

Town of Atherton, California



Adopted Budget for Fiscal Year 2006-07

Charles Marsala, Mayor
Alan B. Carlson, Vice-Mayor
James R. Janz, Councilmember
Jerry Carlson, Councilmember
Kathy McKeithen, Councilmember

James H. Robinson, City Manager



James H. Robinson
City Manager

91 Ashfield Road
Atherton, CA 94027
Phone: (650) 752-0504
Fax: (650) 614-1212

June 14, 2006

Dear Mayor and Members of the City Council:

Transmitted herein is our proposed budget for FY 2006-07. This document contains an estimate of revenues and appropriation requirements for FY 2006-07 as well as an intermediate range financial plan for fiscal years 2005-06 through 2009-10.

Financial Summary

General Fund Revenues and Other Financing Sources

General fund revenues and other financing sources are estimated to amount to \$8,969,215 in FY 2006-07. This represents a decrease in revenues and other financing sources of \$463,215 from the \$9,432,430 we expect to realize in FY 2005-06. The following is a description of key assumptions and estimates contained in the General Fund revenue forecast:

- The Secured and unsecured tax roll will increase by 12 percent.
- The amount of the Parcel Tax Fund operating transfer to the General Fund will be \$450,000 or \$349,000 less than the Parcel Tax Fund operating transfer for FY 2005-06. As such an additional \$349,000 will be available in FY 2006-07 for capital improvements.
- Real property transfer taxes are estimated to amount to \$151,250 or \$9,750 less than estimated FY 2005-06 year-end collections.
- Building Permit fees will amount to \$1,000,000 or \$100,000 less than FY 2005-06 projected revenues.
- Intergovernmental revenue will amount to \$176,500 or \$154,511 less than the estimated FY 2005-06 estimated revenues. The reduction in other governmental revenues is due to the return of one officer from the San Mateo County Narcotics

Task Force, the expiration of a federal school resource officer grant and anticipated reductions in overtime reimbursements from the Santa Clara County REACT task force.

- FY 2006-07 will be the second year in which the Town receives its full apportionment of Motor Vehicle License fees. The amount of Atherton's MVLFF apportionment is expected to be \$522,856, an increase of \$22,515 over FY 2005-06.
- In FY 2006-07 the Town is expected to be rebated \$224,000 in excess Educational Revenue Augmentation Fund from the San Mateo County Controller pursuant to an audit of FY 2005-06 property tax payments. This amount constitutes the second installment of a refund due and payable to the Town as a result of the County's audit of San Mateo County ERAF contributions in FY 2005-06. (While the County plans on conducting a similar audit of ERAF collections in FY 2006-07, the Town is unable to predict the results of such an audit.) The amount of expected ERAF contributions in FY 2006-07 is \$348,000 less than the amount received in FY 2005-06.

General Fund Expenditures and other financing uses

General Fund appropriations and other financing uses are recommended to be \$9,305,066 in FY 2006-07. This represents an increase of \$807,361 over the \$8,497,705 in projected expenditures for FY 2005-06.

Significant changes in recommended FY 2006-07 appropriations as compared to estimated FY 2005-06 are as follows:

- An appropriation of \$133,000 within the Building Department for a Town-wide drainage study;
- An increase of \$120,000 (approximately 3% of the Town's \$4.4 million payroll) for adjustments to the compensation of permanent employees pursuant to agreements entered into between the town and its represented employees in FY 2005-06.
- Employer contribution rates of 13% and 32% of covered payroll for the miscellaneous and safety employee bargaining units. (These rates are unchanged from FY 2005-06.)
- An appropriation of \$33,000 in the Public Works Department for new chairs in the City Council chambers.

- An increase in the amount of \$40,000 in budgeted expenditures for the services of temporary labor and contractors to provide a higher level of landscape maintenance within Holbrook Palmer Park and the vicinity of the town hall.
- A ten percent increase in the cost of health insurance premiums. (Note: the Town is currently evaluating alternatives to the employee health insurance program offered by CALPERS in an effort to constrain the growth in the cost of providing such benefits).
- A \$75,000 appropriation for replacing obsolete street lamps within the Atherton Oaks neighborhood.
- \$17,000 in funding for certain improvements within the kitchens of the main house and the pavilion at Hollbrook-Palmer Park to better accommodate catering activity.
- An appropriation of \$120,000 for emergency preparedness.

Special Revenue and Capital Improvement Program Funds

Total appropriations for the Capital Improvement Program in FY 2006-07 are recommended to be \$3,883,469. Significant elements of the Capital Improvement Program include:

- \$2.36 million for street reconstruction and overlay (\$1.65 million of which will be expended on Valparaiso Avenue);
- \$665,000 in reimbursements to the General Fund and Administrative Services Fund for capital program management, indirect costs and for ongoing maintenance of work on the Town roads.
- \$150,000 for minor patch seal and overlay projects throughout the Town;
- \$115,000 for drainage engineering projects at specific locations throughout town, primarily in west and central Atherton; and,
- \$192,575 for design work associated with the modernization of the Town's administrative and recreational facilities (including the Town Hall, corporation yard and Holbrook Palmer Park).

Internal Service Funds

As is consistent with the past two years, the Town will maintain three internal services funds:

- Administrative Services;
- Information Technology; and,
- Equipment replacement.

The total recommended appropriations for the Town's internal services funds will amount to \$480,462 an increase of four percent over FY 2005-06 estimated expenditures.

Major elements of the expenditure plan for the Town's internal services fund include:

- The acquisition of two fully-equipped patrol sedans for the Police Department at a cost of \$36,000 per vehicle;
- \$106,931 in expenditures for salaries and benefits;
- The expenditure of \$113,524 in contract services for:
 - Maintenance of the local area network;
 - Support and maintenance of the Town's computer based general ledger, geographic information system, computer aided dispatching systems;
 - Assistance in replacing or upgrading computer hardware and software as needed; and,
 - Maintaining the Town website and enhancing network security.
- An appropriation of \$121,300 for liability insurance and liability claim payouts.

Intermediate Range Financial Plan

Our recommended budget also includes an estimate of revenues and expenditures for the years ended June 30th, 2005 through June 30th, 2010. This intermediate-range financial plan indicates that:

- The General Fund balance for the year ended June 30th, 2006 is expected to amount to \$8,517,511 an increase of \$934,726 from the fund balance at the beginning of the year.

Mayor and Council

June 14, 2006

Page 5 of 5

- In FY 2006-07 General Fund revenues and operating transfers will amount to \$335,851 less than recommended FY 2006-07 appropriations. However, at the end of FY 2006-07, the General Fund balance will amount to \$8,181,660 or \$1,688,632 greater than the recommended fund balance reserve requirements.
- Given existing revenue and expenditure trends and assuming an average parcel tax operating transfer of \$450,000 per year, the General Fund balance for the year ended June 30th, 2010 is projected to be \$6,166,871 or \$305,079 greater than the minimum fund balance reserves and designations set by Council.

Respectfully Submitted,

James H. Robinson
City Manager

**Town of Atherton
FY 2006-07 Adopted Budget
Table of Contents**

GENERAL FUND.....	1
GENERAL FUND REVENUE SUMMARY.....	2
GENERAL FUND REVENUE DETAIL	5
SUMMARY OF GENERAL FUND EXPENDITURES BY DEPARTMENT	8
SUMMARY OF GENERAL FUND EXPENDITURES BY APPROPRIATION CATEGORY	11
GENERAL FUND INTERMEDIATE RANGE FINANCIAL PLAN.....	14
GENERAL FUND BALANCE	16
DEPARTMENTAL BUDGET SCHEDULES.....	18
<i>City Council</i>	19
<i>City Manager</i>	22
<i>City Attorney</i>	26
<i>Finance Department</i>	29
<i>Building Department</i>	33
<i>Police Department</i>	37
<i>Public Works Department</i>	43
INTERNAL SERVICE FUNDS	48
SPECIAL REVENUE AND CAPITAL PROJECT FUNDS	50
AGENCY FUND	53
FINANCIAL SUMMARIES	55
REVENUE SUMMARY BY FUND	56
EXPENDITURE SUMMARY BY FUND.....	58
BUDGET SUMMARY	60
SUPPLEMENTAL INFORMATION.....	61
LIST OF AUTHORIZED POSITIONS BY DEPARTMENT	62
SUMMARY OF AUTHORIZED POSITIONS BY DEPARTMENT	63
TOWN OF ATHERTON SALARY SCHEDULE	64
ATHERTON ASSESSED VALUATIONS 1991-92 THROUGH FY 2005-06	65
PROPERTY TAX APPORTIONMENT SCHEDULE.....	66
SCHEDULE OF OPERATING TRANSFERS FY 2006-07	67
LEGISLATIVE ITEMS	68
BUDGET RESOLUTION	69
APPROPRIATIONS LIMIT RESOLUTION	76

General Fund

General Fund – The General Fund is the general operating fund of the Town. It is used to account for all financial resources except those that must be accounted for in another fund. The major revenue sources for this fund are property taxes, sales taxes, revenues from the other governmental agencies, fines and forfeitures and interest income. Expenditures are made for public safety, maintenance of road, drainage systems and parks, planning and building safety, operations of the post office and general administration.

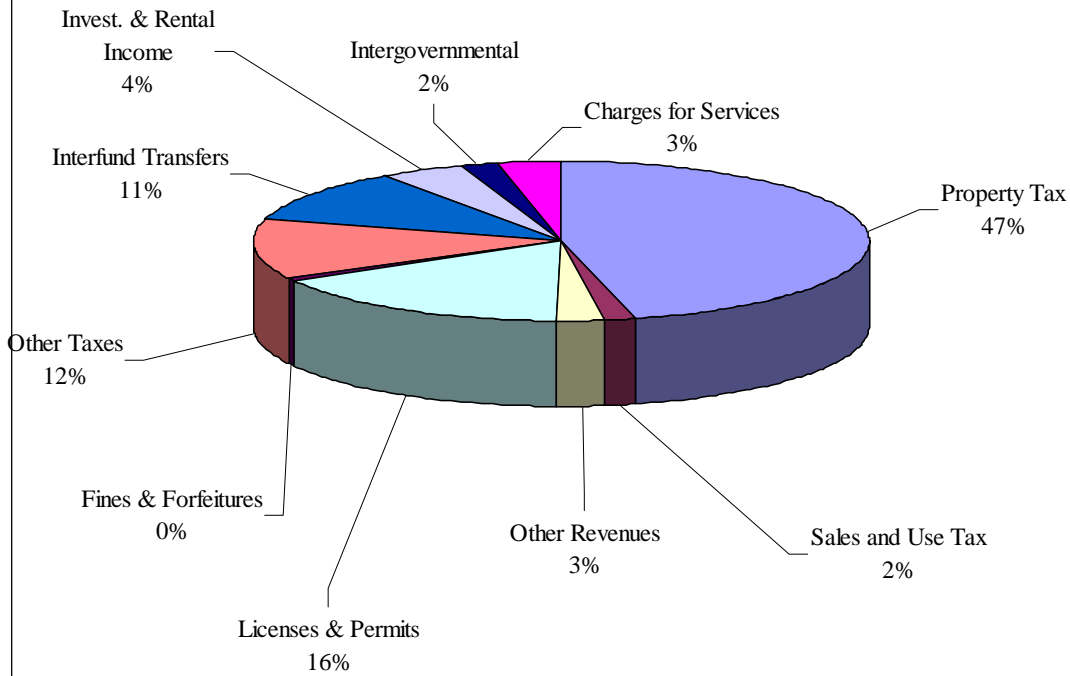
General Fund Revenue Summary

The following table provides a summary of revenues by revenue classification for FY 2006-07 along with a comparison to previous years. Additionally, immediately following this table is a pie chart that illustrates the proportion of revenues by revenue classification.

Town of Atherton
Summary of General Fund Revenues and Other Financing Sources

Revenue Source	2004-05 Actual	2005-06 Budget	2005-06 Projected	2006-07 Estimate
Taxes:				
Property	\$ 3,834,377	\$ 3,651,651	\$ 3,768,056	\$ 4,135,402
Sales and Use	175,992	126,000	150,000	157,500
Other	974,334	830,760	1,092,341	1,111,546
Licenses & Permits	2,026,648	1,839,879	1,600,400	1,466,200
Fines & Forfeitures	57,908	35,000	30,000	35,000
Investment & Rental Income	270,426	291,633	311,633	395,215
Revenue from Other Agencies	249,255	303,166	331,011	176,500
Charges for Services	319,495	336,208	270,828	307,852
Other Revenues	54,782	5,000	577,000	229,000
Subtotal Revenues	<u>7,963,217</u>	<u>7,419,297</u>	<u>8,131,269</u>	<u>8,014,215</u>
Interfund (Operating) Transfers				
Capital Projects Cost Recovery	150,000	150,000	150,000	150,000
Police on the Street	-	-	-	-
Special Tax Operating Transfer	799,000	799,000	799,000	450,000
Gas Tax/Road Impact Xfr	352,161	352,161	352,161	355,000
Total Interfund transfers	<u>1,301,161</u>	<u>1,301,161</u>	<u>1,301,161</u>	<u>955,000</u>
Total Revenues & Other Financing Sources	<u>\$ 9,264,378</u>	<u>\$ 8,720,458</u>	<u>\$ 9,432,430</u>	<u>\$ 8,969,215</u>
Carryover from prior-year budget	548,894	717,356	961,608	1,088,282
Grand Total	<u>\$ 9,813,272</u>	<u>\$ 9,437,814</u>	<u>\$ 10,394,038</u>	<u>\$ 10,057,497</u>

GENERAL FUND REVENUES AND OTHER FINANCING SOURCES



General Fund Revenue Detail

The table on the following two pages provides an analysis of revenues by revenue line item for FY 2006-07. For comparative purposes, similar budgetary and projected data is provided for FY 2005-06.

