



Item No. 18 Town of Atherton

CITY COUNCIL STAFF REPORT – REGULAR AGENDA

**TO: HONORABLE MAYOR AND CITY COUNCIL
GEORGE RODERICKS, CITY MANAGER**

FROM: ROBERT BARRON III, FINANCE DIRECTOR

DATE: FEBRUARY 20, 2019

SUBJECT: RECEIVE AND FILE THE MID-YEAR BUDGET REPORT FOR FY 2018/19; AND ADOPT THE BUDGET AMENDMENT RESOLUTION FOR NECESSARY ADJUSTMENTS

RECOMMENDATION

Receive and file the Mid-Year Budget Review for the General Fund for FY 2018/19; and adopt the attached Resolution authorizing a Budget Amendment for Necessary Adjustments.

BACKGROUND

The FY 2018/19 Budget continues to project a healthy outlook on finances as the Town continues to embark on its biggest capital project with the Civic Center. The Town's General Fund Operating Budget continues to rely on fiscal prudence but also adjusts resources and opportunities to meet rising demands for Town services and capital improvements.

The Town Excess ERAF funds from FY 2016/17 through FY 2021/22 are expected to be directed to the Civic Center Project; however, each year's budget allocation is a separate and distinct action by the Council. During the FY 2018/19 budget process staff recommended to make an allocation towards Workers' Compensation negative equity of \$235,397 from the General Fund. Discussion during the FY 2018/19 budget included using General Fund revenues over expenditures in the next couple fiscal years, coupled with unallocated reserves for the Civic Center project.

The General Fund is the only funding source for a CIP project that does not have a specific outside funding source, such as Gas Tax, Measure A, Measure M or grants. The FY 2018/19 CIP allocated \$2,995,250 toward various projects, excluding the Town Center Project. Projects within the CIP were selected based on priorities and available funding. One major project, the Middlefield Class II Bike Improvement Project will begin later this fiscal year. The Town was awarded \$733,000 in SMCTA funds for this project. Road maintenance continues to be a priority along with drainage improvement projects. Town staff continues to explore other opportunities to fund capital projects whether through grants or other community/agency partnerships. Future year CIP projects will be in a "save and spend" mode.

FINDINGS | ANALYSIS

This Mid-Year Report is a high-level view of revenues and expenditures at the half-way point of the fiscal year. It updates the City Council on the Town's financial position for the current fiscal year and makes a recommendation for any adjustments needed based on changed needs or priorities. It does not involve a discussion of line-item expenditures and revenues.

The Mid-Year Report is focused on the Town's General Fund as the main operating fund for the Town. Staff reviewed and made internal adjustments as necessary to account for changing needs and priorities within each department, taking into account anticipated expenditures for the remainder of the year within each respective line-item. *Any adjustments beyond the department level budget or transfers between departments or funds must be approved by the City Council.*

There are two areas that necessitate adjustments and require Council level approval and adjustment. These total \$9,000 across the departments of Administration and Public Works. These will be discussed in detail later in this Staff Report.

Town revenues are expected to exceed projections for the fiscal year by \$1,403,777 (inclusive of ERAF). Budget amendments are not necessary to reflect increases in revenues but are prepared for expenditure adjustments that go above the approved department budget.

REVENUES

Property Tax Revenues

The FY 2018/19 Budget projected property tax revenues of \$11,054,912. This revenue expectation represented a 4.4% increase over the FY 2017/18 Adjusted Budget. It is anticipated that property tax revenues will increase \$253,092 for total property tax revenue of \$11,308,004 or a 2.3% increase above budget and nearly 6.8% over the prior year adjusted budget.

