



AGENDA
Town of Atherton
CITY COUNCIL DISTRICT
May 20, 2013
1:00 P.M.
Town Council Chambers
94 Ashfield Road
Atherton, California
Special Meeting

PLEDGE OF ALLEGIANCE

ROLL CALL Lewis, Carlson, Dobbie, Widmer, Wiest

PUBLIC COMMENTS

REGULAR

- 1. FISCAL YEAR 2013-14 BUDGET STUDY SESSION #2: REVIEW DRAFT ANNUAL OPERATING AND CAPITAL IMPROVEMENT PROGRAM BUDGET**
Report: City Manager George Rodericks/ Finance Director Robert Barron III

ADJOURN

Pursuant to the Americans with Disabilities Act, if you need special assistance in this meeting, please contact the City Clerk's Office at (650) 752-0500. Notification of 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (29 CRF 35.104 ADA Title II)



Town of Atherton

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

FROM: ROBERT BARRON III, FINANCE DIRECTOR

DATE: MAY 20, 2013

SUBJECT: FISCAL YEAR 13-14 BUDGET WORKSHOP

RECOMMENDATION

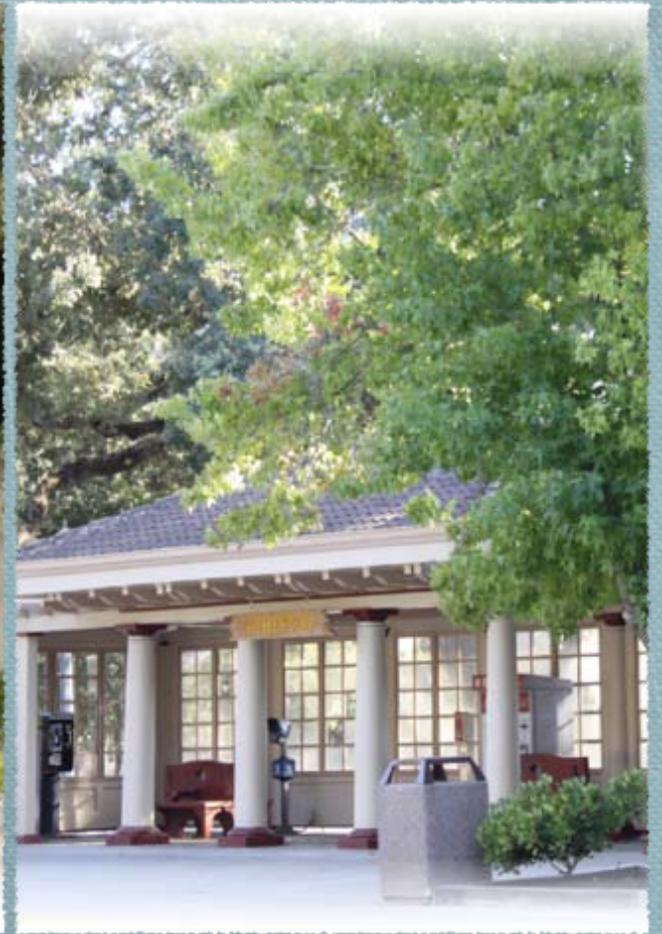
Review of the General Fund and other governmental funds projected FY 2013-2014 budget.

BACKGROUND

This is our second workshop for the FY 2013-2014 budget. We will review the detailed budget of General Fund revenues and expenditures along with other governmental funds. Departmental goals will also be discussed.

Attached are the following documents for the budget workshop

1. FY 2013/2014 Budget power point presentation
2. General Fund Revenue and Expenditure details by department
3. Internal Service Funds, Library Fund, Tennis Fund, COPS detail
4. Town General Fund 5 Year forecast at 3% operational expenditures and a 5 Year forecast at 4% operational expenditures.



Town of Atherton

2013/2014

DRAFT - Annual Operating Budget



Vision | Mission

We Believe:

- ◆ that the business of government must be conducted with the utmost in transparency, accountability, and professionalism;
- ◆ that providing an environment of open decision-making, together with clear communication, honors the public trust;
- ◆ that the Atherton community deserves personalized and professional public service that is built on equitable treatment, openness, respect, and civility;



Vision | Mission

We Believe:

- ◆ that through teamwork, unity, and collaboration we can provide a welcoming approach to democracy;
- ◆ that fiscal responsibility, accountability, and stability are important facets of good government; and
- ◆ that visionary leadership includes both a well-informed electorate and well-informed town officials working toward a goal of effective and efficient town operation.



Budget Structure

- ◆ Town Operates on a “Fund” Basis
- ◆ Basic Fiscal Accounting Entity in Governmental Accounting
- ◆ The Town’s Primary Funds are “governmental funds” consisting of:
 - ◆ General Fund
 - ◆ Special Revenue Funds
 - ◆ Capital Project Funds



General Fund

- ◆ Primary Operating Fund of the Town
- ◆ All general tax revenues and other receipts that are not allocated by law or contract to other funds are accounted for here
- ◆ Expenditures from the General Fund are most commonly general operating expenses and capital improvement costs that are not paid through other funds
- ◆ Expenditures include planning, building, public works, public safety, and administration



Special Revenues

- ❖ Special Revenue Funds are used to account for revenues derived from specific sources
- ❖ Revenues to these funds are usually required by law or administrative regulation to be accounted for in a separate fund
- ❖ Examples include the Library Fund, the Special Tax (Parcel Tax Fund), Equipment Replacement Fund, etc.



Atherton Residents

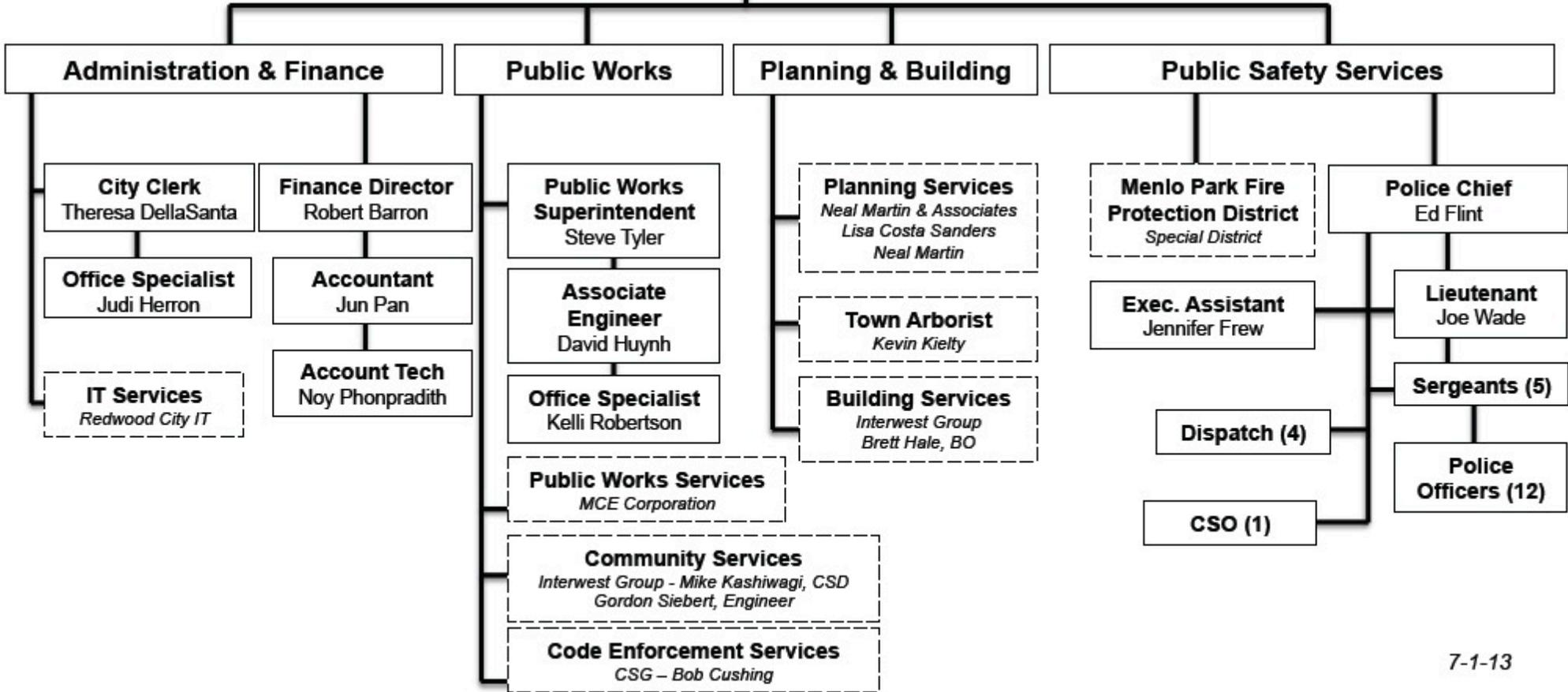
City Council
 Elizabeth Lewis, Mayor
 Jerry Carlson, Vice Mayor
 Councilmembers: Jim Dobbie, Bill Widmer, Cary Wiest

City Attorney
 Bill Conners
Deputy City Attorney
 Jennifer Larson

City Manager
 George J. Rodericks

City Positions
 City Manager – 1
 City Clerk - 1
 Office Specialist – 2
 Finance Director – 1
 Accountant – 1
 Account Tech – 1
 Police Chief – 1
 Lieutenant – 1
 Executive Assistant – 1
 Sergeant – 5
 Police Officer – 12
 CSO – 1
 Dispatcher – 4
 Public Works Superintendent – 1
 Associate Engineer – 1

Total Full-Time Positions: 34





Staffing Changes Over Time

2004/5 - 2013/14 Recommended

	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Admin	4	4	4	4	4.75	4	4	2.5	3	3
Finance	3	3	3	3	2.6	2.6	2.6	3	3	3
Building	6	6	6	8	7	7	7	1	0.5	0.5
Police	28.5	28.5	28.5	28.5	27.75	25.75	23	25	25	27
Public Works	11	11	11	11	11	11	11	3.5	2.5	2.5
Total	52.5	52.5	52.5	54.5	53.1	50.35	47.6	35	34	36



Policy Makers & Advisors

- ◆ City Council
- ◆ Planning Commission
- ◆ Audit/Finance Committee
- ◆ Parks & Recreation Commission
- ◆ Environmental Programs Committee
- ◆ Transportation Committee
- ◆ Rail Committee
- ◆ Community Center Advisory Committee



Policy Makers & Advisors

◆ Council Appointees:

◆ ABAG

◆ C/CAG

◆ Holbrook Palmer Park
Foundation

◆ League of California Cities

◆ Library JPA Governing Board

◆ Peninsula Traffic Congestion
Relief Alliance

◆ SFO Community Roundtable

◆ San Mateo County Emergency
Services Council

◆ San Mateo County Subregional
Housing Committee

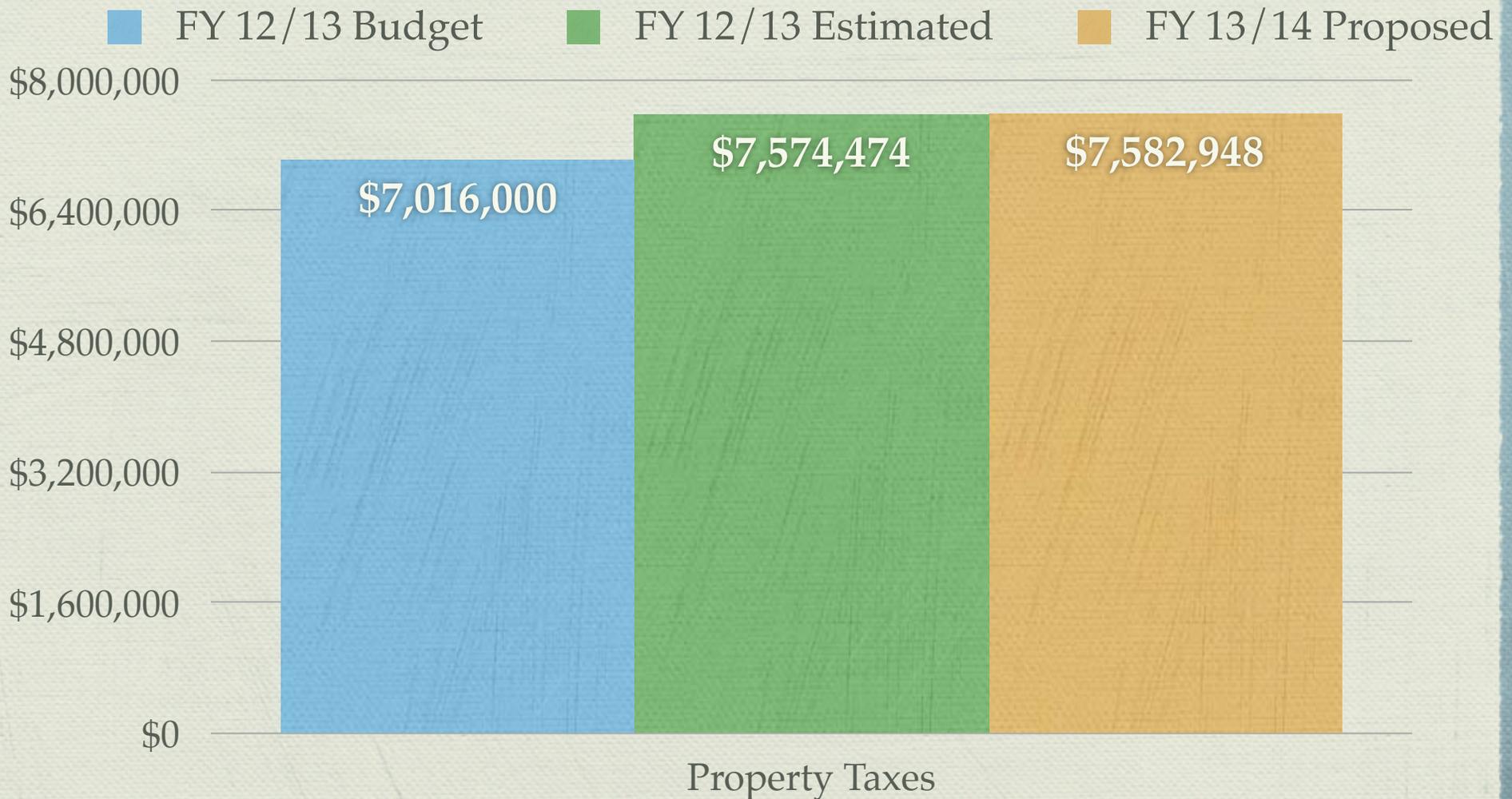


Policy Makers & Advisors

- ◆ Council Appointees:
 - ◆ 2020 Gateway Committee
 - ◆ Grand Boulevard Task Force
 - ◆ Menlo Park Fire Protection District
 - ◆ Peninsula Cities Consortium
 - ◆ SBWMA Blue Ribbon Task Force
 - ◆ ...and more!



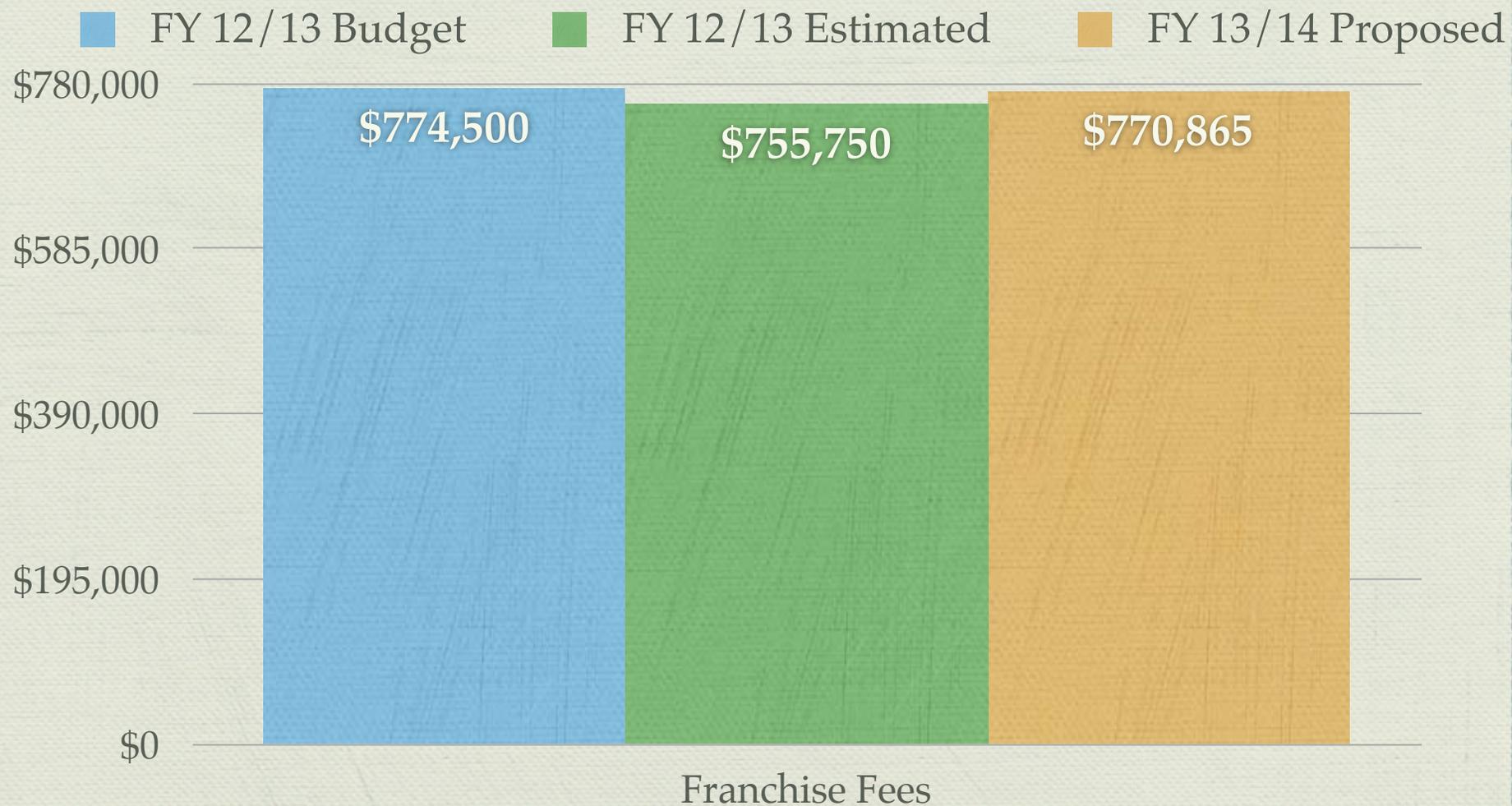
General Fund Major Revenues Property Taxes





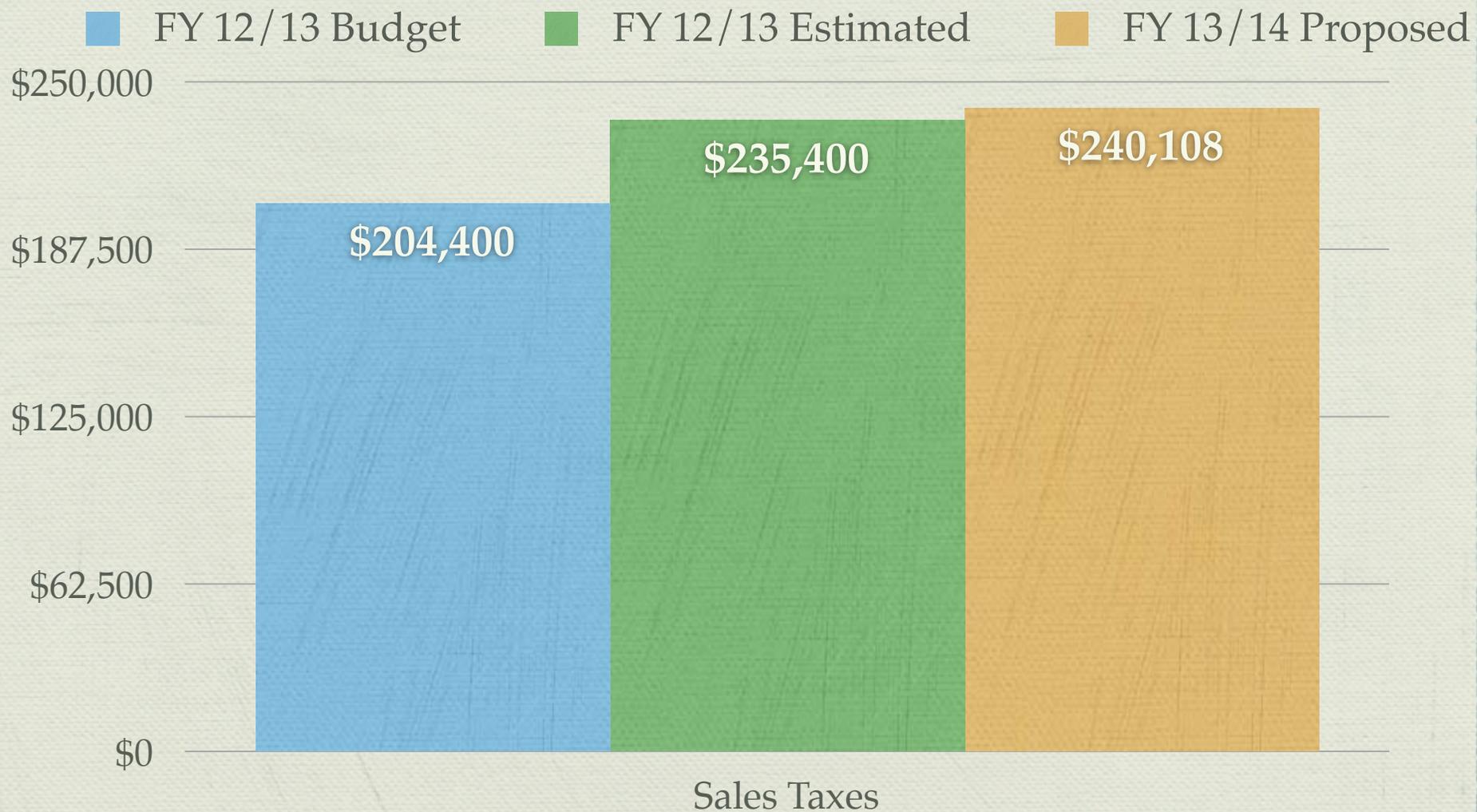
General Fund Major Revenues

Franchise Fees



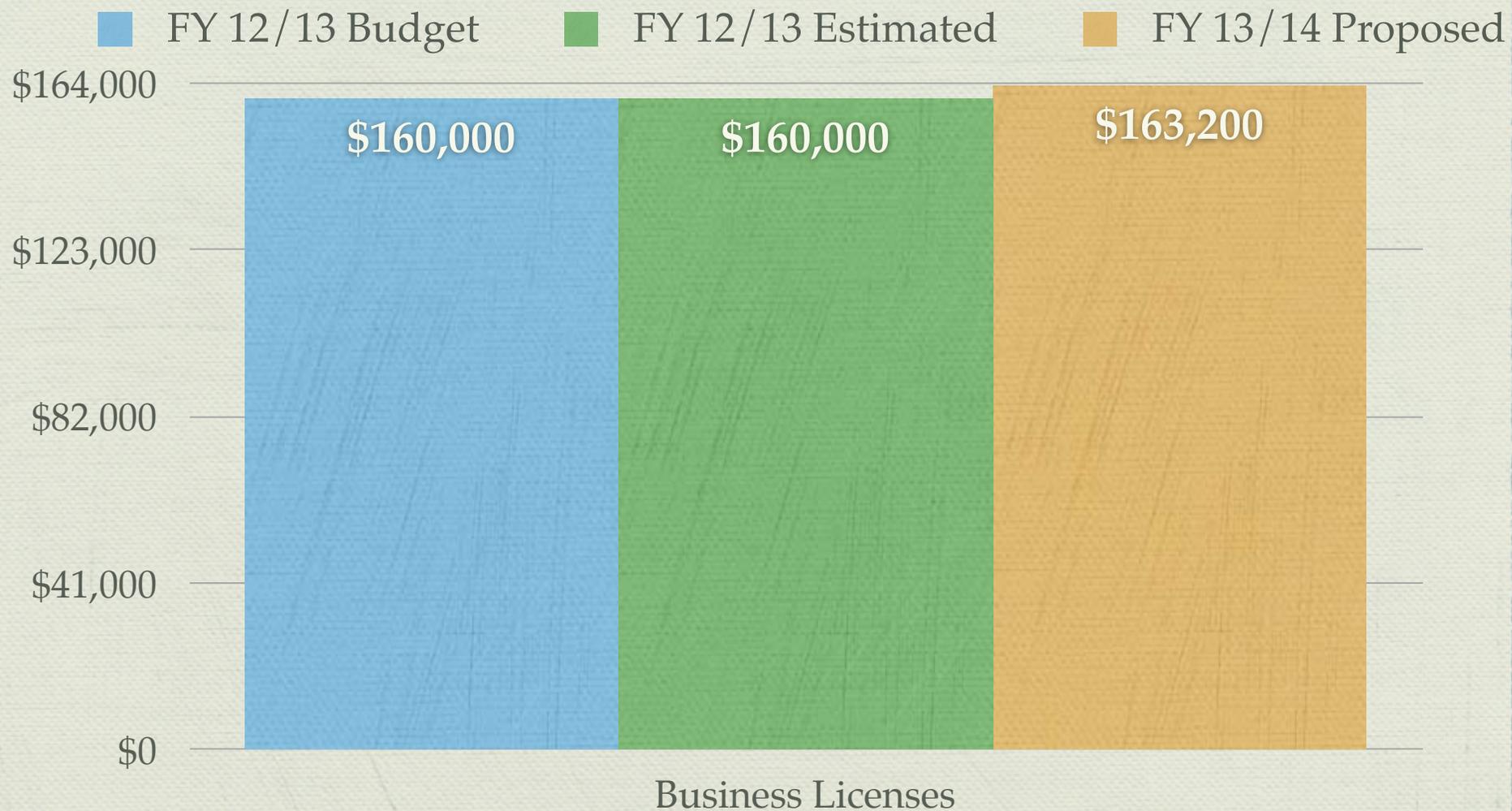


General Fund Major Revenues Sales Taxes



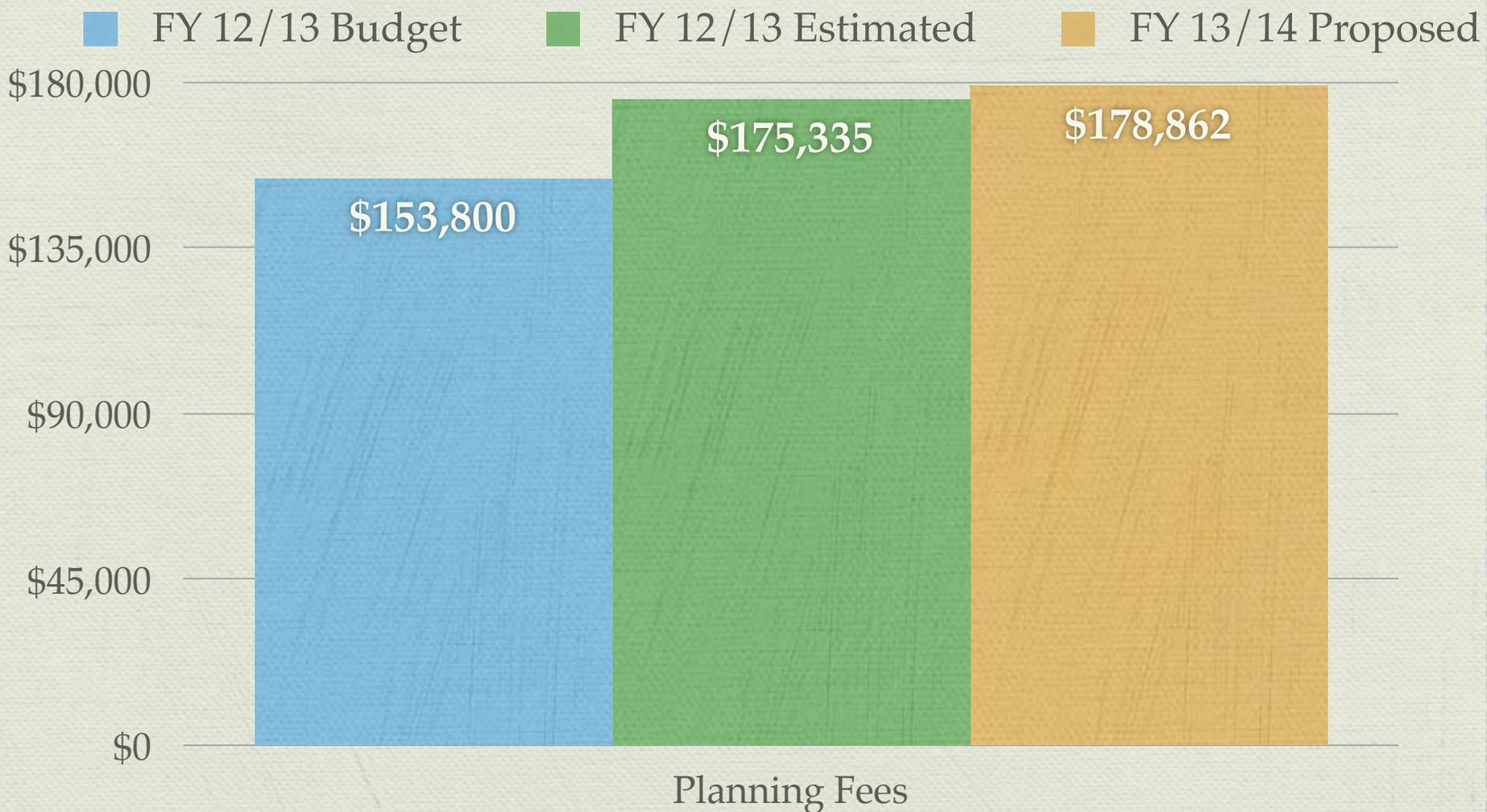


General Fund Major Revenues Business License Taxes





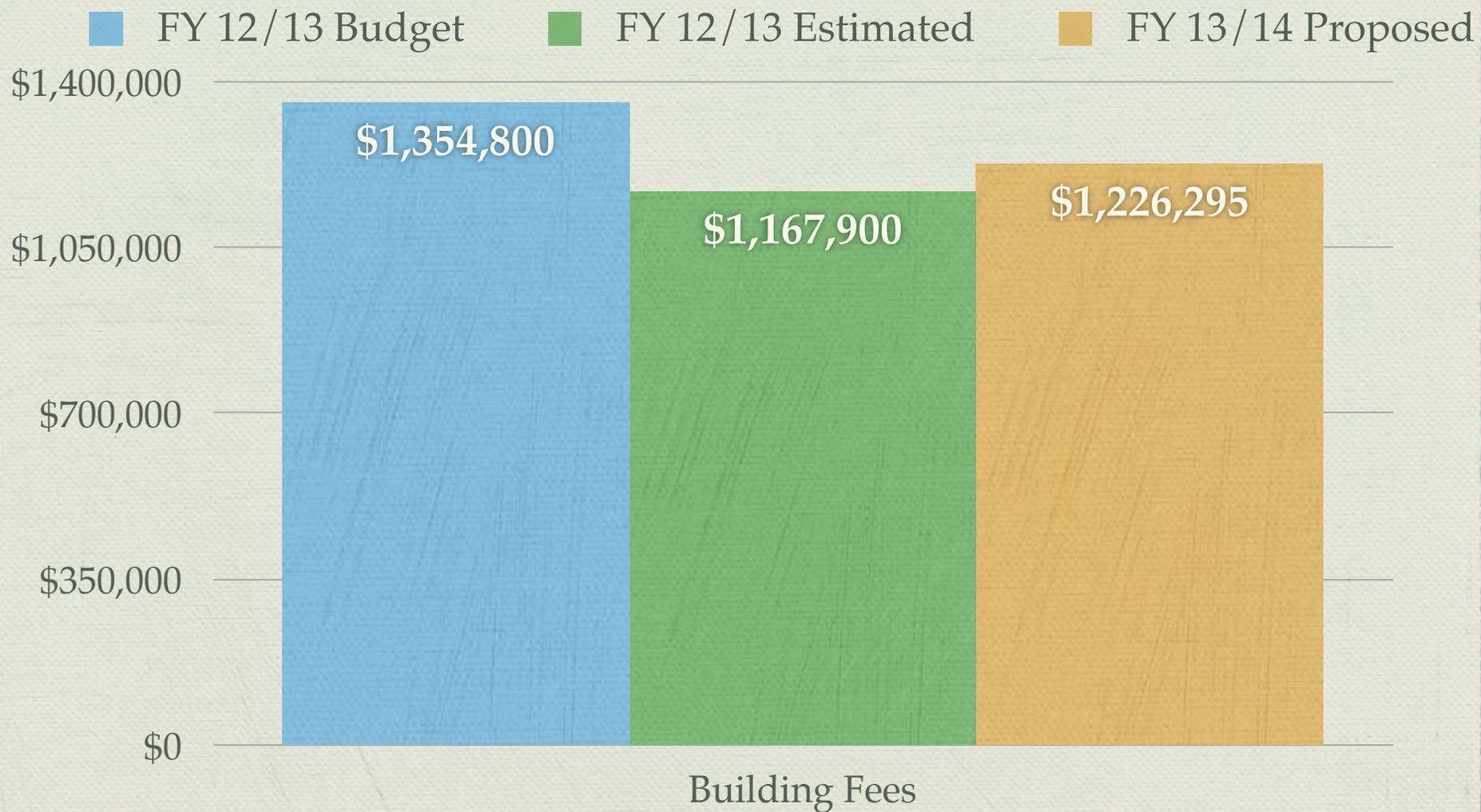
General Fund Major Revenues Planning Fees