TOWN OF ATHERTON

General Fund Revenue Detail

Fund Account	2005-06 Budget	2005-06 Projected	2006-07 Estimated
1010 Secured Property Tax	\$ 3,061,784	\$ 3,277,073	\$ 3,670,322
1015 Unsecured Property Tax	307,726	313,273	327,370
1030 Supplemental Property Tax (SB813)	100,000	140,000	100,000
1035 Homeowners PTR	35,141	37,710	37,710
Subtotal Property Tax	3,651,651	3,768,056	4,135,402
1110 Sales & Use Tax	68,250	90,000	94,500
1115 Public Safety Sales Tax	57,750	60,000	63,000
Subtotal Sales Taxes	126,000	150,000	157,500
1210 Franchise Tax -- PG&E	137,700	160,000	163,200
1211 Franchise Tax -- Cal Water	52,020	52,000	53,040
1212 Franchise Tax -- BFI	160,000	160,000	160,000
1215 Franchise Tax -- Cable	53,040	60,000	61,200
1220 Property Transfer Tax	162,500	160,000	151,250
1230 MVLF	264,000	500,341	522,856
1235 Off Highway MVLF	1,500	-	-
Subtotal Other Taxes	830,760	1,092,341	1,111,546
1310 Business Licenses	412,000	396,000	360,000
1315 Home Occupations	1,500	4,400	4,400
1320 Building Permits	1,324,579	1,100,000	1,000,000
1330 Encroachment Permits	100,000	100,000	100,000
1345 Landscape Fees	1,800	-	1,800
Subtotal Licenses and Permits	1,839,879	1,600,400	1,466,200
1410 Vehicle Code Fines	25,000	20,000	25,000
1430 Other Fines	10,000	10,000	10,000
Subtotal Fines & Forfeitures	35,000	30,000	35,000
1515 POST Reimbursement	18,000	3,300	3,500
1540 Other Reimb	32,000	44,711	32,000
1552 Narcotics Task Force	108,166	54,000	-
1553 REACT Task Force	90,000	140,000	90,000
1554 Federal SRO Grant	-	38,000	-
1555 Menlo HS SRO Reimb	55,000	51,000	51,000
Subtotal From Other Agencies	303,166	331,011	176,500

TOWN OF ATHERTON

General Fund Revenue Detail

Fund Account	2005-06 Budget	2005-06 Projected	2006-07 Estimated
1610 Document/Research Fee			
1611 Photocopy Fee	5,800	270	5,800
1612 Microfilm Fee	400	1,860	400
1623 Vehicle Release	1,600	1,520	1,600
1627 Special Service Fee	1,000	1,000	1,000
1630 Post Office	52,000	52,000	52,000
1640 SMIP Fees	5,808	5,808	5,808
1641 Application Fee	18,000	18,000	18,000
1644 Plan Check Fee	26,000	26,000	26,000
1660 Social Fees	136,800	120,000	144,000
1661 Meeting Fees	72,000	44,370	53,244
1662 Supervisory Fees	16,800	-	-
Subtotal Service Charges	336,208	270,828	307,852
1710 Interest Income	220,000	240,000	320,000
1722 Cingular Cell Tower Lease	36,475	36,475	38,299
1726 Playschool Rental	35,158	35,158	36,916
Subtotal Use of Money & Prop.	291,633	311,633	395,215
1830 Donations	-	-	-
1840 Excess ERAF Distribution	147,000	572,000	224,000
1860 Miscellaneous Income	5,000	5,000	5,000
Subtotal Other Revenues	5,000	577,000	229,000
Total General Fund	7,419,297	8,131,269	8,014,215

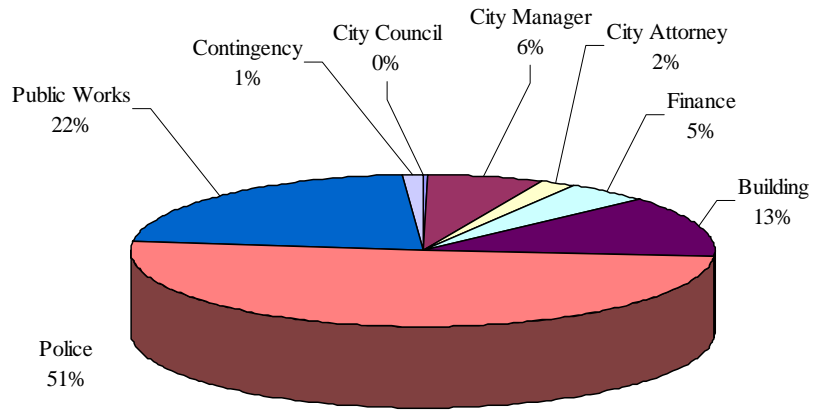
Summary of General Fund Expenditures by Department

The following table provides a summary of expenditures by department for fiscal years 2004-05 through 2006-07. Located on the following page is a chart illustrating the relative share of general fund expenditures for each department recommended for FY 2006-07.

**Town of Atherton
General Fund Expenditure Summary**

<u>Department</u>	<u>2004-05 Actual</u>	<u>2005-06 Budget</u>	<u>2005-06 Projected</u>	<u>2006-07 Recommended</u>
11 City Council	\$ 20,392	\$ 20,535	\$ 20,535	\$ 21,749
12 City Manager	533,288	475,599	437,166	504,360
16 City Attorney	148,448	180,255	165,008	188,337
18 Finance	406,852	460,667	433,208	448,576
25 Building	913,712	1,042,371	1,027,554	1,189,503
40 Police	4,045,981	4,521,001	4,491,546	4,696,248
50 Public Works	1,638,241	1,900,584	1,825,803	2,036,292
Total Operating Expenditures	<u>7,706,914</u>	<u>8,601,012</u>	<u>8,400,819</u>	<u>9,085,066</u>
Interfund (Operating) Transfers:				
Capital Projects Fund	-	-	-	-
Vehicle Replacement Fund	-	-	-	-
Public Facilities Fund	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Emergency Preparedness				120,000
Contingency	40,248	100,000	96,885	100,000
Total Expenditures	<u>\$ 7,747,162</u>	<u>\$ 8,701,012</u>	<u>\$ 8,497,704</u>	<u>\$ 9,305,066</u>

GENERAL FUND EXPENDITURES



1

¹ Percentages are rounded to the nearest whole number.

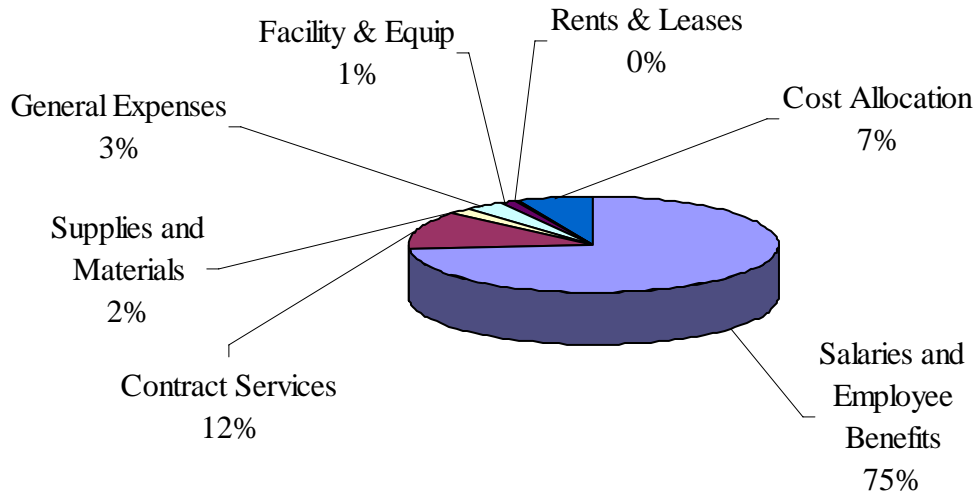
Summary of General Fund Expenditures by Appropriation Category

The table provides a summary of general fund expenditures by expenditure category. This table demonstrates that salaries and employee benefits consume the largest share of general fund resources. According to the chart on the subsequent page, employee salaries and benefits are projected to amount to 78% of total General Fund expenditures in FY 2006-07.

Town of Atherton General Fund
Summary of General Fund Expenditures by Expenditure Category
FY 2005 through 2007

	FY 2004-05	FY 2005-06	FY 2005-06	FY 2006-07
	Actual	Budget	Projected	Recommended
Salaries and				
Employee Benefits	\$ 6,083,438	\$ 6,729,331	\$ 6,593,782	\$ 6,859,929
Contract Services	783,758	958,660	978,357	1,224,744
Supplies and				
Materials	168,790	204,545	180,100	217,110
General Expenses	274,213	220,525	222,231	241,619
Facility & Equip	41,054	101,040	23,867	131,251
Rents & Leases	14,882	27,537	18,211	24,400
Cost Allocation	340,779	359,375	384,272	398,011
Total	\$ 7,706,914	\$ 8,601,012	\$ 8,400,819	\$ 9,097,066

FY 2006-07 General Fund Appropriations by Category



2

² Percentages are rounded to the nearest whole number

General Fund Intermediate Range Financial Plan

Our recommended budget includes an estimate of revenues and expenditures for the years ended June 30th, 2006 through June 30th, 2010.

This plan incorporates the following assumptions

Growth in property tax revenue of 12 percent in FY 2006-07 followed by an annual rate of growth of 5 percent for fiscal years 2007-08 through 2009-10;

Operating transfers from the Parcel Tax Special Revenue Fund amounting to a total of \$450,000 from FY 2006-07 through 2009-2010 (thereby allowing the remaining \$5.6 million in FY 2007-2010 parcel tax proceeds to be directed to capital projects);

Growth in sales taxes, other taxes and service charges at a rate of 2.5 percent per year (equivalent to the expected rate of growth in long-term inflation)

Interest earnings of approximately 3.75 percent of available cash balances

No changes in authorized staffing levels

An increase in the amount of fund balance reserved for economic uncertainty from \$3.2 million to \$4.8 million

This intermediate-range financial plan indicates that:

- The General Fund balance for the year ended June 30th, 2006 is expected to amount to \$8,517,511 an increase of \$934,726 from the fund balance at the beginning of the year.*
- In FY 2006-07 General Fund revenues and operating transfers will amount to \$335,851 less than recommended FY 2006-07 appropriations. However, at the end of FY 2006-07, the General Fund balance will amount to \$8,181,660 or \$1,688,632 greater than the recommended fund balance reserve requirements.*
- Given existing revenue and expenditure trends and assuming an average parcel tax operating transfer of \$450,000 per year, the General Fund balance for the year ended June 30th, 2010 is projected to be \$6,166,871 or \$305,079 greater than the minimum fund balance reserves and designations set by Council.*

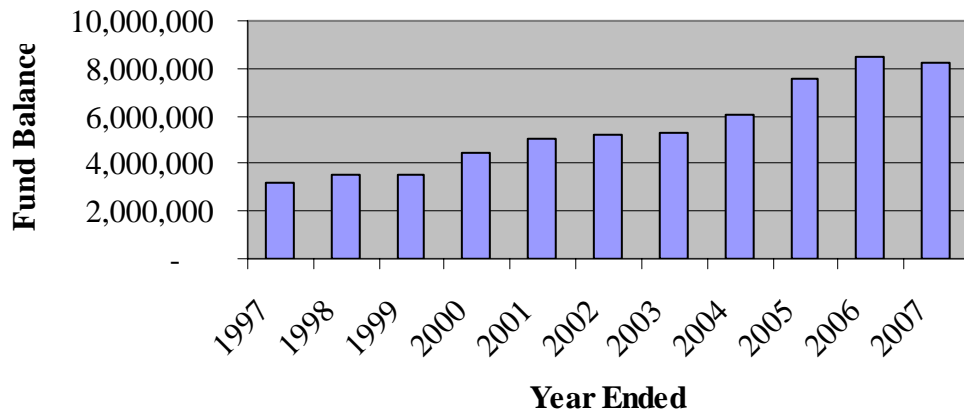
**General Fund Revenue and Expenditure Analysis
Fiscal Years 2006 through 2010**

Revenue Category	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010
Property Tax	\$ 3,768,056	\$ 4,135,402	\$ 4,342,172	\$ 4,559,281	\$ 4,787,245
Sales Taxes	150,000	157,500	161,438	165,473	169,610
Other Taxes	1,092,341	1,111,546	1,139,335	1,167,818	1,197,014
Licenses and Permits	1,600,400	1,466,200	1,480,862	1,495,671	1,510,627
Fines and Forefeitures	30,000	35,000	35,700	36,414	37,142
Aid from other Agencies	331,011	176,500	86,500	86,500	86,500
Service Charges	270,828	307,852	315,548	323,437	331,523
Use of Money and Property	311,633	395,215	377,811	344,431	311,877
ERAF and Other Revenues	577,000	229,000	5,000	5,000	5,000
Subtotal Revenues	\$ 8,131,269	\$ 8,014,215	\$ 7,944,366	\$ 8,184,026	\$ 8,436,539
Expenditure Category					
Contingency/Disaster Prep	96,885	220,000	100,000	100,000	100,000
Council	20,535	21,749	22,619	23,524	24,465
Manager	437,166	504,360	524,534	545,516	567,336
Attorney	165,008	188,337	195,871	203,706	211,854
Finance	433,208	448,576	466,519	485,180	504,587
Building	1,027,554	1,189,503	1,087,083	1,130,566	1,175,789
Police	4,491,546	4,696,248	4,906,098	5,102,342	5,306,435
Public Works	1,825,803	2,036,292	2,133,744	2,219,094	2,307,857
Subtotal Expenditures	\$ 8,497,704	\$ 9,305,066	\$ 9,436,468	\$ 9,809,927	\$ 10,198,324
Surplus Deficit of Revenues over Expenditures	(366,435)	(1,290,851)	(1,492,103)	(1,625,901)	(1,761,785)
Add (subtract) Operating Transfers In (out)					
Parcel Tax	799,000	450,000	450,000	450,000	450,000
Gas Tax/Road Impact Fees	352,161	355,000	355,000	355,000	355,000
CIP Support	150,000	150,000	150,000	150,000	150,000
Subtotal Operating Transfers	1,301,161	955,000	955,000	955,000	955,000
Beginning Fund Balance	7,582,785	8,517,511	8,181,660	7,644,557	6,973,656
Ending Fund Balance	\$ 8,517,511	\$ 8,181,660	\$ 7,644,557	\$ 6,973,656	\$ 6,166,871
Less Reserves and Designations:					
Insurance	500,000	500,000	500,000	500,000	500,000
Cash Flows and Contingencies	3,200,000	4,800,000	4,800,000	4,800,000	4,800,000
Building Inspections	987,269	631,236	391,962	103,116	-
Comensated Absences	561,792	561,792	561,792	561,792	561,792
Equals Unreserved/Undesignated Fund Balance	\$ 3,268,450	\$ 1,688,632	\$ 1,390,804	\$ 1,008,747	\$ 305,079
Increase (Decrease) in Fund Balance	\$ 934,726	\$ (335,851)	\$ (537,103)	\$ (670,901)	\$ (806,785)

General Fund Balance

For the year ended June 30th, 2007 the General Fund Balance is estimated to be \$8.3 million. For comparative purposes, the following table provides a summary of the year-ending General Fund Balance for the years ended June 30th, 1997 through 2007.

