

City-Wide Expenses Strategic Support City Service Area

APPROPRIATION NAME	MANAGING DEPARTMENT	PROGRAM DESCRIPTION/OUTCOME	GENERAL FUND		ALL FUNDS		% Cost Recovery	Resources Managed/Program Revenue
			Cost	FTE	Cost	FTE		
Annual Audit	City Auditor	<p>This program provides an annual external audit of the City's Basic Financial Statements, including Government-wide financial statements, fund financial statements, and financial disclosures, as required by the City Charter.</p> <p>The outcome is to ensure sound management of City resources.</p>	\$305,000	0.0	\$305,000	0.0	0.0%	
Bond Project Audits	City Auditor	<p>This program conducts voter-mandated annual audits of all three voter-approved bond measures (Library, Parks, and Public Safety). This program ensures consistency in the treatment of these voter-approved bond measures and has been recommended to be included as part of the City's annual audit by the City Auditor and Finance Director.</p> <p>The outcome is to ensure sound management of City resources.</p>	\$65,000	0.0	\$65,000	0.0	0.0%	
Grant Compliance Single Audit	City Auditor	<p>This program provides an annual external audit of federal awards and grant compliance, as required by the Single Audit Act of 1984.</p> <p>The outcome is to ensure sound fiscal management.</p>	\$120,000	0.0	\$120,000	0.0	0.0%	
Arena Community Fund	City Clerk	<p>This grant program distributes revenue from the Hewlett Packard (HP) Arena naming rights to organizations which can document they serve educational, recreational or cultural purposes for the residents of San José.</p> <p>The outcome is to support non-profit community organizations with grants.</p>	\$250,000	0.0	\$250,000	0.0	100.0%	HP Arena Naming Rights Revenue: \$250,000

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City Auditor's Office Performance Audit	City Clerk	This program provides funding for the annual five-day peer review of the City Auditor's Office. While the three auditors from outside organizations who conduct the peer review are not compensated for their time, the City does provide a per diem as well as airfare and hotel accommodations. The outcome is to complete a peer review of the City Auditor's Office.	\$5,000	0.0	\$5,000	0.0	0.0%	
City Dues/Memberships	City Clerk	This program funds the City's memberships and dues. The outcome is to enable the City to participate in the National League of Cities, California League of Cities, LAFCO, US Conference of Mayors, Santa Clara County Cities, and Association of Bay Area Governments (ABAG).	\$390,000	0.0	\$390,000	0.0	0.0%	
Civil Service Commission	City Clerk	This program supports Civil Service Commission operations. The outcome is to enable the Civil Service Commission to make recommendations to the City Council and the City Manager and conduct investigations concerning the administration of personnel in the Classified Service.	\$20,000	0.0	\$20,000	0.0	0.0%	
Council Member Transition Funds	City Clerk	This program funds transition expenses (equipment, technology upgrades and replacements, furnishings, remodeling, etc.) for the Mayor and City Council. The outcome is to pay for transition expenses associated with incoming and outgoing Mayors and City Councilmembers.	\$25,000	0.0	\$25,000	0.0	0.0%	
Elections Commission	City Clerk	This program supports Elections Commission operations. The outcome is to enable the Elections Commission to complete investigations and respond to elections complaints and referrals.	\$90,000	0.0	\$90,000	0.0	0.0%	

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Mayor and City Council Travel	City Clerk	This program funds Mayor and City Councilmember travel expenses related to their attendance and participation in meetings sponsored by the National or California League of Cities, Conference of Mayors or when representing the City. The outcome is to support the Mayor and City Council to fulfill their legislative role on behalf of the City.	\$25,000	0.0	\$25,000	0.0	0.0%	
Mayor's Educational Initiatives	City Clerk	This program funds costs related to the City/School Collaborative and other education initiatives. The outcome is to support the City's education initiatives.	\$135,000	0.0	\$135,000	0.0	0.0%	
State of the City Convocation	City Clerk	This program funds the annual Mayor's State of the City and provides an opportunity for the Mayor to communicate with the public regarding current conditions and future plans for the City. The outcome is to provide the Mayor an opportunity to communicate with the public about the current conditions and future plans for the City. In addition, it provides a venue for the Mayor and City Council to recognize contributions by individuals and groups towards the betterment of the community and for the City Manager to present the "Pride of San José" awards to employees and teams for their commitment to the organization and improvement efforts.	\$90,000	0.0	\$90,000	0.0	22.0%	Public Contributions Revenue: \$20,000
Banking Services	Finance	This program provides funding for the city-wide Banking Services master agreement for General Banking Services, Merchant Card Processing Services and Lockbox Services. This program is funded by interest earnings.	\$965,000	0.0	\$965,000	0.0	100.0%	Interest Earnings: \$965,000