Source	FY 2018/2019 Budget	Projected Change	Anticipated Revenue	% Change
Secured Property Tax	\$8,783,449	\$165,000	\$8,948,449	1.8%
Unsecured Property Taxes	\$414,903	\$15,311	\$430,214	3.6%
SB813 Redemption	\$288,065	\$0	\$288,065	0%
Property Tax in Lieu of VLF	\$1,151,663	\$22,781	\$1,174,444	1.9%
Property Transfer Tax	\$416,832	\$50,000	\$466,832	11.9%
TOTAL	\$11,054,912	\$253,092	\$11,308,004	2.3%

Property taxes comprise approximately 70% of the total General Fund revenues. From FY 2011/12 to FY 2018/19, Atherton has seen a growth of assessed property value by approximately 71 percent. The assessed property values change from FY 2017/18 to 2018/19 is \$721,068,612 and equates to a net taxable value increase of 7.06%. The Town is the 12th highest in the County for property tax net value change of year-to-year growth for FY 18/19. Last year the Town was the 7th highest, an indication that the rest of County property taxes are experiencing higher growth.

HDL Companies suggests that the Town use a projection of 4.5 to 5 percent increase in property tax revenues next year.

ERAF Revenues

The Town developed a policy in FY 2012/13 to treat ERAF as “one time” revenue for specific projects or priorities such as capital projects and contributions toward long-term liabilities. Illustrated below are the past uses of ERAF funds. From FY 2013/14 to FY 2015/16, the Town has allocated a total of \$3,211,958 of ERAF funds towards Council priorities.

Fiscal Year	Budget Amount	Actual Amount	Use of Funds
FY 2013/14	\$700,000	\$1,020,000	OPEB Liabilities
FY 2014/15	\$700,000	\$1,125,000	\$680,684 – OPEB Liabilities \$444,316 – Workers’ Comp
FY 2015/16	\$1,200,000	\$1,066,958	\$112,998- WC Equity \$548,950- CalPERS UAL \$405,010- Additional CIP
FY 2016/17	\$1,033,000	\$1,103,185	Civic Center
FY 2017/18	\$1,066,958	\$1,280,172	Civic Center Flow through

With the use of ERAF funds, the Town has contributed \$5,000,000 into the OPEB Trust, reducing the long-term liability for retired employees. The ERAF revenues received from FY 2016/17 to FY 2017/18 were projected for Civic Center project use.

The State’s shifting of revenues for schools resulted in a decrease of ERAF revenues to the Town in FY 2015/16. With this in mind, staff continues to budget ERAF conservatively. The FY 2017/18 ERAF projection was set at \$1,066,958. The Town recently received its ERAF revenue for FY 2018/19 at \$1,691,772. This is an increase of \$666,792 over budget of \$1,025,000. ERAF represents potential “at risk” funds as the State continues to change its funding formulas under SB90. **ERAF revenue has fluctuated over the years from as low as \$1,020,000 to now as high as \$1,691,772.** One of the reasons for the increase is a change in distribution of funds from the County. Beginning in FY 2019/20 there are now two distributions per fiscal year of ERAF funds. The first distribution takes place in August and the second distribution in January. The changes resulted in a one-time increase during the recent January distribution. There was a one-time excess ERAF increase of \$28 million and the one time impact to the Town was \$206,210 increase of ERAF. Taking this into account, the Town still had an increase of \$460,561 compared to FY 2018/19 Budget.

It is anticipated that Excess ERAF funds from FY 2016/17 through FY 2021/22 will be used for the Civic Center project. However, as noted earlier, such allocation is a year-to-year decision by the City Council. Civic Center bids due at the end of the month and staff has advised that the use of Certificates of Participation will be necessary to balance cash flow projections. ERAF funds can be used as a source of revenue for debt service payments.

Sales Tax

There is a projected increase in Sales & Use Tax of \$22,000 for a total of \$295,999.

