, including \$100,000 each from the General Fund, Building and Planning Fund, and the PEG fund. Redevelopment Property Tax Trust Fund (RPTTF) revenues will cover the approved, outstanding debt of the Successor Agency including repayment of the outstanding Town/CDA loan, plus allowable administrative costs.

### General Fund

*Property Tax* revenues are forecast to increase by 2% annually, from \$12,247,588 to \$14,637,001; *Property Transfer Tax* is similarly projected to increase by 2% annually, from \$532,830 to \$636,781.

*Sales Tax* revenues are conservatively estimated to increase by 0.5% annually, from \$5,368,128 to \$5,614,582.

*Transient Occupancy Tax, Cable Franchise, Fines and Forfeitures, Rental Income and Miscellaneous* revenues are projected to increase 1% annually through 2020; and 1.5% annually thereafter. *Transient Occupancy* revenues increase from \$126,017 to \$141,268; *Cable Franchise* revenues increase from \$853,160 to \$956,415; *Fines and Forfeitures* increase from 210,000 to \$235,415; *Rental Income* increases from \$158,770 to \$177,985; and, *Miscellaneous Revenue* increases from \$261,178 to \$292,787. *Business License Tax, Gas and Electric Franchise and Interest Income* are held flat at the 2016/17 amount.

*Solid Waste Franchise Fees* increase by 78.3% from \$759,805 to \$1,354,754. This reflects a policy decision to increase the franchise fee rate from 10% to 12.5% in 2019/20, and from 12.5% to 15% in 2023/24, in order to help pay for the Pavement Management Program.



Under the Re-entered Cooperation Agreement between the Town and the Successor Agency to the former Danville Community Development Agency, the Town will be repaid a total of \$10.36 million between 2017 and 2026. The re-payment will produce a temporary revenue stream of \$1 to \$1.1 million per year, through 2026, with a final payment of \$659,401 in 2026.

## **Special Revenue Funds**

Except as noted below, projected fund balances in all Special Revenue Funds are forecast to be adequate to cover activity through 2025/26.

*Clean Water Program* - MRP 2.0 will increase the Town costs for the Countywide group permit and local program activities. Annual assessments plus available fund balance are forecast to be sufficient to carry through the ten year forecast. However fund balance will be depleted by 2025/26 and the Town will need to identify additional future funding to continue the program.

*Town-wide Lighting and Landscape Assessment District (LLAD) 1983-1* – LLAD expenditures exceed annual assessment revenues in all four benefit zones. Zones A and D are currently subsidized with \$550,000 from the General Fund. Zone B requires a General Fund subsidy by 2017/18, followed by Zone C in 2020/21. By 2025/26, total General Fund subsidy of \$1.3 annually is required, absent a LLAD rate increase, while total LLAD fund balance declines from \$2,714,526 to \$174,517.

Revenue estimates are based upon current revenues, taxes and assessments and do not assume increases in either LLAD or Clean Water assessments, an increase in the current Transient Occupancy Tax rate, or passage of an additional ½ cent sales tax for Transportation as is currently being considered in Contra Costa County. Without these, or some other additional revenue sources, funding for capital projects and pavement management will fall below what is needed to maintain the Town's infrastructure and meet residents' expectations. Inability to increase these revenues would have a significant and detrimental impact upon the General Fund, and would require some level of corresponding service level reductions in order to partially offset increased operating expenses.

## **EXPENDITURES**

Ten-year forecasts show a 22.4% increase in Town operating expenditures from \$30,193,970 to \$36,959,596, equivalent to \$6,765,626 or 2.24% annually. Successor Agency expenditures include enforceable obligations approved with the bi-annual Recognized Obligation Payment Schedules. Forecasts maintain services at 2016/17 levels.

Ten-year growth rates by department include: 13.8% for General Government, 32.9% for Police Services, 20.1% for Administrative Services, 19.90% for Development Services, 16.3% for Maintenance Services, 16.3% for Recreation Services.

Staffing changes are limited to reducing staffing by one Engineering Public Works Inspector in 2019/20. In the General Fund, personnel costs were increased 2.0% annually, contract police costs were increased 3.5% annually (with the exception of Animal Control @ 1.5% annually), all other expenditures were increased 1-1.5% annually.



In the Special Revenue funds, personnel costs were increased 2.0% and all other costs were increased 1-1.5% annually.

Because the Town does not participate in CalPERS, in favor of a defined contribution benefit program for its employees, Danville is not faced with the unfunded pension and retirement medical liabilities that are of major concern to many public agencies throughout the state.

Expenditure estimates do not assume voter or property owner approval of increased assessments or taxes associated with the Clean Water Program, Town-wide LLAD, the Transient Occupancy Tax or local or countywide Transportation sales taxes.

## TRANSFERS AND DESIGNATIONS

Forecasts project ten-year average annual General Fund transfers of \$1,500,000 for CIP Pavement Management, \$1,164,838 for CIP General Purpose, \$1,010,000 for LLAD operating, and \$100,000 for Asset Replacement. It should be highlighted that these numbers are inflated by an average of \$1,035,940 annually, for repayment of the outstanding loan to the Town under the 2011 Restated Cooperation Agreement. This loan is fully repaid by 2026, at which time this temporary revenue source will stop. Funding for future pavement management will come from a combination of General Fund and Measure J Return-to-Source funds.

## Future Challenges

Despite being on solid financial footing, the Town can expect to face economic and service delivery challenges over the next decade, related to a number of areas:

Capital Expenditures – The Town maintains over \$200 million in infrastructure, including streets, parks and buildings. Over the past decade, the Town has expended approximately \$5-\$8 million annually for capital projects, inclusive of Pavement Management. While the Town has accumulated capital reserves, new revenues for future capital projects are projected to decline over the next ten years, necessitating use of the accumulated reserves. As noted under “Transfers And Designations”, repayment of the outstanding loan balance to the Town by the former CDA under the 2011 Re-stated Cooperation Agreement will end in 2026, further reducing available revenues available for capital purposes in 2027. During the second half of the upcoming decade, it will be necessary to identify and secure new or additional sources of revenue, in order to fund capital expenditures at current levels, and meet community expectations.

Streets and Roads Maintenance - In order to maintain a PCI rating of 70-75, the Town should invest \$2.5-\$3 million annually in its residential streets (not including arterials). Gas Tax subventions from the State have declined by 30% between 2013/14 and 2016/17, and return to source funds from Measure J are flat, because the Town is growing at a slower pace than the countywide average. This has required the Town to expend more General Fund revenues. As General Fund revenues available for this purpose decline, the Town will be unable to sustain funding Pavement Management at this level, absent new revenue sources. Increased solid waste franchise revenues can provide some additional funding, but additional revenue will be needed.



Public Safety - Public safety is, and will remain, the Town's highest priority. Police Services are delivered through a combination of contracted services through the Contra Costa County Sheriff's Office, Town staff, police reserves and volunteers, and strong community partnerships. This has served the Town well - staffing levels are among the lowest in the county, property crimes are low, and the Town continues to achieve the goal of maintaining a safe community. Police expenditures are expected to outpace overall revenue and expenditure growth over the next ten years. Tenuous grant funding available to continue providing two School Resource Officers may necessitate eliminating these positions.

Maintenance Services - Maintenance responsibilities and costs will continue to increase as facilities age, and costs are expected to outpace overall Town expenses and revenue growth over the next ten years. Aggressive water conservation strategies, implementation of solar photovoltaic arrays at five different Town facilities and ongoing conversion of the vehicle fleet to hybrid and electric vehicles has slowed increases in water, electricity and fuel costs. Contract services costs will continue to increase with the cost of living and additional responsibilities associated with implementation of MRP 2.0 will continue to increase overall costs.

Lighting and Landscape - Absent additional assessment revenues, increasing maintenance costs will require increased General Fund transfers as described above, to cover operating and capital costs, and maintain positive LLAD fund balances. In addition, no LLAD revenue will be available to fund future capital expenditures in future years.

Clean Water Program - The Town continues to comply with the federally mandated Clean Water Act and requirements imposed by the State Regional Water Quality Control Board (RWQCB). With issuance of the new five-year Municipal Regional Permit (MRP) in late 2015, more stringent compliance standards are expected, and additional future revenues will be required to comply with the new MRP.

State Budget Impacts - The State has experienced an economic recovery over the past 2-3 years. In addition, the passage of Proposition 30 in November 2012 provided temporary revenue increases in personal income tax (through 2018) and sales tax (through 2016). This appears to have mitigated the State's budget deficit in the short term. The ten-year forecasts assume no new revenue losses to the State resulting from future legislative action.

## **SUMMARY**

Despite modest future revenue growth, ten-year forecasts show that the Town is fiscally sound for the next several years. The Town's ability to receive re-payment of the outstanding loan by the former CDA is of major significance to the Town, and increases available revenue by \$10.36 million (outstanding loan balance plus interest) over the ten-year forecast. The Town will nevertheless be required to identify and raise additional revenues or make additional service level reductions in order to continue to fully fund Operating and Capital expenditures at 2016/17 levels.



# Fund Activity



	Adopted 2016	Adopted 2017	Forecast 2018	Forecast 2019
<b>GENERAL FUND</b>				
<u>BEGINNING FUND BALANCE</u>	0	0	0	0
<b>Operating Revenues</b>	23,615,597	24,103,236	24,468,325	24,840,239
<b>Transfers In/Carry Forward</b>				
Transfer In Loan Repayment	900,000	1,000,000	1,000,000	1,100,000
Transfer In Overhead	297,553	297,553	297,553	297,553
<b>Less Operating Expenses</b>	-20,519,947	-21,194,690	-21,665,298	-22,220,691
<b>Less Transfers Out</b>				
Transfer Out To LLAD - A	-450,000	-550,000	-800,000	-800,000
Transfer Out To CIP-Pavement	-2,600,000	-2,000,000	-2,000,000	-2,000,000
Transfer Out To CIP	-1,243,202	-1,556,099	-1,200,580	-1,117,101
Transfer Out To Asset Repl		-100,000	-100,000	-100,000
<b>Net Annual Change</b>				
<u>ENDING FUND BALANCE</u>	0	0	0	0
<u>LESS DESIGNATIONS</u>				
Designated For Technology				
Designated For Other				
<u>ENDING FUND BALANCE</u>	0	0	0	0
<b>PEG FEE</b>				
<u>BEGINNING FUND BALANCE</u>	462,043	456,610	435,470	415,052
<b>Operating Revenues</b>	95,124	92,217	93,139	94,071
<b>Less Operating Expenses</b>	-557	-13,357	-13,557	-13,761
<b>Less Transfers Out</b>				
Transfer Out To Asset Repl	-100,000	-100,000	-100,000	-100,000
Transfer For Capital Projects				
<b>Net Annual Change</b>	-5,433	-21,140	-20,418	-19,690
<u>ENDING FUND BALANCE</u>	456,610	435,470	415,052	395,362
<b>P S SLESF</b>				
<u>BEGINNING FUND BALANCE</u>	45,783	45,735	45,687	42,138
<b>Operating Revenues</b>	100,000	100,000	100,000	100,000
<b>Less Operating Expenses</b>	-100,048	-100,048	-103,550	-107,172
<b>Less Transfers Out</b>				
<b>Net Annual Change</b>	-48	-48	-3,550	-7,172
<u>ENDING FUND BALANCE</u>	45,735	45,687	42,138	34,966
<b>P S ABANDONED VEHICLE ABATE</b>				
<u>BEGINNING FUND BALANCE</u>	215,876	215,863	204,480	192,387
<b>Operating Revenues</b>	20,229	18,858	18,858	18,858
<b>Less Operating Expenses</b>	-20,242	-30,242	-30,950	-31,683
<b>Less Transfers Out</b>				
Transfer Out To Asset Repl				
<b>Net Annual Change</b>	-13	-11,384	-12,092	-12,825
<u>ENDING FUND BALANCE</u>	215,863	204,480	192,387	179,562



Forecast 2020	Forecast 2021	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
0	0	0	0	0	0	0
25,398,725	25,789,188	26,195,774	26,610,077	27,220,298	27,655,201	28,098,407
1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	659,401
297,553	297,553	297,553	297,553	297,553	297,553	297,553
-22,710,756	-23,294,722	-23,782,074	-24,395,361	-24,945,074	-25,590,262	-26,173,087
-850,000	-1,000,000	-1,100,000	-1,100,000	-1,300,000	-1,300,000	-1,300,000
-2,000,000	-1,500,000	-1,500,000	-1,000,000	-1,000,000	-1,000,000	-1,000,000
-1,135,522	-1,292,019	-1,111,253	-1,412,269	-1,272,777	-1,062,492	-482,274
-100,000	-100,000	-100,000	-100,000	-100,000	-100,000	-100,000
0	0	0	0	0	0	0
0	0	0	0	0	0	0
395,362	376,406	358,191	340,723	324,008	308,053	292,864
95,011	95,961	96,921	97,890	98,869	99,858	100,856
-13,967	-14,177	-14,389	-14,605	-14,824	-15,046	-15,272
-100,000	-100,000	-100,000	-100,000	-100,000	-100,000	-100,000
-18,956	-18,215	-17,468	-16,715	-15,955	-15,189	-14,416
376,406	358,191	340,723	324,008	308,053	292,864	278,449
34,966	24,045	9,242	-9,578	-32,556	-59,837	-91,572
100,000	100,000	100,000	100,000	100,000	100,000	100,000
-110,921	-114,803	-118,820	-122,978	-127,281	-131,735	-136,345
-10,921	-14,803	-18,820	-22,978	-27,281	-31,735	-36,345
24,045	9,242	-9,578	-32,556	-59,837	-91,572	-127,917
179,562	105,977	91,608	76,425	60,401	43,505	25,709
18,858	18,858	18,858	18,858	18,858	18,858	18,858
-32,442	-33,228	-34,041	-34,882	-35,753	-36,655	-37,587
-60,000						
-73,584	-14,370	-15,183	-16,024	-16,895	-17,797	-18,729
105,977	91,608	76,425	60,401	43,505	25,709	6,979

# Fund Activity



	Adopted 2016	Adopted 2017	Forecast 2018	Forecast 2019
<b>P S ASSET SEIZURE</b>				
<u>BEGINNING FUND BALANCE</u>	33,780	34,985	36,093	37,200
<b>Operating Revenues</b>	1,236	1,138	1,138	1,138
<b>Less Operating Expenses</b>	-31	-31	-31	-31
<b>Net Annual Change</b>	1,205	1,107	1,107	1,107
<u>ENDING FUND BALANCE</u>	34,985	36,093	37,200	38,307
<b>BUILDING &amp; PLANNING</b>				
<u>BEGINNING FUND BALANCE</u>	3,096,803	3,573,275	2,966,636	3,285,291
<b>Operating Revenues</b>	2,548,256	2,650,487	2,676,487	2,913,974
<b>Less Operating Expenses</b>	-2,071,784	-2,215,326	-2,257,832	-2,300,509
<b>Less Transfers Out</b>				
Transfer Out To Asset Repl		-100,000	-100,000	-100,000
Transfer For Capital Projects		-941,800		
<b>Net Annual Change</b>	476,472	-606,639	318,655	513,465
<u>ENDING FUND BALANCE</u>	3,573,275	2,966,636	3,285,291	3,798,756
<b>ENGINEERING</b>				
<u>BEGINNING FUND BALANCE</u>	1,578,786	1,358,124	1,106,683	918,781
<b>Operating Revenues</b>	135,477	129,850	200,721	479,056
<b>Less Operating Expenses</b>	-356,139	-381,291	-388,623	-396,097
<b>Less Transfers Out</b>				
<b>Net Annual Change</b>	-220,662	-251,441	-187,902	82,959
<u>ENDING FUND BALANCE</u>	1,358,124	1,106,683	918,781	1,001,740
<b>GAS TAX</b>				
<u>BEGINNING FUND BALANCE</u>	2,547,085	2,343,504	2,101,402	1,856,702
<b>Operating Revenues</b>	954,614	908,679	926,615	944,910
<b>Less Operating Expenses</b>	-1,158,195	-1,150,781	-1,171,315	-1,192,223
<b>Less Transfers Out</b>				
<b>Net Annual Change</b>	-203,581	-242,102	-244,700	-247,313
<u>ENDING FUND BALANCE</u>	2,343,504	2,101,402	1,856,702	1,609,389
<b>MEASURE J</b>				
<u>BEGINNING FUND BALANCE</u>	1,192,703	1,230,604	1,149,751	1,016,038
<b>Operating Revenues</b>	705,884	724,976	732,145	739,385
<b>Less Operating Expenses</b>	-247,984	-260,829	-265,858	-270,984
<b>Less Transfers Out</b>				
Transfer For Capital Projects	-20,000	-45,000		
Transfer Out To Pavement	-400,000	-500,000	-600,000	-600,000
<b>Net Annual Change</b>	37,901	-80,853	-133,713	-131,599
<u>ENDING FUND BALANCE</u>	1,230,604	1,149,751	1,016,038	884,438



Forecast 2020	Forecast 2021	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
38,307	39,413	40,519	41,624	42,729	43,833	44,937
1,138	1,138	1,138	1,138	1,138	1,138	1,138
-32	-32	-33	-33	-34	-34	-35
1,106	1,106	1,105	1,105	1,104	1,104	1,103
39,413	40,519	41,624	42,729	43,833	44,937	46,040
3,798,756	4,759,568	5,677,519	5,706,945	5,399,548	4,934,266	4,433,671
3,405,147	3,406,963	2,563,977	2,273,576	2,163,010	2,175,929	2,217,763
-2,344,335	-2,389,012	-2,434,551	-2,480,973	-2,528,292	-2,576,524	-2,625,692
-100,000	-100,000	-100,000	-100,000	-100,000	-100,000	-100,000
960,812	917,951	29,426	-307,397	-465,282	-500,595	-507,929
4,759,568	5,677,519	5,706,945	5,399,548	4,934,266	4,433,671	3,925,742
1,001,740	1,141,473	1,140,660	915,878	622,679	320,491	7,722
458,449	325,669	109,619	49,273	48,511	46,319	46,633
-318,716	-326,483	-334,400	-342,472	-350,700	-359,087	-367,638
139,733	-814	-224,781	-293,199	-302,189	-312,768	-321,005
1,141,473	1,140,660	915,878	622,679	320,491	7,722	-313,283
1,609,389	1,359,449	1,106,867	851,629	593,723	333,133	69,849
963,571	982,606	1,002,020	1,021,824	1,042,023	1,062,626	1,083,641
-1,213,512	-1,235,188	-1,257,258	-1,279,730	-1,302,612	-1,325,911	-1,349,634
-249,940	-252,582	-255,238	-257,907	-260,589	-263,285	-265,992
1,359,449	1,106,867	851,629	593,723	333,133	69,849	-196,144
884,438	754,925	627,470	502,043	378,612	257,147	137,612
746,698	754,084	761,543	769,078	776,687	784,373	792,136
-276,211	-281,539	-286,971	-292,508	-298,153	-303,908	-309,775
-600,000	-600,000	-600,000	-600,000	-600,000	-600,000	-600,000
-129,513	-127,455	-125,427	-123,430	-121,466	-119,535	-117,639
754,925	627,470	502,043	378,612	257,147	137,612	19,973

# Fund Activity



	Adopted 2016	Adopted 2017	Forecast 2018	Forecast 2019
<b>CLEAN WATER</b>				
<u>BEGINNING FUND BALANCE</u>	1,578,072	1,545,043	1,537,376	1,505,309
<b>Operating Revenues</b>	577,276	570,793	570,803	570,813
<b>Less Operating Expenses</b>	-610,305	-578,460	-602,871	-629,166
<b>Less Transfers Out</b>				
Transfer For Capital Projects				
<b>Net Annual Change</b>	-33,029	-7,667	-32,068	-58,353
<u>ENDING FUND BALANCE</u>	1,545,043	1,537,376	1,505,309	1,446,956
<b>LLAD D - ZONE A</b>				
<u>BEGINNING FUND BALANCE</u>	384,856	364,981	338,209	299,390
<b>Operating Revenues</b>	579,363	579,525	581,260	583,000
<b>Transfers In/Carry Forward</b>				
Transfer In From Asset Repl.				
General Fund Subsidy	150,000	250,000	250,000	250,000
<b>Less Operating Expenses</b>	-694,796	-801,855	-815,637	-829,660
<b>Less Transfers Out</b>				
Transfer Overhead To Gen Fund	-54,442	-54,442	-54,442	-54,442
<b>Net Annual Change</b>	-19,875	-26,772	-38,819	-51,102
<u>ENDING FUND BALANCE</u>	364,981	338,209	299,390	248,288
<b>LLAD D - ZONE B</b>				
<u>BEGINNING FUND BALANCE</u>	1,072,216	873,190	673,184	610,562
<b>Operating Revenues</b>	751,955	744,744	746,968	749,199
<b>Transfers In/Carry Forward</b>				
Transfer In From Asset Repl.				
General Fund Subsidy	0	0	150,000	150,000
<b>Less Operating Expenses</b>	-880,263	-874,031	-888,872	-903,971
<b>Less Transfers Out</b>				
Transfer For Capital Projects				
Transfer Overhead To Gen Fund	-70,718	-70,718	-70,718	-70,718
<b>Net Annual Change</b>	-199,026	-200,005	-62,622	-75,489
<u>ENDING FUND BALANCE</u>	873,190	673,184	610,562	535,073



Forecast 2020	Forecast 2021	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
1,446,956	1,360,255	1,242,944	1,092,549	906,355	681,387	414,383
570,824	570,834	570,845	570,855	570,866	570,877	570,888
-657,525	-688,144	-721,240	-757,049	-795,834	-837,881	-883,507
-86,701	-117,310	-150,395	-186,194	-224,968	-267,005	-312,620
1,360,255	1,242,944	1,092,549	906,355	681,387	414,383	101,763
248,288	184,663	158,269	118,856	66,169	49,951	19,937
584,746	586,496	588,252	590,013	591,780	593,552	595,329
250,000	300,000	300,000	300,000	350,000	350,000	350,000
-843,929	-858,449	-873,223	-888,258	-903,556	-919,124	-934,965
-54,442	-54,442	-54,442	-54,442	-54,442	-54,442	-54,442
-63,625	-26,394	-39,413	-52,686	-16,218	-30,014	-44,078
184,663	158,269	118,856	66,169	49,951	19,937	-24,142
535,073	496,462	444,468	378,829	299,273	255,529	197,315
751,437	753,682	755,933	758,191	760,456	762,727	765,006
200,000	200,000	200,000	200,000	250,000	250,000	250,000
-919,331	-934,957	-950,855	-967,028	-983,482	-1,000,223	-1,017,254
-70,718	-70,718	-70,718	-70,718	-70,718	-70,718	-70,718
-38,611	-51,993	-65,640	-79,555	-43,745	-58,213	-72,966
496,462	444,468	378,829	299,273	255,529	197,315	124,349

# Fund Activity



	Adopted 2016	Adopted 2017	Forecast 2018	Forecast 2019
<b>LLAD D - ZONE C</b>				
<u>BEGINNING FUND BALANCE</u>	1,051,338	910,909	761,841	603,012
<b>Operating Revenues</b>	669,074	662,204	664,183	666,168
<b>Transfers In/Carry Forward</b>				
General Fund Subsidy	0	0	0	0
<b>Less Operating Expenses</b>	-721,072	-722,840	-734,582	-746,517
<b>Less Transfers Out</b>				
Transfer For Capital Projects	-40,000	-40,000	-40,000	-40,000
Transfer Overhead To Gen Fund	-48,431	-48,431	-48,431	-48,431
<b>Net Annual Change</b>	-140,429	-149,067	-158,830	-168,780
<u>ENDING FUND BALANCE</u>	910,909	761,841	603,012	434,232

<b>LLAD D - ZONE D</b>				
<u>BEGINNING FUND BALANCE</u>	1,190,765	1,092,860	941,292	868,185
<b>Operating Revenues</b>	1,131,619	1,131,619	1,134,741	1,137,872
<b>Transfers In/Carry Forward</b>				
General Fund Subsidy	300,000	300,000	400,000	400,000
<b>Less Operating Expenses</b>	-1,411,075	-1,464,739	-1,489,400	-1,514,484
<b>Less Transfers Out</b>				
Transfer Overhead To Gen Fund	-118,448	-118,448	-118,448	-118,448
<b>Net Annual Change</b>	-97,905	-151,569	-73,107	-95,059
<u>ENDING FUND BALANCE</u>	1,092,860	941,292	868,185	773,126

<b>DONATIONS/CONTRIBUTIONS</b>				
<u>BEGINNING FUND BALANCE</u>	39,150	41,560	42,494	43,354
<b>Operating Revenues</b>	56,210	4,734	4,734	4,734
<b>Less Operating Expenses</b>	-53,800	-3,800	-3,875	-3,915
<b>Less Transfers Out</b>				
<b>Net Annual Change</b>	2,410	934	860	819
<u>ENDING FUND BALANCE</u>	41,560	42,494	43,354	44,173

<b>ASSET REPLACEMENT - GENERAL</b>				
<u>BEGINNING FUND BALANCE</u>	2,024,879	1,891,460	1,921,102	1,876,816
<b>Operating Revenues</b>	32,326	9,387	9,387	9,387
<b>Transfers In/Carry Forward</b>				
Transfer In From General Fund	0	100,000	100,000	100,000
Transfer In From Building & Planning	0	100,000	100,000	100,000
Transfer In From PEG Fee	100,000	100,000	100,000	100,000
Transfer In From Abandoned Vehicle Abate				
<b>Less Operating Expenses</b>	-265,745	-279,745	-353,673	-362,478
<b>Less Transfers Out</b>				
Transfer For Capital Projects				
<b>Net Annual Change</b>	-133,419	29,642	-44,286	-53,091
<u>ENDING FUND BALANCE</u>	1,891,460	1,921,102	1,876,816	1,823,725



Forecast 2020	Forecast 2021	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
434,232	275,310	226,052	166,259	95,731	114,261	121,642
668,159	670,155	672,158	674,167	676,182	678,202	680,229
0	100,000	100,000	100,000	200,000	200,000	200,000
-758,649	-770,982	-783,520	-796,264	-809,220	-822,391	-835,779
-20,000						
-48,431	-48,431	-48,431	-48,431	-48,431	-48,431	-48,431
-158,922	-49,258	-59,793	-70,529	18,530	7,381	-3,981
275,310	226,052	166,259	95,731	114,261	121,642	117,661
773,126	655,692	515,455	451,978	364,815	253,514	117,615
1,141,013	1,144,164	1,147,324	1,150,493	1,153,672	1,156,861	1,160,059
400,000	400,000	500,000	500,000	500,000	500,000	500,000
-1,539,999	-1,565,953	-1,592,353	-1,619,208	-1,646,525	-1,674,312	-1,702,577
-118,448	-118,448	-118,448	-118,448	-118,448	-118,448	-118,448
-117,434	-140,237	-63,477	-87,163	-111,300	-135,899	-160,967
655,692	515,455	451,978	364,815	253,514	117,615	-43,351
44,173	44,933	45,634	46,274	46,853	47,370	47,823
4,734	4,734	4,734	4,734	4,734	4,734	4,734
-3,974	-4,033	-4,094	-4,155	-4,217	-4,281	-4,345
760	701	640	579	517	453	389
44,933	45,634	46,274	46,853	47,370	47,823	48,212
1,823,725	1,821,608	1,750,242	1,669,396	1,578,832	1,478,310	1,367,580
9,387	9,387	9,387	9,387	9,387	9,387	9,387
100,000	100,000	100,000	100,000	100,000	100,000	100,000
100,000	100,000	100,000	100,000	100,000	100,000	100,000
100,000	100,000	100,000	100,000	100,000	100,000	100,000
60,000						
-371,503	-380,753	-390,234	-399,950	-409,910	-420,117	-430,579
-2,116	-71,366	-80,847	-90,563	-100,523	-110,730	-121,192
1,821,608	1,750,242	1,669,396	1,578,832	1,478,310	1,367,580	1,246,389



	Adopted 2016	Adopted 2017	Forecast 2018	Forecast 2019
<b>ASSET REPLACEMENT - LIB/CC</b>				
<u>BEGINNING FUND BALANCE</u>	927,156	936,819	940,271	943,704
<b>Operating Revenues</b>	10,864	4,652	4,652	4,652
<b>Less Operating Expenses</b>	-1,201	-1,201	-1,219	-1,237
<b>Less Transfers Out</b>				
Transfer For Capital Projects				
<b>Net Annual Change</b>	9,663	3,451	3,433	3,415
<u>ENDING FUND BALANCE</u>	936,819	940,271	943,704	947,120
<b>SUCCESSOR AGENCY RPTTF</b>				
<u>BEGINNING FUND BALANCE</u>	0	0	0	0
<b>Operating Revenues</b>	2,174,464	2,240,301	2,240,797	2,343,915
Additional Loan received	100,000			
<b>Less Operating Expenses</b>	-1,374,464	-1,240,301	-1,240,797	-1,243,915
<b>Less Transfers Out</b>				
Transfer Loan Repayment	-900,000	-1,000,000	-1,000,000	-1,100,000
<b>Net Annual Change</b>	0	0	0	0
<u>ENDING FUND BALANCE</u>	0	0	0	0
<b>RPTTF 20% LM</b>				
<u>BEGINNING FUND BALANCE</u>	10,543	10,543	10,543	10,543
<b>Operating Revenues</b>	0	0	0	0
<b>Less Operating Expenses</b>	0	0	0	0
<b>Net Annual Change</b>	0	0	0	0
<u>ENDING FUND BALANCE</u>	10,543	10,543	10,543	10,543



Forecast 2020	Forecast 2021	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
947,120	950,516	953,894	957,253	960,592	963,911	967,211
4,652	4,652	4,652	4,652	4,652	4,652	4,652
-1,255	-1,274	-1,293	-1,313	-1,332	-1,352	-1,373
3,397	3,378	3,359	3,339	3,320	3,300	3,279
950,516	953,894	957,253	960,592	963,911	967,211	970,490
0	0	0	0	0	0	0
2,339,775	2,338,412	2,333,914	2,331,450	2,340,825	2,332,050	1,889,877
-1,239,775	-1,238,412	-1,233,914	-1,231,450	-1,240,825	-1,232,050	-1,230,476
-1,100,000	-1,100,000	-1,100,000	-1,100,000	-1,100,000	-1,100,000	-659,401
0	0	0	0	0	0	0
0	0	0	0	0	0	0
10,543	10,543	10,543	10,543	10,543	10,543	10,543
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
10,543	10,543	10,543	10,543	10,543	10,543	10,543



	Adopted 2016	Adopted 2017	Forecast 2018	Forecast 2019
<b>GENERAL PURPOSE REVENUE</b>				
<b>GENERAL FUND</b>				
Property Taxes	11,813,257	12,247,588	12,492,540	12,742,391
Transfer Tax	519,139	532,830	543,487	554,356
Sales Tax Triple Flp	1,004,176	0	0	0
Sales Tax	4,219,145	5,368,128	5,394,969	5,421,943
Transient Occupancy	123,546	126,017	127,277	128,550
Charges for Services	52,985	57,567	58,142	58,724
Business License	379,740	385,770	385,770	385,770
Franchise Cable	838,422	853,160	861,692	870,309
Franchise Gas & Electric	538,382	538,382	538,382	538,382
Franchise Solid Waste	741,273	759,805	778,800	798,270
Intergovernmental	10,000	1,000	1,010	1,020
Vehicle License Fees	17,857	17,857	18,036	18,216
Fines & Forfeits	210,000	210,000	212,100	214,221
Interest Income	316,122	245,740	245,740	245,740
Rental Income	158,770	158,770	160,358	161,961
Misc. Revenue	322,668	261,178	263,789	266,427
<b>Total</b>	<b>21,265,482</b>	<b>21,763,792</b>	<b>22,082,091</b>	<b>22,406,280</b>
<b>RECREATIONS FEES &amp; CHARGES</b>				
Charges For Services	1,831,570	1,813,801	1,850,077	1,887,079
Sports Alliance Fees	155,379	155,379	158,487	161,656
Rental Income	349,366	361,265	368,490	375,860
Misc. Revenue	10,800	6,000	6,120	6,242
Donation	3,000	3,000	3,060	3,121
<b>Total</b>	<b>2,350,115</b>	<b>2,339,445</b>	<b>2,386,234</b>	<b>2,433,959</b>
<b>REVENUE SUBTOTAL</b>	<b>23,615,597</b>	<b>24,103,237</b>	<b>24,468,325</b>	<b>24,840,239</b>

## SPECIAL PURPOSE REVENUE

### PEG FEE

Franchise Cable	91,304	92,217	93,139	94,071
Interest Income	3,820	0	0	0
<b>Total</b>	<b>95,124</b>	<b>92,217</b>	<b>93,139</b>	<b>94,071</b>

### P S SLESF

Intergovernmental	100,000	100,000	100,000	100,000
<b>Total</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>

### P S ABANDONED VEHICLE ABATE

Intergovernmental	18,000	18,000	18,000	18,000
Interest Income	2,229	858	858	858
<b>Total</b>	<b>20,229</b>	<b>18,858</b>	<b>18,858</b>	<b>18,858</b>



Forecast 2020	Forecast 2021	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
12,997,238	13,257,183	13,522,327	13,792,773	14,068,629	14,350,001	14,637,001
565,443	576,752	588,287	600,053	612,054	624,295	636,781
0	0	0	0	0	0	0
5,449,053	5,476,298	5,503,680	5,531,198	5,558,854	5,586,649	5,614,582
129,835	131,134	133,101	135,097	137,124	139,181	141,268
59,311	59,904	60,803	61,715	62,641	63,580	64,534
385,770	385,770	385,770	385,770	385,770	385,770	385,770
879,012	887,802	901,119	914,636	928,355	942,281	956,415
538,382	538,382	538,382	538,382	538,382	538,382	538,382
997,837	1,022,783	1,048,353	1,074,562	1,289,474	1,321,711	1,354,754
1,030	1,041	1,056	1,072	1,088	1,104	1,121
18,398	18,582	18,861	19,144	19,431	19,722	20,018
216,363	218,527	221,805	225,132	228,509	231,936	235,415
245,740	245,740	245,740	245,740	245,740	245,740	245,740
163,581	165,217	167,695	170,210	172,764	175,355	177,985
269,091	271,782	275,859	279,997	284,197	288,460	292,787
<b>22,916,087</b>	<b>23,256,898</b>	<b>23,612,838</b>	<b>23,975,482</b>	<b>24,533,011</b>	<b>24,914,168</b>	<b>25,302,554</b>
1,924,820	1,963,317	2,002,583	2,042,635	2,083,487	2,125,157	2,167,660
164,889	168,187	171,551	174,982	178,482	182,051	185,692
383,377	391,045	398,866	406,843	414,980	423,280	431,745
6,367	6,495	6,624	6,757	6,892	7,030	7,171
3,184	3,247	3,312	3,378	3,446	3,515	3,585
<b>2,482,638</b>	<b>2,532,291</b>	<b>2,582,936</b>	<b>2,634,595</b>	<b>2,687,287</b>	<b>2,741,033</b>	<b>2,795,853</b>
<b>25,398,725</b>	<b>25,789,188</b>	<b>26,195,774</b>	<b>26,610,077</b>	<b>27,220,298</b>	<b>27,655,201</b>	<b>28,098,407</b>
95,011	95,961	96,921	97,890	98,869	99,858	100,856
0	0	0	0	0	0	0
<b>95,011</b>	<b>95,961</b>	<b>96,921</b>	<b>97,890</b>	<b>98,869</b>	<b>99,858</b>	<b>100,856</b>
100,000	100,000	100,000	100,000	100,000	100,000	100,000
<b>100,000</b>						
18,000	18,000	18,000	18,000	18,000	18,000	18,000
858	858	858	858	858	858	858
<b>18,858</b>						





	Adopted 2016	Adopted 2017	Forecast 2018	Forecast 2019
<b>P S ASSET SEIZURE</b>				
Intergovernmental	1,000	1,000	1,000	1,000
Interest Income	236	138	138	138
<b>Total</b>	<b>1,236</b>	<b>1,138</b>	<b>1,138</b>	<b>1,138</b>
<b>BUILDING &amp; PLANNING</b>				
Charges For Services-Planning	378,220	317,675	258,923	132,455
Charges For Services-Building	2,170,036	2,332,812	2,417,564	2,781,519
<b>Total</b>	<b>2,548,256</b>	<b>2,650,487</b>	<b>2,676,487</b>	<b>2,913,974</b>
<b>ENGINEERING</b>				
Charges For Services-Engineering	134,977	129,350	200,221	478,556
Development Fees	500	500	500	500
<b>Total</b>	<b>135,477</b>	<b>129,850</b>	<b>200,721</b>	<b>479,056</b>
<b>GAS TAX</b>				
Gas Tax	925,826	896,817	914,753	933,048
Interest Income	28,788	11,862	11,862	11,862
<b>Total</b>	<b>954,614</b>	<b>908,679</b>	<b>926,615</b>	<b>944,910</b>
<b>MEASURE J</b>				
Intergovernmental	689,661	716,865	724,034	731,274
Interest Income	16,223	8,111	8,111	8,111
<b>Total</b>	<b>705,884</b>	<b>724,976</b>	<b>732,145</b>	<b>739,385</b>
<b>CLEAN WATER</b>				
Special Assessment	562,154	562,154	562,154	562,154
Charges For Services	1,010	1,010	1,020	1,030
Interest Income	14,112	7,629	7,629	7,629
<b>Total</b>	<b>577,276</b>	<b>570,793</b>	<b>570,803</b>	<b>570,813</b>
<b>LLAD D - ZONE A</b>				
Special Assessment	578,334	578,334	580,069	581,809
Interest Income	1,029	1,191	1,191	1,191
<b>Total</b>	<b>579,363</b>	<b>579,525</b>	<b>581,260</b>	<b>583,000</b>
<b>LLAD D - ZONE B</b>				
Special Assessment	741,468	741,468	743,692	745,923
Interest Income	10,487	3,276	3,276	3,276
<b>Total</b>	<b>751,955</b>	<b>744,744</b>	<b>746,968</b>	<b>749,199</b>



Forecast 2020	Forecast 2021	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
1,000	1,000	1,000	1,000	1,000	1,000	1,000
138	138	138	138	138	138	138
<b>1,138</b>						
282,834	284,825	264,011	258,136	257,135	259,487	262,638
3,122,313	3,122,138	2,299,966	2,015,440	1,905,875	1,916,442	1,955,125
<b>3,405,147</b>	<b>3,406,963</b>	<b>2,563,977</b>	<b>2,273,576</b>	<b>2,163,010</b>	<b>2,175,929</b>	<b>2,217,763</b>
457,949	325,169	109,119	48,773	48,011	45,819	46,133
500	500	500	500	500	500	500
<b>458,449</b>	<b>325,669</b>	<b>109,619</b>	<b>49,273</b>	<b>48,511</b>	<b>46,319</b>	<b>46,633</b>
951,709	970,744	990,158	1,009,962	1,030,161	1,050,764	1,071,779
11,862	11,862	11,862	11,862	11,862	11,862	11,862
<b>963,571</b>	<b>982,606</b>	<b>1,002,020</b>	<b>1,021,824</b>	<b>1,042,023</b>	<b>1,062,626</b>	<b>1,083,641</b>
738,587	745,973	753,432	760,967	768,576	776,262	784,025
8,111	8,111	8,111	8,111	8,111	8,111	8,111
<b>746,698</b>	<b>754,084</b>	<b>761,543</b>	<b>769,078</b>	<b>776,687</b>	<b>784,373</b>	<b>792,136</b>
562,154	562,154	562,154	562,154	562,154	562,154	562,154
1,041	1,051	1,062	1,072	1,083	1,094	1,105
7,629	7,629	7,629	7,629	7,629	7,629	7,629
<b>570,824</b>	<b>570,834</b>	<b>570,845</b>	<b>570,855</b>	<b>570,866</b>	<b>570,877</b>	<b>570,888</b>
583,555	585,305	587,061	588,822	590,589	592,361	594,138
1,191	1,191	1,191	1,191	1,191	1,191	1,191
<b>584,746</b>	<b>586,496</b>	<b>588,252</b>	<b>590,013</b>	<b>591,780</b>	<b>593,552</b>	<b>595,329</b>
748,161	750,406	752,657	754,915	757,180	759,451	761,730
3,276	3,276	3,276	3,276	3,276	3,276	3,276
<b>751,437</b>	<b>753,682</b>	<b>755,933</b>	<b>758,191</b>	<b>760,456</b>	<b>762,727</b>	<b>765,006</b>



	Adopted 2016	Adopted 2017	Forecast 2018	Forecast 2019
<b>LLAD D - ZONE C</b>				
Special Assessment	659,635	659,635	661,614	663,599
Interest Income	9,439	2,569	2,569	2,569
<b>Total</b>	<b>669,074</b>	<b>662,204</b>	<b>664,183</b>	<b>666,168</b>
<b>LLAD D - ZONE D</b>				
Special Assessment	1,040,758	1,040,758	1,043,880	1,047,012
Interest Income	1,963	1,963	1,963	1,963
Misc. Revenue	88,898	88,898	88,898	88,898
<b>Total</b>	<b>1,131,619</b>	<b>1,131,619</b>	<b>1,134,741</b>	<b>1,137,872</b>
<b>DONATIONS/CONTRIBUTIONS</b>				
Interest Income	2,450	974	974	974
Donation	53,760	3,760	3,760	3,760
<b>Total</b>	<b>56,210</b>	<b>4,734</b>	<b>4,734</b>	<b>4,734</b>
<b>ASSET REPLACEMENT - GENERAL</b>				
Interest Income	32,326	9,387	9,387	9,387
<b>Total</b>	<b>32,326</b>	<b>9,387</b>	<b>9,387</b>	<b>9,387</b>
<b>ASSET REPLACEMENT - LIB/CC</b>				
Interest Income	10,864	4,652	4,652	4,652
<b>Total</b>	<b>10,864</b>	<b>4,652</b>	<b>4,652</b>	<b>4,652</b>
	0	0	0	0
<b>REVENUE SUBTOTAL</b>	<b>8,369,507</b>	<b>8,333,863</b>	<b>8,465,831</b>	<b>9,017,218</b>
<b>OPERATING REVENUE TOTAL</b>	<b>31,985,103</b>	<b>32,437,099</b>	<b>32,934,156</b>	<b>33,857,457</b>
<b>SUCCESSOR AGENCY</b>				
<b>SUCCESSOR AGENCY RPTTF</b>				
Property Taxes	2,174,464	2,240,301	2,240,797	2,343,915
<b>Total</b>	<b>2,174,464</b>	<b>2,240,301</b>	<b>2,240,797</b>	<b>2,343,915</b>
<b>REVENUE TOTAL</b>	<b>2,174,464</b>	<b>2,240,301</b>	<b>2,240,797</b>	<b>2,343,915</b>
<b>GRAND TOTAL REVENUES</b>	<b>34,159,567</b>	<b>34,677,400</b>	<b>35,174,953</b>	<b>36,201,372</b>



Forecast 2020	Forecast 2021	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
665,590	667,586	669,589	671,598	673,613	675,633	677,660
2,569	2,569	2,569	2,569	2,569	2,569	2,569
<b>668,159</b>	<b>670,155</b>	<b>672,158</b>	<b>674,167</b>	<b>676,182</b>	<b>678,202</b>	<b>680,229</b>
1,050,153	1,053,303	1,056,463	1,059,633	1,062,812	1,066,000	1,069,198
1,963	1,963	1,963	1,963	1,963	1,963	1,963
88,898	88,898	88,898	88,898	88,898	88,898	88,898
<b>1,141,013</b>	<b>1,144,164</b>	<b>1,147,324</b>	<b>1,150,493</b>	<b>1,153,672</b>	<b>1,156,861</b>	<b>1,160,059</b>
974	974	974	974	974	974	974
3,760	3,760	3,760	3,760	3,760	3,760	3,760
<b>4,734</b>						
9,387	9,387	9,387	9,387	9,387	9,387	9,387
<b>9,387</b>						
4,652	4,652	4,652	4,652	4,652	4,652	4,652
<b>4,652</b>						
0	0	0	0	0	0	0
<b>9,523,824</b>	<b>9,429,383</b>	<b>8,407,361</b>	<b>8,094,129</b>	<b>8,020,824</b>	<b>8,070,092</b>	<b>8,151,308</b>
<b>34,922,548</b>	<b>35,218,571</b>	<b>34,603,135</b>	<b>34,704,206</b>	<b>35,241,123</b>	<b>35,725,293</b>	<b>36,249,716</b>
2,339,775	2,338,412	2,333,914	2,331,450	2,340,825	2,332,050	1,889,877
<b>2,339,775</b>	<b>2,338,412</b>	<b>2,333,914</b>	<b>2,331,450</b>	<b>2,340,825</b>	<b>2,332,050</b>	<b>1,889,877</b>
<b>2,339,775</b>	<b>2,338,412</b>	<b>2,333,914</b>	<b>2,331,450</b>	<b>2,340,825</b>	<b>2,332,050</b>	<b>1,889,877</b>
<b>37,262,323</b>	<b>37,556,983</b>	<b>36,937,049</b>	<b>37,035,656</b>	<b>37,581,948</b>	<b>38,057,343</b>	<b>38,139,593</b>



	Adopted 2016	Adopted 2017	Forecast 2018	Forecast 2019
<b>GENERAL GOVERNMENT</b>				
Town Council	162,074	166,274	182,195	183,856
Town Manager	575,271	593,459	605,218	617,212
City Attorney	381,233	378,577	385,318	392,193
City Clerk	236,045	277,926	242,954	287,475
Community Outreach	195,682	264,147	268,977	273,896
Emergency Preparedness	134,376	112,490	114,502	116,554
<b>Total</b>	<b>1,684,681</b>	<b>1,792,873</b>	<b>1,799,164</b>	<b>1,871,187</b>
<b>POLICE SERVICES</b>				
Police Services Management	1,319,511	1,486,649	1,526,295	1,567,199
Patrol	4,909,728	5,102,517	5,279,305	5,462,254
Traffic	1,018,816	1,076,609	1,111,210	1,147,018
Investigation	690,222	773,418	794,741	816,747
School Resource Program	535,484	561,290	579,717	598,766
Animal Control	239,892	250,786	254,548	258,366
<b>Total</b>	<b>8,713,653</b>	<b>9,251,269</b>	<b>9,545,816</b>	<b>9,850,351</b>
<b>ADMINISTRATIVE SERVICES</b>				
Administrative Services Management	335,165	409,701	417,890	426,243
Finance	782,750	760,707	774,646	788,845
Information Technology	651,843	693,528	706,563	719,846
Human Resources	425,601	448,362	456,433	464,652
Economic Development	353,009	335,435	335,142	340,949
Internal Services	282,875	282,864	287,107	291,414
Risk Management	516,500	395,000	400,925	406,939
Asset Replacement	328,126	276,126	350,000	358,750
<b>Total</b>	<b>3,675,869</b>	<b>3,601,723</b>	<b>3,728,706</b>	<b>3,797,637</b>
<b>DEVELOPMENT SERVICES</b>				
Development Services Management	240,859	245,975	250,878	255,879
Building	1,230,150	1,372,823	1,398,525	1,424,715
Planning	603,155	608,234	619,939	631,870
Code Enforcement	113,442	113,833	116,295	118,811
Engineering	485,317	500,921	510,620	520,509
Capital Project Management	686,387	713,754	727,982	742,494
Transportation	462,420	437,276	445,536	453,955
Clean Water Program	325,288	292,065	311,841	333,425
<b>Total</b>	<b>4,147,018</b>	<b>4,284,881</b>	<b>4,381,617</b>	<b>4,481,658</b>