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Property Tax Administration Fee	Finance	This program provides funding for the Property Tax Administration Fee which is imposed by the County of Santa Clara upon every incorporated city and every other local jurisdiction, including redevelopment agencies and special districts, receiving property tax revenues for which the County provides property tax assessment, collection and administrative services.	\$2,825,000	0.0	\$2,825,000	0.0	0.0%	
Revenue Enhancement Consulting Services	Finance	<p>This program detects, documents and corrects errors and omissions causing sales, utility users and/or franchise tax deficiencies, thereby producing additional revenue for the City. In addition, the vendor audit program assists in recovery audit services which identify inefficiencies in the City's vendor payment process and assist departments with managing their vendor invoice and contract management related responsibilities. The City compensates the consultant 15% of the additional revenue actually received by the City as a direct result of the consultant detecting and documenting point-of-sale or use taxpayer reporting errors and/or omissions with the State Board of Equalization. For Quarterly Distribution Report (QDR) audit misallocations, the consultant is compensated 15% for the two quarters preceding the quarter in which the error and/or omission is identified and a claim filed with the SBE by the Consultant.</p> <p>The outcomes are to maximize the collection of revenue due to the City and ensure the most cost-effective payment of vendors.</p>	\$525,000	0.0	\$525,000	0.0	100.0%	Program Revenue: \$525,000
SB 90 Consultant Services	Finance	This program assists and coordinates the City's efforts in preparing and filing Senate Bill 90 (SB 90) reimbursement claims (Brown Act, Animal Shelter, Domestic Violence, etc.) to the State of California.	\$40,000	0.0	\$40,000	0.0	0.0%	
Existing City Hall Debt Service Payments	Finance	This program provides funding for debt service payments for Commercial Paper Notes issued to fund the Existing City Hall/Municipal Improvements project.	\$440,000	0.0	\$440,000	0.0	0.0%	

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FMC Debt Service Payments	Finance	This program provides for debt service associated with the FMC land acquisition.	\$3,615,000	0.0	\$3,615,000	0.0	0.0%	
City Hall Debt Service Fund	Finance	This program provides funding for City Hall Debt Service payments. Transfers occur from both the General Fund and Special Funds.	\$19,885,000	0.0	\$19,885,000	0.0	0.0%	
General Liability Claims	Finance	This program provides funding for certain costs related to the defense of claims and litigation filed against the City, as well as the payment of settlements and judgments.	\$2,750,000	0.0	\$2,750,000	0.0	0.0%	
Sick Leave Payments Upon Retirement	Finance	This program provides funding for sick leave payout upon retirement. Through the negotiation process, the City has established agreements with its bargaining groups to pay out a portion of sick leave accrued but not used upon retirement of eligible employees. Members of the Federated City Employees' Retirement System who retire with at least 15 years of service, and members of the Police and Fire Retirement Plan who retire with at least 20 years of service, are eligible to receive, upon retirement, payout for a portion of their unused earned sick leave.	\$9,350,000	0.0	\$9,350,000	0.0	0.0%	
Arena Repairs	General Services	This program manages and provides maintenance and repairs to HP Pavilion.	\$100,000	0.0	\$100,000	0.0	0.0%	
Chinese Historical Society	General Services	This program oversees the Capital Maintenance Trust Fund for the Ng Shing Gung exhibit building at History San José.	\$5,000	0.0	\$5,000	0.0	0.0%	
Fuel Tank Monitoring	General Services	This program monitors and cleans hazardous waste from City sites where fuel tanks have been removed.	\$50,000	0.0	\$50,000	0.0	0.0%	
Unanticipated/ Emergency Maintenance	General Services	This program provides funding for emergency repairs to City facilities.	\$200,000	0.0	\$200,000	0.0	0.0%	

