



General Fund Budget Summary

Fiscal Years 2014-2016

	Adopted Fiscal Year 2014-15	Adopted Fiscal Year 2015-16
REVENUES		
Property Taxes	17,337,436	17,718,236
Sales and Use Tax	20,006,000	20,187,000
Other Taxes	7,272,059	7,354,335
Interest Earnings	100,000	100,000
Other Revenue	4,581,006	1,196,824
Total General Revenues	49,296,501	46,556,395
Administrative Services	913,006	913,506
Human Resources	0	0
Community and Economic Development	6,249,537	6,299,537
Public Works	8,742,661	8,798,168
Police	2,202,656	2,202,656
Arts, Recreation and Community Services	10,187,517	10,598,412
General Government	271,165	271,165
Total Departmental Revenues	28,566,542	29,083,444
Transfers In from Other Funds	1,925,571	1,588,044
Total Revenues / Transfers In	79,788,614	77,227,883
Committed Fund Balance- Legal Claims	0	0
Assigned Fund Balance-ARCS Scholarships	0	0
Assigned Fund Balance-Contractual Commitments	0	0
Unassigned Fund Balance-One Time Funds	100,000	100,000
Unassigned Fund Balance-Council/City Manager Contingency	318,290	318,290
TOTAL SOURCES OF FUNDS	80,206,904	77,646,173
EXPENDITURES		
Administrative Services	4,783,685	4,898,585
Human Resources	1,174,853	1,204,702
Community and Economic Development	6,694,955	6,712,127
Public Works	17,695,747	18,042,253
Police	23,313,847	23,576,378
Arts, Recreation and Community Services	15,007,100	15,359,754
General Government	4,387,880	4,412,230
Total Operating Expenditures	73,058,067	74,206,029
Transfer to Capital Investment Budget	1,100,000	650,000
Transfer to IT Equipment Fund	400,000	0
Transfers to Other Funds	1,216,734	1,781,420
Total Expenditures / Transfers Out	75,774,801	76,637,449
Unassigned Fund Balance-One Time Funds	4,350,000	1,000,000
TOTAL USES OF FUNDS	80,124,801	77,637,449
Revenues Over or (Under) Expenditures	82,103	8,724

City of Walnut Creek Adopted Operating Budget



City of Walnut Creek 2014-2016 Budget

Administrative Services

The mission of the Administrative Services Department is to serve as the central administrative body of the City organization, supporting all departments as well as serving the public. This department provides expertise, support, service, and management of Finance/Budget and Information Technology.

Brief Description of Department Divisions

The department oversees the City's financial, technology and administrative functions, including accounting, budgeting, business licenses, treasury management, purchasing, information technology and telecommunications.

Division Budgets for Fiscal Year 2014-2016

Division Name	Fiscal Year	
	2014-15 Adopted Expenses	2015-16 Adopted Expenses

General Fund Expenditures:

Administration (111)	\$ 411,848	\$ 419,962
Finance (121/122)	1,651,984	1,690,148
Information Technology (141/142)	2,719,853	2,788,475
General Fund Operating Total	4,783,685	4,898,585
General Fund Transfers	2,716,734	2,431,420
Total General Fund Expenditures	\$ 7,500,419	\$ 7,330,005

Other Fund Expenditures:

Equipment Replacement - IT Fund	1,622,000	1,182,000
Total Other Funds Expenditures	1,622,000	1,182,000
Total All Funds Expenditures	\$ 9,122,419	\$ 8,512,005

General Fund Cost Recovery

Category	2014-15 Adopted	2015-16 Adopted
General Fund Expenditure Totals	\$ 4,783,685	\$ 4,898,585
General Fund Department Revenue Totals	913,006	913,506
Net Department Budget	3,870,679	3,985,079
Cost Recovery %	19%	19%

Total Staffing for Department (FTE)

	2012-2014	2014-2016
Funded FTEs	19.50	21.25



City of Walnut Creek 2014-2016 Budget

Human Resources

The mission of the Human Resources Department is to Support the Organization in Meeting the Service Needs of the Community through the City's most valuable resource * OUR PEOPLE*

Brief Description of Department Divisions

The Human Resources Department is committed to provide professional guidance and expertise in the areas of Benefits Administration, Employee and Labor Relations, Employee Development and Training, Recruitment and Selection, and Classification and Compensation. The team is focused on cultivating positive working relationships by creating and enhancing valuable services that attract, develop and retain a talented and diverse workforce. All to better serve our Community.

