

2019-2020 ADOPTED OPERATING BUDGET

TABLE OF CONTENTS

<u>CITY MANAGER'S 2019-2020 BUDGET MESSAGE</u>	<u>PAGE</u>
<u>Attachment A – General Fund Balancing Strategy Detail</u>	33
<u>Attachment B – Status of Mayor and City Council Referrals</u>	53
<u>Attachment C – Status of City Auditor Recommendations with Funding Impact</u>	65

COMMUNITY PROFILE

<u>San José at a Glance</u>	I - 1
<u>Roster of Elected Officials</u>	I - 9
<u>State and Local Legislative Highlights</u>	I - 10

BUDGET GUIDE

<u>Annual Budget Process</u>	II - 1
<u>City Organization by City Service Area</u>	II - 2
<u>City Organization by Department/City Service Area/Core Service/Program</u>	II - 3
<u>City Organization by Function</u>	II - 8
<u>Boards, Commissions and Committees</u>	II - 9
<u>Operating Budget Guide</u>	II - 10
<u>Fund Descriptions</u>	II - 14
<u>Glossary of Terms</u>	II - 24
<u>Acronyms Index</u>	II - 28

SUMMARY INFORMATION

<u>Total City Source and Use of Funds (Table)</u>	III - 1
<u>Summary of Transfers, Loans, and Contributions</u>	III - 8
<u>Summary of Successor Agency to the Redevelopment Agency Obligations and Risks to the City (Table)</u>	III - 16
<u>Summary of Contributions to Retirement Funds</u>	III - 20
<u>Summary of Fund Activity (Table)</u>	III - 22
<u>Summary of Fund Uses by Department/Function (Table)</u>	III - 27
<u>Summary of General Fund Sources (Graph and Table)</u>	III - 31
<u>Summary of General Fund Uses (Graph and Table)</u>	III - 33
<u>Summary of General Fund Uses by Category (Graph and Table)</u>	III - 36
<u>Summary of Capital Improvement Program Source of Funds (Table)</u>	III - 38
<u>Summary of Capital Improvement Program Use of Funds (Table)</u>	III - 40
<u>Descriptions of Major Capital Projects</u>	III - 44
<u>Summary of Operating Budget Impact from Capital Projects (Table)</u>	III - 72
<u>Summary of Total Staffing by Department (Graph and Table)</u>	III - 73

2019-2020 ADOPTED OPERATING BUDGET

<u>TABLE OF CONTENTS</u>	<u>PAGE</u>
--------------------------	-------------

HISTORY AND TREND INFORMATION

<u>Five-Year Comparison of Total City Source and Use of Funds (Graph and Table)</u>	IV - 1
<u>Five-Year Comparison of Key General Fund Sources (Graph)</u>	IV - 3
<u>Five-Year Comparison of General Fund Sources (Table)</u>	IV - 4
<u>Five-Year Comparison of General Fund Uses (Graph and Table)</u>	IV - 5
<u>Five-Year General Fund Uses by Category (Table)</u>	IV - 7
<u>Five-Year Comparison of Key Capital Fund Sources (Graph)</u>	IV - 8
<u>Five-Year Comparison of Total Staffing (Graph)</u>	IV - 9
<u>Five-Year Comparison of Total Staffing by Department (Graph and Table)</u>	IV - 10

BUDGET POLICIES AND PRACTICES

<u>Budget Policies</u>	V - 1
<u>City Service Area Policy Framework</u>	V - 19
<u>Significant Accounting Practices</u>	V - 21
<u>Debt Service Obligations</u>	V - 23

GENERAL FUND REVENUE

<u>General Fund Revenue Overview</u>	VI - 1
<u>General Fund Revenue Estimates</u>	VI - 10
<u>General Fund Revenue Descriptions</u>	VI - 53

CITY SERVICE AREAS (CSA)

<u>Overview</u>	VII - 1
<u>Community and Economic Development CSA</u>	VII - 9
<u>Environmental and Utility Services CSA</u>	VII - 33
<u>Neighborhood Services CSA</u>	VII - 51
<u>Public Safety CSA</u>	VII - 79
<u>Transportation and Aviation Services CSA</u>	VII - 99
<u>Strategic Support CSA</u>	VII - 117