General Fund Major Revenues

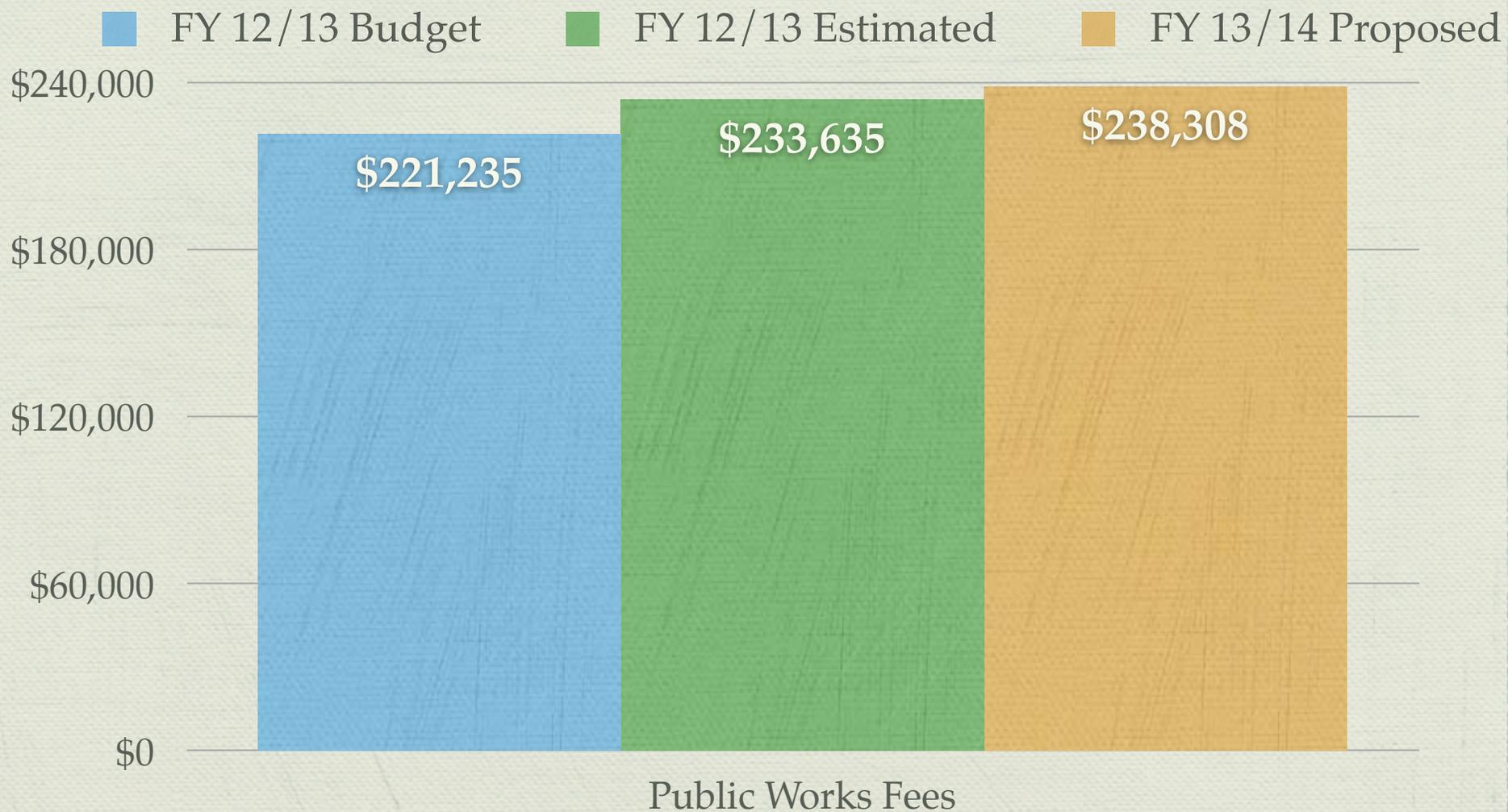
Building Fees





General Fund Major Revenues

Public Works Fees





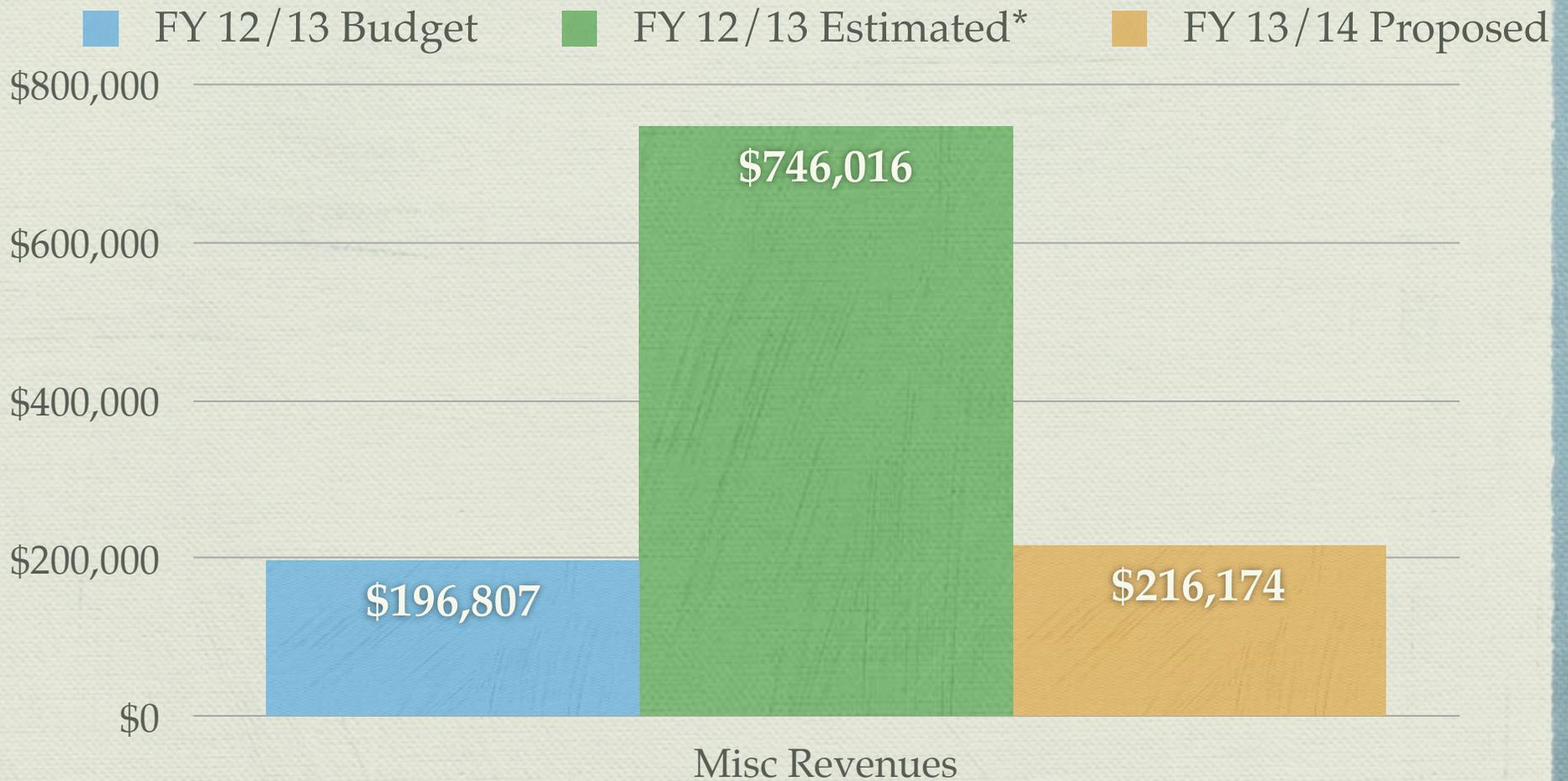
General Fund Major Revenues

Park Fees





General Fund Major Revenues Miscellaneous Revenues

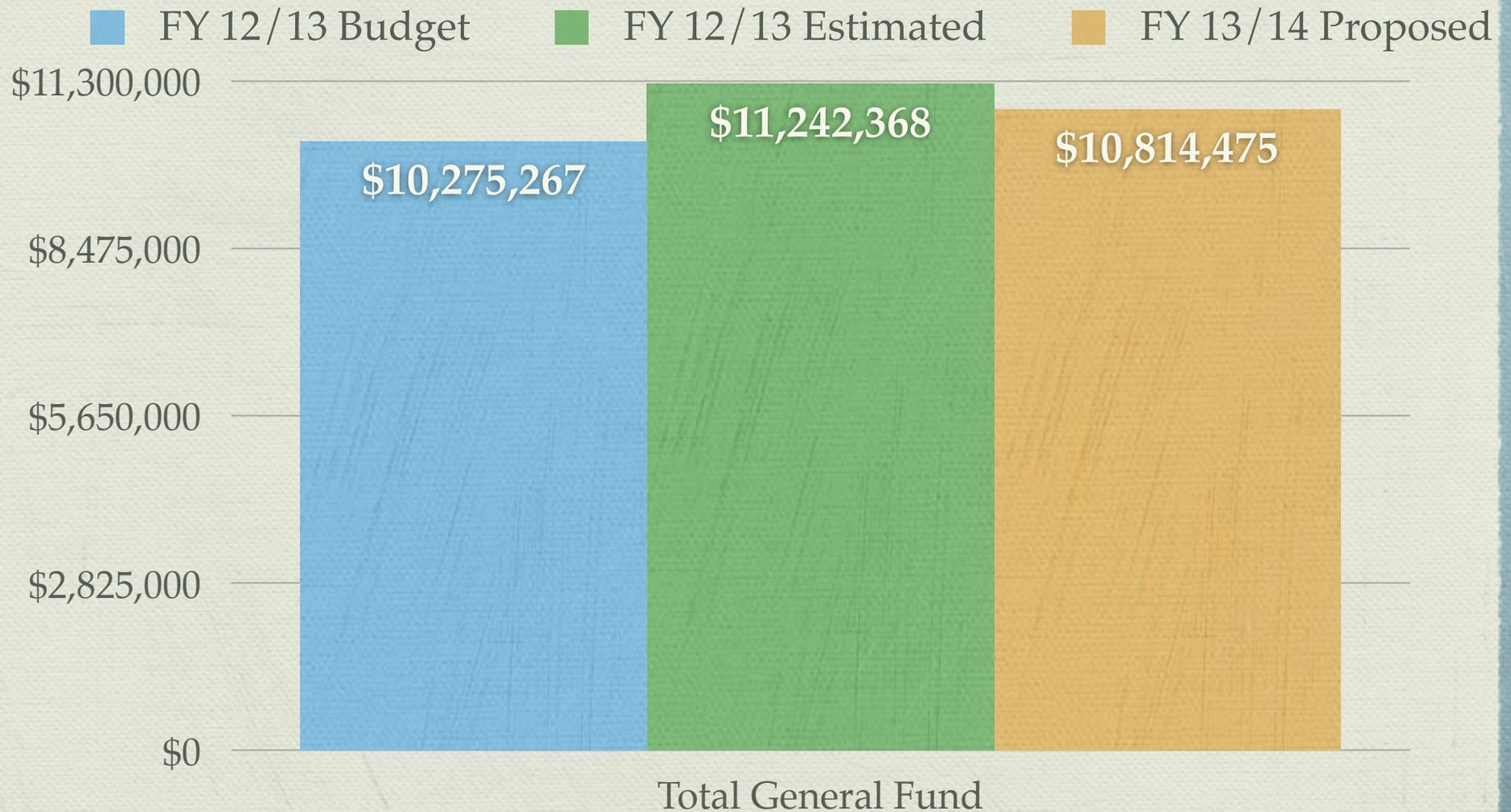


* 2012/2013 includes one time mitigation and settlement revenues



General Fund Major Revenues

Total General Fund

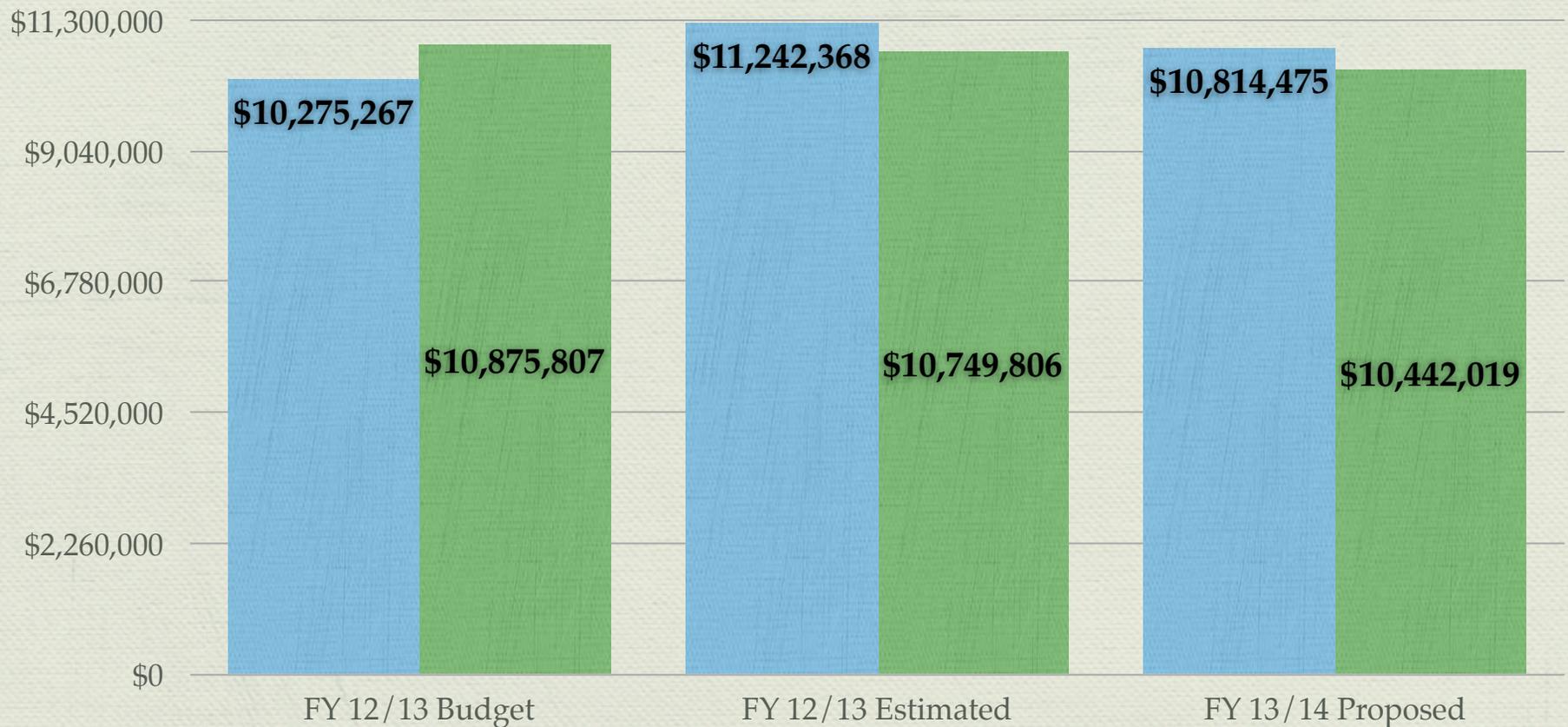




General Fund Revenues to Expenditures

(w/o Parcel Tax & other)

■ Revenues ■ Expenditures



Over / (Under): (\$600,540)

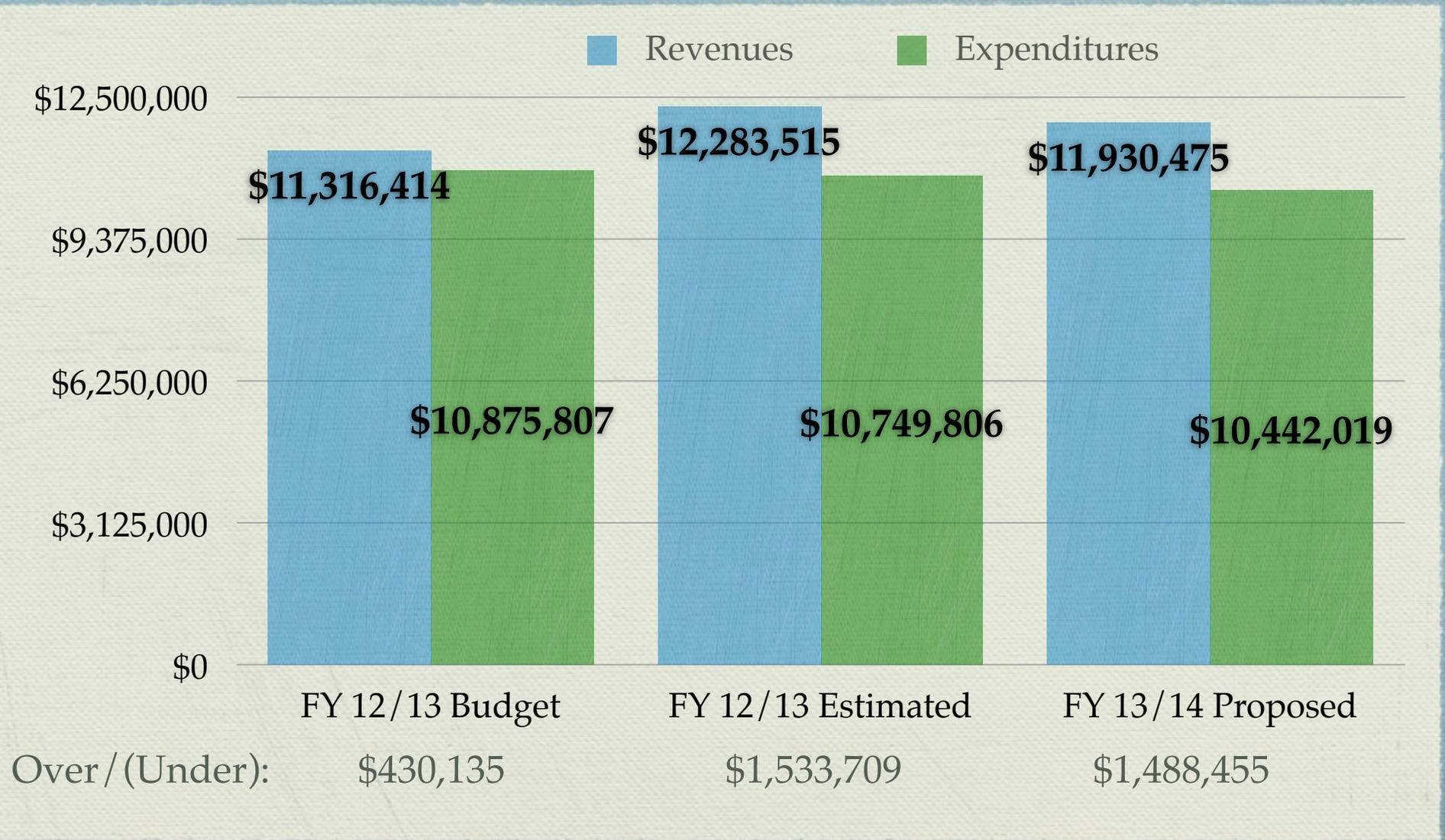
\$492,562

\$372,455



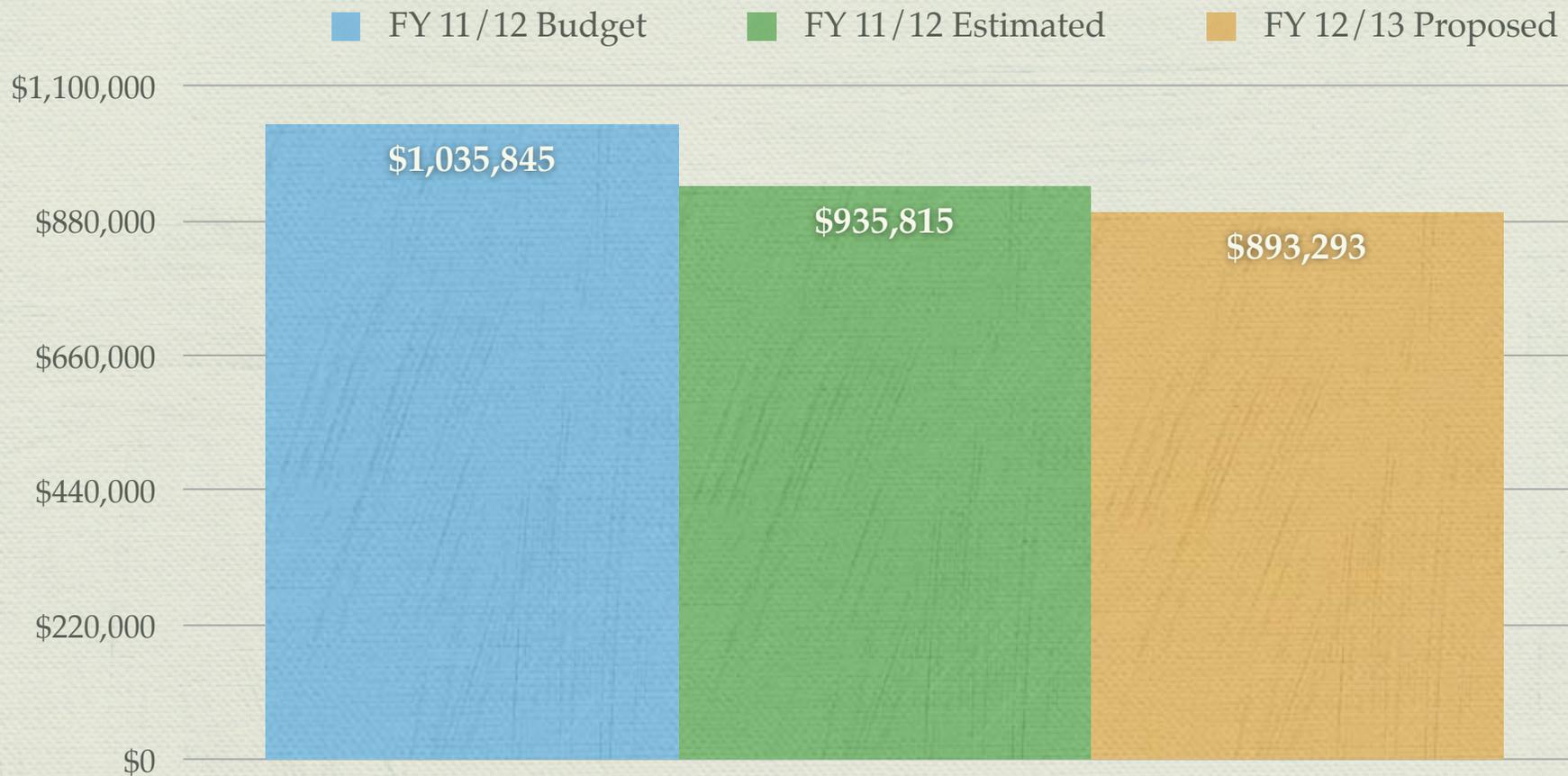
General Fund Revenues to Expenditures

(w/ Parcel Tax & other)





General Fund Expenditure General Administration



General Administration

General Administration consists of:
City Council | City Attorney | Admin

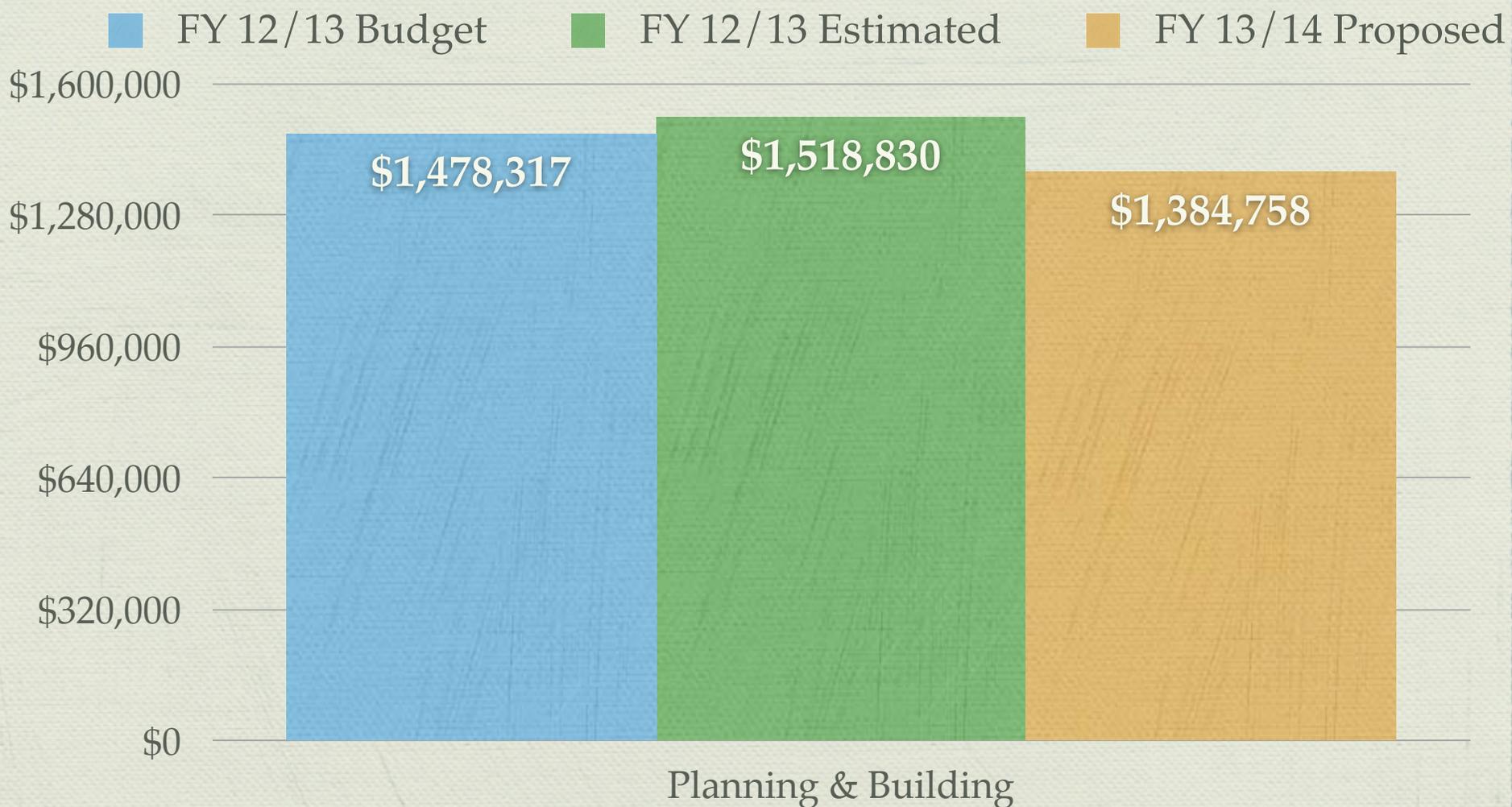


Departmental Goals | Mission General Administration

- ◆ Develop the Risk Management Injury & Illness Prevention Program (IIPP)
- ◆ Develop an Indexing System for Stored & Retained Records
- ◆ Update the Human Resources Module in Springbrook
- ◆ Increase the Use of Technology Tools to Disseminate Public Information
- ◆ Update the City Council Policy Manual
- ◆ Update the Commission / Committee Rules & Procedures



General Fund Expenditure Planning & Building





Departmental Goals | Mission Planning & Building

- ◆ Complete the General Plan Update to include the Housing Element
- ◆ Work with the Planning Commission to Update/Revise the Town's Heritage Tree Ordinance
- ◆ Expand the Use of Technology Tools in Concert with Increased Use of the Town's Website

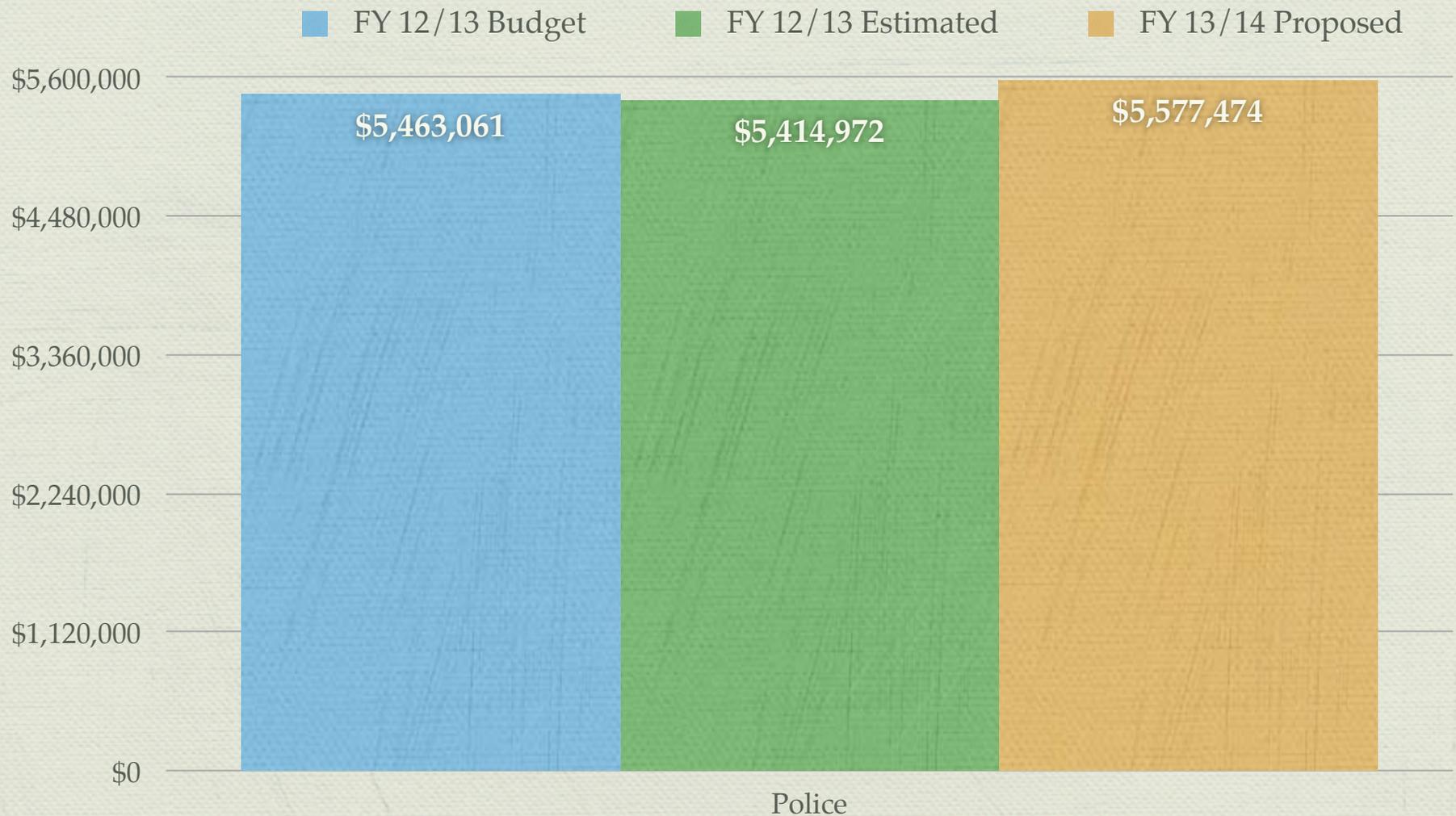


Departmental Goals | Mission Planning & Building

- ❖ Coordinate with Developers & Menlo Park Fire for Adoption of the 2013 California Codes & Revise Handouts
- ❖ Develop a Policy to Address Timelines for Construction Permits - Coordinate the same with the Town's Construction Time Limit Ordinance.
- ❖ Expand the Use of Technology Tools, to include an upgrade to the Trakit Permitting Software
- ❖ Implement Digitization of Archived Plans & Permit Files
- ❖ Address environmental impacts of new construction: parking, noise, dust, street drainage, and neighborhood impact.



General Fund Expenditure Police





Departmental Goals | Mission Police

- ◆ Maintain a 5-minute or less response time to emergency calls
- ◆ Support the 3-E's of Traffic Management: Education, Enforcement, & Engineering
- ◆ Expand the Police Department's video surveillance program
- ◆ Provide community outreach to new residents
- ◆ Expand crime prevention and suppression efforts

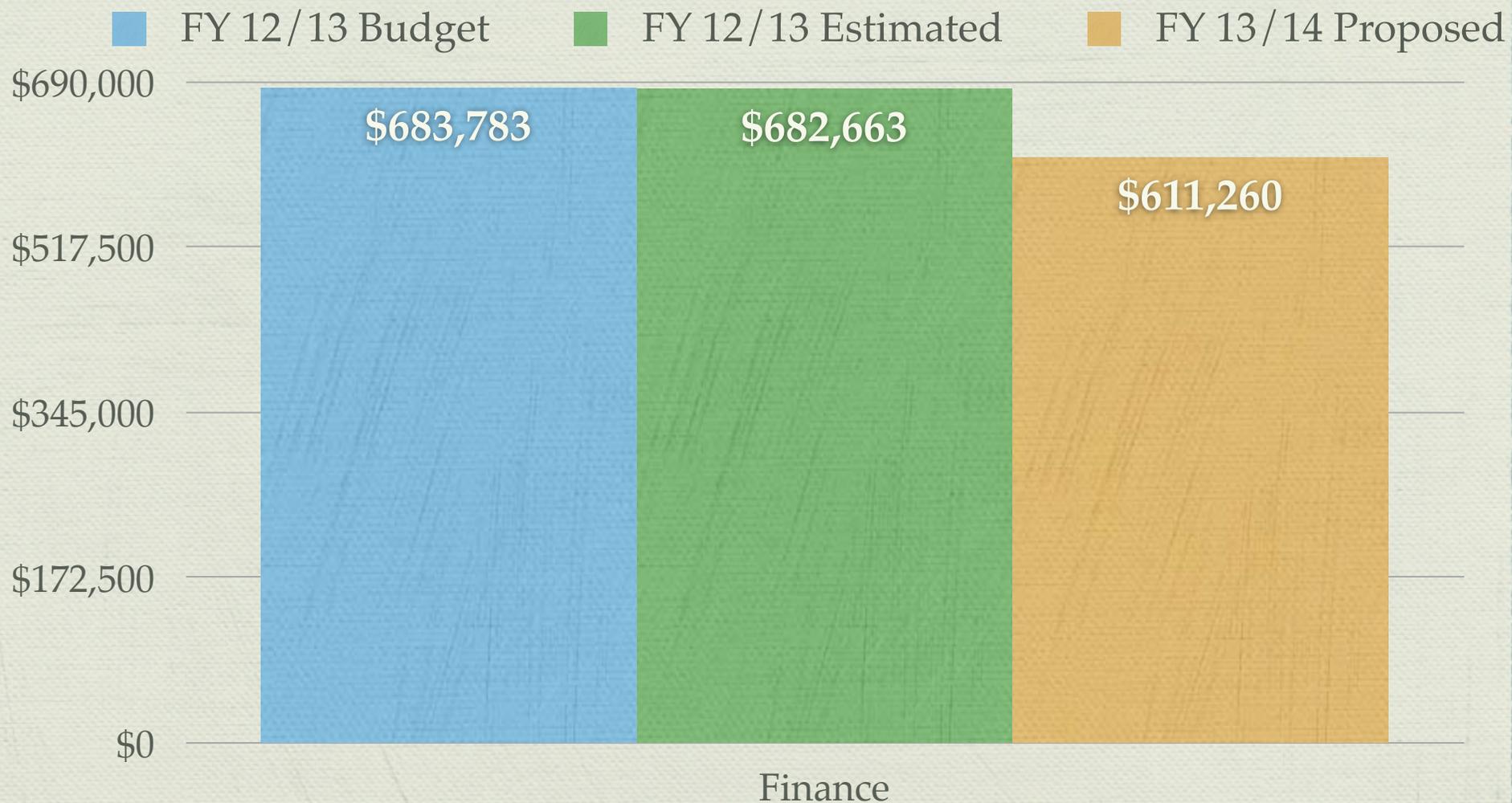


Departmental Goals | Mission Police

- ◆ Identify, recruit, and train personnel to continue the D.A.R.E. Program
- ◆ Fill existing officer vacancies and update the Department's Succession Plan
- ◆ Expand the use of technology tools to utilize social media and other methods of connecting with the community



General Fund Expenditure Finance



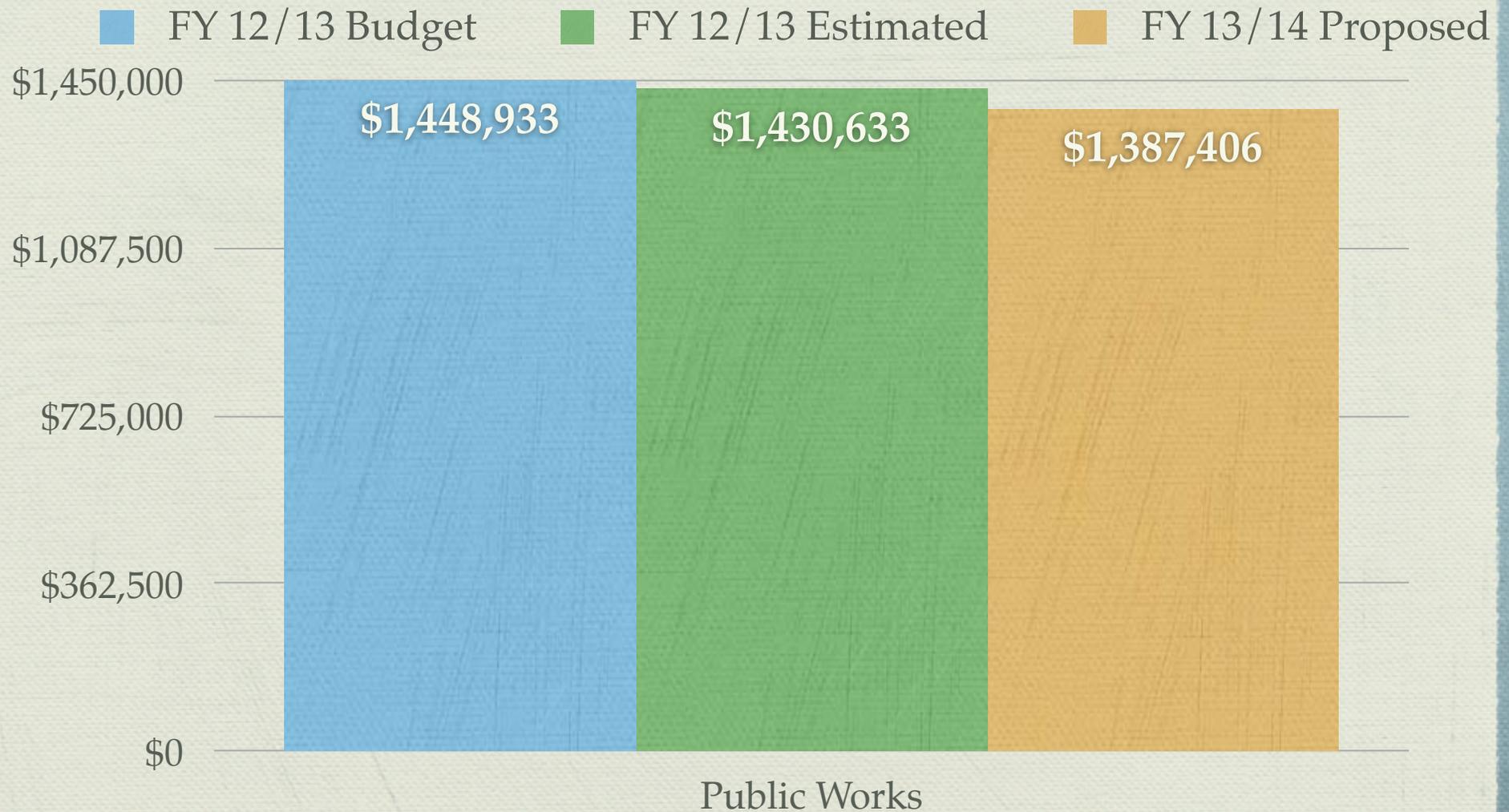


Departmental Goals | Mission Finance

- ◆ Implement the Human Resources Module in Springbrook
- ◆ Update the 5-Year Financial Planning Forecast
- ◆ Develop a Policy for the funding of long-term liabilities
- ◆ Maximize revenue to the General Fund
- ◆ Develop a Disbursement Policy



General Fund Expenditure Public Works





Departmental Goals | Mission

Public Works

- ◆ Refine maintenance budget to reflect Town's needs
- ◆ Complete Master Plans for Civic Center, pedestrian/bike facilities, park, drainage and street lighting
- ◆ Design repairs to March Road Channel
- ◆ Resurface Atherton/Middlefield/Fair Oaks
- ◆ Perform annual patching and cape seal
- ◆ Purchase replacement Playschool modular unit



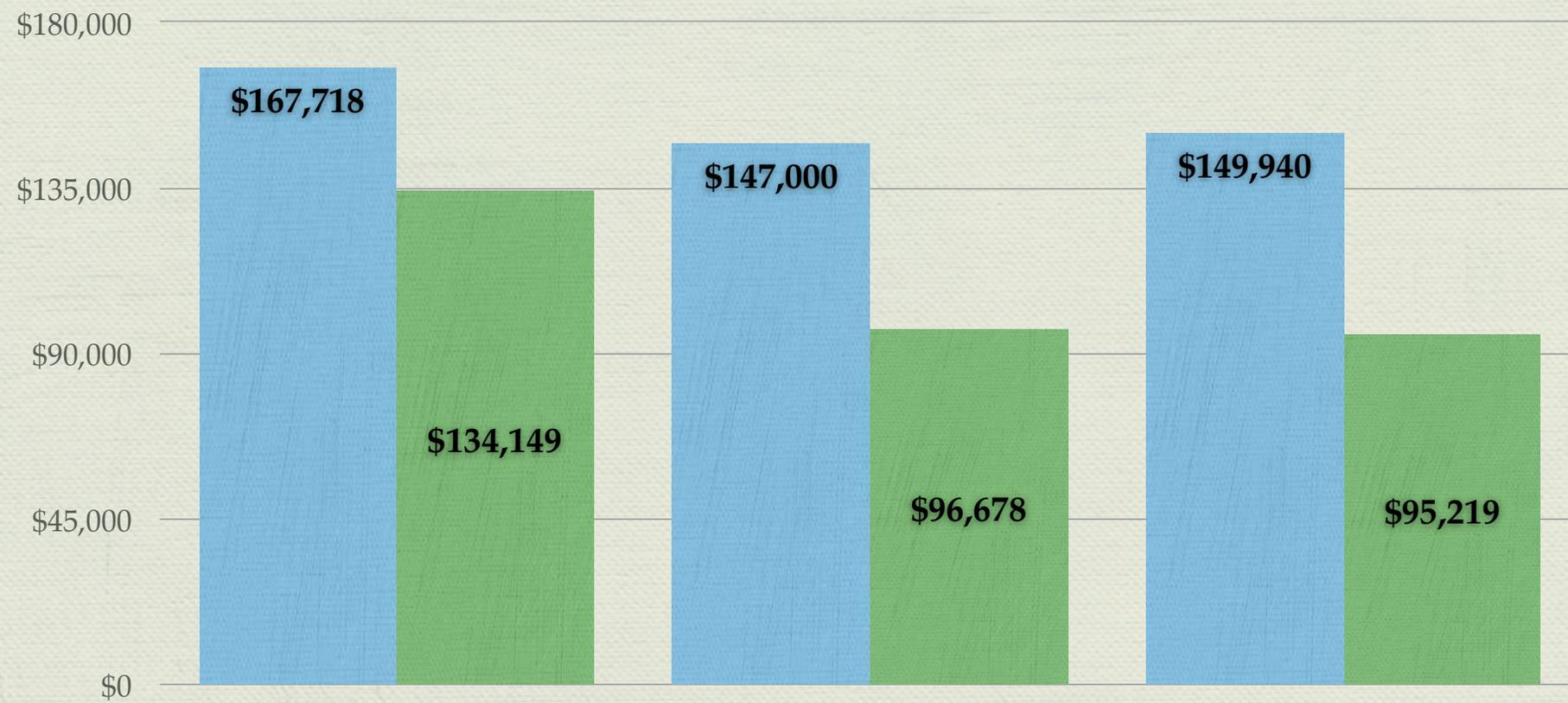
Public Works Department - Parks Profit/Loss