Division Budgets for Fiscal Year 2014-2016

Division Name	Fiscal Year	
	2014-15 Adopted Expenses	2015-16 Adopted Expenses
General Fund Expenditures:		
General Personnel (131)	\$ 637,441	\$ 653,643
Recruitment (132)	305,053	313,749
Miscellaneous Benefit & Training (134)	232,359	237,310
Total General Fund Expenditures	1,174,853	1,204,702
Other Fund Expenditures:		
	-	-
Total Other Funds Expenditures	-	-
Total All Funds Expenditures	\$ 1,174,853	\$ 1,204,702

General Fund Cost Recovery

Category	2014-15 Adopted	2015-16 Adopted
General Fund Expenditure Totals	\$ 1,174,853	\$ 1,204,702
General Fund Department Revenue Totals	-	-
Net Department Budget	1,174,853	1,204,702
Cost Recovery %	0%	0%

Total Staffing for Department (FTE)

Funded FTEs

2012-2014	2014-2016
5.75	6.00



City of Walnut Creek 2014-2016 Budget

Arts, Recreation and Community Services

The mission of the department is to create a better community through the collaborative delivery of services that strengthen heart, mind, and body.

Brief Description of Department Divisions

The Arts, Recreation and Community Services Department consists of eleven programmatic divisions shown in the list below, the ARCS administration division, and the Boundary Oak Golf Course which operates as an enterprise fund.

Division Budgets for Fiscal Year 2014-2016

Division Name and Number	Fiscal Year	
	2014-15 Adopted Expenses	2015-16 Adopted Expenses
General Fund Expenditures:		
Administration (611)	\$ 748,970	\$ 775,650
Aquatics (351)	1,525,136	1,575,296
Arts Education (621)	2,497,395	2,587,552
Bedford Gallery (651)	531,674	530,444
Center REPeritory Theatre Company (641)	2,186,317	2,224,579
Leshner Center for the Arts (631)	3,490,080	3,567,014
Municipal Special Events (642)	121,515	124,016
Public Art (652)	147,936	149,470
Recreation Classes (353)	963,044	977,235
Facility Rentals (352)	751,705	768,149
Social Services (354)	707,338	726,212
Sports and Camps (350)	1,335,990	1,354,137
Total General Fund Expenditures	\$ 15,007,100	\$ 15,359,754
Other Funds Expenditures:		
Golf Course Enterprise Funds	\$ 6,600,004	\$ 5,413,185
LCA Equipment Replacement Fund	44,566	-
Total Other Funds Expenditures	6,644,570	5,413,185
Total All Funds Expenditures	\$ 21,651,670	\$ 20,772,939

General Fund Cost Recovery:

Category	2014-15	2015-16
	Adopted	Adopted
General Fund Expenditure Totals	15,007,100	15,359,754
General Fund Department Revenue Totals	10,187,517	10,598,412
Net Department Budget	4,819,583	4,761,342
Cost Recovery %	68%	69%

Total Staffing for Department (FTE)

Funded FTE's

2012-2014 *	2014-2016
47.75	52.00

* at Budget adoption June 2012



City of Walnut Creek 2014-2016 Budget

Community and Economic Development

The Mission of the Department is to enhance the quality of life in Walnut Creek by ensuring a safe, desirable environment, while promoting the unique character of the community.

Brief Description of Department Divisions

The Department includes the following divisions:

- Administration: Provides leadership and support to the Department and its customers
- Building: Provides plan check and inspection services
- Economic Development: Fosters a vigorous and diverse economy, encourages development of premier business and employment locations and integrated fiscal planning with long term planning
- Housing: Administers grant programs and works to create, preserve, and improve housing opportunities within the City.
- Planning: Provides current and long term planning services while also providing code enforcement and implementation of the City's land use goals and visions
- Transportation Planning: Provides leadership on regional transportation issues and works to promote and enhance transportation mobility and balanced parking