CITY DEPARTMENTS/COUNCIL APPOINTEES

<u>Airport</u>	VIII - 1
<u>City Attorney</u>	VIII - 21
<u>City Auditor</u>	VIII - 35
<u>City Clerk</u>	VIII - 45
<u>City Manager</u>	VIII - 57
<u>City Manager-Economic Development</u>	VIII - 77
<u>Community Energy</u>	VIII - 93
<u>Environmental Services</u>	VIII - 109
<u>Finance</u>	VIII - 137
<u>Fire</u>	VIII - 159
<u>Housing</u>	VIII - 185

2019-2020 ADOPTED OPERATING BUDGET

<u>TABLE OF CONTENTS</u>	<u>PAGE</u>
--------------------------	-------------

CITY DEPARTMENTS/COUNCIL APPOINTEES

<u>Human Resources</u>	VIII - 205
<u>Independent Police Auditor</u>	VIII - 223
<u>Information Technology</u>	VIII - 233
<u>Library</u>	VIII - 251
<u>Mayor and City Council</u>	VIII - 267
<u>Parks, Recreation and Neighborhood Services</u>	VIII - 277
<u>Planning, Building and Code Enforcement</u>	VIII - 315
<u>Police</u>	VIII - 349
<u>Public Works</u>	VIII - 379
<u>Retirement Services</u>	VIII - 405
<u>Transportation</u>	VIII - 415

CITY-WIDE

<u>City-Wide Expenses</u>	IX - 1
<u>General Fund Capital, Transfers, Reserves</u>	IX - 39

SOURCE AND USE OF FUNDS STATEMENTS

Airport Customer Facility and Transportation Fee Fund (519)	X - 1
Airport Fiscal Agent Fund (525)	X - 2
Airport Maintenance and Operation Fund (523)	X - 3
Airport Revenue Fund (521)	X - 5
Airport Surplus Revenue Fund (524)	X - 6
Benefit Funds – Benefit Fund (160)	X - 7
Benefit Funds – Dental Insurance Fund (155)	X - 9
Benefit Funds – Life Insurance Fund (156)	X - 10
Benefit Funds – Self-Insured Medical Fund (158)	X - 11
Benefit Funds – Unemployment Insurance Fund (157)	X - 12
Business Improvement District Fund (351)	X - 13
Cash Reserve Fund (002)	X - 14
City Hall Debt Service Fund (210)	X - 15
Community Development Block Grant Fund (441)	X - 16
Community Facilities District No. 1 (Capitol Auto Mall) Fund (371)	X - 18
Community Facilities District No. 2 (Aborn – Murillo) and Community Facilities District No. 3 (Silverland – Capriana) Fund (369)	X - 19
Community Facilities District No. 8 (Communications Hill) Fund (373)	X - 20
Community Facilities District No. 11 (Adeline – Mary Helen) Fund (374)	X - 21
Community Facilities District No. 12 (Basking Ridge) Fund (376)	X - 22
Community Facilities District No. 13 (Guadalupe Mines) Fund (310)	X - 23
Community Facilities District No. 14 (Raleigh – Charlotte) Fund (379)	X - 24
Community Facilities District No. 15 (Berryessa – Sierra) Fund (370)	X - 25
Community Facilities District No. 16 (Raleigh – Coronado) Fund (344)	X - 26