**Atherton General Fund Balance
Fiscal Year 1996-97 through 2006-07**



Departmental Budget Schedules

The tables on the following pages provide an itemization of requested appropriations by department, line item and program.

City Council



Department Purpose

The City Council consists of 5 members elected at large, on a non-partisan basis, and serves as the legislative and policy-making body of the Town. The City Council serves without pay or benefits. The City Council appoints a professional City Manager to serve at their pleasure. The City Council also appoints the City Attorney and all members of City Boards and Commissions.

Department 11: City Council

Account Number	Account Description	2004-05	2005-06		2006-07 Recommended	
		Actual	Budget	Projected	Program City Council (121)	Department Total
3106	Prog./Project Consultant	\$ -	\$ -	\$ -	\$ -	-
3111	Equipment Maint. Other	-	-	-	-	-
3123	Catering Services	-	-	-	-	-
3150	Advertising/Publishing		500	500	500	500
3165	Other Contract Services		-	-	-	-
Contract Services		-	500	500	500	500
3201	Office Supplies	255	600	600	600	600
3260	Other Supplies & Matls	124	-	-	-	-
Supplies & Materials		379	600	600	600	600
3301	Insurance		-	-	-	-
3302	Membership/Dues	14,697	12,388	12,388	13,269	13,269
3303	Postage		-	-	-	-
3306	Travel & Meetings	3,026	3,000	3,000	3,135	3,135
3343	Boards & Commissions		1,000	1,000	1,045	1,045
3350	Special Events & Awards	218	2,000	2,000	2,090	2,090
General Expenses		17,941	18,388	18,388	19,539	19,539
3510	Building Improvements	1,074	-	-	-	-
Facility & Equipment		1,074	-	-	-	-
3910	Administrative Services	330	339	339	360	360
3920	Computer Services Charge	668	708	708	751	751
Cost Allocation		998	1,047	1,047	1,110	1,110
City Council Total		\$ 20,392	\$ 20,535	\$ 20,535	\$ 21,749	\$ 21,749

City Manager



Department Purpose

The **City Manager's Office** consists of three programs: Administration, Personnel and City Clerk. The staffing level of two and one-half positions is proposed for FY 2006-07: City Manager, Assistant to the City Manager and one-half time City Clerk.

The **City Manager** is responsible for management of all Town departments and services through providing direction to and administrative oversight of Town department heads. The City Manager is responsible for ensuring that policies, goals, and objectives set by the City Council are carried out in the most efficient and cost-effective manner, and through the means which provide the most benefit to the residents of Atherton. This Program also coordinates intergovernmental relations, information technology needs for the Town, and produces the quarterly Town newsletter, the *Athertonian*. Furthermore, the office conducts a variety of surveys and research in support of Town operations and programs, and identifies areas which would benefit from increased efficiencies.

The **Personnel** Program is managed by the Assistant to the City Manager, and is composed of human resources functions encompassing labor relations, including negotiation and administration of Memoranda of Understanding (MOUs) with Town employee groups, recruitment, hiring, and background checks for Town employment (except Police personnel), preparation and administration of employment policies and procedures, training programs for Town personnel, and administration of workers' compensation and disability programs.

The **City Clerk** Program is responsible for documentation and management of official legislative actions of the City Council and ensuring preservation of and public access to the official records of the Town. As such, the City Clerk prepares agendas, minutes and agenda packets for City Council meetings. The City Clerk also recruits for openings on Committees and Commissions and maintains the Roster of Public Officials. Local elections are conducted by the City Clerk, including the nomination process for City Council, local measures, and campaign filings. The City Clerk is also responsible for managing the Town's general liability program through the Association of Bay Area Governments, and managing the Town's website.

Department 12 : City Manager

Account Number	Account Description	2004-05		2005-06		2006-07 Recommended			Department Total
		Actual	Budget	Projected	Programs				
					Admin. (121)	Personnel (123)	City Clerk (122)		
3001	Regular Salaries	\$ 300,790	\$ 257,811	\$ 242,722	167,832	94,000	-	261,832	
3002	Part-Time Permanent	1,180	45,646	31,981	-	-	55,000	55,000	
3005	Temporary Help	29,471	2,026	-	-	-	2,026	2,026	
3006	Overtime	-	-	-	-	-	-	-	
3020	Medicare Insurance	4,946	3,738	4,459	2,434	1,363	-	3,797	
3025	FICA	1,902	-	1,981	-	-	2,475	2,475	
3030	PERS Retirement	52,717	52,568	51,915	34,221	19,167	-	53,388	
3036	Group Term Life	569	-	578	560	-	-	560	
3042	Health Insurance	23,943	27,686	23,557	14,533	15,881	-	30,414	
3044	Dental Insurance	3,180	2,869	2,415	1,440	1,440	-	2,880	
3045	Vision Insurance	547	989	626	374	374	-	748	
3050	Workers Compensation	530	428	487	279	156	-	435	
3051	Life Insurance	607	1,275	550	771	393	-	1,164	
3035	Deferred Compensation	4,707	4,900	5,081	5,035	-	-	5,035	
3052	Disability Insurance	4,483	2,666	4,231	1,735	972	-	2,707	
3061	Auto Allowance	4,818	4,800	5,128	4,800	-	-	4,800	
	Salaries & Benefits	434,390	407,402	375,712	234,013	133,745	59,501	427,259	
3111	Equipment Maintenance - Other	-	-	241	252	-	-	252	
3150	Advertising/Publishing	12,578	10,800	11,614	8,360	642	3,135	12,137	
3155	Tuition Reimbursement - Misc.	-	1,000	-	-	-	-	-	
3156	Tuition Reimbursement - Mgmt.	600	2,000	-	-	-	-	-	
3165	Other Contract Services	1,787	3,900	3,000	-	-	3,135	3,135	
	Contract Services	14,965	17,700	14,855	8,612	642	6,270	15,524	
3201	Office Supplies	640	1,250	855	444	450	-	894	
3202	Subscriptions	209	360	360	-	-	-	-	
3210	Training & Safety	134	500	-	-	-	-	-	
3231	Computer Supplies	-	-	-	-	-	-	-	
	Supplies & Materials	983	2,110	1,215	444	450	-	894	
3302	Membership/Dues	8,970	9,250	9,902	3,939	157	6,251	10,347	
3305	Communication	1,462	900	841	879	-	-	879	
3306	Travel & Meetings	3,024	3,600	3,036	1,250	1,200	950	3,400	
3307	Transportation Expenses	-	-	-	-	-	-	-	

Department 12 : City Manager

Account Number	Account Description	2004-05	2005-06		2006-07 Recommended			Department Total
		Actual	Budget	Projected	Programs			
					Admin. (121)	Personnel (123)	City Clerk (122)	
3340	Personnel Admin.	784	3,000	3,018	-	19	3,135	3,154
3350	Special Events & Awards	372	3,500	450	3,030	192	278	3,500
3351	Election Expense	41,124	-	-	-	-	10,000	10,000
	General Expenses	55,736	20,250	17,246	9,098	1,568	20,614	31,280
3513	Computer Equipment	-	-	-	-	-	-	-
3514	Office Machines & Furnitures	670	-	-	-	-	-	-
	Facility & Equipment	670	-	-	-	-	-	-
3910	Administrative Services	20,063	21,267	21,267	22,224	-	-	22,224
3920	Computer Services Charge	6,481	6,870	6,870	7,179	-	-	7,179
	Cost Allocation	26,544	28,137	28,137	29,403	-	-	29,403
	City Manager Total	\$ 533,288	\$ 475,599	\$ 437,166	\$ 281,570	\$ 136,404	\$ 86,385	\$ 504,360

City Attorney



Department Purpose

The City Attorney is the Chief Legal Officer of the Town, and is responsible for providing legal advice and representation to the City Council, Boards and Commissions and Town staff as required or permitted by law. The City Attorney is also responsible for assisting in the administration and enforcement of laws, regulations, and City programs. The Town of Atherton also uses outside legal Counsel for personnel matters and special litigation as needed.

Department 16: City Attorney

Account	2004-05	2005-06		2006-07 Recommended		
Number	Account Description	Actual	Budget	Projected	Program Legal Services (161)	Department Total
3001	Regular Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
3030	PERS Retirement		-	-	-	-
	Salaries & Benefits	-	-	-	-	-
3102	City Attorney Retainer	90,000	96,863	96,000	96,000	96,000
3103	Attorney - Other legal	4,394	14,350	14,350	14,996	14,996
3104	Labor Relations Service	1,902	20,000	20,000	20,900	20,900
3105	Litigation Services	33,814	41,000	26,615	38,066	38,066
	Contract Services	130,110	172,213	156,965	169,962	169,962
3202	Subscriptions	-	-	-	-	-
	Supplies & Materials	-	-	-	-	-
3302	Membership/Dues		500	500	500	500
3306	Travel & Meetings	999	1,000	1,000	1,000	1,000
3322	Liability Claims	12,110	1,000	1,000	1,000	1,000
	General Expenses	13,109	2,500	2,500	2,500	2,500
3910	Administrative Services	2,215	2,348	2,348	2,489	2,489
3920	Computer Services Charge	3,014	3,195	3,195	3,387	3,387
	Cost Allocation	5,229	5,543	5,543	5,875	5,875
	City Attorney Total	\$ 148,448	\$ 180,255	\$ 165,008	\$ 178,337	\$ 178,337

Finance Department



Department Purpose

The Finance Department is organized according to the following core functions:

Financial Planning and Analysis: Including preparation of the annual budget and interim range financial plan, reviewing and recommending implementation of actions to enhance revenues and expenditures where feasible and appropriate. Financial planning and analysis also includes liaison with the City Council, Audit Committee, City Manager and City department heads as well as managing the Town's investments.

Financial Accounting: Includes preparation of annual and monthly financial statements, and recording the financial statement impact of cash receipts and disbursements that occur throughout the year. Additional responsibilities include performing research as directed and coordinating the external audit.

Cash Receipting and Disbursements: Includes processing of payroll, accounts payable preparation of the payroll processing as well as fixed asset accounting.

Ancillary functions: Ancillary functions include, business license registration, and staffing of the post office. Records of the fiscal affairs of the Town are maintained by the Finance Department in a manner consistent with generally accepted management and accounting principles.

Department 18: Finance Department

Account Number	Account Description	2004-05		2005-06		2006-07 Recommended		
		Actual	Budget	Projected	Programs		Department Total	
					Accounting & Finance (181)	Post Office (182)		
3001	Regular Salaries	\$ 198,354	246,582	218,481	\$ 157,422	54,809	\$ 212,231	
3005	Temporary Help	40,296	40,500	38,524	22,500	18,000	40,500	
3006	Overtime/Court Time	28	-	217	-	-	-	
3020	Medicare Insurance	2,906	2,720	3,526	2,283	795	3,077	
3025	FICA	1,182	2,025	1,900	1,125	900	2,025	
3030	PERS Retirement	32,896	38,250	42,713	32,098	11,175	43,274	
3042	Health Insurance	23,414	28,773	26,613	16,520	15,101	31,621	
3044	Dental Insurance	3,123	3,457	3,133	2,030	1,440	3,470	
3045	Vision Insurance	594	973	606	297	374	671	
3050	Workers Compensation	448	311	1,048	261	91	352	
3051	Life Insurance	548	1,207	1,302	641	260	901	
3052	Disability Insurance	2,361	3,034	3,144	2,546	886	3,433	
Salaries & Benefits		306,150	367,832	341,207	237,724	103,831	341,555	
3101	Audit & Financial	51,960	40,000	45,652	47,706	-	47,706	
3111	Equipment Maint. Other	-	-	-	-	-	-	
3165	Other Contract Services	12,299	6,321	9,021	24,427	-	24,427	
Contract Services		64,259	46,321	54,673	72,133	-	72,133	
3201	Office Supplies	4,180	5,805	2,748	2,719	153	2,872	
3202	Subscriptions	1,670	1,983	2,525	2,639	-	2,639	
3210	Training & Safety	3,686	4,809	3,200	3,344	-	3,344	
3260	Other Supplies & Matls	-	-	-	-	-	-	
Supplies & Materials		9,536	12,597	8,473	8,702	153	8,855	
3302	Membership/Dues	632	663	4,709	800	-	800	
3303	Postage	4,059	5,530	414	433	-	433	
3304	Utilities	-	-	-	-	-	-	
3305	Communication	1,000	754	841	683	196	879	
3306	Travel & Meetings	786	972	523	547	-	547	
General Express		6,477	7,919	6,487	2,463	196	2,659	
3403	Rent - Tools and Equipment	-	4,800	-	1,222	-	1,222	
3510	Building Improvements	-	-	-	-	-	-	
3514	Office Machines & Furniture	432	-	1,170	-	-	-	
Facility & Equipment		432	4,800	1,170	1,222	-	1,222	

Department 18: Finance Department

Account Number	Account Description	2004-05		2005-06		2006-07 Recommended		
		Actual	Budget	Projected	Programs		Department Total	
					Accounting & Finance (181)	Post Office (182)		
3910	Administrative Services	17,175	18,206	18,206	19,025	-	19,025	
3920	Computer Services Charge	2,823	2,992	2,992	3,127	-	3,127	
	Cost Allocation	19,998	21,198	21,198	22,152	-	22,152	
	Finance Total	\$ 406,852	\$ 460,667	\$ 433,208	\$ 344,396	104,180	\$ 448,576	

Building Department



Department Purpose

The Building Department is responsible for the inspection of all privately funded construction within the Town. The major programs are Building Inspection and Planning. The Building Inspection Program consists of (1) checking building plans for consistency with Town ordinances and the building code, and (2) inspecting the construction for compliance with those plans and acceptable construction practices. The Planning Program primarily consists of (1) revising the Zoning Ordinance and General Plan, and (2) processing use permits and variances related to development review. Planning services are provided through a contractual arrangement.