Source	FY 2018/2019 Budget	Projected Change	Anticipated Revenue
Sales & Use Tax	\$188,981	\$22,000	\$210,981
Prop 172 Sales Tax Police	\$85,018	\$0	\$85,018
TOTAL	\$273,999	\$22,000	\$295,999

Other General Fund Revenues

Other significant General Fund Revenues include:

- Franchise Fees
- Business Licenses
- Building & Planning Revenues
- Police Revenue
- Park Revenue

The increase in DPW revenue is due to the projected increase in encroachment permit revenue, with an estimated increase of \$80,000. During the fiscal year, the Police Department was diligent in working on partnerships with the local school districts and college to provide funding for half of the School Resource Officer Position (SRO). Estimated cost sharing total is \$90,000 and each agency is paying based on a formulaic calculation based on SRO needs. This cost sharing amount is the majority of the projected increase in Police revenue. There is an increase of Miscellaneous revenue of \$304,871 at Mid-Year, This is due to increase of C&D deposit forfeiture of approximately \$269,000 due to time limit construction and also projected increase in interest income to the Town. All other Town major revenue such as Building, Franchise Fees, Business License and Park Program revenue remain static.

Source	FY 2018/2019 Budget	Projected Change	Anticipated Revenue	% Change
Property Taxes	\$11,054,912	\$253,092	\$11,308,004	2.3%
Sales Taxes	\$273,999	\$22,000	\$295,999	8%
Franchise Fees	\$833,384	\$0	\$833,384	0%
Intergovernmental	\$41,222	\$0	\$41,222	0%
Business Licenses	\$250,283	\$0	\$250,283	0%
Planning Revenue	\$268,455	(\$22,000)	\$246,455	-8%
Building Revenue	\$1,955,423	\$0	\$1,955,423	0%
Police Revenue	\$81,728	\$98,942	\$180,670	220%
DPW Revenue	\$441,647	\$80,100	\$521,747	18%
Park Program Revenue	\$250,983	\$0	\$250,983	0%
Miscellaneous Revenue	\$308,006	\$304,871	\$612,877	198%
TOTAL	\$15,760,042	\$737,005	\$16,497,047	4.6%

The basic revenue increase of \$737,005 plus the ERAF increase of \$666,772 results in a total projected General Fund revenue increase for FY 2018/19 of \$1,403,777.

EXPENDITURES

Expenditures – Departmental Adjustments

Staff reviewed and analyzed operational projections for each department for the remainder of the fiscal year. Any changes within department budgets were netted out among line item expenses where feasible so as to not require budget adjustments. Internal adjustments were made to account for changing needs and priorities taking into account anticipated expenditures for the remainder of the year within each respective line-item.

There were no major increases across most departments to necessitate additional appropriations.

Budget adjustments are due to one-time expense increases or new contracts. Overall, operating expenditures are within budgeted expectations, while we maintain Council and operational priorities. There are two adjustments needed to the operating budget.

Administration – Budget Amendment of \$2,500

- 1) An increase of \$2,500 is needed for employee recognition program. This program includes an all employee luncheon and a recognition of awards for years of service milestones. The program allows for a recognition benefit that offers exclusive awards that are earned by Town employees.

Public Works – Budget Amendment of \$6,500

- 2) There is an increase in contract custodial service expense for Park and Facility Maintenance departments. This is due to the Town finding an alternative custodial service to provide custodial maintenance on a month to month basis while the Town enters the construction phase of the Civic Center project.

Other Department Expenditures – City Council, City Attorney, Finance, Building, Police, Planning, Inter-department

There are no other adjustments required within the FY 2018/19 Budget.

Expenditure Summary

With the departmental adjustments for City Council, Building, and Public Works noted above, the FY 2017/18 Adjusted Budget by Department looks as follows:

Department	FY 2018/2019 Adjusted Budget	NET Mid-Year Adjustments	FY 2018/2019 Adjusted Budget
City Council	\$78,880		\$78,880
Administration	\$792,752	\$2,500	\$795,252
City Attorney	\$204,000		\$204,000
Finance	\$721,355		\$721,355
Planning	\$279,998		\$279,998
Building	\$1,445,574		\$1,445,574
Inter-department	\$639,598		\$639,598
Police	\$7,726,089		\$7,726,089
Public Works	\$2,199,788	\$6,500	\$2,206,288
Total	\$14,088,034	\$9,000	\$14,097,034

Total Budget Summary

Revenues, inclusive of ERAF, are \$18,188,819. This provides a net positive change in fund balance of \$4,094,285 at year-end and an anticipated ending fund balance of \$21,023,892 (inclusive of the mandatory reserves).