Revenues		Actual	Revised	Recommended	Increase	
Description	2011-12	Budget	Budget	Over Prior	%	
				Year Budget	Change	
Social Fees	29,300	27,000	27,540	540	2.0%	
Meeting Fees	14,650	26,000	26,520	520	2.0%	
Misc. Use Fee	1,400	2,400	2,448	48	2.0%	
Class Fees	16,500	14,000	14,280	280	2.0%	
Weddings	27,750			-	2.0%	
Donation/Contribution				-	2.0%	
Park Program Revenue	89,600	69,400	70,788	1,388		
Property Rental - Playschool	78,118	77,600	79,152	1,552		
Total Park Program Revenue	167,718	147,000	149,940	2,940		
Expenditures						
Description	Actual	Revised	Recommended	Increase	%	
	2011-12	Budget	Budget	Over Prior	Change	
				Year Budget		
Total Salaries & Benefits	71,184	42,078	39,169	(2,909)	-6.9%	
Total Operations	62,965	50,600	56,050	5,450	10.8%	
Total DPW Park Programs	134,149.14	92,678	95,219	2,541	2.7%	
Excess (Deficiency) of Revenues Over Expenditures	33,569	54,322	54,721	399	0.7%	



Park Programs Revenues to Expenditures

■ Revenues ■ Expenditures



Over / (Under): \$33,565

FY 12/13 Estimated

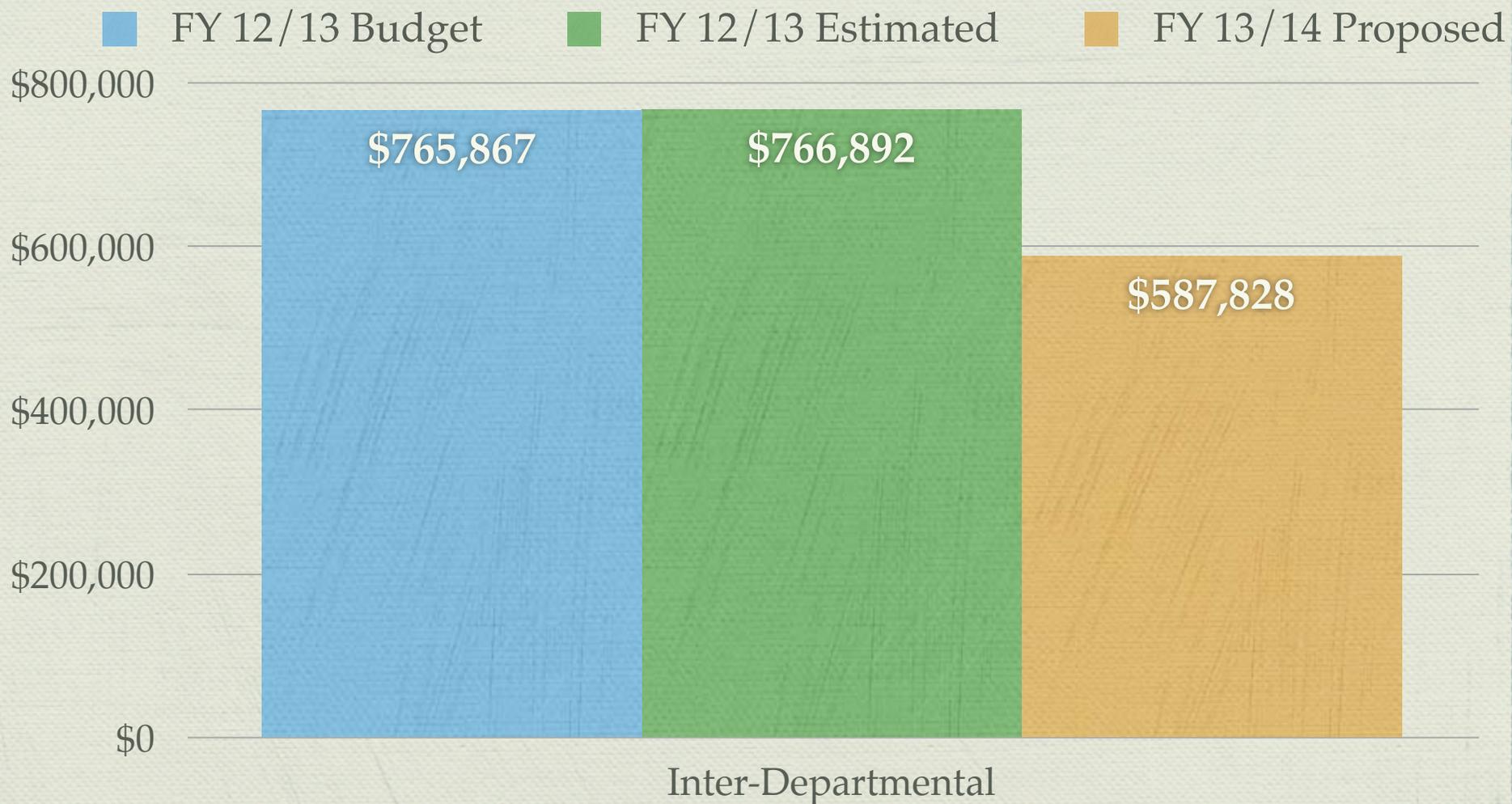
\$54,322

FY 13/14 Proposed

\$54,721



General Fund Expenditure Inter-Departmental





Projected Fund Balance Summaries 2013-2014 - All Restricted (exc. GF)

	General Fund	Library Fund	Special Tax	Special Revenue Funds	Capital Projects Fund	Internal Service Funds
Estimated Fund Balance 7/1/13	7,737,803	6,221,276	1,239,878	99,216	3,887,488	1,610,279
Estimated FY 13/14 Revenue	10,814,475	933,000	1,860,000	108,810	1,030,300	1,259,953
Total Available Revenue	18,552,278	7,154,276	3,099,878	208,026	4,917,788	2,870,232
Less Estimate FY 13/14 Expenditures	10,399,302	206,400	1,125,000	136,415	925,848	1,298,478
Revenues Over Expenditures	8,152,976	6,947,876	1,974,878	71,611	3,991,940	1,571,754
Transfers In	1,116,000		(1,116,000)			1 107,000
Estimated Ending Funding Balance FY 13/14	9,268,976	6,947,876	5 858,878	71,611	2 3,991,940	1,678,754

1. \$107,000 is Workers Comp Liability that has been accrued and expenditure is reclassified to Liability

2. The Capital Projects Fund Includes:

Facilities Construction	2,183,838
Road Impact	626,048
Measure M	119,596
Measure A	492,385
Gas Tax	184,846
Capital Improvement	145,124
Storm Drainage	29,492
Channel District	210,611

3. Includes: Tennis Fund, COPS Grant, Evan's Design

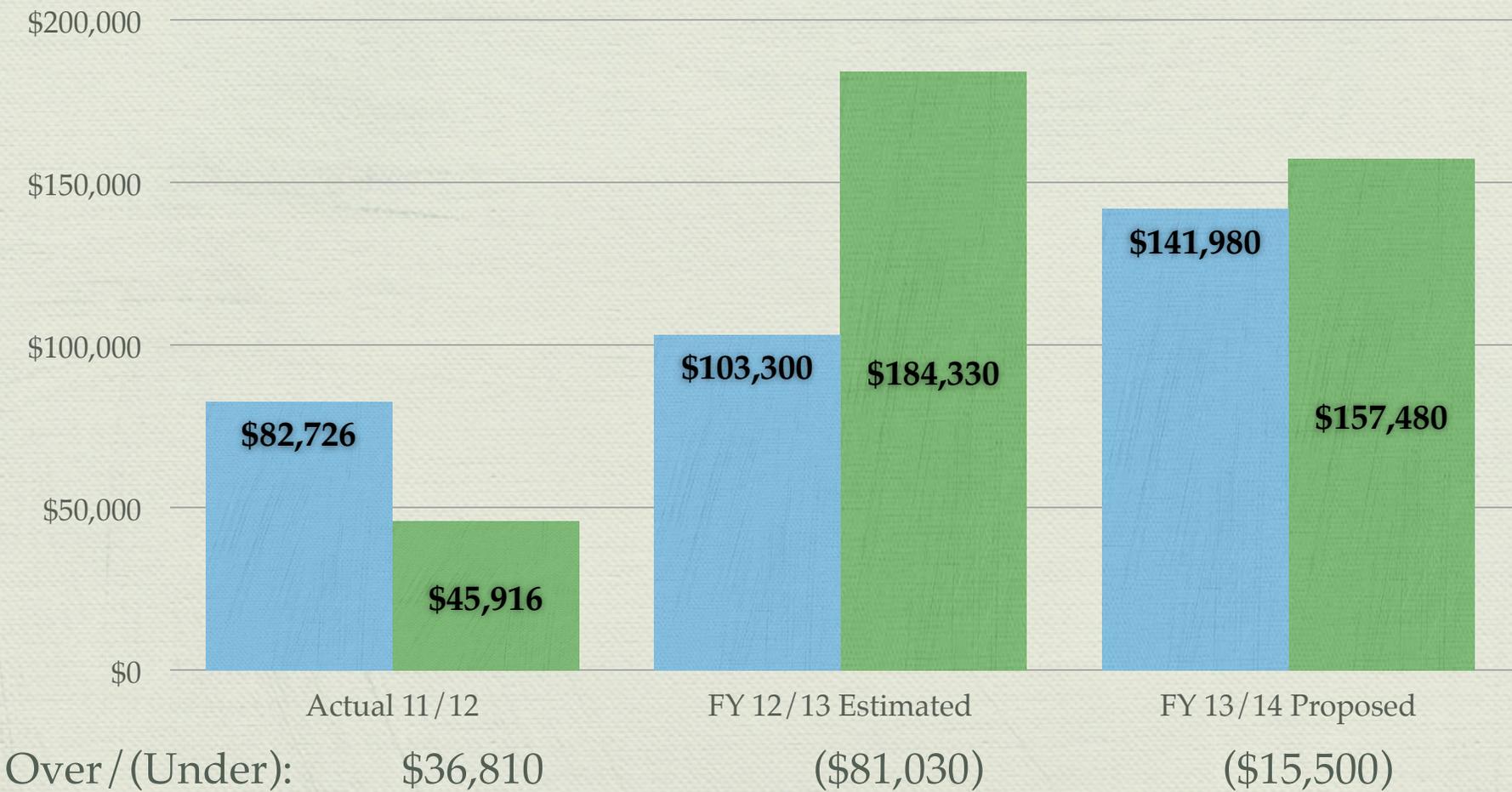
4. Includes: Equipment Replacement, Worker's Comp, General Liability, Employment Benefits

5. Dedicated to Capital Projects: Some Projects in FY 12/13 budgeted not completed & to be carried over in FY 13/14



Equipment Replacement Fund

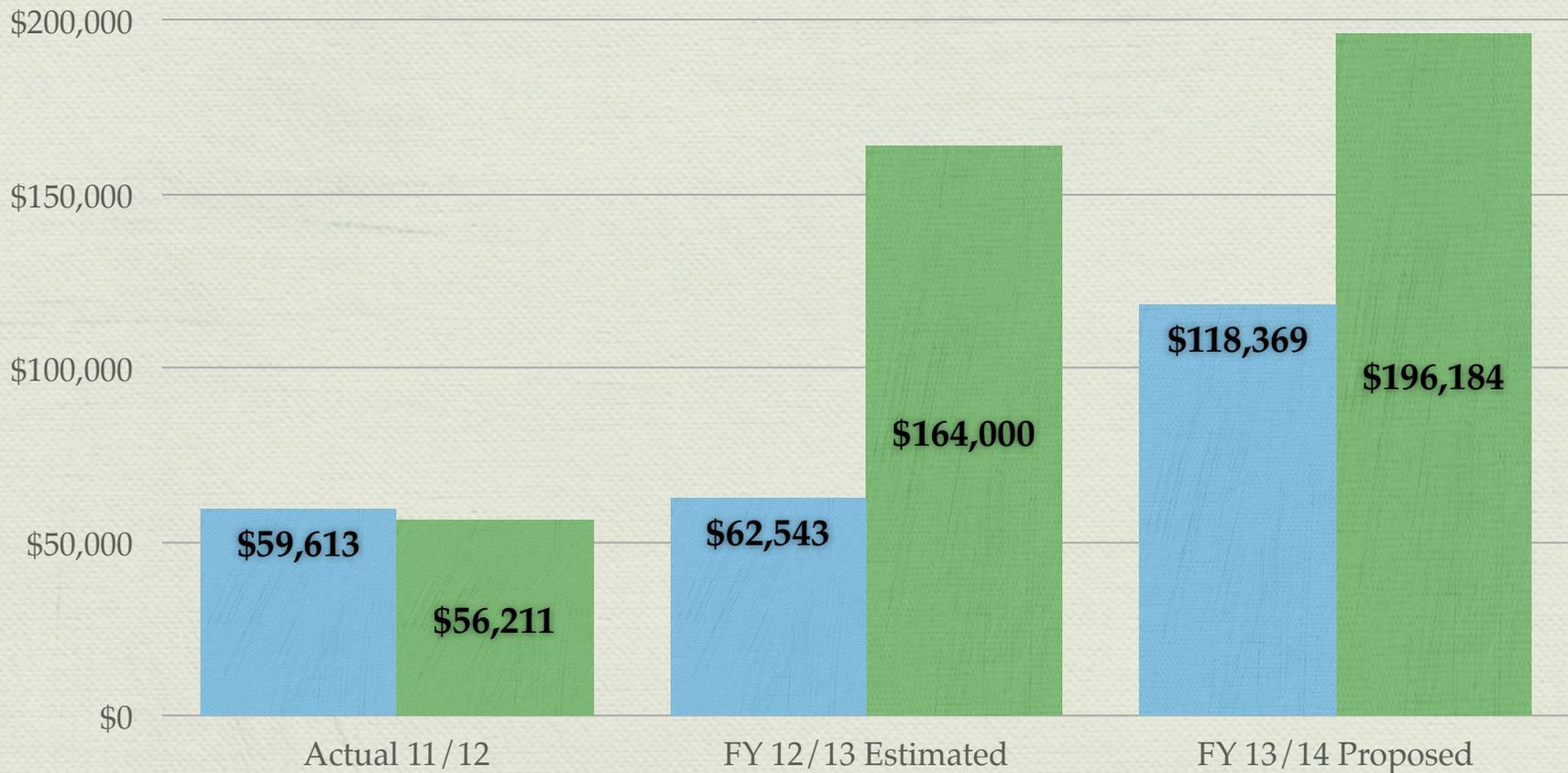
■ Revenues ■ Expenditures





Worker's Compensation Fund

■ Revenues ■ Expenditures



Over / (Under): \$3,402

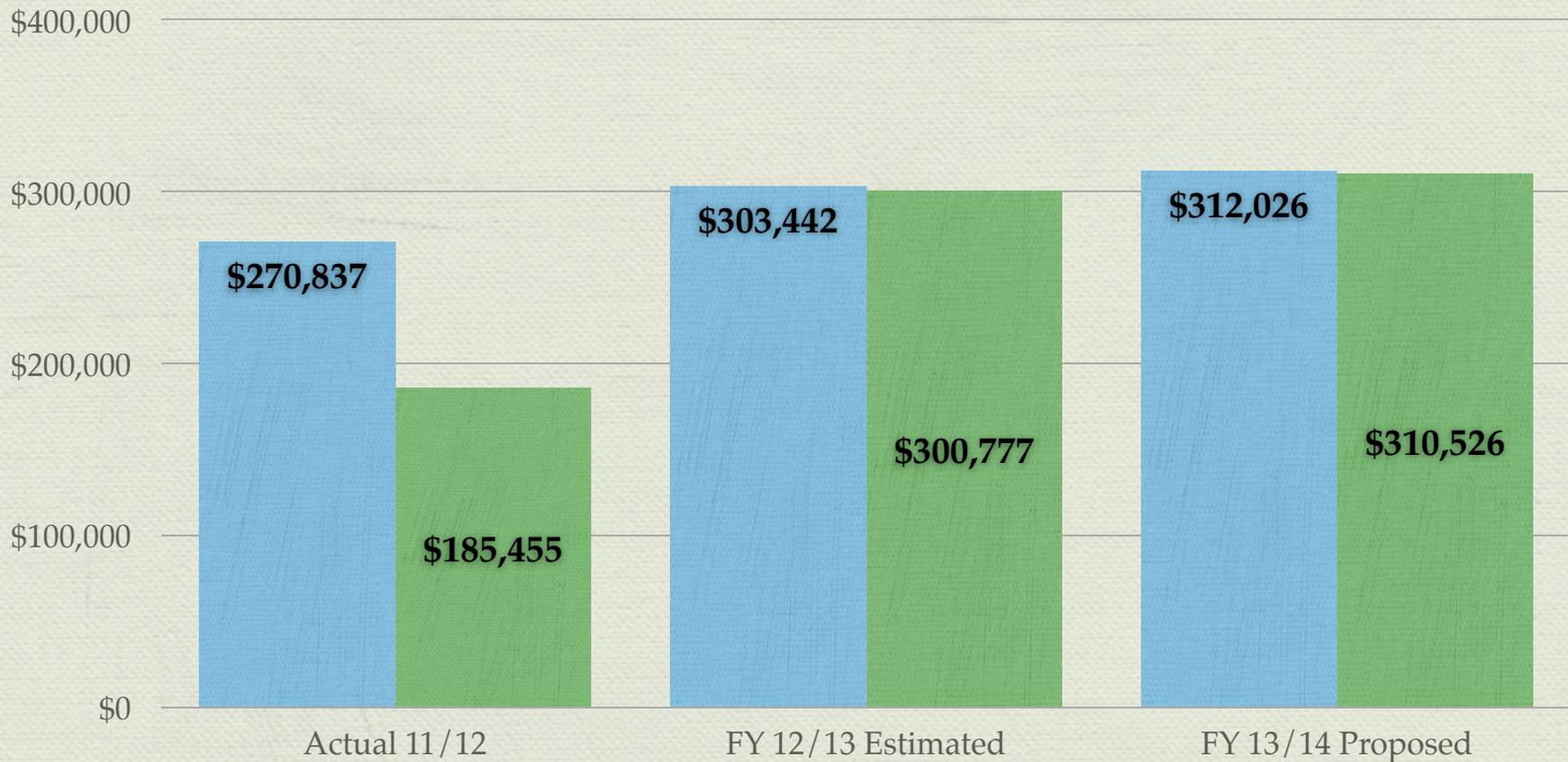
(\$101,457)

(\$77,815)



General Liability Fund

Revenues Expenditures



Over / (Under): \$85,382

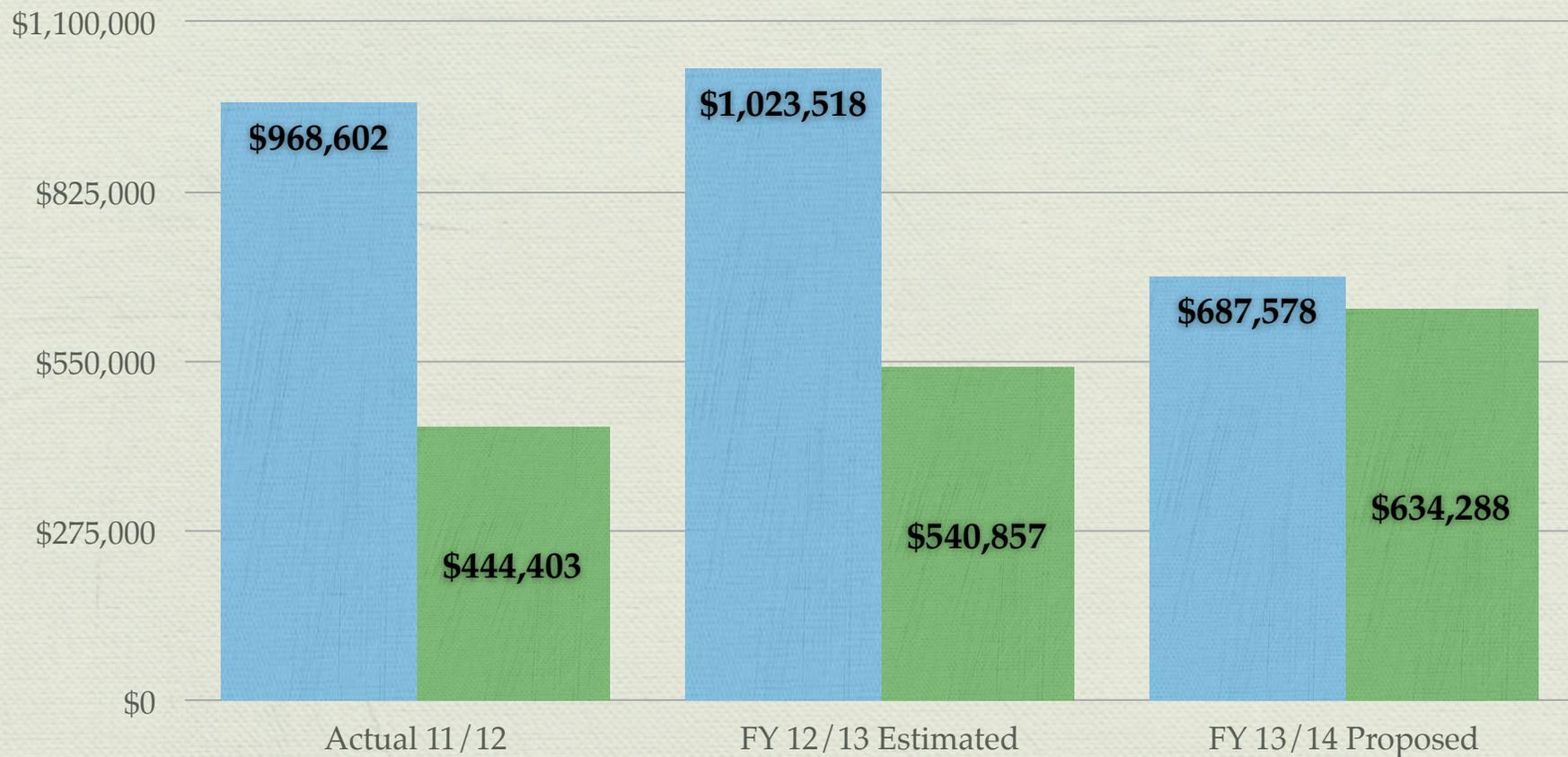
\$2,665

\$1,500



Employee Benefit Fund

■ Revenues ■ Expenditures



Over / (Under): \$524,199

\$482,661

\$53,290



5-Year Capital Improvement Plan Purpose | Introduction

- ◆ Identify Anticipated Capital Improvements & Funding Sources
- ◆ CIP Does NOT appropriate funds, rather functions as a budgeting and planning tool.
- ◆ Identifies highest priority capital needs.



5-Year Capital Improvement Plan Funding Sources

- ◆ General Fund
- ◆ Parcel Tax
- ◆ Measure A
- ◆ Measure M
- ◆ Surface Transportation Program
- ◆ ABAG (Grants)
- ◆ Gas Tax
- ◆ Road Impact Fee
- ◆ Library Fund
- ◆ Channel Fund



5-Year Capital Improvement Plan Annual Projects

- ◆ Traffic Safety Projects
- ◆ ADA Improvements
- ◆ Channel Monitoring
- ◆ Pavement Management Projects
- ◆ Street Sealing Projects
- ◆ Street Patching Projects
- ◆ Pavement Marking Program
- ◆ Street Sign Program
- ◆ Street Light Program
- ◆ Bridge Inspection Program
- ◆ Drainage Improvement Program

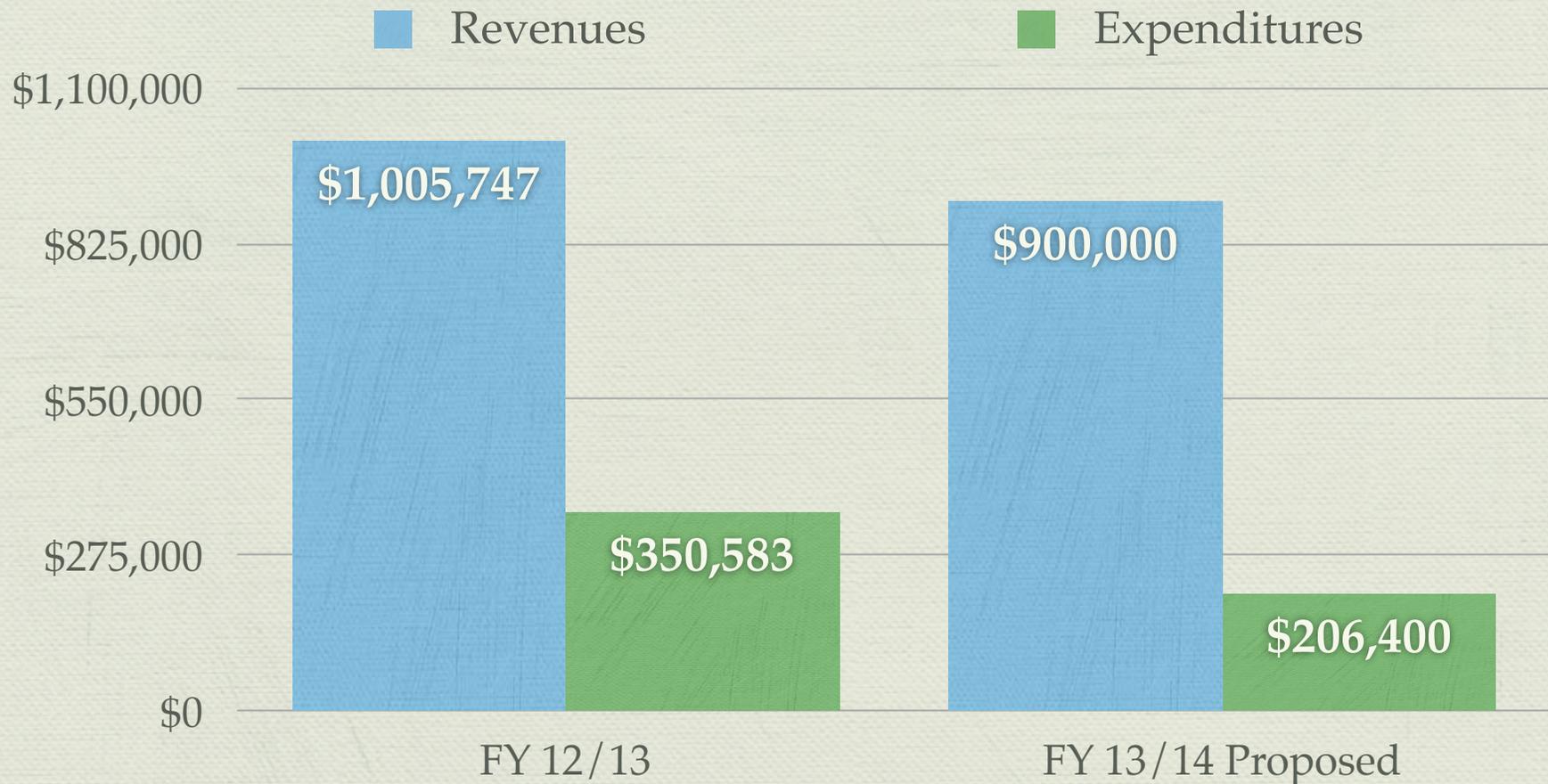


5-Year Capital Improvement Plan Major Projects

- ◆ Marsh Road Retaining Wall Project
- ◆ Series Street Light Replacement
- ◆ Bicycle | Pedestrian Master Plan Components
- ◆ Park Master Plan Components
- ◆ Atherton Avenue STP Project
- ◆ Civic Center Master Plan
- ◆ Hybrid Beacon
- ◆ ADA Plan
- ◆ Park Trash Enclosure



Major Special Funds - Library Revenues to Expenditures



2013/14 Expenditures: Library Portion of Master Plan; Increased Hours of Operation; and Utilities & Maintenance

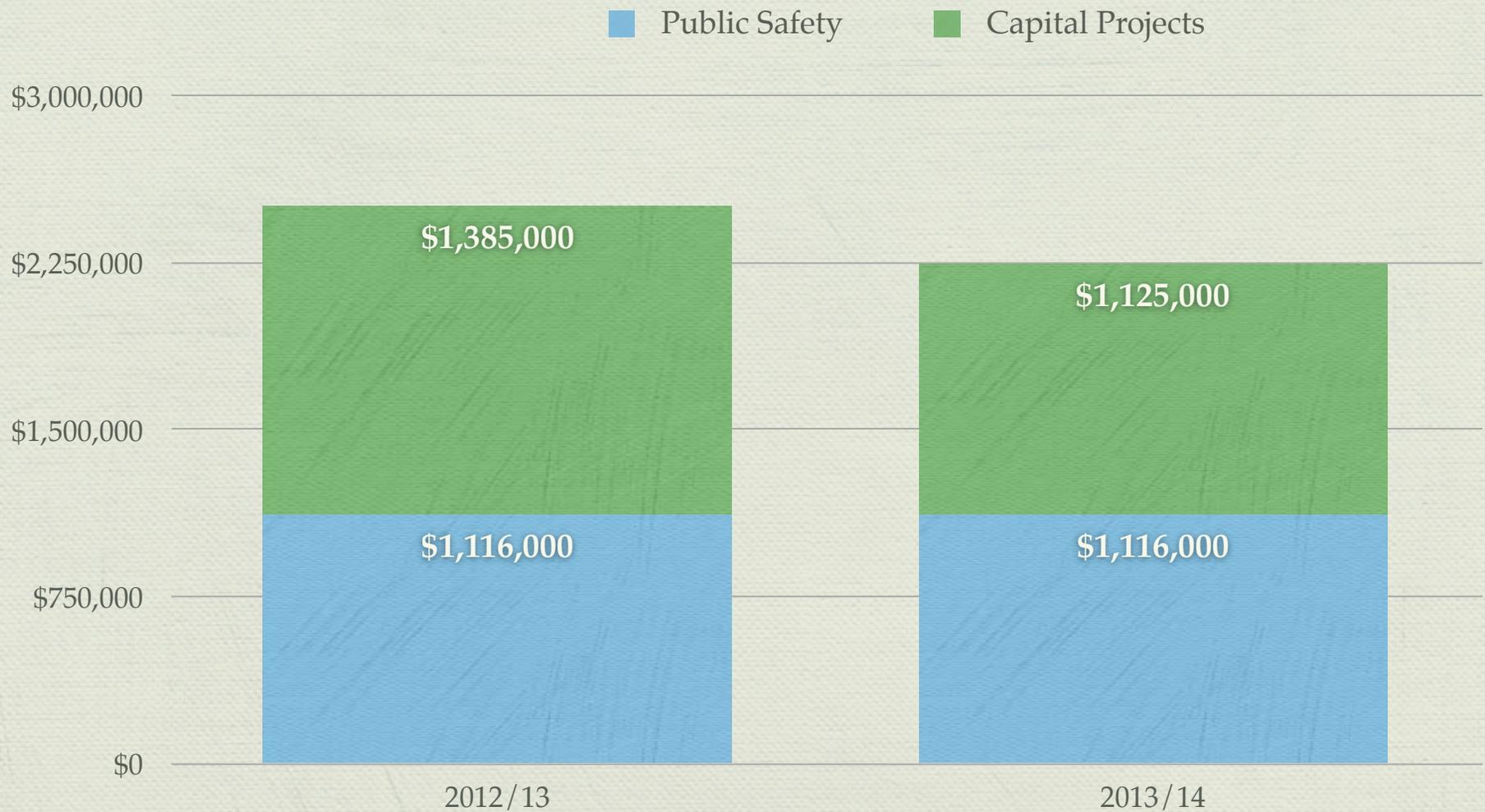


Major Special Funds - Parcel Tax Revenues

- ◆ Parcel Tax Revenues are projected stable at \$1,858,000 per year.
- ◆ Sixty (60%) Percent of the Revenue is directed to law enforcement services (\$1,116,000).
- ◆ Forty (40%) Percent of the Revenue is directed to Capital Projects (\$743,200).
- ◆ Revenues from the Parcel Tax to Capital Projects are “saved” and “spent” year to year depending on the eligible capital project needs.