Department 25: Building Department

Account Number	Account Description	2004-05		2005-06		2006-07 Recommended		Department Total
		Actual	Budget	Projected	Programs		Total	
					Building Inspection (125)	Planning (126)		
3001	Regular Salaries	\$ 474,241	\$ 507,206	\$ 480,009	\$ 515,628	\$ -	\$ 515,628	
3005	Temporary Help		-	-			-	
3006	Overtime/Court Time		-	298		-	-	
3008	Compensation Payout		-	1,427			-	
3020	Medicare Insurance	6,994	7,354	7,111	7,477	-	7,477	
3025	FICA	270	-	-		-	-	
3030	PERS Retirement	84,718	103,419	95,317	105,137	-	105,137	
3036	Group Term Life Ins.	259	260	276	260		260	
3042	Health Insurance	47,408	58,465	53,057	64,150	-	64,150	
3044	Dental Insurance	7,142	8,606	7,057	8,639	-	8,639	
3045	Vision Insurance	1,136	1,835	1,222	1,388	-	1,388	
3050	Workers Compensation	22,898	28,758	21,765	29,168	-	29,168	
3051	Life Insurance	1,149	2,996	1,246	1,812	-	1,812	
3052	Disability Insurance	7,449	8,204	7,693	8,340	-	8,340	
3061	Auto Allowance	13,251	9,600	12,222	15,900	-	15,900	
	Salaries & Benefits	666,915	736,703	688,700	757,898	-	757,898	
3108	Contract Planner	74,890	92,594	86,000	-	90,000	90,000	
3109	Plan Reviewer	21,083	31,775	23,134	24,175	-	24,175	
3111	Equipment Maint. Other	850	-	607	634	-	634	
3124	Custodial Services	2,268	2,682	2,363	2,469	-	2,469	
3165	Other Contract Services	39,140	60,000	106,802	60,000	133,000	193,000	
	Contract Services	138,231	187,051	218,906	87,278	223,000	310,278	
3201	Office Supplies	9,191	13,622	8,938	9,340	-	9,340	
3203	Microfilms	2,230	2,826	5,249	6,000	-	6,000	
3210	Training & Safety	850	1,340	-	-	-	-	
	Supplies & Materials	12,271	17,788	14,187	15,340	-	15,340	
3302	Membership/Dues	100	500	-	500	-	500	
3304	Utilities	667	732	638	700	-	700	
3305	Communication	3,185	3,214	3,891	4,066	-	4,066	
3307	Transport Expenses	-	-	-	-	-	-	
	General Expenses	3,952	4,446	4,529	5,266	-	5,266	

Department 25: Building Department

Account Number	Account Description	2004-05	2005-06		2006-07 Recommended		Department Total
		Actual	Budget	Projected	Programs		
					Building Inspection (125)	Planning (126)	
3511	Machinery & Equipment		-	4,848	-	-	-
	Facilities and Equipment	-	-	4,848	-	-	-
3910	Administrative Services	33,569	35,583	35,583	37,184	-	37,184
3915	Code Enforcement Direct Charge	50,000	51,500	51,500	53,818	-	53,818
3916	Town Arborist Direct Charge		-	-	-	-	-
3920	Computer Services Charge	8,774	9,300	9,300	9,719	-	9,719
	Cost Allocation	92,343	96,384	96,384	100,721	-	100,721
	Building Department Total	\$ 913,712	\$ 1,042,371	\$ 1,027,554	\$ 966,503	\$ 223,000	\$ 1,189,503

Police Department



Department Purpose

The Atherton Police Department provides public safety and strives to reduce crime through prevention, detection and apprehension; provides for the safe and orderly movement of vehicular traffic through traffic enforcement, accident prevention and investigation; provides public safety through regulation and control of hazardous situations; recovers lost and stolen property; and prevent crime through programs reflecting community needs.

The Police Department provides 24-hour a day, 365 days a year response to calls for police service to safeguard the community from crime and instill a feeling of security among citizens, including deterring crime and apprehending offenders. Atherton residents enjoy a three-minute or less response time to emergency calls for service.

The Police Department emphasizes a strong Police/Community partnership through innovative volunteer programs such as The Crime Prevention Task Force, Disaster Program, Reserve Police Officer, and the Police Explorer Scout program.

The Police Department is composed of four sections: Administration, Patrol, Investigations, and Communications. The Chief of Police oversees the operation of the entire department and the Operations Lieutenant provides administrative support to each of the sections.

Program Purpose

The **Administration Program** is responsible for efficiently managing all Department programs by developing policy, short and long term planning, implementing organizational tasks, and managing the Department financial plan. The program supports responsive, effective and efficient community-oriented police services. Direction of Department operations will be consistent with Town Council policies and community safety needs, especially in the areas of open communication with the public; responsive crime suppression and prevention programs; directed traffic enforcement to promote safe and orderly traffic flow on Town streets; and comprehensive disaster preparedness.

The **Patrol Program** provides seven days per week, 24 hours per day response and police assistance on calls for service. The program provides preventative and enforcement actions designed to increase community safety through directed patrol and crime suppression activities.

The **Investigations Program** provides thorough and complete follow-up police services for victims of criminal acts; identifies and obtains complaints against offenders; investigates narcotics and vice activities; aids in property recovery and return to rightful owners; provides diversion and counseling to local youth in a preventive mode.

The **Records and Communications Program** processes all police reports; provides records information, fingerprinting, and other services to the public; and manages the

communications center, which is designated as a Public Safety Answering Point (PSAP) and is staffed 24 hours each day, seven days each week. The program is also responsible for answering calls for police service, processing 9-1-1 emergency calls, forwarding emergency medical and fire emergency calls to San Mateo County Communications, and providing after-hours dispatch for Public Works calls for service.

TOWN OF ATHERTON
General Fund
Fiscal Year 2006-07 Budget

Department 40: Police

Account Number	Account Description	2004-05			2005-06			2006-07 Recommended				
		Actual	Budget	Projected	Programs					Department Total		
					Patrol (141)	Traffic (144)	Invest. (142)	Dispatch (143)	Admin (140)			
3001	Regular Salaries	\$ 1,843,517	\$ 1,962,821	\$ 1,949,235	\$ 1,384,076	\$ 72,718	192,824	\$ -	\$ 322,528	\$ 1,972,145		
3002	Part-time Permanent	29,002	29,566	31,483	-	-	-	-	30,453	30,453		
3003	Dispatcher Salaries	259,201	361,707	279,833	-	-	-	\$ 373,628	-	373,628		
3004	Reserves Salaries	17,393	10,000	33,504	10,000	-	-	-	-	10,000		
3005	Temporary Help	84,456	65,487	147,020	-	-	-	85,632	-	85,632		
3006	Overtime/Court Time	151,184	108,000	132,891	120,000	-	8,000	-	-	128,000		
3007	Reimbursed Salaries	999	-	1,407	-	-	-	-	-	-		
3008	Compensation Payout	702	-	5,167	-	-	-	-	-	-		
3020	Medicare Insurance	28,443	36,309	29,854	22,244	1,054	2,796	6,248	4,288	36,630		
3025	FICA	4,218	4,277	6,639	-	-	-	3,853	1,370	5,224		
3030	PERS Retirement	728,112	835,898	788,991	561,917	26,636	70,629	79,237	103,106	841,525		
3035	Deferred Compensation	6,783	7,800	8,376	-	-	-	7,800	-	7,800		
3040	Cafeteria Insurance	20,665	20,800	19,430	14,000	2,000	-	4,800	-	20,800		
3042	Health Insurance	163,851	237,489	244,133	145,913	7,553	15,051	46,203	24,538	239,259		
3044	Dental Insurance	29,965	37,292	31,391	24,361	1,440	1,440	8,639	2,880	38,759		
3045	Vision Insurance	3,608	17,553	3,813	6,172	374	374	8,639	748	16,306		
3050	Workers Compensation	84,126	92,112	87,519	68,190	3,232	8,571	715	11,792	92,500		
3051	Life Insurance	4,084	12,459	4,594	4,424	260	520	1,561	771	7,538		
3052	Disability Insurance	20,688	25,587	21,891	15,862	752	1,994	4,455	2,743	25,806		
3060	Uniforms	14,147	26,550	26,261	17,213	1,013	2,025	4,275	2,025	26,550		
3070	Education	-	3,160	52	3,160	-	-	-	-	3,160		
	Salaries & Benefits	3,495,144	3,894,866	3,853,484	2,397,531	117,032	304,224	635,685	507,243	3,961,715		
3110	Equipment Maint. Vehicle	47,818	49,053	52,277	53,795	-	-	47	787	54,629		
3111	Equipment Maint. Other	3,975	10,253	10,948	11,094	-	-	347	-	11,441		
3120	Building Security	-	359	-	-	-	-	-	-	-		
3122	Facility Repair	216	2,050	-	-	-	-	-	1,000	1,000		
3124	Custodial Services	6,912	7,286	7,348	7,679	-	-	-	-	7,679		
3152	Employee Assistance	-	312	-	-	-	-	-	-	-		
3153	Booking Fees	7,070	9,123	2,854	8,000	-	-	-	-	8,000		
3154	Citation Processing	1,971	1,136	2,927	3,058	-	-	-	-	3,058		
3165	Other Contract Services	157,066	151,755	210,373	185,896	-	-	33,944	-	219,840		

Department 40: Police

Account Number	Account Description	2004-05	2005-06		2006-07 Recommended					Department Total
		Actual	Budget	Projected	Programs					
					Patrol (141)	Traffic (144)	Invest. (142)	Dispatch (143)	Admin (140)	
Contract Services		225,028	231,326	286,727	269,522	-	-	34,338	1,787	305,648
3201	Office Supplies	3,275	4,395	4,686	2,515	-	75	2,306	-	4,897
3202	Subscriptions	482	854	957	670	-	-	-	330	1,000
3210	Training & Safety	7,286	8,567	4,393	4,500	-	-	-	1,000	5,500
3211	Training - POST	20,305	18,421	12,548	10,450	-	-	2,663	-	13,113
3220	Crime Prevention Task Force	-	154	388	405	-	-	-	-	405
3221	K-9 Expenses	6,682	4,883	9,432	9,857	-	-	-	-	9,857
3230	Computer Software	-	400	-	-	-	-	-	-	-
3244	Construction	-	-	-	-	-	-	-	-	-
3250	Vehicle Supplies	71	1,252	-	600	-	-	-	-	600
3252	Gas & Oil	21,998	31,639	31,939	37,000	-	-	-	-	37,000
3260	Other Supplies & Materials	14,714	14,084	15,855	16,800	-	1,200	-	-	18,000
Supplies & Materials		74,813	84,650	80,198	82,797	-	1,275	4,969	1,330	90,371
3302	Membership/Dues	1,613	1,986	2,214	65	-	-	295	1,954	2,314
3304	Utilities	20,673	19,479	19,966	2,099	-	-	-	18,765	20,865
3305	Communication	40,641	34,748	39,996	13,889	1,584	-	17,524	8,799	41,796
3306	Travel & Meetings	3,222	2,824	554	2,000	-	100	-	400	2,500
3350	Special Events & Awards	1,169	1,336	1,066	-	-	-	-	2,200	2,200
General Expenses		67,318	60,372	63,796	18,054	1,584	100	17,819	32,118	69,675
3403	Rent - Tools & Equipment	2,257	5,637	75	-	-	-	-	-	-
Rents & Leases		2,257	5,637	75	-	-	-	-	-	-
3501	Non-Cap Off Mach & Furniture	3,767	3,629	-	-	-	-	-	2,000	2,000
3503	Non-Cap Tools & Equipment	6,758	10,099	2,589	18,706	-	-	-	-	18,706
3504	Misc. Capital Outlay	1,453	2,895	-	25,000	-	-	-	-	25,000
3510	Building Improvements	-	3,347	13	-	-	-	-	2,000	2,000
3511	Machinery & Equipment	8,787	28,882	5,554	16,000	-	-	-	-	16,000
3512	Vehicles & Accessories	838	580	3,180	3,323	-	-	-	-	3,323
3513	Computer Equipment	1,520	6,185	-	-	-	-	-	-	-
3514	Office Machines & Furniture	432	20,623	-	-	-	-	-	-	-
Facility & Equipment		23,555	76,240	11,336	63,029	-	-	-	4,000	67,029
3910	Administrative Services	33,063	35,619	35,619	-	-	-	-	36,689	36,689
3920	Computer Services Charge	58,803	62,331	62,331	-	-	-	-	64,202	64,202
3930	Equipment Replacement Charge	66,000	69,960	97,980	-	-	-	-	100,919	100,919

Department 40: Police

Account Number	Account Description	2004-05	2005-06		2006-07 Recommended					Department Total
		Actual	Budget	Projected	Programs					
					Patrol (141)	Traffic (144)	Invest. (142)	Dispatch (143)	Admin (140)	
	Cost Allocation	157,866	167,910	195,930	-	-	-	-	201,810	201,810
	Police Total	\$ 4,045,981	\$ 4,521,001	\$ 4,491,546	\$ 2,830,934	\$ 118,616	\$ 305,599	\$ 692,811	\$ 748,288	\$ 4,696,248

Public Works Department



Department Purpose

To ensure the preservation, safety, attractiveness and efficient operation of Town infrastructure, including:

- Streets
- Drainage systems
- Parks
- Buildings
- Traffic control devices and features

The Public Works Department is comprised of Administration, Maintenance, and Park Program divisions, working interactively to carry out the following programs:

- Traffic, records, administration and miscellaneous, including solid waste program
- Capital Improvement Support
- Permits and Controls, including abatements
- Right-of-way trees and landscaping
- Park programs, including tennis
- Parks
- Public Buildings
- Weed, litter and brush control
- Streets
- Compliance with National Pollution Discharge Emission Standards and drainage