Forecast 2020	Forecast 2021	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
185,543	187,255	206,847	208,611	210,401	212,218	214,062
629,444	641,920	604,644	616,622	628,838	641,297	654,004
399,206	406,358	413,653	421,093	428,682	436,421	444,315
252,682	297,384	262,775	307,665	273,248	318,094	283,873
278,907	284,011	289,211	294,506	299,901	305,396	310,993
118,644	120,776	122,948	125,163	127,421	129,722	132,068
<b>1,864,426</b>	<b>1,937,704</b>	<b>1,900,078</b>	<b>1,973,661</b>	<b>1,968,490</b>	<b>2,043,148</b>	<b>2,039,315</b>
1,609,404	1,652,953	1,697,890	1,744,263	1,792,120	1,841,509	1,892,483
5,651,578	5,847,501	6,050,253	6,260,073	6,477,207	6,701,912	6,934,451
1,184,076	1,222,426	1,262,113	1,303,186	1,345,691	1,389,679	1,435,203
839,461	862,905	887,103	912,083	937,869	964,490	991,972
618,459	638,816	659,861	681,618	704,111	727,365	751,407
262,241	266,175	270,168	274,220	278,334	282,509	286,746
<b>10,165,219</b>	<b>10,490,775</b>	<b>10,827,389</b>	<b>11,175,443</b>	<b>11,535,332</b>	<b>11,907,464</b>	<b>12,292,263</b>
434,762	443,452	452,316	461,357	470,579	479,985	489,579
803,309	818,042	833,049	848,336	863,909	879,772	895,931
733,382	747,175	761,232	775,556	790,153	805,029	820,188
473,022	481,546	490,225	499,065	508,066	517,233	526,568
346,859	352,874	358,995	365,225	371,565	378,017	384,584
295,785	300,222	304,725	309,296	313,935	318,644	323,424
413,043	419,239	425,527	431,910	438,389	444,965	451,639
367,719	376,912	386,335	395,993	405,893	416,040	426,441
<b>3,867,881</b>	<b>3,939,461</b>	<b>4,012,405</b>	<b>4,086,738</b>	<b>4,162,489</b>	<b>4,239,684</b>	<b>4,318,353</b>
260,979	266,182	271,488	276,900	282,420	288,050	293,792
1,451,402	1,478,596	1,506,306	1,534,542	1,563,315	1,592,634	1,622,511
644,034	656,433	669,074	681,959	695,095	708,487	722,138
121,382	124,008	126,692	129,434	132,235	135,098	138,023
445,591	455,869	466,348	477,031	487,923	499,027	510,348
757,295	772,392	787,790	803,495	819,514	835,852	852,516
462,534	471,278	480,188	489,270	498,525	507,957	517,570
356,995	382,746	410,893	441,673	475,345	512,195	552,538
<b>4,500,212</b>	<b>4,607,503</b>	<b>4,718,778</b>	<b>4,834,304</b>	<b>4,954,371</b>	<b>5,079,300</b>	<b>5,209,436</b>



	Adopted 2016	Adopted 2017	Forecast 2018	Forecast 2019
<b>MAINTENANCE SERVICES</b>				
Maintenance Services Management	351,212	359,836	366,779	373,857
Building Maintenance	859,775	869,587	883,978	898,612
Park Maintenance	2,033,473	2,093,649	2,129,222	2,165,413
Roadside Maintenance	1,573,692	1,674,519	1,703,121	1,732,221
Street Maintenance	720,057	721,826	733,551	745,471
Street Light Maintenance	930,119	939,499	956,108	973,017
Traffic Signal Maintenance	220,000	223,000	226,345	229,740
Equipment Maintenance	407,780	408,030	414,150	420,363
<b>Total</b>	<b>7,096,107</b>	<b>7,289,945</b>	<b>7,413,255</b>	<b>7,538,694</b>
<b>RECREATION, ARTS &amp; COMMUNITY SERVICES</b>				
Recreation Management	400,009	383,627	390,249	396,987
Sports & Fitness	601,742	653,699	664,188	674,849
Facilities Management	578,496	501,051	510,403	519,932
Cultural Arts	574,392	582,691	592,748	602,982
Youth	400,732	416,035	422,924	429,928
Teens	360,870	401,410	408,180	415,066
Adults	135,215	128,528	130,728	132,966
Seniors	454,523	441,158	448,551	456,071
Library Services	202,914	196,914	199,868	202,866
Community Events	266,452	268,167	272,546	276,998
<b>Total</b>	<b>3,975,344</b>	<b>3,973,279</b>	<b>4,040,384</b>	<b>4,108,644</b>
<b>OPERATING EXPENDITURES</b>	<b>29,292,673</b>	<b>30,193,970</b>	<b>30,908,942</b>	<b>31,648,173</b>
<b>SUCCESSOR AGENCY</b>				
Successor Agency	1,373,464	1,239,301	1,239,797	1,242,915
<b>Total</b>	<b>1,373,464</b>	<b>1,239,301</b>	<b>1,239,797</b>	<b>1,242,915</b>
<b>GRAND TOTAL</b>	<b>30,666,137</b>	<b>31,433,271</b>	<b>32,148,739</b>	<b>32,891,088</b>



Forecast 2020	Forecast 2021	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
381,072	388,428	395,928	403,573	411,366	419,312	427,412
913,493	928,626	944,013	959,661	975,574	991,755	1,008,210
2,202,232	2,239,689	2,277,797	2,316,567	2,356,011	2,396,140	2,436,967
1,761,829	1,791,954	1,822,605	1,853,790	1,885,521	1,917,806	1,950,655
757,588	769,905	782,426	795,155	808,094	821,247	834,619
990,230	1,007,754	1,025,595	1,043,757	1,062,248	1,081,072	1,100,237
233,186	236,684	240,234	243,838	247,495	251,208	254,976
426,668	433,068	439,564	446,158	452,850	459,643	466,537
<b>7,666,299</b>	<b>7,796,109</b>	<b>7,928,163</b>	<b>8,062,499</b>	<b>8,199,159</b>	<b>8,338,183</b>	<b>8,479,613</b>
403,845	410,823	417,924	425,150	432,505	439,988	447,605
685,683	696,694	707,885	719,259	730,818	742,566	754,506
529,642	539,535	549,616	559,888	570,354	581,019	591,885
613,396	623,994	634,779	645,754	656,923	668,289	679,856
437,051	444,295	451,661	459,151	466,768	474,514	482,391
422,071	429,197	436,446	443,820	451,320	458,950	466,712
135,243	137,560	139,918	142,317	144,757	147,241	149,768
463,719	471,498	479,410	487,457	495,643	503,968	512,437
205,909	208,997	212,132	215,314	218,544	221,822	225,149
281,524	286,125	290,802	295,558	300,393	305,308	310,305
<b>4,178,082</b>	<b>4,248,718</b>	<b>4,320,573</b>	<b>4,393,667</b>	<b>4,468,024</b>	<b>4,543,666</b>	<b>4,620,614</b>
<b>32,242,120</b>	<b>33,020,272</b>	<b>33,707,387</b>	<b>34,526,313</b>	<b>35,287,867</b>	<b>36,151,446</b>	<b>36,959,596</b>
1,238,775	1,237,412	1,232,914	1,230,450	1,239,825	1,231,050	1,229,476
<b>1,238,775</b>	<b>1,237,412</b>	<b>1,232,914</b>	<b>1,230,450</b>	<b>1,239,825</b>	<b>1,231,050</b>	<b>1,229,476</b>
<b>33,480,895</b>	<b>34,257,684</b>	<b>34,940,301</b>	<b>35,756,763</b>	<b>36,527,692</b>	<b>37,382,496</b>	<b>38,189,072</b>

# Expenditure



	Adopted 2016	Adopted 2017	Forecast 2018	Forecast 2019
<b>APPROPRIATION BY FUND</b>				
General Fund	20,519,947	21,194,690	21,665,298	22,220,691
PEG Fee	557	13,357	13,557	13,761
P S SLESF	100,048	100,048	103,550	107,172
P S Abandoned Vehicle Abatement	20,242	30,242	30,250	30,249
P S Asset Seizure	31	31	31	31
Building & Planning	2,071,784	2,215,326	2,257,832	2,300,509
Engineering	356,139	381,291	388,623	396,097
Child Care Impact Fee	227	227	230	234
Gas Tax	1,158,195	1,150,781	1,171,315	1,192,223
Measure J	247,984	260,829	265,858	270,984
Clean Water	610,305	578,460	602,871	629,166
L L A D - Zone A	694,796	801,855	815,637	829,660
L L A D - Zone B	880,263	874,031	888,872	903,971
L L A D - Zone C	721,072	722,840	734,582	746,517
L L A D - Zone D	1,411,075	1,464,739	1,489,400	1,514,484
Donations/Contributions	53,800	3,800	3,875	3,915
Asset Replacement - General	265,745	279,745	353,673	362,478
Asset Replacement - Lib/CC	1,201	1,200	1,219	1,237
Civic Facilities	5,476	5,476	5,558	5,642
Park Facilities	5,428	5,428	5,509	5,593
Capital Improvement	150,160	91,375	92,746	94,843
Park Dedication Impact Fee	1,949	1,949	1,978	2,008
C T I P	857	857	870	882
R T I P	309	309	314	318
Tassajara Area Transportation	303	303	308	312
Old Town Parking In Lieu	563	563	571	580
NERIAD Assessment District	1,515	1,515	1,538	1,561
Misc Development Fees	250	250	254	257
SVAD Benefit District	44	44	45	45
Tri-Valley Trans & Dev - Res	92	92	93	95
Tri-Valley Trans & Dev - Com	94	94	95	97
SCC Regional	8,363	8,363	8,488	8,616
SCC Sub Regional	2,400	2,400	2,436	2,472
Dougherty Valley Fee	459	459	466	473
Successor Agency FPTTF	1,374,464	1,240,301	1,240,797	1,243,915
<b>TOTALS</b>	<b>30,666,137</b>	<b>31,433,271</b>	<b>32,148,739</b>	<b>32,891,088</b>



Forecast 2020	Forecast 2021	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
22,710,756	23,294,722	23,782,074	24,395,361	24,945,074	25,590,262	26,173,087
13,967	14,177	14,389	14,605	14,824	15,046	15,272
110,921	114,803	118,820	122,978	127,281	131,735	136,345
30,253	30,257	30,260	30,264	30,268	30,272	30,276
32	32	33	33	34	34	35
2,344,335	2,389,012	2,434,551	2,480,973	2,528,292	2,576,524	2,625,692
318,716	326,483	334,400	342,472	350,700	359,087	367,638
238	241	245	249	252	256	260
1,213,512	1,235,188	1,257,258	1,279,730	1,302,612	1,325,911	1,349,634
276,211	281,539	286,971	292,508	298,153	303,908	309,775
657,525	688,144	721,240	757,049	795,834	837,881	883,507
843,929	858,449	873,223	888,258	903,556	919,124	934,965
919,331	934,957	950,855	967,028	983,482	1,000,223	1,017,254
758,649	770,982	783,520	796,264	809,220	822,391	835,779
1,539,999	1,565,953	1,592,353	1,619,208	1,646,525	1,674,312	1,702,577
3,974	4,033	4,094	4,155	4,217	4,281	4,345
371,503	380,753	390,234	399,950	409,910	420,117	430,579
1,255	1,274	1,293	1,313	1,332	1,352	1,373
5,727	5,813	5,900	5,988	6,078	6,169	6,262
5,677	5,762	5,848	5,936	6,025	6,116	6,207
96,628	98,446	100,299	102,187	104,111	106,073	108,071
2,038	2,069	2,100	2,131	2,163	2,196	2,229
895	909	922	936	950	964	979
323	328	333	338	343	348	353
317	321	326	331	336	341	346
589	598	606	616	625	634	644
1,584	1,608	1,632	1,657	1,682	1,707	1,732
261	265	269	273	277	281	285
46	46	47	48	48	49	50
96	98	99	101	102	104	105
98	100	101	103	104	106	108
8,745	8,876	9,010	9,145	9,282	9,421	9,562
2,509	2,547	2,585	2,624	2,663	2,703	2,744
480	487	495	502	510	517	525
1,239,775	1,238,412	1,233,914	1,231,450	1,240,825	1,232,050	1,230,476
<b>33,480,895</b>	<b>34,257,683</b>	<b>34,940,301</b>	<b>35,756,763</b>	<b>36,527,692</b>	<b>37,382,496</b>	<b>38,189,072</b>





# Budget Guide





# Assumptions



Assessed Value:	Actual as reported by the County for 2015/16 for the Town increased 1.95% in FY 2016/17 and increased by 2% annually thereafter.
Property Tax:	Property Tax includes the Motor Vehicle License Fee Swap (MVLFF) from the State. Based upon actual receipts through March 2016 plus estimated payments due through June 30, 2016, projections were increased by 3.67% in FY 2016/17 and 2% annually thereafter.
Property Tax Rate:	Used property tax rate of 7.6%.
Prop. Transfer Tax:	Based upon actual receipts through March 2016 plus estimated payments due through June 30, 2016. Projections were increased by 2% in FY 2016/17 and annually thereafter.
Sales Tax:	Based upon actual receipts through March 2016 plus estimated payments due through June 30, 2016; FY 2016/17 budget projections were increased by 2.7% as the Sales Tax Triple Flip ends and sales tax returns to full payment and .05% annually thereafter.
Transient Occupancy Tax:	Based upon actual receipts through March 2016 plus estimated payments due through June 30, 2016, projections were increased by 2% in FY 2016/17 and increased by 1% annually thereafter.
Cable Franchise:	Based upon actual receipts through March 2016 plus estimated payments due through June 30, 2016, budget projections were increased by 1.75% in FY 2016/17 and increased by 1% from FY 2017/18 to FY 2020/21 and 1.5% annually thereafter.
Gas & Electric Franchise:	Based upon actual receipts through March 2016 plus estimated payments due through June 30, 2016. Future year projections were held flat annually thereafter.
Solid Waste Franchise:	Based upon contract with the Solid Waste Authority and actual receipts through March 2016 plus estimated payments due through June 30, 2016, projections were increased by 2.5% in FY 2016/17 to FY 2018/19; 25% in FY 2019/20; 2.5% in FY 2020/21 to FY 2022/23; 2% in FY 2023/24 and increased by 2.5% annually thereafter.
Motor Vehicle In Lieu:	Based upon actual receipts through March 2016 plus estimated payments due through June 30, 2016, budget projection was held flat in FY 2016/17 and increased by 1% from FY 2017/18 to FY 2020/21 and 1.5% annually thereafter.
Interest Income:	Based upon actual receipts through March 2016 plus estimated payments due through June 30, 2016; interest estimated at \$243,513; a 22.96% reduction from 2015/16. Future year projections were held flat annually thereafter.
Rental Income:	Rental income estimated at \$158,770 in FY 2016/17 based upon leases associated with the Sycamore Day School and various cellular sites; budget projection was held flat in FY 2016/17 and increased by 1% from FY 2017/18 to FY 2020/21 and 1.5% annually thereafter.



Recreation Fees & Charges:	Based upon actual receipts through March 2016 plus estimated payments due through June 30, 2016. Projections were decreased by .45% in FY 2016/17 and increased by 2% annually thereafter.
Business Licenses:	Based upon actual receipts through March 2016 plus estimated payments due through June 30, 2016, the amount was increased by 1.58% in FY 2016/17 and held flat annually thereafter.
Fines and Forfeitures:	Based upon actual receipts through March 2016 plus estimated payments due through June 30, 2016, the amount was held flat for FY 2016/17 and increased by 1% from FY 2017/18 to FY 2020/21 and 1.5% annually thereafter.
PEG (Public, Educational & Government) Fee:	Set at \$0.60 per subscriber, this fee was increased by 1% in FY 2016/17 and 1% annually thereafter.
Fines / Abandoned Vehicles:	Based upon population.
Asset Seizure:	Based upon average historic receipts.
Police Services:	Based upon actual receipts through March 2016 plus estimated payments due through June 30, 2016 as well as assessments on Alamo Springs homes which began in FY 2011.
Building/Planning:	Based upon actual receipts through March 2016 plus estimated payments due through June 30, 2016. FYs 2016/17 through FY 2025/26 are projected based upon projected building activity.
Engineering:	Based upon actual receipts through March 2016 plus estimated receipts through June 30, 2016. FYs 2016/17 through FY 2025/26 are projected based upon projected development activity.
Gas Tax:	Based upon actual receipts through March 2016 plus estimated payments due through June 30, 2016. Intergovernmental Prop 42 funds were replaced with Section 2103 excise tax in FY 2011/12. Amounts for FY 2016/17 are based on the State Controllers projections, and increased annually by 2% thereafter.
Measure J:	Based upon actual receipts plus estimated amounts due through June 30, 2016 from Contra Costa Transportation Authority (CCTA), FY 2016/17 projections are provided by CCTA and were increased 1% annually thereafter.
Clean Water (SPCP):	Based upon actual receipts through March 2016 plus estimated payments due through June 30, 2016, projections are held flat in FY 2016/17 and annually thereafter.
LLAD:	Based upon actual receipts through April 2016, projection is held flat for FY 2016/17 and increased by .3% annually to reflect addition of new properties.
Successor Agency RPTTF:	Passage of ABx1 26 resulted in the dissolution of the CDA. Future revenues will match debt service through 2026.



## GENERAL FUND

The General Fund is the general operating fund of the Town. It is used to account for all financial resources except those required to be accounted for in another fund. The major revenue sources for this Fund are property taxes, sales taxes, franchise fees, unrestricted revenues from the State, fines and forfeitures and interest income. Expenditures are made for all operating departments, designations and capital appropriations.

## SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are restricted by law to expenditures for specific purposes. Major Special Revenue funds for the Town include:

- ❖ **Lighting and Landscaping Assessment District (LLAD) (Zones A - D)** - Assessments paid by property owners who receive street lighting services, and by all residents for landscape and park maintenance services, are received into this Fund. The assessments are used to pay for the energy cost of the street lighting system, as well as community roadside, median and park landscape expenditures.
- ❖ **Building/Planning Fund** - This Fund receives building inspection, plan review and planning fees collected during the building permit process.
- ❖ **PEG Fund** - Contract negotiations with the Town's cable service providers include a \$0.60 per subscriber PEG fee for Public, Government and Educational programming. These fees are restricted to capital expenditures for the provision of these programming services.
- ❖ **Police Special Revenue Funds: SLESF, Abandoned Vehicle and Asset Seizure** - The Supplemental Law Enforcement Services Fund (SLESF) is established by Government Code Sections 30061-30065. The Abandoned Vehicle and Asset Seizure Funds are established by the State and distributed to participating agencies. The Canine Fund was established to account for the donations received by the Town for the funding of the police canine program and has been combined with the Donations Fund starting in FY 2008-09. These funds are restricted to the provision or enhancement of police services.
- ❖ **Engineering Fund** - This Fund receives engineering and subdivision development fees collected during the building permit process.
- ❖ **Gas Tax Fund** - This Fund is used to account for the portion of the taxes paid on the purchase of gasoline which the Town receives, and are restricted to street and related improvements and maintenance costs.
- ❖ **Clean Water (formerly known as SPCP or NPDES)** - This Fund is used to account for assessments paid by property owners for administration, inspection and maintenance of the storm drain system and for street sweeping.



- ❖ **Measure J Return To Source** - In 1988, Contra Costa voters approved a one-half cent sales tax for transportation purposes. Eighteen percent of the funds collected throughout the County are distributed back to each local jurisdiction on the basis of population and road miles. The Town utilizes a portion of these funds for pavement management and transportation planning. Receipt of these funds is tied to compliance with the Town's General Plan Growth Management Element. In 2004 voters approved Measure J which continues the one-half cent sales tax for an additional 25 years.
- ❖ **Donations/Contributions** - This Fund receives miscellaneous donations for various programs in the Town.

## CAPITAL PROJECTS FUNDS

Capital Projects Funds are used to account for the financial resources to be used for the acquisition and construction of major capital facilities.

- ❖ **Capital Improvement Program General Purpose Revenue Fund** - This Fund receives appropriations from the General Fund, based upon the policy discretion of the Town Council, and is used to fund any high priority capital project.
- ❖ **Civic Facilities Capital Projects Fund** - This Fund receives appropriations from the General Fund, based upon the policy discretion of the Town Council, and is used to fund new civic facilities such as the Danville Library, Community Center, Village Theatre improvements and the Veterans' Memorial Hall.
- ❖ **Development Impact Fees** - Fees and charges collected through AB 1600 to mitigate impacts associated with new development. Examples include SCC Regional and Sub-Regional fees, Park in-lieu fees, Child Care fees, Transportation Impact Fees, Commercial Transportation Impact Fees and Downtown Parking in-lieu fees. All development impact fees are collected and tracked in their own respective segregated accounts.
- ❖ **Park Capital Projects Fund** - Park in-lieu fees paid by new development and outside grants for park development are deposited into this Fund for park capital improvements.
- ❖ **Asset Replacement Funds - General** - Contributions are made into this Fund from the General Fund and selected Special Revenue funds for the eventual replacement and refurbishment of vehicles, technology infrastructure, heavy equipment and office equipment.
- ❖ **Asset Replacement Fund - Library/Community Center** - Contributions are made into this Fund from the General Fund for the eventual replacement and refurbishment of the Library/Community Center and related assets.



- ❖ **Special Assessment District Capital Projects Funds** - During the period from 1985 to 1990, the Sycamore Valley Assessment District (SVAD), Tassajara Ranch Assessment District (TRAD) and the Northeast Roadway Improvement Assessment District (NERIAD) were formed within the Town of Danville to construct improvements in these areas. These three capital projects funds are used to account for the funds allocated for capital improvements of the assessment districts. Construction is complete in the SVAD and TRAD, with the remaining funds being used for ongoing capital improvements and maintenance. Certain capital projects have yet to be completed in NERIAD.

## DEBT SERVICE FUNDS

Debt Service Funds are used to account for financial resources to be used for, and the payment of, principal and interest on general long-term debt.

- ❖ **Former Community Development Debt Service/Successor Agency Fund** – In 2011, the former Community Development Agency was dissolved and the Successor Agency was created. Future revenues to the Successor Agency are limited to the amounts that are on the approved biannual Recognized Obligation Payment Schedule submitted to and approved by the California Department of Finance. These funds will continue to pay for outstanding debt obligations associated with the 2001 and 2005 COPs, the 2001 TRBs and the 2011 Re-entered Cooperation Agreement.

## TRUST AND AGENCY FUNDS

Trust and Agency Funds are used to account for assets held by the Town in a trustee or agent capacity for individuals, private organizations, other governments and/or other funds. The monies deposited into these funds are not available for municipal use.

- ❖ **Employee Deferred Compensation Plan** - This Fund is used to account for assets held for employees in accordance with Internal Revenue Code Section 457. This program allows employees to defer a portion of their salary until future years. The deferred compensation plan is voluntary, and the proceeds are not available to employees until termination, retirement, death or unforeseeable emergency. This Plan is administered by Lincoln National Life Insurance Company, and is self-directed by each employee.
- ❖ **Employee Defined Contribution Pension Plan** - This Fund is used to account for assets held for employees in accordance with Internal Revenue Code Section 401(a). The pension plan, which is entirely employer funded, covers all eligible employees. This Plan is administered by Lincoln National Life Insurance Company, and is self-directed by each employee.



- ❖ **Deposits Fund** - This Fund is composed of money temporarily deposited with the Town. Examples of deposits include cash improvement bonds posted by developers, performance bonds posted by contractors, and rental deposits.
- ❖ **Special Assessment District Agency Funds** - During the period from 1985 to 1990, the Sycamore Valley Assessment District (SVAD), Tassajara Ranch Assessment District (TRAD) and the Northeast Roadway Improvement Assessment District (NERIAD) were formed within the Town of Danville to construct improvements in these areas. These agency funds are used to account for the special assessments levied on all property within the Assessment Districts, and subsequently paid against each Assessment District's long-term debt. The bonds of these Assessment Districts are payable solely from the annual special assessments. As of September, 2015, the SVAD, TRAD and NERIAD bonds have matured with all property secured obligations fully paid.



## TAXES

**Property Tax** - A tax based on the assessed value of real and personal property. Danville receives about 7.6% of the 1% real property tax which homeowners pay. The 1% property tax limit is set by Proposition 13. Since FY 2004-05, the State enacted revenue swap for 67% of the Motor Vehicle License Fees is considered property tax.

**Redevelopment Property Tax Trust Fund (RPTTF)** – RPTTF revenues are received by the Successor Agency in amounts that meet annual debt obligations plus administrative costs as approved by the State.

**Property Transfer Tax** - A tax imposed upon the transfer of real property, charged at a rate of \$0.55 per \$1,000 of property value.

**Homeowner Tax Relief** - The State grants homeowners up to a \$7,000 exemption against the assessed valuation when computing the real property tax if the owner occupies the dwelling. The State then reimburses cities and other local governments for their tax loss.

**Sales and Use Tax** - A tax levied on goods and services at the point of sale. Sales tax in Danville is 8.5%, of which one percent (1%) is returned to Danville.

**Transient Occupancy Tax (TOT)** - A tax levied on hotel room rental income, to compensate local governments for additional services to tourists. Danville's TOT is charged at a rate of 6.5%.

**Franchise Tax on Utilities** - A tax levied on gross receipts generated by PG&E and TV cable companies doing business in Danville for their use of Town's streets (right-of-way). The tax is 1% on PG&E and 5% on cable companies. Telephone companies are exempt by state law.

**Franchise Fee on Solid Waste** - A fee levied on gross receipts generated by solid waste disposal companies doing business in Danville for their use of the Town's streets, currently set at 10% of the gross receipts.

**Motor Vehicle In-Lieu Fee (MVLf)** – The Town portion of the total motor vehicle license fees collected throughout the State. Distributed to cities on the basis of population. During FY 2004/05 the State permanently reduced the MVLf by 67%, and swapped the portion of revenues due to local agencies for property tax. As of FY 2011/12, "VLF in Excess" fees, allocated under R&T 11005(b), are allocated to local government by the State. All other VLF fees were traded for Gas Tax.

**Gas Tax** - Each city and county in California receives a portion of the gasoline tax collected throughout the State, based upon a complex formula using population and street miles.

**Business License Tax** - An annual tax imposed on businesses operating within Danville, generating gross receipts of \$10,000 or more per year. The fee is generally \$100, plus \$10 per full time employee.



## FEES AND CHARGES

**Development Impact Fees** - Fees imposed upon builders/developers under AB 1600, for the privilege of developing a parcel of land and thus realizing a profit. These fees are generally collected during the building permit process and are used to defray the cost of operating the Town's development services functions, as well as improve the Town's infrastructure that will be used by new and current residents. The Fee Schedule that sets the rates is reviewed annually by the Town Council. Development impact fees include fees for development planning, development engineering, building permit processing, building plan checking, park dedication, child care, and storm water pollution control.

**Recreation Rentals** - Charges for the rental of Town-owned facilities, such as the Town Meeting Hall, the Village Theatre, park facilities, sports fields and tennis courts. These rates are set by the Town Council and are reviewed regularly.

**Recreation Program Fees** - Fees charged to participants of recreation and enrichment programs to fund the cost of the program. These include fees for youth, cultural, and senior service programs. These rates are set by the Town Council and are reviewed regularly.

**Parking and Traffic Fines** - Danville uses Contra Costa County as the collection agent for parking and traffic fines. The County retains an administrative fee and remits the balance to Danville.

**Other Fines** - Include DUI, abandoned vehicle and asset seizure fines. Danville uses Contra Costa County as the collection agent. The County retains an administrative fee and remits the balance to Danville.

**Other Service Charges** - Fees charged for miscellaneous services such as police services and financial documents. These rates are set by the Town Council and are reviewed regularly.

## MISCELLANEOUS REVENUES

**Grants** - Federal or state government funds distributed for specific purposes, most typically on a reimbursement or competitive basis. Examples include FEMA (disasters), ISTEA (roads), and Measure J (transportation).

**Interest Income** - Income earned on invested cash. Danville is limited in the types of securities which it may invest in, regulated primarily by state law and local policy.

**Rental Income** - Rent on property other than those used for recreational purposes. Examples include revenue from cellular leases and rental of real property for commercial use.

**Contributions** - Contributions from individuals or businesses, generally for a specific purpose.



## ASSESSMENTS DISTRICTS

**Lighting and Landscaping Assessment District** - An assessment levied on homeowners to be used only for operation, maintenance and improvements to the Town's street lighting and roadside and park landscaping. The assessment varies, depending upon the benefit received, and is collected on the property tax roll. Assessment rates are approved by the property owners through a balloting procedure specified by Proposition 218, and are levied annually by the Town Council.

**Stormwater Pollution Control Program Assessment District** - An assessment levied on homeowners to be used only for operation, maintenance and improvements of the Town's Stormwater Pollution Control Program. The assessment is collected on the property tax roll. These rates are set by the Town Council and are reviewed annually.

**Special Assessment Districts** - To mitigate development related impacts associated with development in certain areas of the Town, Special Assessment Bonds were sold and repaid through special assessments levied against homeowners in those areas. The special assessments were collected on the tax roll to be used only for the repayment of the special assessment debt. These bonds were not an obligation of the Town. The Town acted only as an agent to facilitate the collection and payment of debt. The Town administers three Special Assessment Districts, including the Sycamore Valley Assessment District, Tassajara Ranch Assessment District (TRAD) and the Northeast Roadway Assessment District (NERIAD).



**Appropriation** - An authorization by the Town Council to make expenditures and incur obligations for a specific purpose. An appropriation is usually limited in amount as to the time it may be expended.

**Assessed Valuation** - A dollar value placed on real estate or other property by Contra Costa County as a basis for levying property taxes.

**Assessment Bonds** - Debt issued by an Assessment District to finance local infrastructure improvements. Property owners are assessed for the benefit to their properties and make periodic installment payments to pay the debt service on these bonds.

**Assessment District** - A group of property owners organized to finance the construction of infrastructure such as water, sewer or street improvements, or maintenance of local improvements such as landscaping, community facilities and street lighting. Typically, assessment bonds are sold to finance the capital costs of infrastructure construction projects. Annual assessments on the property owners are used to pay debt service on assessment bonds, or maintenance costs for operating expenditures.

**Asset** - Resources owned or held by a government, which have monetary value.

**Asset Replacement** - A budget category which budgets all equipment having a unit cost of more than \$5,000 and an estimated useful life of over one year. Capital Outlay is budgeted in the operating budget.

**Audit** - A review of the Town's financial and accounting records and supporting documents by an independent auditing firm to substantiate revenues, expenditures, year-end funds, reserves and cash on hand.

**Beginning/Ending Fund Balance** - Resources available in a fund from the prior/current year after payment of the prior/current year's expenses. This is not necessarily cash on hand.

**Bond** - A city may raise capital by issuing a written promise to pay a specific sum of money, called the face value or principal amount, at a specified date or dates in the future, together with periodic interest at specified rates.

**Bond Refinancing** - The payoff and re-issuance of bonds, to obtain better interest rates and/or bond conditions.

**Budget** - A financial plan listing an estimate of proposed appropriations or expenses and the proposed means of financing them for a particular time period. The budget is recommended until it has been approved by the Town Council.

**Budget Message** - A general discussion of the recommended budget as presented in writing by the Town Manager to the Town Council.



**Capital Asset** - Assets such as buildings, machinery, furniture and other equipment that are of significant value and that have a useful life of more than one year. Capital assets are also called fixed assets.

**Capital Improvement** - A permanent addition to the City's assets, including the design, construction or purchase of land, buildings, facilities or major renovations to these.

**Capital Improvement Program (CIP)** - A multi-year capital improvement plan including project prioritization, identified funding sources and recommended expenditures. The Town's CIP plans for five years and is updated annually.

**Capital Projects** – Physical/infrastructure improvements generally with a cost of \$10,000 or more and a useful life of one year or more. Examples include a new park, building, streets and roads.

**Consumer Price Index (CPI)** - A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase in the cost of living.

**Contingency** - A budgetary reserve set aside for emergencies and unforeseen expenditures not otherwise budgeted.

**Contracted Services** - Services rendered by private firms, individuals, or other governmental agencies. Examples include maintenance, plan check, and professional consulting services.

**Debt Service** - Payment of the principal and interest on an obligation resulting from the issuance of bonds or notes.

**Debt Service Requirements** - The amount of money required to pay interest on outstanding debt and required contributions to accumulate monies for future retirement of term bonds.

**Deficit** - An excess of expenditures or expenses over resources or revenues.

**Designation** - A budgetary reserve set aside for a specific project to be undertaken at a future time.

**Employee Benefits** - Contributions made by the Town to meet commitments or obligations for the Town's share of costs for the 401(a) Defined Contribution Retirement Plan and medical insurance while employed.

**Encumbrances** - An obligation to pay funds, the expenditure of which has not yet occurred. They cease to be encumbrances when the obligations are paid or otherwise terminated.

**Expenditure** - The payment of cash on the transfer of property or services for the purpose of acquiring an asset, service or settling a loss.

**Fiscal Policy** - A government's policies with respect to revenues, spending, and debt management as these relate to government services, programs and capital investment.



Fiscal policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.

**Fiscal Year (FY)** - A twelve-month period of time that runs from July 1 through June 30.

**Fixed Asset** - Assets of significant value and having a useful life of more than one year, such as buildings, machinery, furniture, and other equipment (also called capital assets).

**Full-Time Equivalent Position (FTE)** - The number of regular full- and part-time positions employed by the Town, converted to the decimal equivalent of full-time positions based on 1950 hours per year.

**Fund** - An independent fiscal and accounting entity used to record all financial transactions related to the specific purpose for which the fund was created.

**Fund Balance** - As used in the budget, the amount of financial resources available for use. Generally, this represents the cumulative balance of all the annual operating surpluses and deficits since the fund's inception.

**GASB** - Governmental Accounting Standards Board. A private, non-governmental organization that is the source of generally accepted accounting principles used by State and Local governments.

**General Fund** - The general operating fund of the Town, used to account for all financial resources except those required to be accounted for in another fund. The major revenue sources for this Fund are property taxes, sales taxes, franchise fees, unrestricted revenues from the State, fines and forfeitures and interest income.

**Goals** - The expected result or achievements of a budget program.

**Grant** - Contribution or gifts of cash or other assets from another governmental entity to be used or expended for a specific purpose, activity or facility.

**Interfund Transfers** - Monies appropriated from one fund to another to finance the operations of another fund or to reimburse the fund for expenses and overhead.

**Municipal Code** - A code containing all Town Council-approved ordinances currently in effect; and defining Town standards for areas such as planning, zoning, building, etc.

**Operating Budget** - Annual appropriation of funds for on-going service delivery costs, including salaries and benefits, services and supplies, debt service, and capital outlay.

**Operating Expenses** - Expenditures for materials, supplies and services which are ordinarily consumed within a fiscal year and which are not included in program inventories.

**Operating Reserve** - A reserve against the General Fund balance which could be used in the case of a financial emergency. The Town's policy is to reserve 20% of the fiscal year's General Fund operating expenses.



**Operating Revenues** - Funds received as income to pay for ongoing operations, including sources such as taxes, assessments, fees for services, interest income, and operating grant revenues.

**Ordinance** - A formal legislative enactment by the Town Council, and included in the Municipal Code. It is the full force and effect of law within Town boundaries unless preempted by a higher form of law. An ordinance has a higher legal standing than a resolution.

**Overhead Allocations** - A cost necessary for the functioning of the organization as a whole, but which cannot be directly assigned to one program. Examples include the allocation of legal, financial and personnel services.

**Pavement Management Program** - An ongoing program to repair and resurface Town-maintained public streets.

**Personnel** - Full-time, part-time and temporary employees of the Town, including overtime, and all employee benefits such as health insurance and retirement.

**Program** - A group of related activities performed by one or more organizational units for the purpose of accomplishing a function for which the Town is responsible.

**Redevelopment Property Tax Trust Fund (RPTTF)** - With the passage of ABx1 26 in FY 2011-12, property tax increment was eliminated and replaced with Redevelopment Property Tax Trust Fund revenues, which are received by the Successor Agency in amounts that meet approved annual debt obligations.

**Propositions 4 and 111** – Laws that create a restriction on the amount of revenue which can be appropriated in any fiscal year. The limit is based on actual appropriations during the 1978-79 fiscal years and is increased each year using the growth of population and inflation. Not all revenues are restricted by the limit, only those which are referred to as “proceeds of taxes”.

**Reimbursement** - Payment of remittance on behalf of another party, department or fund.

**Reserve** - An account used to legally segregate a portion of the fund balance for a specific use.

**Resolution** - A special order of the Town Council which has a lower legal standing than an ordinance.

**Revenues** - Amounts received for taxes, assessments, fees, permits, licenses, interest, intergovernmental and other sources during the fiscal year.

**Service Level Indicators** - Services or products which comprise actual or expected output of a given program. Focus is on results, not measures of workload.

**Study Session** - A meeting of the Town Council to review the draft Operating Budget and Capital Improvement Program in detail, prior to the budget hearing and final adoption.





# Master Fee Schedule



Town of Danville



# Master Fee Schedule

**For User and Cost Recovery Fees**

**Fiscal Year 2016/17**

**Ordinance No. 98-06**

**Resolution 6: -2016**

Adopted by the Danville Town Council June 7, 2016

Effective July 1, 2016

Development Services and Community Development Fees Effective

August 8, 2016

# Master Fee Schedule 2016/17

## MISCELLANEOUS

	<b>Fee For Service</b>
Photo Copies	\$0.20 per sheet
Records Search	\$50 per hour
Plan Size Copies	\$2 per sheet
Off-Site Document Retrieval Fee	\$90 per document
Administrative Citation Late Fee	\$25
Hartz Avenue Banner Permit	\$200
Street Light Pole Banner Permit	\$100
Electrical Vehicle (EV) Charging Station Fee	\$0.30 per kwh

## CITY CLERK

	<b>Fee For Service</b>
Notary Public	\$10/signature
City Clerk Certification	\$10/document
Certified Copy	\$5 first page, \$3 each additional page
Records on Flash Drive	\$1

## FINANCE

	<b>Fee For Service</b>
Town Financial Plan <sup>1</sup>	\$25
Town Comprehensive Annual Financial Report <sup>1</sup>	\$25
Business License Name Listing	\$25
Business License Verification Letter	\$25
Returned Payment Item	\$25
Returned Payment Item (second time)	\$35
Other Business License fees per Ordinance 93-3	

<sup>1</sup>The Town Financial Plan, the Town Comprehensive Annual Financial Report and the Town's Municipal Code are available on the Town's web site at [www.danville.ca.gov](http://www.danville.ca.gov)

# Master Fee Schedule 2016/17

## POLICE

	<b>Fee for Service</b>
Accident Reports	\$5 each
Alarm Response Fee	No Fee – first offense
	\$50 – second offense
	\$150 – third offense
	\$300 – thereafter
A.B.C. Letter for One Day Sale Permit	\$35
Booking Fee Reimbursement	County Charge
Disturbance Call-back	\$60 per hour/officer for second or more calls
Failure to Obey Sign/Marking	\$45
Fingerprinting (Livescan)	\$30 plus agency fee as required
Fingerprinting (ink and card)	\$10 per card
Oversized Vehicle	\$60
Restricted Parking	\$45
Towed Vehicle Release	\$110
Trespass on Public Grounds	\$25
Non-Resident Child Seat Inspection	No Charge

## Downtown Employee Parking Permits

Zone 1	\$25/year
Zone 2 & 3	\$50/year

DUI Emergency Response Reimbursement	Personnel Cost
	Officer: \$118.47/hr.; \$70.24 Overtime
	Sergeant: \$134.17/hr.; \$81.24 Overtime

Fees Assessed by Outside Agencies	Actual cost to include but not limited to the following:
	Lab Costs to include:
	Urine Test
	Breath Test
	Blood Test
	Blood Withdrawal Services
	Toxicology Analysis to include:
	Acid/Neutral Drug Screen
	Basic Drug Screen
	Comprehensive Drug Screen
	Specialty Drug Screens
	Rush Analysis

# Master Fee Schedule 2016/17

## RECREATION, ARTS AND COMMUNITY SERVICES

Community Facilities (Resident)	Resident Fee for Service			
	Group III Nonprofit	Group IV Private	Group V Commercial	Group VI Government*
<b>Danville Community Center</b>				
Valley Oak & Las Trampas	\$157	\$222	\$272	\$91
Valley Oak	\$140	\$193	\$244	\$80
Las Trampas Room	\$40	\$52	\$64	\$20
Kitchen	\$68	\$74	\$76	\$34
Arts & Crafts Room	\$24	\$35	\$40	\$12
Lounge	\$24	\$35	\$40	\$12
Bandstand	\$68	\$74	\$76	\$34
Town Green Hourly	\$45	\$55	\$67	\$23
Town Green Daily (fee based on use)	\$164	\$210	\$263	\$82
<b>Library</b>				
Mt. Diablo Room	\$44	\$62	\$72	\$23
<b>Town Meeting Hall</b>				
Auditorium	\$59	\$86	\$120	\$30
<b>Village Theatre</b>				
Art Gallery	\$42	\$54	\$67	\$21
Hourly Rate/2 hour min.	\$66	\$84	\$117	\$33
Pre-Production/Load-in Rate	\$49	\$65	\$88	\$25
Ticket Surcharge	Actual	Actual	Actual	Actual
<b>Veterans Memorial Building</b>				
Main Hall (Small)	\$57	\$74	\$98	\$30
Main Hall (Medium)	\$70	\$104	\$133	\$34
Main Hall (Large)	\$140	\$193	\$244	\$80
Kitchen (fee based on use)	\$68	\$74	\$76	\$34
Classroom - Senior Wing	\$60	\$86	\$120	\$30
Arts & Crafts - Senior Wing	\$24	\$35	\$40	\$12
Conference Room	\$19	\$24	\$28	\$9
<b>Oak Hill Park Community Center</b>				
<b>Banquet Room</b>				
Room (Small)	\$24	\$34	\$44	\$12
Rooms (Medium)	\$41	\$53	\$77	\$21
Rooms (Large)	\$59	\$86	\$120	\$30
Kitchen (fee based on use)	\$66	\$72	\$74	\$33
Large Grass Area Hourly	\$45	\$55	\$67	\$23
Large Grass Area Daily (fee based on use)	\$164	\$210	\$263	\$82
<b>Hap Magee Ranch Park</b>				
<b>Swain House</b>				
Full Facility Hourly	\$71	\$125	\$157	\$36
Full Facility Daily (fee based on use)	\$622	\$834	\$1,070	\$312
<b>Cottage</b>				
Full Facility Hourly	\$71	\$125	\$157	\$36
Full Facility Daily (fee based on use)	\$622	\$834	\$1,070	\$312
<b>Magee House</b>				
Full Facility Hourly	\$120	\$130	\$164	\$60
Full Facility Daily (fee based on use)	\$806	\$1,036	\$1,271	\$403
<b>Meadow</b>				
Meadow Hourly	\$104	\$125	\$139	\$52
Meadow Daily	\$468	\$515	\$542	\$229
Gazebo	\$70	\$76	\$77	\$34

\*Applicable to government agencies.

# Master Fee Schedule 2016/17

## RECREATION, ARTS AND COMMUNITY SERVICES

Community Facilities (Non-Resident)	Non-Resident Fee for Service			
	Group III Nonprofit	Group IV Private	Group V Commercial	Group VI Government*
<b>Danville Community Center</b>				
Valley Oak & Las Trampas	\$191	\$273	\$335	\$91
Valley Oak	\$169	\$236	\$300	\$80
Las Trampas Room	\$50	\$65	\$80	\$20
Kitchen	\$85	\$92	\$95	\$34
Arts & Crafts Room	\$30	\$44	\$50	\$12
Lounge	\$30	\$44	\$50	\$12
Bandstand	\$85	\$92	\$95	\$34
Town Green Hourly	\$56	\$70	\$83	\$23
Town Green Daily (fee based on use)	\$205	\$264	\$329	\$82
<b>Library</b>				
Mt. Diablo Room	\$55	\$77	\$90	\$23
<b>Town Meeting Hall</b>				
Auditorium	\$75	\$108	\$150	\$30
<b>Village Theatre</b>				
Art Gallery	\$52	\$67	\$83	\$21
Hourly Rate/2 hour min.	\$83	\$105	\$146	\$33
Pre-Production/Load-in Rate	\$61	\$81	\$110	\$25
Ticket Surcharge	Actual	Actual	Actual	Actual
<b>Veterans Memorial Building</b>				
Main Hall (Small)	\$71	\$92	\$123	\$30
Main Hall (Medium)	\$86	\$129	\$166	\$34
Main Hall (Large)	\$169	\$236	\$300	\$80
Kitchen (fee based on use)	\$85	\$92	\$95	\$34
Classroom - Senior Wing	\$75	\$108	\$150	\$30
Arts & Crafts - Senior Wing	\$30	\$44	\$50	\$12
Conference Room	\$24	\$30	\$35	\$9
<b>Oak Hill Park Community Center</b>				
<b>Banquet Room</b>	\$169	\$236	\$300	\$80
Room (Small)	\$30	\$44	\$55	\$12
Rooms (Medium)	\$51	\$67	\$94	\$21
Rooms (Large)	\$75	\$108	\$150	\$30
Kitchen (fee based on use)	\$83	\$90	\$93	\$33
Large Grass Area Hourly	\$56	\$70	\$83	\$23
Large Grass Area Daily (fee based on use)	\$205	\$264	\$329	\$82
<b>Hap Magee Ranch Park</b>				
<b>Swain House</b>				
Full Facility Hourly	\$88	\$157	\$196	\$36
Full Facility Daily (fee based on use)	\$778	\$1,043	\$1,338	\$312
<b>Cottage</b>				
Full Facility Hourly	\$88	\$157	\$196	\$36
Full Facility Daily (fee based on use)	\$788	\$1,043	\$1,338	\$312
<b>Magee House</b>				
Full Facility Hourly	\$150	\$163	\$205	\$60
Full Facility Daily (fee based on use)	\$1,008	\$1,295	\$1,589	\$403
<b>Meadow</b>				
Meadow Hourly	\$129	\$157	\$174	\$52
Meadow Daily	\$585	\$645	\$678	\$229
Gazebo	\$88	\$84	\$97	\$34

\*Applicable to government agencies.

# Master Fee Schedule 2016/17

## RECREATION, ARTS AND COMMUNITY FACILITIES

Community Facilities (Resident)	Resident Fee for Service			
	Group III Nonprofit	Group IV Private	Group V Commercial	Group VI Government*
<b>Town-Managed SRVUSD Facilities</b>				
Baldwin Elementary School				
Multi-Use Room	N/A	SRVUSD†	SRVUSD†	SRVUSD†
Diablo Vista Middle School				
Community Gym	N/A	SRVUSD†	SRVUSD†	SRVUSD†
Los Cerros Middle School				
Community Gym	N/A	SRVUSD†	SRVUSD†	SRVUSD†
Monte Vista High School				
Community Pool	N/A	SRVUSD†	SRVUSD†	SRVUSD†
Lifeguard	N/A	\$21	\$21	\$21
Tennis Courts A, B, C & D	\$6/hour	\$8/hour	\$10/hour	\$6/hour
Tennis Courts E, F, G & H	N/A	SRVUSD†	SRVUSD†	SRVUSD†
San Ramon Valley High School				
Tennis Courts	N/A	SRVUSD†	SRVUSD†	SRVUSD†
†Rate based on the San Ramon Valley Unified School District Fee				
<b>Park Facilities</b>				
Group Picnics				
Diablo Vista, Hap Magee Ranch, Oak Hill, Osage Station & Sycamore Valley				
Half Day per Table	\$17	\$20	\$35	\$9
Sports Fields/Courts (hourly)				
Tennis Courts	\$6	\$8	\$11	\$6
Bocce Ball Courts	\$10	\$15	\$23	\$10
Baseball/Softball	\$10	\$15	\$23	\$10
Baseball with Grass Infield	\$20	\$30	\$44	\$20
Soccer	\$10	\$15	\$23	\$10
Other (hourly)				
Snack Shack (Sycamore Valley & Diablo Vista)	\$30	\$43	\$59	\$29
Lighting	\$22	\$22	\$22	\$22
Litter and Special Maintenance	\$48	\$48	\$48	\$48
<b>Miscellaneous Fees</b>			<b>All Uses/ Groups</b>	
Security/Cleaning/Damage Deposit (refundable)				
Community Facilities (including meadow and grass areas)			\$500/ea.	
Group Picnics up to 150			\$82/ea.	
Group Picnics over 150			\$124/ea.	
Sports Fields			\$250/ea.	

\*Applicable to government agencies.