Revenue	Amount
General Fund	\$16,497,047
ERAF Revenues	\$1,691,772
Total General Fund Revenue Sources	\$18,188,819
Expenditures	
General Fund Expenditures	\$14,097,034
Total General Fund Expenditures	\$14,097,034
<i>Net Change In Fund Balance</i>	<i>\$4,091,785</i>

The FY 2018/19 beginning total fund balance is \$17,165,004 (inclusive of the mandatory reserves). At the conclusion of this fiscal year, after the transfer outs and the above-reflected departmental adjustments, the end of year fund balance projection is \$21,021,392 (this includes all mandatory reserves).

FY 2018/19 Beginning Fund Balance	\$17,165,004
FY 2018/19 Projected Revenues	\$18,188,819
Total Available Funds	\$35,353,823
Transfer out FY 2018/19 Workers' Comp	(\$235,397)
Net Mid-Year Adjustments	(\$9,000)
FY 2018/19 Expenditures (Original Budget)	(\$14,088,034)
FY 2018/19 Projected Year End Balance	\$21,021,392

15% Emergency Reserve Requirement	(\$2,114,555)
20% Contingency Reserve Requirement	(\$2,819,407)
Capital Facilities Replacement Reserve	(\$505,000)
FY 2018-19 Projected Unallocated Fund Balance	\$15,582,430

With the FY 2018/19 projected unallocated surplus above, the estimated known revenue allocation and funding toward Civic Center is as follows.

Civic Center Project General Fund Funding	
Item	Amount
Allocation of FY 2019/20 ERAF (Estimated)	\$1,035,250
Allocation of FY 2020/21 ERAF (Estimated)	\$1,040,426
Allocation of FY 2021/22 ERAF (Estimated)	\$1,050,830
Estimated ERAF	\$3,126,506
FY 18-19 Projected General Fund Unallocated Surplus	\$15,582,430
Existing CIP Unallocated Surplus	\$4,423,138
Atherton Now	\$4,576,976
General Fund Funding	\$27,709,050

The estimated General Funding available is \$27,709,050. Coupled with estimated General Fund revenue excess surplus from FY 2020 through FY 2022 of \$3,473,494 (residual estimated ERAF + Rev Surplus \$2.2M per year), the total revenue funding available estimates \$31,182,544. The revenue estimate provided to the Council in December 2018 was \$30,536,382.

Upcoming CIP Projects

In FY 2018/19 Budget, the CIP anticipates \$2,995,250 in capital projects. Besides the Town Civic Center project, one major CIP project in the FY is the Middlefield Road Class II Bike Improvement project. The current project includes the entire segment of Middlefield Road within the Town of Atherton (Ravenswood Avenue to Jennings Lane). The Town was awarded a SMCTA grant in the amount of \$733,000 for the Middlefield Road Class II Bike Improvement Project. The estimated amount of this project is \$1,433,000. The Town expects to realize additional savings of approximately \$360,000 due to associated PG&E gas main replacement along Middlefield Road.

Street maintenance is a continued priority as the Town has yearly street maintenance program. Remaining project in the current FY for the CIP include \$775,000 for annual road maintenance program and \$428,000 for the Stockbridge Valley gutter project. With no additional special tax revenue for the Town major projects in the CIP, the Town follows the “save then spend” approach for capital projects over multiple years. The General Fund is the only funding source for a CIP project that does not have a specific outside funding source.