TOWN OF ATHERTON
General Fund
Fiscal Year 2006-07 Budget

Department 50: Public Works

Account Number	Account Description	2004-05	2005-06		2006-07 Recommended					Programs
		Actual	Budget	Projected	Admin, Permits & Support (550)	Park Programs (558)	Park Maintenance (557)	Public Buildings (559)	Weeds, Litter Trees & Drainage (553)	Department Total
3001	Regular Salaries	\$ 782,676	\$ 825,853	\$ 863,314	\$ 278,647	\$ 82,780	\$ 70,088	\$ 106,721	\$ 303,278	\$ 841,513
3002	Part-time Permanent	47	-	2,373		-		-		-
3005	Temporary Help	73,429	100,880	83,291		50,000	20,000	10,000	40,000	120,000
3006	Overtime/Court-time	5,400	6,100	8,759		2,200		200	3,700	6,100
3010	Standby Pay	14,819	12,913	14,329		8,030		588	8,000	16,618
3020	Medicare Insurance	9,313	12,836	11,188	4,040	2,217	1,016	1,411	4,398	13,082
3025	FICA	3,109	-	4,100		-		-		-
3030	PERS Retirement	140,623	178,042	169,075	56,816	31,170	14,291	17,384	61,838	181,499
3042	Health Insurance	83,472	104,228	98,671	21,989	17,806	5,590	24,600	42,481	112,465
3044	Dental Insurance	13,334	17,353	14,059	4,319	3,155	1,578	3,011	6,035	18,098
3045	Vision Insurance	2,266	3,634	2,373	661	512	209	782	1,124	3,289
3050	Workers Compensation	30,403	30,729	36,620	463	3,980	3,842	5,335	17,899	31,518
3051	Life Insurance	2,017	5,742	2,275	1,032	520	260	1,026	1,041	3,879
3052	Disability Insurance	11,575	14,318	12,514	4,507	2,472	1,134	1,574	4,905	14,592
3060	Uniforms	5,947	7,500	8,854	-	1,500	750	-	3,000	5,250
3061	Auto Allowance	2,409	2,400	2,884	3,600	-	-	-	-	3,600
	Salaries & Benefits	1,180,839	1,322,528	1,334,679	376,074	206,342	118,757	172,629	497,699	1,371,502
3107	Contract Engineering	9,100	2,000	-	2,000	0	0	0	0	2,000
3110	Equipment Maint. Vehicle	3,418	4,000	4,159	0	0	500	0	5,000	5,500
3111	Equipment Maint Other	6,010	9,050	2,461	1,000	500	2,000	5,000	2,000	10,500
3122	Facility Repair	5,290	13,000	13,220	0	1,000	0	12,000	0	13,000
3124	Custodial Services	6,210	5,500	8,291	2,000	2,000	0	0	3,000	7,000

Department 50: Public Works

Account Number	Account Description	2004-05	2005-06		2006-07 Recommended					Department Total
		Actual	Budget	Projected	Admin, Permits & Support (550)	Park Programs (558)	Park Maintenance (557)	Public Buildings (559)	Weeds, Litter Trees & Streets & Drainage (553)	
3130	Tree Maintenance	20,305	51,500	59,421	0	0	10,000	0	40,000	50,000
3131	Grounds Maintenance	13,861	16,000	14,377	0	0	15,000	0	10,000	25,000
3132	Right of Way Maintenance	1,000	-	-	0	0	0	0	0	-
3134	Contract Landscape Maint.	57,193	65,300	52,295	0	0	45,000	0	40,000	85,000
3136	Traffic Maintenance	19,691	18,500	27,180	0	0	0	0	25,000	25,000
3150	Advertising & Publishing	13,962	19,000	17,114	1,500	17,000	0	0	0	18,500
3151	Instruction & Training	475	1,500	-	500	500	0	0	0	1,000
3161	Inspection & Testing	8,000	19,000	10,136	12,000	1,200	500	0	500	14,200
3165	Other Contract Services	46,650	79,200	37,077	10,000	1,000	2,000	6,000	75,000	94,000
	Contract Services	211,165	303,550	245,730	29,000	23,200	75,000	23,000	200,500	350,700
3201	Office Supplies	3,837	5,400	9,725	5,000	400	300	0	1,000	6,700
3210	Training & Safety	3,058	3,500	1,282	300	300	1,000	0	1,000	2,600
3230	Computer Software	566	1,700	2,407	6,000	0	600	0	750	7,350
3231	Computer Supplies	2,454	2,700	1,866	1,500	50	250	0	0	1,800
3240	Building Supplies	9,254	13,500	13,114	500	6,000	2,500	2,500	1,000	12,500
3242	Landscaping Supplies	5,745	7,500	11,714	0	1,200	10,000	0	500	11,700
3244	Construction Materials	33,060	36,000	21,838	0	3,500	10,000	1,000	25,000	39,500
3251	Minor Tools & Equip	4,543	5,600	1,370	500	200	700	100	3,500	5,000
3252	Gas & Oil	8,129	9,000	12,079	600	0	1,500	800	10,000	12,900
3260	Other Supplies & Materials	162	1,900	32	0	1,000	0	0	0	1,000
	Supplies & Materials	70,808	86,800	75,427	14,400	12,650	26,850	4,400	42,750	101,050
3302	Membership/Dues	3,234	4,400	5,388	4,000	0	200	0	500	4,700
3303	Postage	-	800	13	200	500	0	0	0	700
3304	Utilities	89,782	84,500	76,414	1,500	13,000	5,000	5,000	60,000	84,500
3305	Communication	13,921	12,500	21,348	2,500	7,500	1,000	0	4,000	15,000
3306	Travel & Meetings	2,399	3,600	5,048	1,300	500	200	0	2,500	4,500
3307	Transport Expenses	344	850	1,073	1,000	50	50	0	200	1,300
	General Expenses	109,680	106,650	109,284	10,500	21,550	6,450	5,000	67,200	110,700

Department 50: Public Works

Account Number	Account Description	2004-05	2005-06		2006-07 Recommended					Programs Department Total
		Actual	Budget	Projected	Admin, Permits & and CIP Support (550)	Park Programs (558)	Park Maintenance (557)	Public Buildings (559)	Weeds, Litter Trees Streets & Drainage (553)	
3403	Rent - Tools & Equipment	12,625	21,900	13,288	0	4,000	400	0	20,000	24,400
	Rents & Leases	12,625	21,900	13,288	-	4,000	400	-	20,000	24,400
3510	Building Improvements	68	10,000	646	0	15,000	0	3,000	1,000	19,000
3511	Machinery & Equipment	9,653	8,000	677	0	2,500	4,000	0	0	6,500
3513	Computer Equipment	325	-	-	0	0	0	0	500	500
3514	Office Machines & Furniture	5,277	2,000	10,038	1,000	3,000	500	32,000	500	37,000
	Facility & Equipment	15,323	20,000	11,361	1,000	20,500	4,500	35,000	2,000	63,000
					-	-	-	0	-	
3910	Administrative services	18,861	19,993	17,852	18,861	-	-	-	-	18,861
3920	Computer charges	18,940	19,164	18,182	18,079	-	-	-	-	18,079
3930	Equipment Replacement Charges		-	-	20,000	-	-	-	-	-
	Cost Allocation	37,801	39,156	36,034	56,940	-	-	-	-	36,940
	Public Works Total	\$ 1,638,241	\$ 1,900,584	\$ 1,825,803	\$ 487,914	\$ 288,242	\$ 231,957	\$ 240,029	\$ 830,149	\$ 2,058,292

Internal Service Funds

Internal Service Funds – Used to account for the financing of services provided by one department to other departments on a cost reimbursement basis. As is consistent with FY 2005-06, the Town will maintain three internal service funds in FY 2006-07: administrative services, fleet management and information technology. (The workers' compensation internal service fund was eliminated in FY 2003-04.)

Internal Service Funds

Account Number	Account Description	2005-06 Budget				2005-06 Estimate				2006-07 Recommended			
		Admin Services (612)	Fleet Mgmt. (610)	Computer Services (611)	ISF Total	Fund			ISF Total	Admin Services (612)	Fleet Mgmt. (610)	Computer Services (611)	ISF Total
						Admin Services (612)	Fleet Mgmt. (610)	Computer Services (611)					
3001	Regular Salaries	\$ 77,868	\$ -	\$ -	\$ 77,868	\$ 79,246	\$ -	\$ -	\$ 79,246	\$ 67,020	\$ -	\$ -	\$ 67,020
3005	Temporary Help	\$ 33,000			\$ 33,000	\$ 7,843			7,843	\$ 12,500			12,500
3020	Medicare Insurance	859	-	-	859	1,149	-	-	1,149	972	-	-	972
3030	PERS Retirement	12,079	-	-	12,079	16,158	-	-	16,158	13,665	-	-	13,665
3036	Group Term Life Ins.	-			-	52			52	-	-	-	-
3042	Health Insurance	9,086	-	-	9,086	13,621	-	-	13,621	9,986	-	-	9,986
3044	Dental Insurance	1,092	-	-	1,092	772	-	-	772	1,096	-	-	1,096
3045	Vision Insurance	307	-	-	307	200	-	-	200	212	-	-	212
3050	Workers Compensation	98	-	-	98	132	-	-	132	111	-	-	111
3051	Life Insurance	381	-	-	381	498	-	-	498	285	-	-	285
3052	Disability Insurance	958	-	-	958	1,282	-	-	1,282	1,084	-	-	1,084
	Salaries & Benefits	135,728	-	-	135,728	120,955	-	-	120,955	106,931	-	-	106,931
3110	Equipment Maint. Other	12,500	4,000	19,002	35,502	12,000	2,000	18,539	32,539	12,500	4,000	12,000	28,500
3124	Custodial Services	4,908	-	-	4,908	4,788	-	-	4,788	4,908	-	-	4,908
3152	Employee Assistance	3,171	-	-	3,171	3,093	-	-	3,093	3,171	-	-	3,171
3165	Other Contract Services	10,825	-	66,120	76,945	2,756	-	52,800	55,556	10,825	-	66,120	76,945
	Contract Services	31,404	4,000	85,122	120,526	22,637	2,000	71,339	95,976	31,404	4,000	78,120	113,524
3201	Office Supplies	4,990	-	-	4,990	4,868	-	-	4,868	4,990	-	-	4,990
3231	Computer Supplies	48	-	-	48	47	-	-	47	48	-	-	48
	Supplies & Materials	5,038	-	-	5,038	4,915	-	-	4,915	5,038	-	-	5,038
3303	Postage	3,857	-	-	3,857	3,763	-	-	3,763	3,857	-	-	3,857
3304	Utilities	10,754	-	-	10,754	10,492	-	-	10,492	10,754	-	-	10,754
3305	Communication	5,042	-	-	5,042	4,919	-	-	4,919	5,042	-	-	5,042
3321	Liability Insurance	109,000	-	-	109,000	106,183	-	-	106,183	109,000	-	-	109,000
3322	Liability Claims	12,300	-	-	12,300	-	-	-	-	12,300	-	-	12,300
	General Expenses	140,953	-	-	140,953	125,357	-	-	125,357	140,953	-	-	140,953
3403	Rent - Tools & Equipment	825	-	-	825	805	-	-	805	825	-	-	825
	Rents & Leases	825	-	-	825	805	-	-	805	825	-	-	825
3513	Computer Equipment	1,127	-	27,500	28,627	10,856	-	27,500	38,356	1,127	-	38,000	39,127
3514	Vehicles & Accessories	2,064	72,000	-	74,064	2,013	72,000	-	74,013	2,064	72,000	-	74,064
	Facility & Equip.	3,191	72,000	27,500	102,691	12,869	72,000	27,500	112,369	3,191	72,000	38,000	113,191
	Fund Total	\$ 317,139	\$ 76,000	\$ 112,622	\$ 505,761	\$ 287,538	\$ 74,000	\$ 98,839	\$ 460,377	\$ 288,342	\$ 76,000	\$ 116,120	\$ 480,462

Special Revenue and Capital Project Funds

Special Revenue Funds – Used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditures for specific purposes.

Capital Project Funds – Used to account for financial resources to be used for the acquisition or construction of major capital facilities.

TOWN OF ATHERTON
Special Revenue Funds
Fiscal Year 2006-07 Budget

Special Revenue Funds

Account Number	Line Item Description	2005-06 Budget				2005-06 Estimated				2006-07 Recommended			
		Fund			Total	Fund			Total	Fund			Total
		Tennis	Library	Law Enforcement		Tennis	Library	Law Enforcement		Tennis	Library	Law Enforcement	
3001	Regular Salaries	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 450	\$ -	\$ 100,000	\$ 100,450	\$ 470	\$ -	\$ 100,000	\$ 100,470
3005	Temporary Help	4,000	325	-	-	7,000	4,000	-	11,000	4,000	4,180	-	8,180
3006	Overtime	-	-	-	-	-	-	-	-	-	-	-	-
3020	Medicare Insurance	107	-	-	107	107	60	-	167	112	63	-	175
3025	Fica	460	-	-	460	460	200	-	660	481	209	-	690
3050	Workers Compensation	21	-	-	21	21	200	-	221	22	209	-	231
	Salaries & Benefits	4,589	325	100,000	100,589	8,039	4,460	100,000	112,499	5,086	4,661	100,000	109,747
3111	Equipment Maint. Other	-	-	-	-	-	-	-	-	-	-	-	-
3122	Facility Repair	-	136	-	136	-	420	-	-	-	433	-	433
3124	Custodial Services	-	5,068	-	5,068	-	4,800	-	4,800	-	4,944	-	4,944
3152	Employee Assistance	-	-	-	-	-	-	-	-	-	-	-	-
3165	Other Contract Services	20,000	36,520	-	56,520	3,200	12,000	-	15,200	-	37,360	-	37,360
	Contract Services	20,000	41,723	-	61,723	3,200	17,220	-	20,000	-	42,737	-	42,737
3201	Office Supplies	-	-	-	-	-	-	-	-	-	-	-	-
3240	Building Supplies	423.33	7,500	-	7,923	423	7,500	-	7,923	436	7,500	-	7,936
3513	Computer Equipment	-	-	-	-	-	-	-	-	-	-	-	-
3244	Construction Materials	-	51	-	51	-	51	-	51	-	52	-	52
3260	Other Supplies and Materials	-	11,100	-	11,100	-	11,100	-	11,100	-	11,100	-	11,100
	Supplies & Material	423	18,651	-	19,074	423	18,651	-	19,074	436	18,652	-	19,088
3303	Postage	-	-	-	-	-	-	-	-	-	-	-	-
3304	Utilities	-	7,545	-	7,545	-	9,200	-	9,200	-	9,476	-	9,476
3305	Communication	-	-	-	-	-	-	-	-	-	-	-	-
3320	Property Taxes	-	-	-	-	-	-	-	-	-	-	-	-
3321	Liability Insurance	-	-	-	-	-	-	-	-	-	-	-	-
3322	Liability Claims	-	-	-	-	-	-	-	-	-	-	-	-
	General Expenses	-	7,545	-	7,545	-	9,200	-	9,200	-	9,476	-	9,476
3403	Rent - Tools & Equipment	-	-	-	-	-	-	-	-	-	-	-	-
	Rents & Leases	-	-	-	-	-	-	-	-	-	-	-	-
3513	Office Machines and Furniture	-	2,800	-	2,800	-	2,800	-	2,800	-	2,800	-	2,800
3514	Vehicles & Accessories	-	-	-	-	-	-	-	-	-	-	-	-
	Facility & Equipment	-	2,800	-	2,800	-	2,800	-	2,800	-	2,800	-	2,800
	Total	\$ 25,013	\$ 71,044	\$ 100,000	\$ 191,732	\$ 11,663	\$ 52,331	\$ 100,000	\$ 163,574	\$ 5,522	\$ 78,326	\$ 100,000	\$ 183,848