# Master Fee Schedule 2016/17

## RECREATION, ARTS AND COMMUNITY FACILITIES

Community Facilities (Non-Resident)	Non-Resident Fee for Service			
	Group III Nonprofit	Group IV Private	Group V Commercial	Group VI Government*
<b>Town-Managed SRVUSD Facilities</b>				
Baldwin Elementary School				
Multi-Use Room	N/A	SRVUSD†	SRVUSD†	SRVUSD†
Diablo Vista Middle School				
Community Gym	N/A	SRVUSD†	SRVUSD†	SRVUSD†
Los Cerros Middle School				
Community Gym	N/A	SRVUSD†	SRVUSD†	SRVUSD†
Monte Vista High School				
Community Pool	N/A	SRVUSD†	SRVUSD†	SRVUSD†
Lifeguard	N/A	\$21	\$21	\$21
Tennis Courts A, B, C & D	\$6/hour	\$8/hour	\$10/hour	\$6/hour
Tennis Courts E, F, G & H	N/A	SRVUSD†	SRVUSD†	SRVUSD†
San Ramon Valley High School				
Tennis Courts	N/A	SRVUSD†	SRVUSD†	SRVUSD†

†Rate based on the San Ramon Valley Unified School District Fee

### Park Facilities

Group Picnics				
Diablo Vista, Hap Magee Ranch, Oak Hill, Osage Station & Sycamore Valley				
Half Day per Table	\$21	\$25	\$44	\$9
Sports Fields/Courts (hourly)				
Tennis Courts	\$8	\$10	\$14	\$6
Bocce Ball Courts	\$13	\$19	\$29	\$10
Baseball/Softball	\$13	\$19	\$29	\$10
Baseball with Grass Infield	\$25	\$38	\$55	\$20
Soccer	\$13	\$19	\$19	\$10
Other (hourly)				
Snack Shack (Sycamore Vly & Diablo Vista)	\$30	\$43	\$59	\$29
Lighting	\$22	\$22	\$22	\$22
Litter and Special Maintenance	\$48	\$48	\$48	\$48

### Miscellaneous Fees

	All Uses/ Groups
Security/Cleaning/Damage Deposit (refundable)	
Community Facilities (including meadow and grass areas)	\$500/ea.
Group Picnics up to 150	\$82/ea.
Group Picnics over 150	\$124/ea.
Sports Fields	\$250/ea.

\*Applicable to government agencies.

# Master Fee Schedule 2016/17

## RECREATION, ARTS AND COMMUNITY FACILITIES

### Miscellaneous Fees (cont.)

#### Facility Attendants All Uses/Groups

Attendant - Minimum 2 hours	\$24/hour
Attendant Overtime	\$48/hour
Box Office Attendant	\$24/hour
Theatre Technician	\$24/hour
Theatre Technician Overtime	\$48/hour

#### Equipment

P.A. System	\$43/hour
Screen (Portable)	\$12/use
Flip Chart	\$15/use
Overhead Projector	\$12/use
Cocktail Tables	\$10/use
Wooden Chairs or White Ceremony Chairs	\$3/each
Piano	\$50/use
Piano (weekend use)	\$100/use
Umbrellas w/Stands	\$12/use
TV/DVD	\$28/use
Table Top Lectern	\$28/use
Full Length Lectern	\$32/use
Additional Microphones with/without Stands	\$28/use
Portable Hand-held Microphone Sound Unit	\$28/use
Additional Sound Equipment (2 microphone/2 monitors)	\$100/use
Follow Spot (including operator)	\$37/each
Moving Lights - Theatre	\$27/use
Moving Lights – Theatre (weekend use)	\$50/use
Lighting Design Fee	\$500/use

#### Facility Reservations/Permits

Photography/Filming Permit	\$342
Change Request	\$15/each
Unscheduled Rental Use	Two times hourly rate
Insurance Administration	\$17/booking
Cancellation Charge	\$77 minimum
Less than 30 days	100% of rental fee
Less than 60 days	50% of rental fee
Non-resident Surcharge	\$0

#### Sports Alliance

Soccer/Lacrosse Fields	\$5.70/hour
Baseball/Softball Fields	\$3.50/hour
Adult Soccer	\$26.70/hour
Equipment Removal	\$132/hour

# Master Fee Schedule 2016/17

## DEVELOPMENT SERVICES - Planning

<b>Environmental Assessment</b>	<b>Fee</b>	<b>Additional Fees</b>
Initial Study leading to standard Declaration of Environmental Significance (ND)	\$1,500	
Environmental Impact Report (EIR)		Consultant fee to prepare EIR plus 33%
Initial Study leading to Mitigated Negative Declaration of Environmental Significance (MND)	\$2,210.25	\$130 hourly after 17 hours of staff work
Consultant prepared Mitigated Negative Declaration of Environmental Significance		Consultant fee to prepare MND plus 33%
Notice of Exemption Projects	\$50	\$50 to County Clerk with Notice of Determination
<b>Notice of Determination</b>		
Department of Fish & Wildlife Notice of Determination Fee for ND or MND	\$2,210.25	
Department of Fish & Wildlife Notice of Determination Fee for EIR	\$3,070	
Notice of Determination for County Clerk and remainder to F&W	\$50	
<b>Development Plan</b>		
Conceptual or Pre-submittal	\$900	\$130 hourly after 7 hours of staff work
Administrative - to include minor Scenic Hillside	\$600-\$1,200	
Public Hearing – Residential – Minor Projects	\$5,100	\$130 hourly after 40 hours of staff work
Public Hearing – Residential – Larger or More Complex Projects	\$7,650	\$130 hourly after 60 hours of staff work
Public Hearing – Non-residential Minor Projects	\$5,100	\$130 hourly after 60 hours of staff work
Public Hearing – Non-residential –Larger and/or More Complex Projects	\$7,650	\$130 hourly after 60 hours of staff work
Public Hearing – Scenic Hillside or Major Ridgeline – Minor Projects	\$5,100	\$130 hourly after 60 hours of staff work
Public Hearing – Scenic Hillside or Major Ridgeline – Larger and/or More Complex Projects	\$7,650	\$130 hourly after 60 hours of staff work
Public Hearing – Final Development Plan Processed with PUD Application	\$1,350	
Public Hearing – Final Development Plan Processed with PUD Application or as an amendment	\$5,100	\$130 hourly after 40 hours of staff work
Administrative – Single Family	\$2,400	\$130 hourly after 23 hours of staff work
Second Dwelling Unit – Administrative – over 1000 sq. ft.	\$2,400	\$130 hourly after 23 hours of staff work
Traffic Study Review	\$675	Per Review

# Master Fee Schedule 2016/17

## DEVELOPMENT SERVICES - Planning

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### Land Use Permit

Temporary/Seasonal Use – Recurring Request/Event	\$150-\$450	
Temporary/Seasonal Use – Initial Request/Event	\$300-\$600	
Large Family Child Care Facility (8-14 children)	\$1,800	
Temporary Mobile Home	\$1,200	
Minor Project without Public Hearing	\$450-\$900	
Minor Item with Public Hearing	\$2,250	\$130 hourly after 17 hours of staff work
Child Care Facility (>14 children)	\$5,100	\$130 hourly after 40 hours of staff work
Congregate Care Facility	\$5,100	\$130 hourly after 40 hours of staff work
Major Item with Public Hearing	\$9,900	\$130 hourly after 76 hours of staff work
Telecommunication Permit requiring No Public Hearing	\$3,300	\$130 hourly after 25 hours of staff work
Telecommunication Permit requiring Public Hearing	\$5,100	\$130 hourly after 25 hours of staff work
Telecommunication – Permit Extension	\$900	
Traffic Study Review		\$350 per review after 2nd review
LUP combination with other permit	\$600	

# Master Fee Schedule 2016/17

## DEVELOPMENT SERVICES - Planning

<b>Subdivision</b>	<b>Fee</b>	<b>Additional Fees</b>
Major Subdivision – Smaller and/or Less Complex Projects	\$5,100	\$130 hourly after 40 hours of staff work
Major Subdivision – Larger and/or More Complex Projects	\$7,650	\$130 hourly after 60 hours of staff work
Traffic Study Review	\$975	Per Review
Minor Subdivision – Smaller and/or Less Complex Projects	\$5,100	\$130 hourly after 40 hours of staff work
Minor Subdivision – Larger and/or More Complex Projects	\$7,650	\$130 hourly after 60 hours of staff work
Time Extension for Major or Minor Subdivision	\$750	
<b>Rezoning</b>		
PUD – Rezoning – for Smaller and/or Less Complex Projects	\$6,600	\$130 hourly after 51 hours of staff work
PUD – Rezoning – for Larger and/or More Complex Projects	\$9,900	\$130 hourly after 76 hours of staff work
Traffic Study Review	\$975	Per Review
Rezoning - to standard Residential, Office, Industrial	\$5,100	\$130 hourly after 40 hours of staff work
Commercial Zoning Designation – Minor Project	\$5,100	\$130 hourly after 40 hours of staff work
Rezoning - to standard Residential, Office, Industrial - More Complex Project	\$9,900	\$130 hourly after 76 hours of staff work
Commercial Zoning Designation – More Complex Project	\$9,900	\$130 hourly after 76 hours of staff work
<b>Variance</b>		
Commercial or submitted in conjunction with other application	\$450-\$900	
Single Family Residence Processed as Administrative Permit - Complex - Moderate - Simple	\$1500 - \$1150 - \$800	For projects appealed to/or referred to Planning Commission for action - \$130 hourly after 11 hours of staff work
Public Hearing	\$2,250	

# Master Fee Schedule 2016/17

## DEVELOPMENT SERVICES - Planning

Sign	Fee	Additional Fees
Freestanding sign (with or without Design Review Board review)	\$600	
Fee per each face copy change not requiring Design Review Board review	\$225	
Sign Requiring Design Review Board Review	\$450-\$950	
Master Sign Program less than five tenant spaces	\$1,200	
Master Sign Program five tenant spaces or more	\$1,500	
Temporary Promotional Sign Permit	No charge	
<b>General Plan Amendment</b>		
GPAs – Land Use Designation Change Submitted with PUD Rezoning	\$7,650	\$130 hourly after 60 hours of staff work
GPAs – Land Use Designation Change Submitted as Stand-alone Application	\$12,000	\$130 hourly after 92 hours of staff work
Traffic Study Review	\$975	Per Review
GPAs – Text Amendment	\$5,100	\$130 hourly after 40 hours of staff work
<b>Design Review Board Variance</b>		
Conceptual or Pre-submittal	\$750	
Administrative	\$600-\$1,200	
Minor Commercial	\$600-\$1,200	
New SFR Hillside (Scenic Hillside or Major Ridgeline)	\$3,000	\$130 hourly after 23 hours of staff work
New MFR < 5 units	\$2,700	\$130 hourly after 21 hours of staff work
New MFR > 5 units	\$3,600	\$130 hourly after 28 hours of staff work
Office, Commercial or Industrial	\$3,300	\$130 hourly after 25 hours of staff work
<b>Special Planning Studies</b>		Consultant fee plus 33% administrative fee
<b>Storm Water Control Plan Review</b>		Consultant fee plus 33% administrative fee
<b>Property Recordings</b>		
Parcel Merger	\$551/lot	
Lot Line Adjustment	\$551/lot	

# Master Fee Schedule 2016/17

## DEVELOPMENT SERVICES - Planning

Miscellaneous	Fee	Additional Fees
Time Extension – Administrative Action - no site check required	\$450	
Time Extension – Administrative Action – site check and/or COA compliance review required	\$900	
Time Extension – Non-Administrative Action	\$1,200	
Appeals	\$300	
Requests for Reconsideration	\$1,200	
Archaeological Review (Sonoma State Clearinghouse)	\$56	Pass through fee to Sonoma State
Zoning Certificate Letter - Residential	\$750	
Zoning Certificate Letter - Commercial	\$1,200	
Zoning Review of Building Permit		\$130 hourly after initial 2.5 hours of review
File Research		\$130 hourly after 2.5 hours of staff work
LaserFiche Files		No charge
Newspaper Advertising		\$130 plus newspaper publishing cost
Public Notice by Staff		\$0.83 per-piece plus \$130 per mail-out
<b>Protected Tree Removal Permit</b>		
Residential	\$225	
Commercial	\$600	
<b>Documents</b>		
Capital Improvement Program Document	\$22	
Town of Danville Landscape and Irrigation Project Procedures and Standards	\$22	
Town-wide Trails Master Plan	\$52	
General Plan	\$30	
General Plan Map, Beautification Guidelines, Base Map, Specific Plan	\$7	
Parks, Recreation and Arts Strategic Plan	\$45	
Zoning Map, Downtown Master Plan, Standard Plan	\$15	
Traffic and Engineering Survey	\$3	
Aerial Photo - Hard copy, up to 42-in x 60-in	\$15	
Aerial Photo - Computer file on CD or E-mail	\$3	

# Master Fee Schedule 2016/17

## DEVELOPMENT SERVICES - Engineering

Service	Fee
Map Check	2-10 lots - \$2,320 + \$219/lot >10 lots - \$4,557 + \$33/lot
Improvement Plan Check	3.5% of project cost ≤\$50,000
Review of improvement plans - street, drainage and landscaping work	3.25% of project cost >\$50,000 & ≤\$100,000 3.0% of project cost >\$100,000
Engineering Inspection	5.5% of project cost ≤\$50,000
Inspection of installation of street, drainage and landscaping improvements	5.25% of project cost >\$50,000 & ≤\$100,000 5.0% of project cost >\$100,000
Street Lighting	
Operation of public street lighting system	One year operational cost + 10%
Encroachment Permit	\$179 for projects ≤\$2,000;
For work within the public right-of-way	5.5% of construction cost for projects >\$2,000
For Public Utility Companies	\$43/hour
Valet Permit	\$179
Oversize/Wide Load Permit	\$24
Drainage Permit	\$179 for projects ≤\$2,000;
For work within any public or private drainage	5.5% of construction cost for projects >\$2,000
Grading Plan Check	Under 50 cy: \$196. More than 49 cy: \$196 + Percentage of Construction Cost + Volume Fee Percentage of Construction Cost: \$0 to \$10,000 use 0.5% \$10,001 to \$100,000 use 1.0% \$100,001 and greater use 1.5% Volume Fee: 50 to 1,000 cy: \$0.98 per 100 cy 1,001 to 10,000 cy: \$0.21 per 100 cy + \$196 (for soils report review) 10,001 or greater: \$0.65 per 100 cy + \$1,074 (for soils report review)
Grading Permit	Under 50 cy: \$38.60 to 100 cy: \$60. 101 to 1,000 cy: \$60 for first 100 cy plus \$29 for each additional 100 cy 1001 to 10,000 cy: \$316 for first 1000 cy plus \$24 for each additional 1000 cy 10,001 to 100,000 cy: \$529 for first 10,000 cy plus \$107 for each additional 10,000 cy 100,001 cy or greater: \$1,496 for first 100,000 cy plus \$60 for each additional 10,000 cy

# Master Fee Schedule 2016/17

## DEVELOPMENT SERVICES - Engineering

### Grading Inspection

#### Fee

Under 50 cy: \$196  
 More than 49 cy: \$196 + Percentage of Construction Cost + Volume Fee:  
 Percentage of Construction Cost:  
 \$0 to \$10,000 use 2.0%;  
 \$10,001 to \$100,000 use 1.5%;  
 \$100,001 and greater use 1.0%  
 Volume Fee:  
 50 to 1,000 cy: \$9 per 100 cy  
 1,001 to 10,000 cy: \$99 + \$4 per 100 cy  
 10,001 or greater: \$505 + \$2 per 100 cy

### Finish Grading Inspection

Single family residential lot	\$81
Commercial Project	\$198
Debris/Clean-up Deposit	\$325 per acre

A deposit shall be paid at permit issuance to assure the clean-up of the site and/or public right-of-way. This deposit shall be returned to the applicant if it can be determined at certification of occupancy that the site and surrounding areas have been restored.

### NPDES

(National Pollutant Discharge Elimination System)

Prevention of Drainage Runoff Pollutant	Residential \$56 Multi-residential \$228 Commercial \$464
Storm Water Control Plan Review	Consultant Fee plus 33%
Underground Service Alert	Actual Cost (California Government Code 4216.5)
Utility Location Fee	
Base Map Revision	\$94 for each new or revised lot or parcel
Revision of Town computerized Base Map	
Photography/Filming Permit	\$342
Certificate of Correction or Amended Map	\$196 per document
Revise a recorded document	
Vacation of Right-of-Way or Easement	\$2,116
Process a request to abandon a public right-of-way or easement	

# Master Fee Schedule 2016/17

## DEVELOPMENT SERVICES - Building

<b>Building Permits</b>	<b>Fee</b>
Building Permit Fee (includes Inspection )	As permitted by the California Building Code - shown in table below
Electrical Sub-Permit	20% of building permit fee
Plumbing Sub-Permit	17% of building permit fee
Mechanical Sub-Permit	18% of building permit fee
Swimming Pool, Spa or Hot Tub Permits	Equivalent to building permit plus any required electrical or plumbing permits
<b>Plan Review</b>	
Structural and Architectural Plan Review	65% of building fee
Plumbing/Electrical/Mechanical Plan Review	55% of structural/architectural plan review
Master Plan Verification Review (subdivisions)	75% of structural/architectural plan review <sup>2</sup>
Planning Division – Plan Check	\$150. Over \$100,000 valuation, \$300
Engineering Division – Plan Check (Includes Storm Water Review)	\$100. Over \$300,000 valuation, \$300
<b>Investigations</b>	
As determined by Chief Building Official	Not to exceed \$1,000
<b>Fees Assessed by other Agencies</b>	<b>Actual Cost</b>

### Building Permit Fee Table

<u>Total Valuation</u>	<u>Fee</u>
\$1.00 to \$500	\$23.50
\$501 to \$2,000	\$23.50 for the first \$500 plus \$3.05 for each additional \$100, or fraction thereof, to and including \$2,000
\$2001 to \$25,000	\$69.25 for the first \$2,000 plus \$14.00 for each additional \$1,000, or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$391.25 for the first \$25,000 plus \$10.10 for each additional \$1,000, or fraction thereof, to and including \$50,000
\$50,001 to \$100,000	\$643.75 for the first \$50,000 plus \$7.00 for each additional \$1,000, or fraction thereof, to and including \$100,000
\$100,001 to \$500,000	\$993.75 for the first \$100,000 plus \$5.60 for each additional \$1,000, or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	\$3,233.75 for the first \$500,000 plus \$4.75 for each additional \$1,000, or fraction thereof, to and including \$1,000,000
\$1,000,001 and up	\$5,608.75 for the first \$1,000,000 plus \$3.15 for each additional \$1,000 or fraction thereof.

# Master Fee Schedule 2016/17

## DEVELOPMENT SERVICES - Building

Established Fees	Fee
Minimum Permit fee	\$109
Kitchen Remodel/Alteration - Non Structural	\$710
Bathroom Remodel/Alteration - Non Structural	\$520
Powder Room Remodel/Alteration	\$330
Residential Window Replacement Permit	\$109 each (1-2 windows) \$225 (3-13 \$325 (14 – 26 windows) \$430 (27 or more)
Residential Patio Door Replacement Permit	\$109 each (2 or less) \$180 (3 or more)
Residential Home Demolition Permit	\$480
Pool and/or Spa Remodel	\$520
Pool Demolition Permit	\$295
Detached Storage Shed - with no trades	\$275 (not to exceed 250 square feet)
Standard Residential Re-roof Permit	\$295
Furnace and A/C Replacement Permit	\$186
Water Heater, Furnace, A/C Replacement	\$109/ea.
Photovoltaic Residential	\$290
Photovoltaic Non-Residential	1/3 of 1% of total valuation (\$475 minimum)

### Administrative Fees That Apply to All Permits

Strong Motion Instrumentation Program	
Residential	0.01% of valuation (minimum \$0.50)
Commercial	0.021% of valuation (minimum \$0.50)
California Building Standards Fee	\$1 per \$25,000 of total valuation
Comprehensive Planning Fee	0.1% of valuation (maximum \$2,000)
Documentation Fee	\$10 plus \$1 per page

### Additional Fees That May Apply

Inspections outside of normal business hours	\$147 per hour <sup>[1]</sup> (4 hour minimum)
Reinspection Fees	\$109 minimum <sup>1</sup>
Inspections for which no fee is specifically indicated	\$109 minimum <sup>1</sup>
Additional plan review required by changes, additions or revisions to plans	\$141 per hour <sup>1</sup>
Permit Reactivation	\$109 (minimum fee) <sup>2</sup>
Request for Duplicate Plans	\$40 plus cost of copies
Temporary Certificate of Occupancy	\$250 (commercial/industrial only)
Investigation fee for work without requisite permit or unauthorized occupancy	Determined by Chief Building Official not to exceed \$1,000

<sup>1</sup> Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

<sup>2</sup> only applies to eligible permits as determined by the Chief Building Official.

# Master Fee Schedule 2016/17

## DEVELOPMENT SERVICES - Building

### Building Permit Valuation Table

The unit costs are intended to comply with the definition of "valuation" in Section 223 of the 1997 Uniform Building Code™ and thus include architectural, structural, electrical, plumbing and mechanical work, except as specifically listed below. The unit costs also include the contractor's profit, which should not be omitted.

The building permit fee is based on valuation and computed from the table below, approved on June 18, 2002 and increased by applying the Engineering News Record (ENR) San Francisco Area Building Cost Index History (1915-2011) index.

#### Average Cost per Square Foot by Occupancy & Type

Occupancy & Type			Average Cost per Square Foot by Occupancy & Type					
<b>APARTMENT HOUSE:</b>	<b>New</b>	<b>Remodel</b>	<b>CONV. HOSPITALS:</b>	<b>New</b>	<b>Remodel</b>	<b>HOTELS/MOTELS:</b>	<b>New</b>	<b>Remodel</b>
Type 1 or II F.R. <sup>1</sup>	\$182.09	\$89.12	Type 1 or II F.R. <sup>1</sup>	\$285.78	\$139.07	.	\$207.35	\$98.40
(Good)	\$224.18	\$103.56	Type II: 1-Hour	\$198.32	\$100.11	Type III: 1-Hour	\$179.64	\$91.29
Type V – Masonry			Type III: 1-Hour	\$203.26	\$99.55	Type III-N	\$171.21	\$77.94
(or Type III)	\$148.63	\$78.64	Type V: 1-Hour	\$191.56	\$92.32	Type V: 1-Hour	\$156.43	\$87.86
(Good)	\$182.09	\$87.55	<b>DWELLINGS:</b>			Type V: N	\$153.36	\$73.03
Type V			Type V – Masonry	\$155.40	\$92.85	<b>INDUSTRIAL PLANTS</b>		
Wood Frame	\$130.98	\$78.48	(Good)	\$198.93	\$91.67	Type 1 or II F.R. <sup>1</sup>	\$116.81	\$66.91
(Good)	\$168.34	\$83.95	Type V–Wood Frame	\$138.16	\$83.21	Type II: 1-Hour	\$81.32	\$61.71
Type I Basmt/Garage	\$76.78	\$39.77	(Good)	\$189.69	\$89.19	Type II: N	\$74.72	\$59.68
<b>AUDITORIUMS:</b>			(Major Remodel)		\$122.46	Type III: 1-Hour	\$89.53	\$61.81
Type 1 or II F.R.	\$215.17	\$101.70	Kitchen no structure		\$150.43	Type III-N	\$84.38	\$59.90
Type II: 1-Hour	\$155.82	\$88.85	With structure		\$155.32	Tilt-up	\$61.59	\$55.80
Type II: N	\$147.39	\$85.12	Bathrooms		\$150.43	Type V: 1-Hour	\$84.38	\$61.41
Type III: 1-Hour	\$163.84	\$85.65	Basements:			Type V: N	\$77.21	\$56.65
Type III-N	\$155.40	\$82.88	Semi-Finished	\$41.28	\$39.20	<b>JAILS:</b>		
Type V: 1-Hour	\$156.66	\$85.38	(Good)	\$47.63	\$41.73	Type 1 or II F.R.	\$326.63	\$162.79
Type V: N	\$146.18	\$82.62	Unfinished	\$29.97	\$24.73	Type III: 1-Hour	\$298.72	\$155.24
<b>BANKS:</b>			(Good)	\$36.33	\$29.71	Type V: 1-Hour	\$224.00	\$126.88
Type 1 or II F.R.	\$304.05	\$137.43	<b>FIRE STATIONS:</b>			<b>LIBRARIES:</b>		
Type II: 1-Hour	\$224.00	\$128.14	Type 1 or II F.R.	\$234.86	\$119.82	Type 1 or II F.R.	\$238.97	\$121.20
Type II: N	\$216.80	\$123.90	Type II: 1-Hour	\$154.58	\$85.98	Type II: 1-Hour	\$174.90	\$93.10
Type III: 1-Hour	\$247.18	\$127.74	Type II: N	\$145.76	\$83.65	Type II: N	\$166.29	\$87.47
Type III-N	\$238.37	\$125.20	Type III: 1-Hour	\$169.17	\$86.25	Type III: 1-Hour	\$184.77	\$93.47
Type V: 1-Hour	\$224.00	\$128.12	Type III-N	\$161.97	\$82.65	Type III-N	\$175.53	\$85.66
Type V: N	\$214.53	\$117.09	Type V: 1-Hour	\$158.69	\$84.62	Type V: 1-Hour	\$173.47	\$92.24
<b>BOWLING ALLEYS:</b>			Type V: N	\$150.48	\$82.69	Type V: N	\$166.29	\$79.88
Type II: 1-Hour	\$104.71	\$66.22	<b>HOMES FOR THE ELDERLY:</b>			<b>MEDICAL OFFICES:</b>		
Type II: N	\$97.73	\$61.55	Type 1 or II F.R.	\$212.89	\$109.80	Type 1 or II F.R. <sup>1</sup>	\$245.32	\$133.53
Type III: 1-Hour	\$113.93	\$66.83	Type II: 1-Hour	\$172.86	\$85.72	Type II: 1-Hour	\$189.28	\$99.59
Type III-N	\$106.54	\$63.46	Type II: N	\$165.48	\$81.36	Type II: N	\$179.87	\$95.78
Type V: 1-Hour	\$76.78	\$65.91	Type III: 1-Hour	\$180.05	\$86.00	Type III: 1-Hour	\$205.30	\$103.86
<b>CHURCHES:</b>			Type III-N	\$161.97	\$76.42	Type III-N	\$191.14	\$96.85
Type 1 or II F.R.	\$203.65	\$101.88	Type V: 1-Hour	\$173.88	\$83.39	Type V: 1-Hour	\$185.17	\$99.94
Type II: 1-Hour	\$152.95	\$76.42	Type V: N	\$167.96	\$80.23	Type V: N	\$178.61	\$94.91
Type II: N	\$145.35	\$70.83	<b>HOSPITALS:</b>			<b>OFFICES<sup>2</sup>:</b>		
Type III: 1-Hour	\$166.29	\$76.76	Type 1 or II F.R. <sup>1</sup>	\$335.04	\$161.43	Type 1 or II F.R.	\$219.27	\$115.19
Type III-N	\$158.89	\$70.98	Type III: 1-Hour	\$277.37	\$136.47	Type II: 1-Hour	\$146.79	\$98.29
Type V: 1-Hour	\$155.40	\$76.37	Type V: 1-Hour	\$264.62	\$131.36	Type II: N	\$139.83	\$91.76
Type V: N	\$146.18	\$66.15				Type III: 1-Hour	\$158.48	\$96.40
						Type III-N	\$151.53	\$91.91
						Type V: 1-Hour	\$148.45	\$95.26

1 Add 0.5% to total cost for each story over three.

2 Deduct 20% for shell-only permits.

# Master Fee Schedule 2016/17

## DEVELOPMENT SERVICES - Building

### Building Permit Valuation Table

#### Average Cost per Square Foot by Occupancy & Type

Occupancy & Type			Average Cost per Square Foot by Occupancy & Type					
<b>PRIVATE GARAGES:</b>			<b>SCHOOLS:</b>	New	Remodel	<b>WAREHOUSES<sup>1</sup></b>	New	Remodel
Wood Frame	\$122.46	\$35.04	Type 1 or II F.R.	\$228.29	\$136.84	Type 1 or II F.R.	\$101.42	\$66.14
Masonry	\$56.24	\$35.37	Type II: 1-Hour	\$155.82	\$108.08	Type II or V: 1-Hr	\$60.14	\$39.64
Open Carports	\$34.10	\$23.21	Type III: 1-Hour	\$166.70	\$108.09	Type II or V: N	\$56.45	\$38.59
<b>PUBLIC BUILDINGS:</b>			Type III-N	\$160.34	\$94.65	Type III: 1-Hour	\$68.15	\$39.62
Type I or II F.R. <sup>1</sup>	\$253.32	\$134.63	Type V: 1-Hour	\$156.25	\$104.14	Type III-N	\$64.89	\$36.94
Type II: 1-Hour	\$205.30	\$102.67	Type V: N	\$149.07	\$92.35	<b>AIR CONDITIONING:</b>		
Type II: N	\$196.28	\$98.87	<b>SERVICE STATIONS:</b>			Commercial	\$8.62	
Type III: 1-Hour	\$213.10	\$105.47	Type II:N	\$137.95	\$69.31	Residential	\$7.18	
Type III-N	\$205.69	\$98.53	Type III:1-Hour	\$143.93	\$72.58	Sprinkler System	\$5.33	
Type V: 1-Hour	\$195.03	\$102.28	Type V: 1-Hour	\$122.56	\$69.20	<b>MISCELLANY<sup>2</sup></b>		
Type V: N	\$188.07	\$95.09	Canopies	\$57.49	\$38.24	Deck/covered porches	\$44.25	
<b>PUBLIC GARAGES:</b>			<b>STORES:</b>			Retaining Wall		
Type I or II F.R. <sup>1</sup>	\$100.37	\$57.32	Type 1 or II F.R. <sup>1</sup>	\$169.17	\$91.91	(less than 4')	\$76.19	
Type I or II open p	\$75.34	\$53.43	Type II: 1-Hour	\$103.46	\$79.67	Retaining Wall		
Type II: N	\$57.49	\$50.87	Type II: N	\$101.21	\$77.70	(4' and more))	\$142.84	
Type III: 1-Hour	\$75.95	\$54.79	Type III: 1-Hour	\$125.85	\$79.26	Balcony	\$53.10	
Type III-N	\$67.54	\$51.16	Type III-N	\$118.05	\$92.06	Trellis/Arbor	\$26.54	
Type V: 1-Hour	\$69.18	\$54.12	Type V: 1-Hour	\$105.95	\$78.71			
<b>RESTAURANTS:</b>			Type V: N	\$97.92	\$75.84	:		
Type III: 1-Hour	\$199.97	\$138.85	<b>THEATERS:</b>					
Type III-N	\$183.13	\$134.37	Type 1 or II F.R.	\$225.42	\$122.16			
Type V: 1-Hour	\$183.13	\$136.82	Type III: 1-Hour	\$164.24	\$96.36			
Type V: N	\$175.93	\$132.01	Type III-N	\$156.43	\$89.24			
			Type V: 1-Hour	\$154.58	\$94.48			
			Type V:N	\$146.18	\$80.05			

1 Add 0.5% to total cost for each story over three.

2 Deduct 20% for shell-only permits.









## Introduction

The Capital Improvement Program (CIP) is a capital investment plan that supports the quality of life in Danville by providing for the design, construction and renovation of major capital projects that benefit a broad segment of the community.

The CIP is presented as a revolving five-year program that acts as a guide for identifying current and future fiscal requirements. The current year acts as the Town's annual capital budget.

Projects in the CIP typically include:

- Improvements that are debt-financed;
- Acquisition of land;
- Construction of new buildings, parks, improvements or facilities including engineering, design, and other pre-construction costs; whose estimated cost exceeds \$15,000;
- Major equipment or furnishings required for new buildings.

Preparation of the CIP is a coordinated process that includes working with Town staff and commissions to compile and prioritize a list of discretionary projects, develop associated cost estimates and identify potential funding sources.

The Town Council reviews and approves the draft five-year CIP following a series of public study sessions and a public hearing. Approval of the CIP includes appropriating funding for the current fiscal year.

A number of criteria and/or considerations are applied in determining the appropriateness of each CIP project, including:

- Consistency with the Town's General Plan, and/or applicable adopted and established Town policies;
- Benefit to the broader public good and positive benefit to cost ratio;
- Potential impact upon Town operating expenditures;
- The need to meet State, Federal or other legal mandates and requirements;
- The need to mitigate an identified health or safety problem;
- Consideration of geographic equity in providing improvements and facilities throughout the Town; and
- The need to balance project design, management, and inspection with available CIP staffing.



## Summary Tables

A five-year summary of all projects, funding sources and expenditures is presented within the following tables:

<b>Project Activity</b>	Currently active next-in-line projects
<b>New Projects</b>	New projects - 2016/17
<b>Table A</b>	Summary of Planned Appropriations - 2016/17
<b>Table B</b>	Summary of Recommended General Purpose Revenue Appropriations -2016/17
<b>Table C</b>	Summary of Appropriations by Funding Source - 2016/17 – 2020/21
<b>Table D</b>	Summary of Completed Projects from the prior fiscal year
<b>Table E</b>	Summary of Estimated Fund Activity
<b>Table F</b>	Projects funded prior to 2016/17
<b>Table G</b>	Project Status and Priority - <i>Prioritized ranking</i> (Priority 1 through Priority 5) <i>of all projects included in the CIP</i>
<b>Table H</b>	Project Cost Summary by Park Site
<b>Table I</b>	Project Cost Summary by Building Site
<b>Table J</b>	Project Cost Summary for Downtown Projects
<b>Table K</b>	Projects contributing to the Pavement Condition Index

## Pavement Management Program

The Pavement Management Program includes a listing of all pavement projects completed in the prior year, pavement projects recommended for the current year and a table (Table K) listing other individual CIP projects that contribute to the Pavement Management Program by providing improvements to existing paved streets.

## CIP Projects

Potential CIP projects are classified into one of three categories: General Improvements, Parks and Facilities or Transportation.

Each project is presented on a dedicated project page that summarizes:

- Project name and number
- Description, rationale and location
- Estimated cost, funding sources and prior expenditures
- Initiating department
- Project manager
- Project status (“new”, “in progress” or “complete”)
- Changes from prior year



Project costs are escalated (where appropriate) to indicate the impact of inflation on construction costs in future years, based upon a five percent annual rate of inflation (unless more specific information was available). Cost escalation ensures that adequate funding is identified at the time the project is approved.

Project Appropriations reflect funding amounts and sources allocated through formal Town Council action; Project Cost Estimates summarize prior, current and future year expenditures.

## Funding Sources

CIP projects are funded and financed through a variety of general purpose (unrestricted) and special purpose (restricted) revenue sources that are set aside, or received by the Town. These include:

### General Purpose

The Town Council annually sets aside a portion of the total General Fund revenues received, and transfers these revenues into one of four funds that are used for CIP purposes. These include the:

- **CIP General Purpose** – typically appropriated and expended for any project or improvement with no restrictions;
- **Civic Facilities Fund** – typically appropriated and expended for construction, expansion or improvement of buildings;
- **Park Facilities** – typically appropriated and expended for park or park facility construction, improvement or expansion; and
- **Pavement Management** – appropriated and expended in combination with other special revenue funds received by the Town to maintain and upgrade the condition of the pavement associated with the public streets owned by the Town.

### Special Purpose and Mitigation Funds

Special Purpose and Mitigation revenues are restricted to certain uses and are tracked and accounted for in separate funds. Special Purpose revenues are collected either directly by the Town, or through one of several Joint Powers Agreements (JPAs) that have been established to mitigate specific sub-regional or regional impacts.

#### Special Purpose - Town and Mitigation -

- **Child Care** –These fees are paid by new developments. Expenditures are for the development or promotion of child care facilities within Danville.
- **Commercial TIP** - Commercial Transportation Impact Fees that are collected



and utilized to finance the installation of new streets, traffic signals, traffic signal interconnect and parking facilities.

- **Lighting and Landscape Assessment District (LLAD)** – Assessments paid by property owners for street lighting, landscape and park maintenance.
- **Measure J Return to Source** - The 18% “return to source” share of the one-half cent sales tax for transportation purposes approved by Contra Costa voters in 1988 (Measure C) and 2004 (Measure J). The Town utilizes these funds for pavement management and other purposes tied directly to transportation. Receipt of these funds is tied to compliance with the Town’s General Plan Growth Management Element.
- **Measure J Expenditure Plan** - Another component of the one-half cent sales tax program is the Measure J Expenditure Plan (including Major Streets). This 20-year plan represents the Contra Costa Transportation Authority’s plan for capital spending on major projects throughout the County.
- **Old Town Parking In Lieu** – A development fee providing off-site parking for downtown businesses, by building and maintaining public parking facilities.
- **Park Dedication (Quimby Act)** – Also known as Park Land In Lieu fees, are paid by new development, including outside grants and transfers in.
- **Residential TIP** - Residential impact fees collected in the Town (apart from assessment districts or benefit districts) are used for projects that mitigate the additional burden added to the street system by new development.
- **Town-wide Lighting and Landscape Assessment District (LLAD)** – Includes Transfers In and property owner assessments from Zones A and B (roadside landscaping), Zone C (street lighting), and Zone D (parks and buildings) to be utilized for eligible capital maintenance projects.
- **Other** - Other sources of funds include donations, funds provided by the CSA R-7A (Contra Costa County), developer fees, NERIAD (North East Roadway Improvement Assessment District), SVAD (Sycamore Valley Assessment District, including Density Increase, and Benefit District) and grants. These funding sources represent a significant portion of CIP funding on a cumulative basis.

#### Special Purpose - JPA

- **Southern Contra Costa (SCC) and Dougherty Valley** – Regional and sub-regional transportation impact fees collected and shared by joint agreement between the Town of Danville, City of San Ramon and Contra Costa County.
- **Tri Valley Transportation Development (TVDT)** – Regional transportation impact fees collected and shared by joint agreement between the Town of Danville, City of San Ramon, and Contra Costa County.



# Summary Tables



# Project Activity

Pr#	Project Name	CIP Funding Estimate*	Obligated as of 4/21/2016	Status	Priority
A-362	DOWNTOWN IMPROVEMENT PROJECT-----	\$488,820	\$167,493	Under Const.	2
A-482	STREET LIGHT MAINTENANCE-----	\$574,036	\$199,689	Under Const. Maintenance	3/4 Ongoing
A-492	CENTRAL IRRIGATION SYSTEM CAPITAL MAINTENANCE-----	\$770,750	\$689,610	Under Const.	1/2
A-533	TOWN-WIDE LANDSCAPE REPLACEMENT-----	\$247,049	\$94,164	Under Const. Maintenance	1 Ongoing
A-540	TOWN FACILITY SECURITY MONITORING SYSTEM-----	\$80,000	\$20,517	Under Const.	2
A-579	TOWN-WIDE ROADWAY DAMAGE REPAIR-----	\$120,000	\$19,288	Under Const. Maintenance	3/4 Ongoing
B-101	PARK AND RECREATION FACILITIES CAPITAL MAINTENANCE-----	\$1,506,446	\$1,235,166	Under Const. Maintenance	2 Ongoing
B-216	TOWN SERVICE CENTER CAPITAL MAINTENANCE-----	\$315,443	\$95,817	Under Const. Maintenance	2 Ongoing
B-415	CIVIC FACILITIES CAPITAL MAINTENANCE PROJECTS-----	\$586,016	\$299,023	Under Const. Maintenance	2 Ongoing
B-490	OSAGE STATION PARK IMPROVEMENTS-----	\$5,132,750	\$2,166,569	Under Const. In Plan/Design	2
B-491	LIBRARY AND COMMUNITY CENTER CAPITAL MAINTENANCE-----	\$724,478	\$334,076	Under Const. Maintenance	2 Ongoing
B-515	SECURITY ACCESS CONTROL FOR TOWN BUILDINGS-----	\$247,500	\$39,922	In Plan/Design Maintenance	4
B-553	VILLAGE THEATRE CAPITAL MAINTENANCE-----	\$170,813	\$69,897	Under Const. Maintenance	2/3 Ongoing
C-017	TOWN-WIDE SIDEWALK REPAIRS-----	\$623,328	\$308,791	Under Const. Maintenance	3 Ongoing
C-508	CAMINO TASSAJARA/CROW CANYON SAFETEA-LU IMPROVEMENTS-----	\$7,045,670	\$4,846,355	Out to Bid	1
C-545	TRAFFIC SIGNAL CONTROLLER UPGRADE-----	\$633,321	\$397,154	Under Const.	2/3
C-552	INTERNALLY ILLUMINATED STREET NAME SIGN LED RETROFIT-----	\$169,720	\$59,346	Under Const. Maintenance	3/4 Ongoing
C-566	TOWN-WIDE BICYCLE PARKING PROJECT-----	\$37,000	\$26,854	Under Const.	4
C-585	ELECTRIC VEHICLE CHARGING STATIONS AT TOWN-OWNED FACILITIES-----	\$103,084	\$98,362	Under Const.	2
C-595	PAVEMENT MANAGEMENT PROGRAM-----	\$15,514,408	\$685	Under Const. Not Started	1

\*CIP Funding Estimate includes prior year appropriations plus current year appropriations, and for multiphased or on-going projects, it includes future year proposed appropriations.

# Summary Tables



## New Projects

Pr#	Project Name	Proposed Appropriations					Total	Priority
		2016/17	2017/18	2018/19	2019/20	2020/21		
A-580	TOWN OFFICE IMPROVEMENTS-----	\$941,800	\$0	\$0	\$0	\$0	\$941,800	1/2
A-604	LAUREL DRIVE BIORETENTION FACILITY-----	\$107,000	\$0	\$77,175	\$0	\$85,085	\$269,260	2
C-598	PARK AND RIDE EXPANSION PROJECT-----	\$200,000	\$1,825,000	\$0	\$0	\$0	\$2,025,000	1
C-599	LA GONDA WAY BRIDGE IMPROVEMENTS-----	\$670,000	\$196,350	\$3,820,190	\$0	\$0	\$4,686,540	1/2
C-600	SAN RAMON VALLEY BOULEVARD IMPROVEMENTS (NORTH)-----	\$0	\$812,275	\$0	\$0	\$0	\$812,275	2
C-601	CAMINO RAMON IMPROVEMENTS-----	\$0	\$0	\$1,563,143	\$0	\$0	\$1,563,143	2
C-602	DANVILLE BOULEVARD IMPROVEMENTS-----	\$0	\$416,536	\$0	\$0	\$0	\$416,536	2
C-603	DANVILLE AND EL CERRO BOULEVARD PARKING IMPROVEMENTS-----	\$115,000	\$0	\$0	\$0	\$0	\$115,000	1/2
C-605	RAILROAD AVENUE DECORATIVE CROSSWALKS AND PAVEMENT OVERLAY-----	\$290,800	\$0	\$0	\$0	\$0	\$290,800	1
<b>TOTALS</b>		<b>\$2,324,600</b>	<b>\$3,250,161</b>	<b>\$5,460,508</b>	<b>\$0</b>	<b>\$85,085</b>	<b>\$11,120,354</b>	

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## Table A - Summary of Planned Appropriations

Pr#	Project Name	2016/17 Planned Appropriations	Priority
A-064	LOCAL GENERAL IMPROVEMENTS - DISABLED ACCESS-----	\$50,000 Residential TIP	1/2 Ongoing
A-482	STREET LIGHT MAINTENANCE-----	\$20,000 LLAD Zone C	3/4 Ongoing
A-579	TOWN-WIDE ROADWAY DAMAGE REPAIR-----	\$15,000 CIP Gen Purpose Rev	3/4 Ongoing
A-580	TOWN OFFICE IMPROVEMENTS-----	\$941,800 CIP Gen Purpose Rev	1/2
A-604	LAUREL DRIVE BIOTENTION FACILITY-----	\$107,000 CIP Gen Purpose Rev	2
B-101	PARK AND RECREATION FACILITIES CAPITAL MAINTENANCE-----	\$46,000 Park Dedication Impact	2 Ongoing
B-120	TOWN-WIDE TRAILS-----	\$37,000 Park Dedication Impact	2/3 Ongoing
B-216	TOWN SERVICE CENTER CAPITAL MAINTENANCE-----	\$29,000 CIP Gen Purpose Rev	2 Ongoing
B-280	SPORTS FIELD RENOVATION-----	\$25,000 Park Dedication Impact	2 Ongoing
B-328	TOWN OFFICES CAPITAL MAINTENANCE-----	\$29,000 CIP Gen Purpose Rev	2 Ongoing
B-400	HAP MAGEE RANCH PARK CAPITAL MAINTENANCE-----	\$150,000 R-7A, Park Facilities	2 Ongoing
B-415	CIVIC FACILITIES CAPITAL MAINTENANCE PROJECTS-----	\$30,000 CIP Gen Purpose Rev	2 Ongoing
B-452	SYCAMORE DAY SCHOOL BUILDING REPAIRS-----	\$10,000 CIP Gen Purpose Rev	2/3 Ongoing
B-490	OSAGE STATION PARK IMPROVEMENTS-----	\$150,000 Park Facilities	2
B-491	LIBRARY AND COMMUNITY CENTER CAPITAL MAINTENANCE-----	\$25,000 Asset Replcmnt Library	2 Ongoing
B-493	SYNTHETIC TURF REPLACEMENT-----	\$225,000 Park Facilities	2 Ongoing
B-494	OSAGE STATION PARK CAPITAL MAINTENANCE-----	\$12,500 Park Facilities	2/3 Ongoing
B-495	SYCAMORE VALLEY PARK CAPITAL MAINTENANCE-----	\$22,000 Park Facilities	2 Ongoing
B-544	OAK HILL PARK CAPITAL MAINTENANCE-----	\$29,000 Park Facilities	2/3 Ongoing
B-553	VILLAGE THEATRE CAPITAL MAINTENANCE-----	\$16,000 LLAD Zone D, CIP Gen Purpose Rev	2/3 Ongoing
B-556	DANVILLE SOUTH PARK CAPITAL MAINTENANCE-----	\$26,000 LLAD Zone D, Park Facilities	2/3 Ongoing
B-559	SCHOOL PARK FACILITIES CAPITAL MAINTENANCE-----	\$15,194 LLAD Zone D, Park Facilities	2 Ongoing
B-560	DIABLO VISTA PARK CAPITAL MAINTENANCE-----	\$15,000 Park Facilities	2/3 Ongoing
B-582	VETERANS MEMORIAL HALL CAPITAL MAINTENANCE-----	\$12,000 CIP Gen Purpose Rev	3/4 Ongoing
C-017	TOWN-WIDE SIDEWALK REPAIRS-----	\$31,000 Commercial TIP, Residential TIP	3 Ongoing
C-055	DIABLO ROAD TRAIL FROM ALAMEDA DIABLO TO TANK ACCESS ROAD-----	\$705,923 NERIAD, CC-TLC, NERIAD Debt Service	2
C-418	TRAFFIC SIGNAL AND STREET LIGHT MAINTENANCE PROGRAM-----	\$20,000 LLAD Zone C	2 Ongoing
C-508	CAMINO TASSAJARA/CROW CANYON SAFTEA-LU IMPROVEMENTS-----	\$250,422 TRAD, SCC Sub-Regional, SVAD	1
C-552	INTERNALLY ILLUMINATED STREET NAME SIGN LED RETROFIT-----	\$15,000 Measure J Rtrn to Src	3/4 Ongoing
C-578	SAN RAMON VALLEY BOULEVARD LANE ADDITION AND OVERLAY (SOUTH)-----	\$908,046 Measure J Major St 24c	1/2
C-588	BATTERY BACKUP REPLACEMENT FOR TRAFFIC SIGNALS-----	\$10,000 Measure J Rtrn to Src	3
C-592	ROSE STREET PARKING FACILITY-----	\$877,002 CIP Gen Purpose Rev, Old Town Parking	1

Continued on next page

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# Summary Tables



Pr#	Project Name	2016/17 Planned Appropriations	Priority
C-595	PAVEMENT MANAGEMENT PROGRAM-----	\$2,614,408	1
		Measure J Rtrn to Src, CIP Gen Purpose Rev, Tassajara Area TIF, SVAD Density Increase, SVAD Benefit District	
C-596	SAN RAMON VALLEY CREEK FOOTBRIDGE AT DANVILLE GREEN-----	\$404,250	2
		Developer Contribution, Park Facilities	
C-598	PARK AND RIDE EXPANSION PROJECT-----	\$200,000	1
		Measure J Sub Tran 28c	
C-599	LA GONDA WAY BRIDGE IMPROVEMENTS-----	\$670,000	1/2
		Grant, CIP Gen Purpose Rev	
C-603	DANVILLE AND EL CERRO BOULEVARD PARKING IMPROVEMENTS-----	\$115,000	1/2
		CIP Gen Purpose Rev	
C-605	RAILROAD AVENUE DECORATIVE CROSSWALKS AND PAVEMENT OVERLAY-----	\$290,800	1
		CIP Gen Purpose Rev	
	<b>TOTAL</b>	<b>\$9,149,345</b>	