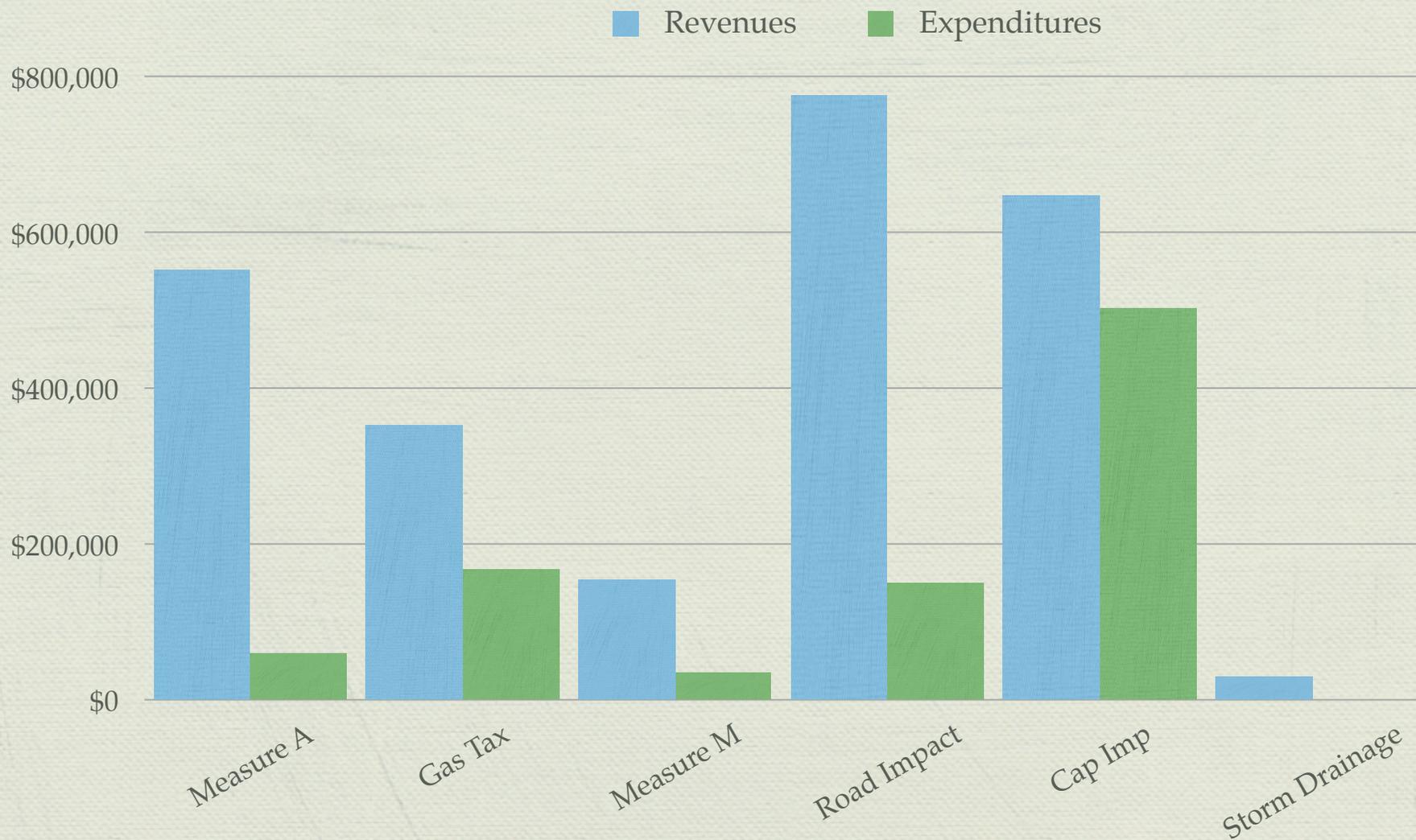


Major Special Funds - Parcel Tax Expenditures





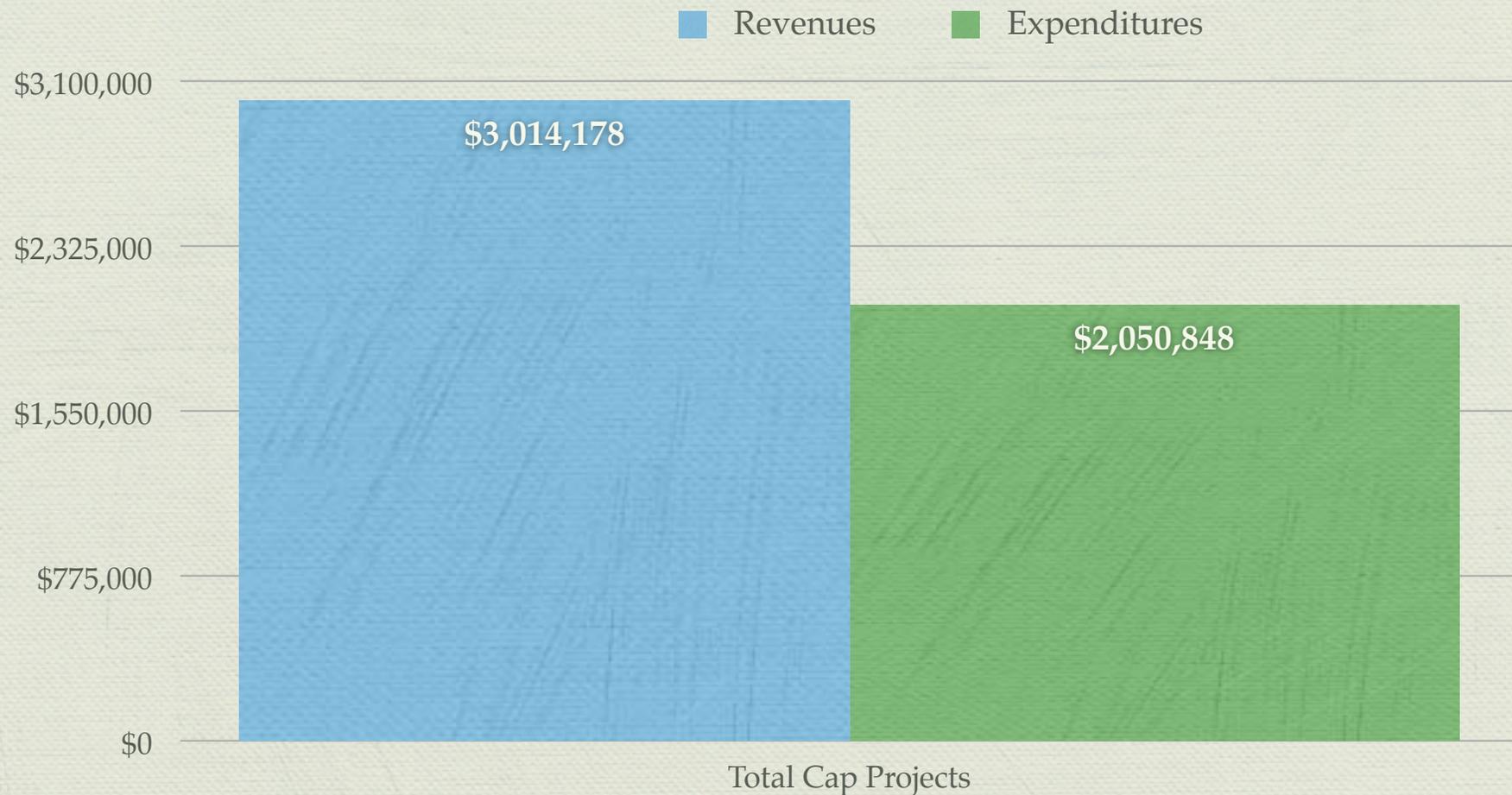
Major Special Funds - CIP Funds Revenues to Expenditures





Major Special Funds - CIP Funds

Total Available Revenues to Expenditures*



* Excludes Facilities Construction Fund @ \$2,033,838

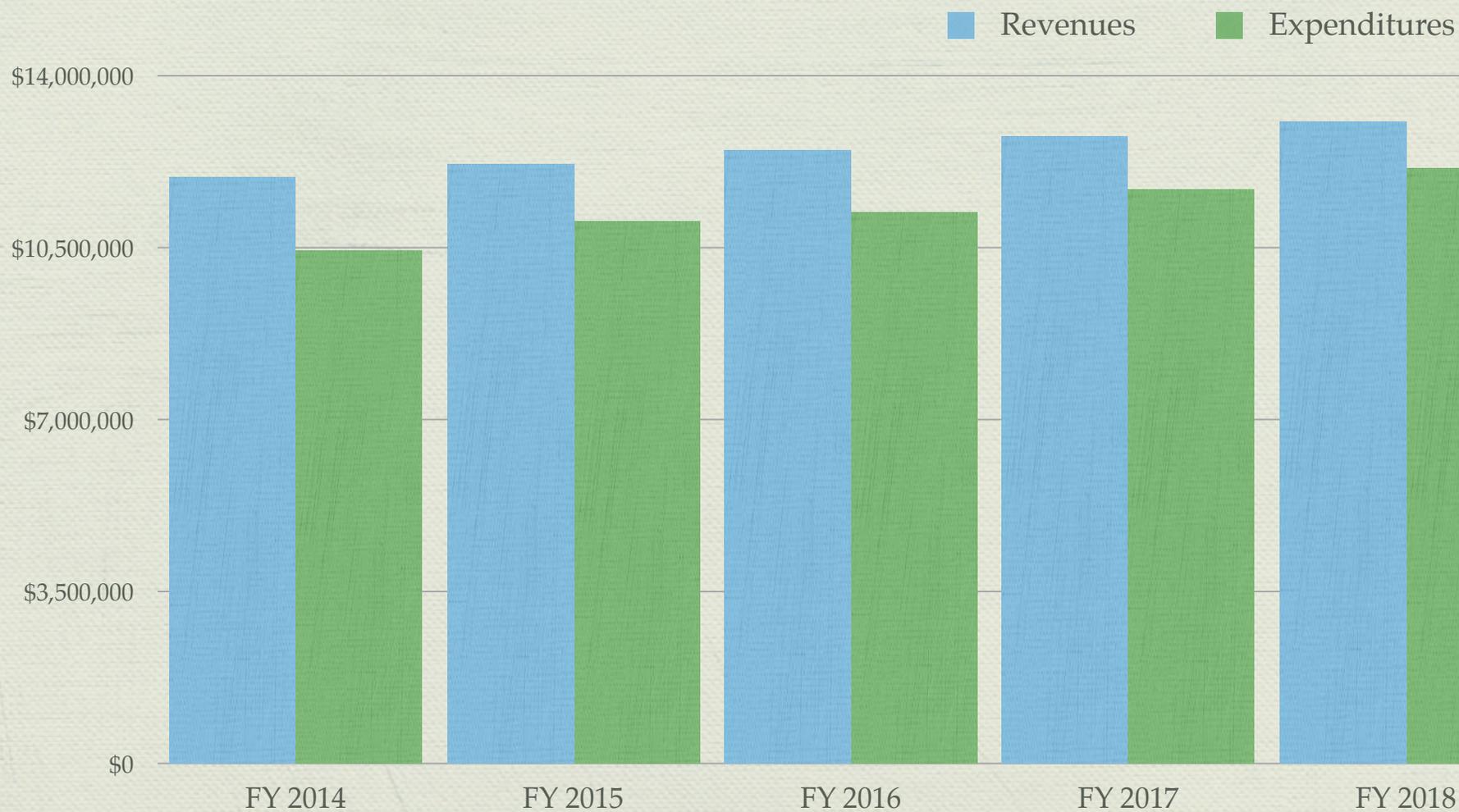


Town of Atherton Reserve Policy

- ◆ The Town's Reserve Policy Requires that the Town maintain:
 - ◆ a 15% Emergency Reserve;
 - ◆ a 20% Operational Reserve; and
 - ◆ a Building Reserve.



Town of Atherton 5-Year Projections (inc. parcel tax)





Town of Atherton Reserve Projections

- ◆ The Town will meet its reserve requirement in the current fiscal year as well as the proposed fiscal year.
- ◆ 2013/2014 - projected \$4.1 million over required reserve
- ◆ 2014/2015 - projected \$4.6 million over required reserve
- ◆ 2015/2016 - projected \$5.3 million over required reserve
- ◆ 2016/2017 - projected \$5.8 million over required reserve
- ◆ 2017/2018 - projected \$6.2 million over required reserve



CalPERS Liabilities

- ◆ By June 30, 2013, the Town will have paid off all CalPERS Side Fund Accounts.
- ◆ For FY 2013/14, the Employer Pension Contribution Rate for Local Non-Safety Employees is 11.104% and the Rate for Local Safety is 27.877%.
- ◆ Beginning in FY 2015/16, CalPERS will begin adjusting the rates up by 1.1 percentage points each year over the course of five years.
- ◆ In November 2013, CalPERS will discuss reducing the discount rate from 7.5% to 7.25%.



CalPERS Liabilities

- ❖ These adjustments have been built into the benefit costs for the Town within the 5-Year Financial Forecast.
- ❖ In addition, despite the attempts by CalPERS to close the funded gap using the preceding measures, the 5-Year Financial Forecast includes a contribution to a “trust” to ensure that the Town’s pension obligation is fully funded within a 10-Year horizon.



Other Post Employment Benefits (OPEB) Liabilities

- ◆ In addition to the CalPERS pension obligation, the Town provides a healthcare benefit to retired employees. There are legacy employees that receive a premium payment on behalf of the employee by the Town.
- ◆ This benefit has been eliminated for new non-safety employees.
- ◆ The Town must “fund” this obligation based on an Actuarial Study.



Other Post Employment Benefits (OPEB) Liabilities

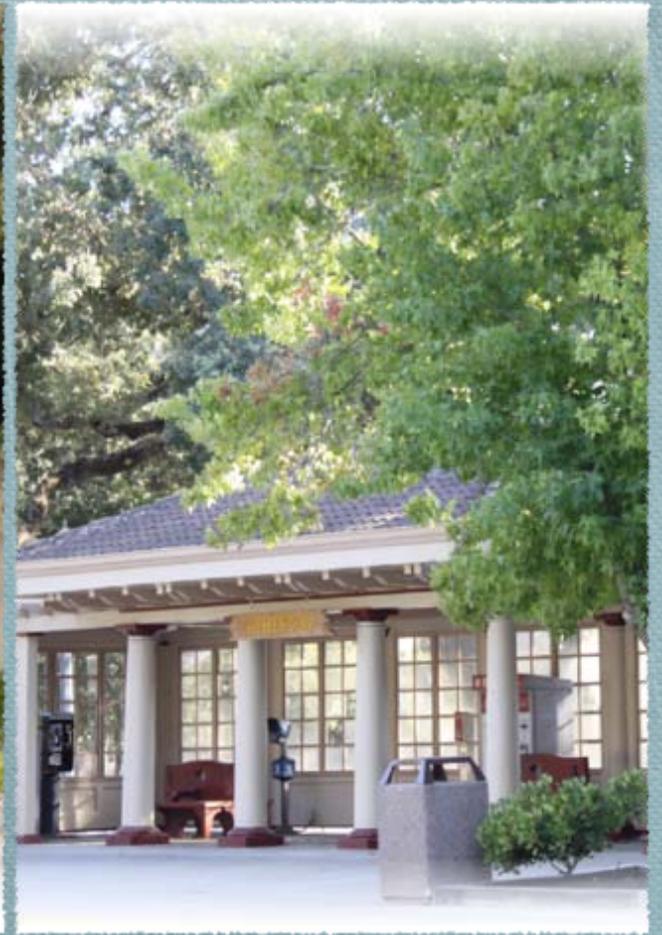
- ◆ The Town's current annual required contribution (ARC) is \$582,525.
- ◆ A portion of this cost is attributable to employees that have already retired and the remainder is an annual contribution on behalf of current employees.
- ◆ In FY 2013/14, the Town's Unfunded Actuarial Liability is \$6.6 million with a projected 26 year funding horizon.
- ◆ The 5-Year Financial Forecast includes an additional amount each year beyond the minimum ARC.



Town of Atherton

5-Year Forecast Amounts

	FY 14	FY 15	FY 16	FY 17	FY 18
15% Res	\$1.6m	\$1.7m	\$1.7m	\$1.7m	\$1.8m
20% Res	\$2.1m	\$2.2m	\$2.2m	\$2.3m	\$2.4m
OPEB	\$252k	\$492k	\$719k	\$932k	\$1.1m
PERS	\$548k	\$788k	\$1.0m	\$1.2m	\$1.4m
Rem. Bal.	\$4.2m	\$4.7m	\$5.3m	\$5.8m	\$6.2m



Town of Atherton

Questions?

Town of Atherton General Fund 101 Revenue Budget 2013-2014						Factor-Property	0.03			
						Factor-Building	0.05			
						Factor-Oth-Low	0.02			
						Factor-Oth-High	0.02			
								Increase (Decrease)		
								Over Prior	%	
Account	Description	Actual 2008-09	Actual 2009-10	Actual 2010-11	Actual 2011-2012	Adopted Budget 2012-13	Revised Budget 2012-2013	Recommended Budget 2013-2014	Year Budget	Change
101-00-40001-000	Secured Property Tax	4,494,100	4,785,357	4,818,793	4,908,375	5,038,000	5,194,000	5,349,820	155,820	3.0%
101-00-40002-000	Unsecured	276,459	308,347	275,803	295,060	278,000	368,000	379,040	11,040	3.0%
101-00-40004-000	SBB13 Redempton (Suppl)	136,776	70,706	72,749	84,960	70,000	70,000	72,100	2,100	3.0%
101-00-40005-000	Prop Tax in Lieu of VLF (motor vehicle)	623,670	663,998	663,563	684,117	680,000	745,874	768,250	22,376	3.0%
101-00-40008-000	Excess ERAF	543,116	750,175	695,112	718,479	695,000	892,000	700,000	(192,000)	-21.5%
101-00-40010-000	Unsecured SBB13 Redemp/Suppl				3,064					
101-00-42005-000	Property Transfer Tax	154,365	256,356	258,288	337,846	255,000	304,600	313,738	9,138	3.0%
	Total Property Taxes	6,228,488	6,834,939	6,784,308	7,031,901	7,016,000	7,574,474	7,582,948	8,474	0.1%
101-00-41001-000	Sales & Use Tax General	91,563	86,287	116,066	171,527	115,500	115,500	117,810	2,310	2.0%
101-00-41002-040	Prop 172 Sales Tax for Police	56,103	59,600	63,059	69,154	26,500	26,500	47,430	930	2.0%
101-00-41004-000	In Lieu Sales Tax/Trip Flip	31,528	26,698	24,832	49,120	62,400	73,400	74,868	1,468	0
	Total Sales Taxes	179,193	172,585	203,957	289,802	204,400	235,400	240,108	4,708	2.0%
101-00-42001-000	Franchise Taxes-Utilities	220,512	220,915	234,549	223,468	230,000	230,000	234,600	4,600	2.0%
101-00-42002-000	Franchise Tax-Cal Water	72,912	79,932	79,746	105,418	104,500	104,500	108,590	2,090	2.0%
101-00-42003-000	Franchise Tax-Garbage	217,875	169,340	191,187	295,246	330,000	306,700	312,834	6,134	2.0%
101-00-42004-000	Franchise Taxes-Cable	126,500	100,455	106,369	106,975	110,000	114,550	116,841	2,291	2.0%
	Total Franchise Fees	637,798	570,642	611,651	731,106	774,500	755,750	770,865	15,115	2.0%
101-00-40005-000	Homeowners Exemption	31,752	33,416	33,988	34,275	34,000	34,000	34,680	680	2.0%
101-00-40007-000	Motor Veh. Lic Fees (MVLFF)	25,401	21,983	34,427	3,737		3,872	3,949	77	2.0%
101-00-45008-000	SB 90 (mandated cost) reimb.		1,219	3,982	1,002					
	Total Intergovernmental	57,153	56,618	72,397	39,015	34,000	37,872	38,629	757	2.2%
101-00-43001-000	Business Licenses	134,583	129,990	163,629	183,087	160,000	160,000	163,200	3,200	2.0%
101-00-43002-000	Bus Lic Refund -FY 06/07	(167,850)	43,425							
101-00-43003-000	Bus Lic Refund -FY 07/08	(208,216)	36,751							
101-00-43004-000	Bus Lic Refund -FY 08/09	(74,480)	6,866							
	Total Business License Tax	(315,962)	217,032	163,629	183,087	160,000	160,000	163,200	3,200	2.0%
101-00-47001-000	Home Occupation Permit	1,950	500	900	800	800	800	816	16	2.0%
101-00-47019-020	Zoning & Planning Fees	69,912	175,327	187,473	163,774	153,000	174,555	178,048	3,491	2.0%
	Total Planning Revenue	71,862	175,827	188,373	164,574	153,800	175,355	178,862	3,507	2.0%
101-00-47002-025	Building Permit Fee	620,664	466,090	626,682	952,311	903,900	713,900	749,595	35,695	5.0%
101-00-47004-025	Grading & Drainage		52,420	67,697	69,426	60,000	66,600	69,930	3,330	5.0%
101-00-47009-025	Photocopy Fee		1,680	2,606	3,294	1,000	1,000	1,050	50	5.0%
	Landscape Fee	(5,000)								
101-00-47021-025	Plan Check Fee	394,227	370,992	392,820	413,285	374,900	360,900	378,945	18,045	5.0%
101-00-47030-025	Tree Removal Plan Check		10,052	23,862	20,128	15,000	25,500	26,775	1,275	5.0%
101-00-47034-025	Contract Plan Review Services			83,311						
101-00-47035-025	Contract Inspection Services									
101-00-48502-025	Miscellaneous Income		249							
	Total Building Revenue	1,009,891	901,473	1,396,979	1,458,444	1,354,800	1,167,900	1,226,295	58,395	5.0%
101-00-44001-040	Municipal & Vehicle Code Fines	10,779	8,557	15,316	11,292	15,000	15,000	15,300	300	2.0%
101-00-44002-040	Other Fines & Forfeiture (County)	31,629	29,488	45,464	59,117	40,000	40,000	40,800	800	2.0%
101-00-45008-040	CA State 911 Grant	39,200								
101-00-45007-040	POST Reimb	13,846	14,990	6,486	20,961	7,500	10,500	10,710	210	2.0%
101-00-45011-040	DOJ Grant (vests)		406							
101-00-45012-040	DUI Grant		9,901	6,295	4,918	6,000	3,000	3,060	60	2.0%
101-00-45013-040	React Task Force Reimb	55,819								
101-00-45017-040	ABAG Grant		18,338	16,548	25,563	7,000	7,891	8,049	158	2.0%
101-00-47005-040	Other Licenses & Permit		330	655	1,068	400	400	408	8	2.0%
101-00-47009-040	Photocopy Fee		210		54					
101-00-47011-040	Alarm Sign Fees	900	1,200	705	600	600	600	612	12	2.0%
101-00-47012-040	Vehicle Release	2,400	1,050	2,752	3,326	2,500	5,500	5,610	110	2.0%
101-00-47013-040	Police Report	3,000	4,410	1,012	137	1,000	100	102	2	2.0%
101-00-47014-040	Fingerprinting Fee		115	363	458		325	175	4	2.0%
101-00-47015-040	Affidavit of Cost	5,964	200			300	300	306	6	2.0%
101-00-47016-040	Special Service Fee	2,477	1,909	3,891	2,763	3,000	3,000	3,060	60	2.0%
101-00-47017-040	Solicitor's Permit		127	88	273	100	100	102	2	2.0%
101-00-47018-040	Disaster Assistance Reimb			37,999						
101-00-48501-040	Donation/Contribution		14,266	60,500	100					
101-00-48502-040	Miscellaneous Income		472	1,154	313					
	Total Police Revenue	168,014	105,990	199,228	130,943	83,725	66,566	68,297	1,731	2.1%
101-00-45005-050	C/CAG AB 1546		12,783	12,397	11,942	12,535	12,535	12,766	251	2.0%
101-00-45019-050	ABAG Grant		1,459		8,740	5,000	17,400	17,748	348	2.0%
101-00-45021-053	Highway Maint Reimbursement		71,400	35,700	35,700	35,700	35,700	36,414	714	2.0%
101-00-47003-050	Encroachment	159,572	178,111	159,858	231,369	168,000	168,000	171,360	3,360	2.0%
101-00-47009-050	Photocopy Fee		4,610	1,130						
101-00-47021-050	Plan Check Fee		1,180							
101-00-48503-053	Property Damage Reimb		16,985		9,051					
	Total DPW Revenue	159,572	286,528	209,085	296,802	221,235	233,635	238,308	4,673	2.0%
101-00-47022-058	Social Fees	108,318	60,150	86,062	29,300	35,000	27,000	27,540	540	2.0%
101-00-47023-058	Meeting Fees	53,429	68,394	77,460	14,650	30,000	26,000	26,520	520	2.0%
101-00-47024-058	Misc. Use Fee	4,874	2,460	2,750	1,400	1,000	2,400	2,448	48	2.0%
101-00-47025-058	Class Fees	11,000	14,011	9,953	16,500	10,000	14,000	14,280	280	2.0%
101-00-47028-058	Weddings	102,916	95,585	89,550	27,750					
101-00-48501-058	Donation/Contribution		400							
	Total Park Program Revenue	280,537	241,000	265,775	89,600	76,000	69,400	70,788	1,388	2.0%
101-00-44003-000	Heritage Tree Damage Fee		4,854							

Town of Atherton										Factor-Property	0.03			
General Fund 101										Factor-Building	0.05			
Revenue Budget 2013-2014										Factor-Oth-Low	0.02			
										Factor-Oth-High	0.02			
										Adopted Budget	Revised Budget	Recommended Budget	Increase (Decrease)	
Account	Description	Actual 2008-09	Actual 2009-10	Actual 2010-11	Actual 2011-2012	2012-13	2012-2013	2013-2014	Year Budget	Over Prior	% Change			
101-00-40004-000	C & D Deposit Forfeited			153,559	(9,675)									
101-00-45008-000	SB 90 Reimbursement						1,083	1,105	22	2.0%				
101-00-45016-025	DOC Grant		5,000	5,000	5,000									
101-00-45017-000	ABAG Grant			4,734										
101-00-45019-000	Grant	18,880												
101-00-45020-000	Other Reimbursements	19,685	3,383				14,045	14,326	281	2.0%				
101-00-47005-000	Other Licenses & Permit	1,448	1,400	525	750									
101-00-47007-000	Elections Processing Fee	2,000												
101-00-47008-000	Document/Research Fee				28									
101-00-47009-000	Photocopy Fee	7,847	44	88	70	25	25	26	1	2.0%				
101-00-47036-030	Admin Citation (Code Enforce)				8,946									
101-00-48001-000	Interest Income	162,441	90,224	46,526	42,808	65,000	65,000	66,300	1,300	2.0%				
101-00-48002-000	Cell Antenna Lease	33,114	37,807	39,697	41,682	41,682	41,682	42,516	834	2.0%				
101-00-48003-000	Property Rental - Playschool	71,371	77,575	77,575	78,116	77,600	77,600	79,152	1,552	2.0%				
101-00-48004-000	Sale of Property		501	5,209	3,542									
101-00-48005-000	Post Office	51,762	47,449	26,660	7,257	7,500	7,500	7,650	150	2.0%				
101-00-48502-000	Miscellaneous Income	61,290	(18,058)	19,516	7,761	5,000	5,000	5,100	100	2.0%				
101-00-48501-000	Donations/Contributions	12,176												
101-00-48505-000	Escheated Unclaimed Property				3,641									
101-00-48506-000	Mitigation Fees						350,000		(350,000)	-100.0%				
101-00-48507-000	Settlement/Claims						184,081		(184,081)	-100.0%				
	Total Misc. Revenues	442,015	250,179	454,742	189,929	196,807	746,016	216,174	(529,842)	-71.0%				
	Total Operating Revenues	8,916,559	9,812,914	10,550,324	10,605,202	10,275,267	11,242,368	10,814,475	(427,894)	-3.8%				
	Expenditures													
	City Council Department	38,514	13,784	14,950	33,948	59,530	59,530	47,991	(11,539)	-19.4%				
	Administration Department	739,828	798,547	771,246	472,884	772,215	672,185	641,202	(30,984)	-4.6%				
	City Attorney Department	450,924	454,304	399,409	150,631	204,100	204,100	204,100	-	0.0%				
	Finance Department	437,868	601,186	598,265	560,481	683,783	682,663	611,261	(71,403)	-10.5%				
	Planning Department	284,479	195,255	185,472	187,295	235,600	234,600	275,600	41,000	17.5%				
	Building Department	1,058,249	1,068,427	1,194,570	1,496,518	1,242,717	1,284,230	1,109,158	(175,072)	-13.6%				
	Non-Department	192,420	529,815	854,766	1,952,540	765,867	766,892	587,828	(179,065)	-23.3%				
	Police Department	4,900,897	5,182,288	5,099,253	5,406,744	5,463,061	5,414,972	5,577,474	162,502	3.0%				
	Public Works Department (adj)	1,970,904	1,953,742	1,671,984	1,473,263	1,448,933	1,430,633	1,387,406	(43,227)	-3.0%				
	Total Operating Expenditures	10,073,883	10,797,348	10,789,915	11,736,304	10,875,807	10,749,806	10,442,019	(307,786)	-2.9%				
	Settlement Expenses		456,305											
	Excess (Deficiency) of Revenues Over Expenditures	(1,157,124)	(1,440,839)	(239,591)	(1,131,102)	(600,540)	492,562	372,455	(120,107)	-24.4%				
	Other Financing Sources/Uses													
	Special Parcel Tax Fund Support Safety	350,000	780,863	888,463	1,116,000	1,116,000	1,116,000	1,116,000	-	0.0%				
	Trsrfr in/(out) Tennis Fund					(4,853)	(4,853)	-	4,853	-100.0%				
	Trsrfr in/(out) CIP					(70,000)	(70,000)	-	70,000	-100.0%				
	Trsrfr in/(out) Road Impact Fee Fund			(802,355)										
	Trsrfr in/(out) Park Well Fund	12,032												
	Trsrfr in/(out) Admin Service Fund	50,000												
	Trsrfr in/(out) Facilities Construction Fd		82,735	(153,356)										
	Total Transfers In/(Out)	412,032	863,598	(167,248)	1,116,000	1,041,147	1,041,147	1,116,000	74,853	7.2%				
	Incr/(Decr) of Bldg Dept Operating Reserve			(129,403)		(10,472)								
	Incr/(Decr) of General Fund Reserve	(679,577)	(577,241)	(277,436)	(15,102)	451,079	1,533,709	1,488,455	(45,254)	-3.0%				
	Net Change In Fund Balance	(679,577)	(577,241)	(406,839)	(16,102)	440,607	1,533,709	1,488,455	(45,254)	-3.0%				
	Beginning Fund Balance	7,882,853	7,203,276	6,626,035	6,219,195	6,204,094	6,204,094	7,737,803						
	Ending Fund Balance	7,203,276	6,626,035	6,219,196	6,204,094	6,644,701	7,737,803	9,226,258						
	Total General Fund Balance													
			Building Reserve	625,761	625,761	625,761	625,761							
			15% Emergency Reserve	1,760,446	1,631,371	1,612,471	1,566,303							
			Reserve to pay off side funds	704,313	1,928,634	704,313								
			20% Reserve	2,347,261	2,175,161	2,149,961	2,088,404							
			Reserved for OPEB				262,430							
			Available Fund Balance	766,313	283,774	2,645,297	4,693,361							
				6,204,094	6,644,701	7,737,803	9,226,258							

Town of Atherton									
City Council Department									
Budget 2013-2014									
							Increase		
							(Decrease)		
Account	Description	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Revised Budget 2012-13	Recommended Budget 2013-2014	Over Prior Year Budget	% Change	
101-11-53016-011	Utilities - Water	677	2,814	1,350	1,350	2,516	1,166	46.3%	
101-11-53024-011	Advertising/Publishing	2,304	2,443	3,650	3,650	3,000	(650)	-21.7%	
101-11-53033-011	Rent - Mach & Equip	1,595	570				-		
101-11-53501-011	Administrative Services						-		
101-11-53502-011	Computer Services Charge						-		
101-11-54002-011	Bus Meeting & Meals	396	194	1,200	1,200	1,200	-	0.0%	
101-11-54003-011	Conferences		300	5,000	5,000	3,500	(1,500)	-42.9%	
101-11-54004-011	Training & Workshops			1,000	1,000	1,000	-	0.0%	
101-11-54007-011	Membership/Dues	8,400	7,095	7,230	7,230	8,075	845	10.5%	
101-11-54008-011	Mileage Reimbursement			500	500	500	-	0.0%	
101-11-54010-011	Other Contract Services		2,500	24,000	24,000	21,000	(3,000)	-14.3%	
101-11-54011-011	Environmental Program Committee			5,000	5,000	5,000	-	0.0%	
101-11-54018-011	Boards & Commissions			1,000	1,000	1,000	-	0.0%	
101-11-54019-011	Special Events & Awards			-	-	-	-		
101-11-55002-011	Office Supplies	1,577	639	1,200	1,200	1,200	-	0.0%	
101-11-57006-011	Computer Equipment/Software		2,571	-	-	-	-		
101-11-57007-011	Office Equip & Furniture		14,823	8,400	8,400	-	(8,400)		
	Total City Council	14,950	33,948	59,530	59,530	47,991	(11,539)	-24.0%	

Town of Atherton										
Administration Department										
Budget 2013-14										
								Increase		
								(Decrease)		
			Actual	Actual	Actual	Adopted	Revised	Recommended	Over Prior	%
Account	Description	2009-10	2010-11	2011-12	2012-2013	2012-2013	2013-2014	Year Budget	Change	
101-12-50001-012	Regular Salaries	461,316	268,761	133,064	318,808	316,808	371,190	54,382	17.2%	
101-12-50005-012	Temporary Help									
101-12-50006-012	Overtime	1,094	2,056	3,027	2,000	2,000	1,000	(1,000)	-50.0%	
101-12-50008-012	Vacation/Comp Time Payout			4,008						
101-12-50013-012	EE Benefits Earned	4,551	2,410	1,319	3,188	3,188	3,712	524	16.4%	
101-12-51001-012	Medicare Tax	6,693	3,978	2,006	4,623	4,623	5,382	760	16.4%	
101-12-51002-012	Social Security Tax			-	-	-	-	-		
101-12-51003-012	PERS Retire Contrib- ER	62,079	31,726	18,224	44,397	44,397	41,217	(3,180)	-7.2%	
101-12-51004-012	PERS Retire Contrib- EE	29,591	16,866	9,234	22,317	22,317	-	(22,317)	-100.0%	
101-12-51005-012	Deferred Compensation			-	-	-	-	-		
101-12-51007-012	STD Insurance	4,239	546	328	576	576	576	-	0.0%	
101-12-51008-012	Health Insurance-Active	38,228	36,402	24,638	43,258	43,258	42,600	(658)	-1.5%	
101-12-51009-012	Health Insurance-Retirees	91,898	95,713	66,444	71,793	71,793	69,043	(2,750)	-3.8%	
101-12-51010-012	Dental Insurance	6,547	4,981	2,893	5,098	5,098	-	(5,098)	-100.0%	
101-12-51011-012	Vision Insurance	640	453	278	659	659	-	(659)	-100.0%	
101-12-51013-012	Workers' Compensation	760	572	2,546	6,057	6,057	11,070	5,012	82.7%	
101-12-51014-012	Life & ADD Insurance	880	481	185	427	427	529	102	23.9%	
101-12-51015-012	LTD Insurance	5,862	1,983	1,030	2,343	2,343	2,050	(293)	-12.5%	
101-12-51016-012	Unemployment Insurance	4,630	2,754	12,905	10,388	10,388	-	(10,388)	-100.0%	
101-12-51019-012	Auto Allowance	4,800	1,477	-	-	-	-	-		
101-12-51020-012	Educational Reimb Allowance	-	-	1,000	-	-	8,000	8,000		
	Total Salaries & Benefits	723,807	471,159	283,128	535,932	533,932	556,369	22,436	4.2%	
101-12-52008-012	Labor Relation Services	13,050	22,331	39,277	30,000	30,000	15,000	(15,000)	-50.0%	
101-12-52022-012	Contract City Manager		128,612	87,500	-	-	-	-		
101-12-52023-012	Contract Human Resources		6,525	14,186	25,000	25,000	10,000	(15,000)	-60.0%	
101-12-52026-012	Contract Risk Management			-	10,000	10,000	-	(10,000)	-100.0%	
101-12-53002-012	Other Equip Repair & Maint	1,774	2,841	2,259	4,500	3,415	1,500	(1,915)	-56.1%	
101-12-53014-012	Utilities - Electricity	6,388	6,025	7,036	6,500	6,500	6,500	-	0.0%	
101-12-53015-012	Utilities - Gas	267	475	285	650	255	650	395	154.9%	
101-12-53016-012	Utilities - Water	465	388	427	485	485	485	-	0.0%	
101-12-53018-012	Utilities - Telephone	147		-	-	-	-	-		
101-12-53024-012	Advertising - Noticing	6,122	3,098	1,201	4,000	2,450	4,000	1,550	63.3%	
101-12-53025-012	External Printing Services	12,322	4,541	1,785	2,400	2,400	6,000	3,600	150.0%	
101-12-53026-012	Recruitment Costs		6,211	17,295	5,000	5,000	1,000	(4,000)	-80.0%	
101-12-53501-012	Administrative Services									
101-12-53502-012	Computer Services									
101-12-54002-012	Business Meetings & Meals	699	165	44	800	800	600	(200)	-25.0%	
101-12-54003-012	Conferences	4,849		-	2,208	4,208	3,708	(500)	-11.9%	
101-12-54004-012	Training and Workshops	330	595	301	4,900	2,900	5,400	2,500	86.2%	
101-12-54005-012	Subscriptions	185	205	260	205	205	205	-	0.0%	
101-12-54007-012	Memberships & Dues	12,166	10,206	8,748	17,185	13,522	17,585	4,063	30.0%	
101-12-54008-012	Mileage Reimbursement	25	207	-	250	250	-	(250)	-100.0%	
101-12-54010-012	Other Contract Services	4,751	94,573	1,458	110,000	18,137	-	(18,137)	-100.0%	
101-12-54012-012	Disaster Preparedness	275								
101-12-54019-012	Special Events & Awards	1,709	454	885	1,000	1,000	1,000	-	0.0%	
101-12-54020-012	Election Expense			-	-	-	-	-		
101-12-55002-012	Office Supplies	5,936	6,517	3,333	6,000	6,000	6,000	-	0.0%	
101-12-55017-012	Postage	1,325	986	266	1,200	1,726	1,200	(526)	-30.5%	
101-12-57006-012	Computer Equipment/Software	1,401	3,942	2,995	2,000	2,000	2,000	-	0.0%	
101-12-57007-012	Office Equip & Furn	555	1,188	162	2,000	2,000	2,000	-	0.0%	
	Total Operations	74,740	300,087	189,705	236,283	138,253	84,833	(53,420)	-38.6%	
	Total Admin Dept	798,547	771,246	472,834	772,215	672,185	641,202	(30,984)	-4.6%	

		Administration Department		
		101-12		
				FY 2014
	Account No. & Title	Quantity, brief description and justification of items requested		Recommended Appropriations
	Salaries	Salaries -three full-time (FTE) staff		371,190
	Overtime	Office specialist (committee meetings, records retention)		1,000
	Medicare Tax	Employees hired after April 1986 pay 1.45% of earnings		5,382
	PERS Retire Contrib- ER	Employer contribution for employee pension		41,217
	PERS Retire Contrib- EE	Employee contribution paid for by the employer		-
	Health Insurance	Health plan coverage - Cafeteria Plan		42,600
	Retiree Healthcare	Medical coverage for current eligible	11,097	
		GASB 45 annual required contribution	57,946	69,043
	Dental Insurance	Delta Dental Plan premium		-
	Vision Insurance	Vision Service Plan premium		-
	Workers Compensation	Workers Comp charged to Department		11,070
	Life & ADD Insurance	Premium to The Cities Group		529
	STD Insurance	Short-term disability premium to The Cities Group		576
	LTD Insurance	Long-term disability premium to The Cities Group		2,050
	Unemployment Insurance	Projected unemployment benefits to 1 laid-off employee		-
	EE Benefits Earned	1% contribution for vac, sick, comp, & holiday pay		3,712
	Education Reimbursment Allowance	Education Reimbursement		8,000
				-
		Total Salaries & Benefits		556,369
	Contract Human Resources	HR support, training		10,000
	Contract Risk Management	Risk management review and support		-
	Recruitment Costs	Fingerprints, job posting, oral panel working lunch		1,000
	Labor Relations Svs	Labor and employment support-APOA negotiations		15,000
	Equip Repair & Maint	Misc. repairs of equipment	1,500	

	Administration Department		
	101-12		
			FY 2014
	Account No. & Title	Quantity, brief description and justification of items requested	Recommended Appropriations
		Maint agreement for copier and overage of copies made	1,500
Advertising - Noticing		City Clerk public noticing, etc.	2,000
		Legal noticing - ordinances	2,000
			4,000
Training & Workshops		City Clerk - Technical Track for Clerks -to receive Certified Municipal Clerk status (CMC)	2,400
		Human Resources training and meetings	2,000
		Town-wide policy training 2/year (HR compliance)	1,000
			5,400
Office Supplies		Pens, paper, envelopes, binders, paper clips, etc., file materials for records retention and destruction	3,000
		Record destruction plastic storage containers for permanent docs, file materials	3,000
			6,000
Subscriptions		Employment law posters	205
Memberships & Dues		Liebert Cassidy Whitmore employer legal services	4,450
		SCERS (Bay Area Employee Relations Svcs) negotiations related	6,950
		San Mateo County Employee Relations Consortium (SMCERC) - training and legal counsel	3,770
		City Clerk - CCAC	135
		San Mateo County City Manager's Association	250
		International City/County Management Association (ICMA) - City Manager	1,280
		CA City Management Foundation - CM membership	400
		Code Publishing Inc. Web site hosting	350
			17,585
Mileage Reimburse		Council deliveries	-
Other Contract Services		Management analyst service	-
Printing - Extl Servs		Electronic Athertonian	6,000
Postage		Resident mailings USPS BRM Permit #26	1,200
Utilities - Electricity		Admin Office PG&E	6,500
Utilities - Gas		Admin Office ABAG gas	650
Utilities - Water		Admin Office Cal Water	485
Utilities - Telephone		See Non-Dept for phone expense	

	Administration Department		
	101-12		
			FY 2014
	Account No. & Title	Quantity, brief description and justification of items requested	Recommended Appropriations
Conferences	City Manager -Annual Conference	1,500	
	Northern California City Clerks Business Meetings bimonthly - 6 per year, \$40 each	240	
	SMCERC - City Manager	168	
	League of California Cities-City Mgr meeting	1,000	
	City Clerk - New Law & Election conference	800	3,708
Bus Meetings & Meals	Town Strategic Planning Meeting - lunch meeting	300	
	City Manager various meetings	300	600
Special Events & Award	Recognition program		1,000
Election Expense	See Non-Dept for the cost		
Computer Equip/Software	Laptop computer		
	Replacement of 1 old computer	2,000	2,000
Office Equip & Furn	Ergonomic chair, tables etc.		2,000
	Total Operations		84,833
	Total Admin Dept		641,202

Salaries for Administration Department														
FY 2014														
Job Class	Step @ 4/30/13	2013 Salary	2014 Salary	Employer PERS	Employee PERS	Medicare	Medical	Dental	Vision	STD	LTD	Life & Workers' ADD Comp	Allowance (housing, phone, etc)	Total
City Manager	N/A	160,000	196,650	21,836	-	2,851	16,800	-	-	192	794	210	5,900	245,233
City Clerk	C/D	95,928	109,459	12,154	-	1,587	16,800	-	-	192	794	210	3,284	144,480
Office Specialist	A	62,880	65,081	7,227	-	944	9,000	-	-	192	462	108	1,886	84,901
Total Admin Dept		318,808	371,190	41,217	-	5,382	42,600	-	-	576	2,050	529	11,070	474,614
Note:														
Salary & Benefit based on new resolution for Misc starting 07/01/2013														