FY 2006-07 Capital Improvement Program Expenditures

Fund Number		105	201	202	203	210	211	401	402	403
Fund Name		Tennis	Parcel Tax	Measure A	Gas Tax	Road Impact	Grants	Capital Imp.	Storm Drainage	Ath. Chan. District
OBJECTS	PROJ COST	FUNDING								
Carryover Projects										
Town Hall Facility Design	45,000		45,000							
Park Corporation Yard Remodel (Master Plan)	50,000		50,000							
Current Projects										
Street Patch, Seal & Overlay	150,000				50,000	100,000				
Street Reconstruction	650,000					650,000				
Valparaiso Avenue Reconstruction	1,350,000		558,000	370,000		350,000	72,000			
Valparaiso Avenue Overlay	360,000		180,000				180,000			
Upper Channel Repair Monitoring	10,000									10,000
Upper Channel Repair Phase 2 Design	40,000									40,000
Marsh Road Channel Wall Construction	250,000		250,000							
Drainage Design - Fletcher/Ridgeview (C)	50,000		50,000							
Drainage Design Walsh @ Belbrook (B1)	10,000		10,000							
Street Light Pole Replacements	100,000		100,000							
Middlefield Traffic Study	15,000		15,000							
160 Watkins Repairs/Renovations	30,000		30,000							
Park Pathways	35,000		9,960				25,040			
Park Carriage House Courtyards Design	15,000		15,000							
Park Emergency Water Well	17,575		17,575							
NPDES Charges (C/CAG & SWQCB))	21,394								21,394	
Congestion Relief (C/CAG)	19,500			19,500						
General Fund Reimbursement	355,000				100,000	255,000				
Program 551 (CIP Support) Reimbursement	150,000		65,000	25,000		55,000				5,000
General Admin Services Reimbursement	160,000		65,000	30,000		60,000				5,000
TOTAL FUNDING USE	3,883,469	0	1,460,535	444,500	150,000	1,470,000	277,040	0	21,394	60,000

Agency Fund

Agency Fund – Used to account for assets held by the Town as an agent for individuals, private organizations, other governments and/or other funds.

**Town of Atherton
Atherton Arts Committee (Fund 715)
Fiscal Year 2006-07**

Description	2004-05 Actual	2005-06 Budget	2005-06 Projected	2006-07 Recommended
Revenues:				
1660 Programs/Fees	26,526	10,000	-	10,000
1710 Interest		2,700	2,700	4,000
1830 Donations	13,644	500	500	500
Total Revenues	43,170	13,200	3,200	14,500
Expenditures:				
3005 Temporary Help	67	500	-	500
3165 Contract Services	26,672	8,000	200	8,000
3150 Advertising / Publishing	5,236	1,400	200	1,400
3201 Office Supplies	2,631	800	700	500
3124 Custodial Services	365	-	-	-
3303 Postage	1,837	500	100	500
3305 Communication	338	-	-	100
3401 Rentals	343	-	-	500
3510 Building Improvement	-	-	-	-
Total Expenditures	37,489	11,200	1,200	11,500

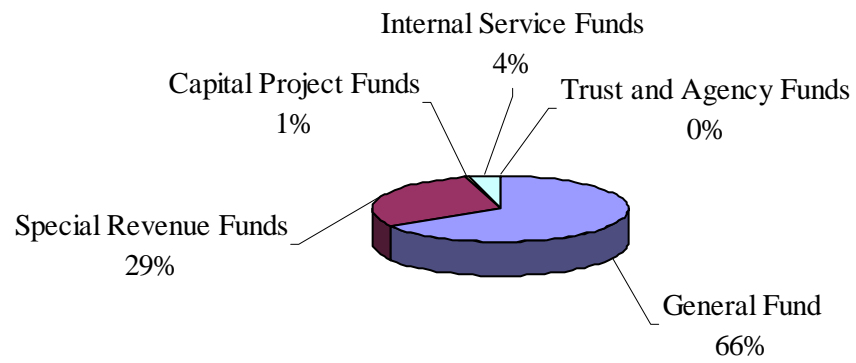
Financial Summaries

The charts on the following pages provide a summary of revenues, expenses and ending fund balance for the year ended June 30th, 2006 according to fund category. For comparative analysis purposes, revenue and expenditure data is also presented for each of the past three years.

Revenue Summary by Fund

Fund	Description	2003-04 Actual	2004-05 Actual	2005-06 Budget	2005-06 Projected	2006-07 Estimated
101	General Fund	\$ 8,057,157	\$ 9,264,378	8,720,458	\$ 9,432,430	\$ 8,969,215
Special Revenue Funds:						
105	Tennis	16,865	12,044	7,000	7,000	8,000
201	Parcel Tax	1,835,796	1,874,750	1,858,000	1,858,000	1,858,000
202	Transportation	191,778	235,049	180,000	184,238	265,000
203	Street Improvement (Gas Tax)	196,193	177,292	172,376	146,184	150,000
208	Police on the Street	-	-	-	-	-
209	Law Enforcement	100,416	100,936	100,000	100,000	100,000
210	Road Construction Impact Fees	395,234	599,606	1,158,328	1,158,328	1,100,000
211	State Park Grants Fund	-	108,400	197,399	220,000	313,910
213	Library Special Revenue	391,681	365,864	200,000	284,000	200,000
		<u>3,127,963</u>	<u>3,473,941</u>	<u>3,873,103</u>	<u>3,957,750</u>	<u>3,994,910</u>
Capital Project Funds:						
401	Capital Improvement	84,190	-	-	-	-
402	Storm Drainage	2	-	-	20,000	20,000
403	Channel Drainage District	51,578	61,445	50,665	50,665	50,000
404	Park Playground Improvement	2,205	-	-	-	-
405	Middlefield Road Grants	1,195,734	-	-	-	-
406	Facilities Construction	4	-	-	-	-
		<u>1,333,713</u>	<u>61,445</u>	<u>50,665</u>	<u>70,665</u>	<u>70,000</u>
Internal Service Funds:						
610	Vehicle Replacement	-	66,000	97,980	97,980	120,919
611	Information Technology	123,128	98,642	101,621	101,621	104,670
612	Administrative Services	256,043	295,805	294,389	294,389	303,221
614	Workers Comp. Insurance	62,362	-	-	-	-
		<u>441,533</u>	<u>460,447</u>	<u>493,990</u>	<u>493,990</u>	<u>528,810</u>
Trust and Agency Funds:						
715	Evans Creative Design	45,705	45,705	13,200	3,200	14,500
731	MA Little League	-	-	-	-	-
740	Tree Committee	-	-	1,400	1,200	1,400
		<u>45,705</u>	<u>45,705</u>	<u>14,600</u>	<u>4,400</u>	<u>15,900</u>
	Total Revenues	<u>13,006,071</u>	<u>13,305,916</u>	<u>\$ 13,152,816</u>	<u>\$ 13,959,235</u>	<u>\$ 13,578,835</u>
	Carryover from Prior Year	-	548,894	717,356	961,608	1,088,283
	Grand Total	<u>13,006,071</u>	<u>13,854,810</u>	<u>13,870,172</u>	<u>14,920,843</u>	<u>14,667,117</u>

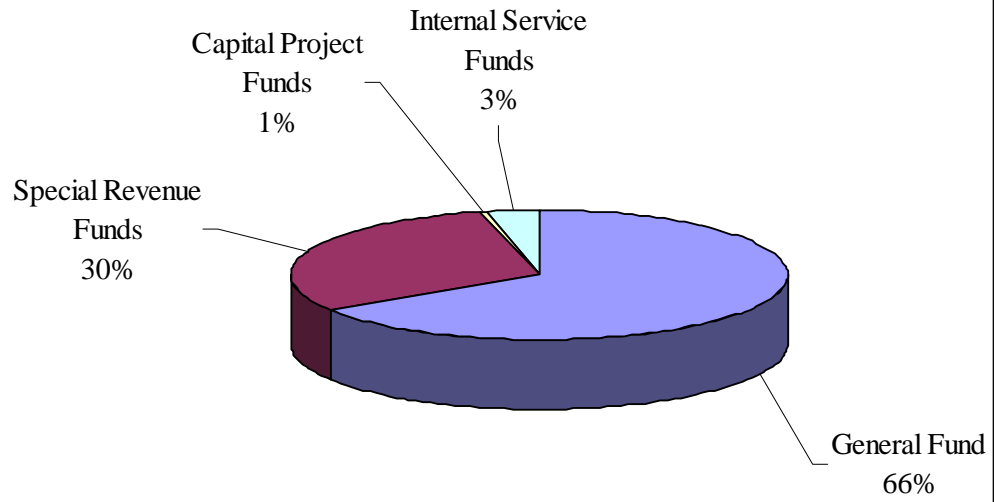
REVENUES BY FUND



Expenditure Summary by Fund

Department	2003-04 Actual	2004-05 Actual	2005-06 Budget	2005-06 Projected	2006-07 Proposed
101 General Fund	\$ 7,294,774	\$ 7,747,162	\$ 8,701,012	\$ 8,400,819	\$ 9,197,066
Special Revenue Funds:					
105 Tennis	15,549	15,549	25,013	11,663	5,522
201 Parcel Tax	1,768,016	1,768,016	2,631,077	2,815,780	1,910,535
202 Transportation	60,871	60,871	323,420	323,420	444,500
203 Street Improvement (Gas Tax)	227,747	227,747	150,000	150,000	150,000
208 Police on the Street	-	-	-	-	-
209 Law Enforcement	100,000	100,000	100,000	100,000	100,000
210 Road Impact Fees	559,518	559,518	1,598,671	1,603,600	1,470,000
211 Grants	300	300	196,736	220,000	277,040
213 Library Special Revenue	352,081	352,081	71,044	78,326	78,326
Total	<u>3,084,082</u>	<u>3,084,082</u>	<u>5,095,961</u>	<u>5,302,788</u>	<u>4,435,923</u>
Capital Project Funds:					
401 Capital Improvement	55,256	55,256	282,896	250,000	-
402 Storm Drainage	-	-	21,394	21,394	21,394
403 Channel Drainage District	55,632	55,632	425,300	325,300	60,000
406 Facilities Construction	209,272	209,272	-	-	-
Total	<u>349,309</u>	<u>349,309</u>	<u>729,590</u>	<u>596,694</u>	<u>81,394</u>
Internal Service Funds:					
610 Vehicle Replacement	71,669	71,669	76,000	74,000	76,000
611 Information Technology	94,995	94,995	112,622	98,839	116,120
612 Administrative Services	267,477	267,477	317,140	287,538	288,342
614 Workers Compensation Insurance	-	-	-	-	-
Total	<u>434,141</u>	<u>434,141</u>	<u>505,762</u>	<u>460,377</u>	<u>480,462</u>
Trust and Agency Funds:					
715 Evans Creative Design	36,613	36,613	11,200	1,200	11,500
731 MA Little League	-	-	-	-	-
740 Tree Committee	-	-	-	-	-
Total	<u>36,613</u>	<u>36,613</u>	<u>11,200</u>	<u>1,200</u>	<u>11,500</u>
Grand Total	<u>\$ 11,198,919</u>	<u>\$ 11,651,307</u>	<u>\$ 15,043,525</u>	<u>\$ 14,761,878</u>	<u>\$ 14,206,344</u>

EXPENDITURES BY FUND



Budget Summary

Fund	Description	Beginning Fund Balance July 1, 2006 Projected	Revenues & Transfers Projected	Expenditures & Transfers Projected	Ending Fund Balance June 30, 2007 Projected
101	General Fund	\$ 8,517,511	\$ 8,969,215	\$ 9,197,066	\$ 8,289,660
	Special Revenue Funds:				
105	Tennis	17,179	8,000	5,522	19,657
201	Parcel Tax	154,963	1,858,000	1,910,535	102,428
202	Transportation	191,503	265,000	444,500	12,003
203	Street Improvement	30,598	150,000	150,000	30,598
208	Police on the Street	4,455	-	4,455	-
209	Law Enforcement	24,911	104,455	100,000	29,366
210	Road Impact Fees	386,778	1,100,000	1,470,000	16,778
211	State Park Grants	38,688	313,910	277,040	75,558
213	Library Special Revenue	1,620,717	200,000	78,326	1,742,392
	Sub Total	<u>\$ 2,469,793</u>	<u>\$ 3,999,365</u>	<u>\$ 4,440,378</u>	<u>\$ 2,028,780</u>
	Capital Projects Funds:				
401	Capital Improvement	3,970	-	-	3,970
402	Storm Drainage	43,868	20,000	21,394	42,474
403	Channel Drainage District	165,297	50,000	60,000	155,297
404	Park Playground	-	-	-	-
405	Middlefield Road Grant	-	-	-	-
406	Facilities Construction	65,382	-	-	65,382
	Sub Total	<u>\$ 278,517</u>	<u>\$ 70,000</u>	<u>\$ 81,394</u>	<u>\$ 267,123</u>
	Internal Service Fund				
610	Vehicle Replacement	362,732	120,919	76,000	407,651
611	Information Technology	135,883	104,670	116,120	124,433
612	Administrative Services	147,827	303,221	288,342	162,706
614	Workers Comp Insurance	-	-	-	-
	Sub Total	<u>646,442</u>	<u>528,810</u>	<u>480,462</u>	<u>694,790</u>
	Trust and Agency Funds				
715	Evans Creative Design	117,101	14,500	11,500	120,101
740	Tree Committee	5,817	1,400	-	7,217
	Sub Total	<u>122,918</u>	<u>15,900</u>	<u>11,500</u>	<u>127,318</u>
	Grand Total	<u>\$ 12,035,181</u>	<u>\$ 13,583,290</u>	<u>\$ 14,210,799</u>	<u>\$ 11,407,672</u>