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## Table B - Summary of Recommended General Purpose Revenue Appropriations

Pr#	Project Name	Proposed Appropriations					Proposed Future Appropriations			TOTAL
		2016/17	2017/18	2018/19	2019/20	2020/21	2019/20	2020/21	2020/21	
A-579	TOWN-WIDE ROADWAY DAMAGE REPAIR-----	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$75,000
A-580	TOWN OFFICE IMPROVEMENTS-----	\$941,800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$941,800
A-604	LAUREL DRIVE BIOTENTION FACILITY-----	\$107,000	\$0	\$77,175	\$0	\$85,085	\$0	\$85,085	\$0	\$269,260
B-216	TOWN SERVICE CENTER CAPITAL MAINTENANCE-----	\$29,000	\$29,000	\$30,000	\$30,000	\$30,000	\$0	\$0	\$0	\$118,000
B-328	TOWN OFFICES CAPITAL MAINTENANCE-----	\$29,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$29,000
B-415	CIVIC FACILITIES CAPITAL MAINTENANCE PROJECTS-----	\$30,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$30,000
B-452	SYCAMORE DAY SCHOOL BUILDING REPAIRS-----	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$0	\$0	\$0	\$40,000
B-553	VILLAGE THEATRE CAPITAL MAINTENANCE-----	\$16,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$16,000
B-582	VETERANS MEMORIAL HALL CAPITAL MAINTENANCE-----	\$12,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12,000
C-592	ROSE STREET PARKING FACILITY-----	\$52,002	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$52,002
C-595	PAVEMENT MANAGEMENT PROGRAM-----	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$1,500,000	\$1,500,000	\$9,500,000	
C-599	LA GONDA WAY BRIDGE IMPROVEMENTS-----	\$70,000	\$31,350	\$600,000	\$0	\$0	\$0	\$0	\$0	\$701,350
C-603	DANVILLE AND EL CERRO BOULEVARD PARKING IMPROVEMENTS-----	\$115,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$115,000
C-605	RAILROAD AVENUE DECORATIVE CROSSWALKS AND PAVEMENT OVERLAY-----	\$290,800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$290,800
<b>TOTALS</b>		<b>\$3,717,602</b>	<b>\$2,085,350</b>	<b>\$2,732,175</b>	<b>\$2,055,000</b>	<b>\$1,600,085</b>	<b>\$12,190,212</b>			

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## Table C - Summary of Appropriations by Funding Source

Funding Sources	Proposed Appropriations						Total
	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	
Asset Replcmt Library	\$584,478	\$25,000	\$25,000	\$30,000	\$30,000	\$30,000	\$140,000
CC-TLC	\$795,000	\$75,000	\$0	\$0	\$0	\$0	\$75,000
CIP Gen Purpose Rev	\$38,565,144	\$3,717,602	\$2,085,350	\$3,092,175	\$2,290,800	\$1,600,085	\$12,786,012
Civic Facilities Fund	\$25,577,222	\$0	\$85,000	\$85,000	\$88,000	\$57,000	\$315,000
Commercial TIP	\$1,576,192	\$17,000	\$7,000	\$7,000	\$0	\$0	\$31,000
Developer Contribution	\$1,770,295	\$202,000	\$0	\$0	\$0	\$0	\$202,000
Grant	\$262,953	\$600,000	\$165,000	\$3,220,190	\$0	\$0	\$3,985,190
LLAD Zone C	\$647,104	\$40,000	\$40,000	\$40,000	\$20,000	\$0	\$140,000
Measure J Maj Art	\$0	\$0	\$1,048,000	\$0	\$0	\$0	\$1,048,000
Measure J Major St 24c	\$0	\$908,046	\$3,053,811	\$0	\$0	\$0	\$3,961,857
Measure J Rtrn to Src	\$8,687,517	\$525,000	\$600,000	\$600,000	\$600,000	\$600,000	\$2,925,000
Measure J Strtgc Pln	\$0	\$0	\$0	\$1,563,143	\$0	\$0	\$1,563,143
Measure J Sub Tran 28c	\$0	\$200,000	\$0	\$0	\$0	\$0	\$200,000
NERIAD	\$1,022,392	\$487,075	\$0	\$0	\$0	\$0	\$487,075
NERIAD Debt Service	\$0	\$143,848	\$0	\$0	\$0	\$0	\$143,848
Old Town Parking	\$560,000	\$825,000	\$0	\$0	\$0	\$0	\$825,000
Park Dedication Impact	\$5,252,281	\$108,000	\$64,000	\$65,000	\$25,000	\$25,000	\$287,000
Park Facilities	\$10,009,557	\$771,944	\$2,155,500	\$347,000	\$428,500	\$334,500	\$4,037,444
R-7A	\$1,083,176	\$75,000	\$200,000	\$12,500	\$0	\$0	\$287,500
Residential TIP	\$1,843,417	\$64,000	\$73,000	\$82,000	\$50,000	\$50,000	\$319,000
SCC Sub-Regional	\$2,978,352	\$250,000	\$0	\$0	\$0	\$0	\$250,000
SVAD	\$39,759	\$341	\$0	\$0	\$0	\$0	\$341
SVAD Benefit District	\$2,880,290	\$25,642	\$0	\$0	\$0	\$0	\$25,642
SVAD Density Increase	\$713,742	\$919	\$0	\$0	\$0	\$0	\$919
Tassajara Area TIF	\$1,789,277	\$87,847	\$0	\$0	\$0	\$0	\$87,847
TRAD	\$34,391	\$81	\$0	\$0	\$0	\$0	\$81
<b>TOTALS</b>	<b>\$9,149,345</b>	<b>\$9,601,661</b>	<b>\$9,144,008</b>	<b>\$3,532,300</b>	<b>\$2,696,585</b>	<b>\$34,123,899</b>	

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**Table D - Summary of Completed Projects from the Prior Fiscal Year**

Pr#	Project Name	Budgeted	Expended
B-450	PARK SYSTEM SIGNAGE-----	\$228,000	\$224,314
B-493	SYNTHETIC TURF REPLACEMENT-----	\$6,184,702	\$2,077,033
B-591	BOCCE BALL COURT EXPANSION AT SYCAMORE VALLEY PARK-----	\$1,473,414	\$1,439,464
C-319	HARTZ AVENUE BEAUTIFICATION - LINDA MESA TO RAILROAD-----	\$8,717,211	\$8,696,363
C-391	HARTZ AVENUE BEAUTIFICATION - LINDA MESA TO DIABLO RD-----	\$360,848	\$370,854
C-405	RAILROAD AVENUE IMPROVEMENTS PROSPECT TO SCHOOL-----	\$2,350,296	\$2,280,694
C-527	SAN RAMON VALLEY BLVD. & IRON HORSE TRAIL SIGNAL ENHANCEMENT-----	\$28,500	\$6,778
C-577	PAVEMENT MANAGEMENT PROGRAM-----	\$6,000,000	\$2,695,609
C-586	SAN RAMON VALLEY BOULEVARD WIDENING-----	\$759,898	\$758,741
C-589	LAWRENCE ROAD TRAFFIC SAFETY IMPROVEMENTS-----	\$75,000	\$57,971
<b>TOTALS</b>		<b>\$26,177,869</b>	<b>\$18,607,822</b>

04/21/2016



**Table E - Summary of Estimated CIP Fund Activity**

CIP Funding Sources	Estimated Available June 30, 2016	2016/17 Budgeted	2016/17 Recommended Project Appropriation from CIP	2016/17 Estimated Year-end Available
<b>General Purpose</b>				
Asset Replcmnt Library-----	\$936,819	\$3,451	\$25,000	\$915,270
CIP Gen Purpose Rev-----	\$14,262,439	\$4,503,899	\$3,717,602	\$15,048,736
Civic Facilities Fund-----	\$16,622	\$0	\$0	\$16,622
Park Facilities-----	\$2,490,072	\$0	\$771,944	\$1,718,128
<b>Special Purpose - Town</b>				
Child Care Fund-----	\$281,485	\$0	\$0	\$281,485
LLAD Zone C-----	\$0	\$40,000	\$40,000	\$0
Measure J Rtrn to Src-----	\$1,230,604	\$464,147	\$525,000	\$1,169,751
Measure J Major St 24c-----	\$0	\$908,046	\$908,046	\$0
Measure J Sub Tran 28c-----	\$0	\$200,000	\$200,000	\$0
NERIAD Debt Service-----	\$143,848	\$0	\$143,848	\$0
NERIAD-----	\$487,075	\$0	\$487,075	\$0
Old Town Parking-----	\$843,512	\$0	\$825,000	\$18,512
Park Dedication Impact-----	\$595,178	\$0	\$108,000	\$487,178
SVAD-----	\$341	\$0	\$341	\$0
TRAD-----	\$81	\$0	\$81	\$0
<b>Mitigation Fees</b>				
Commercial TIP-----	\$46,632	\$0	\$17,000	\$29,632
Residential TIP-----	\$133,972	\$0	\$64,000	\$69,972
SVAD Benefit District-----	\$25,642	\$0	\$25,642	\$0
SVAD Density Increase-----	\$919	\$0	\$919	\$0
Tassajara Area TIF-----	\$87,847	\$0	\$87,847	\$0
<b>Special Purpose - JPA</b>				
Dougherty Valley-----	\$61,803	\$0	\$0	\$61,803
Measure J Strtgc Pln-----	\$0	\$0	\$0	\$0
SCC Regional-----	\$921,328	\$0	\$0	\$921,328
SCC Sub-Regional-----	\$790,742	\$0	\$250,000	\$540,742
TVTID Commercial-----	\$104,996	\$0	\$0	\$104,996
TVTID Residential-----	\$160,868	\$0	\$0	\$160,868
<b>TOTALS</b>	<b>\$23,622,825</b>	<b>\$6,119,543</b>	<b>\$8,197,345</b>	<b>\$21,545,023</b>

Note: The Estimated Year-end Available amount does not include commitments or appropriations proposed for future years.

05/31/2016



**Table F - Projects Funded Prior to 2016/17**

Pr#	Project Name	Prior Appropriations	Prior Expenditures	Unexpended Appropriations	Project Priority	Project Status	Project Estimated Start
A-443	DIABLO ROAD (EAST) DRAINAGE IMPROVEMENTS	\$143,275	\$0	\$143,275	5	Adopted	May 2017
A-530	HAP MAGEE RANCH PARK SLIDE MITIGATION	\$150,000	\$0	\$150,000	3/4	Adopted	Jan 2017
B-550	MUNICIPAL SERVICE CENTER WASTE TRANSFER AREA	\$145,000	\$0	\$145,000	3/4	Adopted	Apr 2017
B-574	VISTA GRANDE STREET/BRET HARTE PARK PEDESTRIAN IMPROVEMENTS	\$207,275	\$28,128	\$179,147	2/3	In Design	Apr 2016
B-597	VILLAGE THEATRE PARKING LOT IMPROVEMENTS	\$198,700	\$0	\$198,700	2/3	Adopted	
C-057	BLACKHAWK RD./HIDDEN OAK DR./MAGEE RANCH RD. TRAFFIC SIGNAL	\$193,370	\$0	\$193,370	5	Adopted	Jan 2017
C-392	BRIDGE MAINTENANCE	\$460,742	\$108,615	\$352,127	3	In Design	Apr 2016
C-402	EL PINTADO OVERLAY - EL CERRO BLVD. TO I-680	\$301,039	\$156,919	\$144,119	5	In Design	Sep 2010
C-521	WEST EL PINTADO SIDEWALK IMPROVEMENT	\$485,397	\$0	\$485,397	3	Adopted	Aug 2015
C-578	SAN RAMON VALLEY BOULEVARD LANE ADDITION AND OVERLAY (SOUTH)	\$45,000	\$0	\$45,000	1/2	In Design	
C-584	DANVILLE VARIOUS STREETS AND ROADS PRESERVATION	\$954,572	\$196,191	\$758,382	1/2	In Design	Aug 2015
C-588	BATTERY BACKUP REPLACEMENT FOR TRAFFIC SIGNALS	\$13,749	\$9,177	\$4,572	3	In Design	Sep 2015
C-593	FRONT STREET CREEK BANK STABILIZATION	\$737,408	\$192,687	\$544,721	1/2	In Design	May 2017
C-594	STUDENT PARKING AT SAN RAMON VALLEY HIGH SCHOOL	\$1,200,000	\$0	\$1,200,000	1	Adopted	
<b>TOTALS</b>		<b>\$5,235,528</b>	<b>\$691,717</b>	<b>\$4,543,811</b>			

04/21/2016



## Table G - Project Status and Priority

Pr#	Project Name	CIP Funding Spent as of			Status	Grant	Priority
		Estimate*	5/12/2016	Remainder			
C-592	ROSE STREET PARKING FACILITY-----	\$5,130,802	\$3,875,080	\$1,255,722	In Plan/Design	No	1
C-605	RAILROAD AVENUE DECORATIVE CROSSWALKS AND PAVEMENT OVERLAY	\$290,800	\$0	\$290,800	Not Started	No	1
C-508	CAMINO TASSAJARA/CROW CANYON SAFETEA-LU IMPROVEMENTS-----	\$7,045,670	\$4,846,355	\$2,199,315	Out to Bid	Yes	1
A-533	TOWN-WIDE LANDSCAPE REPLACEMENT-----	\$247,049	\$94,164	\$152,884	Under Const.	No	1
C-595	PAVEMENT MANAGEMENT PROGRAM-----	\$15,514,408	\$685	\$15,513,723	Under Const.	No	1
C-594	STUDENT PARKING AT SAN RAMON VALLEY HIGH SCHOOL-----	\$1,200,000	\$0	\$1,200,000	Not Started	No	1
C-598	PARK AND RIDE EXPANSION PROJECT-----	\$2,025,000	\$0	\$2,025,000	Not Started	No	1
C-599	LA GONDA WAY BRIDGE IMPROVEMENTS-----	\$4,686,540	\$0	\$4,686,540	Not Started	No	1/2
C-593	FRONT STREET CREEK BANK STABILIZATION-----	\$752,400	\$192,687	\$559,713	In Plan/Design	No	1/2
A-492	CENTRAL IRRIGATION SYSTEM CAPITAL MAINTENANCE-----	\$770,750	\$689,610	\$81,140	Under Const.	No	1/2
C-584	DANVILLE VARIOUS STREETS AND ROADS PRESERVATION-----	\$1,116,763	\$196,191	\$920,572	Prep. for Const.	Yes	1/2
A-580	TOWN OFFICE IMPROVEMENTS-----	\$941,800	\$0	\$941,800	Not Started	No	1/2
A-064	LOCAL GENERAL IMPROVEMENTS - DISABLED ACCESS-----	\$1,275,455	\$765,750	\$509,705	Maintenance	No	1/2
C-578	SAN RAMON VALLEY BOULEVARD LANE ADDITION AND OVERLAY (SOUTH)	\$953,046	\$0	\$953,046	In Plan/Design	No	1/2
C-603	DANVILLE AND EL CERRO BOULEVARD PARKING IMPROVEMENTS-----	\$115,000	\$0	\$115,000	Not Started	No	1/2
C-602	DANVILLE BOULEVARD IMPROVEMENTS-----	\$416,536	\$0	\$416,536	Not Started	No	2
C-600	SAN RAMON VALLEY BOULEVARD IMPROVEMENTS (NORTH)-----	\$812,275	\$0	\$812,275	Not Started	No	2
C-601	CAMINO RAMON IMPROVEMENTS-----	\$1,563,143	\$0	\$1,563,143	Not Started	No	2
A-604	LAUREL DRIVE BIORETENTION FACILITY-----	\$269,260	\$0	\$269,260	Not Started	No	2
A-362	DOWNTOWN IMPROVEMENT PROJECT-----	\$488,820	\$167,493	\$321,327	Under Const.	No	2
A-540	TOWN FACILITY SECURITY MONITORING SYSTEM-----	\$80,000	\$20,517	\$59,483	Under Const.	No	2
A-558	PARKING LOT MAINTENANCE-----	\$149,304	\$9,635	\$139,669	Maintenance	No	2
B-495	SYCAMORE VALLEY PARK CAPITAL MAINTENANCE-----	\$483,490	\$177,792	\$305,698	Maintenance	No	2
B-559	SCHOOL PARK FACILITIES CAPITAL MAINTENANCE-----	\$271,170	\$32,545	\$238,625	Maintenance	No	2
B-490	OSAGE STATION PARK IMPROVEMENTS-----	\$5,132,750	\$2,166,569	\$2,966,181	Under Const.	No	2
C-585	ELECTRIC VEHICLE CHARGING STATIONS AT TOWN-OWNED FACILITIES-----	\$103,084	\$98,362	\$4,722	Under Const.	No	2
C-055	DIABLO ROAD TRAIL FROM ALAMEDA DIABLO TO TANK ACCESS ROAD-----	\$2,037,691	\$0	\$2,037,691	Not Started	No	2
C-418	TRAFFIC SIGNAL AND STREET LIGHT MAINTENANCE PROGRAM-----	\$987,018	\$581,781	\$405,237	Maintenance	Yes	2
C-305	TRAFFIC MANAGEMENT PROGRAM-----	\$653,807	\$528,958	\$124,849	Maintenance	No	2
B-415	CIVIC FACILITIES CAPITAL MAINTENANCE PROJECTS-----	\$586,016	\$299,023	\$286,993	Under Const.	No	2
B-328	TOWN OFFICES CAPITAL MAINTENANCE-----	\$452,933	\$198,558	\$254,375	Prep. for Const.	No	2
B-400	HAP MAGEE RANCH PARK CAPITAL MAINTENANCE-----	\$980,366	\$304,711	\$675,655	Maintenance	No	2

\*CIP Funding Estimate includes prior year appropriations plus current year appropriations, and for multiphased or on-going projects, it includes future year proposed appropriations.

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# Summary Tables



Pr#	Project Name	CIP Funding Estimate*	Spent as of 5/12/2016	Remainder	Status	Grant Priority	Prior Priority
B-491	LIBRARY AND COMMUNITY CENTER CAPITAL MAINTENANCE	\$724,478	\$334,076	\$390,402	Under Const.	Maintenance	No 2 Ongoing 2 Ongoing
B-101	PARK AND RECREATION FACILITIES CAPITAL MAINTENANCE	\$1,506,446	\$1,235,166	\$271,280	Under Const.	Maintenance	No 2 Ongoing 2 Ongoing
C-596	SAN RAMON VALLEY CREEK FOOTBRIDGE AT DANVILLE GREEN	\$404,250	\$0	\$404,250	Not Started		No 2
A-330	TOWN-WIDE STORM DRAIN SYSTEM MANAGEMENT	\$1,105,630	\$689,644	\$415,986	Maintenance		No 2 Ongoing 2 Ongoing
B-280	SPORTS FIELD RENOVATION	\$1,106,458	\$935,920	\$170,538	Maintenance		No 2 Ongoing 2 Ongoing
B-216	TOWN SERVICE CENTER CAPITAL MAINTENANCE	\$315,443	\$95,817	\$219,626	Under Const.	Maintenance	No 2 Ongoing 2 Ongoing
A-513	CAMINO TASSAJARA PKWY/SYCAMORE VALLEY RD SOUND WALL MAINT.	\$334,205	\$174,661	\$159,544	In Plan/Design	Maintenance	No 2/3 Ongoing 2/3 Ongoing
B-120	TOWN-WIDE TRAILS	\$801,270	\$626,519	\$174,751	Under Const.	In Plan/Design	Ma Yes 2/3 Ongoing 2/3 Ongoing
A-514	PUBLIC PLACES FOR ART	\$60,000	\$48,391	\$11,609	In Plan/Design	Maintenance	No 2/3 Ongoing 2/3 Ongoing
B-560	DIABLO VISTA PARK CAPITAL MAINTENANCE	\$195,283	\$61,855	\$133,428	Maintenance		No 2/3 Ongoing 2/3 Ongoing
B-544	OAK HILL PARK CAPITAL MAINTENANCE	\$344,629	\$80,573	\$264,056	Maintenance		No 2/3 Ongoing 2/3 Ongoing
B-556	DANVILLE SOUTH PARK CAPITAL MAINTENANCE	\$303,600	\$113,507	\$190,093	Maintenance		No 2/3 Ongoing 2/3 Ongoing
B-597	VILLAGE THEATRE PARKING LOT IMPROVEMENTS	\$198,700	\$0	\$198,700	Not Started		No 2/3
B-574	VISTA GRANDE STREET/BRET HARTE PARK PEDESTRIAN IMPROVEMENTS	\$207,275	\$28,128	\$179,147	In Plan/Design		Yes 2/3 2/3
B-494	OSAGE STATION PARK CAPITAL MAINTENANCE	\$350,804	\$92,804	\$258,000	Maintenance		No 2/3 Ongoing 2/3 Ongoing
B-553	VILLAGE THEATRE CAPITAL MAINTENANCE	\$170,813	\$69,897	\$100,916	Under Const.	Maintenance	No 2/3 Ongoing 2/3 Ongoing
B-452	SYCAMORE DAY SCHOOL BUILDING REPAIRS	\$152,139	\$40,365	\$111,774	Maintenance		No 2/3 Ongoing 2/3 Ongoing
C-545	TRAFFIC SIGNAL CONTROLLER UPGRADE	\$633,321	\$397,154	\$236,167	Under Const.		Yes 2/3 4/5
C-392	BRIDGE MAINTENANCE	\$556,989	\$108,615	\$448,374	In Plan/Design	Maintenance	No 3 3
C-521	WEST EL PINTADO SIDEWALK IMPROVEMENT	\$485,397	\$0	\$485,397	Not Started		No 3 3
C-588	BATTERY BACKUP REPLACEMENT FOR TRAFFIC SIGNALS	\$32,000	\$9,177	\$22,823	In Plan/Design	Not Started	No 3 3
C-017	TOWN-WIDE SIDEWALK REPAIRS	\$623,328	\$308,791	\$314,537	Under Const.	Maintenance	No 3 Ongoing 3 Ongoing
C-562	TRAFFIC SIGNAL INTERCONNECT SYSTEM	\$129,304	\$72,028	\$57,276	Maintenance		No 3 Ongoing 3 Ongoing
A-561	I-680 INTERCHANGE LANDSCAPING AT SYCAMORE AND DIABLO ROADS	\$575,800	\$0	\$575,800	On Hold		No 3 2
A-482	STREET LIGHT MAINTENANCE	\$574,036	\$199,689	\$374,347	Under Const.	Maintenance	No 3/4 Ongoing 3/4 Ongoing
C-552	INTERNALLY ILLUMINATED STREET NAME SIGN LED RETROFIT	\$169,720	\$59,346	\$110,374	Under Const.	Maintenance	No 3/4 Ongoing 3/4 Ongoing
A-530	HAP MAGEE RANCH PARK SLIDE MITIGATION	\$150,000	\$0	\$150,000	Not Started	On Hold	No 3/4 2/3
A-579	TOWN-WIDE ROADWAY DAMAGE REPAIR	\$120,000	\$19,288	\$100,712	Under Const.	Maintenance	No 3/4 Ongoing 3/4 Ongoing
B-582	VETERANS MEMORIAL HALL CAPITAL MAINTENANCE	\$98,500	\$14,546	\$83,954	Maintenance		No 3/4 Ongoing 3/4 Ongoing
B-550	MUNICIPAL SERVICE CENTER WASTE TRANSFER AREA	\$145,000	\$0	\$145,000	On Hold		No 3/4 3/4
C-566	TOWN-WIDE BICYCLE PARKING PROJECT	\$37,000	\$26,854	\$10,146	Under Const.		Yes 4 4
B-515	SECURITY ACCESS CONTROL FOR TOWN BUILDINGS	\$247,500	\$39,922	\$207,578	In Plan/Design	Maintenance	No 4 4
A-443	DIABLO ROAD (EAST) DRAINAGE IMPROVEMENTS	\$143,275	\$0	\$143,275	Not Started		No 5 5
C-057	BLACKHAWK RD./HIDDEN OAK DR./MAGEE RANCH RD. TRAFFIC SIGNAL	\$193,370	\$0	\$193,370	Not Started		No 5 5
C-402	EL PINTADO OVERLAY - EL CERRO BLVD. TO I-680	\$457,958	\$156,919	\$301,039	On Hold		No 5 5

\*CIP Funding Estimate includes prior year appropriations plus current year appropriations, and for multiphased or on-going projects, it includes future year proposed appropriations.

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# Summary Tables



Pr#	Project Name	CIP Funding Spent as of		Status	Grant Priority		Prior Priority
		Estimate*	5/12/2016		Remainder	5	
B-420	FRONT CREEKSIDE TRAIL	\$0	\$1,686,000	On Hold	No	5	5
B-489	BOCCE COURT SHADE STRUCTURES AND GROUP PICNIC AREA	\$0	\$351,360	Complete 2008	No	1	1
B-449	SYCAMORE VALLEY AND DIABLO VISTA PARKS PLAY AREA RENOVATION	\$0	\$1,100,543	Complete 2008	No	1	1
C-518	FRONT STREET PEDESTRIAN IMPROVEMENTS	\$0	\$88,000	Complete 2008	No	1	1
B-451	HAP MAGEE PARKING AND STAGING AREA	\$800,000	\$700,441	Complete 2008	Yes	1	1
B-428	VISTA GRANDE SCHOOL/PARK PLAYFIELD RENOVATION	\$0	\$834,150	Complete 2008	Yes	1/2	1/2
C-455	BATTERY BACK-UP SYSTEMS FOR TRAFFIC SIGNALS	\$0	\$355,250	Complete 2008	No	1/2	1/2
C-483	INSTALLATION OF AUDIBLE PEDESTRIAN SIGNALS AT FIVE INTERSECTIONS	\$0	\$66,000	Complete 2008	No	1/2	1/2
B-276	HAP MAGEE RANCH PARK PLANNING - PHASE 2	\$0	\$35,000	Complete 2008	No	2	2
B-496	DIABLO VISTA MIDDLE SCHOOL GYMNASIUM AND TEEN CENTER	\$0	\$800,000	Complete 2008	No	2/3	2/3
A-464	EL CERRO BOULEVARD MEDIAN RENOVATION	\$0	\$246,580	Complete 2008	No	2/3	2/3
C-503	PAVEMENT MANAGEMENT PROGRAM	\$0	\$4,200,000	Complete 2009	No	1	1
A-271	PARKING LOT MAINTENANCE AT EAST BAY FELLOWSHIP CHURCH	\$0	\$1,284,553	Complete 2009	No	1/2	1/2
C-486	SYCAMORE VALLEY ROAD IMPROVEMENTS EAST OF CAMINO RAMON	\$0	\$752,122	Complete 2009	No	1/2	1/2
B-543	MONTE VISTA COMMUNITY POOL SHADE STRUCTURE	\$0	\$74,000	Complete 2009	No	3/4	3/4
C-517	IRON HORSE TRAIL CORRIDOR CONCEPT PLAN	\$0	\$66,000	Complete 2009	Yes	5	5
B-286	VILLAGE THEATRE RENOVATIONS AND IMPROVEMENTS	\$0	\$1,597,160	Complete 2010	No	1	1
C-511	DIABLO AND GREEN VALLEY ROAD IMPROVEMENTS (ARRA)	\$0	\$1,008,063	Complete 2010	Yes	1	1
C-365	GREEN VALLEY ROAD STREET REPAIR	\$0	\$20,202	Complete 2010	Yes	1	1
A-462	CLYDESDALE DRIVE MEDIAN IMPROVEMENTS	\$0	\$23,100	Complete 2010	No	1/2	1/2
B-520	HAP MAGEE RANCH PARK GROUP PICNIC AREA SHADE STRUCTURE	\$0	\$165,000	Complete 2010	No	2	2
B-423	VILLAGE THEATRE SECURITY IMPROVEMENT	\$0	\$98,500	Complete 2010	No	2	2
A-316	DOWNTOWN DIRECTIONAL SIGNAGE	\$0	\$13,700	Complete 2010	No	2/3	3/4
B-507	RAILROAD PLAZA	\$250,464	\$0	Complete 2010	No	3	3
B-512	WOODBINE BRIDGE REPLACEMENT AND PEDESTRIAN WALKWAY	\$0	\$505,965	Complete 2010	Yes	3/4	3/4
B-471	SPORTS FIELD LIGHTING UPGRADE	\$45,000	\$0	Complete 2010	No	4	4
C-046	TOWN-WIDE TRAFFIC SIGNAL INTERCONNECT	\$690,584	\$0	Complete 2010	No	4	4
C-457	DIABLO ROAD BRIDGE SLOPE REPAIR	\$657,419	\$657,419	Complete 2011	No	1	2/3
C-430	WEST EL PINTADO SIDEWALK STRUCTURAL REPAIR	\$732,284	\$615,980	Complete 2011	No	1	2/3
B-510	VETERANS MEMORIAL BUILDING	\$8,428,654	\$8,412,408	Complete 2011	No	1	1
C-487	SYCAMORE VALLEY ROAD AND I-680 ON-RAMP IMPROVEMENTS	\$1,095,321	\$601,183	Complete 2011	No	1	1/2
C-239	MAJOR ARTERIAL OVERLAYS	\$301,405	\$0	Complete 2011	No	1	1
C-546	HARTZ AND PROSPECT AVENUES INTERSECTION IMPROVEMENTS	\$127,720	\$128,220	Complete 2011	No	1	1
B-466	OSAGE PARKING LOTS PAVEMENT REPAIR AND EXPANSION	\$603,282	\$0	Complete 2011	No	1/2	1/2

\*CIP Funding Estimate includes prior year appropriations plus current year appropriations, and for multiphased or on-going projects, it includes future year proposed appropriations.

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# Summary Tables



Pr#	Project Name	CIP Funding Spent as of Estimate*	Remainder	Status	Grant Priority	Prior Priority
B-565	SWIMMING POOL AT SAN RAMON VALLEY HIGH SCHOOL	\$0	\$500,000	Complete 2011	No	1/2
B-548	OAK HILL PARK COMMUNITY CENTER DOORS	\$0	\$204,000	Complete 2011	No	1/2
C-547	PAVEMENT MANAGEMENT PROGRAM	(\$4,000,000)	\$4,063,497	Complete 2011	No	1/2
C-554	TASSAJARA RANCH RD AND ZENITH RIDGE STREET LIGHT IMPROVEMENT	\$0	\$50,000	Complete 2011	No	3
C-240	TASSAJARA RANCH DRIVE MEDIAN AND BICYCLE LANES	\$0	\$850,546	Complete 2012	No	1
A-563	DOWNTOWN TRASH RECEPTACLE REPLACEMENT	\$207,788	\$205,519	Complete 2012	Yes	1
A-549	HIGHWAY ADVISORY RADIO (HAR) SYSTEM	\$120,000	\$0	Complete 2012	No	2
A-531	SOLAR PHOTOVOLTAIC SYSTEM	\$1,339,579	\$1,246,118	Complete 2013	No	1
B-539	TOWN MEETING HALL AUDIO AND VISUAL PROJECTION SYSTEM	\$266,043	\$266,043	Complete 2013	No	1/2
A-458	SAN RAMON CREEK REALIGNMENT AT EL CAPITAN BRIDGE	\$0	\$607,048	Complete 2013	Yes	1/2
B-557	SAN RAMON VALLEY H. S. TENNIS COURT REPLACEMENT LIGHTING	\$82,500	\$51,309	Complete 2013	No	1/2
A-504	FRONT STREET REPAIR (FEMA)	\$880,402	\$874,576	Complete 2013	Yes	1/2
C-523	DOWNTOWN CROSSWALK ENHANCEMENTS	\$182,625	\$142,996	Complete 2013	No	1/2
A-583	UTILITY VAULT ACCESS SECURITY	\$10,000	\$10,000	Complete 2013	No	2/3
A-505	EL PINTO ROAD REPAIR (FEMA)	\$341,575	\$280,827	Complete 2013	Yes	3
C-587	SAN RAMON VALLEY BOULEVARD GAP CLOSURE SOUND WALL	\$7,420,000	\$7,120,000	Complete 2014	No	1
C-570	PAVEMENT MANAGEMENT PROGRAM	\$2,000,000	\$1,896,440	Complete 2014	No	1/2
A-241	CROW CANYON ROAD SOUND WALLS	\$1,134,825	\$1,126,373	Complete 2014	No	2
A-266	TOWN-WIDE WAYFINDING AND DIRECTIONAL SIGNAGE	\$221,800	\$209,549	Complete 2014	Yes	2/3
C-319	HARTZ AVENUE BEAUTIFICATION - LINDA MESA TO RAILROAD	\$8,717,211	\$8,696,363	Complete 2015	Yes	1
C-577	PAVEMENT MANAGEMENT PROGRAM	\$6,000,000	\$2,695,609	Complete 2015	No	1
C-391	HARTZ AVENUE BEAUTIFICATION - LINDA MESA TO DIABLO RD	\$360,848	\$370,854	Complete 2015	No	1
C-405	RAILROAD AVENUE IMPROVEMENTS PROSPECT TO SCHOOL	\$2,350,296	\$2,280,694	Complete 2015	Yes	1
B-591	BOCCE BALL COURT EXPANSION AT SYCAMORE VALLEY PARK	\$1,473,414	\$1,439,464	Complete 2015	No	1/2
C-586	SAN RAMON VALLEY BOULEVARD WIDENING	\$759,898	\$758,741	Complete 2015	No	1/2
B-450	PARK SYSTEM SIGNAGE	\$228,000	\$224,314	Complete 2015	No	2
C-589	LAWRENCE ROAD TRAFFIC SAFETY IMPROVEMENTS	\$75,000	\$57,971	Complete 2015	No	2
B-493	SYNTHETIC TURF REPLACEMENT	\$6,184,702	\$2,077,033	Complete 2015	No	2 Ongoing
C-527	SAN RAMON VALLEY BLVD. & IRON HORSE TRAIL SIGNAL ENHANCEMENT	\$28,500	\$6,778	Complete 2015	No	2/3

\*CIP Funding Estimate includes prior year appropriations plus current year appropriations, and for multiphased or on-going projects, it includes future year proposed appropriations.

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# Summary Tables



## Table H - Project Cost Summary by Park Site

Pr#	Project Name	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Status	Priority
<b>Bret Harte</b>									
B-574	VISTA GRANDE STREET/BRET HARTE PARK PEDESTRIAN IMP	\$207,275	\$0	\$0	\$0	\$0	\$0	In Plan/Design	2/3
<b>TOTALS</b>		<b>\$207,275</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		
<b>Danville South</b>									
B-556	DANVILLE SOUTH PARK CAPITAL MAINTENANCE	\$159,600	\$26,000	\$6,000	\$6,000	\$100,000	\$6,000		2/3 Ongoing
<b>TOTALS</b>		<b>\$159,600</b>	<b>\$26,000</b>	<b>\$6,000</b>	<b>\$6,000</b>	<b>\$100,000</b>	<b>\$6,000</b>		
<b>Diablo Vista</b>									
B-560	DIABLO VISTA PARK CAPITAL MAINTENANCE	\$108,283	\$15,000	\$18,000	\$18,000	\$18,000	\$18,000		2/3 Ongoing
<b>TOTALS</b>		<b>\$108,283</b>	<b>\$15,000</b>	<b>\$18,000</b>	<b>\$18,000</b>	<b>\$18,000</b>	<b>\$18,000</b>		
<b>Hap Magee Ranch</b>									
A-530	HAP MAGEE RANCH PARK SLIDE MITIGATION	\$150,000	\$0	\$0	\$0	\$0	\$0	Not Started	3/4
B-400	HAP MAGEE RANCH PARK CAPITAL MAINTENANCE	\$405,366	\$150,000	\$400,000	\$25,000	\$0	\$0		2 Ongoing
<b>TOTALS</b>		<b>\$555,366</b>	<b>\$150,000</b>	<b>\$400,000</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$0</b>		
<b>Multiple Parks</b>									
B-101	PARK AND RECREATION FACILITIES CAPITAL MAINTENANCE	\$1,419,446	\$46,000	\$41,000	\$0	\$0	\$0	Under Construction	2 Ongoing
B-280	SPORTS FIELD RENOVATION	\$981,458	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000		2 Ongoing
B-450	PARK SYSTEM SIGNAGE	\$228,000	\$0	\$0	\$0	\$0	\$0	Construction Complete 2015	2
B-493	SYNTHETIC TURF REPLACEMENT	\$3,259,702	\$0	\$0	\$0	\$0	\$1,567,000	Construction Complete 2015	2 Ongoing
<b>TOTALS</b>		<b>\$5,888,606</b>	<b>\$71,000</b>	<b>\$66,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$1,592,000</b>		
<b>Oak Hill</b>									
B-544	OAK HILL PARK CAPITAL MAINTENANCE	\$177,629	\$29,000	\$30,000	\$36,000	\$36,000	\$36,000		2/3 Ongoing
<b>TOTALS</b>		<b>\$177,629</b>	<b>\$29,000</b>	<b>\$30,000</b>	<b>\$36,000</b>	<b>\$36,000</b>	<b>\$36,000</b>		
<b>Osage Station</b>									
B-490	OSAGE STATION PARK IMPROVEMENTS	\$2,319,750	\$150,000	\$0	\$901,000	\$1,702,000	\$0	Under Construction In Plan/Design	2
B-494	OSAGE STATION PARK CAPITAL MAINTENANCE	\$288,304	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500		2/3 Ongoing
<b>TOTALS</b>		<b>\$2,608,054</b>	<b>\$162,500</b>	<b>\$12,500</b>	<b>\$913,500</b>	<b>\$1,714,500</b>	<b>\$12,500</b>		

Continued on next page

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# Summary Tables



Pr#	Project Name	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Status	Priority
<b>Sycamore Valley</b>									
B-495	SYCAMORE VALLEY PARK CAPITAL MAINTENANCE-----	\$373,490	\$22,000	\$22,000	\$22,000	\$22,000	\$22,000		2 Ongoing
B-591	BOCCE BALL COURT EXPANSION AT SYCAMORE VALLEY PA	\$1,473,414	\$0	\$0	\$0	\$0	\$0	Construction Complete 2015	1/2
<b>TOTALS</b>		<b>\$1,846,904</b>	<b>\$22,000</b>	<b>\$22,000</b>	<b>\$22,000</b>	<b>\$22,000</b>	<b>\$22,000</b>		
<b>GRAND TOTALS</b>		<b>\$11,551,716</b>	<b>\$475,500</b>	<b>\$554,500</b>	<b>\$1,045,500</b>	<b>\$1,915,500</b>	<b>\$1,686,500</b>		

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## Table I - Project Cost Summary by Building Site

Pr #	Project Name	2017/18	2018/19	2019/20	2020/21	Status	Priority
<b>Day School</b>							
B-452	SYCAMORE DAY SCHOOL BUILDING REPAIRS	\$112,139	\$10,000	\$10,000	\$10,000	\$0 Maintenance	2/3 Ongoing
<b>TOTALS</b>		<b>\$112,139</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$0</b>	
<b>Library</b>							
B-491	LIBRARY AND COMMUNITY CENTER CAPITAL MAINTENANCE	\$584,478	\$25,000	\$30,000	\$30,000	\$30,000 Under Construction	2 Ongoing
<b>TOTALS</b>		<b>\$584,478</b>	<b>\$25,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	
<b>Multiple Buildings</b>							
B-415	CIVIC FACILITIES CAPITAL MAINTENANCE PROJECTS	\$436,016	\$30,000	\$30,000	\$30,000	\$30,000 Under Construction	2 Ongoing
B-515	SECURITY ACCESS CONTROL FOR TOWN BUILDINGS	\$247,500	\$0	\$0	\$0	\$0 In Plan/Design	4
B-559	SCHOOL PARK FACILITIES CAPITAL MAINTENANCE	\$195,977	\$15,194	\$15,000	\$15,000	\$15,000 Maintenance	2 Ongoing
C-585	ELECTRIC VEHICLE CHARGING STATIONS AT TOWN-OWNED FACILIT	\$103,084	\$0	\$0	\$0	\$0 Under Construction	2
<b>TOTALS</b>		<b>\$982,576</b>	<b>\$45,194</b>	<b>\$45,000</b>	<b>\$45,000</b>	<b>\$45,000</b>	
<b>Oak Hill Community Center</b>							
B-544	OAK HILL PARK CAPITAL MAINTENANCE	\$177,629	\$29,000	\$30,000	\$36,000	\$36,000 Maintenance	2/3 Ongoing
<b>TOTALS</b>		<b>\$177,629</b>	<b>\$29,000</b>	<b>\$30,000</b>	<b>\$36,000</b>	<b>\$36,000</b>	
<b>Service Center</b>							
B-216	TOWN SERVICE CENTER CAPITAL MAINTENANCE	\$197,442	\$29,000	\$29,000	\$30,000	\$0 Under Construction	2 Ongoing
B-550	MUNICIPAL SERVICE CENTER WASTE TRANSFER AREA	\$145,000	\$0	\$0	\$0	\$0 On Hold	3/4
<b>TOTALS</b>		<b>\$342,442</b>	<b>\$29,000</b>	<b>\$29,000</b>	<b>\$30,000</b>	<b>\$0</b>	
<b>Town Office</b>							
A-580	TOWN OFFICE IMPROVEMENTS	\$0	\$941,800	\$0	\$0	\$0 Not Started	1/2
B-328	TOWN OFFICES CAPITAL MAINTENANCE	\$330,933	\$29,000	\$31,000	\$31,000	\$0 Prep. for Const. Maintenance	2 Ongoing
<b>TOTALS</b>		<b>\$330,933</b>	<b>970,800</b>	<b>\$31,000</b>	<b>\$31,000</b>	<b>\$0</b>	
<b>Veterans Building</b>							
B-582	VETERANS MEMORIAL HALL CAPITAL MAINTENANCE	\$32,500	\$12,000	\$12,000	\$15,000	\$15,000 Maintenance	3/4 Ongoing
<b>TOTALS</b>		<b>\$32,500</b>	<b>\$12,000</b>	<b>\$12,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	
<b>Village Theatre</b>							
B-553	VILLAGE THEATRE CAPITAL MAINTENANCE	\$106,813	\$16,000	\$12,000	\$12,000	\$12,000 Under Construction	2/3 Ongoing
B-597	VILLAGE THEATRE PARKING LOT IMPROVEMENTS	\$198,700	\$0	\$0	\$0	\$0 Not Started	2/3
<b>TOTALS</b>		<b>\$305,513</b>	<b>\$16,000</b>	<b>\$12,000</b>	<b>\$12,000</b>	<b>\$12,000</b>	
<b>GRAND TOTALS</b>		<b>\$2,868,209</b>	<b>1,136,994</b>	<b>\$194,000</b>	<b>\$206,000</b>	<b>\$209,000</b>	<b>\$138,000</b>

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# Summary Tables



## Table J - Downtown Projects Cost Summary

Pr#	Project Name	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Status	Priority
A-362	DOWNTOWN IMPROVEMENT PROJECT-----	\$488,820	\$0	\$0	\$0	\$0	\$0	Under Construction	2
B-597	VILLAGE THEATRE PARKING LOT IMPROVEMENTS-----	\$198,700	\$0	\$0	\$0	\$0	\$0	Not Started	2/3
C-319	HARTZ AVENUE BEAUTIFICATION - LINDA MESA TO RAILROAD-----	\$8,717,211	\$0	\$0	\$0	\$0	\$0	Construction Complete 2015	1
C-391	HARTZ AVENUE BEAUTIFICATION - LINDA MESA TO DIABLO RD-----	\$360,848	\$0	\$0	\$0	\$0	\$0	Construction Complete 2015	1
C-405	RAILROAD AVENUE IMPROVEMENTS PROSPECT TO SCHOOL-----	\$2,350,296	\$0	\$0	\$0	\$0	\$0	Construction Complete 2015	1
C-566	TOWN-WIDE BICYCLE PARKING PROJECT-----	\$37,000	\$0	\$0	\$0	\$0	\$0	Under Construction	4
C-585	ELECTRIC VEHICLE CHARGING STATIONS AT TOWN-OWNED FACILITIES-----	\$103,084	\$0	\$0	\$0	\$0	\$0	Under Construction	2
C-592	ROSE STREET PARKING FACILITY-----	\$3,723,302	\$1,407,500	\$0	\$0	\$0	\$0	In Plan/Design Not Started	1
C-593	FRONT STREET CREEK BANK STABILIZATION-----	\$752,400	\$0	\$0	\$0	\$0	\$0	In Plan/Design	1/2
C-596	SAN RAMON VALLEY CREEK FOOTBRIDGE AT DANVILLE GREEN-----	\$0	\$404,250	\$0	\$0	\$0	\$0	Not Started	2
C-599	LA GONDA WAY BRIDGE IMPROVEMENTS-----	\$0	\$670,000	\$196,350	\$3,820,190	\$0	\$0	Not Started	1/2
C-600	SAN RAMON VALLEY BOULEVARD IMPROVEMENTS (NORTH)-----	\$0	\$0	\$812,275	\$0	\$0	\$0	Not Started	2
C-603	DANVILLE AND EL CERRO BOULEVARD PARKING IMPROVEMENTS-----	\$0	\$115,000	\$0	\$0	\$0	\$0	Not Started	1/2
C-605	RAILROAD AVENUE DECORATIVE CROSSWALKS AND PAVEMENT OVERL-----	\$0	\$290,800	\$0	\$0	\$0	\$0	Not Started	1
<b>GRAND TOTAL</b>			<b>\$16,731,662</b>	<b>\$2,887,550</b>	<b>\$1,008,625</b>	<b>\$3,820,190</b>	<b>\$0</b>	<b>\$0</b>	

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# Pavement Management Program





## Pavement Management Program

The Town of Danville Pavement Management Program provides maintenance history and pavement condition index (PCI) for all public streets in Danville using software provided by the Metropolitan Transportation Commission. The MTC software is used within the MTC region.

The Town annually performs pavement maintenance on public streets to the extent that funds are available. Streets are selected based on pavement condition, location, and the type of maintenance application. Maintenance applications are slurry seals, chip seals, and pavement overlays. Slurry and chip seals are thin applications of liquid asphalt mixed with sand or rock chips. Asphalt overlays are 1-1/2 to 4-inch thick layers of hot asphalt applied to the road surface.

Streets with the same type of maintenance application are grouped together to help to reduce the cost of the project and confines the project impact to a smaller area of the neighborhood. Streets are also selected based on the PCI. The PCI is determined by field inspection of the actual pavement condition. New streets start at 100 and as streets age the rating drops. The Town Council's goal is an average PCI of 70 and an average annual expenditure of \$1,900,000.

## Completed Pavement Maintenance Projects for Fiscal Year 2015/16<sup>1</sup>

Bali Court	Foothill Court	MacKenzie Place	Remington Drive
Barrons Place	Gerald Drive	MacPherson Place	Sabina Court
Brookside Drive	Golden Hills Court	Matadera Court	San Rey Place
Brooktree Drive	Greenlawn Drive	Mia Court	Scotts Mill Road
Camino Tassajara	Haven Hill Court	Mission Drive	Senca Court
Carole Meadows Court	Horizon Court	Mission Place	Stanton Court
Casita Court	Hunters Terrace	Morninghome Road	Sycamore Valley Road
Celine Court	Indian Home Road	Morris Ranch Court	Thornhill Road
Cerro Court	Larkstone Court	New Boston Court	Tunbridge Road
Devonshire Court	Leeds Court East	Plata Court	Verde Mesa Drive
Dover Court	Lomitas Road	Pulido Court	Verona Court
Eastward Lane	Luree Court	Pulido Road	Ynez Circle
Elati Court	Luz Court	Quivira Court	
Everett Drive	MacGregor Place	Raven Court	

<sup>1</sup> Expected completion date of May 2016.