Town of Atherton								
City Attorney Department								
Budget 2013-2014								
							Increase	
							(Decrease)	
							Over Prior	%
Account	Description	Actual 2009-10	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Recommended Budget 2013-14	Year Budget	Change
101-16-52002-016	City Attorney - Retainer	110,000	132,867	132,600	154,000	154,000	-	0.0%
101-16-52003-020	City Attorney - Planning	23,414	13,139	-	-	-	-	-
101-16-52004-025	City Attorney - Building	5,857	9,726	-	-	-	-	-
101-16-52005-050	City Attorney - DPW Eng	13,579	6,756	-	-	-	-	-
101-16-52006-016	City Attorney - Other Services	300,331	236,743	17,790	50,000	50,000	-	0.0%
101-16-52007-016	Attorney - Other Legal	1,123	178	74	100	100	-	0.0%
101-16-52008-016	Labor Relations Service						-	-
101-16-53022-016	Liability Claims						-	-
101-16-53501-016	Administrative Services						-	-
101-16-53502-016	Computer Service Charge						-	-
101-16-54010-016	Other Contract Services						-	-
101-16-55002-016	Office Supplies			166			-	-
	Total City Attorney Dept.	454,304	399,409	150,631	204,100	204,100	-	0.0%

		City Attorney Department	
		101-16	
			FY 2014
	Account No. & Title	Quantity, brief description and justification of items requested	Recommended Appropriations
	City Attorney - Retainer	Monthly retainer \$12,800	154,000
	City Attorney - Other Services	Additional services	50,000
	City Attorney - Other Legal	Postage, supplies	100
		Total City Attorney Dept	204,100

Town of Atherton									
Finance Department									
Budget 2013-14									
								Increase	
								(Decrease)	
								Over Prior	
								Year Budget	
								Change	
Account	Description	Actual	Actual	Actual	Adopted	Revised	Recommended		
		2009-10	2010-11	2011-12	Budget	Budget	Budget	2013-14	%
101-18-50001-018	Regular Salaries	225,016	237,862	144,465	286,862	286,862		301,121	5.0%
101-18-50002-018	Part-Time Permanent Salaries	28,978	10,661	9,137					
101-18-50005-018	Temporary Help								
101-18-50006-018	Overtime	2,018	262	304					
101-18-50008-018	Vacation/Comp Time Payout			34,231					
101-18-50013-018	EE Benefits Earned	2,477	2,431	1,466	2,869	2,869		3,011	5.0%
101-18-51001-018	Medicare	4,901	3,460	2,728	4,160	4,160		4,366	5.0%
101-18-51002-018	Social Security Tax			-	-	-		-	
101-18-51003-018	PERS Retire Contrib- ER	33,908	32,033	20,250	39,948	39,948		33,436	-16.3%
101-18-51004-018	PERS Retire Contrib- EE	15,934	17,029	10,261	20,080	20,080		-	-100.0%
101-18-51006-018	Benefits Admin Fees			72					
101-18-51007-018	STD Insurance	2,692	399	307	544	544		576	5.9%
101-18-51008-018	Health Insurance-Active	49,391	35,931	31,375	42,651	42,651		42,600	-0.1%
101-18-51009-018	Health Insurance-Retirees	44,994	48,607	32,368	62,743	62,743		48,278	-23.1%
101-18-51010-018	Dental Insurance	3,599	4,195	2,880	4,809	4,809		-	-100.0%
101-18-51011-018	Vision Insurance	652	539	287	477	477		-	-100.0%
101-18-51013-018	Workers' Compensation	419	517	3,310	5,007	5,007		9,034	80.4%
101-18-51014-018	Life & ADD Insurance	379	300	225	392	392		427	9.0%
101-18-51015-018	LTD Insurance	2,529	1,655	744	1,742	1,742		1,867	7.2%
101-18-51016-018	Unemployment Insurance	2,570	2,500	1,886	2,869	2,869		3,011	5.0%
	Total Salaries & Benefits	420,458	398,381	296,297	475,153	475,153		447,729	-9.3%
101-18-52001-018	Audit & Financial	44,611	51,670	40,751	54,921	54,921		61,035	11.1%
101-18-52017-018	Technical Services	28,375	12,529	15,150	17,855	17,855		18,376	2.9%
101-18-52020-018	Financial Services			119,417	35,000	13,048		-	-100.0%
101-18-53002-018	Repair Machinery & Equip		328	-	1,000	500		1,000	0.0%
101-18-53025-018	External Printing Service		469	781	1,500	500		1,000	-33.3%
101-18-53031-018	Banking Services	10,523	7,697	8,445	13,800	9,300		13,000	-5.8%
101-18-53501-018	Administrative Services								
101-18-53503-018	Trsfr to Equip Replace Fund	10,000	10,000	10,000	10,000	10,000		10,000	0.0%
101-18-54003-018	Conferences	1,007	389	1,320	1,200	1,200		1,200	0.0%
101-18-54004-018	Training and Workshops	3,072	3,628	2,025	4,584	4,584		4,300	-6.2%
101-18-54005-018	Subscriptions	1,424	255	282	750	250		500	-33.3%
101-18-54007-018	Memberships & Dues	1,130	993	705	920	920		920	0.0%
101-18-54008-018	Mileage Reimbursement	375	279	134	600	300		600	0.0%
101-18-54010-018	Other Contract Services	40,864	82,693	38,815	39,500	67,952		22,500	-43.0%
101-18-54016-018	Business License Processing Fee	36,480	25,950	21,960	22,000	22,000		24,000	9.1%
101-18-55002-018	Office Supplies	2,866	1,009	1,222	2,500	1,800		2,500	0.0%
101-18-55009-018	Misc. Computer Parts			160	500	300		600	20.0%
101-18-55017-018	Postage			30					
101-18-57006-018	Computer Equip/Software		1,995	2,989	2,000	2,000		2,000	0.0%
101-18-57007-018	Office Machines & Furniture								
		180,728	199,884	264,185	208,630	207,430		163,531	-17.1%
101-18-53022-018	Liability Claim Expense	226,305							
	Total Operations	407,033	199,884	264,185	208,630	207,430		163,531	-17.1%
	Total Finance Dept	827,491	598,265	560,481	683,783	682,583		611,260	-12.9%

		Finance Department		
		101-18		
				FY 2014
Account No. & Title	Quantity, brief description and justification of items requested			Recommended Appropriations
Salaries	Salaries - three full-time (FTE) staff			301,121
Medicare Tax	Employees hired after April 1986 pay 1.45% of earnings			4,366
PERS Retire Contrb- ER	Employer contribution for employee pension			33,436
PERS Retire Contrb- EE	Employee contribution paid for by the employer			-
Health Insurance	Health plan coverage - Kaiser, Blue Shield, Blue Cross			42,600
Retiree Healthcare	Medical coverage for retirees	37,181		
	GASB 45 annual required contribution	11,097		48,278
Dental Insurance	Teamster Dental Plan premium			-
Vision Insurance	Vision Service Plan premium			-
Workers Compensation	Workers Comp charged to Department			9,034
Life & ADD Insurance	Premium to The Cities Group			427
STD Insurance	Short-term disability premium to The Cities Group			576
LTD Insurance	Long-term disability premium to The Cities Group			1,867
Unemployment Insuran	Projected unemployment benefits to 1 laid-off employee			3,011
EE Benefits Earned	1% contribution for vac, sick, comp, & holiday pay			3,011
	Total Salaries & Benefits			447,729
Audit & Financial				
	FY 2013 Audit (40% of total for final work)	15,352		
	FY 2014 Audit (60% of total for interim work)	38,719		
	FY 2013 State Controller Report - Town	5,786		
	FY 2013 Appropriations Limit	1,178		61,035
Technical Service	Springbrook annual maintenance fee	15,097		
	Springbrook project management module maintenance	1,440		
	Harris (Wintegrate) one license maintenance fee	1,840		18,376
Financial Services	Interim Finance Director and consultants			-
Equip Maint	misc repair for office equip and laser printers			1,000
Printing - Extl Servs	FY 2013 financial report, form 1099, W-2s			1,000
Training & Workshops	Springbrook Client Conference - Finance Director	1,200		
	Governmental Accounting - Updates and Implementation	600		
	GFOA, CSMFO, Springbrook, Payroll tax training for finance staff	2,500		

Salaries for Finance Department														
FY 2014														
Job Class	Step @04/30/2013	2013 Salary	2014 Salary	Employer PERS	Employee PERS	Medicare	Medical	Dental	Vision	STD	LTD	Life & ADD	Worker's Comp	Total
Finance Director	A/B	139,800	155,051	17,217	-	2,248	16,800	-	-	192	794	210	4,652	197,164
Accountant	D	80,256	83,065	9,224	-	1,204	16,800	-	-	192	611	108	2,492	113,696
Accounting Technician**	A/B	69,887	63,005	6,996	-	914	9,000	-	-	192	463	108	1,890	82,568
Total Finance Dept		289,943	301,121	33,436	-	4,366	42,600	-	-	576	1,867	427	9,034	393,428
Note: Salary & Benefit based on new resolution starting 07/01/13 ** Fulfilled 04/08/2013														

Town of Atherton									
Planning Department									
Budget 2013-2014									
					Adopted	Estimate	Recommended	Increase (Decrease)	
Account	Description	Actual 2009-10	Actual 2010-11	Actual 2011-12	Budget 2012-13	2012-2013	Budget 2013-14	Over Prior Year Budget	% Change
101-20-52011-020	Contract Planner	165,847	182,940	159,826	180,000	180,000	180,000	-	0.0%
101-20-52013-020	Zoning Code Update							-	
101-20-52014-020	General Plan Update							-	
101-20-52015-020	Housing Element	22,777			20,000	20,000	60,000	40,000	200.0%
101-20-52016-020	Historical Artifacts							-	
101-20-52029-020	Contract Arborist Service			25,006	30,000	30,000	30,000	-	0.0%
101-20-53002-020	Other Equip Repair & Maint			450	360	360	360	-	0.0%
101-20-53014-020	Utilities - Electricity	181	211	185	220	220	220	-	0.0%
101-20-53015-020	Utilities - Gas	85	143	166	160	160	160	-	0.0%
101-20-53016-020	Utilities - Water	106	32	39	40	40	40	-	0.0%
101-20-53024-020	Advertising/Noticing	998	1,094	187	2,000	1,000	2,000	-	0.0%
101-20-53025-020	Printing - External Service	408	191					-	
101-20-53033-020	Rent - Mach & Equip		51	614	620	620	620	-	0.0%
101-20-54010-020	Other Contract Services	3,383						-	
101-20-55002-020	Office Supplies	1,114	809	823	2,200	2,200	2,200	-	0.0%
101-20-55017-020	Postage	356						-	
	Total Planning Dept	195,255	185,472	187,295	235,600	234,600	275,600	40,000	21.4%

		Planning Department	
		101-20	
Account No. & Title	Quantity, brief description and justification of items requested		FY 2014 Recommended Appropriations
Contract Planner Svs	Neal Martin & Associates services. Town Planner: +/- 16 hours/month; Deputy Town Planner: +/- 56 hours per month; Assistant Planner: +/- 96 hours per month		180,000
Housing Element Update	Participation in C/CAG Housing Element Update for RHNA-5		60,000
Contract Arborist Svs	Contract arborist services that cannot be passed through		30,000
Advertising - Noticing	Newspaper publication of legal notices, Housing Element, General Plan		2,000
Other Eq Repair & Maint	Planning share of MX-M453 Sharp copier annual maint cost		360
Rent - Mach & Equip	Planning share of MX-M453 Sharp copier annual lease		620
Office Supplies	paper, pens, etc.		2,200
Utilities - Electricity	PG&E		220
Utilities - Gas	ABAG gas		160
Utilities - Water	Cal water		40
Total Planning Dept			275,600

Town of Atherton									
Building Department									
Budget 2013-2014									
					Adopted		Recommended	Increase	
		Actual	Actual	Actual	Budget	Estimate	Budget	(Decrease)	
Account	Description	2009-10	2010-11	2011-12	2012-13	2012-2013	2013-14	Over Prior	%
								Year Budget	Change
101-25-50001-025	Regular Salaries	624,304	567,209	155,013	31,440	71,440	73,564	2,124	3.0%
101-25-50006-025	Overtime	176		557				-	
101-25-50008-025	Vacation/Comp Time Payout		7,636	8,764				-	
101-25-50013-025	EE Benefits Earned	6,048	5,325	1,352	314	704	736	32	4.5%
101-25-51001-025	Medicare	9,088	8,490	2,487	456	1,036	1,067	31	3.0%
101-25-51003-025	PER Retire Contrb- ER	82,511	70,118	18,682	4,378	9,878	8,169	(1,709)	-17.3%
101-25-51004-025	PERS Retire Contrb- EE	39,083	37,274	9,466	2,201	5,000	-	(5,000)	-100.0%
101-25-51007-025	STD Insurance	7,968	1,223	384	192	192	384	192	100.0%
101-25-51008-025	Health Insurance-Active	80,305	76,854	29,266	14,469	14,469	16,080	1,611	11.1%
101-25-51009-025	Health Insurance-Retirees	110,410	119,276	66,761	72,136	72,136	31,235	(40,901)	-56.7%
101-25-51010-025	Dental Insurance	10,265	10,382	3,164	1,642	1,642	-	(1,642)	-100.0%
101-25-51011-025	Vision Insurance	1,491	1,243	344	180	180	-	(180)	-100.0%
101-25-51013-025	Workers' Compensation	26,732	802	2,010	597	1,347	2,207	860	63.8%
101-25-51014-025	Life & ADD Insurance	750	729	217	108	108	118	10	8.8%
101-25-51015-025	LTD Insurance	8,055	4,321	1,194	231	231	541	310	134.1%
101-25-51015-025	Uniforms		200					-	
101-25-51016-025	Unemployment Insurance	6,352	5,886	35,470	25,627	25,627	-	(25,627)	-100.0%
101-25-51019-025	Auto Allowance	11,642	13,491	1,892	-	-	-	-	
	Total Salaries & Benefits	1,025,180	930,459	337,025	153,971	203,989	134,099	(69,890)	-34.3%
101-25-52012-025	Contract Plan Review Services		95,771	49,232	-	-	-	-	
101-25-52017-025	Technical Service	9,415	8,500	9,250	10,000	84,432	18,000	(66,432)	-78.7%
101-25-52018-025	Code Enforcement				76,285	76,285	76,285	-	0.0%
101-25-52020-025	Contract Building Official		115,605	27,248	-	-	-	-	
101-25-52021-025	Contract Inspection Service		13,793	103,253	45,000	45,000	33,000	(12,000)	-26.7%
101-25-52029-025	Contract Arborist Service			71,170	100,000	100,000	100,000	-	0.0%
101-25-52032-025	Contract Permit Technician Svcs			3,640	-	-	-	-	
101-25-52033-025	Contract Bldg & Life Safety Svcs			726,105	760,300	670,300	704,562	34,262	5.1%
101-25-53001-025	Vehicle Repair & Maint	116	36	-	-	-	-	-	
101-25-53002-025	Other Equip Repair & Maint	1,240	950	613	-	1,362	-	(1,362)	-100.0%
101-25-53008-025	Custodial Services							-	
101-25-53014-025	Utilities - Electricity	1,083	1,265	1,112	1,400	1,400	1,400	-	0.0%
101-25-53015-025	Utilities - Gas	509	862	998	950	950	950	-	0.0%
101-25-53016-025	Utilities - Water	439	195	235	200	200	200	-	0.0%
101-25-53018-025	Utilities - Telephone	1,605	1,125	17				-	
101-25-53024-025	Advertising/Publishing		174					-	
101-25-53033-025	Rent - Mach & Equip		51	614	612	612	612	-	0.0%
101-25-53501-025	Administrative Services							-	
101-25-53502-025	Trsr to Computer Service							-	
101-25-53503-025	Trsr to Equip Replace Fd	10,000	10,000	10,000	10,000	10,000	5,000	(5,000)	-50.0%
101-25-54003-025	Conferences		1,000	-	-	-	-	-	
101-25-54004-025	Training & Workshop	2,141	1,506	65	-	-	-	-	
101-25-54005-025	Subscriptions	301	1,123	-	-	-	1,350	1,350	
101-25-54007-025	Memberships & Dues	845	810	300	-	-	-	-	
101-25-54008-025	Mileage Reimbursement	150	-	-	-	-	-	-	
101-25-54010-025	Other Contract Services	2,251		488		2,200		(2,200)	-100.0%
101-25-54010-025	Building Inspection							-	
101-25-54011-025	Environment Programs							-	
101-25-55002-025	Office Supplies	4,528	2,795	2,925	2,500	6,000	3,200	(2,800)	-46.7%
101-25-55003-025	Microfilms-Digital Archiving	7,359	254	-	-	-	11,000	11,000	
101-25-55006-025	Safety Supplies & Mats	832	109	-	-	-	-	-	
101-25-55015-025	Oil & Gasoline	389	508	50	-	-	-	-	
101-25-57006-025	Computer Equipment/Software	46	7,679	500	1,500	1,137	19,500	18,363	1615.0%
101-25-57007-025	Office Equip & Furniture			325	-	363	-	(363)	-100.0%
101-25-58003-025	Trsr to Facil Construct Fd		153,356	153,356	80,000	80,000	-	(80,000)	-100.0%
	Total Operations	43,247	417,467	1,161,493	1,088,747	1,080,241	975,059	(105,182)	-9.7%
	Total Building Dept	1,068,427	1,347,926	1,498,518	1,242,717	1,284,230	1,109,158	(175,072)	-13.6%

		Building Department	
		101-25	
Account No. & Title	Quantity, brief description and justification of items requested		FY 2014 Recommended Appropriations
Vehicle Maint	Arborist pickup		
Other Equipment Maint	Bldg share of MX-M453 Sharp copier annual maint cost		
Custodial Services	See DPW Building Maint Dept cost to be allocated		
Code Enforcement	See Non-Dept (cost allocation plan)		
Environmental Prog	See Non-Dept for the cost		
Office Supplies	Office supplies, permit cards, project envelope, etc.		3,200
Subscription	Misc. Code Books (New Code Cycle)		1,350
Microfilms	Digital Archiving		11,000
Safety Supplies & Matl	Gas/Electric Tags GFCI Electrical Testers Construction Signs Arc Fault Tester for field inspector		
Utilities - Electricity	PG&E		1,400
Utilities - Gas	ABAG gas		950
Utilities - Water	Cal water		200
Rent - Mach & Equip	Bldg share of MX-M453 Sharp copier annual lease		612
Computer Equip/Software	1) Replacement of 1 old computer \$1500 2) Begin Digital Archiving of completed projects. Microfilming was discontinued in 2008 and the plan have accumulated. Partial cost recovery of 6k per year is accounted for in New Fee Study to cover current year. This projects adding 5K for catch costs and the archive		19,500
Office Equip & Furn	Furniture, plan storage & file storage		
Trsfr to Equip Replace Fd	For future permit tracking system upgrade		5,000
Trsfr to Facil Construct Fd	For sinking fund for Bldg portion of New Town Center		-
	Total Operations		975,059
	Total Building Dept		1,109,158

Town of Atherton									
Non-Department									
Budget 2013-2014									
								Increase	
		Actual	Actual	Actual	Adopted	Revised	Recommended	(Decrease)	
Account	Description	2009-10	2010-11	2011-12	Budget	Budget	Budget	Over Prior	%
					2012-13	2012-2013	2013-2014	Year Budget	Change
101-30-51006-030	Benefits Admin Fees	3,056						-	
101-30-51003-030	PERS Retirement Contrib-ER			1,224,321				-	
101-30-51012-030	Employee Assistance Program	2,306	2,205	1,835	2,000	2,000	1,800	(200)	-10.0%
101-30-52018-030	Code Enforcement Services*	46,838	55,277	60,410	-	-	-	-	-
101-30-52019-030	IT Support	26,739	28,855	32,515	50,000	50,000	50,000	-	0.0%
101-30-53018-030	Utilities - Telephone	15,173	12,249	10,510	15,000	15,000	12,000	(3,000)	-20.0%
101-30-53019-030	Liability Insurance	190,937	205,476	233,384	265,642	265,642	274,526	8,884	3.3%
101-30-53020-030	Employment Practice Liability Insurance	36,000	37,800	36,000	36,000	36,000	36,000	-	0.0%
101-30-53021-030	Property Insurance	5,279	5,112	5,378	5,916	5,916	6,153	237	4.0%
101-30-53022-030	Liability Claim Expense	7,500		-	-	-	-	-	-
101-30-54007-030	Memberships & Dues	2,931	5,596	2,999	5,765	5,765	5,840	75	1.3%
101-30-54010-030	Other Contract Services	66,426	115,875	22,406	90,000	90,000	10,000	(80,000)	-88.9%
101-30-54011-030	Environmental Programs Committee	27,433	17,126	-	-	-	-	-	-
101-30-54013-030	Contribution - SSV	1,000	500	-	250	250	250	-	0.0%
101-30-54014-030	Contribution - HIP	2,500	2,500	1,250	1,250	2,275	2,275	1,025	82.0%
101-30-54015-030	Contribution - Sustainable SMC	1,500	1,500	-	-	-	-	-	-
101-30-54017-030	Post Office Expense	3,351	2,519	5,840	4,320	4,320	4,400	80	1.9%
101-30-54020-030	Election Cost	16,030	6,325	53	20,000	20,000	15,000	(5,000)	-25.0%
101-30-54024-030	Contribution to P/Y Solid Waste**			252,996	84,333	84,333	-	(84,333)	-100.0%
101-30-54029-030	County Tax Administration Cost	45,263	47,392	44,450	52,250	52,250	51,184	(1,066)	-2.0%
101-30-55008-030	Misc Computer Software	14,144						-	-
101-30-55009-030	Misc Computer Parts & Supplies	3,854	9,880	3,483	14,599	14,599	8,000	(6,599)	-45.2%
101-30-55016-030	Other Supplies & Materials	480		-	4,000	4,000	3,000	(1,000)	-25.0%
101-30-55017-030	Postage	11,075	12,318	14,911	16,843	26,843	17,200	357	2.1%
101-30-57006-030	IT Infrastructure Plan			-	97,700	87,700	90,200	(7,500)	-7.7%
	Total Non-Department	529,815	568,605	1,952,540	765,867	766,892	587,828	(178,040)	-9.12%
	*Code enforcement services moved to Building Department.								

		Non-Department Budget		
		101-30		
				FY 2014
Account No. & Title	Quantity, brief description and justification of items requested			Recommended Appropriations
Code Enforcement Svs	for 8 hours/week inspection, 119 hours phone calls/year (Moved to Building Department Budget)			See Building Dept
Other Contract Services	High Speed Rail (HSR) public relation	10,000		
	Update master fee schedule and cost allocation plan	-		
	Park Master Plan	-		10,000
Environ Program Commit	Support for Committee work			See City Council Dept
IT Support	Contract IT support			50,000
Misc Comp Parts & Sup	6 Off-site security of backup tapes	1,200		
	Symantec Anti-virus	1,500		
	Backup software support	1,300		
	Parts for servers, spare hard drive, UPS battery	4,000		8,000
Other Supplies & Matls	Other unexpected small items			3,000
Memberships and Dues	ABAG	1,958		
	LAFCO	1,300		
	City/County Assoc of Government - San Mateo (C/CAG)	2,582		5,840
Liability Insurance	Annual premiums for general insurance pool	85,075		
	Annual premiums for excess liability insurance pool	5,779		
	Public Official bond	837		
	Administrative Premium to ABAG	82,835		
	Self-insured retention (SIR) reserve	100,000		274,526
Property Insurance	Annual premiums for property insurance pool			6,153
Employ Pract Liab Insur	Premium to employment practice liability			36,000
EAP	Premium for employee assistance program			1,800
Contribution - SSV	Sustainable Silicon to produce environmental and resources conservation Silicon Valley			250
Contribution - HIP	Human Investment Project (HIP) grant to find a place to call home for people throughout San Mateo County			2,275
Postage	Feeder rental & maint	700		
	Meter rental #419	1,500		
	Stamps for mailing	15,000		17,200
Utilities - Telephone	Main line, PBX charge, phone usage, high speed internet,			12,000

		Non-Department Budget		
		101-30		
				FY 2014
Account No. & Title	Quantity, brief description and justification of items requested			Recommended Appropriations
	Election Cost			15,000
	County Tax Admin Cost	San Mateo County property tax admin charges		51,184
	Post Office Expense	Weighing platform, base, feeder rental	1,500	
		Supplies - ink cartridge, strips, paper, pre-inked stamps	1,500	
		Meter (security device) rental	1,400	4,400
	IT Infrastructure Plan	Server room creation & relocation cost	16,200	
		Virtual server implementation, consolidation, and licenses	20,500	
		Rebuild firewall for improved security	1,200	
		Website design & hosting	12,500	
		Wireless projects for improved security, connect council chambers to network, controller plus access points	9,800	
		Document imaging system	30,000	90,200
		Total Non-Department		587,828

Town of Atherton Police Department Budget 2013-14										
									Increase (Decrease)	
		Actual	Actual	Actual	Adopted Budget	Estimate	Recommended Budget	Over Prior	%	
Account	Description	2009-10	2010-11	2011-12	2012-13	2012-2013	2013-14	Year Budget	Change	
101-40-50001-040	Regular Salaries	2,125,120	1,819,176	1,900,407	2,184,885	2,134,885	2,374,066	239,181	11.2%	
101-40-50002-040	Part-time Permanent	65,487	60,453	466	-	-	-	-		
101-40-50003-040	Dispatcher Salaries	274,608	350,704	339,224	309,257	309,257	308,031	(1,226)	-0.4%	
101-40-50004-040	Reserve Salaries	36,504	105,132	88,923	30,720	30,720	40,000	9,280	30.2%	
101-40-50005-040	Temporary Help	75,338	44,753	88,228	31,052	81,052	80,000	(1,052)	-1.3%	
101-40-50006-040	Overtime	160,304	217,750	165,029	140,000	220,000	180,000	(40,000)	-18.2%	
101-40-50007-040	Special Event Salaries Reimb	4,657	25,185	6,386	10,000	10,000	10,000	-	0.0%	
101-40-50008-040	Vacation/Comp Time Payout		40,674	61,478		20,000		(20,000)	-100.0%	
101-40-50013-040	EE Benefits Earned	43,312	44,030	42,692	51,595	51,595	55,066	3,471	6.7%	
101-40-51001-040	Medicare Tax	33,543	35,283	36,753	38,302	38,302	41,663	3,361	8.8%	
101-40-51002-040	Social Security	645	4,867	1,883	381	381	2,480	2,099	551.0%	
101-40-51003-040	PERS Retire Contr - ER	699,370	679,301	814,831	912,093	642,093	697,148	55,054	8.6%	
101-40-51004-040	PERS Retire Contr - EE	161,490	173,601	174,045	187,264	187,264	166,478	(20,786)	-11.1%	
101-40-51005-040	Deferred Comp-ER Paid	10,737	7,899	7,109	7,523	7,523	7,498	(25)	-0.3%	
101-40-51006-040	Benefits Admin Fees			125	-	-	-	-		
101-40-51007-040	STD Insurance	330	464	568	576	576	576	-	0.0%	
101-40-51008-040	Health Insurance - Active	263,934	306,456	321,159	362,601	362,601	429,953	67,353	18.6%	
101-40-51009-040	Health Insurance - Retirees	401,099	424,627	458,746	495,676	495,676	346,913	(148,763)	-30.0%	
101-40-51010-040	Dental Insurance	33,403	34,690	36,055	39,398	39,398	37,498	(1,901)	-4.8%	
101-40-51011-040	Vision Insurance	3,401	3,760	4,115	4,693	4,693	4,570	(123)	-2.6%	
101-40-51013-040	Workers' Compensation	88,638	33,408	45,217	43,226	43,226	87,810	44,584	103.1%	
101-40-51014-040	Life & ADD Insurance	2,300	2,761	2,752	3,100	3,100	3,208	108	3.5%	
101-40-51015-040	LTD Insurance	21,001	18,880	17,252	17,670	17,670	18,361	691	3.9%	
101-40-51016-040	Unemployment Insurance	28,744	28,093	40,469	26,415	26,415	28,733	2,318	8.8%	
101-40-51018-040	Uniforms	24,305	15,724	17,731	15,951	15,951	17,301	1,350	8.5%	
101-40-51020-040	Educational Reimbursement	2,525	1,750	-	6,000	6,000	6,000	-	0.0%	
	Allowance									
	Total Salaries & Benefits	4,560,793	4,479,419	4,671,646	4,918,378	4,748,378	4,943,353	194,975	4.1%	
101-40-52017-040	Technical Services	64,580	78,158	68,319	59,026	74,026	77,740	3,714	5.0%	
101-40-52028-040	Contract Police Chief Svs			166,750	-	-	-	-		
101-40-53001-040	Equip Maint - Vehicles	65,846	53,841	64,604	40,000	75,000	50,000	(25,000)	-33.3%	
101-40-53002-040	Equip Maint - Other	5,550	5,562	5,827	5,000	5,000	5,000	-	0.0%	
101-40-53004-040	Facility Repair & Maint			-	-	-	-	-		
101-40-53008-040	Custodial Services			-	-	-	-	-		
101-40-53014-040	Utilities - Electricity	29,719	24,597	16,791	18,000	22,300	18,000	(4,300)	-19.3%	
101-40-53015-040	Utilities - Gas	454	808	485	1,100	1,380	1,100	(280)	-20.3%	
101-40-53016-040	Utilities - Water	790	681	1,286	800	1,265	800	(465)	-36.8%	
101-40-53018-040	Utilities - Telephone	35,009	39,130	32,992	33,368	34,528	32,024	(2,504)	-7.3%	
101-40-53025-040	Printing - External Service		1,636	1,762	2,000	2,000	2,000	-	0.0%	
101-40-53026-040	Recruitment Cost	915	214	1,880	4,400	29,400	8,800	(20,600)	-70.1%	
101-40-53027-040	SMC Booking Fees	246	303	-	4,000	4,000	4,000	-	0.0%	
101-40-53028-040	Citation Processing	657	998	790	1,800	1,800	3,000	1,200	66.7%	
101-40-53032-040	Rent - Facilities	8,721	8,667	8,397	8,760	8,760	8,760	-	0.0%	
101-40-53501-040	Administrative Services									
101-40-53502-040	Computer Svs Charge									
101-40-53503-040	Trsfr to Equip Replace Fd	69,800	54,000	54,000	62,800	62,800	74,480	11,680	18.6%	
101-40-54003-040	Conferences	897	915	669	1,280	1,280	2,280	1,000	78.1%	
101-40-54004-040	Training & Workshops	4,122	3,142	456	2,000	2,000	2,000	-	0.0%	
101-40-54005-040	Subscriptions	875	840	878	800	800	800	-	0.0%	
101-40-54006-040	POST Training	16,906	19,422	18,683	22,000	22,985	22,000	(985)	-4.3%	
101-40-54007-040	Memberships & Dues	1,285	1,497	1,320	1,980	1,980	2,000	20	1.0%	
101-40-54008-040	Mileage Reimbursement	884	488	740	300	300	300	-	0.0%	
101-40-54010-040	Other Contract Services	88,421	93,057	87,704	85,089	85,089	88,107	3,018	3.5%	
101-40-54019-040	Special Events & Awards	150								
101-40-54021-040	Animal Control Services	50,951	47,542	52,175	52,180	46,902	52,180	5,278	11.3%	
101-40-55002-040	Office Supplies	6,866	6,172	6,453	6,700	6,700	6,700	-	0.0%	
101-40-55004-040	Parking Penalties to County	1,857								
101-40-55006-040	Safety Supplies & Materials	4,350	5,637	9,500	8,000	8,000	8,000	-	0.0%	
101-40-55007-040	K-9 Expenses	14,433	10,598	18,248	15,000	15,000	21,000	6,000	40.0%	
101-40-55009-040	Misc. Computer Parts/supplies			79	-	-	-	-	0.0%	
101-40-55015-040	Oil and Gasoline	42,703	51,963	51,348	65,000	90,000	80,000	(10,000)	-31.9%	
101-40-55016-040	Other Supplies & Mats	48,955	34,625	28,165	31,300	31,300	38,350	7,050	22.2%	
101-40-55017-040	Postage									
101-40-55018-040	Disaster/Emergency	2,779	2,183			20,000	-	(20,000)	-100.0%	

Town of Atherton									
Police Department									
Budget 2013-14									
								Increase (Decrease)	
		Actual	Actual	Actual	Adopted	Estimate	Recommended	Over Prior	%
Account	Description	2009-10	2010-11	2011-12	Budget	2012-2013	Budget	Year Budget	Change
101-40-57002-040	Building Improvements	1,115			8,000	8,000	-	(8,000)	-100.0%
101-40-57004-040	Mach & Equip	17,923	12,927	12,836			8,700	8,700	300.0%
101-40-57005-040	Vehicles & Accessories	11,208		3,015	4,000	4,000		12,000	
101-40-57006-040	Computer Equip/Software*	7,610	60,232	18,948			16,000	-	
101-40-57007-040	Office Equip & Furniture	1,130						-	
101-40-57010-040	Misc. Capital Outlay	13,786						-	
		621,495	619,834	735,099	544,683	666,595	634,121	(32,474)	-4.4%
101-40-53022-040	Liability Claim Expense	230,000						-	
	Total Operations	851,495	619,834	735,099	544,683	666,595	634,121	(32,474)	-6.0%
	Total Police Dept.	5,412,288	5,099,253	5,406,744	5,463,061	5,414,973	5,577,474	162,502	3.0%

Police Department			
101-40			
Account No. & Title	Quantity, brief description and Justification of Items requested		FY 2014 Recommended Appropriations
Regular Salaries	21 Sworn, 1 Executive Assistant, 1 Community Service Officer COPS Grant funding (assume no cut in funding)	2,474,066 (100,000)	2,374,066
Dispatch Salaries	4 full-time dispatchers		308,031
Reserve Salaries	5 part-time reserve officers		40,000
Temporary Help	9 per diem dispatchers		80,000
Overtime	Overtime worked based upon staffing, court, training, investigation, etc Overtime built in for Dispatchers and CSO 5PPL/4 Hrs/26Pay Period	151,814 28,186	180,000
Special Event Sal Reimb	Overtime Subcategory: POTUS/Special Events		10,000
Medicare Tax	1.45% of salary		41,663
Social Security	6.2% of eligible temp salary		2,480
PERS Retire Contr-ER	Employer contribution for pension		697,148
PERS Retire Contr-EE	Employee contribution paid for by the employer - part time		166,478
Deferred Comp-ER Paid	2% of salary for dispatchers per MOU		7,498
Health Insurance	Health plan coverage - Kaiser, Blue Shield, Blue Cross		429,953
Retiree Healthcare	Medical coverage for current eligible GASB 45 annual required contribution	254,441 92,472	346,913
Dental Insurance	Delta dental plan premium		37,498
Vision Insurance	Vision Service Plan premium		4,570
Workers' Compensation	Workers Comp charged to Department		87,810
Life & ADD Insurance	Premium to the Cities Group		3,208
STD Insurance	Short-term disability premium to the Cities Group		576
LTD Insurance	Long-term disability premium to The Cities Group		18,361
Unemployment Insurance	Self-funded unemployment based on 1% of salary		28,733
Uniforms	Per MOU		17,301
Educational Reimburse	Per MOU		6,000
EE Benefits Earned	2% contribution for vac, sick, comp, & holiday pay		55,066
Allowance	Housing		-
	Total Salaries & Benefits		4,943,353
Technical Services	Sunridge RIMS Annual Maintenance (Dispatch-Patrol CAD)	11,085	
	TEA Maint. (Telecommunications Dispatch/Radio Support)	14,712	
	Alarm Software Maint. Fee (Residential Burglar Alarms)	1,316	
	S.M. Co. Medical Legal Exam (Sex Assault Exam)	1,400	
	S. M. Regional Network Access Fee (Telecom Support)	4,620	
	Rapid Notify Maint. Fee (Emergency Resident Notification)	1,650	
	Voice Print Maint. Fee (Comm Center Telephone/Radio Recording)	2,739	
	CLETS/Microwave Maint. (California LE Telecomm Database Access)	12,916	
	Critical Reach (TRAK System, Missing Persons Support System)	265	

Police Department			
101-40			
Account No. & Title	Quantity, brief description and Justification of Items requested		FY 2014 Recommended Appropriations
	Towing (Crime Scene Evidence & Patrol Cars)	285	
	OJO Licensing Fee - Paid 3 year - due 2015	7,953	
	OJO Maintenance Agreement	2,465	
	Milestone Maintenance Agreement		
	RIMS on-line citizen access	3,335	
	MKMS Server - Alarm	3,000	
	S.M. Co. Sheriff's Ofc. FISC Forensic Lab	10,000	-
			77,740
			-
			-
Animal Control Svs	San Mateo animal control services cost		52,180
			-
Vehicle Repair & Maint	Vehicle maint through City of Redwood City		50,000
Equip Repair & Maint	Maintenance of radar, office equip, & radio equip, narrow banding		5,000
			-
Custodial Services	See DPW - Building Maint Dept for cost to be allocated		-
			-
Training & Workshops	Non-POST Reimbursable but POST Certified Advanced Officer Training,		-
	Supervisor's Training, & specialized technical training & workshops		-
	Succession planning/other training		-
	Supplies for POST annual dept training and other trainings	2,000	
			-
SMC Booking Fees	Booking fees, County of San Mateo		4,000
			-
Citation Processing	Turbo Data for processing of parking citations		3,000
			-
Other Contract Services	S.M. Co. Chaplin Service - Call-outs only	1,000	-
	San Mateo PD Range Rental (\$65 per hour)	2,000	-
	S.M. Co. Coyote Pt. Firearms Range -2nd Wed. use only	3,600	-
	S.M. Co. OES Hazardous Materials Program	28,423	-
	First Chance (DUI Booking Alternative)	5,543	-
	Keller Center (Child Abuse/Sexual Assault Victims Program)	1,200	-
	Youth Family Service (Youth Counseling Diversion)	4,972	-
	S.M. Co. Community Overcoming Relationship (Domestic Abuse)	3,301	-
	Lexipol (Police General Orders, Case Law Update Training)	5,500	-
	Recall Secure Destruction Services (Sensitive Files)	1,404	-
	TB Screening & Test Medical Record (For exposed employees)	150	-
	San Mateo County Narcotics Task Force	27,264	-
	Conflict Resolution - Mills Peninsula	500	-
	Service Master Clean	2,000	-
	Aflac administration fee \$75x12	900	-
	Forensic Art Services (Suspect Sketches)	350	-
			88,107
			-
Recruitment Costs	Associated costs to include: polygraph, medical, psych, job fairs, seminars, inter panels, B-Pad (Approx. cost to completely process 1 applicant: \$2200)		8,800
			-
External Printing	Forms, secure identification cards, no parking signs, citations		2,000
			-
Office Supplies	Paper, pens, software, film and photo processing		6,700
			-
Subscription	Library books, criminal codes		800
			-
Safety Supplies & Mats	Replacement of individual protective vests (MOU 5-year partially off-set by DOJ grant), motorcycle leather gear, helmet, protective motorcycle gear, eye/ear range safety gear		8,000
			-
			-
POST Training	Advanced Officer Training, S.M. Co. Chief's training sessions (2)	15,000	-
	Post Reimbursement (Add Mandated, Essential Categories)	7,000	-