Below are the budgeted cost estimates of anticipated or already undertaken projects in FY 2018/19:

Capital Project	Status	Estimate	Expended
Series Street Light	Completed	\$847,043	\$724,003
Road Maintenance- Street Patching	Pending Award	\$200,000	\$0
Road Maintenance- Slurry Seal	Pending Award	\$175,000	\$0
Drainage Improvements – Stockbridge Avenue Valley Gutter	Completed	\$500,000	\$295,411
BPMP Middlefield Class II	Pending Design to Council	\$1,433,000	\$182,600
Park Capital Improvements	Pending Review Staff Level	\$149,250	\$0
ADLP Traffic Study	Contract Awarded	\$30,000	\$25,366
NMTP	Ongoing	\$10,000	\$0
Upper Channel monitoring	Ongoing	\$10,000	\$8,000
Road Maintenance- Street Overlay	Pending Award	\$400,000	\$0
Civic Center Project	Pending Award	\$54,000,000	\$6,382,741

As is the case in previous years, some projects will cross multiple fiscal years and may include funding in multiple years. With completed Master Plans, staff will continue to identify projects and costs within the 5-year program. These costs will be offset through application of pertinent grants, and the “save & spend” mode from other specific funding sources such as Gas Tax, Measure A funds and General Fund.

POLICY CONSIDERATIONS

The Mid-Year Budget Report is an opportunity to make adjustments and course corrections based on unanticipated changes and the goals and priorities of the City Council. If there are projects or priorities that the Council wishes to address at mid-year, this is the opportunity to do so. The Mid-Year Budget Report encompasses all changes to the budget thus far in the Fiscal Year.

FISCAL IMPACT

Discussed above, the overall fiscal impact to the General Fund as a result of the mid-year expenditure adjustments is a General Fund expenditure increase of \$9,000 (.0001%) against a General Fund (only) revenue increase of \$737,005 (4.6%).

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting in print and electronically. Information about the project is also disseminated via the Town’s electronic News Flash and Atherton Online. There are approximately 1,200 subscribers to the Town’s electronic News Flash publications. Subscribers include residents as well as stakeholders – to include, but be not limited to, media outlets, school districts, Menlo Park Fire District, service providers (water, power, and sewer), and regional elected officials.

ATTACHMENT

Resolution of the City Council of the Town of Atherton Approving Mid-Year FY 2018/19 Budget Adjustment

RESOLUTION NO. 19-xx

**A RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF
ATHERTON APPROVING MID-YEAR BUDGET AMENDMENT
FOR FY 2018/19**

WHEREAS, the City Council supports the proposal of the Mid-Year Budget review; and

WHEREAS, to account for increase in Administrative department expense, a corresponding adjustment in expenditures is necessary in Special Events and Awards for \$2,500; and

WHEREAS, to account for an increase contract custodial services for Park and Facility Maintenance departments for alternative custodial service provider for \$6,500; and

WHEREAS, in review of the General Fund at Mid-Year for Fiscal Year 2018-2019, , these adjustments are to be made to the Operating Budget as set forth in Exhibit A, attached hereto and incorporated herein.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the Town of Atherton does hereby approve an amendment to the FY 2018-19 Town Budget to enact the changes identified on Exhibit A attached hereto.

PASSED AND ADOPTED at a meeting of the City Council of the Town of Atherton held on the 20th day of February, 2019 by the following vote:

AYES: Council members:
NOES: Council members:
ABSENT: Council members:

Bill Widmer, MAYOR
Town of Atherton

ATTEST:

Theresa N. DellaSanta, City Clerk

APPROVED AS TO FORM:

William B. Conners, City Attorney

EXHIBIT A

**Town of Atherton
Budget Amendment Request**

Transfer \$9,000 From:

**2018/2019
Un-appropriated General Fund Balance**

To:

2018/2019

101-12-54019-012 Special Events and Awards	\$2,500
101-57-53008-057 Contract Custodial Services	\$4,800
101-59-53008-059 Contract Custodial Services	<u>\$1,700</u>
Total Adjustment \$9,000	\$9,000

