ADOPTED



2011-2012

OPERATING BUDGET

OFFICE OF THE CITY MANAGER

ADOPTED

2011-2012



OPERATING BUDGET

Mayor

Chuck Reed

City Council

D1 - Pete Constant

D2 - Ash Kalra

D3 - Sam Liccardo

D4 - Kansen Chu

D5 - Xavier Campos

D6 - Pierluigi Oliverio

D7 - Madison Nguyen

D8 - Rose Herrera

D9 - Donald Rocha

D10 - Nancy Pyle

SUBMITTED BY

DEBRA FIGONE

CITY MANAGER



2011-2012



OPERATING BUDGET

OFFICE OF THE CITY MANAGER

Prepared by:

City Manager Assistant City Manager

Deputy City Managers Norberto Duenas DEBRA FIGONE ED SHIKADA

DEANNA SANTANA

Budget Director

MARGARET McCAHAN

Operating Budget Coordinator

Asst/Dep Budget Directors

KENN LEE

JENNIFER A. MAGUIRE

Financial Status Coordinator

ERIC BILIMORIA

WALTER C. ROSSMANN

MARIAH DABEL

DAVID PERSSELIN

TRESHA GRANT

Budget Analysts

Sr. Budget Analysts

JAQUI GUZMAN EMILY PONCE

PAUL HARPER BONNY RICCOBONO KIELY SUENO NOSE SELENA E. UBANDO

JOANNA ZYWNO

Budget Production

RACHELLE BLATTMAN

LISA ESTRADA

RACHEL RAMIREZ

Special Assistance

CLAUDIA CHANG

PAK HUNG

TERENCE MEDINA BUDGET OFFICE

BUDGET OFFICE

BUDGET OFFICE

PHUONG TRAN

ANNE ORTIZ BUDGET OFFICE (RET.)

TOM MANHEIM CITY MANAGER'S OFFICE

INFO. TECHNOLOGY

Document Proofers

PHIL PRINCE

ROBIN H.K. SHINAGAWA

VALIA TOLENTINO



TABLE OF CONTENTS	PAGE
CITY MANAGER'S 2011-2012 BUDGET MESSAGE	1
Attachment A – General Fund Balancing Strategy Detail	1
Attachment B – Status of Mayor and City Council Referrals	
Attachment C – Status of City Auditor Recommendations with Funding Impact	
COMMUNITY PROFILE	
San José at a Glance	I – 1
Roster of Elected Officials	I – 10
State and Local Legislative Highlights	I – 11
BUDGET GUIDE	
Annual Budget Process	II – 1
City Organization by City Service Area	$II - 2$
City Organization by Function	II – 3
Operating Budget Guide	II – 4
Fund Descriptions	II – 8
Glossary of Terms	II – 17
Acronyms Index	II – 21
SUMMARY INFORMATION	
Total City Source and Use of Funds (Table)	III – 1
Summary of Transfers, Loans and Contributions (Table)	III – 8
Summary of Interfund Loans in Capital and Operating Funds (Table)	III – 12
Summary of Redevelopment Agency Obligations to the City (Table)	III – 14
Summary of Fund Activity (Table)	
Summary of Expenditures by Department/Function (All Funds) (Table)	III – 22
Summary of Total Operations by Department (All Funds) (Graph and Table)	III – 25
Summary of General Fund Sources (Graph and Table)	III – 28
Summary of General Fund Uses (Graph and Table)	III – 30
Summary of General Fund Uses by Category (Graph and Table)	III – 33
Summary of Capital Improvement Program Source of Funds (Table)	III – 35
Summary of Capital Improvement Program Use of Funds (Table)	III – 37
Descriptions of Major Capital Projects (Table)	
Summary of Operating Budget Impact from Capital Projects (Table)	III – 71
Summary of Total Staffing by Department (Graph and Table)	III – 75
HISTORY AND TREND INFORMATION	
Five-Year Comparison of Total Operations	
by Department (All Funds) (Graph and Table)	
Five-Year Comparison of Key General Fund Sources (Graph)	IV – 3
Five-Year Comparison of General Fund Sources (Table)	
Five-Year Comparison of General Fund Uses (Graph and Table)	IV – 5
Five-Year Comparison of General Fund Uses by Category (Table)	
Five-Year Comparison of Key Capital Fund Sources (Graph)	IV – 8
Five-Year Comparison of Total Staffing (Graph)	IV – 9
Five-Year Comparison of Total Staffing by Department (Graph and Table)	IV – 10