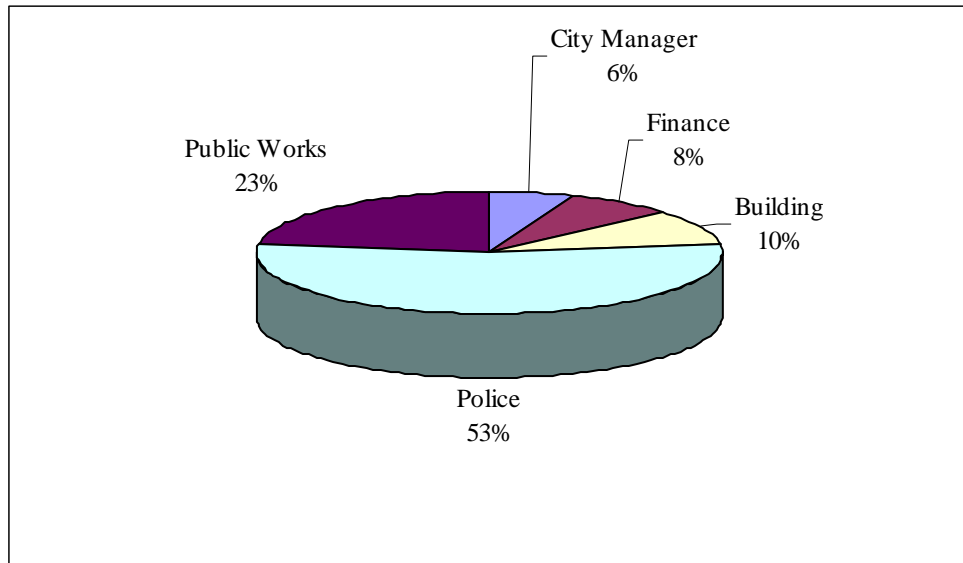
Supplemental Information

List of Authorized Positions by Department

	2000-01 Authorized	2001-02 Authorized	2002-03 Authorized	2003-04 Authorized	2004-05 Authorized	2005-06 Authorized	2006-07 Recommended
City Manager							
City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Assistant to City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Finance							
Finance Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Assistant Finance Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Finance Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Finance Asst/Public Serv Asst	1.00	1.00	0.00	0.00	0.00	0.00	0.00
Public Services Assistant	-	0.50	1.00	1.00	1.00	1.00	1.00
Total	4.00	4.50	4.00	4.00	4.00	4.00	4.00
Building							
Building Official	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Senior Bldg Inspector/Plan Reviewe	0.00	0.00	0.00	1.00	1.00	1.00	1.00
Bldg Inspector/Plan Reviewer	2.00	2.00	2.00	1.00	1.00	1.00	2.00
Office Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Public Services Assistant	0.80	0.50	0.00	0.00	0.00	0.00	0.00
Contract Plan Reviewer	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Total	5.80	5.50	5.00	5.00	5.00	5.00	5.00
Police							
Police Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Captain	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Lieutenant	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Sergeant	5.00	5.00	5.00	5.00	5.00	5.00	5.00
Police Officer	12.00	15.00	15.00	15.00	15.00	15.00	15.00
Administrative Assistant (P/T)	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Communications Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Community Service Officer	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Dispatcher/Records Assistant	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Total	25.50	28.50	28.50	28.50	28.50	28.50	28.50
Public Works							
Public Works Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Superintendent	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Asst/Assoc Engineer	0.00	0.00	1.00	1.00	1.00	1.00	1.00
Park Program Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Office Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00
PW Maintenance Supervisor	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Town Arborist/PW Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00
PW Lead Maintenance Worker	-	-	-	-	-	-	-
PW Maintenance Worker I/II	5.00	5.00	5.00	5.00	4.00	4.00	4.00
Total	12.00	12.00	13.00	13.00	12.00	12.00	12.00
Grand Total	50.30	53.50	53.50	53.50	52.50	52.50	52.50

Note: of the 52.5 positions recommended 51 are funded.

Summary of Authorized Positions by Department



Town of Atherton Salary Schedule

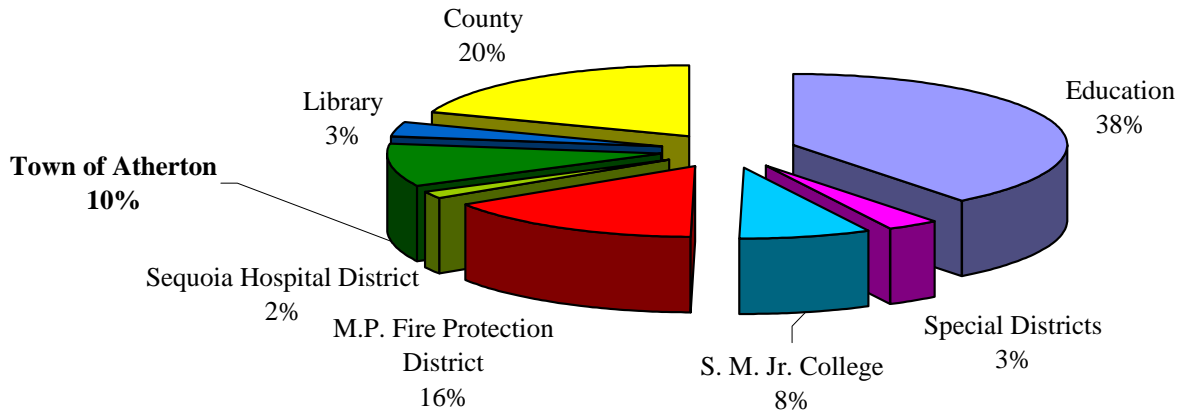
CLASS	JOB DESCRIPTION	STEP A	STEP B	STEP C	STEP D
1100	CITY MANAGER				13,579
<u>DEPARTMENT HEADS</u>					
1104	FINANCE DIRECTOR	9,514			11,193
1105	CHIEF OF POLICE	10,203			12,003
1108	PUBLIC WORKS DIRECTOR/CITY ENGINEER	10,182			11,979
1115	PLANNING ADMINISTRATOR/BUILDING OFFICIAL	9,494			11,169
<u>MID-MANAGEMENT</u>					
2200	CITY CLERK	6,827			8,031
2204	POLICE LIEUTENANT	8,211			9,660
2208	PARK PROGRAM MANAGER	5,588			6,574
2209	ASSISTANT TO THE CITY MANAGER	6,827			8,031
2210	PUBLIC WORKS SUPERINTENDENT	7,396			8,701
2211	ASSISTANT FINANCE DIRECTOR	6,827			8,031
2205	ASSOCIATE ENGINEER	6,482			7,626
<u>GENERAL GOVERNMENT EMPLOYEES</u>					
	ASSISTANT ENGINEER	5,408	5,653	5,923	6,219
3300	BUILDING INSPECTOR/PLAN CHECKER	5,447	5,695	5,966	6,264
	SENIOR BUILDING INSPECTOR/PLAN CHECKER	5,992	6,211	6,506	6,891
3301	PUBLIC SERVICES ASSISTANT	3,352	3,504	3,671	3,855
3304	OFFICE SPECIALIST	4,043	4,227	4,428	4,649
3306	TOWN ARBORIST/PUBLIC WORKS SPECIALIST	5,447	5,695	5,966	6,264
3308	FINANCE ASSISTANT	4,633	4,843	5,074	5,327
	PARKS/FACILITIES MAINTENANCE WORKER I	3,572	3,734	3,912	4,108
	PARKS/FACILITIES MAINTENANCE WORKER II	3,929	4,107	4,303	4,518
	PARKS SUPERVISOR	5,660	5,917	6,199	6,509
3310	PUBLIC WORKS MAINTENANCE WORKER I	3,572	3,734	3,912	4,108
3311	PUBLIC WORKS MAINTENANCE WORKER II	3,929	4,107	4,303	4,518
3311	PUBLIC WORKS SUPERVISOR	5,660	5,917	6,199	6,509
<u>POLICE-CIVILIAN</u>					
4401	COMMUNITY SERVICE OFFICER	4,027	4,210	4,411	4,631
4405	DISPATCHER/RECORDS ASSISTANT	4,935	5,159	5,405	5,675
4406	POLICE TRAINEE				4,143
4407	COMMUNICATIONS SUPERVISOR	6,265	6,550	6,862	7,205
<u>POLICE-SWORN (84 HRS.)</u>					
5505	POLICE OFFICER	5,883	6,151	6,444	6,766
5520	POLICE SERGEANT	7,188	7,515	7,873	8,266
<u>POLICE-SWORN (80 HRS.)</u>					
5506	POLICE OFFICER	5,598	5,853	6,132	6,438
5528	POLICE SERGEANT	6,844	7,156	7,496	7,871

Atherton Police Officers Association (APOA) position salaries effective 7/01/05.
 Teamsters Local 856 (Miscellaneous) position salaries effective 7/1/05
 Management (Unrepresented) position salaries effective 7/1/05.
 City Manager salary effective 7/1/05.

Atherton Assessed Valuations 1992-93 through FY 2005-06

Fiscal Year	County Secured	State	Unsecured	Total	Increase (Decrease) from Prior Year	Percent Change from Prior Year
2005-06	\$ 4,405,912,352	\$ 117,768	\$ 12,003,725	\$ 4,418,033,845	\$ 581,562,158	15.16%
2004-05	3,788,476,000	101,000	7,444,000	3,836,471,687	298,383,687	8.43%
2003-04	3,530,000,000	88,000	8,000,000	3,538,088,000	228,798,000	6.91%
2002-03	3,305,200,000	90,000	4,000,000	3,309,290,000	(64,193,924)	-1.90%
2001-02	3,369,322,064	92,026	4,069,834	3,373,483,924	719,423,319	27.11%
2000-01	2,651,467,634	84,057	2,508,914	2,654,060,605	272,506,134	11.44%
1999-00	2,374,302,464	90,932	7,161,075	2,381,554,471	216,384,608	9.99%
1998-99	2,162,570,529	133,092	2,466,242	2,165,169,863	193,704,519	9.83%
1997-98	1,970,058,187	108,586	1,298,571	1,971,465,344	183,473,395	10.26%
1996-97	1,786,985,409	77,260	929,280	1,787,991,949	100,834,178	5.98%
1995-96	1,686,119,026	89,860	948,885	1,687,157,771	94,954,917	5.96%
1994-95	1,590,872,908	77,860	1,252,086	1,592,202,854	96,826,359	6.48%
1993-94	1,494,013,853	67,033	1,295,609	1,495,376,495	100,430,445	7.20%
1992-93	1,393,956,839	72,689	916,522	1,394,946,050	112,991,759	8.81%

San Mateo County Property tax apportionment schedule



Education	Special Districts	S. M. Jr. College	M.P. Fire Protection District
Sequoia Hospital District	Town of Atherton	Library	County

Schedule of Operating Transfers FY 2006-07

From Fund	To Fund	Amount
201 - Parcel Tax	101	450,000
203 - Gas Tax	101	100,000
204 - Police on the Street	209	4,455
210 - Road Impact Fees	101	255,000
Total		\$ 809,455

Legislative Items

RESOLUTION NO. 06-05

**A RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF
ATHERTON ADOPTING THE FISCAL YEAR 2006-2007
OPERATING AND CAPITAL BUDGET**

WHEREAS, the City Council of the Town of Atherton set June 14, 2006 at the Town of Atherton City Council Chambers, 94 Ashfield Road, Atherton, California, as the time and place for the public hearing on the adoption of the Fiscal Year 2006-2007 Operating and Capital Budget; and

WHEREAS, notice of said hearing was duly given by posting the time and place of said hearing at designated places in accordance with Chapter 2.08 of the Municipal Code of the Town of Atherton; and

WHEREAS, said Council held a public hearing on the Proposed Fiscal Year 2006-2007 Operating and Capital Budget on June 14, 2006; and

WHEREAS, it appears to be in the best interest of the citizens of the Town of Atherton that the Fiscal Year 2006-2007 Operating and Capital Budget be adopted in the format set forth in Exhibit A, attached hereto, and by reference incorporated herein; and

WHEREAS, the budget was made available for public view at the Town Hall, 91 Ashfield Road, Atherton, California, and the Town Library, 2 Dinkelspiel Station Lane, Atherton, California.

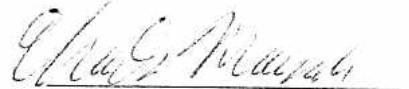
NOW THEREFORE, BE IT RESOLVED, that the Fiscal Year 2006-2007 Operating and Capital Budget totaling \$14,314,344 which includes the General Fund and special revenue fund operating budget and reserves of \$9,755,066, Other funds' budgets of \$675,809, and the capital budget of \$3,883,469 as set forth in Exhibit A, attached hereto and by reference incorporated herein, be adopted for Fiscal Year 2006-2007.

BE IT FURTHER RESOLVED, that the City Clerk of the Town of Atherton is hereby directed to forward a copy of said approved and adopted budget to the County Controller of San Mateo County for filing pursuant to Government Code Section 53901.