## Proposed Pavement Maintenance Projects for Fiscal Year 2016/17

The following streets are candidates for a pavement maintenance treatment:

Ackerman Drive	Clarita Place	Ilo Lane	Serene Court
Alice Court	Clydesdale Drive	La Gonda Way	Sierra Vista Place
Allegheny Court	Constitution Drive	La Questa Drive	Silver Chief Way
Alta Loma Court	Contada Circle	Lehigh Valley Circle	St Ramon Court
Arroyo Drive	Corte Encanto	Love Lane	Starview Drive
Baja Loma Court	Corte Nogal	Maiden Lane	Starview Place
Belgian Drive	Crownridge Drive	Matadera Circle	Strawberry Court
Betten Court	Dolphin Drive	Meadowlark Court	Summer Hill Court
Birds Hill Court	Donna Lane	Millbrook Court	Surrey Court
Blemer Road	Dutch Mill Drive	Milwaukee Place	Tea Tree Court
Bolero Court	Edinburgh Circle	Montana Drive	Tyrrel Court
Brush Creek Place	El Cajon Drive	Normandy Court	Tyson Court
Buckeye Lane	El Capitan Drive	Peartree Court	Ultima Court
Buena Vista Drive	El Cerro Court	Pescadero Court	Vailwood Court
Bueno Court	El Pintado Road	Redondo Way	Vailwood Drive
Cameo Drive	El Pinto Road	Rhett Place	Valle Verde Court
Camino Court	El Quanito Court	Ridgeland Drive	Veda Drive
Camino Encanto	El Quanito Drive	Roan Drive	Verona Avenue
Camino Ramon	El Rio	Salem Town Court	Via Hermosa
Camino Ramon Place	El Sobrante Drive	San Gregorio Court	Vista Del Diablo
Canary Court	Fairway Drive	San Thomas Way	Willowmere Road
Castanya Court	Fountain Springs Drive	San Ysidro Court	Woodbine Lane
Chardonnay Court	Gelding Court	Santa Clara Court	Zamora Place
Charles Lane	Greenbrook Drive (NB)	Santa Clara Drive	
Church Street	Hightree Court	Santiago Drive	

See Project C-595 for more information about expenditures and funding.

# Pavement Management Program



**Table K - Projects Contributing to Overall Town Pavement Condition Index**

Pr#	Project Name	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	Status
A-362	DOWNTOWN IMPROVEMENT PROJECT-----	\$488,820	\$0	\$0	\$0	\$0	\$0	Under Construction
C-402	EL PINTADO OVERLAY - EL CERRO BLVD. TO I-680-----	\$457,958	\$0	\$0	\$0	\$0	\$0	
C-508	CAMINO TASSAJARA/CROW CANYON SAFETEA-LU IMPROVEMENTS-----	\$6,795,248	\$250,422	\$0	\$0	\$0	\$0	Out to Bid
C-578	SAN RAMON VALLEY BOULEVARD LANE ADDITION AND OVERLAY (SOUTH)---	\$45,000	\$908,046	\$0	\$0	\$0	\$0	In Plan/Design
C-584	DANVILLE VARIOUS STREETS AND ROADS PRESERVATION-----	\$1,116,763	\$0	\$0	\$0	\$0	\$0	Preparing for Const.
C-595	PAVEMENT MANAGEMENT PROGRAM-----	\$3,000,000	\$2,614,408	\$2,600,000	\$2,600,000	\$2,600,000	\$2,100,000	Under Construction Not Started
C-600	SAN RAMON VALLEY BOULEVARD IMPROVEMENTS (NORTH)-----	\$0	\$0	\$812,275	\$0	\$0	\$0	Not Started
C-601	CAMINO RAMON IMPROVEMENTS-----	\$0	\$0	\$0	\$1,563,143	\$0	\$0	Not Started
C-602	DANVILLE BOULEVARD IMPROVEMENTS-----	\$0	\$0	\$416,536	\$0	\$0	\$0	Not Started
C-605	RAILROAD AVENUE DECORATIVE CROSSWALKS AND PAVEMENT OVERLAY----	\$0	\$290,800	\$0	\$0	\$0	\$0	Not Started
C-315	FRONT, ROSE, AND LINDA MESA STREET IMPROVEMENTS-----	\$547,272	\$0	\$0	\$0	\$0	\$0	Construction Complete 1999
A-331	SAN RAMON VALLEY BLVD. STREET REPAIR-----	\$747,583	\$0	\$0	\$0	\$0	\$0	Construction Complete 2000
A-360	DANVILLE BLVD. STREET REPAIR-----	\$548,861	\$0	\$0	\$0	\$0	\$0	Construction Complete 2000
A-383	CAMINO RAMON OVERLAY (NORTH)-----	\$333,220	\$0	\$0	\$0	\$0	\$0	Construction Complete 2000
A-361	EL CERRO SUBDRAIN-----	\$115,830	\$0	\$0	\$0	\$0	\$0	Construction Complete 2001
A-367	CAMINO RAMON (SOUTH) STREET REPAIR-----	\$89,589	\$0	\$0	\$0	\$0	\$0	Construction Complete 2001
A-366	DIABLO ROAD STREET REPAIR WEST-----	\$334,467	\$0	\$0	\$0	\$0	\$0	Construction Complete 2002
A-369	SYCAMORE VALLEY ROAD STREET REPAIR-----	\$778,000	\$0	\$0	\$0	\$0	\$0	Construction Complete 2002
A-370	CAMINO TASSAJARA STREET REPAIR-----	\$711,000	\$0	\$0	\$0	\$0	\$0	Construction Complete 2002
A-386	CAMINO TASSAJARA STREET REPAIR - OLD ORCHARD TO SYCAMORE VALLEY	\$372,826	\$0	\$0	\$0	\$0	\$0	Construction Complete 2002
C-306	PAVEMENT MANAGEMENT PROGRAM-----	\$7,091,901	\$0	\$0	\$0	\$0	\$0	Construction Complete 2003
A-411	HARTZ AVENUE PAVEMENT REPAIR-----	\$267,598	\$0	\$0	\$0	\$0	\$0	Construction Complete 2005
A-431	CAMARITAS WAY AND CAMARITAS COURT RECONSTRUCTION-----	\$363,384	\$0	\$0	\$0	\$0	\$0	Construction Complete 2005
A-441	LA GONDA WAY STREET IMPROVEMENTS-----	\$34,550	\$0	\$0	\$0	\$0	\$0	Construction Complete 2005
C-475	CENTURY CIRCLE AND WAY PAVEMENT RECONSTRUCTION-----	\$364,000	\$0	\$0	\$0	\$0	\$0	Construction Complete 2005
A-364	DIABLO ROAD STREET REPAIR EAST PHASE 2-----	\$822,288	\$0	\$0	\$0	\$0	\$0	Construction Complete 2006
C-473	PAVEMENT MANAGEMENT PROGRAM-----	\$1,050,000	\$0	\$0	\$0	\$0	\$0	Construction Complete 2006
C-503	PAVEMENT MANAGEMENT PROGRAM-----	\$4,200,000	\$0	\$0	\$0	\$0	\$0	Construction Complete 2009
C-365	GREEN VALLEY ROAD STREET REPAIR-----	\$20,202	\$0	\$0	\$0	\$0	\$0	Construction Complete 2010
C-511	DIABLO AND GREEN VALLEY ROAD IMPROVEMENTS (ARRA)-----	\$1,008,063	\$0	\$0	\$0	\$0	\$0	Construction Complete 2010
C-239	MAJOR ARTERIAL OVERLAYS-----	\$301,405	\$0	\$0	\$0	\$0	\$0	Construction Complete 2011
C-547	PAVEMENT MANAGEMENT PROGRAM-----	\$4,000,000	\$0	\$0	\$0	\$0	\$0	Construction Complete 2011
C-240	TASSAJARA RANCH DRIVE MEDIAN AND BICYCLE LANES-----	\$850,546	\$0	\$0	\$0	\$0	\$0	Construction Complete 2012
C-570	PAVEMENT MANAGEMENT PROGRAM-----	\$2,000,000	\$0	\$0	\$0	\$0	\$0	Construction Complete 2014

Continued on next page 05/31/2016



# Pavement Management Program



Pr#	Project Name	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	Status
C-319	HARTZ AVENUE BEAUTIFICATION - LINDA MESA TO RAILROAD	\$8,717,211	\$0	\$0	\$0	\$0	\$0	Construction Complete 2015
C-391	HARTZ AVENUE BEAUTIFICATION - LINDA MESA TO DIABLO RD	\$360,848	\$0	\$0	\$0	\$0	\$0	Construction Complete 2015
C-577	PAVEMENT MANAGEMENT PROGRAM	\$6,000,000	\$0	\$0	\$0	\$0	\$0	Construction Complete 2015
C-586	SAN RAMON VALLEY BOULEVARD WIDENING	\$759,898	\$0	\$0	\$0	\$0	\$0	Construction Complete 2015
<b>TOTALS</b>		<b>\$54,694,331</b>	<b>\$4,063,676</b>	<b>\$3,828,811</b>	<b>\$4,163,143</b>	<b>\$2,600,000</b>	<b>\$2,100,000</b>	

05/31/2016





# Projects



# General Improvements

**NO PIC**





## Index of General Improvements by Project Number

Pr#	Project Name	Page	Status
A-064	LOCAL GENERAL IMPROVEMENTS - DISABLED ACCESS	CIP 29	Design
A-330	TOWN-WIDE STORM DRAIN SYSTEM MANAGEMENT	CIP 30	Design
A-362	DOWNTOWN IMPROVEMENT PROJECT	CIP 31	Construction, Modified
A-443	DIABLO ROAD (EAST) DRAINAGE IMPROVEMENTS	CIP 32	Adopted
A-482	STREET LIGHT MAINTENANCE	CIP 33	Construction, Modified
A-492	CENTRAL IRRIGATION SYSTEM CAPITAL MAINTENANCE	CIP 34	Construction, Modified
A-513	CAMINO TASSAJARA PKWY/SYCAMORE VALLEY RD SOUND WALL MAINT.	CIP 35	Design
A-514	PUBLIC PLACES FOR ART	CIP 36	Design
A-529	DIABLO RD RETAINING WALL REPLACEMENT GREEN VLY TO CLYDESDALE	CIP 37	Adopted
A-530	HAP MAGEE RANCH PARK SLIDE MITIGATION	CIP 38	Adopted
A-533	TOWN-WIDE LANDSCAPE REPLACEMENT	CIP 39	Construction
A-540	TOWN FACILITY SECURITY MONITORING SYSTEM	CIP 40	Construction
A-558	PARKING LOT MAINTENANCE	CIP 41	Construction
A-561	I-680 INTERCHANGE LANDSCAPING AT SYCAMORE AND DIABLO ROADS	CIP 42	Adopted, Modified
A-579	TOWN-WIDE ROADWAY DAMAGE REPAIR	CIP 43	Construction
A-580	TOWN OFFICE IMPROVEMENTS	CIP 44	New
A-604	LAUREL DRIVE BIORETENTION FACILITY	CIP 45	New



## Index of General Improvements by Project Name

Pr#	Project Name	Page	Status
A-513	CAMINO TASSAJARA PKWY/SYCAMORE VALLEY RD SOUND WALL MAINT.	CIP 35	Design
A-492	CENTRAL IRRIGATION SYSTEM CAPITAL MAINTENANCE	CIP 34	Construction, Modified
A-529	DIABLO RD RETAINING WALL REPLACEMENT GREEN VLY TO CLYDESDALE	CIP 37	Adopted
A-443	DIABLO ROAD (EAST) DRAINAGE IMPROVEMENTS	CIP 32	Adopted
A-362	DOWNTOWN IMPROVEMENT PROJECT	CIP 31	Construction, Modified
A-530	HAP MAGEE RANCH PARK SLIDE MITIGATION	CIP 38	Adopted
A-561	I-680 INTERCHANGE LANDSCAPING AT SYCAMORE AND DIABLO ROADS	CIP 42	Adopted, Modified
A-604	LAUREL DRIVE BIORETENTION FACILITY	CIP 45	New
A-064	LOCAL GENERAL IMPROVEMENTS - DISABLED ACCESS	CIP 29	Design
A-558	PARKING LOT MAINTENANCE	CIP 41	Construction
A-514	PUBLIC PLACES FOR ART	CIP 36	Design
A-482	STREET LIGHT MAINTENANCE	CIP 33	Construction, Modified
A-540	TOWN FACILITY SECURITY MONITORING SYSTEM	CIP 40	Construction
A-580	TOWN OFFICE IMPROVEMENTS	CIP 44	New
A-533	TOWN-WIDE LANDSCAPE REPLACEMENT	CIP 39	Construction
A-579	TOWN-WIDE ROADWAY DAMAGE REPAIR	CIP 43	Construction
A-330	TOWN-WIDE STORM DRAIN SYSTEM MANAGEMENT	CIP 30	Design



## LOCAL GENERAL IMPROVEMENTS - DISABLED ACCESS

CIP No: A-064 | STATUS: In Design

PRIORITY: 1/2 Ongoing

PROJECT MANAGER: NAS



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

This project includes annual construction of handicap ramps, sidewalks, traffic signal modifications, and public park access on an as-needed basis during the upcoming five-year period. Improvements will be selected on the basis of pedestrian traffic volume and where handicap accessibility is needed.

Improvements will be installed in locations not affected by new development that would otherwise build the improvement.

The Town's ADA Transition Plan will be used to prioritize projects.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$84,369	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$104,369
Construction	\$922,132	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$1,147,132
Inspection & Admin.	\$18,955	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$23,955
<b>Total Cost Estimate:</b>	<b>\$1,025,455</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$1,275,455</b>
<b>Total Expenditure:</b>	<b>\$765,750</b>	<b>Unexpended: \$259,705 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Measure J Rtrn to Src	\$45,000	\$0	\$0	\$0	\$0	\$0	\$45,000
Residential TIP	\$980,455	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$1,230,455
<b>Total Funding:</b>	<b>\$1,025,455</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$1,275,455</b>

### RATIONALE FOR PROPOSED PROJECT:

This project provides funding for smaller projects that are typically not part of a major CIP project yet require capital investment.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0



## TOWN-WIDE STORM DRAIN SYSTEM MANAGEMENT

CIP No: A-330 | STATUS: In Design

PRIORITY: 2 Ongoing

PROJECT MANAGER: NAS



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

This project provides for ongoing capital replacement and maintenance of the Town-wide drainage system.

Ongoing and as-needed work includes:

- Cleaning and desilting ditches and pipes as needed town wide.
- Repair of broken pipes, catch basins, and concrete lined ditches.
- Repair broken curbs, gutters, and valley gutters.
- Install trash removal devices in the Downtown area (\$200,000).

Repair existing ditch (Lomitas Ditch) in rear yards north of Camino Tassajara west of Lomitas Road. Begin easement acquisition.

Install concrete ditch at Mary Court to drain cul-de-sac (COMPLETED).

Repair failed outfall pipe into San Ramon Creek at North Hartz Avenue.

Repair culvert beneath Diablo Road at Alameda Diablo.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$86,742	\$0	\$0	\$0	\$0	\$0	\$86,742
Construction	\$983,909	\$0	\$0	\$0	\$0	\$0	\$983,909
Inspection & Admin.	\$34,979	\$0	\$0	\$0	\$0	\$0	\$34,979
<b>Total Cost Estimate:</b>	<b>\$1,105,630</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,105,630</b>
<b>Total Expenditure:</b>	<b>\$689,644</b>	<b>Unexpended: \$415,986 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$399,500	\$0	\$0	\$0	\$0	\$0	\$399,500
Cleanwater Program	\$623,000	\$0	\$0	\$0	\$0	\$0	\$623,000
Developer Contribution	\$83,130	\$0	\$0	\$0	\$0	\$0	\$83,130
<b>Total Funding:</b>	<b>\$1,105,630</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,105,630</b>

### RATIONALE FOR PROPOSED PROJECT:

Maintenance of the existing storm drain system is needed on an ongoing basis.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0



## DOWNTOWN IMPROVEMENT PROJECT

CIP No: A-362 | STATUS: In Construction

PRIORITY: 2

PROJECT MANAGER: FK



This project has been modified from the previous year.

### PROJECT DESCRIPTION AND LOCATION:

Project 1: Evaluate street lights on Hartz and Railroad and E. Prospect to identify locations for additional street lighting to increase illumination.

Phase 1 - COMPLETE.

Phase 2 - COMPLETE.

Phase 3 - Replace 31 street light poles with 62 double acorn LED street lights on Railroad Avenue from Prospect to Danville Boulevard, Hartz Way, Diablo Road, and Love Lane with new post top acorn street lights on decorative poles (Est. \$211,000).

Project 2: Identify appropriate locations and install street furniture, such as benches. 2014/15 (\$21,000).

Project 3: Repair or replace curb, gutter, sidewalk, brick banding, pavement, and new trees within the core downtown area (est. \$20,000).

### DESCRIPTION OF MODIFICATIONS:

Increased from 22 to 31 street light poles and 44 to 62 double acorn LED lights. Increased limits of project to include Diablo Road, from Hartz Avenue to I-680. Increased project construction cost by \$61,000.

PRINTED ON: 04/21/2016

### PROJECT COST ESTIMATE

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$46,000	\$0	\$0	\$0	\$0	\$0	\$46,000
Construction	\$435,470	\$0	\$0	\$0	\$0	\$0	\$435,470
Inspection & Admin.	\$7,350	\$0	\$0	\$0	\$0	\$0	\$7,350
<b>Total Cost Estimate:</b>	<b>\$488,820</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$488,820</b>
<b>Total Expenditure:</b>	<b>\$167,493</b>	<b>Unexpended: \$321,327 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$338,820	\$0	\$0	\$0	\$0	\$0	\$338,820
LLAD Zone C	\$150,000	\$0	\$0	\$0	\$0	\$0	\$150,000
<b>Total Funding:</b>	<b>\$488,820</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$488,820</b>

### RATIONALE FOR PROPOSED PROJECT:

New street light globes will improve lighting. Benches will enhance the Downtown experience.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0





## DIABLO ROAD (EAST) DRAINAGE IMPROVEMENTS

CIP No: A-443 | STATUS: Adopted

PRIORITY: 5

PROJECT MANAGER: SJ



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

In storm situations Diablo Road, across from the Diablo Country Club, has extensive silt runoff from the uphill side of the road causing roadside ditches to overflow. This has necessitated street closures and significant inconvenience to residents.

This project will modify the existing retaining wall, expand and improve the roadside ditches and install headwalls adjacent to existing storm drain crossings.

Connect existing storm drain line. \$11,000.

Modify retaining wall. \$44,000.

Install 1000 L.F. of concrete lined ditch behind the retaining wall. \$43,175.

Repair existing metal guard rail. \$22,000

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$98,175	\$0	\$0	\$0	\$0	\$0	\$98,175
Construction	\$40,900	\$0	\$0	\$0	\$0	\$0	\$40,900
Inspection & Admin.	\$4,200	\$0	\$0	\$0	\$0	\$0	\$4,200
<b>Total Cost Estimate:</b>	<b>\$143,275</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$143,275</b>
<b>Total Expenditure:</b>	<b>\$0</b>	<b>Unexpended: \$143,275 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$22,000	\$0	\$0	\$0	\$0	\$0	\$22,000
NERIAD	\$121,275	\$0	\$0	\$0	\$0	\$0	\$121,275
<b>Total Funding:</b>	<b>\$143,275</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$143,275</b>

### RATIONALE FOR PROPOSED PROJECT:

Improvements to the roadside drainage facilities will eliminate annual emergency callouts for mud cleanup and will eliminate silt

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0



## STREET LIGHT MAINTENANCE

CIP No: A-482 | STATUS: In Construction

PRIORITY: 3/4 Ongoing

PROJECT MANAGER: FK



This project has been modified from the previous year.

### PROJECT DESCRIPTION AND LOCATION:

The Town's deteriorating wood pole street lights will need to be replaced on an ongoing basis.

In addition, this project may be used for maintenance and repair of the Town's street lights system.

Replace remaining Town-owned street lights, parking lot lights, pathway lights, and park facilities lights with LED fixtures as appropriate (\$102,708) at:

Village Theatre, Clock Tower Parking Lot, Town Library, Sycamore Valley Park, Hap Magee Ranch Park, Diablo Vista Park, Oak Hill Park, Town Offices, and Town Service Center.

### DESCRIPTION OF MODIFICATIONS:

Removed LLAD Zone C funding.

## PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$494,036	\$20,000	\$20,000	\$20,000	\$20,000	\$0	\$574,036
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Cost Estimate:</b>	<b>\$494,036</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$574,036</b>
<b>Total Expenditure:</b>	<b>\$199,689</b>	<b>Unexpended: \$294,347 on 4/21/2016</b>					

## PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$276,281	\$0	\$0	\$0	\$0	\$0	\$276,281
LLAD Zone C	\$217,754	\$20,000	\$20,000	\$20,000	\$20,000	\$0	\$297,754
<b>Total Funding:</b>	<b>\$494,036</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$574,036</b>

### RATIONALE FOR PROPOSED PROJECT:

Some wood pole streetlights are in need of replacement. Other street light maintenance is ongoing

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0

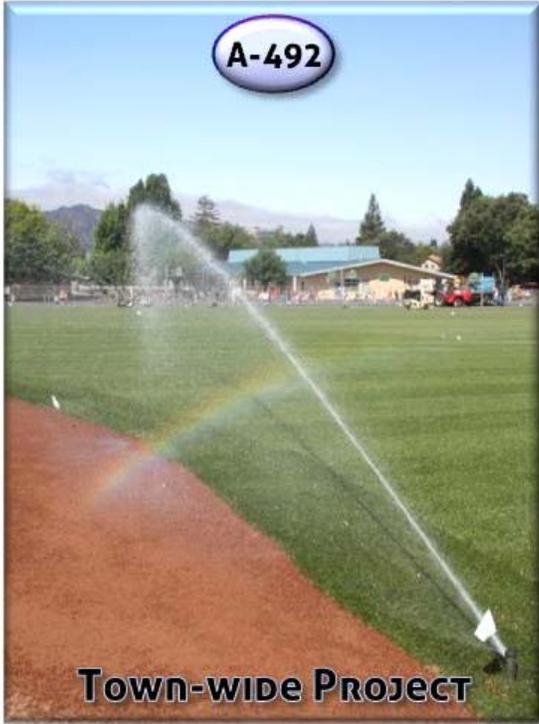


## CENTRAL IRRIGATION SYSTEM CAPITAL MAINTENANCE

CIP No: A-492 | STATUS: In Construction

PRIORITY: 1/2

PROJECT MANAGER: JT



This project has been modified from the previous year.

### PROJECT DESCRIPTION AND LOCATION:

Replacement of existing antiquated central irrigation system. Provides for access to all units from a central location, computer to support necessary software and hardware, and replacement of field units to enable programming from a central location.

System includes built-in capabilities for programming water features and lighting amenities at all park sites and is expandable to include addition of possible rain gauges and weather stations.

Phase 1: Diablo Vista, Sycamore Valley, Osage Station, Oak Hill, and Hap Magee Parks are COMPLETE.

Phase 2: Roadside Zones A and B are COMPLETE.

Phase 3: Weather Center for Maintenance Service Center or other suitable location (\$25,000).

### DESCRIPTION OF MODIFICATIONS:

Updated Phase 3 location.

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000
Construction	\$740,750	\$0	\$0	\$0	\$0	\$0	\$740,750
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Cost Estimate:</b>	<b>\$770,750</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$770,750</b>
<b>Total Expenditure:</b>	<b>\$689,610</b>	<b>Unexpended: \$81,140 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$73,612	\$0	\$0	\$0	\$0	\$0	\$73,612
Park Facilities	\$697,138	\$0	\$0	\$0	\$0	\$0	\$697,138
<b>Total Funding:</b>	<b>\$770,750</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$770,750</b>

### RATIONALE FOR PROPOSED PROJECT:

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0



## CAMINO TASSAJARA PKWY/SYCAMORE VALLEY RD SOUND WALL MAINT.

CIP No: A-513 | STATUS: In Design

| PRIORITY: 2/3 Ongoing

| PROJECT MANAGER: NAS



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Establish an ongoing maintenance program for the sound walls maintained by the Town, generally along Camino Tassajara Parkway and Sycamore Valley Road.

Estimates of future wall maintenance costs based on last year indicated additional funding is needed to maintain current quality standards and repair failures.

2012/13 - Added LLAD funding.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$316,900	\$0	\$0	\$0	\$0	\$0	\$316,900
Inspection & Admin.	\$17,305	\$0	\$0	\$0	\$0	\$0	\$17,305
<b>Total Cost Estimate:</b>	<b>\$334,205</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$334,205</b>
<b>Total Expenditure:</b>	<b>\$174,661</b>	<b>Unexpended: \$159,544 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$209,205	\$0	\$0	\$0	\$0	\$0	\$209,205
LLAD Zone B	\$125,000	\$0	\$0	\$0	\$0	\$0	\$125,000
<b>Total Funding:</b>	<b>\$334,205</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$334,205</b>

### RATIONALE FOR PROPOSED PROJECT:

Ongoing maintenance is needed for the 20 year old infrastructure.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 150  
 Additional Town direct operating costs per year: \$0

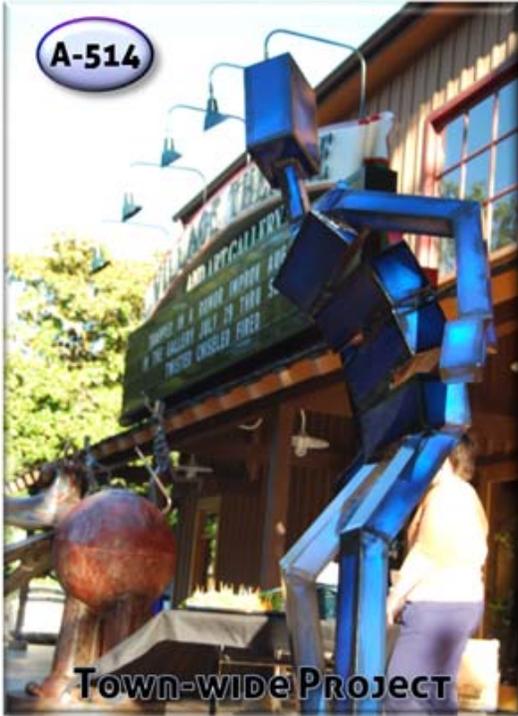


## PUBLIC PLACES FOR ART

CIP No: A-514 | STATUS: In Design

PRIORITY: 2/3 Ongoing

PROJECT MANAGER: HRP



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

This project will develop a plan to identify potential places to exhibit permanent and temporary art in public places.

This project has been recommended by the Arts Commission.

Council direction to use this project for Village Theatre Art Gallery.

Add banners to street lights on Front Street identifying the area as an "Art District" (\$4,000).

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$60,000	\$0	\$0	\$0	\$0	\$0	\$60,000
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Cost Estimate:</b>	<b>\$60,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$60,000</b>
<b>Total Expenditure:</b>	<b>\$48,391</b>	<b>Unexpended: \$11,609 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$60,000	\$0	\$0	\$0	\$0	\$0	\$60,000
<b>Total Funding:</b>	<b>\$60,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$60,000</b>

### RATIONALE FOR PROPOSED PROJECT:

Will provide the Town with a plan to deal with requests for displaying art in public spaces in a comprehensive fashion.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0

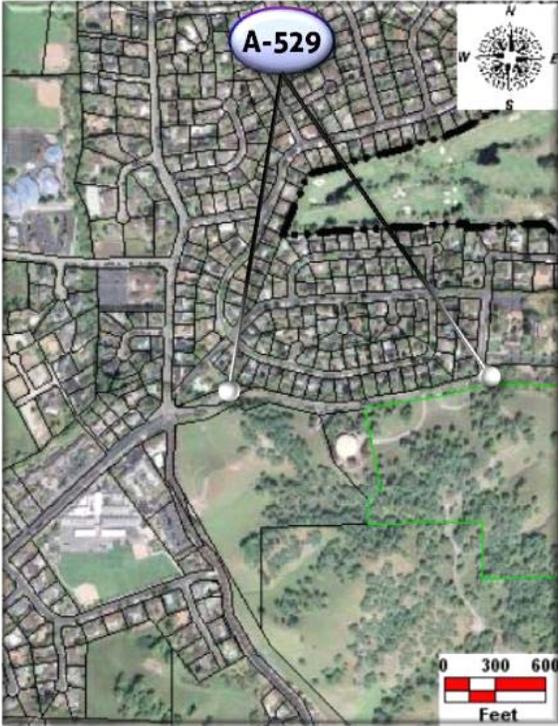


## DIABLO RD RETAINING WALL REPLACEMENT GREEN VLY TO CLYDESDALE

CIP No: A-529 | STATUS: Adopted

PRIORITY: 1/2

PROJECT MANAGER: SCL



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Replace 1300 LF of 7 foot maximum height retaining wall along north side of Diablo Road between Green Valley Road and Clydesdale Drive. The existing wall provides structural support for the roadway and adjacent multi-use path.

This project requires state and federal resource agency permits.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$75,246	\$0	\$0	\$0	\$0	\$0	\$75,246
Construction	\$451,473	\$0	\$0	\$0	\$0	\$0	\$451,473
Inspection & Admin.	\$30,500	\$0	\$0	\$0	\$0	\$0	\$30,500
<b>Total Cost Estimate:</b>	<b>\$557,219</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$557,219</b>
<b>Total Expenditure:</b>	<b>\$0</b>	<b>Unexpended: \$0 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$557,219	\$0	\$0	\$0	\$0	\$0	\$557,219
<b>Total Funding:</b>	<b>\$557,219</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$557,219</b>

### RATIONALE FOR PROPOSED PROJECT:

Existing retaining wall is failing leading to loss of trail and additional road maintenance.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 38  
 Additional Town direct operating costs per year: \$2,500

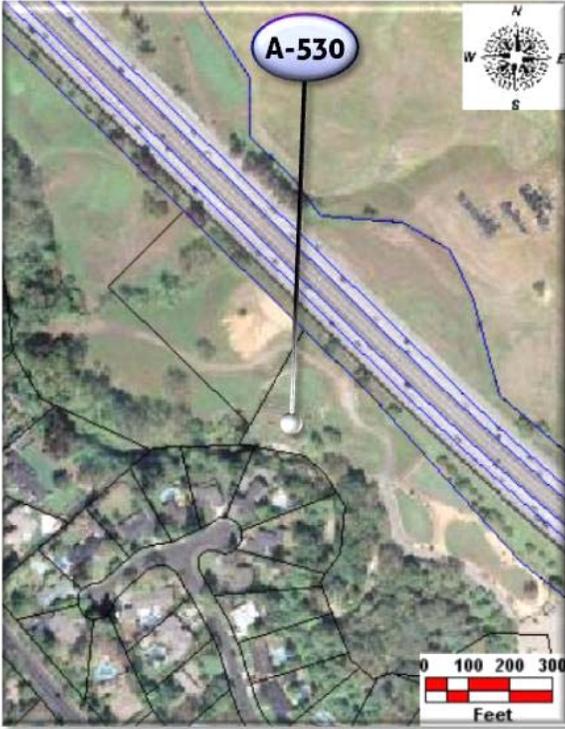


## HAP MAGEE RANCH PARK SLIDE MITIGATION

CIP No: A-530 | STATUS: Adopted

PRIORITY: 3/4

PROJECT MANAGER: JT



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Participate in the mitigation of a land slide on the northerly portion of Hap Magee Ranch property and the adjacent former YMCA property.

The amount shown in the CIP is the Town's maximum share.

Reserve project and funding until status of former YMCA property is determined.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$150,000	\$0	\$0	\$0	\$0	\$0	\$150,000
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Cost Estimate:</b>	<b>\$150,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$150,000</b>
<b>Total Expenditure:</b>	<b>\$0</b>	<b>Unexpended: \$150,000 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$150,000	\$0	\$0	\$0	\$0	\$0	\$150,000
<b>Total Funding:</b>	<b>\$150,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$150,000</b>

### RATIONALE FOR PROPOSED PROJECT:

Mitigation will prevent future damage to Hap Magee Ranch Park property and the YMCA

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0



## TOWN-WIDE LANDSCAPE REPLACEMENT

CIP No: A-533 | STATUS: In Construction

PRIORITY: 1 Ongoing

PROJECT MANAGER: JT



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Re-landscaping and irrigation upgrades of roadside and turf areas to increase productivity and efficient use of water resources.

### Sites include:

- Camino Tassajara @ Gate Tree Drive.
- Camino Tassajara @ Tassajara Lane. COMPLETE.
- W. Prospect Ave. @ Iron Horse Trail.
- Front Street Mini-Park.
- San Ramon Valley Road @ Iron Horse Trail.
- Crow Canyon Road (both sides).
- Anderson East and West shrubs.
- Cameo Crest shrubs.
- North Ridge shrubs.
- Messiah Lutheran Church shrubs and turf
- Danville Boulevard shrubs

No landscape replacement during drought.

### DESCRIPTION OF MODIFICATIONS:

## PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$16,551	\$0	\$0	\$0	\$0	\$0	\$16,551
Construction	\$230,498	\$0	\$0	\$0	\$0	\$0	\$230,498
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Cost Estimate:</b>	<b>\$247,049</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$247,049</b>
<b>Total Expenditure:</b>	<b>\$94,164</b>	<b>Unexpended: \$152,885 on 4/21/2016</b>					

## PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$226,013	\$0	\$0	\$0	\$0	\$0	\$226,013
LLAD Zone A	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LLAD Zone B	\$21,036	\$0	\$0	\$0	\$0	\$0	\$21,036
Park Facilities	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Funding:</b>	<b>\$247,049</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$247,049</b>

### RATIONALE FOR PROPOSED PROJECT:

Better use of the water resource and use of plant material native to this area.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0



## TOWN FACILITY SECURITY MONITORING SYSTEM

CIP No: A-540 | STATUS: In Construction

PRIORITY: 2

PROJECT MANAGER: CP



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Development of a comprehensive and integrated plan to monitor activities at town facilities that require additional security.

Phase 1: Plan and development; installation of system infrastructure and surveillance equipment at Village Theatre. COMPLETE.

Phase 2: Installation of system infrastructure and surveillance equipment at Oak Hill Park Community Center.

Phase 3: Installation of system infrastructure and surveillance equipment at:

- Town Offices
- Danville Community Center
- Sycamore Valley Park
- Diablo Vista Park
- Library and Community Center
- Hap Magee Ranch Park
- Osage Station Park
- Park and Ride Facility

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
Construction	\$70,000	\$0	\$0	\$0	\$0	\$0	\$70,000
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Cost Estimate:</b>	<b>\$80,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$80,000</b>
<b>Total Expenditure:</b>	<b>\$20,517</b>	<b>Unexpended: \$59,483 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$80,000	\$0	\$0	\$0	\$0	\$0	\$80,000
<b>Total Funding:</b>	<b>\$80,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$80,000</b>

### RATIONALE FOR PROPOSED PROJECT:

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0



## PARKING LOT MAINTENANCE

**CIP No:** A-558 | **STATUS:** In Construction

**PRIORITY:** 2 Ongoing

**PROJECT MANAGER:** NAS



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Maintain the following town-owned facilities:

- Front Street Parking Lot
- Clocktower Parking Lot
- Railroad Depot Parking Lot
- Library and Community Center Parking Lot
- Village Theatre and Town Meeting Hall Parking Lot
- Municipal Service Center Parking Lot (including Church)

Parking lots located in parks will be maintained with each park maintenance project.

Ongoing maintenance includes landscaping, striping, surface repair, lighting, and irrigation. Maintenance and repair will be on an as-needed basis.

### DESCRIPTION OF MODIFICATIONS:

## PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Capital Maintenance	\$149,304	\$0	\$0	\$0	\$0	\$0	\$149,304
<b>Total Cost Estimate:</b>	<b>\$149,304</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$149,304</b>
<b>Total Expenditure:</b>	<b>\$9,635</b>	<b>Unexpended: \$139,669 on 4/21/2016</b>					

## PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Measure J Rtrn to Src	\$149,304	\$0	\$0	\$0	\$0	\$0	\$149,304
<b>Total Funding:</b>	<b>\$149,304</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$149,304</b>

### RATIONALE FOR PROPOSED PROJECT:

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0

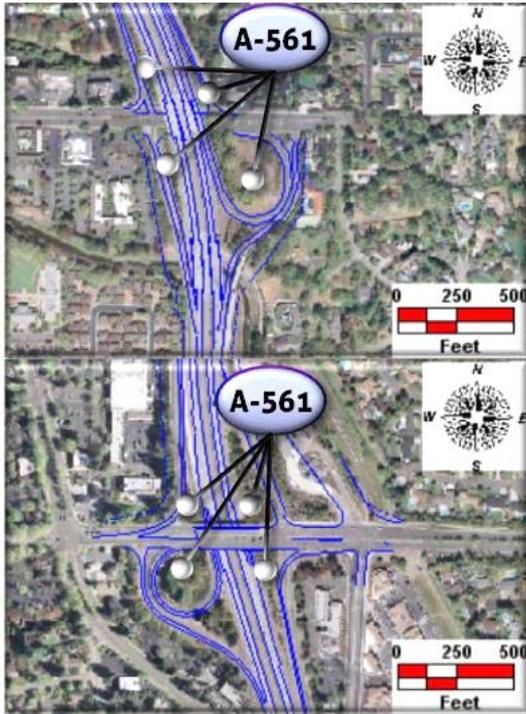


## I-680 INTERCHANGE LANDSCAPING AT SYCAMORE AND DIABLO ROADS

CIP No: A-561 | STATUS: Adopted

PRIORITY: 3

PROJECT MANAGER: JAC



This project has been modified from the previous year.

### PROJECT DESCRIPTION AND LOCATION:

Renovation and re-landscaping in the freeway interchanges at Sycamore Valley and Diablo Roads. Project includes new landscaping and irrigation system, repairs and upgrades.

Project provides funds for low maintenance effort.

The landscaping will be phased over two years. Northbound ramps will be in Phase 1 and southbound ramps in Phase 2.

### DESCRIPTION OF MODIFICATIONS:

Moved project out 2 years. Changed priority to 3.

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$367,000	\$204,000	\$0	\$571,000
Inspection & Admin.	\$0	\$0	\$0	\$2,400	\$2,400	\$0	\$4,800
<b>Total Cost Estimate:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$369,400</b>	<b>\$206,400</b>	<b>\$0</b>	<b>\$575,800</b>
<b>Total Expenditure:</b>	<b>\$0</b>	<b>Unexpended: \$0 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$0	\$0	\$0	\$360,000	\$215,800	\$0	\$575,800
<b>Total Funding:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$360,000</b>	<b>\$215,800</b>	<b>\$0</b>	<b>\$575,800</b>

### RATIONALE FOR PROPOSED PROJECT:

Beautification of Danville's freeway interchanges.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 210  
 Additional Town direct operating costs per year: \$25,000





## TOWN-WIDE ROADWAY DAMAGE REPAIR

CIP No: A-579 | STATUS: In Construction

PRIORITY: 3/4 Ongoing

PROJECT MANAGER: DC



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Repair damage to guardrails, retaining walls, asphalt berms, street signs, town-owned street light poles, roadside irrigation controllers, traffic signals poles, landscaping, trash cans, and other roadside street infrastructure.

Funds from this capital project may be used when cost recovery has failed.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Capital Maintenance	\$45,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$120,000
<b>Total Cost Estimate:</b>	<b>\$45,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$120,000</b>
<b>Total Expenditure:</b>	<b>\$19,288</b>	<b>Unexpended: \$25,712 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$45,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$120,000
<b>Total Funding:</b>	<b>\$45,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$120,000</b>

### RATIONALE FOR PROPOSED PROJECT:

Funding for damage repair caused by vehicular accidents, acts of nature, and vandalism when not covered by the operating budget.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0

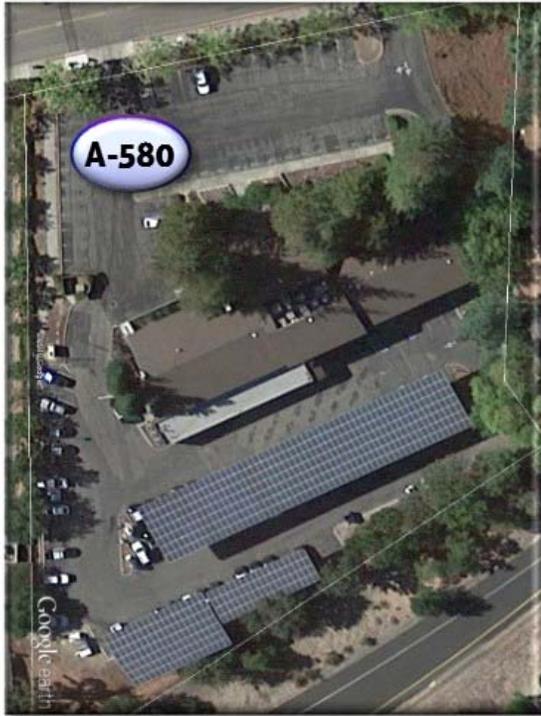


## TOWN OFFICE IMPROVEMENTS

CIP No: A-580 | STATUS: New

PRIORITY: 1/2

PROJECT MANAGER: JAC



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

The public use portion of the Town Offices have not been remodeled or upgraded since the Town acquired the building in 1985. The front lobby, public hallway, restrooms and conference rooms are in need of repair and improvement.

This project would:

- + Expand and upgrade the public lobby and hallway, including expanding the permit counter, new windows and front doors;
- + Upgrade and renovate the public restrooms;
- + Add new office space to house the Chief Building Official and the Plans Examiner;
- + Expand the north conference room from 375 to 1,000 square feet in size; sufficient to accommodate meetings of 50-60 people;
- + Replace and upgrade HVAC systems, ceiling tiles and lighting.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$0	\$154,000	\$0	\$0	\$0	\$0	\$154,000
Contingency	\$0	\$90,000	\$0	\$0	\$0	\$0	\$90,000
Construction	\$0	\$697,800	\$0	\$0	\$0	\$0	\$697,800
<b>Total Cost Estimate:</b>	<b>\$0</b>	<b>\$941,800</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$941,800</b>
<b>Total Expenditure:</b>		<b>Not Available</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$0	\$941,800	\$0	\$0	\$0	\$0	\$941,800
<b>Total Funding:</b>	<b>\$0</b>	<b>\$941,800</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$941,800</b>

### RATIONALE FOR PROPOSED PROJECT:

Enlarge the Town Office Lobby, update furniture, enlarge existing work area, and add new office. Provide additional conference

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0





## LAUREL DRIVE BIORETENTION FACILITY

CIP No: A-604 | STATUS: New

PRIORITY: 2

PROJECT MANAGER: SCL



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Bioretention treatment facilities satisfy the Municipal Regional Stormwater Permit requirements. Some capital projects, such as new parking lots or street widening may use offsite treatment facilities in lieu of onsite.

This project provides a bioretention facility in the existing improved channel located south of Laurel Drive and east of the Park and Ride Facility.

The existing improved channel is owned by the Town. It currently transports storm water collected from the southwest quadrant of the Town.

The bioretention facility will consist of several bioretention ponds constructed within the improved channel. (Refer to page 70 of the 6th Edition STORMWATER C.3 GUIDEBOOK, dated February 15, 2012 for details.)

The project is phased to accommodate the need for bioretention capacity. Phase 1 will be constructed at the downstream end of the channel near Laurel Drive. Phases 2 through 6 will be constructed upstream as needed using development or project mitigation fees.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Environmental Review	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000
Design	\$0	\$17,000	\$0	\$11,025	\$0	\$12,155	\$40,180
Construction	\$0	\$60,000	\$0	\$66,150	\$0	\$72,930	\$199,080
<b>Total Cost Estimate:</b>	<b>\$0</b>	<b>\$107,000</b>	<b>\$0</b>	<b>\$77,175</b>	<b>\$0</b>	<b>\$85,085</b>	<b>\$269,260</b>
<b>Total Expenditure:</b>		<b>Not Available</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$0	\$107,000	\$0	\$77,175	\$0	\$85,085	\$269,260
<b>Total Funding:</b>	<b>\$0</b>	<b>\$107,000</b>	<b>\$0</b>	<b>\$77,175</b>	<b>\$0</b>	<b>\$85,085</b>	<b>\$269,260</b>

### RATIONALE FOR PROPOSED PROJECT:

Provide bioretention capacity for CIP projects.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0



# **Parks & Facilities**

**NO PIC**





## Index of Parks and Facilities by Project Number

Pr#	Project Name	Page	Status
B-101	PARK AND RECREATION FACILITIES CAPITAL MAINTENANCE-----	CIP 49	Construction
B-120	TOWN-WIDE TRAILS-----	CIP 50	Design
B-216	TOWN SERVICE CENTER CAPITAL MAINTENANCE-----	CIP 51	Construction
B-280	SPORTS FIELD RENOVATION-----	CIP 52	Design, Modified
B-328	TOWN OFFICES CAPITAL MAINTENANCE-----	CIP 53	Design, Modified
B-400	HAP MAGEE RANCH PARK CAPITAL MAINTENANCE-----	CIP 54	Construction, Modified
B-415	CIVIC FACILITIES CAPITAL MAINTENANCE PROJECTS-----	CIP 55	Construction, Modified
B-420	FRONT STREET CREEKSIDE TRAIL-----	CIP 56	Adopted
B-427	OAK HILL MASTER PLAN - PHASE 2-----	CIP 57	Adopted, Unfunded
B-450	PARK SYSTEM SIGNAGE-----	CIP 58	Complete
B-452	SYCAMORE DAY SCHOOL BUILDING REPAIRS-----	CIP 59	Construction, Modified
B-479	SYCAMORE VALLEY PARK SITE STUDY-----	CIP 60	Adopted, Modified, Unfunded
B-490	OSAGE STATION PARK IMPROVEMENTS-----	CIP 61	Construction
B-491	LIBRARY AND COMMUNITY CENTER CAPITAL MAINTENANCE-----	CIP 62	Construction
B-493	SYNTHETIC TURF REPLACEMENT-----	CIP 63	Complete, Modified
B-494	OSAGE STATION PARK CAPITAL MAINTENANCE-----	CIP 64	Construction, Modified
B-495	SYCAMORE VALLEY PARK CAPITAL MAINTENANCE-----	CIP 65	Construction, Modified
B-515	SECURITY ACCESS CONTROL FOR TOWN BUILDINGS-----	CIP 66	Construction
B-522	SYCAMORE VALLEY PARK PICNIC AREA RESTROOMS-----	CIP 67	Adopted, Unfunded
B-544	OAK HILL PARK CAPITAL MAINTENANCE-----	CIP 68	Construction
B-550	MUNICIPAL SERVICE CENTER WASTE TRANSFER AREA-----	CIP 69	Adopted
B-553	VILLAGE THEATRE CAPITAL MAINTENANCE-----	CIP 70	Construction, Modified
B-556	DANVILLE SOUTH PARK CAPITAL MAINTENANCE-----	CIP 71	Construction, Modified
B-559	SCHOOL PARK FACILITIES CAPITAL MAINTENANCE-----	CIP 72	Construction, Modified
B-560	DIABLO VISTA PARK CAPITAL MAINTENANCE-----	CIP 73	Construction, Modified
B-574	VISTA GRANDE STREET/BRET HARTE PARK PEDESTRIAN IMPROVEMEN	CIP 74	Design, Modified
B-582	VETERANS MEMORIAL HALL CAPITAL MAINTENANCE-----	CIP 75	Construction, Modified
B-591	BOCCE BALL COURT EXPANSION AT SYCAMORE VALLEY PARK-----	CIP 76	Complete
B-597	VILLAGE THEATRE PARKING LOT IMPROVEMENTS-----	CIP 77	Adopted



## Index of Parks and Facilities by Project Name

Pr#	Project Name	Page	Status
B-591	BOCCE BALL COURT EXPANSION AT SYCAMORE VALLEY PARK-----	CIP 76	Complete
B-415	CIVIC FACILITIES CAPITAL MAINTENANCE PROJECTS-----	CIP 55	Construction, Modified
B-556	DANVILLE SOUTH PARK CAPITAL MAINTENANCE-----	CIP 71	Construction, Modified
B-560	DIABLO VISTA PARK CAPITAL MAINTENANCE-----	CIP 73	Construction, Modified
B-420	FRONT STREET CREEKSIDE TRAIL-----	CIP 56	Adopted
B-400	HAP MAGEE RANCH PARK CAPITAL MAINTENANCE-----	CIP 54	Construction, Modified
B-491	LIBRARY AND COMMUNITY CENTER CAPITAL MAINTENANCE-----	CIP 62	Construction
B-550	MUNICIPAL SERVICE CENTER WASTE TRANSFER AREA-----	CIP 69	Adopted
B-427	OAK HILL MASTER PLAN - PHASE 2-----	CIP 57	Adopted, Unfunded
B-544	OAK HILL PARK CAPITAL MAINTENANCE-----	CIP 68	Construction
B-494	OSAGE STATION PARK CAPITAL MAINTENANCE-----	CIP 64	Construction, Modified
B-490	OSAGE STATION PARK IMPROVEMENTS-----	CIP 61	Construction
B-101	PARK AND RECREATION FACILITIES CAPITAL MAINTENANCE-----	CIP 49	Construction
B-450	PARK SYSTEM SIGNAGE-----	CIP 58	Complete
B-559	SCHOOL PARK FACILITIES CAPITAL MAINTENANCE-----	CIP 72	Construction, Modified
B-515	SECURITY ACCESS CONTROL FOR TOWN BUILDINGS-----	CIP 66	Construction
B-280	SPORTS FIELD RENOVATION-----	CIP 52	Design, Modified
B-452	SYCAMORE DAY SCHOOL BUILDING REPAIRS-----	CIP 59	Construction, Modified
B-495	SYCAMORE VALLEY PARK CAPITAL MAINTENANCE-----	CIP 65	Construction, Modified
B-522	SYCAMORE VALLEY PARK PICNIC AREA RESTROOMS-----	CIP 67	Adopted, Unfunded
B-479	SYCAMORE VALLEY PARK SITE STUDY-----	CIP 60	Adopted, Modified , Unfunded
B-493	SYNTHETIC TURF REPLACEMENT-----	CIP 63	Complete, Modified
B-328	TOWN OFFICES CAPITAL MAINTENANCE-----	CIP 53	Design, Modified
B-216	TOWN SERVICE CENTER CAPITAL MAINTENANCE-----	CIP 51	Construction
B-120	TOWN-WIDE TRAILS-----	CIP 50	Design
B-582	VETERANS MEMORIAL HALL CAPITAL MAINTENANCE-----	CIP 75	Construction, Modified
B-553	VILLAGE THEATRE CAPITAL MAINTENANCE-----	CIP 70	Construction, Modified
B-597	VILLAGE THEATRE PARKING LOT IMPROVEMENTS-----	CIP 77	Adopted
B-574	VISTA GRANDE STREET/BRET HARTE PARK PEDESTRIAN IMPROVEMENT-----	CIP 74	Design, Modified



## PARK AND RECREATION FACILITIES CAPITAL MAINTENANCE

CIP No: B-101 | STATUS: In Construction

PRIORITY: 2 Ongoing

PROJECT MANAGER: JJ



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

This is an ongoing Town-wide effort to address capital maintenance, repair and preventative maintenance of parks and community facilities.