Division Budgets for Fiscal Year 2014-2016

Division Name and Number	Fiscal Year	
	2014-15 Adopted Expenses	2015-16 Adopted Expenses
General Fund Expenditures:		
Administration (210)	\$ 496,402	\$ 500,815
Building (230)	3,745,247	3,818,489
Economic Development (736)	363,850	371,372
Planning (260)	1,781,394	1,698,652
Transportation Planning (220)	308,062	322,799
Total General Fund Expenditures	\$ 6,694,955	\$ 6,712,127
Other Funds Expenditures:		
Housing Funds (901-909)	9,035,063	4,037,519
Other Community Development Funds	1,594,890	1,639,578
Total Other Funds Expenditures	10,629,953	5,677,097
Total All Funds Expenditures	\$ 17,324,908	\$ 12,389,224

General Fund Cost Recovery

Category	2014-15 Adopted	2015-16 Adopted
General Fund Expenditure Totals	\$ 6,694,955	\$ 6,712,127
General Fund Department Revenue Totals	6,249,537	6,299,537
Net Department Budget	445,418	412,590
Cost Recovery %	93%	94%

Total Staffing for Department (FTE)

	2012-2014 *	2014-2016
Funded FTEs	30.00	32.50

* at Budget adoption June 2012



City of Walnut Creek 2014-2016 Budget

General Government

The mission of General Government is to provide an overall legislative and administrative framework from which the various functions of the City's government receive direction in performing and providing services to the community.

Brief Description of Department Divisions

The divisions included in the General Government category include City Council, City Manager, City Attorney, City Clerk, Mail Services, City Treasurer, Community Outreach, Risk Management and Emergency Preparedness.

Division Budgets for Fiscal Year 2014-2016

Division Name and Number	Fiscal Year	
	2014-15 Adopted Expenses	2015-16 Adopted Expenses
General Fund Expenditures:		
City Attorney (760)	\$ 1,180,479	\$ 1,195,280
City Clerk (741) & Mail (152)	500,413	439,383
City Council (720) & City Treasurer (750)	302,608	303,695
City Manager (730)	542,802	547,792
Community Outreach (731)	254,524	253,915
Risk Management (735)	1,100,179	1,103,999
Emergency Preparedness (738)	82,628	83,052
Non Departmental (710)	424,247	485,114
Total General Fund Expenditures	\$ 4,387,880	\$ 4,412,230
Other Fund Expenditures:		
PEG and Multi Media Productions Funds	600,442	376,817
Downtown Parking and Enhancement Fund	1,710,751	1,512,832
Total Other Funds Expenditures	2,311,193	1,889,649
Total All Funds Expenditures	\$ 6,699,073	\$ 6,301,879

General Fund Cost Recovery

Category	2014-15 Adopted	2015-16 Adopted
General Fund Expenditure Totals	\$ 4,387,880	\$ 4,412,230
General Fund Department Revenue Totals	271,165	271,165
Net Department Budget	4,116,715	4,141,065
Cost Recovery %	6%	6%

Total Staffing for Department (FTE)

Funded FTEs

2012-2014 *	2014-2016
19.50	18.25

* at Budget adoption June 2012



City of Walnut Creek 2014-2016 Budget

Police Department

The Police Department is dedicated to assuring the security of people and property and improving the City's quality of life. The department works with the public to provide immediate assistance in times of emergency. The department is both proactive and reactive and provides law enforcement, investigation, crime prevention and other public services.

Brief Description of Department Divisions

The Department has two divisions, Operations and Administration. Traffic, Community Policing, and the Police Services unit are in the Operations division. Dispatch, Records, Training, Administrative Services and Investigations are in the Administration division. Volunteers also provide key assistance with several of these programs.

Division Budgets for Fiscal Year 2014-2016

Division Name and Number	Fiscal Year	
	2014-15 Adopted Expenses	2015-16 Adopted Expenses
General Fund Expenditure:		
Administration (411/421/435)	\$ 3,530,360	\$ 3,612,963
Communications (452)	2,364,602	2,438,655
Community Policing (436)	766,666	780,376
Investigations (441)	2,526,259	2,575,959
Patrol Support Services (433)	500,807	425,050
Patrol (431/434)	11,037,694	11,240,086
Records (451)	1,133,934	1,169,442
Traffic (432)	1,453,525	1,333,847
Total General Fund Expenditures	\$ 23,313,847	\$ 23,576,378
Other Funds Expenditures:		
Downtown Parking and Enhancement Fund	1,422,030	1,550,669
Other Police Funds	1,789,817	1,870,379
Total Other Funds Expenditures	3,211,847	3,421,048
Total All Funds Expenditures	\$ 26,525,694	\$ 26,997,426