TABLE OF CONTENTS	PAGE
BUDGET POLICIES AND PRACTICES	
Budget Policies	V – 1
City Service Area Policy Framework	
Significant Accounting Practices	
Debt Service Obligations	
GENERAL FUND REVENUE ESTIMATES	
Overview	VI – 1
General Fund Revenue Descriptions	VI – 47
CITY SERVICE AREAS (CSA)	
Overview	VII – 1
COMMUNITY AND ECONOMIC DEVELOPMENT CSA	VII – 9
ENVIRONMENTAL AND UTILITY SERVICES CSA	
NEIGHBORHOOD SERVICES CSA	VII – 51
PUBLIC SAFETY CSA	
TRANSPORTATION AND AVIATION SERVICES CSA	
STRATEGIC SUPPORT CSA	
CITY DEPARTMENTS/COUNCIL APPOINTEES	
Airport	VIII – 1
City Attorney	
City Auditor	
City Clerk	
City Manager	
Convention Facilities	
Economic Development	
Environmental Services	
Finance	
Fire	
Housing	
Human Resources	
Independent Police Auditor	
Information Technology	
Library	
Mayor and City Council	
Parks, Recreation and Neighborhood Services	
Planning, Building and Code Enforcement	
Police	
Public Works	
Redevelopment Agency	
Retirement Services	
Transportation	
CITY-WIDE	
City-Wide Expenses	IX = 1
Ganaral Fund Capital Transfers Reserves	



ABLE OF CONTENTS	PAGE
SELECTED SPECIAL FUNDS SUMMARIES	
Community Development Block Grant Fund	X – 1
Integrated Waste Management Fund	
Sewer Service and Use Charge Fund	X - 27
Storm Sewer Operating Fund	X - 41
Transient Occupancy Tax Fund	X – 53
SOURCE AND USE OF FUNDS STATEMENTS	
Airport Customer Facility and Transportation Fee Fund (519)	
Airport Fiscal Agent Fund (525)	XI - 2
Airport Maintenance and Operation Fund (523)	XI – 3
Airport Revenue Fund (521)	
Airport Surplus Revenue Fund (524)	XI – 6
Anti-Tobacco Master Settlement Agreement Revenue Fund (426)	XI – 7
Benefit Funds – Benefit Fund (160)	
Benefit Funds – Dental Insurance Fund (155)	
Benefit Funds – Life Insurance Fund (156)	XI – 11
Benefit Funds – Unemployment Insurance Fund (157)	XI – 12
Business Improvement District Fund (351)	XI – 13
Cash Reserve Fund (002)	XI – 14
City Hall Debt Service Fund (210)	XI – 15
Community Development Block Grant Fund (441)	XI – 16
Community Facilities District No. 1 (Capitol Auto Mall) Fund (371)	XI – 18
Community Facilities District No. 2 (Aborn – Murillo) and Community Facil	ities
District No. 3 (Silverland – Capriana) Fund (369)	XI – 19
Community Facilities District No. 8 (Communications Hill) Fund (373)	XI - 20
Community Facilities District No. 11 (Adeline – Mary Helen) Fund (374)	XI – 21
Community Facilities District No. 12 (Basking Ridge) Fund (376)	XI – 22
Community Facilities Revenue Fund (422)	XI – 23
Convention and Cultural Affairs Fund (536)	XI – 24
Convention Center Facilities District Revenue Fund (791)	XI – 26
Downtown Property and Business Improvement District Fund (302)	XI – 27
Economic Development Administration Loan Fund (444)	XI – 28
Economic Development Enhancement Fund (439)	
Edward Byrne Memorial Justice Assistance Grant Trust Fund (474)	XI – 30
Emergency Communication System Support Fee Fund (154)	XI – 31
Emergency Reserve Fund (406)	XI – 32
Federal Drug Forfeiture Fund (419)	XI – 33
Federated Retirement Fund (134)	XI – 34
Fiber Optics Development Fund (007)	XI – 35
Gas Tax Maintenance and Construction Fund – 1943 (409)	XI – 36
Gas Tax Maintenance and Construction Fund – 1964 (410)	
Gas Tax Maintenance and Construction Fund – 1990 (411)	
General Purpose Parking Fund (533)	
Gift Trust Fund (139)	
Home Investment Partnership Program Trust Fund (445)	XI – 45
Housing Trust Fund (AAO)	$\mathbf{XI} = A7$