### Ongoing repairs:

- Sidewalk and pathway repairs. Ongoing tree work.
- BBQ replacement and picnic table replacement.
- Repairs to play area equipment. Repair and repaint restrooms.
- Drinking fountain repairs/replacement (including animal troughs).
- Repairs to cyclone fencing and metal rail fencing.
- Repair and seal wooden shade structures.
- Repaint metal rail fence.
- Repairs and resurfacing of basketball and tennis courts (annually).
- Grub treatments on non-sports turf (\$30,000 annually).

Playground safety surfacing repairs (annually) at Sycamore Valley, Diablo Vista, Hap Magee Ranch and Osage Station Parks.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$59,951	\$0	\$0	\$0	\$0	\$0	\$59,951
Construction	\$1,359,495	\$46,000	\$41,000	\$0	\$0	\$0	\$1,446,495
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Cost Estimate:</b>	<b>\$1,419,446</b>	<b>\$46,000</b>	<b>\$41,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,506,446</b>
<b>Total Expenditure:</b>	<b>\$1,235,166</b>	<b>Unexpended: \$184,280 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$556,000	\$0	\$0	\$0	\$0	\$0	\$556,000
City County Pmt Pgm	\$22,000	\$0	\$0	\$0	\$0	\$0	\$22,000
Cleanwater Program	\$12,771	\$0	\$0	\$0	\$0	\$0	\$12,771
LLAD Zone D	\$31,500	\$0	\$0	\$0	\$0	\$0	\$31,500
Park Dedication Impact	\$454,303	\$46,000	\$0	\$0	\$0	\$0	\$500,303
Park Facilities	\$342,872	\$0	\$41,000	\$0	\$0	\$0	\$383,872
<b>Total Funding:</b>	<b>\$1,419,446</b>	<b>\$46,000</b>	<b>\$41,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,506,446</b>

### RATIONALE FOR PROPOSED PROJECT:

This project allows timely response to specific repairs and renovation needs as they occur.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0

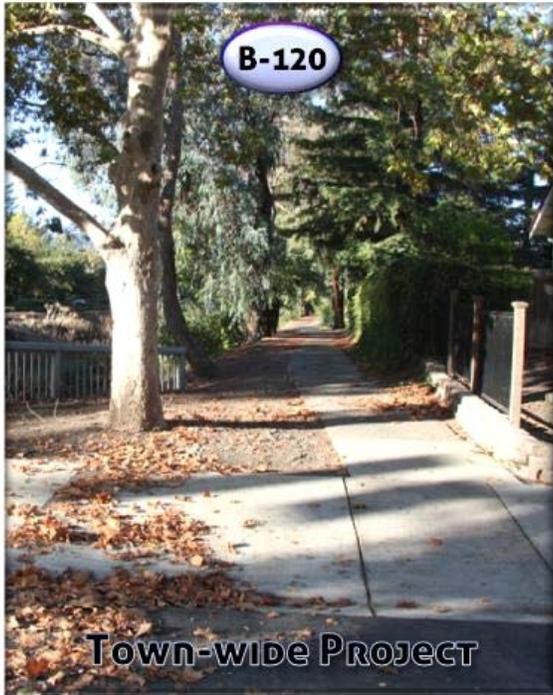


## TOWN-WIDE TRAILS

CIP No: B-120 | STATUS: In Design

PRIORITY: 2/3 Ongoing

PROJECT MANAGER: BR



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

The Parks and Leisure Services Commission identified short-term trail priorities on Green Valley Creek Trail and Sycamore Creek Trail.

Cost estimates range from \$75 to \$150 per foot for an eight-foot wide paved trail. Other costs include environmental studies, acquisition of ROW, license or easement agreements, trail markers, and mapping information (all sites).

Green Valley Creek at:  
Green Valley Shopping Center to Diablo Rd. COMPLETE.

Trail maintenance:  
Westside trail renovation.  
Sycamore Creek Trail east of Old Orchard renovation. COMPLETE.  
Sycamore elementary School to Trish Lane rehabilitation.  
Hill Road to Blemer Road school path.  
Quinterra Lane school path between Entrada Mesa and Ester Lane.  
Trail gap closures per the Townwide Trails Master Plan.

Additional trail receptacles and doggie bag dispensers.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$58,050	\$0	\$0	\$0	\$0	\$0	\$58,050
Construction	\$624,630	\$37,000	\$39,000	\$40,000	\$0	\$0	\$740,630
Inspection & Admin.	\$2,590	\$0	\$0	\$0	\$0	\$0	\$2,590
<b>Total Cost Estimate:</b>	<b>\$685,270</b>	<b>\$37,000</b>	<b>\$39,000</b>	<b>\$40,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$801,270</b>
<b>Total Expenditure:</b>	<b>\$626,519</b>	<b>Unexpended: \$58,750 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$37,826	\$0	\$0	\$0	\$0	\$0	\$37,826
Park Dedication Impact	\$244,444	\$37,000	\$39,000	\$40,000	\$0	\$0	\$360,444
Park Facilities	\$403,000	\$0	\$0	\$0	\$0	\$0	\$403,000
<b>Total Funding:</b>	<b>\$685,270</b>	<b>\$37,000</b>	<b>\$39,000</b>	<b>\$40,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$801,270</b>

### RATIONALE FOR PROPOSED PROJECT:

Implementation of the Town-wide Trails Master Plan.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



## TOWN SERVICE CENTER CAPITAL MAINTENANCE

CIP No: B-216 | STATUS: In Construction

PRIORITY: 2 Ongoing

PROJECT MANAGER: JP



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Periodic repairs, renovation, and preventative maintenance activities for the Town Service Center.

2014/15 - Replace 2 HVAC at Town Service Center. (COMPLETED).  
 2016/17 - Replace 2 HVAC units at the Town Service Center in the upstairs ceiling. (\$15,000).

Future Projects: Relocate dumpsters per storm water requirements.

This is an ongoing project.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total	
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Construction	\$197,442	\$29,000	\$29,000	\$30,000	\$30,000	\$0	\$315,442	
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
<b>Total Cost Estimate:</b>	<b>\$197,442</b>	<b>\$29,000</b>	<b>\$29,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$0</b>	<b>\$315,442</b>	
<b>Total Expenditure:</b>	<b>\$95,817</b>	<b>Unexpended: \$101,626 on 4/21/2016</b>						

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$188,058	\$29,000	\$29,000	\$30,000	\$30,000	\$0	\$306,058
LLAD Zone A	\$9,385	\$0	\$0	\$0	\$0	\$0	\$9,385
<b>Total Funding:</b>	<b>\$197,443</b>	<b>\$29,000</b>	<b>\$29,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$0</b>	<b>\$315,443</b>

### RATIONALE FOR PROPOSED PROJECT:

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0

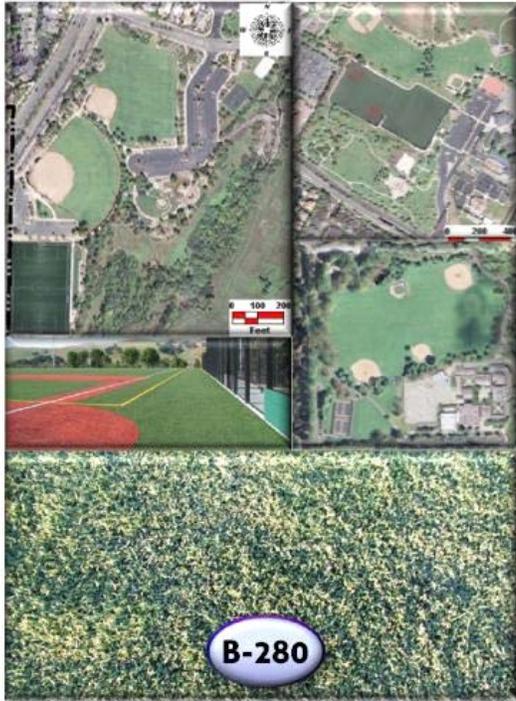


## SPORTS FIELD RENOVATION

CIP No: B-280 | STATUS: In Design

PRIORITY: 2 Ongoing

PROJECT MANAGER: JJ



This project has been modified from the previous year.

### PROJECT DESCRIPTION AND LOCATION:

Maintain sports fields and related amenities in a condition which provides a safe environment for user groups. Project may include over-seeding, top-dressing and leveling of 12 Town-maintained baseball/softball natural turf fields and 15 Town-maintained soccer/lacrosse fields each spring. Major maintenance activities related to field lighting, fencing, and grooming of synthetic turf will also be completed as needed, including purchase of equipment to complete this work.

Sites included are: Osage Station Park, Sycamore Valley Park, and Diablo Vista Park.

2015/16 - Organic fertilizer program. (\$15,000).  
 2016/17 - Repair/replace sports field fencing. (\$25,000). Annual project.  
 2017/18 - Replace sports field electrical lighting panel at Sycamore Valley Park.

### DESCRIPTION OF MODIFICATIONS:

Added 2016/17 and 2017/18 projects.

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000
Construction	\$932,765	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$1,057,765
Inspection & Admin.	\$18,693	\$0	\$0	\$0	\$0	\$0	\$18,693
<b>Total Cost Estimate:</b>	<b>\$981,458</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$1,106,458</b>
<b>Total Expenditure:</b>	<b>\$935,920</b>	<b>Unexpended: \$45,538 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$320,472	\$0	\$0	\$0	\$0	\$0	\$320,472
LLAD Zone D	\$59,686	\$0	\$0	\$0	\$0	\$0	\$59,686
Park Dedication Impact	\$151,300	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$276,300
Park Facilities	\$450,000	\$0	\$0	\$0	\$0	\$0	\$450,000
<b>Total Funding:</b>	<b>\$981,458</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$1,106,458</b>

### RATIONALE FOR PROPOSED PROJECT:

Coordination with Sports Alliance field users to identify priorities on an annual basis.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0



## TOWN OFFICES CAPITAL MAINTENANCE

CIP No: B-328 | STATUS: In Design

PRIORITY: 2 Ongoing

PROJECT MANAGER: JP



This project has been modified from the previous year.

### PROJECT DESCRIPTION AND LOCATION:

Routine preventative maintenance for general upkeep and preservation of the Town Offices and modification for accommodation of staff changes.

- 2016/17 Paint building exterior. (\$12,000).
- Repave and stripe parking lot. (\$35,000)  
(coordinate timing with A-580 Town Offices Improvement)

### DESCRIPTION OF MODIFICATIONS:

Updated projects. Changed funding for 2016 from Civic Facilities to CIP General Purpose Revenue.

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$35,700	\$0	\$0	\$0	\$0	\$0	\$35,700
Construction	\$294,633	\$29,000	\$31,000	\$31,000	\$31,000	\$0	\$416,633
Inspection & Admin.	\$600	\$0	\$0	\$0	\$0	\$0	\$600
<b>Total Cost Estimate:</b>	<b>\$330,933</b>	<b>\$29,000</b>	<b>\$31,000</b>	<b>\$31,000</b>	<b>\$31,000</b>	<b>\$0</b>	<b>\$452,933</b>
<b>Total Expenditure:</b>	<b>\$198,558</b>	<b>Unexpended: \$132,375 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$50,000	\$29,000	\$0	\$0	\$0	\$0	\$79,000
Civic Facilities Fund	\$280,933	\$0	\$31,000	\$31,000	\$31,000	\$0	\$373,933
<b>Total Funding:</b>	<b>\$330,933</b>	<b>\$29,000</b>	<b>\$31,000</b>	<b>\$31,000</b>	<b>\$31,000</b>	<b>\$0</b>	<b>\$452,933</b>

### RATIONALE FOR PROPOSED PROJECT:

Building maintenance and accommodation for changes in staff.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
Additional Town direct operating costs per year: \$0

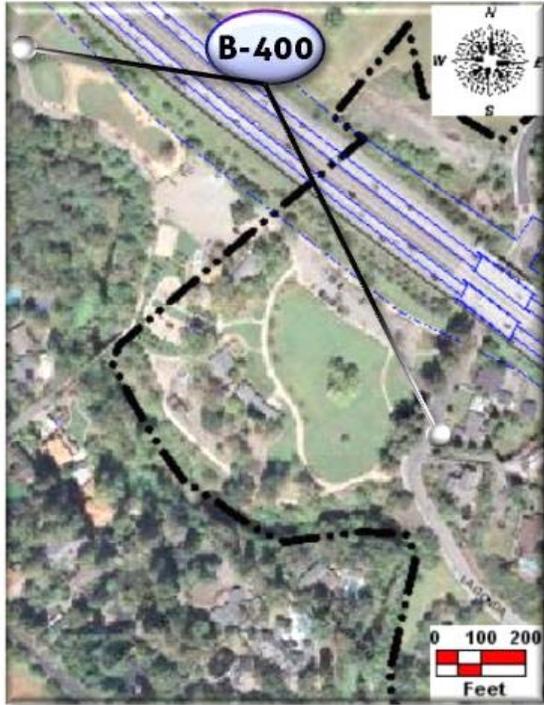


## HAP MAGEE RANCH PARK CAPITAL MAINTENANCE

CIP No: B-400 | STATUS: In Construction

PRIORITY: 2 Ongoing

PROJECT MANAGER: DC



This project has been modified from the previous year.

### PROJECT DESCRIPTION AND LOCATION:

Routine preventative maintenance activities for the general upkeep and preservation of the site and non-routine repair and replacement.

2015/16 Repaint Magee and Swain Houses (\$8,000).  
Repairs to Gazebo (\$10,000).  
Dog Park play equipment (\$5,000).

2016/17 Playground equipment replacement design. (\$130,000).  
Large Dog Park surface (\$25,000).  
Play area safety repairs. (\$2,500).  
Concrete repairs. (\$2,500).

2017/18 ADA access at Canine Corral entrance.  
Playground equipment replacement. (\$400,000).  
Large Dog Park surface. (\$25,000)

### DESCRIPTION OF MODIFICATIONS:

Updated projects. Added \$375,000 to 2017/18.

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Capital Maintenance	\$405,366	\$150,000	\$400,000	\$25,000	\$0	\$0	\$980,366
<b>Total Cost Estimate:</b>	<b>\$405,366</b>	<b>\$150,000</b>	<b>\$400,000</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$980,366</b>
<b>Total Expenditure:</b>	<b>\$304,711</b>	<b>Unexpended: \$100,655 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$127,500	\$0	\$0	\$0	\$0	\$0	\$127,500
Park Facilities	\$17,500	\$75,000	\$200,000	\$12,500	\$0	\$0	\$305,000
R-7A	\$120,000	\$75,000	\$200,000	\$12,500	\$0	\$0	\$407,500
YMCA Rental Rev	\$140,366	\$0	\$0	\$0	\$0	\$0	\$140,366
<b>Total Funding:</b>	<b>\$405,366</b>	<b>\$150,000</b>	<b>\$400,000</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$980,366</b>

### RATIONALE FOR PROPOSED PROJECT:

Major activity is needed for the site and buildings; non-routine repairs and replacement are completed as needed.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 50  
Additional Town direct operating costs per year: \$5,000

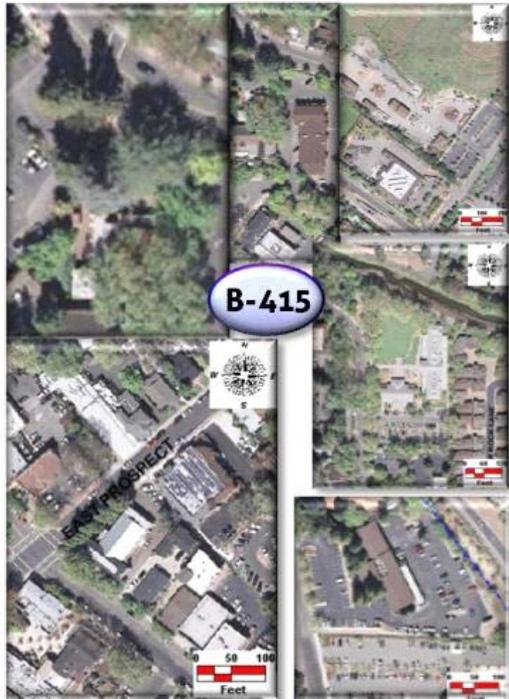


## CIVIC FACILITIES CAPITAL MAINTENANCE PROJECTS

CIP No: B-415 | STATUS: In Construction

PRIORITY: 2 Ongoing

PROJECT MANAGER: JP



This project has been modified from the previous year.

### PROJECT DESCRIPTION AND LOCATION:

This is an ongoing Town-wide effort to address capital maintenance, repair and preventative maintenance of aging civic facilities.

Projects include such items as HVAC systems, roof replacements, lighting and alarm systems, major exterior and interior painting, door and equipment replacements.

2016/17 - Install ceiling-mounted projectors in both Town Office conference rooms.  
Add Town Logo to all lecterns (\$5,000).

2017/18 - Village Theatre exterior paint.

2018/19 - Install 2 HVAC systems at the Town Meeting Hall.

### DESCRIPTION OF MODIFICATIONS:

Moved 2014/15 to 2015/16. Added 2016/17 and 2018/19 projects. Changed funding for 2016 from Civic Facilities to CIP General Purpose Revenue.

PRINTED ON: 04/21/2016

### PROJECT COST ESTIMATE

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$436,016	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$586,016
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Cost Estimate:</b>	<b>\$436,016</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$586,016</b>
<b>Total Expenditure:</b>	<b>\$299,023</b>	<b>Unexpended: \$136,993 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Asset Replcmnt Gen.	\$247,496	\$0	\$0	\$0	\$0	\$0	\$247,496
CIP Gen Pur Reallocate	(\$14,471)	\$0	\$0	\$0	\$0	\$0	(\$14,471)
CIP Gen Purpose Rev	\$129,544	\$30,000	\$0	\$0	\$0	\$0	\$159,544
Civic Facilities Fund	\$45,194	\$0	\$30,000	\$30,000	\$30,000	\$30,000	\$165,194
LLAD Zone D	\$28,253	\$0	\$0	\$0	\$0	\$0	\$28,253
<b>Total Funding:</b>	<b>\$436,016</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$586,016</b>

### RATIONALE FOR PROPOSED PROJECT:

Maintenance of existing facilities.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
Additional Town direct operating costs per year: \$0



## FRONT STREET CREEKSIDE TRAIL

CIP No: B-420 | STATUS: Adopted

PRIORITY: 5

PROJECT MANAGER: SCL



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

This project consists of construction of a cantilevered sidewalk over the creek from opposite the Town Meeting Hall to Diablo Road (approximately 1/8 mi). Parks and Leisure Services Commission recommended moving this project to future years.

Construction to include:

Concrete cantilevered trail section, approximately 8' wide, grading and drainage improvements and associated creek bank improvements.

A consultant will be hired to prepare a preliminary project scope, architectural renderings, and a preliminary cost estimate.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Project Prep.	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
Design/Plan Review	\$0	\$0	\$119,723	\$0	\$0	\$0	\$119,723
Construction	\$0	\$0	\$1,346,893	\$0	\$0	\$0	\$1,346,893
Inspection & Admin.	\$0	\$0	\$119,384	\$0	\$0	\$0	\$119,384
<b>Total Cost Estimate:</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$1,586,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,686,000</b>
<b>Total Expenditure:</b>	<b>\$0</b>	<b>Unexpended: \$100,000 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Park Facilities	\$100,000	\$0	\$1,586,000	\$0	\$0	\$0	\$1,686,000
<b>Total Funding:</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$1,586,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,686,000</b>

### RATIONALE FOR PROPOSED PROJECT:

Improve pedestrian circulation and access to the Library and Community Center and Downtown.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 540  
 Additional Town direct operating costs per year: \$40,500



## OAK HILL MASTER PLAN - PHASE 2

CIP No: B-427 | STATUS: Adopted

PRIORITY: 5

PROJECT MANAGER: HRP



This project is currently unfunded.

### PROJECT DESCRIPTION AND LOCATION:

Evaluate the development potential of the undeveloped (southern) portion of Oak Hill Park to meet unmet community needs.

Development of the adjacent Weber property provides additional access to the property.

Based upon other planning/design/construction priorities for Town parks and community facilities, this project has been deferred.

# UNFUNDED

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Cost Estimate:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Expenditure:</b>	<b>Not Available</b>						

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Park Facilities	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Unfunded-87	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Funding:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### RATIONALE FOR PROPOSED PROJECT:

Help meet growing community needs for active recreational facilities.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0



## PARK SYSTEM SIGNAGE

CIP No: B-450 | STATUS: Complete

PRIORITY: 2

PROJECT MANAGER: BR



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Directional signage, which is attractive as well as functional, is identified as a high priority for the Town's parks. The style, content and location has been developed jointly by the Parks and Leisure Services Commission and the Arts Commission.

Design will complement Town-wide Wayfinding and Directional Signage Project. Priority sites for implementation include:

- Sycamore Valley Park
- Osage Station Park
- Diablo Vista Park
- Osage Station Park

# COMPLETE

### DESCRIPTION OF MODIFICATIONS:

PRINTED ON: 04/21/2016

### PROJECT COST ESTIMATE

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$3,000	\$0	\$0	\$0	\$0	\$0	\$3,000
Construction	\$225,000	\$0	\$0	\$0	\$0	\$0	\$225,000
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Cost Estimate:</b>	<b>\$228,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$228,000</b>
<b>Total Expenditure:</b>	<b>\$224,314</b>	<b>Unexpended: \$3,686 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Park Facilities	\$228,000	\$0	\$0	\$0	\$0	\$0	\$228,000
<b>Total Funding:</b>	<b>\$228,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$228,000</b>

### RATIONALE FOR PROPOSED PROJECT:

Better orient park visitors to park amenities and their locations.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0



## SYCAMORE DAY SCHOOL BUILDING REPAIRS

CIP No: B-452 | STATUS: In Construction

PRIORITY: 2/3 Ongoing

PROJECT MANAGER: JP



This project has been modified from the previous year.

### PROJECT DESCRIPTION AND LOCATION:

Conduct routine preventative maintenance for general upkeep and preservation of the Town-owned building at this site.

Items such as exterior painting, HVAC, window, floor, door and roof repair and/or replacement are included in this project.

2016/17 - Replace Linoleum tile floors (\$20,000).  
Replace 4 doors.

2017/18 - Exterior repainting.

All costs are offset by rent revenue collected from the building tenant.

### DESCRIPTION OF MODIFICATIONS:

Added 2017/18 projects.

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$112,139	\$10,000	\$10,000	\$10,000	\$10,000	\$0	\$152,139
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Cost Estimate:</b>	<b>\$112,139</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$152,139</b>
<b>Total Expenditure:</b>	<b>\$40,365</b>	<b>Unexpended: \$71,774 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$112,139	\$10,000	\$10,000	\$10,000	\$10,000	\$0	\$152,139
<b>Total Funding:</b>	<b>\$112,139</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$152,139</b>

### RATIONALE FOR PROPOSED PROJECT:

Routine preventative maintenance is required to keep the building in good condition.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
Additional Town direct operating costs per year: \$0



## SYCAMORE VALLEY PARK SITE STUDY

CIP No: B-479 | STATUS: Adopted

| PRIORITY: 5

| PROJECT MANAGER: JJ



This project is unfunded and has been modified.

### PROJECT DESCRIPTION AND LOCATION:

The Parks and Leisure Services Commission recommends a study to address the unmet community needs that could be addressed in the area located at the front of the park adjacent to Camino Tassajara.

# UNFUNDED

### DESCRIPTION OF MODIFICATIONS:

Moved project out 2 years.

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$0	\$0	\$0	\$26,000	\$0	\$0	\$26,000
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Cost Estimate:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$26,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$26,000</b>
<b>Total Expenditure:</b>	<b>Not Available</b>						

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Unfunded-87	\$0	\$0	\$0	\$26,000	\$0	\$0	\$26,000
<b>Total Funding:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$26,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$26,000</b>

### RATIONALE FOR PROPOSED PROJECT:

This project addresses the need for future park uses.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



## OSAGE STATION PARK IMPROVEMENTS

CIP No: B-490 | STATUS: In Construction

PRIORITY: 2

PROJECT MANAGER: HRP



This project has been modified from the previous year.

### PROJECT DESCRIPTION AND LOCATION:

This is a seven year six phase project to update and improve facilities.

Phase 1 - Play area, water features, group picnic area, benches, drinking/dog fountain, memorial rose boxes, restroom, and pump house renovation (starts in Fall of 2015). \$1,530,000.

Phase 2 -Pathway improvements. \$150,000.

Phase 3 - South parking lot expansion and Orange Blossom sidewalk connection. \$1,600,000.

Phase 4 - Tennis and bocce courts, picnic area, and irrigation modifications. \$1,400,000.

Phase 5 - Community buildings and snack shack (2018/19). \$600,000.

### DESCRIPTION OF MODIFICATIONS:

Removed irrigation service and added pathway improvements. Changed funding as needed. Moved funding out one year. Removed Phase 6, field reconfiguration.

PRINTED ON: 04/21/2016

### PROJECT COST ESTIMATE

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$329,750	\$0	\$0	\$116,000	\$0	\$0	\$445,750
Construction	\$1,990,000	\$150,000	\$0	\$752,000	\$1,702,000	\$0	\$4,594,000
Inspection & Admin.	\$0	\$0	\$0	\$33,000	\$0	\$0	\$33,000
<b>Total Cost Estimate:</b>	<b>\$2,319,750</b>	<b>\$150,000</b>	<b>\$0</b>	<b>\$901,000</b>	<b>\$1,702,000</b>	<b>\$0</b>	<b>\$5,072,750</b>
<b>Total Expenditure:</b>	<b>\$2,166,569</b>	<b>Unexpended: \$153,181 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Park Dedication Impact	\$699,750	\$0	\$0	\$0	\$0	\$0	\$699,750
Park Facilities	\$1,620,000	\$150,000	\$0	\$0	\$0	\$0	\$1,770,000
Unfunded-87	\$0	\$0	\$0	\$901,000	\$1,762,000	\$0	\$2,663,000
<b>Total Funding:</b>	<b>\$2,319,750</b>	<b>\$150,000</b>	<b>\$0</b>	<b>\$901,000</b>	<b>\$1,762,000</b>	<b>\$0</b>	<b>\$5,132,750</b>

### RATIONALE FOR PROPOSED PROJECT:

Needed improvements to an existing town facility.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



## LIBRARY AND COMMUNITY CENTER CAPITAL MAINTENANCE

CIP No: B-491 | STATUS: In Construction

PRIORITY: 2 Ongoing

PROJECT MANAGER: NR



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

This is an ongoing project that addresses renovation and repairs in these heavily used community facilities.

- 2015/16 Lighting upgrades in Community Center Lobby desk.  
Add video projector at the Library and Community Center (\$20,000).  
Replace 8 HVAC units at Library (\$110,000).  
Replace 30 lounge chairs (\$40,000).  
Remodel men's and women's restrooms (\$50,000).  
Replace lighting system (\$20,000).  
Repair fireplace (\$5,000).

2016/17 Major tree work (\$10,000).

Library will be closed for a 2 week period during construction.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000
Construction	\$564,478	\$25,000	\$25,000	\$30,000	\$30,000	\$30,000	\$704,478
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Cost Estimate:</b>	<b>\$584,478</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$724,478</b>
<b>Total Expenditure:</b>	<b>\$334,076</b>	<b>Unexpended: \$250,402 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Asset Replcmnt Library	\$584,478	\$25,000	\$25,000	\$30,000	\$30,000	\$30,000	\$724,478
<b>Total Funding:</b>	<b>\$584,478</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$724,478</b>

### RATIONALE FOR PROPOSED PROJECT:

Ongoing preventative maintenance.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0

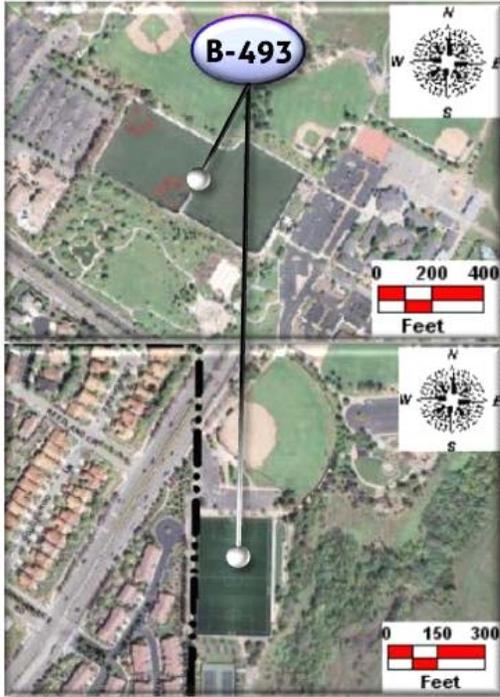


## SYNTHETIC TURF REPLACEMENT

CIP No: B-493 | STATUS: Complete

PRIORITY: 2 Ongoing

PROJECT MANAGER: JJ



This project has been modified from the previous year.

### PROJECT DESCRIPTION AND LOCATION:

The useful life of the synthetic turf sports fields at Diablo Vista and Sycamore Valley Parks is projected to be 9 years.

Diablo Vista renovation (86,700 s.f.) is anticipated in 2024/25.  
Next renovation scheduled for 2033/34.

Sycamore Valley renovation (225,000 s.f.) is anticipated in 2020/21.  
Next renovation scheduled for 2029/30.

Using today's replacement costs and a 9-year cycle the costs are:

15/16	20/21	24/25	29/30	33/34
\$754,391	\$1,255,000	\$571,000	\$1,255,000	\$571,000

Using 2.5% inflation the future expenses are:

15/16	20/21	24/25	29/30	33/34
\$754,391	\$1,567,000	\$689,000	\$1,957,000	\$835,000

# COMPLETE

### DESCRIPTION OF MODIFICATIONS:

Updated project description. Modified expenditures and appropriations to match Munis data.

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$72,675	\$0	\$0	\$0	\$0	\$31,222	\$103,897
Construction	\$3,136,713	\$0	\$0	\$0	\$0	\$1,490,819	\$4,627,532
Inspection & Admin.	\$50,314	\$0	\$0	\$0	\$0	\$44,959	\$95,273
<b>Total Cost Estimate:</b>	<b>\$3,259,702</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,567,000</b>	<b>\$4,826,701</b>
<b>Total Expenditure:</b>	<b>\$2,077,033</b>	<b>Unexpended: \$1,182,668 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Asset Replcmnt Gen.	\$875,000	\$0	\$0	\$0	\$0	\$0	\$875,000
LLAD Zone D	\$87,500	\$0	\$0	\$0	\$0	\$0	\$87,500
Park Dedication Impact	\$612,500	\$0	\$0	\$0	\$0	\$0	\$612,500
Park Facilities	\$1,650,311	\$225,000	\$225,000	\$225,000	\$225,000	\$225,000	\$2,775,311
TRAD	\$34,391	\$0	\$0	\$0	\$0	\$0	\$34,391
<b>Total Funding:</b>	<b>\$3,259,702</b>	<b>\$225,000</b>	<b>\$225,000</b>	<b>\$225,000</b>	<b>\$225,000</b>	<b>\$225,000</b>	<b>\$4,384,702</b>

### RATIONALE FOR PROPOSED PROJECT:

Replacement of synthetic turf is needed as a part of routine maintenance.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
Additional Town direct operating costs per year: \$0



## OSAGE STATION PARK CAPITAL MAINTENANCE

CIP No: B-494 | STATUS: In Construction

PRIORITY: 2/3 Ongoing

PROJECT MANAGER: JJ



This project has been modified from the previous year.

### PROJECT DESCRIPTION AND LOCATION:

This is an ongoing project to provide repair and preventative maintenance for the preservation of Osage Station Park facilities.

Project includes:

- Pathway repairs. Tree maintenance.
- Replace windscreen on ball diamonds and tennis courts.
- Repaint/repairs to restroom building.
- Maintenance of tennis courts.

Note: Timing of project implementation is dependent on the outcome of B-490 Osage Station Park Improvements.

- 2015/16 Sports field cyclone fencing repairs (\$10,000).
- 2016/17 Installation of garage for golf cart.
- Sports field cyclone fencing repairs.

### DESCRIPTION OF MODIFICATIONS:

Added sports field cyclone fencing to 2016/17.

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$288,304	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	\$350,804
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Cost Estimate:</b>	<b>\$288,304</b>	<b>\$12,500</b>	<b>\$12,500</b>	<b>\$12,500</b>	<b>\$12,500</b>	<b>\$12,500</b>	<b>\$350,804</b>
<b>Total Expenditure:</b>	<b>\$92,804</b>	<b>Unexpended: \$195,500 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$59,000	\$0	\$0	\$0	\$0	\$0	\$59,000
Park Facilities	\$229,304	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	\$291,804
<b>Total Funding:</b>	<b>\$288,304</b>	<b>\$12,500</b>	<b>\$12,500</b>	<b>\$12,500</b>	<b>\$12,500</b>	<b>\$12,500</b>	<b>\$350,804</b>

### RATIONALE FOR PROPOSED PROJECT:

Ongoing maintenance and safety related to access to confined spaces.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0



## SYCAMORE VALLEY PARK CAPITAL MAINTENANCE

CIP No: B-495 | STATUS: In Construction

PRIORITY: 2 Ongoing

PROJECT MANAGER: JJ



This project has been modified from the previous year.

### PROJECT DESCRIPTION AND LOCATION:

This is an ongoing project to address major repair and preventative maintenance issues for the upkeep and preservation of Sycamore Valley Park facilities.

2015/16 - Trash enclosure installation.  
Sports field fence repairs and tree pruning.  
Sidewalk repairs and repaint metal rail fencing.  
Bocce ball lighting improvements.

2016/17 - Concrete repairs (\$10,000).  
Tree work (\$10,000).  
Sports field fence repair (\$25,000).  
Safety surfacing repairs (\$10,000).

Future planned projects:  
Major pond repairs or removal.

### DESCRIPTION OF MODIFICATIONS:

Added fence and safety repairs to 2016/17.

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$373,490	\$22,000	\$22,000	\$22,000	\$22,000	\$22,000	\$483,490
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Cost Estimate:</b>	<b>\$373,490</b>	<b>\$22,000</b>	<b>\$22,000</b>	<b>\$22,000</b>	<b>\$22,000</b>	<b>\$22,000</b>	<b>\$483,490</b>
<b>Total Expenditure:</b>	<b>\$177,792</b>	<b>Unexpended: \$195,698 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Pur Reallocate	(\$100,000)	\$0	\$0	\$0	\$0	\$0	(\$100,000)
CIP Gen Purpose Rev	\$130,000	\$0	\$0	\$0	\$0	\$0	\$130,000
LLAD Zone D	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Park Facilities	\$343,490	\$22,000	\$22,000	\$22,000	\$22,000	\$22,000	\$453,490
<b>Total Funding:</b>	<b>\$373,490</b>	<b>\$22,000</b>	<b>\$22,000</b>	<b>\$22,000</b>	<b>\$22,000</b>	<b>\$22,000</b>	<b>\$483,490</b>

### RATIONALE FOR PROPOSED PROJECT:

Preventative maintenance.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



## SECURITY ACCESS CONTROL FOR TOWN BUILDINGS

CIP No: B-515 | STATUS: In Construction

PRIORITY: 4

PROJECT MANAGER: CP



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Add key-card security access control system to the Town Library, Community Center, and the Town Meeting Hall.

Project includes development of a written security program and installation of new hardware for key-card control systems, door hardware, conduits, service panels, and electrical supplies, as needed.

Key-card control systems for main entry and certain internal doors eliminate the cost of re-keying due to lost or stolen keys, improve security by allowing access during specific time periods, and allow different levels of security for individual key-cards.

2013/14 - Town Library and Danville Community Center.

Future Burglar and Fire alarm systems:  
 Town Service Center burglar alarm.  
 Village Theatre burglar alarm.  
 Town Meeting Hall burglar alarm.  
 Town Offices burglar alarm.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$247,500	\$0	\$0	\$0	\$0	\$0	\$247,500
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Cost Estimate:</b>	<b>\$247,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$247,500</b>
<b>Total Expenditure:</b>	<b>\$39,922</b>	<b>Unexpended: \$207,578 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Civic Facilities Fund	\$247,500	\$0	\$0	\$0	\$0	\$0	\$247,500
<b>Total Funding:</b>	<b>\$247,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$247,500</b>

**RATIONALE FOR PROPOSED PROJECT:**  
 New service opportunities.

**EXPECTED IMPACT ON OPERATING BUDGET:**  
 Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0



## SYCAMORE VALLEY PARK PICNIC AREA RESTROOMS

CIP No: B-522 | STATUS: Adopted

PRIORITY: 5

PROJECT MANAGER: BR



This project is currently unfunded.

### PROJECT DESCRIPTION AND LOCATION:

Install restrooms at the entrance to the Picnic Area at the west end of Sycamore Valley Park. Restrooms will serve the picnic area, baseball field, and EBRPD equestrian trail users.

The restroom facility will include men's and women's dual stall restrooms, sinks, and exterior water fountain.

Sewer and water line extensions included.

# UNFUNDED

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$0	\$0	\$0	\$76,000	\$0	\$0	\$76,000
Construction	\$0	\$0	\$0	\$562,000	\$0	\$0	\$562,000
Inspection & Admin.	\$0	\$0	\$0	\$51,000	\$0	\$0	\$51,000
<b>Total Cost Estimate:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$689,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$689,000</b>
<b>Total Expenditure:</b>	<b>\$0</b>	<b>Unexpended: \$0 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Unfunded-87	\$0	\$0	\$0	\$689,000	\$0	\$0	\$689,000
<b>Total Funding:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$689,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$689,000</b>

### RATIONALE FOR PROPOSED PROJECT:

Provide restroom services for park and trail users.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



## OAK HILL PARK CAPITAL MAINTENANCE

CIP No: B-544 | STATUS: In Construction

PRIORITY: 2/3 Ongoing

PROJECT MANAGER: JT



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

This is an ongoing project to address major repair and preventative maintenance for the preservation of Oak Hill Park amenities.

- Eliminate colored concrete decoration at front porch area and replace with new concrete.
- Pathway repairs.
- Refinish main hall floor (COMPLETED).
- Tree maintenance.
- Playground and water feature maintenance.
- Pond and pond related repairs.
- Barbeque and hardscape repairs and replacement.
- Pathway lighting repairs and replacement.
- Tennis court repairs and resurfacing.
- Repairs to tiles on roof (COMPLETED).
- Repaint building exterior (COMPLETED).

2014/16 Pathway repairs (\$25,000).  
Pond repairs (\$25,000).

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$177,629	\$29,000	\$30,000	\$36,000	\$36,000	\$36,000	\$344,629
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Cost Estimate:</b>	<b>\$177,629</b>	<b>\$29,000</b>	<b>\$30,000</b>	<b>\$36,000</b>	<b>\$36,000</b>	<b>\$36,000</b>	<b>\$344,629</b>
<b>Total Expenditure:</b>	<b>\$80,573</b>	<b>Unexpended: \$97,056 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Civic Facilities Fund	\$97,129	\$0	\$0	\$0	\$0	\$0	\$97,129
Park Facilities	\$80,500	\$29,000	\$30,000	\$36,000	\$36,000	\$36,000	\$247,500
<b>Total Funding:</b>	<b>\$177,629</b>	<b>\$29,000</b>	<b>\$30,000</b>	<b>\$36,000</b>	<b>\$36,000</b>	<b>\$36,000</b>	<b>\$344,629</b>

### RATIONALE FOR PROPOSED PROJECT:

Ongoing preventative maintenance and timely response to specific repairs and renovation needs as they occur.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
Additional Town direct operating costs per year: \$0



## MUNICIPAL SERVICE CENTER WASTE TRANSFER AREA

CIP No: B-550 | STATUS: Adopted

PRIORITY: 3/4

PROJECT MANAGER: CMC



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Municipal waste such as street sweepings and landscape debris require special handling to meet the Storm water Pollution Control Prevention requirements. This project provides a waste transfer area for temporary storage and transfer of municipal waste in a safe and acceptable manner.

A transfer pad with appropriate drainage control, storm water filters, debris bins, and access is needed at the Municipal Service Center.

The proposed 75-foot by 150-foot paved transfer area will be at the northeast corner of the Service Center. A storm water filter unit will be installed to treat storm water for discharge into the storm drain system.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000
Construction	\$115,000	\$0	\$0	\$0	\$0	\$0	\$115,000
Inspection & Admin.	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
<b>Total Cost Estimate:</b>	<b>\$145,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$145,000</b>
<b>Total Expenditure:</b>	<b>\$0</b>	<b>Unexpended: \$145,000 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Cleanwater Program	\$145,000	\$0	\$0	\$0	\$0	\$0	\$145,000
<b>Total Funding:</b>	<b>\$145,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$145,000</b>

### RATIONALE FOR PROPOSED PROJECT:

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0



## VILLAGE THEATRE CAPITAL MAINTENANCE

CIP No: B-553 | STATUS: In Construction

PRIORITY: 2/3 Ongoing

PROJECT MANAGER: HRP



This project has been modified from the previous year.

### PROJECT DESCRIPTION AND LOCATION:

2014/15 Replace carpets in lobby area with hard surface (\$5,000).  
Additional lobby art display lighting (\$5,000)  
\$10,000 per year for general maintenance.

2015/16 Exterior repaint of building (\$10,000).

Replace inefficient and deteriorating lighting truss over the stage in the Village Theatre. The existing lighting truss is not rated or manufactured for the current uses.

Modifications will utilize available space above up-stage right and up-stage left wing.

Add new movie screen in front of stage to allow usage on a more regular basis. (\$40,000).

### DESCRIPTION OF MODIFICATIONS:

Changed funding for 2016 from Civic Facilities to CIP General Purpose Revenue.

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Construction	\$106,813	\$16,000	\$12,000	\$12,000	\$12,000	\$12,000	\$170,813
<b>Total Cost Estimate:</b>	<b>\$106,813</b>	<b>\$16,000</b>	<b>\$12,000</b>	<b>\$12,000</b>	<b>\$12,000</b>	<b>\$12,000</b>	<b>\$170,813</b>
<b>Total Expenditure:</b>	<b>\$69,897</b>	<b>Unexpended: \$36,916 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$0	\$16,000	\$0	\$0	\$0	\$0	\$16,000
Civic Facilities Fund	\$101,300	\$0	\$12,000	\$12,000	\$12,000	\$12,000	\$149,300
LLAD Zone D	\$5,513	\$0	\$0	\$0	\$0	\$0	\$5,513
<b>Total Funding:</b>	<b>\$106,813</b>	<b>\$16,000</b>	<b>\$12,000</b>	<b>\$12,000</b>	<b>\$12,000</b>	<b>\$12,000</b>	<b>\$170,813</b>

### RATIONALE FOR PROPOSED PROJECT:

Ongoing maintenance. Addresses safety, code requirements, and increases efficiency, quality, and variety of performances.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
Additional Town direct operating costs per year: \$0



## DANVILLE SOUTH PARK CAPITAL MAINTENANCE

CIP No: B-556 | STATUS: In Construction

PRIORITY: 2/3 Ongoing

PROJECT MANAGER: JT



This project has been modified from the previous year.

### PROJECT DESCRIPTION AND LOCATION:

2016/17 - Resurface basketball courts (\$40,000).  
 Tree work (\$10,000).  
 Concrete walkway repairs (\$10,000).

2019/20 Play equipment replacement.

### DESCRIPTION OF MODIFICATIONS:

Added concrete walkway repairs. Adjusted funding in 2016/17 to \$26,000.

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Construction	\$159,600	\$26,000	\$6,000	\$6,000	\$100,000	\$6,000	\$303,600
<b>Total Cost Estimate:</b>	<b>\$159,600</b>	<b>\$26,000</b>	<b>\$6,000</b>	<b>\$6,000</b>	<b>\$100,000</b>	<b>\$6,000</b>	<b>\$303,600</b>
<b>Total Expenditure:</b>	<b>\$113,507</b>	<b>Unexpended: \$46,093 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$97,837	\$0	\$0	\$0	\$0	\$0	\$97,837
LLAD Zone D	\$61,763	\$0	\$0	\$0	\$0	\$0	\$61,763
Park Facilities	\$0	\$26,000	\$6,000	\$6,000	\$100,000	\$6,000	\$144,000
<b>Total Funding:</b>	<b>\$159,600</b>	<b>\$26,000</b>	<b>\$6,000</b>	<b>\$6,000</b>	<b>\$100,000</b>	<b>\$6,000</b>	<b>\$303,600</b>

### RATIONALE FOR PROPOSED PROJECT:

Ongoing maintenance.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0

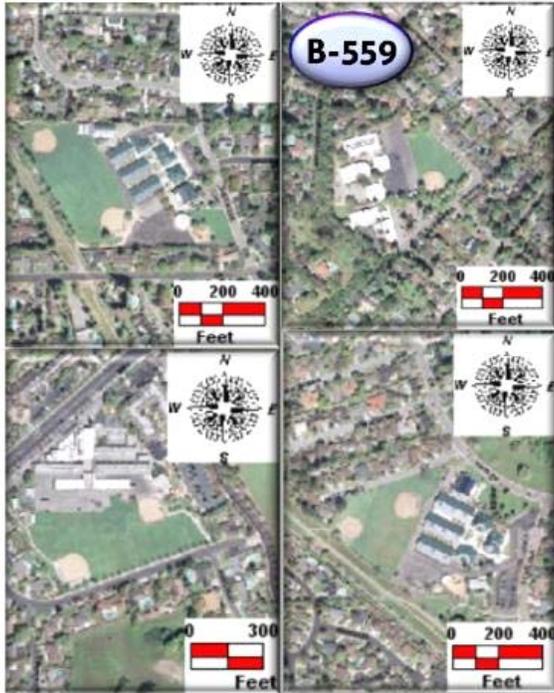


## SCHOOL PARK FACILITIES CAPITAL MAINTENANCE

CIP No: B-559 | STATUS: In Construction

PRIORITY: 2 Ongoing

PROJECT MANAGER: JJ



This project has been modified from the previous year.

### PROJECT DESCRIPTION AND LOCATION:

Ongoing maintenance needed to maintain School Park facilities and sites Town-wide.

Maintenance includes:

2016/17 - 2019/20 - \$125,000

Facilities related maintenance.

Repairs to Teen Centers at Diablo Vista Middle, Los Cerros and Charlotte Wood Schools.

Baldwin Pavilion repairs.

Sports field site repairs.

Janitorial costs for summer at Teen Centers (\$10,000).

Replace carpet in all Teen Centers (\$9,000).