* * * * *

I hereby certify that the foregoing resolution was duly and regularly passed and adopted by the City Council of the Town of Atherton at a special meeting thereof held on the 14th day of June 2006, by the following vote:

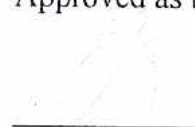
AYES: 5 Councilmembers: Janz, J. Carlson, A. Carlson, Marsala, McKeithen
NOES: 0 Councilmembers: None
ABSENT: 0 Councilmembers: None
ABSTAIN: 0 Councilmembers: None


Charles Marsala, Mayor
Town of Atherton

ATTEST:


Kathi Hamilton
Acting City Clerk

Approved as to Form



Marc Hynes
City Attorney

EXHIBIT "A"

THE CITY COUNCIL OF THE TOWN OF ATHERTON DOES HEREBY RESOLVE AS FOLLOWS:

Section 1: That an Appropriation-Expenditure Budgeting System entitled Expenditure Control Budget (ECB) is hereby adopted. The system consists of:

- Present Personnel Policies, Procedures, and Memorandum of Understanding, including salary schedules and benefits, except as hereinafter changed by resolution or ordinance of the City Council.
- The Expenditure Control Budget will show overall General Fund and other funds and/or departments.
- This system will apply to Operating and Capital Budget Expenditures as intended for use in Fiscal Year 2006-2007.
- All encumbered expenditures from the Fiscal Year 2005-2006 Adopted Budget shall be carried forward and re-appropriated for Fiscal Year 2006-2007. Any unencumbered expenditures to be re-appropriated for Fiscal Year 2006-2007 must be initiated by the Department Heads, recommended by the Finance Director, and approved by the City Manager.
- Capital Project Commitments: Capital projects for which funds are appropriated in the budget year shall have those funds restricted for use for that project. Such appropriations will continue to be valid in subsequent fiscal years until the project is completed or the Council takes subsequent action to de-appropriate all or part of the funds originally restricted. If a capital project requires an additional appropriation in excess of 5% of its budget, then City Council approval shall be required.
- General Fund Balance: The General Fund will maintain a Reserved Balance of \$ 5.3 million to maintain the City's credit worthiness, and to adequately provide for economic uncertainties, cash flow needs, contingencies, or local disasters.
- The City Manager is authorized to make any transfers of Operating Budget appropriation balances between departments and/or programs whenever he deems it necessary to do so in order to carry out the service level objectives and work programs established by the City Council. The City Council will be promptly advised of transfer of operating budget appropriations.
- This budget system assumes existing service levels; Council approval will be required for any significant changes involving increased or decreased service levels.
- The Department of Finance shall be responsible for constant monitoring of the budget and shall establish and implement appropriate control mechanisms necessary for said purpose after consultation with city staff, and approval by the City Manager.

- A monthly financial report shall be prepared by the Finance Director for each department and/or program and/or capital project. Each Department Head shall be accountable for achieving results of his/her organization unit based upon the objectives set for each department by the City Manager and City Council, and shall be evaluated as to their performance in an annual performance appraisal conducted by the City Manager each year.
- Deflator: A deflator procedure, to be administered by the City Manager, is hereby established for reducing appropriations in the event that projected revenues are reduced due to a reduction in the State subventions or other revenues that may fluctuate downward due to changes in economic conditions. For the 2006-2007 Fiscal Year, if total revenues, as estimated by the City Manager are insufficient, the amount of total Operating Budget appropriations shall be reduced as determined by the City Manager, based on his assessment of total Town needs and consultation with the City Council; no deferral of capital projects will be implemented until discussed with the City Council and staff at a duly called public meeting.

Section 2: The FY 2006-2007 General Fund Operating Budget is hereby adopted, establishing the following projected General Fund Revenue and General Fund Expenditures:

**FY 2006-2007 GENERAL FUND REVENUE ESTIMATES &
EXPENDITURE BUDGET**

General Fund Revenues:

Property Tax	\$ 4,135,402
Other Tax	1,269,046
Licenses and Permits	1,466,200
Fines and Forfeitures	35,000
From Other Agencies	176,500
Current Service Charges	307,852
Investment and Rental Income	395,215
Other Revenues	229,000

Sub-total Revenues: 8,014,215

Transfers and Carry-over:

Carry-over from 2005-2006 Surplus	1,088,283
Capital Projects Direct Charge	150,000
Transfer from Parcel Tax	450,000
Transfer from Gas Tax and Road Impact	355,000

Sub-total Transfers and Carryovers: 2,043,283

Total Revenues and Transfers: \$ 10,057,498

General Fund Expenditures:

City Council	\$ 21,749
City Manager	504,360
City Attorney	188,337
Finance Dept.	448,576
Building Dept.	1,189,503
Police Dept.	4,696,248
Public Works Dept.	2,036,292
Emergency Preparedness	120,000
Contingency	100,000

Total Expenditures: \$ 9,305,066

Section 3: FY 2005-2006 all Funds Operating and Capital Budgets are hereby adopted, establishing the following revenue estimates and expenditure budgets:

Revenues & Other Resources:

GENERAL FUND	\$	10,057,498
SPECIAL REVENUE FUNDS		
Transportation Fund		265,000
Parcel Tax Fund		1,858,000
Gas Tax Fund		150,000
Road Construction Impact Fees Fund		1,100,000
State COPS Fund		100,000
Tennis Program Fund		8,000
State Park Grant Fund		313,910
Library Special Revenue Fund		200,000
CAPITAL PROJECT FUNDS		
Capital Improvement Fund		-
Storm Drainage Fund		20,000
Channel Drainage District Fund		50,000
Middlefield Road Grants Fund		-
Facilities Construction Fund		-
INTERNAL SERVICES FUND		
Information Technology Fund		104,670
Administrative Services Fund		303,221
Workers Comp Insurance Fund		-
Vehicle Replacement Fund		120,919
TRUST & AGENCY FUND		
Evans Estate Fund (Art Committee)		14,500
Total Revenue & Other Resources:	\$	14,665,717

Expenditures & Other Uses:

GENERAL FUND	\$	9,305,066
SPECIAL REVENUE FUNDS		
Parcel Tax Fund		1,910,535
Transportation Fund		444,500
Gas Tax Fund		150,000
Road Construction Impact Fees Fund		1,470,000
State COPS Grant		100,000
State Park Grant Fund		277,040
Tennis Program Fund		5,522
Library Special Revenue		78,326
CAPITAL PROJECT FUNDS		
Storm Drainage Fund		21,394
Channel Drainage District Fund		60,000
Park Playground Fund		-
Facilities Construction Fund		-
Capital Improvement		-
INTERNAL SERVICES FUND		
Information Technology Fund		116,120
Administrative Services Fund		288,342
Workers Comp Insurance Fund		-
Vehicle Replacement Fund		76,000
TRUST AGENCY FUND		
Evans Estate Fund (Art Committee)		11,500
Total Expenditures & Other Uses:	\$	14,314,344

RESOLUTION NO. 06-06

A RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF ATHERTON
APPROVING APPROPRIATIONS LIMIT AND CALCULATIONS FOR
FISCAL YEAR 2006-2007

WHEREAS, the Finance Director has calculated the fiscal year 2006-2007 appropriations limit for the Town of Atherton in accordance with applicable State law; and

WHEREAS, the San Mateo County annual percentage change in population is .62% and the per capita personal income percentage change from calendar year 2005 to 2006 is 3.96% (noting that population and personal income data is supplied by the California Department of Finance).

WHEREAS, the Finance Director has recommended approval of said limit at \$9,017,777 and its calculations.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the Town of Atherton does hereby approve the appropriations limit of \$9,017,777 and its calculations as set forth in Attachment 1 through 3, the copies of which are attached hereto.


* * * * *

I hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the Town of Atherton at special meeting thereof held on the 14th day of June, 2006, by the following vote:

AYES: 5 COUNCILMEMBERS: Janz, J. Carlson, A. Carlson, Marsala, McKeithen
NOES: 0 COUNCILMEMBERS: None
ABSENT: 0 COUNCILMEMBERS: None
ABSTAIN: 0 COUNCILMEMBERS: None


Charles Marsala, Mayor

ATTEST:


Kathi Hamilton
Acting City Clerk

APPROVED AS TO FORM:

Marc Hynes
City Attorney

ATTACHMENT I

TOWN OF ATHERTON
 GANN LIMIT COMPUTATION
 SUMMARY
 FY 2006-07

	<u>BUILDING/ENG.</u>	<u>PARKS</u>	<u>OTHER</u>	<u>POLICE</u>	<u>TOTAL</u>
A. COSTS REASONABLY BORNE	1,467,017	520,200	2,953,801	4,646,248	9,587,266
B. FEES	<u>1,145,800</u>	<u>205,244</u>	<u>6,200</u>	<u>2,600</u>	<u>1,359,844</u>
C. FEES OVER(UNDER) COSTS	(321,217)	(314,956)	(2,947,601)	(4,643,648)	(8,227,422)
D. TRANSFER TO RESERVE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
E. AMOUNT TO TAX PROCEEDS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
PROCEEDS OF TAXES	5,573,579				
AMOUNT TO TAX PROCEEDS	<u>0</u>				
TOTAL PROCEEDS OF TAXES	5,573,579				
APPROPRIATION LIMIT	<u>9,017,777</u>				
AMOUNT OVER / (UNDER) LIMIT	<u>(3,444,198)</u>				

ATTACHMENT II

TOWN OF ATHERTON
CALCULATION OF APPROPRIATION LIMIT
2006-07

2005-06 Base Appropriations Limit			\$	5,992,022
City Population Change	0.62	1.0062		
Per Capita Personal Income Change	3.96	1.0396		
Calculation Factor		1.0460		
Annual Adjustment Increase				238,755
Parcel Tax Adjustment				2,787,000
Total Adjustments				3,025,755
2005-06 Appropriations Limit			\$	9,017,777

**TOWN OF ATHERTON
CALCULATION OF PROCEEDS OF TAXES
FY 2006-07**

ATTACHMENT III

	<u>PROCEEDS OF TAXES</u>	<u>NON-PROCEEDS OF TAXES</u>	<u>USER FEES</u>	<u>TOTAL</u>
<u>10 PROPERTY TAXES</u>				
- SECURED	3,670,322			3,670,322
- UNSECURED	327,370			327,370
- SB813 SUPPLEMENTAL	100,000			100,000
- HOPTR	37,710			37,710
- OTHER	0			0
<u>011 OTHER TAXES</u>				
- FRANCHISE - PG&E		163,200		163,200
- FRANCHISE - CAL WATER		53,040		53,040
- FRANCHISE - BFI		160,000		160,000
- FRANCHISE - CABLE TV & OTHER		61,200		61,200
- SALES & USE TAXES	94,500			94,500
- PUBLIC SAFETY SALES TAX		63,000		63,000
- REAL PROPERTY TRANSFER	151,250			151,250
<u>0330 LICENSES AND PERMITS</u>				
- BUSINESS LICENSES	360,000			360,000
- HOME OCCUPATIONS	4,400			4,400
- BUILDING PERMITS			1,000,000	1,000,000
- ENCROACHMENT PERMITS			100,000	100,000
- OTHER LICENSES & PERMITS			1,800	1,800
<u>0340 FINES AND FORFEITURES</u>				
- VEHICLE CODE FINES		25,000		25,000
- OTHER FINES AND FORFEITURES		10,000		10,000
<u>0350 USE OF MONEY AND PROPERTY</u>				
- INTEREST-GENERAL FUND		320,000		320,000
- INTEREST-TRAFFIC SAFETY				0
- PROPERTY RENTAL - PLAY SCHOOL		36,916		36,916
- PROPERTY RENTAL - CELLULAR ONE		38,299		38,299
- OTHER		0		0
<u>0353 HOLBROOK-PALMER PARK</u>				
- SOCIAL FEES			144,000	144,000
- MEETING FEES			53,244	53,244
- FOOD SERVICE			0	0
- SUPERVISORY FEES			0	0
- LIABILITY INSURANCE FEE			0	0
- CLASS FEES			0	0
- TENNIS CLASSES			0	0
- FOUNDATION REIMBURSEMENT		0	0	0

0360 REVENUE FROM OTHER AGENCIES

- MOTOR VEHICLE LICENSE FEE	522,856			522,856
- OFF HIGHWAY MVLFF	0			0
- FEDERAL SRO GRANT	0			
- MENLO HS SRO REIMB	51,000			

0370 CURRENT SERVICES

- ELECTIONS PROCESSING FEE		0		0
- DOCUMENT/RESEARCH FEE			0	0
- MICROFILM			400	400
- PHOTOCOPY FEE			5,800	5,800
- ALARM MONITORING FEE			0	0
- VEHICLE RELEASE			1,600	1,600
- POLICE REPORT			0	0
- FINGERPRINTING FEE			0	0
- SPECIAL SERVICES - POLICE			1,000	1,000
- ZONING, PLANNING & SUBDIVISION FEES			26,000	26,000
- APPLICATION FEE			18,000	18,000
- INSPECTION FEE			0	0
- ENGINEERING PLANNING FEE			0	0
- SALES OF DOCUMENTS			0	0
- POST OFFICE	52,000			52,000
- OTHER SERVICES			0	0
- SMIP (EARTHQUAKES)			0	0
- DONATIONS - SPECIAL GIFTS	0			0
- PG&E UTILITIES	0			0

0380 MISCELLANEOUS REVENUE

		5,000		5,000
--	--	-------	--	-------

0390 REIMBURSEMENTS

- BOOKING FEES		0		0
- PERS EQUITY DISTRIBUTION				0
- POST	3,500			3,500
- ERAF	0			0
- OTHER	32,000			32,000

TOTAL GENERAL FUND	5,319,408	1,023,155	1,351,844	7,694,407
---------------------------	------------------	------------------	------------------	------------------

OTHER

PROPERTY TAX - SPECIAL TAX	1,858,000			1,858,000
SALES TAX - TRANSPORTATION		265,000		265,000
INTEREST - TRANSPORTATION		0		0
GAS TAX - 2105		150,000		150,000
ROAD IMPACT FEES	1,100,000			1,100,000
DRAINAGE FUNDS	70,000			70,000
MIDDLEFIELD ROAD GRANTS		0		0
STATE COPS		100,000		100,000
TENNIS			8,000	8,000
				0
PARK IMPROVEMENTS		0		0
PARK GRANTS		543,910		543,910
CAPITAL IMPR.	0			0
TOTAL OTHER REVENUES	3,028,000	1,058,910	8,000	4,094,910

TOTAL REVENUES W/O INTEREST	8,347,408	2,082,065	1,359,844	11,789,317
------------------------------------	------------------	------------------	------------------	-------------------

<u>LESS EXCLUSIONS</u>				
- CAPITAL OUTLAY	2,992,710	827,416	400,000	4,220,126
- FEDERAL / STATE MANDATES	0		0	0
NET REVENUES	<u>5,354,698</u>	<u>1,254,649</u>	<u>959,844</u>	<u>7,569,191</u>
	70.7%	16.6%	12.7%	100.0%
<u>INTEREST</u>	<u>212,230</u>	<u>49,727</u>	<u>38,043</u>	<u>300,000</u>
TOTAL REVENUES	<u><u>5,566,928</u></u>	<u><u>1,304,376</u></u>	<u><u>997,887</u></u>	<u><u>7,869,191</u></u>