2019-2020 ADOPTED OPERATING BUDGET

TABLE OF CONTENTS

PAGE

SOURCE AND USE OF FUNDS STATEMENTS

<u>SOURCE AND USE OF FUNDS STATEMENTS</u>	<u>PAGE</u>
Community Facilities Revenue Fund (422)	X - 27
Convention and Cultural Affairs Fund (536)	X - 28
Convention Center Facilities District Revenue Fund (791).....	X - 30
Downtown Property and Business Improvement District Fund (302).....	X - 32
Economic Development Administration Loan Fund (444)	X - 33
Edward Byrne Memorial Justice Assistance Grant Trust Fund (474)	X - 34
Emergency Reserve Fund (406)	X - 35
Federal Drug Forfeiture Fund (419).....	X - 36
Federated Retiree Health Care Trust Fund (124).....	X - 37
Federated Retirement Fund (134).....	X - 38
Fire Retiree Health Care Trust Fund (126)	X - 39
Gas Tax Maintenance and Construction Fund – 1943 (409)	X - 40
Gas Tax Maintenance and Construction Fund – 1964 (410)	X - 41
Gas Tax Maintenance and Construction Fund – 1990 (411)	X - 42
General Purpose Parking Fund (533).....	X - 43
Gift Trust Fund (139)	X - 45
Home Investment Partnership Program Trust Fund (445)	X - 48
Housing Trust Fund (440)	X - 49
Ice Centre Revenue Fund (432)	X - 50
Inclusionary Fee Fund (451).....	X - 51
Integrated Waste Management Fund (423)	X - 52
Library Parcel Tax Fund (418)	X - 54
Low and Moderate Income Housing Asset Fund (346)	X - 55
Maintenance District No. 1 (Los Paseos) Fund (352)	X - 57
Maintenance District No. 2 (Trade Zone Blvd. – Lundy Ave.) Fund (354)	X - 58
Maintenance District No. 5 (Orchard Parkway – Plumeria Drive) Fund (357).....	X - 59
Maintenance District No. 8 (Zanker – Montague) Fund (361)	X - 60
Maintenance District No. 9 (Santa Teresa – Great Oaks) Fund (362).....	X - 61
Maintenance District No. 11 (Brokaw Rd. from Junction Ave. to Old Oakland Rd.) Fund (364).....	X - 62
Maintenance District No. 13 (Karina – O’Nel) Fund (366)	X - 63
Maintenance District No. 15 (Silver Creek Valley) Fund (368).....	X - 64
Maintenance District No. 18 (The Meadowlands) Fund (372)	X - 65
Maintenance District No. 19 (River Oaks Area Landscaping) Fund (359)	X - 66
Maintenance District No. 20 (Renaissance – N. First Landscaping) Fund (365)	X - 67
Maintenance District No. 21 (Gateway Place – Airport Parkway) Fund (356)	X - 68
Maintenance District No. 22 (Hellyer Ave. – Silver Creek Valley Rd.) Fund (367).....	X - 69
Multi-Source Housing Fund (448).....	X - 70
Municipal Golf Course Fund (518)	X - 73
Police Retiree Health Care Trust Fund (125).....	X - 74
Police and Fire Retirement Fund (135).....	X - 75
Public Works Program Support Fund (150)	X - 76
Rent Stabilization Program Fee Fund (450).....	X - 77

2019-2020 ADOPTED OPERATING BUDGET

<u>TABLE OF CONTENTS</u>	<u>PAGE</u>
--------------------------	-------------

SOURCE AND USE OF FUNDS STATEMENTS

San José Arena Capital Reserve Fund (459)	X - 78
San José Clean Energy Operating Fund (501)	X - 79
San José Municipal Stadium Capital Fund (476)	X - 80
San José-Santa Clara Treatment Plant Income Fund (514)	X - 81
San José-Santa Clara Treatment Plant Operating Fund (513)	X - 82
Sewage Treatment Plant Connection Fee Fund (539)	X - 84
Sewer Service and Use Charge Fund (541)	X - 85
South Bay Water Recycling Operating Fund (570)	X - 87
St. James Park Management District Fund (345)	X - 88
State Drug Forfeiture Fund (417)	X - 89
Storm Sewer Operating Fund (446)	X - 90
Supplemental Law Enforcement Services Fund (414)	X - 92
Transient Occupancy Tax Fund (461)	X - 93
Vehicle Maintenance and Operations Fund (552)	X - 94
Water Utility Fund (515)	X - 95
Workforce Development Fund (290)	X - 97

APPENDICES

<u>Mayor's March Budget Message for Fiscal Year 2019-2020</u>	A - 1
<u>Mayor's June Budget Message for Fiscal Year 2019-2020</u>	A - 25
<u>Gann Limit</u>	A - 57
<u>Budget Adoption Resolution</u>	A - 63
<u>Federated City Employees' Retirement System – Budget for Fiscal Year 2019-2020</u>	A - 65
<u>Police and Fire Department Retirement Plan – Budget for Fiscal Year 2019-2020</u>	A - 77
<u>Community Development Block Grant (CDBG) Fund 2019-2020 Funding Allocation</u>	A - 89
<u>Transient Occupancy Tax (TOT) Fund 2019-2020 Cultural Grant Awards</u>	A - 91