Town of Atherton							Exhibit A
General Fund							
Mid-Year Revenues and Expenditures Review							
2018-19							
				50.0%			
Account Number	Description	Original Budget FY 2019	Budget Amendment Adjustments prior to Mid-Year	Adj. Actual Jul 18 thru Dec 18	% of Annual Budget	Mid-Year Adjustment	Projected FY 2019
Revenues							
101-00-40001-000	Secured Property Tax	8,783,449		4,325,422	49.2%	165,000	8,948,449
101-00-40002-000	Unsecured	414,903		430,214	103.7%	15,311	430,214
101-00-40004-000	SB813 Redemption (Suppl)	288,065		71,535	24.8%		288,065
101-00-40006-000	Prop Tax in Lieu of VLF (motor vehicle)	1,151,663		587,222	51.0%	22,781	1,174,444
101-00-40008-000	Excess ERAF	1,025,000			0.0%	666,772	1,691,772
101-00-42005-000	Property Transfer Tax	416,832		145,531	34.9%	50,000	466,832
	Total Property Taxes	12,079,912		5,559,925	46.0%	919,864	12,999,776
101-00-41001-000	Sales & Use Tax General	188,981		116,638	61.7%	22,000	210,981
101-00-41004-000	In Lieu Sales Tax/Trip Flip				#DIV/0!		-
101-00-41002-040	Prop 172 Sales Tax for Police	85,018		39,571	46.5%		85,018
	Total Sales Taxes	273,999		156,209	57.0%	22,000	295,999
101-00-42001-000	Franchise Taxes-PG&E	234,944		-	0.0%		234,944
101-00-42002-000	Franchise Tax-Cal Water	132,032		-	0.0%		132,032
101-00-42003-000	Franchise Tax-Garbage	320,484		134,048	41.8%		320,484
101-00-42004-000	Franchise Taxes-Cable	145,924		34,654	23.7%		145,924
	Total Franchise Fees	833,384		168,702	20.2%	-	833,384
101-00-40005-000	Homeowners Exemption	35,932		5,199	14.5%		35,932
101-00-40007-000	Motor Veh. Lic Fees (MVLf)	5,290		-	0.0%		5,290
	Total Intergovernmental	41,222		5,199	12.6%	-	41,222
101-00-43001-000	Business Licenses	250,283		159,378	63.7%		250,283
	Total Business License Tax	250,283		159,378	63.7%	-	250,283
101-00-47001-020	Home Occupation Permit	300		200	66.7%		300
101-00-47019-020	Zoning & Planning Fees	268,155		102,160	38.1%	(22,000)	246,155
	Total Planning Revenue	268,455		102,360	38.1%	(22,000)	246,455
101-00-47002-025	Building Permit Fee	1,073,056		584,287	54.5%		1,073,056
101-00-47021-025	Building Plan Check Fee	701,867		236,658	33.7%		701,867
101-00-47034-025	Contract Plan Review Services			-	n/a		-
101-00-47004-025	Grading & Drainage	88,700		29,256	33.0%		88,700
101-00-47030-025	Tree Removal Plan Check	91,800		23,836	26.0%		91,800
101-00-47009-025	Photocopy Fee			-	n/a		-
	Total Building Revenue	1,955,423		874,037	44.7%	-	1,955,423
a/c							
101-00-44001-040	Municipal & Vehicle Code Fines (Parking)	12,663		6,795	53.7%	3,217	15,880
101-00-44002-040	Other Fines & Forfeiture (County)	38,500		19,089	49.6%	4,000	42,500
101-00-45005-050	C/CAG AB 1546			-			-
101-00-45007-040	POST Reimb	12,500		1,533	12.3%		12,500
101-00-45011-040	DOJ Grant (vests)			-	n/a		-
101-00-45012-040	DUI Grant			-	#DIV/0!		-
101-00-45016-040	DOC Grant			-			-
101-00-45017-040	ABAG Grant	3,200		-	0.0%	(3,200)	-
101-00-47005-040	Other Licenses & Permit	4,030		3,475	86.2%		4,030
101-00-47009-040	Photocopy fee	150		105	69.7%		150
101-00-47011-040	Alarm Sign Fees	1,000		807	80.7%	800	1,800
101-00-47012-040	Vehicle Release	1,300		455	35.0%		1,300
101-00-47013-040	Police Report			-	#DIV/0!		-
101-00-47014-040	Finger Printing Fee	150		-	0.0%		150
101-00-47015-040	Affidavit of Cost			-	n/a		-
101-00-47016-040	Special Service Fee	7,200		7,058	98.0%	2,200	9,400
101-00-47017-040	Solicitor's Permit	155		31	20.0%		155
101-00-47018-040	Disaster Assistance Reimbursement			-	n/a		-
101-00-48004-040	Sale of Property	850		-	0.0%		850
101-00-48501-040	Donations			-	n/a		-
101-00-48502-040	Miscellaneous Income	30		1,121	3736.7%	1,925	1,955
101-00-48503-040	Property Damage Reimbursement			-	n/a		-
101-00-48505-040	SRO Reimbursement			30,000		90,000	90,000
	Total Police Revenue	81,728		70,469	86.2%	98,942	180,670