TABLE OF CONTENTS	PAGE
SOURCE AND USE OF FUNDS STATEMENTS (CONT'D.)	
Ice Centre Revenue Fund (432)	XI _ 10
Integrated Waste Management Fund (423)	
Library Parcel Tax Fund (418)	
Local Law Enforcement Block Grant Fund (415)	
Low and Moderate Income Housing Fund (443)	
Maintenance District No. 1 (Los Paseos) Fund (352)	
Maintenance District No. 2 (Trade Zone Blvd. – Lundy Ave.) Fund (354)	
Maintenance District No. 5 (Orchard Parkway – Plumeria Drive) Fund (357).	
Maintenance District No. 8 (Zanker – Montague) Fund (361)	
Maintenance District No. 9 (Santa Teresa – Great Oaks) Fund (362)	
Maintenance District No. 11 (Brokaw Rd. from Junction Ave. to	
Old Oakland Rd.) Fund (364)	XI – 61
Maintenance District No. 13 (Karina – Onel) Fund (366)	XI – 62
Maintenance District No. 15 (Silver Creek Valley) Fund (368)	
Maintenance District No. 18 (The Meadowlands) Fund (372)	
Maintenance District No. 19 (River Oaks Area Landscaping) Fund (359)	XI – 65
Maintenance District No. 20 (Renaissance – N. First Landscaping) Fund (365))XI – 66
Maintenance District No. 21 (Gateway Place – Airport Parkway) Fund (356)	XI – 67
Maintenance District No. 22 (Hellyer Ave. – Silver Creek Valley Rd.) Fund (36	(67)XI - 68
Multi-Source Housing Fund (448)	XI – 69
Municipal Golf Course Fund (518)	
Municipal Health Services Program Fund (132)	$XI - 72$
Police and Fire Retirement Fund (135)	
Public Works Program Support Fund (150)	
San José Arena Enhancement Fund (301)	
San José Municipal Stadium Capital Fund (476)	
San José-Santa Clara Treatment Plant Income Fund (514)	
San José-Santa Clara Treatment Plant Operating Fund (513)	
Sewage Treatment Plant Connection Fee Fund (539)	
Sewer Service and Use Charge Fund (541)	
State Drug Forfeiture Fund (417)	
Stores Fund (551)	
Storm Sewer Operating Fund (446)	
Supplemental Law Enforcement Services Fund (414)	
Transient Occupancy Tax Fund (461)	XI – 88
Vehicle Maintenance and Operations Fund (552)	
Water Utility Fund (515)	
Workforce Investment Act Fund (290)	XI – 93

APPENDICES

- 1. Mayor's March Budget Message for Fiscal Year 2011-2012
- 2. Mayor's June Budget Message for Fiscal Year 2011-2012
- 3. Gann Limit
- 4. Budget Adoption Resolution



GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of San Jose

California

For the Fiscal Year Beginning

July 1, 2010

President

Executive Director



The Government Finance Officers Association of the United States and Canada

presents this

CERTIFICATE OF RECOGNITION FOR BUDGET PREPARATION

to

City of San Jose, California



The Certificate of Recognition for Budget Preparation is presented by the Government Finance Officers Association to those individuals who have been instrumental in their government unit achieving a Distinguished Budget Presentation Award. The Distinguished Budget Presentation Award, which is the highest award in governmental budgeting, is presented to those government units whose budgets are judged to adhere to program standards.

Executive Director

Date

February 14, 2011



ICMA

Leaders at the Core of Better Communities

This

CERTIFICATE OF EXCELLENCE

is presented to

San Jose, CA

for exceeding the standards established by the ICMA Center for Performance Measurement™ in the identification and public reporting of key outcome measures, surveying of both residents and employees, and the pervasiveness of performance measurement in the organization's culture.

Presented at the 97th ICMA Annual Conference Milwaukee, Wisconsin 19 September 2011

ROBERT J. O'NEILL JR.

ICMA EXECUTIVE DIRECTOR

(obs Joshin)

DAVID M. CHILDS ICMA PRESIDENT

Savid M. Childs

MICHAEL LAWSON

Director

ICMA CENTER FOR PERFORMANCE MEASUREMENT