### DESCRIPTION OF MODIFICATIONS:

Updated project description.

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Capital Maintenance	\$195,977	\$15,194	\$15,000	\$15,000	\$15,000	\$15,000	\$271,171
<b>Total Cost Estimate:</b>	<b>\$195,977</b>	<b>\$15,194</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$271,171</b>
<b>Total Expenditure:</b>	<b>\$32,545</b>	<b>Unexpended: \$163,431 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
LLAD Zone D	\$26,907	\$0	\$0	\$0	\$0	\$0	\$26,907
Park Dedication Impact	\$87,500	\$0	\$0	\$0	\$0	\$0	\$87,500
Park Facilities	\$81,569	\$15,194	\$15,000	\$15,000	\$15,000	\$15,000	\$156,763
<b>Total Funding:</b>	<b>\$195,976</b>	<b>\$15,194</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$271,170</b>

### RATIONALE FOR PROPOSED PROJECT:

Ongoing and one-time needs for Town maintained facilities.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



## DIABLO VISTA PARK CAPITAL MAINTENANCE

CIP No: B-560 | STATUS: In Construction

PRIORITY: 2/3 Ongoing

PROJECT MANAGER: JJ



This project has been modified from the previous year.

### PROJECT DESCRIPTION AND LOCATION:

This project provides ongoing maintenance of Diablo Vista Park facilities including:

- Major tree pruning
- Sports field and pathway lighting repairs.
- Restroom maintenance - painting and repairs.

- 2016/17 - Cyclone fence and backstop repairs (\$10,000).  
Safety surface repairs (\$10,000).  
Fence painting and repairs (\$7,500).  
Tennis/basketball court repairs (\$20,000).  
Windscreen repairs/replacement (\$10,000).  
Concrete repairs (\$20,000).  
Sports field fence repairs (\$25,000).  
Safety surface repairs (\$10,000).

2020 /21 - Replace play equipment.

### DESCRIPTION OF MODIFICATIONS:

Updated projects.

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Capital Maintenance	\$108,283	\$15,000	\$18,000	\$18,000	\$18,000	\$18,000	\$195,283
<b>Total Cost Estimate:</b>	<b>\$108,283</b>	<b>\$15,000</b>	<b>\$18,000</b>	<b>\$18,000</b>	<b>\$18,000</b>	<b>\$18,000</b>	<b>\$195,283</b>
<b>Total Expenditure:</b>	<b>\$61,855</b>	<b>Unexpended: \$46,428 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
LLAD Zone D	\$26,907	\$0	\$0	\$0	\$0	\$0	\$26,907
Park Facilities	\$81,376	\$15,000	\$18,000	\$18,000	\$18,000	\$18,000	\$168,376
<b>Total Funding:</b>	<b>\$108,283</b>	<b>\$15,000</b>	<b>\$18,000</b>	<b>\$18,000</b>	<b>\$18,000</b>	<b>\$18,000</b>	<b>\$195,283</b>

### RATIONALE FOR PROPOSED PROJECT:

Provide for ongoing repair.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



## VISTA GRANDE STREET/BRET HARTE PARK PEDESTRIAN IMPROVEMENTS

CIP No: B-574 | STATUS: In Design

PRIORITY: 2/3

PROJECT MANAGER: AD



This project has been modified from the previous year.

### PROJECT DESCRIPTION AND LOCATION:

Construct a 5-foot wide, 300-foot long asphalt pathway adjacent to the Bret Harte parking area, to improve access to Vista Grande School. The project also includes the removal and replacement of parking bumpers, park boundary bollards, and the extension of the existing metal beam guardrail on Diablo Road for approximately 100 feet.

Project in design. Grant and construction in 2016.

This project funding through the OneBayArea Safe Routes to School Cycle 2 Grant Program.

### DESCRIPTION OF MODIFICATIONS:

Changed title.

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$25,000	\$0	\$0	\$0	\$0	\$0	\$25,000
Construction	\$176,275	\$0	\$0	\$0	\$0	\$0	\$176,275
Inspection & Admin.	\$6,000	\$0	\$0	\$0	\$0	\$0	\$6,000
<b>Total Cost Estimate:</b>	<b>\$207,275</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$207,275</b>
<b>Total Expenditure:</b>	<b>\$28,128</b>	<b>Unexpended: \$179,147 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Park Dedication Impact	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000
Safe Routes to School	\$157,275	\$0	\$0	\$0	\$0	\$0	\$157,275
<b>Total Funding:</b>	<b>\$207,275</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$207,275</b>

### RATIONALE FOR PROPOSED PROJECT:

Enhance pedestrian circulation and safety along Vista Grande Street.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0



## VETERANS MEMORIAL HALL CAPITAL MAINTENANCE

CIP No: B-582 | STATUS: In Construction

PRIORITY: 3/4 Ongoing

PROJECT MANAGER: JP



This project has been modified from the previous year.

### PROJECT DESCRIPTION AND LOCATION:

Provide repair and preventative maintenance for the preservation of the Veterans Memorial Hall facilities.

- HVAC repair.
- Door repair.
- Annual elevator maintenance and permits.
- Refinishing floors.
- Painting and other hardscape related repairs.

2019/20 - Refinish floors.

### DESCRIPTION OF MODIFICATIONS:

Added 2019/20 project. Changed funding for 2016 from Civic Facilities to CIP General Purpose Revenue.

PRINTED ON: 04/21/2016

### PROJECT COST ESTIMATE

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Capital Maintenance	\$32,500	\$12,000	\$12,000	\$12,000	\$15,000	\$15,000	\$98,500
<b>Total Cost Estimate:</b>	<b>\$32,500</b>	<b>\$12,000</b>	<b>\$12,000</b>	<b>\$12,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$98,500</b>
<b>Total Expenditure:</b>	<b>\$14,546</b>	<b>Unexpended: \$17,954 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$10,000	\$12,000	\$0	\$0	\$0	\$0	\$22,000
Civic Facilities Fund	\$22,500	\$0	\$12,000	\$12,000	\$15,000	\$15,000	\$76,500
<b>Total Funding:</b>	<b>\$32,500</b>	<b>\$12,000</b>	<b>\$12,000</b>	<b>\$12,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$98,500</b>

### RATIONALE FOR PROPOSED PROJECT:

Ongoing preventative maintenance and timely response to specific repairs and renovation needs as they occur.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0



## BOCCE BALL COURT EXPANSION AT SYCAMORE VALLEY PARK

CIP No: B-591 | STATUS: Complete

PRIORITY: 1/2

PROJECT MANAGER: BR



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Add 4 new bocce ball courts at Sycamore Valley Park.

The project estimate for 4 courts is \$1.12 million.

The project includes shade structures, lighting, and landscaping.

This project is funded through re-purposing funds previously appropriated to projects B-537, Green Valley School Park Irrigation Renovation and B-542, Park System Water Management Plan; and appropriation of additional Park Facilities funds.

Fund transfers are as follows:

B-537 - LLAD Zone D \$55,125 and Park Facilities \$153,305  
 B-542 - LLAD Zone D \$58,482 and Park Facilities \$440,679  
 TOTAL \$113,607 \$593,984

# COMPLETE

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design/Plan Review	\$264,705	\$0	\$0	\$0	\$0	\$0	\$264,705
Construction	\$1,188,709	\$0	\$0	\$0	\$0	\$0	\$1,188,709
Inspection & Admin.	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000
<b>Total Cost Estimate:</b>	<b>\$1,473,414</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,473,414</b>
<b>Total Expenditure:</b>	<b>\$1,439,464</b>	<b>Unexpended: \$0 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Pur Reallocate	\$164,705	\$0	\$0	\$0	\$0	\$0	\$164,705
County Park Dedication	\$33,950	\$0	\$0	\$0	\$0	\$0	\$33,950
LLAD Zone D	\$113,607	\$0	\$0	\$0	\$0	\$0	\$113,607
Park Facilities	\$1,121,393	\$0	\$0	\$0	\$0	\$0	\$1,121,393
SVAD	\$39,759	\$0	\$0	\$0	\$0	\$0	\$39,759
<b>Total Funding:</b>	<b>\$1,473,414</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,473,414</b>

### RATIONALE FOR PROPOSED PROJECT:

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 52  
 Additional Town direct operating costs per year: \$3,900



## VILLAGE THEATRE PARKING LOT IMPROVEMENTS

CIP No: B-597 | STATUS: Adopted

PRIORITY: 2/3

PROJECT MANAGER: KG



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Add 12 new parking spaces to the Village Theatre Parking lot by improving the efficiency of the parking layout at the southern end of the property.

One large tree located in the south east drive aisle will be removed.

New landscaping, sidewalk, restriping, and pavement will be added.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 04/21/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000
Construction	\$175,000	\$0	\$0	\$0	\$0	\$0	\$175,000
Inspection & Admin.	\$3,700	\$0	\$0	\$0	\$0	\$0	\$3,700
<b>Total Cost Estimate:</b>	<b>\$198,700</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$198,700</b>
<b>Total Expenditure:</b>	<b>\$0</b>	<b>Unexpended: \$198,700 on 4/21/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$198,700	\$0	\$0	\$0	\$0	\$0	\$198,700
<b>Total Funding:</b>	<b>\$198,700</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$198,700</b>

### RATIONALE FOR PROPOSED PROJECT:

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



# Transportation

**NO PIC**





## Index of Transportation by Project Number

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C-055	DIABLO ROAD TRAIL FROM ALAMEDA DIABLO TO TANK ACCESS ROAD	CIP 82	Adopted
C-057	BLACKHAWK RD./HIDDEN OAK DR./MAGEE RANCH RD. TRAFFIC SIGNAL	CIP 83	Adopted
C-305	TRAFFIC MANAGEMENT PROGRAM	CIP 84	Design
C-319	HARTZ AVENUE BEAUTIFICATION - LINDA MESA TO RAILROAD	CIP 85	Complete, Modified
C-391	HARTZ AVENUE BEAUTIFICATION - LINDA MESA TO DIABLO RD	CIP 86	Complete
C-392	BRIDGE MAINTENANCE	CIP 87	Design, Modified
C-402	EL PINTADO OVERLAY - EL CERRO BLVD. TO I-680	CIP 88	Design, Modified
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C-508	CAMINO TASSAJARA/CROW CANYON SAFETEA-LU IMPROVEMENTS	CIP 91	Out to Bid
C-521	WEST EL PINTADO SIDEWALK IMPROVEMENT	CIP 92	Adopted
C-527	SAN RAMON VALLEY BLVD. & IRON HORSE TRAIL SIGNAL ENHANCEMENT	CIP 93	Complete
C-545	TRAFFIC SIGNAL CONTROLLER UPGRADE	CIP 94	Construction
C-552	INTERNALLY ILLUMINATED STREET NAME SIGN LED RETROFIT	CIP 95	Construction
C-562	TRAFFIC SIGNAL INTERCONNECT SYSTEM	CIP 96	Construction
C-566	TOWN-WIDE BICYCLE PARKING PROJECT	CIP 97	Construction
C-577	PAVEMENT MANAGEMENT PROGRAM	CIP 98	Complete
C-578	SAN RAMON VALLEY BOULEVARD LANE ADDITION AND OVERLAY (SOUTH)	CIP 99	Design, Modified
C-584	DANVILLE VARIOUS STREETS AND ROADS PRESERVATION	CIP 100	Design
C-585	ELECTRIC VEHICLE CHARGING STATIONS AT TOWN-OWNED FACILITIES	CIP 101	Construction
C-586	SAN RAMON VALLEY BOULEVARD WIDENING	CIP 102	Complete
C-588	BATTERY BACKUP REPLACEMENT FOR TRAFFIC SIGNALS	CIP 103	Design
C-589	LAWRENCE ROAD TRAFFIC SAFETY IMPROVEMENTS	CIP 104	Complete
C-592	ROSE STREET PARKING FACILITY	CIP 105	Design, Modified
C-593	FRONT STREET CREEK BANK STABILIZATION	CIP 106	Design
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C-595	PAVEMENT MANAGEMENT PROGRAM	CIP 108	Construction, Modified
C-596	SAN RAMON VALLEY CREEK FOOTBRIDGE AT DANVILLE GREEN	CIP 109	Adopted
C-598	PARK AND RIDE EXPANSION PROJECT	CIP 110	New
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C-600	SAN RAMON VALLEY BOULEVARD IMPROVEMENTS (NORTH)	CIP 112	New
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C-057	BLACKHAWK RD./HIDDEN OAK DR./MAGEE RANCH RD. TRAFFIC SIGNAL-----	CIP 83	Adopted
C-392	BRIDGE MAINTENANCE-----	CIP 87	Design, Modified
C-601	CAMINO RAMON IMPROVEMENTS-----	CIP 113	New
C-508	CAMINO TASSAJARA/CROW CANYON SAFETEA-LU IMPROVEMENTS-----	CIP 91	Out to Bid
C-603	DANVILLE AND EL CERRO BOULEVARD PARKING IMPROVEMENTS-----	CIP 115	New
C-602	DANVILLE BOULEVARD IMPROVEMENTS-----	CIP 114	New
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C-391	HARTZ AVENUE BEAUTIFICATION - LINDA MESA TO DIABLO RD-----	CIP 86	Complete
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C-552	INTERNALLY ILLUMINATED STREET NAME SIGN LED RETROFIT-----	CIP 95	Construction
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C-589	LAWRENCE ROAD TRAFFIC SAFETY IMPROVEMENTS-----	CIP 104	Complete
C-598	PARK AND RIDE EXPANSION PROJECT-----	CIP 110	New
C-577	PAVEMENT MANAGEMENT PROGRAM-----	CIP 98	Complete
C-595	PAVEMENT MANAGEMENT PROGRAM-----	CIP 108	Construction, Modified
C-605	RAILROAD AVENUE DECORATIVE CROSSWALKS-----	CIP 116	New
C-405	RAILROAD AVENUE IMPROVEMENTS PROSPECT TO SCHOOL-----	CIP 89	Complete
C-592	ROSE STREET PARKING FACILITY-----	CIP 105	Design, Modified
C-527	SAN RAMON VALLEY BLVD. & IRON HORSE TRAIL SIGNAL ENHANCEMENT--	CIP 93	Complete
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C-586	SAN RAMON VALLEY BOULEVARD WIDENING-----	CIP 102	Complete
C-596	SAN RAMON VALLEY CREEK FOOTBRIDGE AT DANVILLE GREEN-----	CIP 109	Adopted
C-594	STUDENT PARKING AT SAN RAMON VALLEY HIGH SCHOOL-----	CIP 107	Adopted
C-566	TOWN-WIDE BICYCLE PARKING PROJECT-----	CIP 97	Construction
C-017	TOWN-WIDE SIDEWALK REPAIRS-----	CIP 81	Construction
C-305	TRAFFIC MANAGEMENT PROGRAM-----	CIP 84	Design
C-418	TRAFFIC SIGNAL AND STREET LIGHT MAINTENANCE PROGRAM-----	CIP 90	Construction, Modified
C-545	TRAFFIC SIGNAL CONTROLLER UPGRADE-----	CIP 94	Construction
C-562	TRAFFIC SIGNAL INTERCONNECT SYSTEM-----	CIP 96	Construction
C-521	WEST EL PINTADO SIDEWALK IMPROVEMENT-----	CIP 92	Adopted



## TOWN-WIDE SIDEWALK REPAIRS

CIP No: C-017 | STATUS: In Construction

PRIORITY: 3 Ongoing

PROJECT MANAGER: JP



**Town-wide Project**

This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Design and construction of Town-wide sidewalk repair projects consistent with completed sidewalk survey and pursuant to the Municipal Code Section 12-6.3 and 6.4.

Ongoing repairs to address deficient sidewalk sections and reduce liability exposure.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$523,329	\$31,000	\$30,000	\$39,000	\$0	\$0	\$623,329
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Cost Estimate:</b>	<b>\$523,329</b>	<b>\$31,000</b>	<b>\$30,000</b>	<b>\$39,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$623,329</b>
<b>Total Expenditure:</b>	<b>\$308,791</b>	<b>Unexpended: \$214,536 on 5/12/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Commercial TIP	\$239,363	\$17,000	\$7,000	\$7,000	\$0	\$0	\$270,363
Residential TIP	\$283,965	\$14,000	\$23,000	\$32,000	\$0	\$0	\$352,965
<b>Total Funding:</b>	<b>\$523,328</b>	<b>\$31,000</b>	<b>\$30,000</b>	<b>\$39,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$623,328</b>

### RATIONALE FOR PROPOSED PROJECT:

Implementing plans for correction of deficient sidewalk sections will reduce liability exposure.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0

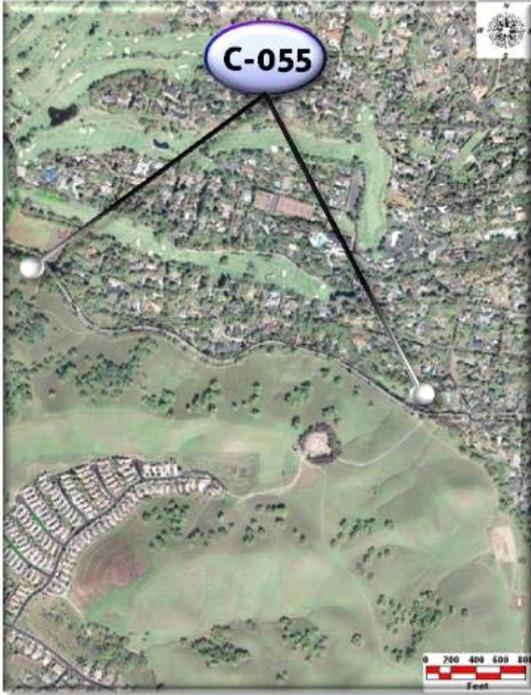


## DIABLO ROAD TRAIL FROM ALAMEDA DIABLO TO TANK ACCESS ROAD

CIP No: C-055 | STATUS: Adopted

PRIORITY: 2

PROJECT MANAGER: SCL



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

This project is part of the North East Roadway Improvement Assessment District. It provides for a bicycle/walking path to be extended from Alameda Diablo to the EBMUD tank access road (1,200 feet west of Diablo Scenic).

The project was deferred until right-of-way dedication was feasible.

Right-of-way dedication will now occur in conjunction with the Summerhill Homes development along Diablo Road.

Preliminary design of the project has determined the most probable route and that a bridge will be necessary to cross Green Valley Creek.

The trail is 3,500 feet from Alameda Diablo to the tank access road.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Environmental Review	\$0	\$487,075	\$0	\$0	\$0	\$0	\$487,075
Design/Plan Review	\$42,000	\$218,848	\$0	\$0	\$0	\$0	\$260,848
Construction	\$231,000	\$0	\$1,048,000	\$0	\$0	\$0	\$1,279,000
Inspection & Admin.	\$10,768	\$0	\$0	\$0	\$0	\$0	\$10,768
<b>Total Cost Estimate:</b>	<b>\$283,768</b>	<b>\$705,923</b>	<b>\$1,048,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,037,691</b>
<b>Total Expenditure:</b>	<b>\$0</b>	<b>Unexpended: \$283,768 on 5/12/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CC-TLC	\$0	\$75,000	\$0	\$0	\$0	\$0	\$75,000
Measure J Maj Art	\$0	\$0	\$1,048,000	\$0	\$0	\$0	\$1,048,000
NERIAD	\$283,768	\$487,075	\$0	\$0	\$0	\$0	\$770,843
NERIAD Debt Service	\$0	\$143,848	\$0	\$0	\$0	\$0	\$143,848
<b>Total Funding:</b>	<b>\$283,768</b>	<b>\$705,923</b>	<b>\$1,048,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,037,691</b>

### RATIONALE FOR PROPOSED PROJECT:

This project mitigates the impacts of development within the NERIAD project boundaries.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0



## BLACKHAWK RD./HIDDEN OAK DR./MAGEE RANCH RD. TRAFFIC SIGNAL

CIP No: C-057 | STATUS: Adopted

PRIORITY: 5

PROJECT MANAGER: SCL



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Construction of a traffic signal and loop detectors at the main entrance to the Magee Ranch development. The project will avoid conflict with the existing trees. This signal would be operated and maintained by Contra Costa County.

Funding for this signal is to be set aside for traffic signal installation at such time as signal warrants are met.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$31,500	\$0	\$0	\$0	\$0	\$0	\$31,500
Construction	\$157,500	\$0	\$0	\$0	\$0	\$0	\$157,500
Inspection & Admin.	\$4,370	\$0	\$0	\$0	\$0	\$0	\$4,370
<b>Total Cost Estimate:</b>	<b>\$193,370</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$193,370</b>
<b>Total Expenditure:</b>	<b>\$0</b>	<b>Unexpended: \$193,370 on 5/12/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
NERIAD	\$193,370	\$0	\$0	\$0	\$0	\$0	\$193,370
<b>Total Funding:</b>	<b>\$193,370</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$193,370</b>

### RATIONALE FOR PROPOSED PROJECT:

This project would mitigate traffic impacts associated with development within the NERIAD boundaries.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$5,000



## TRAFFIC MANAGEMENT PROGRAM

CIP No: C-305 | STATUS: In Design

PRIORITY: 2 Ongoing

PROJECT MANAGER: AD



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Implement the Arterial Traffic Management and the Neighborhood Traffic Management Program (NTMP) through installation of traffic calming devices such as:

- Pavement undulations
- Mini-traffic circles
- Raised intersections
- Chicanes (street narrowing)
- Radar speed display signs
- Signing and striping

Projects and devices will be installed with individual Town Council approval. NTMP projects require neighborhood and Town Council approvals.

Three radar signs will be replaced or upgraded in 2016/17.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$88,062	\$0	\$0	\$0	\$0	\$0	\$88,062
Construction	\$538,436	\$0	\$0	\$0	\$0	\$0	\$538,436
Inspection & Admin.	\$27,309	\$0	\$0	\$0	\$0	\$0	\$27,309
<b>Total Cost Estimate:</b>	<b>\$653,807</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$653,807</b>
<b>Total Expenditure:</b>	<b>\$528,958</b>	<b>Unexpended: \$124,849 on 5/12/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Pur Reallocate	(\$75,000)	\$0	\$0	\$0	\$0	\$0	(\$75,000)
CIP Gen Purpose Rev	\$728,807	\$0	\$0	\$0	\$0	\$0	\$728,807
<b>Total Funding:</b>	<b>\$653,807</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$653,807</b>

### RATIONALE FOR PROPOSED PROJECT:

Implements program approved by Town Council to address arterial and neighborhood traffic problems.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 400  
 Additional Town direct operating costs per year: \$1,500



## HARTZ AVENUE BEAUTIFICATION - LINDA MESA TO RAILROAD

CIP No: C-319 | STATUS: Completed 2015

PRIORITY: 1

PROJECT MANAGER: MAS



This project has been modified from the previous year.

### PROJECT DESCRIPTION AND LOCATION:

This project continues the downtown style improvements on Hartz Avenue between Linda Mesa and Railroad Avenue to the north. Work consists of:

New street pavement, new brick band, trees, curb, gutter, sidewalk, storm drainage, street lighting, curb, gutter and sidewalk replacement, raised planters and irrigation. Development of the Chevron site demonstrates frontage improvements. This project includes funding for acquisition of land and right-of-way.

Cost estimate updated and additional funds appropriated (Resolution 115-2008, \$99,961) for increased design costs.

Funding changed by exchanging Prop 1B (\$457,974) with C-487 CTIP (\$396,239) and Measure J (\$61,735).

This project will be combined with C-391.

# COMPLETE

### DESCRIPTION OF MODIFICATIONS:

Adjusted funding and expenses to match MUNIS.

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Land and ROW	\$6,525,168	\$0	\$0	\$0	\$0	\$0	\$6,525,168
Design/Plan Review	\$252,069	\$0	\$0	\$0	\$0	\$0	\$252,069
Construction	\$1,859,233	\$0	\$0	\$0	\$0	\$0	\$1,859,233
Inspection & Admin.	\$80,741	\$0	\$0	\$0	\$0	\$0	\$80,741
<b>Total Cost Estimate:</b>	<b>\$8,717,211</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,717,211</b>
<b>Total Expenditure:</b>	<b>\$8,696,363</b>	<b>Unexpended: \$20,848 on 5/12/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$1,949,164	\$0	\$0	\$0	\$0	\$0	\$1,949,164
Civic Facilities Fund	\$5,985,331	\$0	\$0	\$0	\$0	\$0	\$5,985,331
Commercial TIP	\$136,484	\$0	\$0	\$0	\$0	\$0	\$136,484
Community Dev Agency	\$97,508	\$0	\$0	\$0	\$0	\$0	\$97,508
Gas Tax	\$13,579	\$0	\$0	\$0	\$0	\$0	\$13,579
Measure J Rtrn to Src	\$321,490	\$0	\$0	\$0	\$0	\$0	\$321,490
Proposition 1B	\$213,655	\$0	\$0	\$0	\$0	\$0	\$213,655
<b>Total Funding:</b>	<b>\$8,717,211</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,717,211</b>

### RATIONALE FOR PROPOSED PROJECT:

Finish Hartz Avenue Downtown Beautification. Improve economic vitality.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
Additional Town direct operating costs per year: \$0



## HARTZ AVENUE BEAUTIFICATION - LINDA MESA TO DIABLO RD

CIP No: C-391 | STATUS: Completed 2015

PRIORITY: 1

PROJECT MANAGER: MAS



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

This project will complete the downtown beautification improvements on Hartz Avenue between Linda Mesa and Diablo Road. Work will include a pavement overlay, installation of new brick pavers, selective curb and gutter replacement, decorative cross walks at Diablo Road and Linda Mesa, and installation of street trees and tree wells. Streetlights have already been installed by previous contracts.

Note: This project will be combined and bid with Project C-319.

Cost estimate updated and additional funds appropriated (Resolution 115-2008, \$14,500) for increased design costs.

# COMPLETE

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$40,754	\$0	\$0	\$0	\$0	\$0	\$40,754
Construction	\$312,193	\$0	\$0	\$0	\$0	\$0	\$312,193
Inspection & Admin.	\$7,902	\$0	\$0	\$0	\$0	\$0	\$7,902
<b>Total Cost Estimate:</b>	<b>\$360,848</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$360,848</b>
<b>Total Expenditure:</b>	<b>\$370,854</b>	<b>Unexpended: \$14,473 on 5/12/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$81,150	\$0	\$0	\$0	\$0	\$0	\$81,150
Civic Facilities Fund	\$196,028	\$0	\$0	\$0	\$0	\$0	\$196,028
EBMUD	\$83,670	\$0	\$0	\$0	\$0	\$0	\$83,670
<b>Total Funding:</b>	<b>\$360,848</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$360,848</b>

### RATIONALE FOR PROPOSED PROJECT:

To complete Hartz Avenue downtown beautification.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0

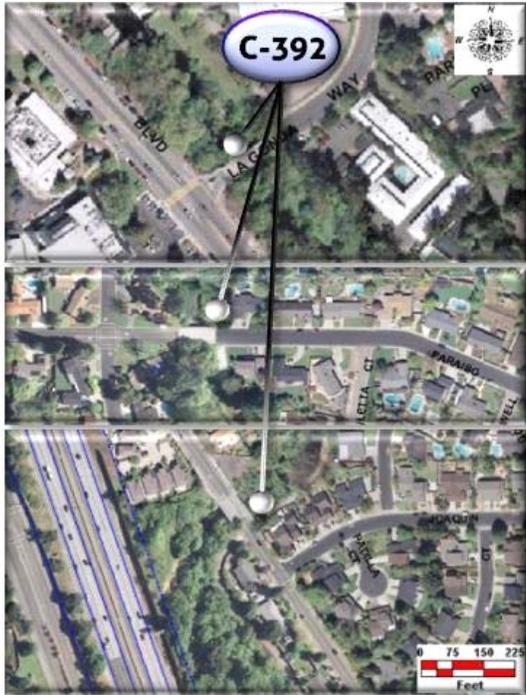


## BRIDGE MAINTENANCE

CIP No: C-392 | STATUS: In Design

PRIORITY: 3

PROJECT MANAGER: SCL



This project has been modified from the previous year.

### PROJECT DESCRIPTION AND LOCATION:

A Caltrans biennial inspection conducted in January 2010 recommended scour repair to prevent damage to the bridge support systems town wide, including at the following locations:

Paraiso Road Bridge - \$176,400

Camino Ramon Bridge - \$81,034

Various other bridges as needed.

Prior year amounts adjusted for inflation and environmental studies added to costs.

### DESCRIPTION OF MODIFICATIONS:

Moved La Gonda Way Bridge to C-599.

PRINTED ON: 05/31/2016

## PROJECT COST ESTIMATE

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$28,459	\$0	\$0	\$0	\$0	\$0	\$28,459
Construction	\$515,434	\$0	\$0	\$0	\$0	\$0	\$515,434
Inspection & Admin.	\$13,096	\$0	\$0	\$0	\$0	\$0	\$13,096
<b>Total Cost Estimate:</b>	<b>\$556,989</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$556,989</b>
<b>Total Expenditure:</b>	<b>\$108,615</b>	<b>Unexpended: \$448,374 on 5/12/2016</b>					

## PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$425,476	\$0	\$0	\$0	\$0	\$0	\$425,476
Community Dev Agency	\$37,500	\$0	\$0	\$0	\$0	\$0	\$37,500
Measure J Rtrn to Src	\$94,013	\$0	\$0	\$0	\$0	\$0	\$94,013
<b>Total Funding:</b>	<b>\$556,989</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$556,989</b>

### RATIONALE FOR PROPOSED PROJECT:

Caltrans recommended repairs will reduce damage to the bridge structures.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0

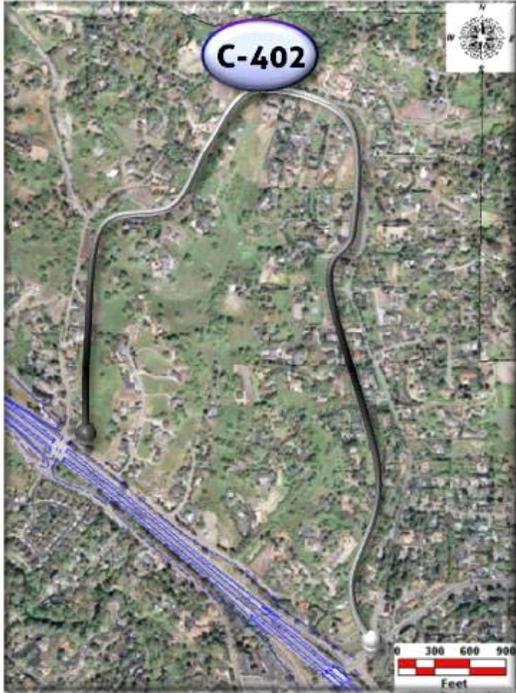


## EL PINTADO OVERLAY - EL CERRO BLVD. TO I-680

CIP No: C-402 | STATUS: In Design

PRIORITY: 5

PROJECT MANAGER: SCL



This project has been modified from the previous year.

### PROJECT DESCRIPTION AND LOCATION:

This project includes asphalt dig-out and repairs, an overlay with reinforcing fabric and some shoulder backing.

Funding for a portion of this project is proposed to come from deferred improvement agreements.

The deferred improvement agreement funding has not been collected from the property owners.

A portion of this project was completed in April of 2011, spending all of the CIP General Purpose Revenue and Measure J Return to Source funds. Currently the project is over-budget by \$25,983.

### DESCRIPTION OF MODIFICATIONS:

Updated the expenditures and appropriations to match MUNIS.

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$457,958	\$0	\$0	\$0	\$0	\$0	\$457,958
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Cost Estimate:</b>	<b>\$457,958</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$457,958</b>
<b>Total Expenditure:</b>	<b>\$156,919</b>	<b>Unexpended: \$301,039 on 5/12/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$80,376	\$0	\$0	\$0	\$0	\$0	\$80,376
Deferred Impvt Agmts	\$327,582	\$0	\$0	\$0	\$0	\$0	\$327,582
Measure J Rtrn to Src	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000
<b>Total Funding:</b>	<b>\$457,958</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$457,958</b>

### RATIONALE FOR PROPOSED PROJECT:

This section of roadway is in poor condition and is in need of repair and overlay.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0



## RAILROAD AVENUE IMPROVEMENTS PROSPECT TO SCHOOL

CIP No: C-405 | STATUS: Completed 2015

PRIORITY: 1

PROJECT MANAGER: MAS



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Streetscape and beautification improvements on Railroad Avenue between Prospect Avenue and School Street. Project includes:

- Bulb-outs at Prospect, Church and School intersections and mid-block crosswalk.
- Rectangular rapid flashing beacons on Railroad Avenue.
- Brick bands and new street lights in sidewalk area.
- Curb, gutter, and sidewalk on the east side of Railroad Avenue.
- Pavement overlay for entire project.
- Undergrounding from School Street to Prospect Avenue.

Design is complete. Construction is underway.

Developer participation is anticipated for the Danville Hotel frontage.

THIS CIP PROJECT FUNDS THE DANVILLE SHARE OF THE PROJECT ONLY.

# COMPLETE

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$270,123	\$0	\$0	\$0	\$0	\$0	\$270,123
Construction	\$1,995,971	\$0	\$0	\$0	\$0	\$0	\$1,995,971
Inspection & Admin.	\$84,202	\$0	\$0	\$0	\$0	\$0	\$84,202
<b>Total Cost Estimate:</b>	<b>\$2,350,296</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,350,296</b>
<b>Total Expenditure:</b>	<b>\$2,280,694</b>	<b>Unexpended: \$69,601 on 5/12/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CC-TLC	\$616,200	\$0	\$0	\$0	\$0	\$0	\$616,200
CIP Gen Purpose Rev	\$1,434,096	\$0	\$0	\$0	\$0	\$0	\$1,434,096
Commercial TIP	\$150,000	\$0	\$0	\$0	\$0	\$0	\$150,000
Residential TIP	\$150,000	\$0	\$0	\$0	\$0	\$0	\$150,000
<b>Total Funding:</b>	<b>\$2,350,296</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,350,296</b>

### RATIONALE FOR PROPOSED PROJECT:

Complete missing section of street improvements on major Town street.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0



## TRAFFIC SIGNAL AND STREET LIGHT MAINTENANCE PROGRAM

CIP No: C-418 | STATUS: In Construction

PRIORITY: 2 Ongoing

PROJECT MANAGER: AD



This project has been modified from the previous year.

### PROJECT DESCRIPTION AND LOCATION:

Maintenance for 53 Town and County owned signalized intersections, repaint 241 street lights, and 2 banner poles. Work includes:

1. Touch-up painting will continue on an annual basis as needed.

Repainting maintenance is on a 5 to 10 year cycle. Priority for the Downtown Business District. Tentative start is 2016/17 or 2017/18.

Other Maintenance and upgrades:

1. Replace or upgrade in-ground cross walks with flashing beacons at Parkhaven Drive and Rassani Drive trail crossings, Front Street and Paraiso Drive at the Iron Horse Trail crossings.

### DESCRIPTION OF MODIFICATIONS:

Added \$20,000 to 2016/17 for CIP General Purpose Revenue expenses for crosswalk maintenance.

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$907,018	\$20,000	\$20,000	\$20,000	\$20,000	\$0	\$987,018
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Cost Estimate:</b>	<b>\$907,018</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$987,018</b>
<b>Total Expenditure:</b>	<b>\$581,781</b>	<b>Unexpended: \$325,237 on 5/12/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Pur Reallocate	(\$200,000)	\$0	\$0	\$0	\$0	\$0	(\$200,000)
CIP Gen Purpose Rev	\$617,304	\$0	\$0	\$0	\$20,000	\$0	\$637,304
LLAD Zone C	\$229,350	\$20,000	\$20,000	\$20,000	\$0	\$0	\$289,350
Measure J Rtrn to Src	\$91,964	\$0	\$0	\$0	\$0	\$0	\$91,964
PG&E Grant	\$168,400	\$0	\$0	\$0	\$0	\$0	\$168,400
<b>Total Funding:</b>	<b>\$907,018</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$987,018</b>

### RATIONALE FOR PROPOSED PROJECT:

Ongoing maintenance required for proper function, to extend signal life and improve aesthetics.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 40  
 Additional Town direct operating costs per year: \$5,000



## CAMINO TASSAJARA/CROW CANYON SAFETEA-LU IMPROVEMENTS

CIP No: C-508 | STATUS: Out to Bid

PRIORITY: 1

PROJECT MANAGER: SJ



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Street repair and resurfacing work on Camino Tassajara from Sycamore Valley Road to the eastern town limit, and on Crow Canyon from Camino Tassajara to the southern town limit. Scope includes signal and drainage work, spot sidewalk and curb & gutter improvements and improvements to bike/pedestrian facilities.

Matching funds will come from SCC Sub-Regional Fees.

Phase 1 - Eastbound paving is COMPLETE.

Phase 2 - Overlay of the westbound lanes on Camino Tassajara from Sycamore Valley Road to Crow Canyon Road. Additional paving may be added east of Crow Canyon Road as funds permit.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$746,642	\$0	\$0	\$0	\$0	\$0	\$746,642
Testing	\$97,504	\$0	\$0	\$0	\$0	\$0	\$97,504
Construction	\$5,795,838	\$250,422	\$0	\$0	\$0	\$0	\$6,046,260
Inspection & Admin.	\$155,264	\$0	\$0	\$0	\$0	\$0	\$155,264
<b>Total Cost Estimate:</b>	<b>\$6,795,248</b>	<b>\$250,422</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,045,670</b>
<b>Total Expenditure:</b>	<b>\$4,846,355</b>	<b>Unexpended: \$1,948,893 on 5/12/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
SAFETEA-LU Grant	\$5,253,126	\$0	\$0	\$0	\$0	\$0	\$5,253,126
SCC Sub-Regional	\$1,542,122	\$250,000	\$0	\$0	\$0	\$0	\$1,792,122
SVAD	\$0	\$341	\$0	\$0	\$0	\$0	\$341
TRAD	\$0	\$81	\$0	\$0	\$0	\$0	\$81
<b>Total Funding:</b>	<b>\$6,795,248</b>	<b>\$250,422</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,045,670</b>

### RATIONALE FOR PROPOSED PROJECT:

SAFETEA-LU Federal grant for safety and pavement improvements.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0



## WEST EL PINTADO SIDEWALK IMPROVEMENT

CIP No: C-521 | STATUS: Adopted

PRIORITY: 3

PROJECT MANAGER: JAC



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Completion of sidewalk improvements on West El Pintado Road between Weller Lane & El Cerro Boulevard, including minor street reconstruction in selected areas, installation of sidewalks in currently unimproved areas, new paving, curb and gutter.

Estimate does not include R/W acquisition costs (5,380 s.f.).

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$71,833	\$0	\$0	\$0	\$0	\$0	\$71,833
Construction	\$393,296	\$0	\$0	\$0	\$0	\$0	\$393,296
Inspection & Admin.	\$20,268	\$0	\$0	\$0	\$0	\$0	\$20,268
<b>Total Cost Estimate:</b>	<b>\$485,397</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$485,397</b>
<b>Total Expenditure:</b>	<b>\$0</b>	<b>Unexpended: \$485,397 on 5/12/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$485,397	\$0	\$0	\$0	\$0	\$0	\$485,397
<b>Total Funding:</b>	<b>\$485,397</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$485,397</b>

### RATIONALE FOR PROPOSED PROJECT:

Sidewalk is needed to complete the pedestrian connection between El Cerro Blvd. and Diablo Rd.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 5  
 Additional Town direct operating costs per year: \$500



## SAN RAMON VALLEY BLVD. & IRON HORSE TRAIL SIGNAL ENHANCEMENT

CIP No: C-527 | STATUS: Completed 2015

PRIORITY: 2/3

PROJECT MANAGER: AD



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

The revised project consists of the installation of additional signal heads on the median and/or relocation of existing signal heads at the sidewalk, installation of new pedestrian warning signage on existing signal mast arms, and striping enhancements for the existing limit lines and crosswalk.

The additional signing and striping enhancements completed. Two signal heads (one in each direction) to be added this year, including the additional wiring.

# COMPLETE

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$3,500	\$0	\$0	\$0	\$0	\$0	\$3,500
Construction	\$23,500	\$0	\$0	\$0	\$0	\$0	\$23,500
Inspection & Admin.	\$1,500	\$0	\$0	\$0	\$0	\$0	\$1,500
<b>Total Cost Estimate:</b>	<b>\$28,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$28,500</b>
<b>Total Expenditure:</b>	<b>\$6,778</b>	<b>Unexpended: \$3,222 on 5/12/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Measure J Rtrn to Src	\$28,500	\$0	\$0	\$0	\$0	\$0	\$28,500
<b>Total Funding:</b>	<b>\$28,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$28,500</b>

### RATIONALE FOR PROPOSED PROJECT:

High number of reported incidents of red light violations.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



## TRAFFIC SIGNAL CONTROLLER UPGRADE

CIP No: C-545 | STATUS: In Construction

PRIORITY: 2/3

PROJECT MANAGER: AD



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

The Town's traffic signal system is aging and has reached the point where the signal controller computers and hardware need major upgrades and replacement.

Proposition 1B will fund this project.

Projects will occur on an as needed based on signal performance and maintenance costs.

Each signal upgrade will cost between \$15,000 and \$25,000 depending upon the type of controller. There are 35 signals targeted for upgrade.

This project was taken from C-418.

Twenty-two intersections have been upgraded through 2015. Five additional intersections will be upgraded in 2016/17.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$629,011	\$0	\$0	\$0	\$0	\$0	\$629,011
Inspection & Admin.	\$4,310	\$0	\$0	\$0	\$0	\$0	\$4,310
<b>Total Cost Estimate:</b>	<b>\$633,321</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$633,321</b>
<b>Total Expenditure:</b>	<b>\$397,154</b>	<b>Unexpended: \$236,167 on 5/12/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Gas Tax	\$453,698	\$0	\$0	\$0	\$0	\$0	\$453,698
Proposition 1B	\$179,623	\$0	\$0	\$0	\$0	\$0	\$179,623
<b>Total Funding:</b>	<b>\$633,321</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$633,321</b>

### RATIONALE FOR PROPOSED PROJECT:

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0

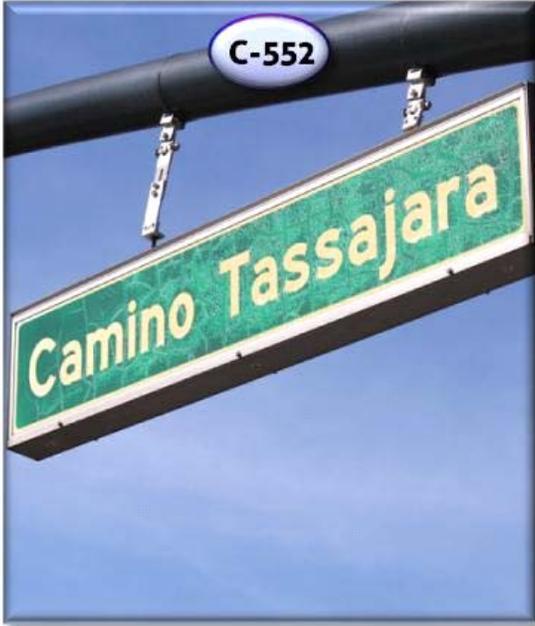


## INTERNALLY ILLUMINATED STREET NAME SIGN LED RETROFIT

CIP No: C-552 | STATUS: In Construction

PRIORITY: 3/4 Ongoing

PROJECT MANAGER: AD



### Town-wide Project

This project has not been modified.

#### PROJECT DESCRIPTION AND LOCATION:

Retrofit the existing internally illuminated street name signs with LED lamps.

Currently all of the traffic signals in Town are equipped with fluorescent lamp street name signs. In the last two to three years there has been a significant amount of time and maintenance spent on replacing or repairing the existing signs. With new LED energy saving equipped signs currently available, the Town would benefit from this retrofit.

This project will also replace street name sign panels that have reach the end of service life.

Twenty-three intersections have been retrofitted with LED street name signs. Ten intersections will be retrofitted in 21016/17.

#### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$8,620	\$0	\$0	\$0	\$0	\$0	\$8,620
Construction	\$146,100	\$15,000	\$0	\$0	\$0	\$0	\$161,100
<b>Total Cost Estimate:</b>	<b>\$154,720</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$169,720</b>
<b>Total Expenditure:</b>	<b>\$59,346</b>	<b>Unexpended: \$95,374 on 5/12/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Measure J Rtrn to Src	\$154,720	\$15,000	\$0	\$0	\$0	\$0	\$169,720
<b>Total Funding:</b>	<b>\$154,720</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$169,720</b>

#### RATIONALE FOR PROPOSED PROJECT:

Improve efficiency and reduce costs.

#### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



## TRAFFIC SIGNAL INTERCONNECT SYSTEM

CIP No: C-562 | STATUS: In Construction

| PRIORITY: 3 Ongoing

| PROJECT MANAGER: AD



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Provide for ongoing traffic signal interconnect maintenance and upgrades for aging equipment.

A maintenance contract for the traffic signal monitoring software was purchased for 2012/13 which needs to be renewed every year for software updates and remote diagnostics capability.

This project includes periodic upgrades to the interconnect equipment in each controller cabinet.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total	
Capital Maintenance	\$129,304	\$0	\$0	\$0	\$0	\$0	\$129,304	
<b>Total Cost Estimate:</b>	<b>\$129,304</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$129,304</b>	
<b>Total Expenditure:</b>	<b>\$72,028</b>	<b>Unexpended: \$57,276 on 5/12/2016</b>						

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Measure J Rtrn to Src	\$129,304	\$0	\$0	\$0	\$0	\$0	\$129,304
<b>Total Funding:</b>	<b>\$129,304</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$129,304</b>

### RATIONALE FOR PROPOSED PROJECT:

Ongoing maintenance and monitoring of the traffic signal system.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



## TOWN-WIDE BICYCLE PARKING PROJECT

CIP No: C-566 | STATUS: In Construction

PRIORITY: 4

PROJECT MANAGER: TS



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

A planning study to determine the demand, identify the locations, select the appropriate style and plan for the phased installation of bicycle parking facilities. The study will generate bike parking standards town-wide with a detailed focus on the downtown.

Phase 1: COMPLETE.

Phase 2A: Installation of bike racks at most of the locations identified in the Bicycle Parking Assessment within the public right of way has been completed. Bike racks were purchased and installed through a TDM grant. Other identified public right of way locations within C-405 and C-391 project areas will be included as part of those projects.

Phase 2B: This includes installation of bicycle parking at identified private property locations that are to be initiated by property owners.

Replace or add bicycle racks and lockers at the Park and Ride. Replace bicycle racks as the Library and Community Center.

A Transportation Demand Management (TDM) grant will be used.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000
Construction	\$22,000	\$0	\$0	\$0	\$0	\$0	\$22,000
<b>Total Cost Estimate:</b>	<b>\$37,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$37,000</b>
<b>Total Expenditure:</b>	<b>\$26,854</b>	<b>Unexpended: \$10,146 on 5/12/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$21,000	\$0	\$0	\$0	\$0	\$0	\$21,000
TDM Grant	\$16,000	\$0	\$0	\$0	\$0	\$0	\$16,000
<b>Total Funding:</b>	<b>\$37,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$37,000</b>

### RATIONALE FOR PROPOSED PROJECT:

Provide parking facilities for a multi-modal transportation network including design standards for Town-wide bicycle parking facilities.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
Additional Town direct operating costs per year: \$0



## PAVEMENT MANAGEMENT PROGRAM

CIP No: C-577 | STATUS: Completed 2015

PRIORITY: 1

PROJECT MANAGER: SCL



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

The pavement management program is an annual effort approved by the Town Council to maintain the Town's street system at a high level of service. A proactive approach to pavement maintenance prevents more costly pavement repairs in the future. The planned level of expenditures is aimed at sustaining an overall pavement condition index (PCI) of 70 for Town streets.

See C-595.