Town of Atherton							Exhibit A
General Fund							
Mid-Year Revenues and Expenditures Review							
2018-19							
Account Number	Description	Original Budget FY 2019	Budget Amendment Adjustments prior to Mid-Year	50.0% Adj. Actual Jul 18 thru Dec 18	% of Annual Budget	Mid-Year Adjustment	Projected FY 2019
a/c							
101-00-45005-050	C/CAG AB 1546	-		-	n/a		-
101-00-45016-058	DOC-CAL RECYLCE Grant	5,000				(5,000)	-
101-00-45017-050	PW ABAG Grant	-		-	n/a		-
101-00-45019-050	Grants DPW	-		-	n/a		-
101-00-45021-053	Highway Maintenance Reimbursement	35,700		-	0.0%		35,700
101-00-47003-050	Encroachment	326,400		315,297	96.6%	85,100	411,500
101-00-47009-050	Photocopy Fee	-		-	n/a		-
101-00-47031-030	Tree Inspection Fee	29,198		11,908	40.8%		29,198
101-00-47036-030	Admin Citation (code enforcement)	45,349		28,100	62.0%		45,349
101-00-48503-053	Property Damage Reimbursement	-		-			-
	Total DPW Revenue	441,647		355,305	80.5%	80,100	521,747
101-00-47022-058	Social Fees	103,646		59,425	57.3%		103,646
101-00-47023-058	Meeting Fees	24,000		14,927	62.2%		24,000
101-00-47025-058	Class Fees	32,537		11,550	35.5%		32,537
101-00-47028-058	Weddings	30,000		8,475	28.3%		30,000
101-00-47029-058	Park Day Use Fee	13,000		8,000	61.5%		13,000
101-00-47039-058	Park Rev-Admin30% Non-Resident	41,000		18,135	44.2%		41,000
101-00-47040-058	Park Rev-Admin15% Resident	6,800		2,220	32.6%		6,800
	Total Park Program Revenue	250,983		122,732	48.9%	-	250,983
a/c							
101-00-44003-000	Heritage Tree Damage Fee	4,000		620			4,000
101-00-44004-000	C&D Deposit Forfeiture	55,000		324,871	590.7%	269,871	324,871
101-00-45008-000	SB 90 Reimbursement	-		-	#DIV/0!		-
101-00-45020-000	Other Reimbursements	-		-	#DIV/0!		-
101-00-47005-000	Other Licenses & Permit	-		-	#DIV/0!		-
101-00-47005-012	Other Licenses & Permit Admin	1,800		975	54.2%		1,800
101-00-47008-000	Document/research Fee	-		-	n/a		-
101-00-47009-000	Photocopy Fee	-		-	#DIV/0!		-
101-00-47038-000	Banner Permit Fee	2,250		225	10.0%		2,250
101-00-47045-000	Drone Application Fee	2,250		150			2,250
101-00-48001-000	Interest Income	95,000		227,687	239.7%	35,000	130,000
101-00-48002-000	Cell Antenna Lease	58,888		28,972	49.2%		58,888
101-00-48003-000	Property Rental - Playschool	78,118		41,277	52.8%		78,118
101-00-48004-000	Sale of Property	-		-	n/a		-
101-00-48005-000	Post Office	8,000		2,554	31.9%		8,000
101-00-48501-000	Donations/Contributions	-		-	n/a		-
101-00-48502-000	Miscellaneous Income	2,700		1,127	41.8%		2,700
101-00-48502-012	Miscellaneous Income	-		90			-
101-00-48505-000	Escheated unclaimed property	-		-	n/a		-
101-00-48506-000	Mitigation Fees	-		-			-
101-00-48507-000	Settlement Claims	-		6,638	n/a		-
	Total Misc. Revenues	308,006		635,186	206.2%	304,871	612,877
	Total Operating Revenues	16,785,042		8,209,502	48.9%	1,403,777	18,188,819
		16,785,042					17,953,422
	Expenditures						
	City Council Department	78,880		13,849	17.6%		78,880
	Administration Department	792,752		403,375	50.9%	2,500	795,252
	City Attorney Department	204,000		92,272	45.2%		204,000
	Finance Department	721,355		357,537	49.6%		721,355
	Planning	279,998		111,130	39.7%		279,998
	Building Department	1,445,574		625,220	43.3%		1,445,574
	Interdepartmental	639,598		158,676	24.8%		639,598
	Police Department	7,726,089		4,102,134	53.1%		7,726,089
	Public Works Department	2,199,788		789,704	35.9%	6,500	2,206,288
	Total Operating Expenditures	14,088,034		6,653,897	47.2%	9,000	14,097,034
	Excess (Deficiency) of Revenues Over Expenditures	2,697,008		1,555,605	57.7%	1,394,777	4,091,785