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Vehicle Replacement/ General Fleet	General Services	<p>This program provides replacement for General Funded vehicles and equipment that have exceeded their useful lives.</p> <p>The desired outcome is to provide safe and reliable vehicles and equipment that meet the City of San José's needs.</p>	\$1,425,000	0.0	\$1,425,000	0.0	0.0%	
Workers' Compensation Claims - General Services	General Services	<p>This program provides workers' compensation benefits to General Services Department employees under the City's self-insured, self-administered program.</p> <p>The desired outcome is to ensure injured employees receive prompt and appropriate medical treatment through effective claims management and adherence to the California Labor Code and the City's MOA's.</p>	\$580,000	0.0	\$580,000	0.0	0.0%	
City-wide Training	Human Resources	<p>This program includes intensive leadership development academies, as well as classes targeting specific skills (for example, computer skills, critical thinking/analysis, business writing, project management facilitation, conflict resolution, and communication), for all employees.</p> <p>The outcome is to actualize the City value of excellence.</p>	\$150,000	0.0	\$150,000	0.0	0.0%	
Employee and Community Performance Surveys	Human Resources	<p>This program provides funding for the biennial Employee Survey which assesses employee job satisfaction and provides feedback on city-wide issues such as teamwork, autonomy, collaboration, and communication.</p> <p>The outcome is to actualize the City values of respect and collaboration.</p>	\$55,000	0.0	\$55,000	0.0	0.0%	

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Employee Empowerment/ Suggestion Program	Human Resources	<p>This program provides funding for the New E-Ideas program, which will offer on-line opportunities for employees to share their innovative and improvement ideas.</p> <p>The outcome is a transparent on-line platform which will allow all employees to build on and vote on each other's ideas and will actualize the City value of innovation.</p>	\$25,000	0.0	\$25,000	0.0	0.0%	
Employee Recognition Program	Human Resources	<p>This program delivers an Annual City-wide Employee Appreciation Event. The Recognition Steering Team trains/leads city-wide teams to develop and promote department employee appreciation fundraisers and events in departments.</p> <p>The outcome is to actualize the City value of celebration.</p>	\$25,000	0.0	\$25,000	0.0	0.0%	
General Employee Tuition	Human Resources	<p>This program provides educational reimbursements to City employees to encourage them to improve their job skills and performance. The program provides financial assistance for successful completion of job-related academic, professional, and technical course work.</p> <p>The outcome is a high-performing workforce.</p>	\$75,000	0.0	\$75,000	0.0	0.0%	
Insurance Premiums	Human Resources	<p>This program provides \$1 billion in coverage (subject to \$100,000 deductible) for the City and Redevelopment Agency owned and leased real and personal property, including but not limited to: buildings, contents, business interruption, boiler and machinery, media, fine arts, mobile and contractors' equipment, builders risk, loss of rents, off premises services interruption, building ordinance coverage, transit, accounts receivable, valuable papers, and other coverage as detailed in the policy forms subject to sub-limits as defined in the policy.</p>	\$650,000	0.0	\$650,000	0.0	0.0%	

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Workers' Compensation Claims - Other Departments	Human Resources	<p>This program provides workers' compensation benefits under the City's self-insured, self-administered program city-wide except for the Fire, General Services, Parks, Recreation and Neighborhood Services, Police and Transportation departments. These departments are represented separately in the budget.</p> <p>The desired outcome is to ensure injured employees receive prompt and appropriate medical treatment through effective claims management and adherence to the California Labor Code and the City's MOA's.</p>	\$1,220,000	0.0	\$1,220,000	0.0	0.0%	
Workers' Compensation State License	Human Resources	This program provides funding for the State mandated obligation that requires California cities to contribute fees to fund State programs relating to workers' compensation injuries and illnesses.	\$525,000	0.0	\$525,000	0.0	0.0%	
Closed Landfill Compliance (Methane Monitoring)	Public Works	This program provides funding for the construction and maintenance of a methane control system, maintenance of a gas collection system, groundwater monitoring, and erosion control for the Singleton and Story Road landfills. In addition, it provides funding for miscellaneous pipe repairs and grading, work plans, geotechnical evaluations and closure plans at the Singleton, Story Road and Roberts Avenue landfill sites. This program is needed to comply with the mandated requirements of the Regional Water Quality Control Board, the Bay Area Air Quality Management District, and the Local Enforcement Agency (LEA) related to the City's closed landfills. These ongoing activities are managed by the Environmental Services Department with work performed by Public Works staff.	\$400,000	0.0	\$400,000	0.0	0.0%	

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Public Works Unfunded Projects	Public Works	This program supports unfunded work requests from the City Council, Council Committees, the City Manager, or client departments. This is often preliminary/conceptual work that may later result in a funded capital project. Past examples of the use of this funding include responding to unfunded citizen inquires related to City Engineer functions and technical work related to stimulus funding requests.	\$150,000	0.0	\$150,000	0.0	0.0%	

CITY SERVICE AREA CITY-WIDE TOTAL \$47,550,000 0.0 \$47,550,000 0.0