# COMPLETE

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$22,000	\$0	\$0	\$0	\$0	\$0	\$22,000
Construction	\$5,934,000	\$0	\$0	\$0	\$0	\$0	\$5,934,000
Inspection & Admin.	\$44,000	\$0	\$0	\$0	\$0	\$0	\$44,000
<b>Total Cost Estimate:</b>	<b>\$6,000,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,000,000</b>
<b>Total Expenditure:</b>	<b>\$2,695,609</b>	<b>Unexpended: \$3,304,391 on 5/12/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Pur Reallocate	\$1,013,700	\$0	\$0	\$0	\$0	\$0	\$1,013,700
CIP Gen Purpose Rev	\$4,086,300	\$0	\$0	\$0	\$0	\$0	\$4,086,300
Measure J Rtrn to Src	\$900,000	\$0	\$0	\$0	\$0	\$0	\$900,000
<b>Total Funding:</b>	<b>\$6,000,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,000,000</b>

### RATIONALE FOR PROPOSED PROJECT:

Maintain a PCI of 70 average for Town streets.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0

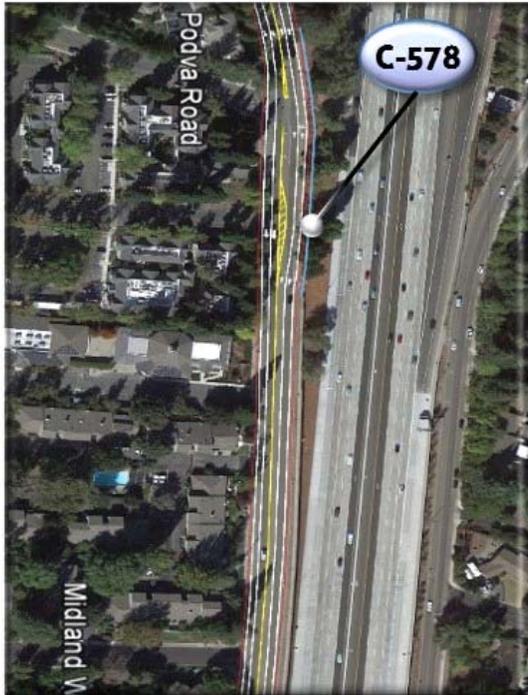


## SAN RAMON VALLEY BOULEVARD LANE ADDITION AND OVERLAY (SOUTH)

CIP No: C-578 | STATUS: In Design

PRIORITY: 1/2

PROJECT MANAGER: SCL



This project has been modified from the previous year.

### PROJECT DESCRIPTION AND LOCATION:

Overlay and stripe 4 travel lanes and 2 bicycle lanes on San Ramon Valley Boulevard from 500 feet north of Elworthy Ranch Road to Podva Road.

Modify San Ramon Valley Boulevard and Podva Road intersection by adding a northbound outside lane using Caltrans right-of-way. Intersection will accommodate 2 southbound lanes, 2 northbound lanes, a northbound left turn pocket and bicycle lanes in both directions.

The existing southbound right turn pocket will be removed.

Additional right-of-way for one lane of traffic will be acquired from Caltrans.

This project will eliminate the center left turn lane and parking on the west side for the entire length of the project.

Parked cars on the west side of San Ramon Valley Boulevard were counted on 20 different aerial photographs that spanned a period of 4 years yielding an average of 7.3 parked cars during the day. The maximum number of parked cars was 17 and the minimum was 1.

### DESCRIPTION OF MODIFICATIONS:

Redefined project for 4 lanes and left turn pocket at Podva Road. Added Measure J funded overlay.

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Land and ROW	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000
Design/Plan Review	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
Design	\$0	\$67,000	\$0	\$0	\$0	\$0	\$67,000
Construction	\$35,000	\$761,046	\$0	\$0	\$0	\$0	\$796,046
Inspection & Admin.	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000
Utilities	\$0	\$40,000	\$0	\$0	\$0	\$0	\$40,000
<b>Total Cost Estimate:</b>	<b>\$45,000</b>	<b>\$908,046</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$953,046</b>
<b>Total Expenditure:</b>	<b>\$0</b>	<b>Unexpended: \$45,000 on 5/12/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$45,000	\$0	\$0	\$0	\$0	\$0	\$45,000
Measure J Major St 24c	\$0	\$908,046	\$0	\$0	\$0	\$0	\$908,046
<b>Total Funding:</b>	<b>\$45,000</b>	<b>\$908,046</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$953,046</b>

### RATIONALE FOR PROPOSED PROJECT:

Eliminate the southbound constriction at Podva Road and complete the 4-lane configuration on San Ramon Valley Road

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0

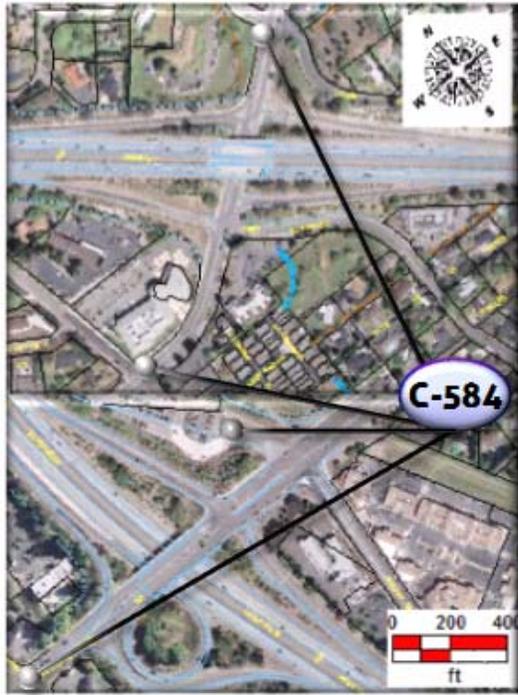


## DANVILLE VARIOUS STREETS AND ROADS PRESERVATION

CIP No: C-584 | STATUS: In Design

PRIORITY: 1/2

PROJECT MANAGER: SJ



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

This project includes two locations to facilitate using a single grant.

Rehabilitate pavement on Sycamore Valley Road from San Ramon Valley Boulevard to Camino Ramon. Repairs include abutment slab stabilization, curb, gutter, and sidewalk repair, overlay and restriping. Included is repair of the Sycamore Valley Park & Ride bus stop at Camino Ramon and Sycamore Valley Road. Repair includes concrete roadway to manage heavy bus traffic.

Rehabilitate the pavement on El Cerro Boulevard from El Pintado Road to La Gonda Way.

These roadway segments are eligible for federal grant funding. Funding is from the One Bay Area Grant (OBAG), Surface Transportation Program (STP), and Local Streets and Roads Preservation (LSRP). The grant requires a 12% match.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$220,763	\$0	\$0	\$0	\$0	\$0	\$220,763
Construction	\$846,000	\$0	\$0	\$0	\$0	\$0	\$846,000
Inspection & Admin.	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000
<b>Total Cost Estimate:</b>	<b>\$1,116,763</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,116,763</b>
<b>Total Expenditure:</b>	<b>\$196,191</b>	<b>Unexpended: \$920,573 on 5/12/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$83,763	\$0	\$0	\$0	\$0	\$0	\$83,763
Measure J Rtrn to Src	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
OBAG	\$933,000	\$0	\$0	\$0	\$0	\$0	\$933,000
<b>Total Funding:</b>	<b>\$1,116,763</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,116,763</b>

### RATIONALE FOR PROPOSED PROJECT:

Pavement maintenance. Sycamore Valley Road overcrossing approaches need maintenance.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0



## ELECTRIC VEHICLE CHARGING STATIONS AT TOWN-OWNED FACILITIES

CIP No: C-585 | STATUS: In Construction

PRIORITY: 2

PROJECT MANAGER: NR



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Evaluate an electric vehicle charging station system to be constructed on town-owned properties. Evaluation of the proposed project will determine the locations and number of chargers at each site and guidelines and recommendations for operation. (COMPLETE)

Proposed site locations for charging stations include:

- Clock Tower Parking Lot (2 COMPLETE, 2 more proposed)
- Railroad Avenue Parking Lot (2 proposed for 2014/15, 2 more later)

Additional site locations for town fleet charging stations include:

- Town Offices (4 ADDITIONAL CHARGERS COMPLETE)
- Maintenance Service Center (2015/16) - \$25,000

Future projects will be considered based upon Town Council review.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Project Prep.	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000
Construction	\$88,084	\$0	\$0	\$0	\$0	\$0	\$88,084
<b>Total Cost Estimate:</b>	<b>\$103,084</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$103,084</b>
<b>Total Expenditure:</b>	<b>\$98,362</b>	<b>Unexpended: \$4,722 on 5/12/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$103,084	\$0	\$0	\$0	\$0	\$0	\$103,084
<b>Total Funding:</b>	<b>\$103,084</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$103,084</b>

### RATIONALE FOR PROPOSED PROJECT:

Provide study for electric vehicle operation in Danville.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 110  
 Additional Town direct operating costs per year: \$0



## SAN RAMON VALLEY BOULEVARD WIDENING

CIP No: C-586 | STATUS: Completed 2015

PRIORITY: 1/2

PROJECT MANAGER: SCL



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Provide right of way for the widening of San Ramon Valley Boulevard from Jewell Terrace to Fountain Springs Drive.

Street improvements will be constructed by the adjacent Elworthy Subdivision. The cost of utility relocation work to be performed by EBMUD on the San Ramon Pumping Plant site will be shared by the Town and the subdivider on a 50/50 basis.

# COMPLETE

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Project Prep.	\$277,487	\$0	\$0	\$0	\$0	\$0	\$277,487
Land and ROW	\$482,411	\$0	\$0	\$0	\$0	\$0	\$482,411
<b>Total Cost Estimate:</b>	<b>\$759,898</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$759,898</b>
<b>Total Expenditure:</b>	<b>\$758,741</b>	<b>Unexpended: \$1,157 on 5/12/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$621,155	\$0	\$0	\$0	\$0	\$0	\$621,155
Developer Contribution	\$138,743	\$0	\$0	\$0	\$0	\$0	\$138,743
<b>Total Funding:</b>	<b>\$759,898</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$759,898</b>

### RATIONALE FOR PROPOSED PROJECT:

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



## BATTERY BACKUP REPLACEMENT FOR TRAFFIC SIGNALS

CIP No: C-588 | STATUS: In Design

PRIORITY: 3

PROJECT MANAGER: AD



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

The Town's current battery backup systems for traffic signals, installed over 10 years ago, are in need of replacement and/or repair. All 54 signals are equipped with battery backup systems. A number of the systems have failed and have been replaced.

This project will replace the battery backup systems for eight intersections per year.

Replace batteries at 10 intersections in 2016/17 (\$8,000).  
Replace inverters at 5 intersections in 2016/17 (\$10,000).

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$4,000	\$0	\$0	\$0	\$0	\$0	\$4,000
Construction	\$18,000	\$10,000	\$0	\$0	\$0	\$0	\$28,000
<b>Total Cost Estimate:</b>	<b>\$22,000</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$32,000</b>
<b>Total Expenditure:</b>	<b>\$9,177</b>	<b>Unexpended: \$12,823 on 5/12/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Measure J Rtrn to Src	\$22,000	\$10,000	\$0	\$0	\$0	\$0	\$32,000
<b>Total Funding:</b>	<b>\$22,000</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$32,000</b>

### RATIONALE FOR PROPOSED PROJECT:

Battery backup is very important for intersection safety during power outages.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
Additional Town direct operating costs per year: \$0



## LAWRENCE ROAD TRAFFIC SAFETY IMPROVEMENTS

CIP No: C-589 | STATUS: Completed 2015

PRIORITY: 2

PROJECT MANAGER: AD



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Installation of traffic safety improvements on Lawrence road from Casablanca Street to 80 feet south of Jasmine Way

No widening of the street will be necessary.

Funding re-purposed from CIP C-305 Traffic Management Program (\$75,000) and CIP General Purpose Revenue.

# COMPLETE

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$8,000	\$0	\$0	\$0	\$0	\$0	\$8,000
Construction	\$62,000	\$0	\$0	\$0	\$0	\$0	\$62,000
Inspection & Admin.	\$5,000	\$0	\$0	\$0	\$0	\$0	\$5,000
<b>Total Cost Estimate:</b>	<b>\$75,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$75,000</b>
<b>Total Expenditure:</b>	<b>\$57,971</b>	<b>Unexpended: \$17,029 on 5/12/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Pur Reallocate	\$75,000	\$0	\$0	\$0	\$0	\$0	\$75,000
<b>Total Funding:</b>	<b>\$75,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$75,000</b>

### RATIONALE FOR PROPOSED PROJECT:

Traffic safety enhancement.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0

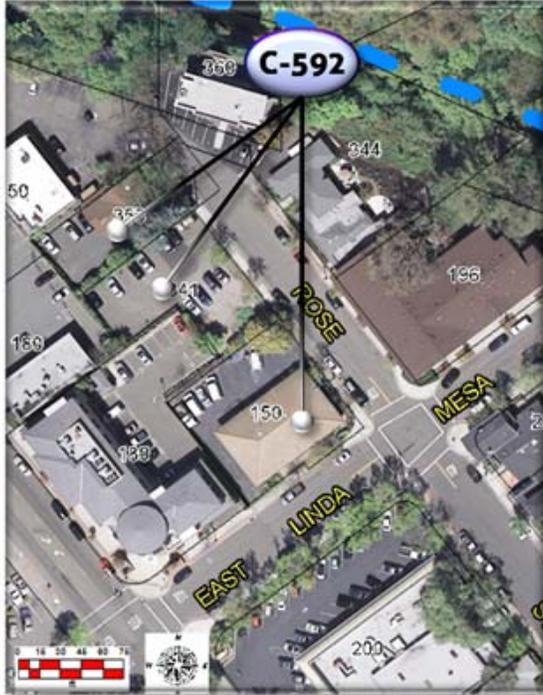


## ROSE STREET PARKING FACILITY

CIP No: C-592 | STATUS: In Design

PRIORITY: 1

PROJECT MANAGER: JAC



This project has been modified from the previous year.

### PROJECT DESCRIPTION AND LOCATION:

Land acquisition (3 sites), a feasibility study, design and construction of street-level parking facility the north west corner of Linda Mesa and Rose Street.

Project includes undergrounding of overhead utilities, landscaping, C.3 bioretention (including some offsite), and lighting.

### DESCRIPTION OF MODIFICATIONS:

Project reduced in scale to street-level parking.

## PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Site Acquisition	\$3,723,302	\$0	\$0	\$0	\$0	\$0	\$3,723,302
Hazard Abate.	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000
Design	\$0	\$200,000	\$0	\$0	\$0	\$0	\$200,000
Construction	\$0	\$1,100,000	\$0	\$0	\$0	\$0	\$1,100,000
Inspection & Admin.	\$0	\$15,000	\$0	\$0	\$0	\$0	\$15,000
Utilities	\$0	\$82,500	\$0	\$0	\$0	\$0	\$82,500
<b>Total Cost Estimate:</b>	<b>\$3,723,302</b>	<b>\$1,407,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,130,802</b>
<b>Total Expenditure:</b>	<b>\$3,875,080</b>	<b>Unexpended: \$378,720 on 5/12/2016</b>					

## PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$768,800	\$52,002	\$0	\$0	\$0	\$0	\$820,802
Civic Facilities Fund	\$3,485,000	\$0	\$0	\$0	\$0	\$0	\$3,485,000
Old Town Parking	\$0	\$825,000	\$0	\$0	\$0	\$0	\$825,000
<b>Total Funding:</b>	<b>\$4,253,800</b>	<b>\$877,002</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,130,802</b>

### RATIONALE FOR PROPOSED PROJECT:

Provide parking for downtown businesses.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 156

Additional Town direct operating costs per year: \$38,000



## FRONT STREET CREEK BANK STABILIZATION

CIP No: C-593 | STATUS: In Design

PRIORITY: 1/2

PROJECT MANAGER: SJ



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Provide a feasibility study, design, and construction of a retaining wall on Front Street north of Diablo Road. Work includes retaining walls, curb, gutter, street work, and creek bank slope protection.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$202,400	\$0	\$0	\$0	\$0	\$0	\$202,400
Construction	\$550,000	\$0	\$0	\$0	\$0	\$0	\$550,000
<b>Total Cost Estimate:</b>	<b>\$752,400</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$752,400</b>
<b>Total Expenditure:</b>	<b>\$192,687</b>	<b>Unexpended: \$559,713 on 5/12/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$752,400	\$0	\$0	\$0	\$0	\$0	\$752,400
<b>Total Funding:</b>	<b>\$752,400</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$752,400</b>

### RATIONALE FOR PROPOSED PROJECT:

Existing slope failure.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



## STUDENT PARKING AT SAN RAMON VALLEY HIGH SCHOOL

CIP No: C-594 | STATUS: Adopted

PRIORITY: 1

PROJECT MANAGER: JAC



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Provide a contribution to the San Ramon Valley School District for a minimum of an additional 200 parking spaces at San Ramon Valley High School.

Additional parking will help reduce offsite parking impacts to the community.

The contingency shall be used for as needed to achieve the 200 parking space minimum addition.

The contribution offer terminates on April 14, 2020.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Contingency	\$200,000	\$0	\$0	\$0	\$0	\$0	\$200,000
Construction	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$1,000,000
<b>Total Cost Estimate:</b>	<b>\$1,200,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,200,000</b>
<b>Total Expenditure:</b>	<b>\$0</b>	<b>Unexpended: \$1,200,000 on 5/12/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$1,200,000	\$0	\$0	\$0	\$0	\$0	\$1,200,000
<b>Total Funding:</b>	<b>\$1,200,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,200,000</b>

### RATIONALE FOR PROPOSED PROJECT:

Provide funding for additional parking at San Ramon Valley High School to help reduce student parking on town streets.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
Additional Town direct operating costs per year: \$0



## PAVEMENT MANAGEMENT PROGRAM

CIP No: C-595 | STATUS: In Construction

PRIORITY: 1

PROJECT MANAGER: SCL



This project has been modified from the previous year.

### PROJECT DESCRIPTION AND LOCATION:

The pavement management program is an annual effort approved by the Town Council to maintain the Town's street system at a high level of service. A proactive approach to pavement maintenance prevents more costly pavement repairs in the future. The planned level of expenditures is aimed at sustaining an overall pavement condition index (PCI) of 70 for Town streets.

### DESCRIPTION OF MODIFICATIONS:

Adjusted revenue and expenditures to \$2,500,000 per year.

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$11,000	\$11,000	\$11,000	\$11,000	\$11,000	\$11,000	\$66,000
Construction	\$2,967,000	\$2,581,408	\$2,567,000	\$2,567,000	\$2,567,000	\$2,067,000	\$15,316,408
Inspection & Admin.	\$22,000	\$22,000	\$22,000	\$22,000	\$22,000	\$22,000	\$132,000
<b>Total Cost Estimate:</b>	<b>\$3,000,000</b>	<b>\$2,614,408</b>	<b>\$2,600,000</b>	<b>\$2,600,000</b>	<b>\$2,600,000</b>	<b>\$2,100,000</b>	<b>\$15,514,408</b>
<b>Total Expenditure:</b>	<b>\$685</b>	<b>Unexpended: \$2,999,315 on 5/12/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$2,600,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$1,500,000	\$12,100,000
Measure J Rtn to Src	\$400,000	\$500,000	\$600,000	\$600,000	\$600,000	\$600,000	\$3,300,000
SVAD Benefit District	\$0	\$25,642	\$0	\$0	\$0	\$0	\$25,642
SVAD Density Increase	\$0	\$919	\$0	\$0	\$0	\$0	\$919
Tassajara Area TIF	\$0	\$87,847	\$0	\$0	\$0	\$0	\$87,847
<b>Total Funding:</b>	<b>\$3,000,000</b>	<b>\$2,614,408</b>	<b>\$2,600,000</b>	<b>\$2,600,000</b>	<b>\$2,600,000</b>	<b>\$2,100,000</b>	<b>\$15,514,408</b>

### RATIONALE FOR PROPOSED PROJECT:

Maintain town streets at a PCI level of 70 or better.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



## SAN RAMON VALLEY CREEK FOOTBRIDGE AT DANVILLE GREEN

CIP No: C-596 | STATUS: Adopted

PRIORITY: 2

PROJECT MANAGER: SCL



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Place a pedestrian footbridge over San Ramon Valley Creek at the Danville Green. The footbridge will meet East Bay Regional Parks standards for width and capacity.

The cost of the project will be shared (50%/50%) with the adjacent development on the north side of the creek.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$0	\$105,000	\$0	\$0	\$0	\$0	\$105,000
Testing	\$0	\$21,000	\$0	\$0	\$0	\$0	\$21,000
Construction	\$0	\$241,500	\$0	\$0	\$0	\$0	\$241,500
Inspection & Admin.	\$0	\$36,750	\$0	\$0	\$0	\$0	\$36,750
<b>Total Cost Estimate:</b>	<b>\$0</b>	<b>\$404,250</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$404,250</b>
<b>Total Expenditure:</b>	<b>\$0</b>	<b>Unexpended: \$0 on 5/12/2016</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Developer Contribution	\$0	\$202,000	\$0	\$0	\$0	\$0	\$202,000
Park Facilities	\$0	\$202,250	\$0	\$0	\$0	\$0	\$202,250
<b>Total Funding:</b>	<b>\$0</b>	<b>\$404,250</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$404,250</b>

### RATIONALE FOR PROPOSED PROJECT:

The footbridge satisfies the General Plan, Goal 17, Policy 14.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 10  
 Additional Town direct operating costs per year: \$1,000

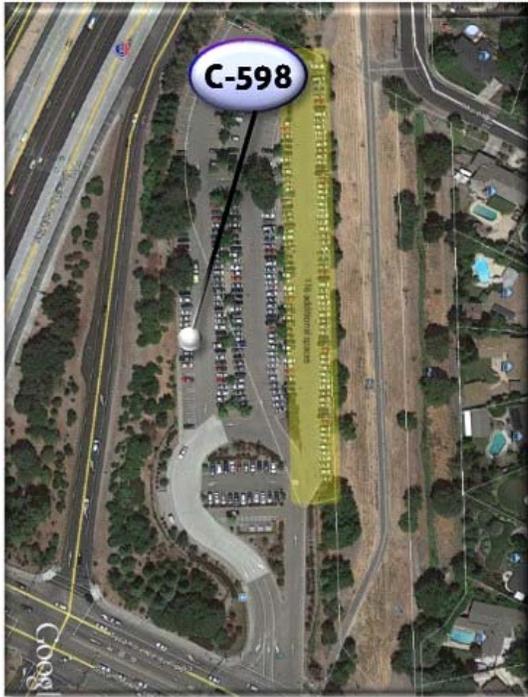


## PARK AND RIDE EXPANSION PROJECT

CIP No: C-598 | STATUS: New

PRIORITY: 1

PROJECT MANAGER: SCL



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

The Sycamore Park and Ride is an important element in the multi-modal transportation network that serves Danville and the San Ramon Valley. The facility helps reduce the number of vehicles and vehicle trips travelling on I-680 on weekdays and serves as a transit hub for the public and private bus services. Presently, the facility is operating at close to capacity on weekdays. This project will expand the existing Park and Ride facility to the east, adding approximately 116 parking spaces.

Existing landscape, mound, and wall will be relocated. Pedestrian access will be added at the north end of the project.

Project includes:

- C.3 bioretention basins
- New landscaping
- Bicycle Facility improvements

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design	\$0	\$200,000	\$0	\$0	\$0	\$0	\$200,000
Construction	\$0	\$0	\$1,815,000	\$0	\$0	\$0	\$1,815,000
Inspection & Admin.	\$0	\$0	\$10,000	\$0	\$0	\$0	\$10,000
<b>Total Cost Estimate:</b>	<b>\$0</b>	<b>\$200,000</b>	<b>\$1,825,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,025,000</b>
<b>Total Expenditure:</b>		<b>Not Available</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Measure J Major St 24c	\$0	\$0	\$1,825,000	\$0	\$0	\$0	\$1,825,000
Measure J Sub Tran 28	\$0	\$200,000	\$0	\$0	\$0	\$0	\$200,000
<b>Total Funding:</b>	<b>\$0</b>	<b>\$200,000</b>	<b>\$1,825,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,025,000</b>

### RATIONALE FOR PROPOSED PROJECT:

Provide additional parking for alternate transportation modes.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



## LA GONDA WAY BRIDGE IMPROVEMENTS

CIP No: C-599 | STATUS: New

PRIORITY: 1/2

PROJECT MANAGER: SJ



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

The existing La Gonda Way bridge, built in 1950, is a three span steel girder structure. The latest Caltrans inspection report performed in June 2014 classified the bridge as "structurally deficient" due to its poor deck condition. The bridge is also too narrow for existing traffic and pedestrian conditions.

The bridge will be replaced as part of the Caltrans Highway Bridge Program (HBP) making it eligible for federal reimbursement of 88.53% of participating costs.

The replacement bridge will accommodate two lanes of traffic, bicycles, and pedestrians.

A small amount of right-of-way easement may be needed on the north side of the bridge.

A large oak tree on the north side will require heavy trimming.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Land and ROW	\$0	\$0	\$117,600	\$0	\$0	\$0	\$117,600
Design	\$0	\$670,000	\$0	\$0	\$0	\$0	\$670,000
Testing	\$0	\$0	\$78,750	\$0	\$0	\$0	\$78,750
Construction	\$0	\$0	\$0	\$3,765,065	\$0	\$0	\$3,765,065
Inspection & Admin.	\$0	\$0	\$0	\$55,125	\$0	\$0	\$55,125
<b>Total Cost Estimate:</b>	<b>\$0</b>	<b>\$670,000</b>	<b>\$196,350</b>	<b>\$3,820,190</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,686,540</b>
<b>Total Expenditure:</b>		<b>Not Available</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$0	\$70,000	\$31,350	\$600,000	\$0	\$0	\$701,350
Grant	\$0	\$600,000	\$165,000	\$3,220,190	\$0	\$0	\$3,985,190
<b>Total Funding:</b>	<b>\$0</b>	<b>\$670,000</b>	<b>\$196,350</b>	<b>\$3,820,190</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,686,540</b>

### RATIONALE FOR PROPOSED PROJECT:

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



## SAN RAMON VALLEY BOULEVARD IMPROVEMENTS (NORTH)

CIP No: C-600 | STATUS: New

PRIORITY: 2

PROJECT MANAGER: SJ



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Provide a new pavement surface on San Ramon Valley Boulevard from Sycamore Valley Road to Hartz Avenue.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$0	\$0	\$148,968	\$0	\$0	\$0	\$148,968
Contingency	\$0	\$0	\$162,455	\$0	\$0	\$0	\$162,455
Construction	\$0	\$0	\$500,852	\$0	\$0	\$0	\$500,852
<b>Total Cost Estimate:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$812,275</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$812,275</b>
<b>Total Expenditure:</b>	<b>Not Available</b>						

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Measure J Major St 24c	\$0	\$0	\$812,275	\$0	\$0	\$0	\$812,275
<b>Total Funding:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$812,275</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$812,275</b>

### RATIONALE FOR PROPOSED PROJECT:

The pavement conditions index for this reach of San Ramon Valley Boulevard is below average at 66.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0



## CAMINO RAMON IMPROVEMENTS

CIP No: C-601 | STATUS: New

PRIORITY: 2

PROJECT MANAGER: NAS



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Provide a new pavement surface on Camino Ramon from Kelley Lane to Fostoria Way.

Provide sidewalk at bus stop locations.

Funding from Measure J for this project depends upon the voter approval of a sales tax bond measure.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$0	\$0	\$0	\$281,123	\$0	\$0	\$281,123
Contingency	\$0	\$0	\$0	\$312,629	\$0	\$0	\$312,629
Construction	\$0	\$0	\$0	\$969,391	\$0	\$0	\$969,391
<b>Total Cost Estimate:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,563,143</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,563,143</b>
<b>Total Expenditure:</b>	<b>Not Available</b>						

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Measure J Strtgc Pln	\$0	\$0	\$0	\$1,563,143	\$0	\$0	\$1,563,143
<b>Total Funding:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,563,143</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,563,143</b>

### RATIONALE FOR PROPOSED PROJECT:

Camino Ramon has reached a pavement condition index of 65.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



## DANVILLE BOULEVARD IMPROVEMENTS

CIP No: C-602 | STATUS: New

PRIORITY: 2

PROJECT MANAGER: NAS



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Provide a new pavement surface on Danville Boulevard from Del Amigo Road to El Portal.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design/Plan Review	\$0	\$0	\$66,646	\$0	\$0	\$0	\$66,646
Contingency	\$0	\$0	\$83,307	\$0	\$0	\$0	\$83,307
Construction	\$0	\$0	\$266,583	\$0	\$0	\$0	\$266,583
<b>Total Cost Estimate:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$416,536</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$416,536</b>
<b>Total Expenditure:</b>		<b>Not Available</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Measure J Major St 24c	\$0	\$0	\$416,536	\$0	\$0	\$0	\$416,536
<b>Total Funding:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$416,536</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$416,536</b>

### RATIONALE FOR PROPOSED PROJECT:

Danville Boulevard average pavement condition index 67 north of Del Amigo Road. The pavement condition index south of Del

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
Additional Town direct operating costs per year: \$0

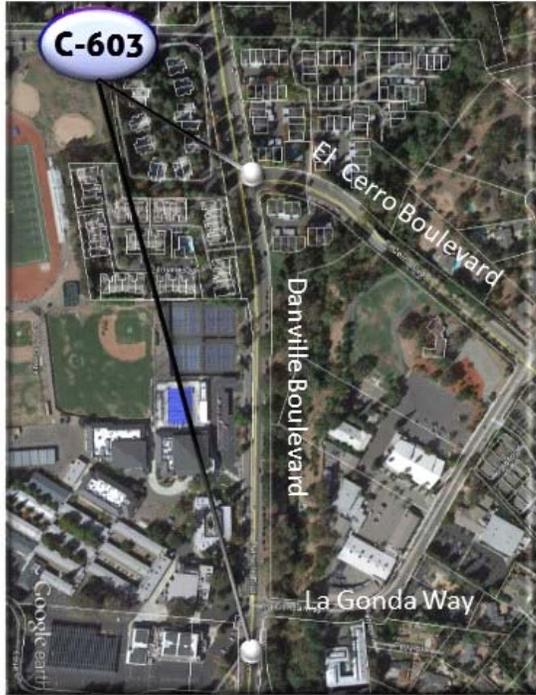


## DANVILLE AND EL CERRO BOULEVARD PARKING IMPROVEMENTS

CIP No: C-603 | STATUS: New

PRIORITY: 1/2

PROJECT MANAGER: AD



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

This project reconfigures and restripes travel lanes on Danville Boulevard and El Cerro Boulevard providing 22 additional on-street parking spaces in the vicinity of San Ramon Valley High School.

The project includes reducing the existing El Cerro Boulevard westbound double left turn pockets at the El Cerro Boulevard/Danville Boulevard intersection to one left turn lane.

The project also includes constructing curb bulb-outs on Danville Boulevard at Danville Oak Place.

Prior to restriping a slurry seal will be applied to the project streets.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Design	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000
Contingency	\$0	\$5,000	\$0	\$0	\$0	\$0	\$5,000
Construction	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000
<b>Total Cost Estimate:</b>	<b>\$0</b>	<b>\$115,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$115,000</b>
<b>Total Expenditure:</b>		<b>Not Available</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$0	\$115,000	\$0	\$0	\$0	\$0	\$115,000
<b>Total Funding:</b>	<b>\$0</b>	<b>\$115,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$115,000</b>

### RATIONALE FOR PROPOSED PROJECT:

Increase parking on Danville Boulevard near San Ramon Valley High School.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0

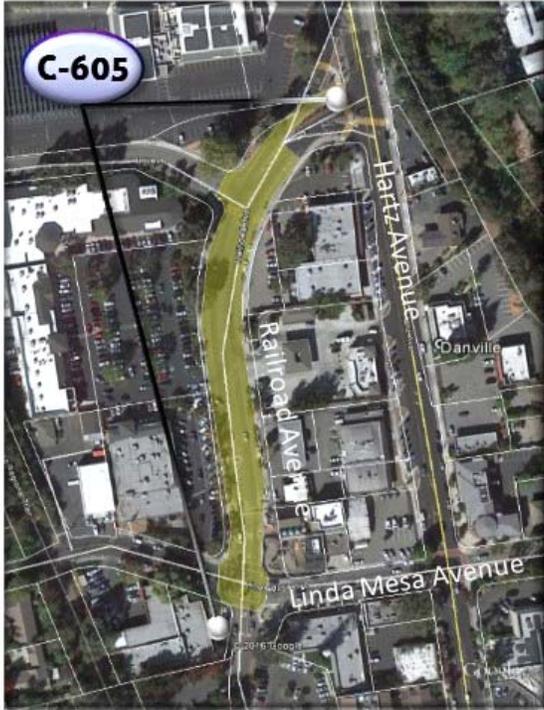


## RAILROAD AVENUE DECORATIVE CROSSWALKS AND PAVEMENT OVERLAY

CIP No: C-605 | STATUS: New

PRIORITY: 1

PROJECT MANAGER: NNS



This project has not been modified.

### PROJECT DESCRIPTION AND LOCATION:

Provide decorative crosswalks on Railroad Avenue at Linda Mesa Avenue, mid-block, and Love Lane. Provide asphalt overlay from Linda Mesa Avenue to Hartz Avenue.

### DESCRIPTION OF MODIFICATIONS:

### PROJECT COST ESTIMATE

PRINTED ON: 05/31/2016

Expenditure Category	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Construction	\$0	\$290,800	\$0	\$0	\$0	\$0	\$290,800
<b>Total Cost Estimate:</b>	<b>\$0</b>	<b>\$290,800</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$290,800</b>
<b>Total Expenditure:</b>		<b>Not Available</b>					

### PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2016/17	2017/18	2018/19	2019/20	2020/21	Total
CIP Gen Purpose Rev	\$0	\$290,800	\$0	\$0	\$0	\$0	\$290,800
<b>Total Funding:</b>	<b>\$0</b>	<b>\$290,800</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$290,800</b>

### RATIONALE FOR PROPOSED PROJECT:

Provide for decorative crosswalks and new pavement.

### EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0  
 Additional Town direct operating costs per year: \$0



# Main Index



# Main Index by Project Number



## CIP Index by Project Number

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A-362	DOWNTOWN IMPROVEMENT PROJECT-----	CIP 31	Construction, Modified
A-443	DIABLO ROAD (EAST) DRAINAGE IMPROVEMENTS-----	CIP 32	Adopted
A-482	STREET LIGHT MAINTENANCE-----	CIP 33	Construction, Modified
A-492	CENTRAL IRRIGATION SYSTEM CAPITAL MAINTENANCE-----	CIP 34	Construction, Modified
A-513	CAMINO TASSAJARA PKWY/SYCAMORE VALLEY RD SOUND WALL MAINT.-----	CIP 35	Design
A-514	PUBLIC PLACES FOR ART-----	CIP 36	Design
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A-533	TOWN-WIDE LANDSCAPE REPLACEMENT-----	CIP 39	Construction
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A-604	LAUREL DRIVE BIORETENTION FACILITY-----	CIP 45	New
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B-120	TOWN-WIDE TRAILS-----	CIP 50	Design
B-216	TOWN SERVICE CENTER CAPITAL MAINTENANCE-----	CIP 51	Construction
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B-328	TOWN OFFICES CAPITAL MAINTENANCE-----	CIP 53	Design, Modified
B-400	HAP MAGEE RANCH PARK CAPITAL MAINTENANCE-----	CIP 54	Construction, Modified
B-415	CIVIC FACILITIES CAPITAL MAINTENANCE PROJECTS-----	CIP 55	Construction, Modified
B-420	FRONT STREET CREEKSIDE TRAIL-----	CIP 56	Adopted
B-427	OAK HILL MASTER PLAN - PHASE 2-----	CIP 57	Unfunded
B-450	PARK SYSTEM SIGNAGE-----	CIP 58	Complete
B-452	SYCAMORE DAY SCHOOL BUILDING REPAIRS-----	CIP 59	Construction, Modified
B-479	SYCAMORE VALLEY PARK SITE STUDY-----	CIP 60	Unfunded, Modified
B-490	OSAGE STATION PARK IMPROVEMENTS-----	CIP 61	Construction, Modified
B-491	LIBRARY AND COMMUNITY CENTER CAPITAL MAINTENANCE-----	CIP 62	Construction
B-493	SYNTHETIC TURF REPLACEMENT-----	CIP 63	Complete, Modified
B-494	OSAGE STATION PARK CAPITAL MAINTENANCE-----	CIP 64	Construction, Modified
B-495	SYCAMORE VALLEY PARK CAPITAL MAINTENANCE-----	CIP 65	Construction, Modified
B-515	SECURITY ACCESS CONTROL FOR TOWN BUILDINGS-----	CIP 66	Construction
B-522	SYCAMORE VALLEY PARK PICNIC AREA RESTROOMS-----	CIP 67	Unfunded
B-544	OAK HILL PARK CAPITAL MAINTENANCE-----	CIP 68	Construction
B-550	MUNICIPAL SERVICE CENTER WASTE TRANSFER AREA-----	CIP 69	Adopted
B-553	VILLAGE THEATRE CAPITAL MAINTENANCE-----	CIP 70	Construction, Modified
B-556	DANVILLE SOUTH PARK CAPITAL MAINTENANCE-----	CIP 71	Construction, Modified
B-559	SCHOOL PARK FACILITIES CAPITAL MAINTENANCE-----	CIP 72	Construction, Modified
B-560	DIABLO VISTA PARK CAPITAL MAINTENANCE-----	CIP 73	Construction, Modified
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B-582	VETERANS MEMORIAL HALL CAPITAL MAINTENANCE-----	CIP 75	Construction, Modified
B-591	BOCCE BALL COURT EXPANSION AT SYCAMORE VALLEY PARK-----	CIP 76	Complete
B-597	VILLAGE THEATRE PARKING LOT IMPROVEMENTS-----	CIP 77	Adopted
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# Main Index by Project Number



## CIP Index by Project Number

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C-391	HARTZ AVENUE BEAUTIFICATION - LINDA MESA TO DIABLO RD	CIP 86	Complete
C-392	BRIDGE MAINTENANCE	CIP 87	Design, Modified
C-402	EL PINTADO OVERLAY - EL CERRO BLVD. TO I-680	CIP 88	Design, Modified
C-405	RAILROAD AVENUE IMPROVEMENTS PROSPECT TO SCHOOL	CIP 89	Complete
C-418	TRAFFIC SIGNAL AND STREET LIGHT MAINTENANCE PROGRAM	CIP 90	Construction, Modified
C-508	CAMINO TASSAJARA/CROW CANYON SAFETEA-LU IMPROVEMENTS	CIP 91	Out to Bid
C-521	WEST EL PINTADO SIDEWALK IMPROVEMENT	CIP 92	Adopted
C-527	SAN RAMON VALLEY BLVD. & IRON HORSE TRAIL SIGNAL ENHANCEMENT	CIP 93	Complete
C-545	TRAFFIC SIGNAL CONTROLLER UPGRADE	CIP 94	Construction
C-552	INTERNALLY ILLUMINATED STREET NAME SIGN LED RETROFIT	CIP 95	Construction
C-562	TRAFFIC SIGNAL INTERCONNECT SYSTEM	CIP 96	Construction
C-566	TOWN-WIDE BICYCLE PARKING PROJECT	CIP 97	Construction
C-577	PAVEMENT MANAGEMENT PROGRAM	CIP 98	Complete
C-578	SAN RAMON VALLEY BOULEVARD LANE ADDITION AND OVERLAY (SOUTH)	CIP 99	Design, Modified
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C-588	BATTERY BACKUP REPLACEMENT FOR TRAFFIC SIGNALS	CIP 103	Design
C-589	LAWRENCE ROAD TRAFFIC SAFETY IMPROVEMENTS	CIP 104	Complete
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C-593	FRONT STREET CREEK BANK STABILIZATION	CIP 106	Design
C-594	STUDENT PARKING AT SAN RAMON VALLEY HIGH SCHOOL	CIP 107	Adopted
C-595	PAVEMENT MANAGEMENT PROGRAM	CIP 108	Construction, Modified
C-596	SAN RAMON VALLEY CREEK FOOTBRIDGE AT DANVILLE GREEN	CIP 109	Adopted
C-598	PARK AND RIDE EXPANSION PROJECT	CIP 110	New
C-599	LA GONDA WAY BRIDGE IMPROVEMENTS	CIP 111	New
C-600	SAN RAMON VALLEY BOULEVARD IMPROVEMENTS (NORTH)	CIP 112	New
C-601	CAMINO RAMON IMPROVEMENTS	CIP 113	New
C-602	DANVILLE BOULEVARD IMPROVEMENTS	CIP 114	New
C-603	DANVILLE AND EL CERRO BOULEVARD PARKING IMPROVEMENTS	CIP 115	New
C-605	RAILROAD AVENUE DECORATIVE CROSSWALKS	CIP 116	New



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## CIP Index by Project Name

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B-591	BOCCE BALL COURT EXPANSION AT SYCAMORE VALLEY PARK-----	CIP 76	Complete
C-392	BRIDGE MAINTENANCE-----	CIP 87	Design, Modified
C-601	CAMINO RAMON IMPROVEMENTS-----	CIP 113	New
A-513	CAMINO TASSAJARA PKWY/SYCAMORE VALLEY RD SOUND WALL MAINT.-----	CIP 35	Design
C-508	CAMINO TASSAJARA/CROW CANYON SAFETEA-LU IMPROVEMENTS-----	CIP 91	Out to Bid
A-492	CENTRAL IRRIGATION SYSTEM CAPITAL MAINTENANCE-----	CIP 34	Construction, Modifie
B-415	CIVIC FACILITIES CAPITAL MAINTENANCE PROJECTS-----	CIP 55	Construction, Modifie
C-603	DANVILLE AND EL CERRO BOULEVARD PARKING IMPROVEMENTS-----	CIP 115	New
C-602	DANVILLE BOULEVARD IMPROVEMENTS-----	CIP 114	New
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C-584	DANVILLE VARIOUS STREETS AND ROADS PRESERVATION-----	CIP 100	Design
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A-443	DIABLO ROAD (EAST) DRAINAGE IMPROVEMENTS-----	CIP 32	Adopted
C-055	DIABLO ROAD TRAIL FROM ALAMEDA DIABLO TO TANK ACCESS ROAD-----	CIP 82	Adopted
B-560	DIABLO VISTA PARK CAPITAL MAINTENANCE-----	CIP 73	Construction, Modifie
A-362	DOWNTOWN IMPROVEMENT PROJECT-----	CIP 31	Construction, Modifie
C-402	EL PINTADO OVERLAY - EL CERRO BLVD. TO I-680-----	CIP 88	Design, Modified
C-585	ELECTRIC VEHICLE CHARGING STATIONS AT TOWN-OWNED FACILITIES-----	CIP 101	Construction
C-593	FRONT STREET CREEK BANK STABILIZATION-----	CIP 106	Design
B-420	FRONT STREET CREEKSIDE TRAIL-----	CIP 56	Adopted
B-400	HAP MAGEE RANCH PARK CAPITAL MAINTENANCE-----	CIP 54	Construction, Modifie
A-530	HAP MAGEE RANCH PARK SLIDE MITIGATION-----	CIP 38	Adopted
C-391	HARTZ AVENUE BEAUTIFICATION - LINDA MESA TO DIABLO RD-----	CIP 86	Complete
C-319	HARTZ AVENUE BEAUTIFICATION - LINDA MESA TO RAILROAD-----	CIP 85	Complete, Modified
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C-599	LA GONDA WAY BRIDGE IMPROVEMENTS-----	CIP 111	New
A-604	LAUREL DRIVE BIORETENTION FACILITY-----	CIP 45	New
C-589	LAWRENCE ROAD TRAFFIC SAFETY IMPROVEMENTS-----	CIP 104	Complete
B-491	LIBRARY AND COMMUNITY CENTER CAPITAL MAINTENANCE-----	CIP 62	Construction
A-064	LOCAL GENERAL IMPROVEMENTS - DISABLED ACCESS-----	CIP 29	Design
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B-427	OAK HILL MASTER PLAN - PHASE 2-----	CIP 57	Unfunded
B-544	OAK HILL PARK CAPITAL MAINTENANCE-----	CIP 68	Construction
B-494	OSAGE STATION PARK CAPITAL MAINTENANCE-----	CIP 64	Construction, Modifie
B-490	OSAGE STATION PARK IMPROVEMENTS-----	CIP 61	Construction, Modifie
B-101	PARK AND RECREATION FACILITIES CAPITAL MAINTENANCE-----	CIP 49	Construction
C-598	PARK AND RIDE EXPANSION PROJECT-----	CIP 110	New
B-450	PARK SYSTEM SIGNAGE-----	CIP 58	Complete
A-558	PARKING LOT MAINTENANCE-----	CIP 41	Construction
C-577	PAVEMENT MANAGEMENT PROGRAM-----	CIP 98	Complete
C-595	PAVEMENT MANAGEMENT PROGRAM-----	CIP 108	Construction, Modifie
A-514	PUBLIC PLACES FOR ART-----	CIP 36	Design
C-605	RAILROAD AVENUE DECORATIVE CROSSWALKS-----	CIP 116	New
C-405	RAILROAD AVENUE IMPROVEMENTS PROSPECT TO SCHOOL-----	CIP 89	Complete
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## CIP Index by Project Name

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C-578	SAN RAMON VALLEY BOULEVARD LANE ADDITION AND OVERLAY (SOUTH)----	CIP 99	Design, Modified
C-586	SAN RAMON VALLEY BOULEVARD WIDENING-----	CIP 102	Complete
C-596	SAN RAMON VALLEY CREEK FOOTBRIDGE AT DANVILLE GREEN-----	CIP 109	Adopted
B-559	SCHOOL PARK FACILITIES CAPITAL MAINTENANCE-----	CIP 72	Construction, Modifie
B-515	SECURITY ACCESS CONTROL FOR TOWN BUILDINGS-----	CIP 66	Construction
B-280	SPORTS FIELD RENOVATION-----	CIP 52	Design, Modified
A-482	STREET LIGHT MAINTENANCE-----	CIP 33	Construction, Modifie
C-594	STUDENT PARKING AT SAN RAMON VALLEY HIGH SCHOOL-----	CIP 107	Adopted
B-452	SYCAMORE DAY SCHOOL BUILDING REPAIRS-----	CIP 59	Construction, Modifie
B-495	SYCAMORE VALLEY PARK CAPITAL MAINTENANCE-----	CIP 65	Construction, Modifie
B-522	SYCAMORE VALLEY PARK PICNIC AREA RESTROOMS-----	CIP 67	Unfunded
B-479	SYCAMORE VALLEY PARK SITE STUDY-----	CIP 60	Unfunded, Modified
B-493	SYNTHETIC TURF REPLACEMENT-----	CIP 63	Complete, Modified
A-540	TOWN FACILITY SECURITY MONITORING SYSTEM-----	CIP 40	Construction
A-580	TOWN OFFICE IMPROVEMENTS-----	CIP 44	New
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A-533	TOWN-WIDE LANDSCAPE REPLACEMENT-----	CIP 39	Construction
A-579	TOWN-WIDE ROADWAY DAMAGE REPAIR-----	CIP 43	Construction
C-017	TOWN-WIDE SIDEWALK REPAIRS-----	CIP 81	Construction
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B-120	TOWN-WIDE TRAILS-----	CIP 50	Design
C-305	TRAFFIC MANAGEMENT PROGRAM-----	CIP 84	Design
C-418	TRAFFIC SIGNAL AND STREET LIGHT MAINTENANCE PROGRAM-----	CIP 90	Construction, Modifie
C-545	TRAFFIC SIGNAL CONTROLLER UPGRADE-----	CIP 94	Construction
C-562	TRAFFIC SIGNAL INTERCONNECT SYSTEM-----	CIP 96	Construction
B-582	VETERANS MEMORIAL HALL CAPITAL MAINTENANCE-----	CIP 75	Construction, Modifie
B-553	VILLAGE THEATRE CAPITAL MAINTENANCE-----	CIP 70	Construction, Modifie
B-597	VILLAGE THEATRE PARKING LOT IMPROVEMENTS-----	CIP 77	Adopted
B-574	VISTA GRANDE STREET/BRET HARTE PARK PEDESTRIAN IMPROVEMENTS-----	CIP 74	Design, Modified
C-521	WEST EL PINTADO SIDEWALK IMPROVEMENT-----	CIP 92	Adopted





**KAREN STEPPER** MAYOR  
**RENEE MORGAN** VICE MAYOR  
**NEWELL ARNERICH** COUNCILMEMBER  
**MIKE DOYLE** COUNCILMEMBER  
**ROBERT STORER** COUNCILMEMBER

**JOSEPH A. CALABRIGO** TOWN MANAGER  
**LANI HA** FINANCE MANAGER/TREASURER  
**STEVEN C. LAKE** DEVELOPMENT SERVICES DIRECTOR/CITY ENGINEER