Police Department			
101-40			
			FY 2014
Account No. & Title	Quantity, brief description and Justification of items requested		Recommended Appropriations
	Patrol (Mandated, technical and perishable skills training)		22,000
	Communications and Records (mandated and technical training)		-
			-
K-9 Expense	K-9 Maint., Training, Veterinarian, Boarding, Food for 2 dogs		21,000
			-
Oil & Gasoline	Fuel for vehicles		80,000
			-
Other Supplies & Mats	Rain Gear, Helmets,	25,000	-
	Firearms supplies, cleaning supplies, hardware, badges, etc.		-
	California Vehicle Codes	350	-
	Awards and Engraving	200	-
	Business Cards	800	-
	DARE Supplies (Balls, T-shirts, Awards)	2,000	-
	Ammunition (Perishable Skills Training, Qualification (3x) & SWAT)	10,000	-
			38,350
Membership & Dues			-
	California Chiefs of Police	500	-
	CPOA, CPCA, APCO, CAPE	900	-
	S.M. Co. Police Chiefs Association, Training Managers, Comm	600	-
			2,000
			-
Utilities - Electricity	PG&E		18,000
			-
Utilities - Gas	ABAG gas		1,100
			-
Utilities - Water	Cal water		800
			-
Utilities - Telephone	Telephone (Lobby-Front Door)	360	-
	Telephones (Office, Comm Center, Admin, Patrol, Invest.)	24,000	-
	Cell Phones (Admin, Investigations, Patrol Cars)	2,000	-
	Sprint Mobile Data (Patrol Car Mobile CAD/RIMS Support Service).	5,664	-
			32,024
			-
Conferences	Calif. Chief's Association	1,000	-
	S.M. Gang Task Force Conference, RIMS	1,280	-
			2,280
			-
Mileage Reimburse	Reimb for use of personal vehicles on Town business		300
			-
Disaster Preparedness	supplies , water		-
			-
Rent Facility	Rent for temporary police facility @ \$729.97 per month		8,760
			-
Mach & Equip	Taser Cartridges/Training Rounds (qualify ABAG reimb)	7,000	-
	Dispatch headsets + Wireless console	1,000	-
	Ergonomic Chair -	700	-
			8,700
			-
Computer Equip/Software	Replacement of old computers		16,000
			-
Office Equip & Furn			-
			-
Trsfr to Equip Replace Fd	Future replacement of vehicle(s), additional Equipments		74,480
			-
	Total Operations		634,121
	Total Police Dept		5,577,474

Temp Salaries for Police Department										
FY 2014										
				0.11104	0.07	0.062	0.0145			
Position	Total Hours	Hourly Rate	Annual Salary	Employer PERS	Employee PERS	Social Security	Medicare	Uniforms	Worker's Comp	Total
Part-Time Temp Dispatcher	144	35.94	5,175				75		98	5,349
Part-Time Temp Dispatcher	144	35.94	5,175	575	362		75		98	6,286
Part-Time Temp Dispatcher	144	35.94	5,175				75		98	5,349
Part-Time Temp Dispatcher	144	35.94	5,175	575	362		75		98	6,286
Part-Time Temp Dispatcher	144	35.94	5,175	575	362	-	75		98	6,286
Part-Time Temp Dispatcher	144	35.94	5,175	575	362	-	75		98	6,286
Part-Time Temp Dispatcher	1,362	35.94	48,948				710		930	50,588
	2,226		80,000	2,299	1,449	-	1,160	-	1,520	86,428
Reserve Officer	192	32.00	6,144			381	89	150	97	6,861
Reserve Officer	192	32.00	6,144			381	89	150	97	6,861
Reserve Officer	192	32.00	6,144			381	89	150	97	6,861
Reserve Officer	337	32.00	10,784			669	156	150	170	11,929
Reserve Officer	337	32.00	10,784			669	156	150	170	11,929
	1,250		40,000	-	-	2,480	580	750	631	44,441
Total Temp Help Salaries			120,000	2,299	1,449	2,480	1,740	750	2,151	130,869

**Town of Atherton
Police Department
Budget 2013-2014**

	<u>Supplemental Budget Request</u>
<u>Description</u>	
<u>Request #1</u>	
Replace 1 Crown Victoria Patrol Cars - Patrol Car 5, E1320804	35,000
<u>Request #2</u>	
Purchase COLT 15 LEG920- 14	12,880
<u>Request #3</u>	
Purchase new Tasers - 14	18,000
<u>Request #4</u>	
Narrowbanding radio equipment	3,600
<u>Request #5</u>	
Evidence/Alarm/Security Cameras	5,000
Total Cost to Equipment Replacement Fund	74,480

Town of Atherton									
Public Works Department - Summary									
Budget 2013-2014									
								Increase	
		Actual	Actual	Actual	Adopted	Revised	Recommended	(Decrease)	
Account	Description	2009-10	2010-11	2011-12	Budget	Budget	Budget	Over Prior	%
					2012-13	2012-13	2013-2014	Year Budget	Change
	Regular Salaries	938,144	983,204	438,530	218,774	218,774	229,363	10,590	4.8%
	Part-Time Permanent	-	5,676	222	-	-	-	-	-
	Temporary Help	98,317	90,866	16,865	-	-	-	-	-
	Overtime	8,653	11,031	3,475	-	-	-	-	-
	Standby Pay	9,395	14,330	3,171	-	-	-	-	-
	Medicare Insurance	27,380	13,124	5,899	3,172	3,172	3,326	154	4.8%
	Social Security	5,905	5,662	942	-	-	-	-	-
	PERS Retire Contr - ER	124,752	123,412	44,861	30,466	30,466	25,469	(4,998)	-16.4%
	PERS Retire Contr - EE	58,936	65,605	22,718	15,314	15,314	-	(15,314)	-100.0%
	Health Insurance-Active	137,138	153,329	53,765	35,671	35,671	39,120	3,449	9.7%
	Health Insurance-Retirees	164,879	190,224	152,991	165,307	165,307	88,820	(76,487)	-46.3%
	Dental Insurance	15,579	17,858	6,112	3,534	3,534	-	(3,534)	-100.0%
	Vision Insurance	2,325	2,391	782	509	509	-	(509)	-100.0%
	Workers Compensation	36,148	7,041	4,102	4,157	4,157	6,848	2,691	64.7%
	Life & ADD Insurance	1,219	1,422	508	279	279	309	31	11.0%
	STD Life	14,834	2,078	717	403	403	403	-	0.0%
	LTD Insurance	12,190	7,390	2,833	1,417	1,417	1,441	24	1.7%
	Unemployment Insurance	10,596	11,075	37,825	25,909	25,909	2,294	(23,615)	-91.1%
	Uniforms	5,417	7,489	1,059	200	200	200	-	0.0%
	Auto Allowance	3,600	3,240	-	-	-	-	-	-
	EE Benefits Earned	9,168	9,342	3,245	2,188	2,188	2,294	106	4.8%
	Salary Allocated to CIP	(174,826)	(200,329)	(116,580)	(161,678)	(161,678)	(161,678)	-	0.0%
	Total Salaries & Benefits	1,509,749	1,525,460	684,044	345,623	345,623	238,208	(107,414)	-31.1%
	Contract Engineering	5,813	15,473	169,773	204,000	191,705	199,000	7,295	3.8%
	Contract DPW Maint Serv	-	-	338,984	450,340	450,340	482,000	31,660	7.0%
	Contract Park Event Svs	-	-	37,825	29,600	29,600	35,000	5,400	18.2%
	Vehicle Repair & Maint	11,782	3,702	2,219	2,200	1,600	2,300	700	43.8%
	Equipment Repair & Maint	4,322	2,859	775	2,400	1,785	8,400	6,615	370.6%
	Building Security	843	2,203	1,495	5,400	5,400	5,400	-	0.0%
	Facility Repair & Maint	13,631	27,629	5,771	19,500	14,500	17,000	2,500	17.2%
	Contract Custodial Services	16,463	15,063	20,478	16,600	16,720	20,528	3,808	22.8%
	HVAC Repair & Maint	11,400	3,154	-	-	-	-	-	-
	Electrical Repair & Maint	870	2,661	-	5,000	5,000	5,000	-	0.0%
	Roof Repair & Maint	1,046	-	-	-	-	-	-	-
	Contract Tree Maintenance	41,788	58,650	25,860	110,000	110,000	87,500	(22,500)	-20.5%
	Pesticides & Fertilizer	18,623	13,290	3,090	-	-	-	-	-
	Street Sweeping	9,927	11,912	11,912	15,000	15,000	15,000	-	0.0%
	Contract Lndscp Maint.	-	14,768	5,178	-	-	-	-	-
	Traffic Signal Repair & Maint	12,688	10,178	8,982	10,000	10,000	10,000	-	0.0%
	Street Light Repair & Maint	8,125	6,982	1,179	10,000	18,460	15,000	(3,460)	-18.7%
	Advertising/Publishing	23,714	5,562	5,883	4,800	2,000	3,600	1,600	80.0%
	Training & Workshops	489	611	635	2,100	1,800	1,800	-	0.0%
	Contract Inspection & Testing	4,294	2,792	666	8,500	5,500	8,900	3,400	61.8%
	Other Contract Services	25,083	16,617	14,336	18,100	18,100	18,700	600	3.3%
	Disaster Preparedness	-	-	640	-	-	-	-	-
	Technical Services	2,740	3,145	3,878	5,000	5,000	10,000	5,000	100.0%
	Office Supplies	2,119	2,899	1,403	1,750	1,750	1,750	-	0.0%
	Safety Supplies & Mats	647	576	3,682	1,100	1,100	1,250	150	13.6%
	Misc. Computer Software	6,277	7,172	2,049	6,950	6,950	6,950	-	0.0%
	Misc. Computer Supplies	753	22	-	1,200	1,200	1,200	-	0.0%
	Custodial Supplies	7,234	8,020	249	500	700	800	100	14.3%
	Landscape Supplies	7,959	4,126	962	1,500	1,500	2,250	750	50.0%
	Construction Mats	19,015	11,048	5,107	5,500	5,500	6,750	1,250	22.7%
	Minor Tools & Equip	1,067	804	103	200	200	450	250	125.0%
	Gas & Oil	13,303	12,312	5,472	2,700	2,700	6,800	4,100	151.9%
	Other Supplies & Mats	(4,504)	4,909	217	-	-	-	-	-
	Membership/Dues	3,659	4,483	7,929	7,000	7,000	9,000	2,000	28.6%
	Postage	41	-	-	100	100	400	300	300.0%
	Utilities -Electricity	71,651	66,257	68,848	66,200	66,200	68,800	2,600	3.9%
	Utilities - Gas	2,907	4,613	3,319	4,900	4,900	3,700	(1,200)	-24.5%

Town of Atherton									
Public Works Department - Summary									
Budget 2013-2014									
								Increase	
		Actual	Actual	Actual	Adopted	Revised	Recommended	(Decrease)	
Account	Description	2009-10	2010-11	2011-12	Budget	Budget	Budget	Over Prior	%
					2012-13	2012-13	2013-2014	Year Budget	Change
	Utilities - Water	12,497	13,119	10,533	12,000	12,000	9,900	(2,100)	-17.5%
	Utilities - Sewer	20,176	3,262	4,648	5,150	5,900	6,400	500	8.5%
	Utilities - Telephone	7,102	5,018	1,756	1,600	1,600	2,400	800	50.0%
	Conferences	1,345	1,307	-	720	-	220	220	
	Credit Card Merchant Fees	3,382	2,775	1,088	-	-	1,050	1,050	
	Rent - Facilities	4,206	4,676	4,474	-	-	-	-	
	Rent - Mach & Equipment	21,844	17,414	2,438	6,700	4,700	4,500	(200)	-4.3%
	Building Improvements	-	-	-	45,000	45,000	31,000	(14,000)	-31.1%
	Machinery & Equipment	3,527	1,514	-	6,500	6,500	9,000	2,500	38.5%
	Computer Equip/Software	3,936	1,652	2,222	2,000	2,000	2,000	-	0.0%
	Office Machines & Furn	317	-	162	500	-	500	500	
	Administrative Services	-	-	-	-	-	-	-	
	Computer Services Charg	-	-	-	-	-	-	-	
	Equip Replace Charges	19,892	19,892	3,000	5,000	5,000	27,000	22,000	440.0%
	Total Operations	443,993	415,124	789,219	1,103,310	1,085,010	1,149,198	64,188	5.9%
	Total DPW	1,953,742	1,940,584	1,473,263	1,448,933	1,430,633	1,387,406	(43,227)	-3.0%

Town of Atherton									
Public Works Dept - Engineering 50									
Budget 2013-2014									
					Adopted	Revised	Recommended	Increase	
		Actual	Actual	Actual	Budget	Budget	Budget	(Decrease)	
Account	Description	2009-10	2010-11	2011-12	2012-13	2012-13	2013-2014	Over Prior	%
								Year Budget	Change
101-50-50001-050	Regular Salaries	297,283	306,130	145,576	88,061	88,061	94,075	6,014	6.8%
101-50-50002-050	Part-Time Permanent							-	
101-50-50005-050	Temporary Help							-	
101-50-50006-050	Overtime	1,491	569	385	-	-	-	-	
101-50-50010-050	Standby Pay	810	1,158					-	
101-50-51001-050	Medicare Insurance	3,680	3,711	1,914	1,277	1,277	1,364	87	6.8%
101-50-51003-050	PERS Retire Contr - ER	40,009	38,692	17,623	12,263	12,263	10,446	(1,817)	-14.8%
101-50-51004-050	PERS Retire Contr - EE	18,967	20,568	8,921	6,164	6,164	-	(6,164)	-100.0%
101-50-51008-050	Health Insurance-Active	31,122	36,741	24,156	16,231	16,231	19,920	3,689	22.7%
101-50-51009-050	Health Insurance-Retirees	54,292	58,587	63,295	68,390	68,390	21,794	(46,596)	-68.1%
101-50-51010-050	Dental Insurance	5,190	5,107	2,579	1,806	1,806	-	(1,806)	-100.0%
101-50-51011-050	Vision Insurance	577	473	274	170	170	-	(170)	-100.0%
101-50-51013-050	Workers Compensation	3,682	1,113	2,280	1,673	1,673	2,789	1,116	66.7%
101-50-51014-050	Life & ADD Insurance	391	445	226	119	119	150	31	25.6%
101-50-51007-050	STD Insurance	4233.28	597	299	211	211	211	-	0.0%
101-50-51015-050	LTD Insurance	3,855	2,242	947	623	623	647	24	3.8%
101-50-51016-050	Unemployment Insurance	3,037	3,113	1,466	881	881	941	60	6.8%
101-50-51018-050	Uniforms							-	
101-50-51019-050	Auto Allowance	2,769	1,800					-	
101-50-50013-050	EE Benefits Earned	2,934	2,939	1,274	881	881	941	60	6.8%
101-50-50015-050	Salary Allocated to CIP	(174,826)	(200,329)	(116,580)	(50,418)	(50,418)	(50,418)	-	0.0%
								-	
	Total Salaries & Benefits	299,496	283,656	154,636	148,333	148,333	102,860	(45,472)	-30.7%
101-50-52010-050	Contract Engineering	5,813	15,473	13,593	30,000	17,705	25,000	7,295	41.2%
101-50-52025-050	Contract Public Works Director			156,180	174,000	174,000	174,000	-	0.0%
101-50-53001-050	Vehicle Repair & Maint	2,752	1,693	404	1,000	1,000	1,800	800	80.0%
101-50-53002-050	Equipment Repair & Maint			450	1,400	785	1,400	615	78.3%
101-50-53008-050	Contract Custodial Services			-				-	
101-50-53013-050	Street Light Repair & Maint		1,187	-				-	
101-50-53024-050	Advertising/Publishing	10,964	164	3,944	2,000	2,000	3,600	1,600	80.0%
101-50-54004-050	Training & Workshops	289		298	1,200	1,200	1,200	-	0.0%
101-50-53029-050	Contract Inspection & Testing		260	-	5,000	2,000	5,000	3,000	150.0%
101-50-54010-050	Other Contract Services	1,740		-	600	600	600	-	0.0%
101-50-55018-050	Disaster Preparedness		3,145	-				-	
101-50-52017-050	Technical Services	2740	2,040	3,728	5,000	5,000	10,000	5,000	100.0%
101-50-55002-050	Office Supplies	1,824		1,310	1,500	1,500	1,500	-	0.0%
101-50-55006-050	Safety Supplies & Mats		6,160	-	500	500	500	-	0.0%
101-50-55008-050	Misc. Computer Software	4,715		1,715	6,300	6,300	6,300	-	0.0%
101-50-55009-050	Misc. Computer Supplies	292		-	1,200	1,200	1,200	-	0.0%
101-50-55012-050	Construction Mats			-			250	250	
101-50-55014-050	Minor Tools & Equip		961	-	200	200	200	-	0.0%
101-50-55015-050	Gas & Oil	1,810		554	1,200	500	1,600	1,100	220.0%
101-50-55016-050	Other Supplies & Mats	(5,000)	4,363	-				-	
101-50-54007-050	Membership/Dues	3,169		7,704	6,700	6,700	8,700	2,000	29.9%
101-50-55017-050	Postage	41	632	-	100	100	400	300	300.0%
101-50-53014-050	Utilities - Electricity	472	431	556	700	700	800	100	14.3%
101-50-53015-050	Utilities - Gas	254	97	499	400	400	500	100	25.0%
101-50-53016-050	Utilities - Water	317		118	100	100	100	-	0.0%
101-50-53017-050	Utilities - Sewer		1,386	-	-	-	-	-	
101-50-53018-050	Utilities - Telephone	1,515	121	82	800	800	600	(200)	-25.0%
101-50-54003-050	Conferences	315		-	220	-	220	220	
101-50-53033-050	Rent - Facilities		890	-	-	-	-	-	
101-50-53033-050	Rent - Mach & Equipment			614	3,000	3,000	3,000	-	0.0%
101-50-57002-050	Building Improvements			-			-	-	
101-50-57004-050	Machinery & Equipment			-			-	-	
101-50-57006-050	Computer Equip/Software	1499.29		2,222	2,000	2,000	2,000	-	0.0%
101-50-57007-050	Office Machines & Furn	222		162				-	
101-50-53501-050	Administrative Services							-	

Town of Atherton									
Public Works Dept - Engineering 50									
Budget 2013-2014									
								Increase	
								(Decrease)	
Account	Description	Actual 2009-10	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Revised Budget 2012-13	Recommended Budget 2013-2014	Over Prior Year Budget	% Change
101-50-53502-050	Computer Services Charg							-	
	Equip Replace Charges						3,000	3,000	
								-	
	Total Operations	35,743	39,087	194,133	245,120	228,290	253,470	25,180	11.0%
	Total DPW Engineering	335,240	322,743	348,769	393,453	376,623	356,330	(20,292)	-5.4%

Public Works Dept - Engineering			
101-50			
Acct. No.	Title	Quantity, brief description and justification	FY 2014 Recommended Appropriations
	Regular Salaries	Salaries - two full-time staff 50-60% each or 1.1 FTE	94,075
	Temporary Help	Workers to assist with larger projects	-
	Overtime	For meetings and construction inspection	-
	Medicare Insurance	Medicare is paid on all salaries at a rate of 1.45%	1,364
	Social Security	6.2% of salary	-
	PERS Retire Contrib - ER	Employer contribution for employee pension	10,446
	PERS Retire Contrib - EE	Employee contribution paid for by the employer	-
	Health Insurance	Health plan coverage - Cafeteria Plan	19,920
	Retiree Healthcare	Medical coverage for current eligible	18,095
		GASB 45 annual required contribution	3,699
	Dental Insurance	Delta Dental Plan premium	-
	Vision Insurance	Vision service plan premium	-
	Workers Compensation	Worker's Compensation charged to Department	2,789
	Life & ADD Insurance	Premium to The Cities Group	150
	STD Insurance	Short-term disability premium to The Cities Group	211
	LTD Insurance	Long-term disability premium to The Cities Group	647
	Unemployment Insurance	Self-funded unemployment based on 1% of salaries	941
	EE Benefits Earned	1% contribution for vac, sick, comp, & holiday pay	941
	Salary Allocated to CIP	Salaries charged to CIP projects or Gas Tax	(50,418)
	Salary Savings		
		Total Salaries & Benefits	102,860
	Contract Engineering	Contract Professional Services	25,000
	Contract Public Works Director	Professional Engineering and Management Services	174,000
	Vehicle Repair & Maint	Inspector's Vehicle	1,800
	Equipment Repair & Maint	Copier maintenance, drafting and survey equipment	1,400
	Advertising/Publishing	Vendor bid advertising	3,600
	Training & Workshops	Training seminars and courses for staff: Storm Water Quality (NPDES), SWPPP, GIS/AutoCAD, ITS, Asphalt Institute, Misc Engineering	1,200
	Inspection & Testing	Traffic count	5,000
	Other Contract Services	San Mateo County Health (NPDES)	600
	Technical Services	GIS - consultant maintenance and upgrade	10,000
	Office Supplies	General office supplies, paper, pens, staples, paper clips, coffee, etc.	1,500
	Safety Supplies & Materials	Vests, hats, glasses, boots, etc.	500
	Misc. Computer Software	Annual License for Programs: 1. CADD Licenses (AutoCAD and Microstation) - 2 licenses @\$2,500 2. GIS Licenses (2) (Arcview) - 2 licenses @\$1300	6,300
	Misc. Computer Supplies	Plotter and printer ink/cartridges and paper, plus minor supplies (keyboards, mice, flash drives, etc.)	1,200
	Custodial Supplies	Moved to building maintenance	
	Minor Tools & Equip	Engineering tools costing less than \$100	200
	Gas & Oil	Inspector's Vehicle	1,600

		Public Works Dept - Engineering		
		101-50		
				FY 2014
Acct. No.	Title	Quantity, brief description and justification		Recommended Appropriations
	Membership/Dues	Professional memberships: 1. ASCE 1@\$245 2. APWA 1@ \$113 3. State PE License 1@\$125 4. State Water Quality Control Board Municipal Regional Permit (NPDES) Fees (\$5,400)		8,700
	Postage	postage		400
	Utilities - Electricity	PG&E		800
	Utilities - Gas	ABAG gas		500
	Utilities - Water	Calwater		100
	Communication	Cellular Phones		600
	Conferences	CCEA		220
	Rent - Tools & Equipment	Copier Lease		3,000
	Computer Equip/Software	Replacement of 1 old computer		2,000
	Office Machines & Furn	Equipment replacement charge		3,000
		Construction materials		2,500
		Total Operations		253,220
		Total DPW - Engineering		356,080

Town of Atherton									
Public Works Dept - Street Maintenance 53									
Budget 2013-2014									
					Adopted	Revised	Recommended	Increase (Decrease)	
Account	Description	Actual 2009-10	Actual 2010-11	Actual 2011-12	Budget 2012-13	Budget 2012-13	Budget 2013-2014	Over Prior Year Budget	% Change
101-53-50001-053	Regular Salaries	274,365	246,359	131,411	78,428	78,428	67,644	(10,784)	-13.7%
101-53-50005-053	Temporary Help	8,737	9,714	1,656	-	-	-	-	-
101-53-50006-053	Overtime	5,160	6,372	952	-	-	-	-	-
101-53-50010-053	Standby Pay	6,498	7,659	1,944	-	-	-	-	-
101-53-51001-053	Medicare Insurance	3,549	3,112	1,760	1,137	1,137	981	(156)	-13.7%
101-53-51002-053	Social Security	542	602	60	-	-	-	-	-
101-53-51003-053	PERS Retire Contr - ER	35,557	30,702	10,970	10,922	10,922	7,511	(3,411)	-31.2%
101-53-51004-053	PERS Retire Contr - EE	16,842	16,321	5,554	5,490	5,490	-	(5,490)	-100.0%
101-53-51008-053	Health Insurance - Active	51,937	50,188	13,538	11,664	11,664	9,600	(2,064)	-17.7%
101-53-51009-053	Health Insurance - Retirees	68,791	85,174	69,221	74,794	74,794	60,605	(14,189)	-19.0%
101-53-51010-053	Dental Insurance	5,831	4,940	1,523	1,037	1,037	-	(1,037)	-100.0%
101-53-51011-053	Vision Insurance	820	838	229	204	204	-	(204)	-100.0%
101-53-51013-053	Workers Compensation	14,621	2,230	736	1,491	1,491	2,030	539	36.2%
101-53-51014-053	Life & ADD Insurance	342	358	118	96	96	80	(16)	-16.7%
101-53-51007-053	STD Insurance	4,985	577	173	115	115	96	(19)	-16.7%
101-53-51015-053	LTD Insurance	3,562	1,910	784	476	476	397	(79)	-16.7%
101-53-51016-053	Unemployment Insurance	2,972	2,707	12,354	7,405	7,405	676	(6,729)	-90.9%
101-53-51018-053	Uniforms	3,399	4,819	652	200	200	200	-	0.0%
101-53-51019-053	Auto Allowance	208	360						
101-53-50013-053	EE Benefits Earned	2,650	2,337	793	784	784	676	(108)	-13.7%
101-53-50015-053	Salary Allocated to CIP/Gas Tax				(111,260)	(111,260)	(111,260)	-	0.0%
	Total Salaries & Benefits	511,366	477,279	254,429	82,983	82,983	39,237	(43,746)	-52.7%
101-53-52031-053	Contract DPW Maint Serv			169,166	226,930	226,930	255,000	28,070	12.4%
	Contract Park Event Svs			-				-	
101-53-53001-053	Vehicle Repair & Maint	8,608	2,524	1,644	1,200	600	500	(100)	-16.7%
101-53-53002-053	Equipment Repair & Maint	743	467	325	1,000	1,000	2,000	1,000	100.0%
101-53-53003-053	Building Security								
101-53-53004-053	Facility Repair & Maint	1,825	1,375		3,000	3,000	3,000	-	0.0%
101-53-53008-053	Contract Custodial Services			45					
101-53-53005-053	HVAC Repair & Maint								
101-53-53006-053	Electrical Repair & Maint	573	750		5,000	5,000	5,000	-	0.0%
101-53-53007-053	Roof Repair & Maint								
101-53-53009-053	Tree Maintenance	32,713	48,650	18,180	100,000	100,000	75,000	(25,000)	-25.0%
101-53-55001-053	Pesticides & Fertilizer	1,970							
101-53-53010-053	Street Sweeping	9,927	11,912	11,912	15,000	15,000	15,000	-	0.0%
101-53-53011-053	Contract Lndscp Maint.		10,988	3,978					
101-53-53012-053	Traffic Signal Repair & Maint	12,677	10,178	8,982	10,000	10,000	10,000	-	0.0%
101-53-53013-053	Street Light Repair & Maint	4,508	6,982	1,179	10,000	18,460	15,000	(3,460)	-18.7%
101-53-53024-053	Advertising/Publishing		928	1,392	2,800	-	-	-	
101-53-54004-053	Training & Workshops	200	433	337	900	600	600	-	0.0%
101-53-53029-053	Contract Inspection & Testing	659	600	616	1,000	1,000	1,000	-	0.0%
101-53-54010-053	Other Contract Services	17,435	15,462				600	600	
101-53-55018-053	Disaster Preparedness								
101-53-52017-053	Technical Services			150					
101-53-55002-053	Office Supplies	283	159	23	250	250	250	-	0.0%
101-53-55006-053	Safety Supplies & Mats	547	468	3,623	500	500	500	-	0.0%
101-53-55008-053	Misc. Computer Software	825	600	240	400	400	400	-	0.0%
101-53-55009-053	Misc. Computer Supplies								
101-53-55010-053	Custodial Supplies								
101-53-55011-053	Landscape Supplies	541			1,000	1,000	1,000	-	0.0%
101-53-55012-053	Construction Mats	10,750	6,953	2,560	3,000	3,000	3,000	-	0.0%
101-53-55014-053	Minor Tools & Equip	487	537				250	250	
101-53-55015-053	Gas & Oil	9,951	9,403	4,643	1,500	2,200	2,200	-	0.0%
101-53-55016-053	Other Supplies & Mats								
101-53-54007-053	Membership/Dues	490	120	225	300	300	300	-	0.0%
101-53-55017-053	Postage								
101-53-53014-053	Utilities - Electricity	56,135	52,142	54,715	50,000	50,000	55,000	5,000	10.0%
101-53-53015-053	Utilities - Gas	654	771	972	1,200	1,200	800	(400)	-33.3%
101-53-53016-053	Utilities - Water	10,070	10,523	7,675	9,800	9,800	7,500	(2,300)	-23.5%

Town of Atherton									
Public Works Dept - Street Maintenance 53									
Budget 2013-2014									
								Increase	
								(Decrease)	
Account	Description	Actual 2009-10	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Revised Budget 2012-13	Recommended Budget 2013-2014	Over Prior Year Budget	% Change
101-53-53017-053	Utilities - Sewer							-	
101-53-53018-053	Utilities - Telephone	2,817	1,921	331	-	-	-	-	
101-53-54003-053	Conferences	1,030	1,186		500	-	-	-	
101-58-53034-058	Rent - Facilities		87					-	
101-53-53033-053	Rent - Mach & Equipment	20,518	14,848	1,088	3,000	1,000	1,000	-	0.0%
101-53-57002-053	Building Improvements						-	-	
101-53-57004-053	Machinery & Equipment	3,472	239				1,500	1,500	
101-53-57006-053	Computer Equip/Software	1,490	291					-	
101-53-57007-053	Office Machines & Furn				500	-	500	500	
101-53-53501-053	Administrative Services				-	-	-	-	
101-53-53502-053	Computer Services Charg				-	-	-	-	
101-53-53503-053	Equip Replace Charges	17,361	17,361	3,000	3,000	3,000	8,500	5,500	183.3%
								-	
	Total Operations	229,259	228,857	297,002	451,780	454,240	465,400	11,160	2.5%
								-	
	Total DPW Street Maint	740,625	706,136	551,431	534,763	537,223	504,637	(32,586)	-6.1%

		Public Works Dept - Street Maintenance		
		101-53		
				FY 2014
Acct. No.	Title	Quantity, brief description and justification		Recommended Appropriations
	Regular Salaries	Salaries - one full-time staff 50% or 0.5 FTE		67,644
	Temporary Help	Workers to assist with larger projects		-
	Overtime	Overtime need		-
	Standby Pay	Per MOU		-
	Medicare Insurance	Medicare is paid on all salaries at a rate of 1.45%		981
	Social Security	6.2% of salary		-
	PERS Retire Contrib - ER	Employer contribution for employee pension		7,511
	PERS Retire Contrib - EE	Employee contribution paid for by the employer		-
	Health Insurance	Health plan coverage - Cafeteria Plan		9,600
	Retiree Healthcare	Medical coverage for retirees	56,906	
		GASB 45 annual required contribution	3,699	60,605
	Dental Insurance	Delta Dental Plan premium		-
	Vision Insurance	Vision service plan premium		-
	Workers Compensation	Worker's Compensation charged to Department		2,030
	Life & ADD Insurance	Premium to The Cities Group		80
	STD Insurance	Short-term disability premium to The Cities Group		96
	LTD Insurance	Long-term disability premium to The Cities Group		397
	Unemployment Insurance	Self-funded unemployment		676
	Uniforms	Per MOU		200
	EE Benefits Earned	1% contribution for vac, sick, comp, & holiday pay		676
	Salary Allocated to CIP	Salaries charged to CIP projects or Gas Tax		(111,260)
	Salary Savings			
		Total Salaries & Benefits		39,237
	Contract DPW Maint Svs	Portion of MCE contract		255,000
	Vehicle Repair & Maint	Fleet trucks, dump truck		500
	Equipment Repair & Maint	Backhoe and small equip repair		2,000
	Facility Repair & Maint	Fencing, guardrail, storm drain slip lining		3,000
	Tree Maintenance	R/W and Town Center - tree contract for summer/fall trim, winter storm damage repair, spring trim		75,000
	Electrical Repair & Maint	Outdoor electrical issues		5,000
	Street Sweeping	Monthly/storm sweeping		15,000
	Traffic Signal Repair & Maint	Signals (3) and in-roadway lighted crosswalks (2) monthly maintenance and needed repairs		10,000
	Street Light Repair & Maint	R/W and Town Center		15,000
	Training & Workshops	Training seminars and courses for staff: NPDES/SWPPP; GIS; MSA, MSC, ITS, Asphalt Institute		600
	Contract Inspection & Testing	Storm drain videos		1,000
	Other Contract Services	Backflow preventer testing		600
	Office Supplies	General office supplies, paper, pens, staples, paper clips, coffee, etc.		250
	Safety Supplies & Materials	Vests, hats, glasses, rubber boots, chaps, jackets, etc. Expect additional stock necessary for Sheriffs work program personnel.		500

		Public Works Dept - Street Maintenance	
		101-53	
			FY 2014
Acct. No.	Title	Quantity, brief description and justification	Recommended Appropriations
	Misc. Computer Software	Cost of Upgrades to License and Programs: Rainmaster irrigation controller	400
	Landscape Supplies	Replacement plant material for R/W and Town Center; fertilizers, mulch, tree stakes, etc.	1,000
	Construction Mats	Materials and parts used to build or repair things, including lumber, nails, concrete, asphalt, rock, irrigation parts, etc.	3,000
	Minor Tools & Equip	Replace broken/worn out hand tools costing \$100 or less (shovels, rakes, hammers, brooms, etc.)	250
	Gas & Oil	For department fleet vehicles and equipment	2,200
	Other Supplies & Mats		-
	Membership/Dues	Professional memberships: MSA \$145, APWA \$113	300
	Postage		-
	Utilities - Electricity	PG&E	55,000
	Utilities - Gas	ABAG gas	800
	Utilities - Water	Cal water	7,500
	Rent - Tools & Equipment	Specialized equipment	1,000
	Machinery & Equipment	Purchase & replace chainsaw, weed whacker, blower	1,500
	Office Machines & Furn	Replace damaged machines or furniture; upgrade based on ergonomic review, i.e., chairs	500
	Equip Replace Charges	Transfer for future replacement of vehicles & equipment backhoe	8,500
		Total Operations	465,400
		Total DPW - Street Maintenance	504,637

Town of Atherton									
Public Works Dept - Park Maintenance 57									
Budget 2013-2014									
					Adopted	Revised	Recommended	Increase	
		Actual	Actual	Actual	Budget	Budget	Budget	(Decrease)	%
Account	Description	2009-10	2010-11	2011-12	2012-13	2012-13	2013-2014	Over Prior	Year Budget Change
101-57-50001-057	Regular Salaries	132,709	178,895	76,026	26,143	26,143	27,058	915	3.5%
101-57-50005-057	Temporary Help	24,879	4,124	1,573	-	-	-	-	-
101-57-50006-057	Overtime	1,159	1,620	469	-	-	-	-	-
101-57-50010-057	Standby Pay	1,165	4,113	742	-	-	-	-	-
101-57-51001-057	Medicare Insurance	1,043	1,384	737	379	379	392	13	3.5%
101-57-51002-057	Social Security	1,407	271	-	-	-	-	-	-
101-57-51003-057	PERS Retire Contr - ER	18,072	23,062	7,761	3,641	3,641	3,004	(636)	-17.5%
101-57-51004-057	PERS Retire Contr - EE	8,389	12,259	3,932	1,830	1,830	-	(1,830)	-100.0%
101-57-51008-057	Health Insurance - Active	11,942	23,203	8,563	3,888	3,888	3,840	(48)	-1.2%
101-57-51009-057	Health Insurance - Retirees	11,150	11,390	4,318	4,666	4,666	3,128	(1,538)	-33.0%
101-57-51010-057	Dental Insurance	2,271	3,286	1,047	346	346	-	(346)	-100.0%
101-57-51011-057	Vision Insurance	243	412	145	68	68	-	(68)	-100.0%
101-57-51013-057	Workers Compensation	7,931	1,677	474	496	496	811	315	63.5%
101-57-51014-057	Life & ADD Insurance	146	238	78	32	32	32	-	0.0%
101-57-51007-057	STD Insurance	1,916	385	120	38	38	38	-	0.0%
101-57-51015-057	LTD Insurance	1,726	1,352	527	159	159	159	-	0.0%
101-57-51016-057	Unemployment Insurance	1,596	1,891	8,437	11,511	11,511	271	(11,241)	-97.6%
101-57-51018-057	Uniforms	899	731	192	-	-	-	-	-
101-57-51019-057	Auto Allowance	208	360	-	-	-	-	-	-
101-57-50013-057	EE Benefits Earned	1,298	1,752	562	261	261	271	9	3.5%
101-57-50015-057	Salary Allocated to CIP	-	-	-	-	-	-	-	-
	Total Salaries & Benefits	230,149	272,406	115,704	53,458	53,458	39,003	(14,454)	-27.0%
101-57-52031-057	Contract DPW Maint Serv	-	-	136,205	151,800	151,800	167,000	15,200	10.0%
101-57-53001-057	Vehicle Repair & Maint	422	1,078	170	-	-	-	-	-
101-57-53002-057	Equipment Repair & Maint	3,055	89	-	-	-	-	-	-
101-57-53003-057	Building Security	-	-	286	400	400	400	-	0.0%
101-57-53004-057	Facility Repair & Maint	3,910	10,627	3,923	7,500	2,500	5,000	2,500	100.0%
101-57-53008-057	Contract Custodial Services	-	-	6,600	6,600	6,720	6,000	(720)	-10.7%
101-57-53006-057	Electrical Repair & Maint	-	-	-	-	-	-	-	-
101-57-53009-057	Tree Maintenance	9,075	10,000	7,680	10,000	10,000	12,500	2,500	25.0%
101-57-53036-057	Pesticides & Fertilizer	12,933	11,790	2,565	-	-	-	-	-
101-57-53012-057	Traffic Signal Repair & Maint	11	-	-	-	-	-	-	-
101-57-53013-057	Street Light Repair & Maint	3,617	-	-	-	-	-	-	-
101-57-54004-057	Training & Workshops	-	14	-	-	-	-	-	-
101-57-53029-057	Contract Inspection & Testing	1,000	125	50	-	-	400	400	-
101-57-54010-057	Other Contract Services	4,360	895	13,408	2,500	2,500	2,500	-	0.0%
101-57-55002-057	Office Supplies	7	115	-	-	-	-	-	-
101-57-55006-057	Safety Supplies & Mats	100	95	-	-	-	-	-	-
101-57-55008-057	Misc. Computer Software	737	413	94	250	250	250	-	0.0%
101-57-55009-057	Misc. Computer Supplies	461	22	-	-	-	-	-	-
101-57-55010-057	Custodial Supplies	32	76	-	-	-	-	-	-
101-57-55011-057	Landscape Supplies	5,542	2,805	962	-	-	750	750	-
101-57-55012-057	Construction Mats	5,099	2,417	1,697	-	-	1,000	1,000	-
101-57-55014-057	Minor Tools & Equip	419	10	78	-	-	-	-	-
101-57-55015-057	Gas & Oil	1,445	1,947	274	-	-	-	-	-
101-57-55016-057	Other Supplies & Mats	-	-	-	-	-	-	-	-
101-57-53014-057	Utilities - Electricity	3,530	3,564	4,801	5,000	5,000	5,000	-	0.0%
101-57-53015-057	Utilities - Gas	-	-	391	600	600	500	(100)	-16.7%
101-57-53016-057	Utilities - Water	-	-	-	100	100	100	-	0.0%
101-57-53017-057	Utilities - Sewer	-	-	2,681	3,000	3,750	3,000	(750)	-20.0%
101-57-53018-057	Utilities - Telephone	755	326	6	-	-	-	-	-
101-57-54003-057	Conferences	-	-	-	-	-	-	-	-
101-57-53033-057	Rent - Mach & Equipment	717	1,676	616	700	700	500	(200)	-28.6%
101-57-57002-057	Building Improvements	-	-	-	35,000	35,000	25,000	(10,000)	-28.6%
101-57-57006-057	Computer Equip/Software	-	1,361	-	-	-	-	-	-
101-57-53503-057	Equip Replace Charges	2,531	2,531	-	2,000	2,000	3,000	1,000	50.0%