General Fund Cost Recovery

Category	2014-15 Adopted	2015-16 Adopted
General Fund Expenditure Totals	\$ 23,313,847	\$ 23,576,378
General Fund Department Revenue Totals	2,202,656	2,202,656
Net Department Budget	\$ 21,111,191	\$ 21,373,722
Cost Recovery %	9%	9%

Total Staffing for Department (FTE)

	2012-2014 *	2014-2016
Funded FTEs	113.00	114.00

* at Budget adoption June 2012



City of Walnut Creek 2014-2016 Budget

Public Works

The primary mission of the Department is to protect and support the City's infrastructure and natural resources. This is accomplished by providing efficient maintenance services and effective engineering services to all City operations, including the permitting and inspection of all work performed within the City right-of-way.

Brief Description of Department Divisions

The Department includes the following divisions: Engineering, Transportation Operations and Planning, Capital Investment Program, Parks, Open Space, Urban Forestry, Maintenance of Streets, Equipment, Building and Traffic, Museums and Leases, Graffiti Removal, Street Sweeping, Clean Water Program and Administration.

Division Budgets for Fiscal Year 2014-2016

Division Name and Number	Fiscal Year	
	2014-15 Adopted Expenses	2015-16 Adopted Expenses
General Fund Expenditure:		
Administration (311/327/ 348)	\$ 1,022,917	\$ 962,809
Engineering (240/243/330)	3,716,327	3,812,739
Maintenance (331/332/341/342/345/346/347)	8,071,161	8,248,319
Parks (322/323/324)	4,885,342	5,018,386
Total General Fund Expenditures	\$ 17,695,747	\$ 18,042,253
Other Fund Expenditures:		
CIP Fund	18,435,801	11,225,660
Clean Water Fund	1,414,622	1,420,163
Open Space Fund	1,194,039	1,224,305
Downtown Parking and Enhancement Fund	1,353,827	1,382,943
Library Parcel Tax Fund	882,705	1,307,854
Other Public Service Funds	6,682,765	935,922
Total Other Funds Expenditures	29,963,759	17,496,847
Total All Funds Expenditures	\$ 47,659,506	\$ 35,539,100

General Fund Cost Recovery

Category	2014-15 Adopted	2015-16 Adopted
General Fund Expenditure Totals	\$ 17,695,747	\$ 18,042,253
General Fund Department Revenue Totals	8,742,661	8,798,168
Net Department Budget	\$ 8,953,086	\$ 9,244,085
Cost Recovery %	49%	49%

Total Staffing for Department (FTE)