Town of Atherton							Exhibit A
General Fund							
Mid-Year Revenues and Expenditures Review							
2018-19							
				50.0%			
Account Number	Description	Original Budget FY 2019	Budget Amendment Adjustments prior to Mid-Year	Adj. Actual Jul 18 thru Dec 18	% of Annual Budget	Mid-Year Adjustment	Projected FY 2019
	Other Financing Sources/(Uses)						
	Transfer in from Special Parcel Tax Fund				#DIV/0!		-
	Transfer (OUT) to OPEB						-
	Transfer (OUT) to Workers Compensation	(235,397)					(235,397)
	Transfer (OUT) to Capital Improvement Fund						-
	Transfer (OUT) to CIP for Future Projects						-
	Transfer out to Facilities Const.-406	-	-	-	#DIV/0!		-
	Total Transfers In	(235,397)	-	-	-	-	(235,397)
	Net Change in Fund Balance	2,461,611	-	1,555,605	0.631945801	1,394,777	3,856,388
	Beginning Fund Balance	17,165,004		17,165,004			17,165,004
	Ending Fund Balance	19,626,615	-	18,720,609	95.4%	1,394,777	21,021,392
	Analysis of Fund Balance:						
	Budget Stabilization Reserve (15%)	2,113,205				1,350	2,114,555
	Emergency Disaster Reserve (15%)	2,113,205				1,350	2,114,555
	Working Capital (5%)	704,402				450	704,852
	Community Tree Plant & Maintenance						
	Undesignated, Unreserved	14,190,803	-			1,391,627	15,582,430
		19,121,615		-		1,394,777	20,516,392
	Facility Replacement Reserve Fund	505,000					505,000
		19,626,615	-	-		1,394,777	21,021,392