Town of Atherton									
Public Works Dept - Park Maintenance 57									
Budget 2013-2014									
								Increase	
								(Decrease)	
Account	Description	Actual 2009-10	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Revised Budget 2012-13	Recommended Budget 2013-2014	Over Prior Year Budget	% Change
	Total Operations	59,759	51,977	182,488	225,450	221,320	232,900	11,580	5.2%
	Total DPW Park Maintenance	289,908	324,383	298,193	278,908	274,778	271,903	(2,874.13)	-1.0%

Public Works Dept - Park Maint			
101-57			
Acct. No.	Title	Quantity, brief description and justification	FY 2014 Recommended Appropriations
	Regular Salaries	Salaries - one full-time staff 20% or 0.2 FTE	27,058
	Temporary Help	Workers to assist with larger projects	-
	Overtime	Overtime need	-
	Standby Pay	PER MOU	-
	Medicare Insurance	Medicare is paid on all salaries at a rate of 1.45%	392
	Social Security	6.2% of salary	
	PERS Retire Contrib - ER	Employer contribution for employee pension	3,004
	PERS Retire Contrib - EE	Employee contribution paid for by the employer	-
	Health Insurance	Health plan coverage - Cafeteria Plan	3,840
	Retiree Healthcare	Medical coverage for cuurent eligible	
		GASB 45 annual required contribution	3,128
			-
			3,128
	Dental Insurance	Teamster Dental Plan premium	-
	Vision Insurance	Vision service plan premium	-
	Workers Compensation	Worker's Compensation charged to Department	811
	Life & ADD Insurance	Premium to The Cities Group	32
	STD Insurance	Short-term disability premium to The Cities Group	38
	LTD Insurance	Long-term disability premium to The Cities Group	159
	Unemployment Insurance	Self-funded unemployment	271
	Uniforms	Per MOU	-
	EE Benefits Earned	1% contribution for vac, sick, comp, & holiday pay	271
		Total Salaries & Benefits	39,003
	Contract DPW Maint Svs	Portion of MCE contract	167,000
	Vehicle Repair & Maint	Fleet truck, utility vehicle	
	Building Security	Lock repair and replacement	400
	Facility Repair & Maint	Minor repairs around park grounds	5,000
	Contract Custodial Services	Cleaning of restrooms at park	6,000
	Tree Maintenance	Contract tree maintenance	12,500
	Contract Inspection & Testing	Playground, fire extinguishers, sprinklers, pumps, well water, soil tests, etc.	400
	Other Contract Services	Bee removal, plumbing, carpet repair	2,500
	Misc. Computer Software	Cost of Upgrades License and Programs; Rainmaster Irrigation controllers	250
	Misc. Computer Supplies	Minor supplies (keyboards, mice, flash drives, etc.)	
	Landscape Supplies	Replacement plant material for the park; fertilizers, mulch, tree stakes, etc.	750
	Construction Mats	Materials and parts used to build or repair things, including lumber, nails, concrete, asphalt, rock, irrigation parts, etc.	1,000
	Utilities - Electricity	PG&E	5,000
	Utilities - Gas	ABAG gas	500
	Utilities - Water	Cal water	100
	Utilities - Sewer	County of San Mateo	3,000
	Rent - Mach & Equipment	Tempoary restroom	500
		Painting and repairs for Pavillion	25,000
			25,000
	Equip Replace Charges	For future replacement of vehicles & equipment tractor, gator	3,000

		Public Works Dept - Park Maint		
		101-57		
				FY 2014
Acct. No.	Title	Quantity, brief description and justification		Recommended Appropriations
			Total Operations	232,900
			Total DPW - Park Maintenance	271,903

Town of Atherton									
Public Works Dept - Park Programs 58									
Budget 2013-2014									
					Adopted	Revised	Recommended	Increase (Decrease)	
Account	Description	Actual 2009-10	Actual 2010-11	Actual 2011-12	Budget 2012-13	Budget 2012-13	Budget 2013-2014	Over Prior Year Budget	% Change
101-58-50001-058	Regular Salaries	118,452	130,623	21,411	13,071	13,071	27,058	13,986	107.0%
101-58-50002-058	Part-Time Permanent		5,676	222				-	
101-58-50005-058	Temporary Help	64,701	77,027	13,636	-	-	-	-	
101-58-50006-058	Overtime	281	1,657	923	-	-	-	-	
101-58-51001-058	Medicare Insurance	16,548	3,124	539	190	190	392	203	107.0%
101-58-51002-058	Social Security	3,956	4,789	882	-	-	-	-	
101-58-51003-058	PERS Retire Contr - ER	15,860	15,838	1,770	1,820	1,820	3,004	1,184	65.1%
101-58-51004-058	PERS Retire Contr - EE	7,513	8,420	897	915	915	-	(915)	-100.0%
101-58-51008-058	Health Insurance - Active	19,989	21,885	(1,238)	1,944	1,944	3,840	1,896	97.5%
101-58-51009-058	Health Insurance - Retiree	30,646	35,073	16,157	17,457	17,457	3,293	(14,164)	-81.1%
101-58-51010-058	Dental Insurance	2,287	2,355	157	173	173	-	(173)	-100.0%
101-58-51011-058	Vision Insurance	328	303	(24)	34	34	-	(34)	-100.0%
101-58-51013-058	Workers Compensation	5,126	1,340	377	248	248	812	563	226.8%
101-58-51014-058	Life & ADD Insurance	184	203	20	16	16	32	16	100.0%
101-58-51007-058	STD Insurance	1,915	268	34	19	19	38	19	100.0%
101-58-51015-058	LTD Insurance	1,557	981	170	79	79	159	79	100.0%
101-58-51016-058	Unemployment Insurance	1,817	2,120	14,910	5,981	5,981	271	(5,710)	-95.5%
101-58-51018-058	Uniforms	1,120	1,939	215	-	-	-	-	
101-58-51019-058	Auto Allowance	208	360						
101-58-50013-058	EE Benefits Earned	1,163	1,165	128	131	131	271	140	107.0%
	Total Salaries & Benefits	293,650	315,149	71,184	42,078	42,078	39,169	(2,909)	-6.9%
101-58-52031-058	Contract DPW Maint Serv			2,914	-	-	-	-	
101-58-52030-058	Contract Park Event Svs			37,825	29,600	29,600	35,000	5,400	18.2%
101-58-53001-058	Vehicle Repair & Maint		16						
101-58-53002-058	Equipment Repair & Maint	524	611						
101-58-53004-058	Facility Repair & Maint	1,149	1,810	280	3,000	3,000	3,000	-	0.0%
101-58-53008-058	Contract Custodial Services	1,557		477					
101-58-53006-058	Electrical Repair & Maint	67							
101-58-53036-058	Pesticides & Fertilizer	99							
101-58-53024-058	Advertising/Publishing	12,750	2,055	547					
101-58-54010-058	Other Contract Services	530		490					
101-58-55002-058	Office Supplies	6	585	69					
101-58-55010-058	Custodial Supplies	3,960	4,833	249	500	700	800	100	14.3%
101-58-55011-058	Landscape Supplies	1,678	1,321		500	500	500	-	0.0%
101-58-55012-058	Construction Mats	1,469	484	133	500	500	500	-	0.0%
101-58-55014-058	Minor Tools & Equip	74	218						
101-58-55015-058	Gas & Oil	96							
101-58-55016-058	Other Supplies & Mats	496	160						
101-58-53014-058	Utilities - Electricity	11,514	9,682	8,756	10,000	10,000	7,500	(2,500)	-25.0%
101-58-53015-058	Utilities - Gas	1,476	2,677	1,465	2,000	2,000	1,200	(800)	-40.0%
101-58-53016-058	Utilities - Water	2,111	2,499	2,740	2,000	2,000	2,200	200	10.0%
101-58-53017-058	Utilities - Sewer	9,096			-	-	-	-	
101-58-53018-058	Utilities - Telephone	2,015	1,386	1,337	800	800	1,800	1,000	125.0%
101-58-54003-058	Conferences								
101-58-53030-058	Credit Card Merchant Fees	3,382	2,775	1,088			1,050	1,050	
101-58-53034-058	Rent - Facilities	4,206	4,589	4,474					
101-58-53033-058	Rent - Mach & Equipment	265		121					
101-58-57002-059	Building improvement								
101-58-57004-058	Machinery & Equipment	55			1,500	1,500	2,500	1,000	66.7%
101-58-57006-058	Computer Equip/Software	946							
101-58-57007-058	Office Machines & Furn	34							
	Total Operations	59,555	35,702	62,965	50,400	50,600	56,050	5,450	10.8%
	Total DPW Park Programs	353,205	350,850	134,149	92,478	92,678	95,219	2,541	2.7%

Town of Atherton										
Public Works Dept - Park Programs 58										
Budget 2013-2014										
PROFIT & LOSS PORTION OF PARK PROGRAMS										
							Increase			
							Adopted	Revised	Recommended	(Decrease)
		Actual	Actual	Actual	Budget	Budget	Budget	Over Prior	%	
Account	Description	2009-10	2010-11	2011-12	2012-13	2012-13	2013-2014	Year Budget	Change	
101-00-47022-058	Social Fees	60,150	86,082	29,300	35,000	27,000	27,540	540	2.0%	
101-00-47023-058	Meeting Fees	68,394	77,460	14,650	30,000	26,000	26,520	520	2.0%	
101-00-47024-058	Misc. Use Fee	2,460	2,750	1,400	1,000	2,400	2,448	48	2.0%	
101-00-47025-058	Class Fees	14,011	9,953	16,500	10,000	14,000	14,280	280	2.0%	
101-00-47028-058	Weddings	95,585	89,550	27,750				-	2.0%	
101-00-48501-058	Donation/Contribution	400						-	2.0%	
	Park Program Revenue	241,000	265,775	89,600	76,000	69,400	70,788	1,388		
101-00-48003-000	Property Rental - Playschool	77,575	77,575	78,118	77,600	77,600	79,152	1,552		
	Total Park Program Revenue	318,575	343,350	167,718	153,600	147,000	149,940	2,940		
Expenditures										
							Increase			
							Adopted	Revised	Recommended	(Decrease)
		Actual	Actual	Actual	Budget	Budget	Budget	Over Prior	%	
Account	Description	2009-10	2010-11	2011-12	2012-13	2012-13	2013-2014	Year Budget	Change	
101-58-50001-058	Regular Salaries	118,452	130,623	21,411	13,071	13,071	27,058	13,986	107.0%	
101-58-50002-058	Part-Time Permanent		5,676	222				-		
101-58-50005-058	Temporary Help	64,701	77,027	13,636	-	-	-	-		
101-58-50006-058	Overtime	281	1,657	923	-	-	-	-		
101-58-51001-058	Medicare Insurance	16,548	3,124	539	190	190	392	203	107.0%	
101-58-51002-058	Social Security	3,956	4,789	882	-	-	-	-		
101-58-51003-058	PERS Retire Contr - ER	15,860	15,838	1,770	1,820	1,820	3,004	1,184	65.1%	
101-58-51004-058	PERS Retire Contr - EE	7,513	8,420	897	915	915	-	(915)	-100.0%	
101-58-51008-058	Health Insurance - Active	19,989	21,885	(1,238)	1,944	1,944	3,840	1,896	97.5%	
101-58-51009-058	Health Insurance - Retiree	30,646	35,073	16,157	17,457	17,457	3,293	(14,164)	-81.1%	
101-58-51010-058	Dental Insurance	2,287	2,355	157	173	173	-	(173)	-100.0%	
101-58-51011-058	Vision Insurance	328	303	(24)	34	34	-	(34)	-100.0%	
101-58-51013-058	Workers Compensation	5,126	1,340	377	248	248	812	563	226.8%	
101-58-51014-058	Life & ADD Insurance	184	203	20	16	16	32	16	100.0%	
101-58-51007-058	STD Insurance	1,915	268	34	19	19	38	19	100.0%	
101-58-51015-058	LTD Insurance	1,557	981	170	79	79	159	79	100.0%	
101-58-51016-058	Unemployment Insurance	1,817	2,120	14,910	5,981	5,981	271	(5,710)	-95.5%	
101-58-51018-058	Uniforms	1,120	1,939	215	-	-	-	-		
101-58-51019-058	Auto Allowance	208	360							
101-58-50013-058	EE Benefits Earned	1,163	1,185	128	131	131	271	140	107.0%	
	Total Salaries & Benefits	293,650	315,149	71,184	42,078	42,078	39,169	(2,909)	-6.9%	
101-58-52031-058	Contract DPW Maint Serv			2,914	-	-	-	-		
101-50-52030-058	Contract Park Event Svs			37,825	29,600	29,600	35,000	5,400	18.2%	
101-58-53001-058	Vehicle Repair & Maint		16					-		
101-58-53002-058	Equipment Repair & Maint	524	611					-		
101-58-53004-058	Facility Repair & Maint	1,149	1,810	280	3,000	3,000	3,000	-	0.0%	
101-58-53008-058	Contract Custodial Services	1,557		477				-		
101-58-53006-058	Electrical Repair & Maint	67						-		
101-58-53036-058	Pesticides & Fertilizer	99						-		
101-58-53024-058	Advertising/Publishing	12,750	2,055	547				-		
101-58-54010-058	Other Contract Services	530		490				-		
101-58-55002-058	Office Supplies	6	585	69				-		
101-58-55010-058	Custodial Supplies	3,960	4,833	249	500	700	800	100	14.3%	
101-58-55011-058	Landscape Supplies	1,678	1,321		500	500	500	-	0.0%	
101-58-55012-058	Construction Mats	1,469	484	133	500	500	500	-	0.0%	
101-58-55014-058	Minor Tools & Equip	74	218					-		
101-58-55015-058	Gas & Oil	96						-		
101-58-55016-058	Other Supplies & Mats	496	160					-		
101-58-53014-058	Utilities - Electricity	11,514	9,682	8,756	10,000	10,000	7,500	(2,500)	-25.0%	
101-58-53015-058	Utilities - Gas	1,476	2,677	1,465	2,000	2,000	1,200	(800)	-40.0%	
101-58-53016-058	Utilities - Water	2,111	2,499	2,740	2,000	2,000	2,200	200	10.0%	
101-58-53017-058	Utilities - Sewer	9,096			-	-	-	-		
101-58-53018-058	Utilities - Telephone	2,015	1,386	1,337	800	800	1,800	1,000	125.0%	
101-58-54003-058	Conferences							-		

Town of Atherton										
Public Works Dept - Park Programs 58										
Budget 2013-2014										
PROFIT & LOSS PORTION OF PARK PROGRAMS										
							Increase			
							Adopted	Revised	Recommended	(Decrease)
		Actual	Actual	Actual	Budget	Budget	Budget			
Account	Description	2009-10	2010-11	2011-12	2012-13	2012-13	2013-2014	Year Budget	Change	%
101-58-53030-058	Credit Card Merchant Fees	3,382	2,775	1,088			1,050	1,050		
101-58-53034-058	Rent - Facilities	4,206	4,589	4,474					-	
101-58-53033-058	Rent - Mach & Equipment	265		121					-	
101-58-57002-059	Building improvement						-			
101-58-57004-058	Machinery & Equipment	55			1,500	1,500	2,500	1,000	66.7%	
101-58-57006-058	Computer Equip/Software	946							-	
101-58-57007-058	Office Machines & Furn	34							-	
	Total Operations	59,555	35,702	62,965	50,400	50,600	56,050	5,450	10.8%	
	Total DPW Park Programs	353,205	350,850	134,149	92,478	92,678	95,219	2,541	2.7%	
Excess (Deficiency) of Revenues Over Expenditures		(34,630)	(7,500)	33,569	61,122	54,322	54,721	399	0.7%	

Town of Atherton										
Public Works Dept - Building Maintenance 59										
Budget 2013-2014										
								Increase		
								(Decrease)		
			Actual	Actual	Actual	Adopted	Revised	Recommended	Over Prior	%
Account	Description	2009-10	2010-11	2011-12	2012-13	2012-2013	2013-2014	Year Budget	Change	
101-59-50001-059	Regular Salaries	115,335	121,197	64,107	13,071	13,071	13,529	458	3.5%	
101-59-50005-059	Temporary Help				-	-	-	-	-	
101-59-50006-059	Overtime	562	813	746	-	-	-	-	-	
101-59-50010-059	Standby Pay	922	1,400	485	-	-	-	-	-	
101-59-51001-059	Medicare Insurance	2,559	1,792	949	190	190	196	7	3.5%	
101-59-51002-059	Social Security				-	-	-	-	-	
101-59-51003-059	PERS Retire Contr - ER	15,254	15,119	6,738	1,820	1,820	1,502	(318)	-17.5%	
101-59-51004-059	PERS Retire Contr - EE	7,225	8,037	3,414	915	915	-	(915)	-100.0%	
101-59-51008-059	Health Insurance - Active	22,147	21,312	8,746	1,944	1,944	1,920	(24)	-1.2%	
101-59-51010-059	Dental Insurance		2,170	805	173	173	-	(173)	-100.0%	
101-59-51011-059	Vision Insurance	357	365	158	34	34	-	(34)	-100.0%	
101-59-51013-059	Workers Compensation	4,789	681	235	248	248	406	158	63.4%	
101-59-51014-059	Life & ADD Insurance	156	177	66	16	16	16	-	0.0%	
101-59-51007-059	STD Insurance	1784.91	250	91	19	19	19	-	0.0%	
101-59-51015-059	LTD Insurance	1,489	904	405	79	79	79	-	0.0%	
101-59-51016-059	Unemployment Insurance	1,175	1,243	657	131	131	135	5	3.5%	
101-59-51019-059	Auto Allowance	207	360		-	-	-	-	-	
101-59-50013-059	EE Benefits Earned	1,123	1,149	488	131	131	135	5	3.5%	
101-59-50014-059	Salary Savings/Concessions				-	-	-	-	-	
	Labor Cost									
	Total Salaries & Benefits	175,087	176,970	88,092	18,771	18,771	17,938	(833)	-4.4%	
101-59-52010-059	Contract Engineering				-	-	-	-	-	
101-59-52031-059	Contract DPW Maint Serv			30,698	71,610	71,610	60,000	(11,610)	-16.2%	
101-59-53002-059	Equipment Repair & Maint						5,000	5,000		
101-59-53003-059	Building Security	843	2,203	1,208	5,000	5,000	5,000	-	0.0%	
101-59-53004-059	Facility Repair & Maint	6,746	13,818	1,568	6,000	6,000	6,000	-	0.0%	
101-59-53008-059	Contract Custodial Services	14,906	15,063	13,356	10,000	10,000	14,528	4,528	45.3%	
101-59-53005-059	HVAC Repair & Maint	11,400	3,154		-	-	-	-	-	
101-59-53006-059	Electrical Repair & Maint	230	1,911							
101-59-53007-059	Roof Repair & Maint	1,046								
101-59-53036-059	Pesticides & Fertilizer	3,620	1,500	525	-	-	-	-	-	
101-59-53011-059	Contract Landscape Maint.		3,780	1,200						
101-59-53024-059	Advertising/Publishing		1,392							
101-59-53029-059	Contract Inspection & Testing	2,635	2,067		2,500	2,500	2,500	-	0.0%	
101-59-54010-059	Other Contract Services	1,018		438	15,000	15,000	15,000	-	0.0%	
101-59-55018-059	Disaster Preparedness			640						
101-59-55006-059	Safety Supplies & Mats		13	59	100	100	250	150	150.0%	
101-59-55010-059	Custodial Supplies	3,242	3,110							
101-59-55011-059	Landscape Supplies	199								
101-59-55012-059	Construction Mats	1,697	1,194	717	2,000	2,000	2,000	-	0.0%	
101-59-55014-059	Minor Tools & Equip	87	39	25						
101-59-55015-059	Gas & Oil						3,000	3,000		
101-59-55016-059	Other Supplies & Mats		4,749	217						
101-59-53014-059	Utilities - Electricity		237	20	500	500	500	-	0.0%	
101-59-53015-059	Utilities - Gas	522	735	(7)	700	700	700	-	0.0%	
101-59-53017-059	Utilities - Sewer	11,081	3,262	1,967	2,150	2,150	3,400	1,250	58.1%	
101-59-53034-058	Rent - Facilities									
101-59-53033-059	Rent - Mach & Equipment	345								
101-59-57002-059	Building Improvements				10,000	10,000	6,000	(4,000)	-40.0%	
101-59-57004-059	Machinery & Equipment		1,275		5,000	5,000	5,000	-	0.0%	
101-59-57007-059	Office Machines & Furn	60								
101-59-53503-059	Equip Replace Charges				-	-	12,500	12,500		
	Total Operations	59,677	59,502	52,631	130,560	130,560	141,378	10,818	8.3%	
	Total DPW Bldg Maint	234,763	236,472	140,722	149,331	149,331	159,316	9,985	6.7%	

Public Works Dept - Building Maintenance			
101-59			
Acct. No.	Title	Quantity, brief description and justification	FY 2014 Recommended Appropriations
	Regular Salaries	Salaries - one full-time staff scheduled 10% or 0.1 FTE	13,529
	Overtime		-
	Medicare Insurance	Medicare is paid on all salaries at a rate of 1.45%	196
	Social Security	6.2% of salary	-
	PERS Retire Contrib - ER	Employer contribution for employee pension	1,502
	PERS Retire Contrib - EE	Employee contribution paid for by the employer	-
	Health Insurance	Health plan coverage -Cafeteria Plan	1,920
	Dental Insurance	Delta Dental Plan premium	-
	Vision Insurance	Vision service plan premium	-
	Workers Compensation	Worker's Compensation charged to Department	406
	Life & ADD Insurance	Premium to The Cities Group	16
	STD Insurance	Short-term disability premium to The Cities Group	19
	LTD Insurance	Long-term disability premium to The Cities Group	79
	Unemployment Insurance	Self-funded unemployment based on 1% of salaries	135
	EE Benefits Earned	1% contribution for vac, sick, comp, & holiday pay	135
		Total Salaries and Benefits	17,938
	Contract DPW Maint SVS	Portion of MCE contract	60,000
	Equipment Repair & Maint	Routine building repairs	5,000
	Building Security	Gates, fences, doors, locks, for all bldgs	5,000
	Facility Repair & Maint	Elevator, carpet cleaning, carpentry, electrical, plumbing	6,000
	Contract Custodial Services	All DPW custodial now covered in building maintenance	14,528
	Contract Landscape Maint.	Town Center Landscaping	-
	Contract Inspection & Testing	Comprehensive inspections (3); fire extinguishers, elevator	2,500
	Other Contract Services	Facility related studies and repairs	15,000
	Disaster Preparedness	Generator maintenance	-
	Safety Supplies & Materials	First Aid kit replenishment	250
	Construction Mats	Materials and parts used to build or repair things, including lumber, nails, concrete, asphalt, rock, irrigation parts, etc.	2,000
	Minor Tools & Equip	Hand tools costing \$100 or less (shovels, rakes, hammers, brooms, etc.)	-
	Gas & Oil	Generators	3,000
	Utilities	Electricity	500
	Utilities - Gas	ABAG gas	700
	Utilities - Sewer	County of San Mateo	3,400
	Rent - Mach & Equip	Steam cleaner	-
	Building Improvements		-
		Other building improvements	6,000
			6,000
	Machinery & Equipment	Replacement of broken machinery/equipment	5,000
	Computer Equipment		-
	Office Machines & Furn		-
	Equip Replace Charges	Generators	12,500
		Total Operations	141,378
		Total DPW - Building Maintenance	159,316

Salaries for Public Works Department															
FY 2014															
Job Class	Step@2013	2013 Salary	2014 Salary	Employer PERS	Employee PERS	Medicare	Medical	Dental	Vision	STD	LTD	Life & ADD	Worker's Comp	Uniform	Total
				13.926%		0.07	0.0145					0.735%			
				11.104%											
DPW - Engineering 50															
Assistant/Associate Engineer (0.6)	D	56,621	61,535	6,833	-	892	11,520	-	-	115	416	96	1,846	-	83,263
Office Specialist (0.5)	D	31,440	32,541	3,613	-	472	8,400	-	-	96	231	54	943	-	46,350
	FTE 1.1	88,061	94,075	10,446	-	1,364	19,920	-	-	211	647	150	2,789	-	129,603
DPW - Street Maint 53															
PW Superintendent (0.6)	D	78,428	67,644	7,511	-	981	9,600	-	-	96	397	80	2,030	200	88,539
	FTE 0.5	78,428	67,644	7,511	-	981	9,600	-	-	96	397	80	2,030	200	88,539
DPW - Parks Maint 57															
PW Superintendent (0.2)	D	26,143	27,058	3,004	-	392	3,840	-	-	38	159	32	811	-	35,334
	FTE 0.2	26,143	27,058	3,004	-	392	3,840	-	-	38	159	32	811	-	35,334
DPW - Park Program 58															
PW Superintendent (0.1)	D	13,071	27,058	3,004	-	392	3,840	-	-	38	159	32	812	-	35,335
	FTE 0.2	13,071	27,058	3,004	-	392	3,840	-	-	38	159	32	812	-	35,335
DPW - Building Maint 59															
PW Superintendent (0.1)	D	13,071	13,529	1,502	-	196	1,920	-	-	19	79	16	406	-	17,668
	FTE 0.1	13,071	13,529	1,502	-	196	1,920	-	-	19	79	16	406	-	17,668
Bldg Dept															
Assistant/Associate Engineer (0.4)	D	37,747	41,023	4,555	-	595	7,680	-	-	77	277	64	1,231	-	55,502
Office Specialist (0.5)	D	31,440	32,541	3,613	-	472	8,400	-	-	96	231	54	943	-	46,351
	FTE 0.9	69,187	73,564	8,169	-	1,067	16,080	-	-	173	509	118	2,174	-	101,852
Total DPW FTE	3	287,961	302,927	33,637	-	4,392	55,200	-	-	576	1,950	427	9,022	200	408,332
Summary															
Public Works Superintendent	D	130,713	135,288	15,022	-	1,962	19,200	-	-	192	794	159	4,059	200	176,876
Assistant/Associate Engineer	D/C	94,368	102,568	11,388	-	1,487	19,200	-	-	192	694	159	3,077	-	138,754
Office Specialist	D	62,880	65,081	7,227	-	944	16,800	-	-	192	462	108	1,866	-	92,701
		287,961	302,927	33,637	-	4,392	55,200	-	-	576	1,950	427	9,022	200	408,331
Note:															
40% of Assistant/Associate Engineer transferred to Gas Tax Fund															
60% of Public Works Superintendent transferred to Gas Tax Fund															

Town of Atherton							
Equipment Replacement Fund							
Budget 2013-2014							
							Increase
							(Decrease)
Account	Description	Actual 2010-11	Actual 2011-12	Recommended Budget 2012-13	Recommended Budget 2013-14	Over Prior Year Budet	% Change
610-00-48001-000	Interest on Investments	3,177	2,917	2,500	2,500	-	0.0%
610-00-47509-018	Equip Replace Charges - Finance	10,000	10,000	10,000	10,000	-	0.0%
610-00-47509-025	Equip Replace Charges - Building	10,000	10,000	10,000	28,000	18,000	180.0%
610-00-47509-040	Equip Replace Charges - Police	54,000	54,000	62,800	74,480	11,680	18.6%
610-00-47509-050	Equip Replace Charges - DPW Engineering				3,000		
610-00-47509-053	Equip Replace Charges - DPW Street Maint	17,361	3,000	3,000	8,500	5,500	183.3%
610-00-47509-057	Equip Replace Charges - DPW Park Maint	2,531			3,000	3,000	
610-00-47509-059	Equip Replace Charges - Building Maint				12,500		
610-00-48004-000	Sale of Property		2,810	15,000	-	(15,000)	-100.0%
	Property Damage Reimbursement	42,439				-	
						-	
	Total Revenues	139,508	82,726	103,300	141,980	23,180	22.4%
	Depreciation	110,399	145,472				
610-18-57006-018	Computer Software	25,905	24,960	24,330	-	(24,330)	-100.0%
610-25-57006-025	Computer Software		5,000				
610-12-57007-012	Office Equip	300		60,000	48,000	(12,000)	-20.0%
610-40-57004-040	Machinery & Equipment				39,480	39,480	
610-40-57005-040	Vehicles & Accessories	70,937	15,956	100,000	35,000	(65,000)	-65.0%
					35,000	35,000	
	Total Expenditures	207,541	191,388	184,330	157,480	(26,850)	-14.6%
	Excess (Deficiency) of Revenues Over Expenditures	(68,033)	(108,662)	(81,030)	(15,500)	50,030	-61.7%
	Beginning Unrestricted Net Assets	523,016	454,983	344,953	344,953		
	Ending Unrestricted Net Assets	454,983	346,321	263,923	329,453		

		Equipment Replacement Fund	
		Fund 610	
			FY 2014
	Account No. & Title	Quantity, brief description and justification of items requested	Recommended Appropriation
	Vehicle Expense	See Police Department Supplemental Requests	35,000
		Public Works Vehicle Replacement	35,000
	Machine & Equip	See Police Department Supplemental Requests	39,480
	Office Equip	Replace Phone System (budget carryover from FY 2012)	48,000
	Computer Software	Springbrook licensing (5 of 5)	-
		Total	157,480

Town of Atherton	
Police Department	
Budget 2013-2014	
<u>Description</u>	Supplemental Budget Request
Request #1	
Replace 1 Crown Victoria Patrol Cars	35,000
- Patrol Car 5, E1320804	
Request #2	
Purchase COLT AR 15 LEG920- 14	12,880
Request #3	
Purchase new Tasers - 14	18,000
Request #4	
Narrowbanding radio equipment	3,600
Request #5	
Evidence/Alarm/Security Cameras	5,000
Total Cost to Equipment Replacement Fund	74,480

Town of Atherton							
Workers' Compensation Fund							
Budget 2013-2014							
						Increase (Decrease)	
		Actual 2010-11	Actual 2011-12	Recommended Budget 2012-13	Recommended Budget 2013-14	Over Prior Year Actual	% Change
Account	Description						
614-00-47503-000	Charges for Services						
614-00-47503-012	Charges for Services - Admin Dept	572	2,546	6,057	9,970	3,913	64.6%
614-00-47503-018	Charges for Services - Finance Dept	517	3,310	5,007	9,034	4,027	80.4%
614-00-47503-025	Charges for Services - Building Dept	802	2,010	597	2,207	1,610	269.7%
614-00-47503-040	Charges for Services - Police Dept	33,408	45,217	43,226	87,810	44,584	103.1%
614-00-47503-050	Charges for Services - DPW Engineering	1,113	2,280	1,673	2,789	1,116	66.7%
614-00-47503-053	Charges for Services - DPW Street Maint	2,230	736	1,491	2,030	539	36.2%
614-00-47503-057	Charges for Services - DPW Park Maint	1,677	474	496	811	315	63.5%
614-00-47503-058	Charges for Services - DPW Park Prog & Tennis Fd	1,448	410	248	812	564	227.4%
614-00-47503-059	Charges for Services - DPW Building Maint	681	235	248	406	158	63.7%
614-00-48001-000	Interest on Investments	3,471	2,394	3,500	2,500	(1,000)	-28.6%
						-	
	Total Revenues	45,918	59,613	62,543	118,369	55,826	89.3%
614-30-51013-000	Worker's Comp Expense	35,147	46,863	154,000	190,312	36,312	23.6%
614-30-51017-000	Safety/Compliance Program Assessment	6,885	9,348	10,000	5,872	(4,128)	-41.3%
	Other Contract Services					-	
	Total Expenditures	42,032	56,211	164,000	196,184	32,184	19.6%
	Excess (Deficiency) of Revenues Over Expenditures	3,886	3,402	(101,457)	(77,815)	23,642	-23.3%
	Beginning Unrestricted Net Assets	295,077	298,963	302,365	98,999		
	Ending Unrestricted Net Assets	298,963	302,365	98,999	21,184		

		Worker's Compensation	
		Fund 614	
			FY 2014
	Account No.	Quantity, brief description and justification	Requested
	& Title	of items requested	Appropriations
	WC Assessment	Assessment by the Cities Group (JPA)	190,312
	Safety Program Assess	Assessment by the Cities Group (JPA)	5,872
			196,184

Town of Atherton							
General Liability Fund 615							
Budget 2013-2014							
						Increase	
				Recommended	Recommended	(Decrease)	
		Actual	Actual	Budget	Budget	Over Prior	%
Account	Description	2010-11	2011-12	2012-13	2013-2014	Year Actual	Change
615-00-47504-000	Liability Insurance Charge	205,476	233,384	265,642	274,526	8,884	3.3%
615-00-47505-000	Employment Practice Liability Charge	37,800	36,000	36,000	36,000	-	0.0%
615-00-48001-000	Interest on Investments	1,409	1,453	1,800	1,500	(300)	-16.7%
						-	
	Total Revenues	244,685	270,837	303,442	312,026	8,584	2.8%
						-	
615-30-53019-000	Liability Insurance Expense	102,618	133,143	164,777	174,526	9,749	5.9%
615-30-53020-000	Employment Practice Liability	34,280	30,080	36,000	36,000	-	0.0%
615-30-53022-000	Liability Claim Expense	58,263	22,232	100,000	100,000	-	0.0%
						-	
	Total Expenditures	195,161	185,455	300,777	310,526	9,749	3.2%
						-	
	Excess (Deficiency) of Revenue Over Expenditures	49,524	85,382	2,665	1,500	(1,165)	-43.7%
	Beginning Unrestricted Net Assets	36,243	85,767	171,149	173,814		
	Ending Unrestricted Net Assets	85,767	171,149	173,814	175,314		

	General Liability Fund		
	Fund 615		
			FY 2014
	Account No. & Title	Quantity, brief description and justification of items requested	Recommended Appropriations
	Liability Insurance	Premium to ABAG	174,526
	Employment Practice	Premium to Alliant	36,000
	Claim Expense	SIR (self insured retention)	100,000
		Total	310,526

Town of Atherton							
Employee Benefits Fund 616							
Budget 2013-2014							
						Increase	
						(Decrease)	
						Over Prior	%
Account	Description	Actual 2010-11	Actual 2011-12	Budget 2012-13	Recommended Budget 2013-2014	Year Budget	Change
616-00-47506-012	GASB 45 ARC - Admin	95,713	66,444	71,793	69,043	(2,750)	-3.8%
616-00-47506-018	GASB 45 ARC - Finance	48,607	32,368	62,743	48,278	(14,465)	-23.1%
616-00-47506-025	GASB 45 ARC - Building	119,276	66,761	72,135	31,235	(40,900)	-56.7%
616-00-47506-040	GASB 45 ARC - Police	424,627	458,746	495,676	346,913	(148,763)	-30.0%
616-00-47506-050	GASB 45 ARC - DPW Engineering	58,587	63,295	68,391	21,794	(46,597)	-68.1%
616-00-47506-053	GASB 45 ARC - DPW Street Maint	85,174	69,221	74,794	60,605	(14,189)	-19.0%
616-00-47506-057	GASB 45 ARC - DPW Park Maint	11,390	4,318	4,666	3,128	(1,538)	-33.0%
616-00-47506-058	GASB 45 ARC - DPW Park Program	35,073	16,157	17,458	3,293	(14,165)	-81.1%
616-00-47507-012	EE Benefits Earned - Admin	2,410	1,319	3,188	3,345	157	4.9%
616-00-47507-018	EE Benefits Earned - Finance	2,431	1,466	2,869	3,011	142	4.9%
616-00-47507-025	EE Benefits Earned - Building	5,325	1,352	314	736	422	134.4%
616-00-47507-040	EE Benefits Earned - Police	44,030	42,692	51,595	55,066	3,471	6.7%
616-00-47507-050	EE Benefits Earned - DPW Engineering	2,939	1,274	881	941	60	6.8%
616-00-47507-053	EE Benefits Earned - DPW Street Maint	2,337	793	784	676	(108)	-13.7%
616-00-47507-057	EE Benefits Earned - DPW Park Maint	1,752	562	261	271	10	3.7%
616-00-47507-058	EE Benefits Earned - DPW Park Program	1,237	140	131	271	140	106.5%
616-00-47507-059	EE Benefits Earned - DPW Bldg Maint	1,151	488	131	135	4	3.3%
616-00-47508-012	Unemploy Benefits - Admin	2,754	12,905	10,388		(10,388)	-100.0%
616-00-47508-018	Unemploy Benefits - Finance	2,475	1,886	2,869	3,011	142	4.9%
616-00-47508-025	Unemploy Benefits - Building	5,886	35,470	25,627		(25,627)	-100.0%
616-00-47508-040	Unemploy Benefits - Police	28,093	40,469	26,415	28,733	2,318	8.8%
616-00-47508-050	Unemploy Benefits - DPW Engineering	3,131	1,466	881	941	60	6.8%
616-00-47508-053	Unemploy Benefits - DPW Street Maint	2,689	12,354	7,405	676	(6,729)	-90.9%
616-00-47508-057	Unemploy Benefits - DPW Park Maint	1,891	8,437	11,511	271	(11,240)	-97.6%
616-00-47508-058	Unemploy Benefits - DPW Park Program	2,204	14,949	5,981	271	(5,710)	-95.5%
616-00-47508-059	Unemploy Benefits - DPW Building Maint	1,243	657	131	135	4	3.3%
616-00-48001-000	Interest on Investments	8,948	12,611	4,500	4,800	300	6.7%
						-	
	Total Revenues	1,001,373	968,602	1,023,518	687,578	(335,940)	-32.8%
616-xx-51009-xxx	Retiree Health-Care OPEB	572,683	28,337		125,762	125,762	
616-12-51009-012	Retiree Health-Care (Admin)	40,174	45,267	49,675	57,946	8,271	16.7%
616-18-51009-018	Retiree Health-Care (Finance)	6,996	17,136	27,769	37,181	9,412	33.9%
616-25-51009-025	Retiree Health-Care (Building)	16,997	26,784	33,520	27,536	(5,984)	-17.9%
616-40-51009-040	Retiree Health-Care (Police)	142,778	172,939	234,885	254,441	19,556	8.3%
616-50-51009-050	Retiree Health-Care (Engineering)	10,359	16,647	18,623	18,095	(528)	-2.8%
616-53-51009-053	Retiree Health-Care (Street Maint)	6,990	40,965	53,080	56,906	3,826	7.2%
616-57-51009-057	Retiree Health-Care (Park Maint)	4,408	4,384	4,046	3,128	(918)	-22.7%
616-58-51009-058	Retiree Health-Care (Park Program)		3,967	4,259	3,293	(966)	-22.7%
616-xx-51016-xxx	Unemployment Insurance			115,000	50,000	(65,000)	-56.5%
616-12-51016-012	Unemployment Insurance (Admin)		11,503			-	
616-18-51016-018	Unemployment Insurance (Finance)		52			-	
616-25-51016-025	Unemployment Insurance (Building)		33,750			-	
616-40-51016-040	Unemployment Insurance (Police)	1,992	9,294			-	
616-53-51016-053	Unemployment Insurance (Street Maint)		10,993			-	
616-57-51016-057	Unemployment Insurance (Park Maint)		7,650			-	
616-58-51016-058	Unemployment Insurance (Park Program)	139	14,734			-	
						-	
	Total Expenditures	803,516	444,403	540,857	634,288	93,431	17.3%
	Excess (Deficiency) of Revenues Over Expenditures	197,857	524,199	482,661	53,290	(429,371)	-89.0%
	Beginning Unrestricted Net Assets	907,023	1,104,881	1,633,228	1,633,228		
	Ending Unrestricted Net Assets	1,104,881	1,629,080	2,115,889	1,686,518		