	2012-2014 *	2014-2016**
Funded FTEs	105.00	104.00

* at Budget adoption June 2012

** Represents Council decision to freeze 2 maintenance positions

ALL FUNDS BUDGET SUMMARY
Fiscal Years 2014-15 and 2015-16

Line #	Fund Name	Estimated Beginning Balance 2014-15	Adopted Revenues / Transfers In 2014-15	Adopted Expenses / Transfers Out 2014-15	Estimated Ending Balance 2014-15	Adopted Revenues/ Transfers 2015-16	Adopted Expenses/ Transfers 2015-16	Estimated Ending Balance 2015-16
	General Fund	24,349,732	79,788,614	75,774,801	28,363,545	77,227,883	76,637,449	28,953,979
	Special Revenue Funds							
1	Alternative Energy	11,126	10,000	0	21,126	12,500	0	33,626
2	CDBG	96,450	232,215	227,864	100,801	212,750	217,101	96,450
3	Federal Grant	0	550,000	550,000	0	550,000	550,000	0
4	Gas Tax	3,053,881	1,680,412	2,933,000	1,801,293	1,680,412	600,000	2,881,705
5	General Plan Update	310,263	126,000	50,000	386,263	126,000	50,000	462,263
6	Housing Funds	3,333,254	7,969,498	8,224,277	3,078,475	3,216,503	3,234,606	3,060,372
7	Housing Successor Agency	304,599	66,000	112,923	257,676	66,000	115,813	207,863
8	In Lieu Funds	639,755	92,400	92,116	640,039	92,400	89,383	643,056
9	In Lieu Parking	330,996	16,000	0	346,996	16,000	0	362,996
10	In-Lieu Park	884,904	739,800	637,000	987,704	107,800	0	1,095,504
11	In-Lieu Underground	844,282	5,700	0	849,982	5,700	0	855,682
12	Library Parcel	1,196,455	234,262	882,705	548,012	759,842	1,307,854	(0)
13	Measure J	3,112,806	927,920	2,292,000	1,748,726	955,545	0	2,704,271
14	NPDES	2,756,685	1,245,600	1,414,622	2,587,663	1,245,600	1,420,163	2,413,100
15	Open Space	0	1,194,039	1,194,039	0	1,224,305	1,224,305	0
16	PEG Access & Comcast Grant Funds	3,023,860	759,868	600,442	3,183,286	945,868	376,817	3,752,337
17	Public Safety Funds	45,015	100,000	100,000	45,015	100,000	100,000	45,015
18	Revolving Loan	708,588	147,600	45,000	811,188	2,600	45,000	768,788
19	Shadelands Park Maintenance	0	35,200	0	35,200	297,986	0	333,186
20	Storm Drain	489,705	1,500	0	491,205	1,500	0	492,705
21	Traffic Congestion Relief	458	0	0	458	0	0	458
22	Traffic Impact Mitigation	3,015,810	216,900	410,000	2,822,710	216,900	0	3,039,610
	Totals Special Revenue Funds	24,158,891	16,350,914	19,765,988	20,743,817	11,836,211	9,331,042	23,248,986
	Capital Project Funds							
23	Capital Budget	25,910,335	15,361,400	18,435,800	22,835,935	3,193,800	11,225,660	14,804,075
24	Local Improvement Districts	2,981,309	3,000	0	2,984,309	3,000	0	2,987,309
	Total Capital Project Funds	28,891,643	15,364,400	18,435,800	25,820,243	3,196,800	11,225,660	17,791,383
	Enterprise Funds							
25	Downtown Parking/Enhancement	8,657,593	4,866,250	4,777,780	8,746,063	4,866,250	4,742,158	8,870,155
26	Golf Course Enterprise Funds	2,793,847	5,711,358	6,600,004	1,905,201	5,814,044	5,413,184	2,306,061
	Total Enterprise Funds	11,451,440	10,577,608	11,377,784	10,651,264	10,680,294	10,155,342	11,176,216

ALL FUNDS BUDGET SUMMARY
Fiscal Years 2014-15 and 2015-16

Line #	Fund Name	Estimated Beginning Balance 2014-15	Adopted Revenues / Transfers In 2014-15	Adopted Expenses / Transfers Out 2014-15	Estimated Ending Balance 2014-15	Adopted Revenues/ Transfers 2015-16	Adopted Expenses/ Transfers 2015-16	Estimated Ending Balance 2015-16
Internal Service Funds								
27	Equipment Replacement Funds	1,605,563	11,000	166,676	1,449,887	11,000	50,000	1,410,887
28	Facilities Replacement	503,704	2,000	0	505,704	2,000	0	507,704
29	Information Technology Replacement	4,434,733	1,650,000	1,622,000	4,462,733	1,210,000	1,182,000	4,490,733
30	Major Roadway Reconstruction	283,484	3,000	0	286,484	3,000	0	289,484
31	PERS Safety Side Fund Liability	(9,471,482)	1,664,298	1,664,298	(9,471,482)	1,744,298	1,744,298	(9,471,482)
32	Radio Replacement	1,447,268	45,310	25,519	1,467,059	45,310	26,081	1,486,288
33	Vehicle Replacement / Repair	4,231,538	769,192	196,539	4,804,191	773,398	196,539	5,381,050
	Total Internal Service Funds	3,034,808	4,144,800	3,675,032	3,504,576	3,789,006	3,198,918	4,094,664
Other Agency Funds								
34	Assmt. District Redemption I	1,704,247	5,300	0	1,709,547	5,300	0	1,714,847
35	Assmt. District Redemption II	52,611	0	0	52,611	0	0	52,611
36	RDA Debt Service - Successor Agency	(1,824,780)	289,130	732,134	(2,267,784)	531,260	531,260	(2,267,784)
37	RDA Obligation Retirement Fund	524,498	558,696	396,585	686,609	666,200	637,603	715,206
	Total Other Agency Funds	456,575	853,126	1,128,719	180,982	1,202,760	1,168,863	214,879
	TOTAL - OTHER FUNDS	67,993,358	47,290,848	54,383,323	60,900,883	30,705,071	35,079,825	56,526,129
	TOTAL - ALL FUNDS	92,343,090	127,079,462	130,158,124	89,264,428	107,932,954	111,717,274	85,480,108