		Employee Benefits Fund	
		Fund 616	
			FY 2014
	Account No. & Title	Quantity, brief description and justification of items requested	Recommended Appropriations
	Retiree Health Care -OPEB	OPEB Contribution	125,762
	Retiree Health-Care	Premium to CalPERS (pay-as-you-go)	
	Retiree Health-Care (Admin)	Premium to CalPERS (pay-as-you-go)	57,946
	Retiree Health-Care (Finance)	Premium to CalPERS (pay-as-you-go)	37,181
	Retiree Health-Care (Building)	Premium to CalPERS (pay-as-you-go)	27,536
	Retiree Health-Care (Police)	Premium to CalPERS (pay-as-you-go)	254,441
	Retiree Health-Care (Engineering)	Premium to CalPERS (pay-as-you-go)	18,095
	Retiree Health-Care (Street Maint)	Premium to CalPERS (pay-as-you-go)	56,906
	Retiree Health-Care (Park Maint)	Premium to CalPERS (pay-as-you-go)	3,128
	Retiree Health-Care (Park Program)	Premium to CalPERS (pay-as-you-go)	3,293
			584,288
	Unemp Insurance Insurance	Self insured unemployment insurance exp (EDD)	50,000
		Total	634,288

Town of Atherton									
Library Fund									
Budget FY 2013-2014									
								Increase	
								(Decrease)	
								Over Prior Yr	
								Projection	
Account	Description	Actual 2009-10	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Revised Budget 2012-2013	Proposed Budget 2013-2014	% Change	% Change
213-00-40001-000	Secured Property Tax	900,000	784,143	989,986	784,000	900,000	900,000	-	0.0%
213-00-48001-000	Interest Income	30,808	38,328	35,761	40,000	32,814	33,000	186	0.6%
Total Revenues		930,808	822,471	1,005,747	824,000	932,814	933,000	186	0.0%
213-30-50005-000	Temporary Help			-	500		-	-	
Total Salaries & Benefits		-	-	-	500	-	-	0	
213-30-52007-000	Other Legal Services		16,720	-	5,000		5,000	5,000	
213-30-52010-000	Contract Engineering	14,000	3,780	17,820				-	
213-30-52011-000	Contract Planner		9,331	55,926	17,000	1,402	-	(1,402)	-100.0%
213-30-52024-000	Architectural Services		77,173	80,164	750,000	464	-	(464)	-100.0%
213-30-52027-000	Environmental Consulting Svs		24,026	156,875	30,000	4,488	-	(4,488)	-100.0%
213-30-52031-000	Contract Maint Services			5,523	23,658	6,441	20,000	13,559	210.5%
213-30-53003-000	Building Security			-	500	616	500	(116)	-18.9%
213-30-53004-000	Facility Repair & Maintenance	3,500	2,821	1,000	1,500	1,000	1,500	500	50.0%
213-30-53005-000	HVAC Repair & Maint		2,660	-	-	-	-	-	
213-30-53006-000	Electrical Repair & Maint			-	-	-	-	-	
213-30-53007-000	Roof Repair & Maint			-	-	-	-	-	
213-30-53008-000	Contract Custodial Services	5,396	5,687	3,984	7,500	4,104	7,500	3,396	82.7%
213-30-53011-000	Contract Lndscp Maint.		7,296	2,280	-	-	-	-	
213-30-53014-000	Utilities - Electricity	8,388	5,656	7,593	8,500	6,900	8,500	1,600	23.2%
213-30-53015-000	Utilities - Gas	352	602	560	1,500	463	1,000	537	116.2%
213-30-53016-000	Utilities Water	395	2,453	3,192	3,000	2,553	3,000	447	17.5%
213-30-53017-000	Utilities - Sewer	1,133	1,576	1,941	3,500		3,000	3,000	
213-30-53024-000	Advertising & Noticing	281	1,022	8,514	10,000		5,000	5,000	
213-30-53036-000	Contract Pesticid & Fertilizer	1,041	1,140	1,140	1,200	1,140	1,400	260	22.8%
213-30-54010-000	Other Contract Services	2,577		2,263	150,000	23,248	150,000	126,752	545.2%
213-30-55010-000	Custodial Supplies			-	-	-	-	-	
213-30-55012-000	Construction Materials	19		-	-	-	-	-	
213-30-55016-000	Other Supplies & Materials		111	355					
213-30-55017-000	Postage		361	1,454	2,750	500	-	(500)	-100.0%
Total Operations		37,081	162,416	350,584	1,015,608	53,320	206,400	153,080	43.7%
Total Expenditures		37,081	162,416	350,584	1,016,108	53,320	206,400	153,080	43.7%
Excess (Deficiency) of Rev Over Exp		893,727	660,055	655,164	(192,108)	879,495	726,600	(152,895)	-23.3%
Beginning Fund Balance		4,020,481	4,914,208	5,574,263	6,229,427	6,229,427	7,108,921		
Ending Fund Balance		4,914,208	5,574,263	6,229,427	6,037,319	7,108,921	7,835,521		

	Library Fund		
	Fund 213		
			FY 2014
	Account No. & Title	Quantity, brief description and justification of items requested	Proposed Appropriation
	Temporary Help Salaries	Workers to assist with misc projects as needed	-
	Legal Services	Review necessary legal documents	5,000
	Contract Maint Services	MCE contract maint for HVAC, electrical, roof and landscape services, etc.	20,000
	Building Security	Misc locks, etc	500
	Facility Maint and Repair	Scheduled maint and misc repairs as needed	1,500
	Contract Custodial Services	Portion of Town janitorial contract	7,500
	Contract Landscape Maint	Service provided by MCE contract maint	-
	Utilities - Electricity	Operating electricity	8,500
	Utilities - Gas	Operating gas	1,000
	Utilities Water	Operating water	3,000
	Utilities - Sewer	Operating sewer	3,000
	Advertising & Noticing	Public Notices, mass mailings, bid noticing for new library bu	5,000
	Contract Pesticid & Fertilizer	Vector control	1,400
	Other Contract Services	Project management services for new library process and design	150,000
		Total Library	206,400

Town of Atherton										
Tennis Fund										
Budget FY 2013-2014										
					Reccomended		Reccomended	Increase		
		Actual	Actual	Actual	Budget	Projected	Budget	(Decrease)		
Account	Description	2009-10	2010-11	2011-12	2012-13	2012-2013	2013-14	Over Prior	%	
								Year Budget	Change	
105-00-47027-058	Tennis Classes	985	1,305	1,600	1,600	1,600	1,600	-	0.0%	
105-00-47026-058	Tennis Keys	8,075	7,405	6,900	6,700	7,050	6,700	(350)	-5.0%	
105-00-48001-058	Interest Income	160	118	101	100	100	100	-	0.0%	
Total Revenues		9,220	8,828	8,601	8,400	8,750	8,400	(350)	-4.1%	
105-58-50001-000	Regular Salaries	6,255	6,430	1,241	-	-	-	-		
105-58-50005-000	Temporary Help	4,138	3,123	2,487						
105-58-50013-000	EE Benefits Earned	46	62	12						
105-58-51001-000	Medicare Tax	148	137	56						
105-58-51002-000	Social Security	251	197	157						
105-58-51003-000	PERS Retire Contr-ER	817	814	164						
105-58-51004-000	PERS Retire Contr-EE	387	433	83						
105-58-51007-000	STD Insurance	137	19	5						
105-58-51008-000	Health Insurance	1,679	1,845	502						
105-58-51010-000	Dental Insurance	161	163	41						
105-58-51011-000	Vision Insurance	32	31	8						
105-58-51013-000	Worker's Comp	550	108	34						
105-58-51014-000	Life & ADD Insurance	8	11	3						
105-58-51015-000	LTD Insurance	82	47	10						
105-58-51016-000	State Unemployment Ins	104	96	39						
Total Salaries & Benefits		14,794	13,515	4,841	-	-	-	-	0.0%	
105-58-52031-000	Contract Maint Services				5,000	3,000	5,000	2,000	66.7%	
105-58-53003-000	Building Security	1,012	646	1,677	500	1,000	500	(500)	-50.0%	
105-58-53004-000	Facility Repair & Maint			549	15,000	1,000	1,500	500	50.0%	
105-58-54010-000	Other Contract Services	472		-	-		-	-		
105-58-55012-000	Construction Materials		407	168	1,500	1,000	15,000	14,000	1400.0%	
105-58-55014-000	Minor Tools & Equip									
105-58-55016-000	Other Supplies & Mats									
Total Operations		1,484	1,053	2,395	22,000	6,000	22,000	16,000	668.1%	
Total Expenditures		16,278	14,568	7,235	22,000	6,000	22,000	16,000	221.1%	
Excess (Deficiency) of Rev Over Exp		(7,058)	(5,741)	1,366	(13,600)	2,750	(13,600)	(14,966)	-1096.0%	
Transfer In From General Fund					4,853	4,853	-	-	100.0%	
Beginning Fund Balance		27,645	20,587	14,846	16,212	16,212	23,815			
Ending Fund Balance		20,587	14,846	16,212	7,465	23,815	10,215			

		Tennis Fund	
		Fund 105	
			FY 2014
	Account No. & Title	Quantity, brief description and justification of items requested	Recommended Appropriation
	Contract Maint Service	Potion of MCE contract for cleaning courts	5,000
	Building Security	Re-key tennis court gates	500
	Other Contract Services	Miscellaneous	-
	Construction Materials	Court patching and painting	15,000
	Facility Repair & Maint	Urgent court needs	1,500
		Total Operations	22,000
		Total Tennis Fund	22,000

Town of Atherton							
Police Grant Fund							
Budget FY 2013-14							
						Increase	
					Proposed	(Decrease)	
		Actual	Actual	Budget	Budget	Over Prior	%
Account	Description	2010-11	2011-12	2012-13	2013-14	Year Budget	Change
209-00-45019-040	Grant	98,161	100,000	100,000	100,000	-	0.0%
209-00-48001-040	Interest Income	274	200	200	200	-	0.0%
209-00-49006-000	Trfrs from SLESF Fund					-	
						-	
	Total Revenue	98,434	100,200	100,200	100,200	-	0.0%
						-	
	Salaries related expenditures	98,161	100,000	100,000	100,000	-	0.0%
						-	
	Total Expenditure	98,161	100,000	100,000	100,000	-	0.0%
						-	
	Excess (Deficiency) of Rev Over Exp	274	200	200	200	-	0.0%
	Beginning Fund Balance	8,486	8,759	8,959	9,159		
	Ending Fund Balance	8,759	8,959	9,159	9,359		

		Police Grant Fund	
		Fund 209	
			FY 2014
	Account No. & Title	Quantity, brief description and justification of items requested	Proposed Appropriation
	Regular Salaries	Portion of Police Officer salary related expenditure funded by COPS Grant	100,000

Town of Atherton General Fund 101 Revenue Budget 2012-13		Forecast with 3% Increase of Operational Expenditures only										
Account	Description	Actual 2008-09	Actual 2009-10	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Revised Budget M/Yr 2012-13	Estimate FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
101-00-47018-040	Disaster Assistance Reimb		14,298	37,999								
101-00-48501-040	Donation/Contribution		412	60,500								
101-00-48502-040	Miscellaneous Income		1,154	1,154								
	Total Police Revenue	168,014	106,990	199,228	131,280	83,725	86,566	88,298	90,054	91,865	93,702	95,576
101-00-45005-050	C/CAG AB 1546		12,783	12,397	11,942	12,535	12,535	12,786	13,041	13,302	13,568	13,840
101-00-45017-050	PW ABAG Grant		1,459	1,459	8,740	5,000	12,400	12,646	12,901	13,159	13,422	13,681
101-00-45021-053	Highway Maint Reimbursement		178,111	35,700	35,700	5,000	5,000	5,100	5,202	5,305	5,412	5,520
101-00-47003-050	Enrichment	169,572	178,111	199,898	231,369	168,000	168,000	171,360	174,787	178,283	181,849	185,485
101-00-47003-050	Photocopy Fee		4,610	1,130								
101-00-47021-050	Plan Check Fee		1,180									
101-00-48503-053	Property Damage Reimb		16,985	209,085	287,750	221,235	233,635	238,308	243,074	247,935	252,894	257,952
	Total DPW Revenue	199,572	296,528	209,085	287,750	221,235	233,635	238,308	243,074	247,935	252,894	257,952
101-00-47022-058	Social Fees	108,318	60,150	86,062	29,300	35,000	27,000	27,540	28,091	28,653	29,226	29,810
101-00-47023-058	Meeting Fees	53,429	68,394	77,460	14,650	30,000	26,000	26,520	27,050	27,591	28,143	28,706
101-00-47024-058	Misc. Use Fee	4,874	2,480	2,500	1,400	1,000	2,400	2,448	2,497	2,547	2,598	2,650
101-00-47025-058	Class Fees	11,000	14,011	9,953	16,500	10,000	14,000	14,280	14,566	14,857	15,154	15,457
101-00-47028-058	Weddings	102,916	95,585	89,550	27,750							
101-00-48501-058	Donation/Contribution	400										
	Total Park Program Revenue	280,537	241,000	265,775	88,800	76,000	69,400	70,788	72,204	73,648	75,121	76,623
101-00-45008-000	SB 90 Reimbursement		4,854	153,559	5,000	5,000		1,105				
101-00-46003-000	Heritage Tree Damage Fee			5,000								
101-00-46004-000	C & D Deposit Forfeited			4,734								
101-00-45016-025	DDC Grant											
101-00-45017-000	ABAAG Grant	18,980	5,000	4,734								
101-00-45019-000	Grant	19,685	3,383	5,000	9,051	14,045	14,326	14,612	14,905	15,203	15,507	
101-00-45020-000	Other Reimbursements	2,000	1,400	525								
101-00-47003-000	Elections Processing Fee											
101-00-47007-000	Document/Research Fee											
101-00-47008-000	Photocopy Fee	7,847	44	86	70	25	25	26	26	27	27	28
101-00-47036-030	Admin Citation (Code Enforcement)											
101-00-48001-000	Interest Income	162,441	90,224	46,526	42,808	65,000	65,000	66,300	67,626	68,979	70,358	71,765
101-00-46002-000	Ceil Aerial/Light Lease	33,114	37,807	39,687	41,682	41,682	42,516	43,356	44,203	45,056	45,918	46,785
101-00-48003-000	Property Rental - Physchool	71,371	77,575	77,975	78,118	77,600	77,600	79,152	80,735	82,350	83,977	85,677
101-00-48004-000	Sale of Property		5,209	3,542								
101-00-48005-000	Post Office	51,762	47,449	26,660	7,297	7,500	7,500	7,680	7,803	7,959	8,118	8,281
101-00-48502-000	Miscellaneous Income	61,290	(18,058)	19,516	11,014	5,000	5,000	5,100	5,202	5,306	5,412	5,520
101-00-48501-000	SMIP Fees											
101-00-48501-000	Donations/Contributions	12,176			100		350,000					
101-00-48506-000	Mitigation Fees						164,081					
101-00-48507-000	Settlement Claims						74,933					
101-00-48505-000	Escrowed Unclaimed Property	442,015	290,179	454,742	198,643	198,807	184,081	216,174	219,371	223,758	228,233	232,768
	Total Misc. Revenues	442,015	290,179	454,742	198,643	198,807	184,081	216,174	219,371	223,758	228,233	232,768
	Total Operating Revenues	8,916,559	9,812,814	10,560,324	10,605,201	10,275,267	11,242,368	10,814,475	11,081,565	11,350,091	11,646,314	11,940,452

Town of Atherton		Forecast with 3% Increase of Operational Expenditures only										
General Fund 101												
Revenue Budget 2012-13												
Account	Description	Actual	Actual	Actual	Actual	Adopted	Revised	Estimate	FY 2015	FY 2016	FY 2017	FY 2018
		2008-09	2009-10	2010-11	2011-12	Budget 2012-13	Budget Mdyr 2012-13	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
	Expenditures											
	City Council Department	38,514	13,784	14,950	33,948	59,530	47,991	57,346	711,745	59,561	61,939	63,208
	Administration Department	739,628	795,547	771,246	472,834	672,166	641,202	711,745	216,530	743,459	795,287	810,238
	City Attorney Department	450,924	454,304	399,409	1,501,631	204,100	204,100	204,100	684,226	685,708	707,890	730,793
	Finance Department	437,898	601,186	598,265	580,481	683,783	611,281	684,226	232,669	238,499	246,534	253,780
	Planning Department	284,479	189,255	188,472	1,67,236	239,600	275,600	275,600	1,227,255	1,264,127	1,302,145	1,341,345
	Building Department	1,056,248	1,068,427	1,194,570	1,488,518	1,242,717	1,109,158	587,828	585,472	601,536	618,082	639,124
	Non-Department	192,420	529,815	854,785	1,952,540	769,897	766,892	587,828	5,889,301	5,885,077	6,109,360	6,372,444
	Police Department	4,900,697	5,182,288	5,099,253	5,406,744	5,414,973	5,577,474	5,387,406	1,495,826	1,552,831	1,611,658	1,672,367
	Public Works Department (ed)	1,970,904	1,953,742	1,671,984	1,473,263	1,430,633	1,430,633	1,387,406	1,495,826	1,552,831	1,611,658	1,672,367
	Total Operating Expenditures	10,073,683	10,797,348	10,789,915	11,736,254	10,875,807	10,749,808	10,442,020	11,030,869	11,224,853	11,583,041	12,115,909
	Settlement Expenses		456,305									
	Excess (Deficiency) of Revenues Over Expenditures	(1,157,124)	(1,440,839)	(239,591)	(1,131,053)	(600,540)	492,560	372,455	50,697	135,238	(36,726)	(175,457)
	Other Financing Sources/Uses											
	Trsf In/Out Special Parcel Tax Fund	350,000	790,863	888,463	1,116,000	1,116,000	1,116,000	1,116,000	1,116,000	1,116,000	1,116,000	1,116,000
	Trsf In/Out Tennis Fund					(4,853)	(4,853)					
	Trsf In/Out CIP					(70,000)	(70,000)					
	Trsf In/Out Road Impact Fee Fund	12,032		(902,365)								
	Trsf In/Out Park Wall Fund	50,000										
	Trsf In/Out Admin Service Fund											
	Trsf In/Out Facilities Construction Fd		82,735	(153,359)								
	Total Transfers In/Out	412,032	863,538	(167,250)	1,116,000	1,041,147	1,041,147	1,116,000	1,116,000	1,116,000	1,116,000	1,116,000
	Incr/Decr of Bldg Dept Operating Reserve	(679,577)	(577,241)	(129,403)	(10,472)	(10,472)	1,488,455	1,186,697	1,261,238	1,079,274	940,543	
	Incr/Decr of General Fund Reserve	(679,577)	(577,241)	(129,403)	(10,472)	(10,472)	1,488,455	1,186,697	1,261,238	1,079,274	940,543	
	Net Change in Fund Balance	7,892,853	7,203,276	6,526,035	6,219,186	6,204,094	6,204,094	6,204,094	7,737,802	7,737,802	7,737,802	7,737,802
	Beginning Fund Balance	7,203,276	6,626,035	6,219,186	6,204,094	6,644,702						
	Ending Fund Balance											
	Total General Fund Balance				0							
	Building Reserve				625,761	625,761	625,761	625,761	625,761	625,761	625,761	625,761
	15% Emergency Reserve				1,512,471	1,512,471	1,512,471	1,512,471	1,512,471	1,512,471	1,512,471	1,512,471
	Reserve to pay off side funds				704,313	704,313	704,313	704,313	704,313	704,313	704,313	704,313
	20% Reserve				2,149,962	2,149,962	2,149,962	2,149,962	2,149,962	2,149,962	2,149,962	2,149,962
	Reserve for OP&B				252,430	252,430	252,430	252,430	252,430	252,430	252,430	252,430
	Reserve for CALPERS				549,000	549,000	549,000	549,000	549,000	549,000	549,000	549,000
	Available Fund Balance				2,645,285	2,645,285	2,645,285	2,645,285	2,645,285	2,645,285	2,645,285	2,645,285
					7,737,802	7,737,802	7,737,802	7,737,802	7,737,802	7,737,802	7,737,802	7,737,802
					9,228,257	9,228,257	9,228,257	9,228,257	9,228,257	9,228,257	9,228,257	9,228,257
					10,392,953	10,392,953	10,392,953	10,392,953	10,392,953	10,392,953	10,392,953	10,392,953
					11,644,191	11,644,191	11,644,191	11,644,191	11,644,191	11,644,191	11,644,191	11,644,191
					12,723,465	12,723,465	12,723,465	12,723,465	12,723,465	12,723,465	12,723,465	12,723,465
					13,664,008	13,664,008	13,664,008	13,664,008	13,664,008	13,664,008	13,664,008	13,664,008

Town of Atherton General Fund 101 Revenue Budget 2012-13		Forecast with 4% Increase of Operational Expenditures only											
Account	Description	2008-09	2009-10	2010-11	2011-12	Adopted 2012-13	Revised Budget MidYr 2012-13	Estimate FY 2014	FY 2015	FY 2016	FY 2016	FY 2017	FY 2018
101-00-40001-000	Secured Property Tax	4,494,100	4,785,537	4,818,733	4,908,375	5,033,000	5,194,000	5,349,820	5,570,315	5,675,624	5,845,983	6,021,270	
101-00-40002-000	Unsecured	276,459	308,347	273,803	296,050	278,000	369,000	379,040	390,411	402,124	414,187	428,613	
101-00-40004-000	SBRT's Redemption (Suppl)	136,776	70,706	72,749	89,525	70,000	70,000	72,100	74,263	76,491	78,767	81,149	
101-00-40006-000	Prop Tax in Lieu of VLF (motor vehicle)	623,670	663,998	663,563	684,117	680,000	745,874	768,250	791,298	815,037	839,488	864,672	
101-00-40008-000	Excess ERAT	543,116	750,175	718,479	718,479	695,000	892,000	700,000	700,000	700,000	700,000	700,000	
101-00-40005-000	Property Transfer Tax	154,365	256,556	258,288	337,446	255,000	304,000	313,738	323,150	332,845	342,830	353,115	
	Total Property Taxes	6,228,486	6,834,939	6,784,303	7,031,901	7,016,000	7,574,474	7,882,948	7,789,437	8,002,120	8,221,183	8,448,819	
101-00-41001-000	Sales & Use Tax General	91,563	86,287	116,066	171,527	115,500	115,500	117,810	120,166	122,570	125,021	127,521	
101-00-41002-000	Prop 172 Sales Tax for Police	56,103	59,800	63,059	69,154	26,500	46,500	47,430	48,379	49,346	50,333	51,340	
101-00-41004-000	In Lieu Sales Tax/Trip Flip	31,528	26,698	24,632	49,120	62,400	73,400	74,868	76,365	77,893	79,451	81,040	
	Total Sales Taxes	179,193	172,585	203,857	289,802	204,400	235,400	240,108	244,910	249,808	254,805	259,901	
101-00-42001-000	Franchise Taxes-Utilities	220,512	220,515	234,548	223,466	230,000	230,000	234,600	239,292	244,078	248,959	253,939	
101-00-42002-000	Franchise Tax-Cal Water	72,912	79,932	79,746	105,418	104,500	104,500	106,590	108,722	110,896	113,114	115,376	
101-00-42003-000	Franchise Tax-Carriage	217,875	169,340	191,187	295,246	330,000	306,700	312,834	319,091	325,472	331,982	338,622	
101-00-42004-000	Franchise Taxes-Cable	126,500	100,455	106,569	106,975	110,000	114,550	116,941	119,178	121,561	123,993	126,472	
	Total Franchise Fees	637,798	570,642	611,851	731,106	774,500	755,750	770,865	786,282	802,008	818,048	834,409	
101-00-40005-000	Homeowners Exemption	31,752	33,416	33,988	34,275	34,000	34,000	34,680	35,374	36,081	36,803	37,539	
101-00-40007-000	Motor Veh. Lic Fees (MVL/F)	25,401	21,983	34,427	3,737	34,000	34,000	3,949	-	1,127	1,149	1,172	
101-00-45008-000	SB 90 (mandated cost) reimb.	1,719	-	3,982	1,002	34,000	1,083	38,629	36,500	37,230	37,975	38,734	
	Total Intergovernmental	57,153	56,618	72,397	36,015	34,000	36,555	38,629	36,500	37,230	37,975	38,734	
101-00-43001-000	Business Licenses	134,583	129,990	165,629	185,087	160,000	160,000	163,200	165,464	169,733	173,189	176,653	
101-00-43002-000	Bus Lic Refund -FY 06/07	(167,850)	43,425	43,425	-	-	-	-	-	-	-	-	
101-00-43003-000	Bus Lic Refund -FY 07/08	(208,216)	36,751	36,751	-	-	-	-	-	-	-	-	
101-00-43004-000	Bus Lic Refund -FY 08/09	(74,480)	6,866	6,866	-	-	-	-	-	-	-	-	
	Total Business License Tax	(315,962)	217,932	165,629	185,087	160,000	160,000	163,200	165,464	169,733	173,189	176,653	
101-00-47001-000	Home Occupation Permit	1,950	500	900	800	800	800	816	832	849	866	883	
101-00-47019-020	Zoning & Planning Fees	69,912	175,527	187,473	165,714	155,000	174,555	178,046	181,607	185,239	188,944	192,725	
	Total Planning Revenue	71,862	175,527	188,373	164,574	155,800	175,555	178,862	182,439	186,088	189,810	193,608	
101-00-47002-025	Building Permit Fee	620,664	466,080	626,682	952,311	903,900	713,900	749,595	764,687	779,879	795,476	811,366	
101-00-47004-025	Grading & Drainage	52,420	67,697	69,428	69,428	60,000	66,600	69,930	71,329	72,755	74,210	75,694	
101-00-47009-025	Photocopy Fee	1,680	2,806	3,294	3,294	1,000	1,000	1,050	1,071	1,092	1,114	1,137	
101-00-47021-025	Plan Check Fee	394,227	370,992	392,820	413,266	374,900	380,900	378,945	386,524	394,254	402,139	410,162	
101-00-47034-025	Tree Removal Plan Check	23,952	23,952	23,952	20,128	15,000	25,500	26,775	27,311	27,857	28,414	28,962	
101-00-48502-025	Miscellaneous Income	249	249	83,311	-	-	-	-	-	-	-	-	
	Total Building Revenue	1,009,891	901,473	1,386,979	1,458,444	1,354,800	1,167,800	1,226,296	1,250,821	1,275,837	1,301,354	1,327,381	
101-00-44001-040	Municipal & Vehicle Code Fines	10,779	8,557	15,316	11,292	15,000	15,000	15,300	15,606	15,918	16,236	16,561	
101-00-44002-040	Other Fines & Forfeiture (County)	31,623	29,468	48,464	38,117	40,000	40,000	40,800	41,615	42,448	43,297	44,153	
101-00-45008-040	CA State 911 Grant	39,200	-	-	-	-	-	-	-	-	-	-	
101-00-45007-040	POST Reimb	13,846	14,990	6,486	20,961	7,500	10,500	10,710	10,924	11,143	11,366	11,593	
101-00-45011-040	DOJ Grant (Vests)	406	406	6,295	4,918	6,000	3,000	3,060	3,121	3,184	3,247	3,312	
101-00-45012-040	DJI Grant	55,819	9,901	6,295	4,918	6,000	3,000	3,060	3,121	3,184	3,247	3,312	
101-00-45013-040	Read Task Force Reimb	-	-	-	-	-	-	-	-	-	-	-	
101-00-47005-040	AAAG Grant	18,339	16,549	25,563	7,000	7,000	7,891	8,049	8,210	8,374	8,542	8,713	
101-00-47009-040	Other Licenses & Permit	330	656	1,818	400	400	400	408	416	424	433	442	
101-00-47011-040	Photocopy Fee	210	210	-	34	-	-	-	-	-	-	-	
101-00-47011-040	Alarm Sign Fees	900	1,200	705	600	600	600	612	624	637	649	662	
101-00-47012-040	Vehicle Release	2,400	1,050	2,752	3,326	2,500	5,500	5,610	5,722	5,835	5,953	6,072	
101-00-47013-040	Police Report	3,000	4,410	1,012	137	1,000	100	102	104	106	108	110	
101-00-47014-040	Fingerprinting Fee	115	115	363	458	325	175	179	182	186	189	193	
101-00-47015-040	Amplifier of Cost	5,964	200	3,891	2,763	3,000	3,000	3,060	3,121	3,184	3,247	3,312	
101-00-47016-040	Special Service Fee	2,477	1,909	3,891	2,763	3,000	3,000	3,060	3,121	3,184	3,247	3,312	
101-00-47017-040	Solicitor's Permit	127	88	273	100	100	100	102	104	106	108	110	

Town of Atherton General Fund 101 Revenue Budget 2012-13												
Account	Description	Actual 2008-09	Actual 2009-10	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Revised Budget MidYr 2012-13	Estimate FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
101-00-45005-050	C/CAG AB 1546		12,783	12,397	11,942	12,535	12,535	12,786	13,041	13,302	13,568	13,840
101-00-45017-050	PW ABAG Grant			1,459	8,740	12,400	12,400	12,648	12,901	13,159	13,422	13,681
101-00-45019-050	ABAG Grant		71,400	35,700	35,700	5,000	5,000	5,100	5,202	5,306	5,412	5,520
101-00-45021-053	Highway Maint Reimbursement		159,572	178,111	159,858	231,369	168,000	36,414	37,142	37,885	38,643	39,416
101-00-47003-050	Encroachment		4,610	1,130			168,000	171,360	174,787	178,283	181,849	185,486
101-00-47009-050	Photocopy Fee		1,180									
101-00-47021-050	Plan Check Fee		16,985									
101-00-48503-053	Property Damage Reimb		159,572	285,528	209,085	287,750	233,635	238,308	243,074	247,835	252,584	257,352
	Total DPW Revenue		159,572	285,528	209,085	287,750	233,635	238,308	243,074	247,835	252,584	257,352
101-00-47022-058	Social Fees	108,318	60,150	86,062	29,300	35,000	27,000	27,540	28,091	28,653	29,226	29,810
101-00-47023-058	Meeting Fees	53,429	68,384	77,460	14,550	30,000	26,000	26,520	27,050	27,591	28,143	28,706
101-00-47024-058	Misc. Use Fee	4,874	2,460	2,750	1,400	1,000	2,400	2,448	2,497	2,547	2,598	2,650
101-00-47025-058	Class Fees	11,000	14,011	9,953	16,500	10,000	14,000	14,280	14,566	14,857	15,154	15,457
101-00-47028-058	Weddings	102,916	95,585	89,550	27,750							
101-00-48501-058	Donation/Contribution		400									
	Total Park Program Revenue	280,537	241,000	285,775	89,600	76,000	69,400	70,789	72,204	73,648	75,121	76,623
101-00-45008-000	SB 90 Reimbursement							1,105				
101-00-44003-000	Heritage Tree Damage Fee		4,854	153,559	5,000							
101-00-40004-000	C & D Deposit Forfeited			5,000	5,000							
101-00-45016-025	DOC Grant		5,000	4,734								
101-00-45017-000	ABAG Grant	18,880	3,383	525	9,051		14,045	14,326	14,612	14,905	15,203	15,507
101-00-45020-000	Other Reimbursements	19,685	1,448									
101-00-47005-000	Other Licenses & Permit	1,448	1,400									
101-00-47007-000	Elections Processing Fee	2,000										
101-00-47008-000	Document/Research Fee											
101-00-47009-000	Photocopy Fee	7,847	44	86	70	25	25	26	26	27	27	28
101-00-47036-030	Admin Citation (Code Enforce)							68,300	67,626	68,979	70,358	71,755
101-00-48001-000	Interest Income	162,441	90,224	46,526	42,808	65,000	65,000	42,816	43,386	44,233	45,118	46,020
101-00-48002-000	Cell Antenna Lease	33,114	37,807	39,897	41,882	41,882	41,882	79,152	80,795	82,350	83,997	85,677
101-00-48003-000	Property Rental - Playchool	71,371	77,575	77,575	78,118	77,800	77,800					
101-00-48004-000	Sale of Property	501	5,209	5,209	3,542							
101-00-48005-000	Post Office	51,762	47,449	28,660	7,257	7,500	7,500	7,650	7,803	7,959	8,118	8,281
101-00-48502-000	Miscellaneous Income	61,280	(18,058)	19,516	11,014	5,000	5,000	5,100	5,202	5,306	5,412	5,520
101-00-48501-000	SNMP Fees											
101-00-48501-000	Donations/Contributions		12,176		100		380,000					
101-00-48506-000	Mediation Fees						184,081					
101-00-48507-000	Settlement Claims											
101-00-48505-000	Escheated Unclaimed Property	442,015	250,179	454,742	198,643	196,807	744,933	216,174	219,371	223,758	228,233	232,798
	Total Misc. Revenues	442,015	250,179	454,742	198,643	196,807	744,933	216,174	219,371	223,758	228,233	232,798
	Total Operating Revenues	8,516,559	9,832,814	10,560,324	10,605,201	10,275,267	11,242,368	10,814,475	11,081,565	11,350,691	11,646,314	11,940,452

Town of Atherton		Forecast with 4% Increase of Operational Expenditures only										
General Fund 101												
Revenue Budget 2012-13												
Account	Description	Actual 2008-09	Actual 2009-10	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Revised Budget Mid/Yr 2012-13	Estimate FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
	City Council Department	38,514	13,784	14,950	33,948	59,530	67,216	47,991	58,974	61,333	63,787	66,338
	Administration Department	739,628	798,547	771,246	472,834	627,186	641,292	713,779	746,626	800,644	815,875	848,319
	City Attorney Department	450,924	454,304	399,409	150,631	204,100	204,100	204,100	220,755	229,585	238,768	248,319
	Finance Department	437,868	601,188	598,285	663,783	682,863	611,261	672,337	672,337	697,660	723,940	751,215
	Planning Department	284,479	185,255	165,472	187,295	236,800	234,600	275,600	237,111	246,396	256,052	266,084
	Building Department	1,058,243	1,068,427	1,194,570	1,490,518	1,242,717	1,284,231	1,109,158	1,246,005	1,293,237	1,342,317	1,389,320
	Non-Department	192,420	528,815	654,785	1,952,540	765,887	766,892	567,828	595,876	617,711	640,420	654,036
	Police Department	4,900,697	5,182,288	5,099,253	5,406,744	5,414,973	5,577,474	5,367,406	5,830,962	5,873,564	6,135,135	6,405,998
	Public Works Department	1,970,904	1,953,742	1,671,984	1,473,253	1,430,633	1,387,406	1,318,286	1,318,286	1,587,700	1,659,738	1,734,624
	Total Operating Expenditures	10,073,683	10,797,348	10,789,915	11,736,254	10,875,907	10,749,808	10,442,020	11,114,085	11,353,811	11,860,843	12,345,819
	Settlement Expenses		456,395									
	Excess (Deficiency) of Revenues Over Expenditures	(1,157,124)	(1,440,839)	(239,591)	(1,131,053)	(600,540)	492,560	372,495	(32,520)	6,280	(214,528)	(405,367)
	Other Financing Sources/Uses											
	Trsf In/Out Special Parcel Tax Fund	350,000	780,863	888,463	1,116,000	1,116,000	1,116,000	1,116,000	1,116,000	1,116,000	1,116,000	1,116,000
	Trsf In/Out Tennis Fund											
	Trsf In/Out CIP											
	Trsf In/Out Road Impact Fee Fund	12,032			(902,355)	(70,000)	(70,000)					
	Trsf In/Out Park Wall Fund	50,000										
	Trsf In/Out Admin Services Fund											
	Trsf In/Out Facilities Construction Fd		82,735	(153,359)								
	Total Transfers In/Out	412,032	883,598	(167,259)	1,116,000	1,041,147	1,041,147	1,116,000	1,116,000	1,116,000	1,116,000	1,116,000
	Incr/Decr of Bldg Dept Operating Reserve	(679,577)	(577,241)	(129,403)	(10,472)	(10,472)	1,544,180	1,488,455	1,083,480	1,122,280	901,472	710,633
	Incr/Decr of General Fund Reserve	(679,577)	(577,241)	(277,436)	(15,102)	451,079	1,533,707	1,488,455	1,083,480	1,122,280	901,472	710,633
	Net Change in Fund Balance	7,882,853	7,203,276	6,526,035	5,219,196	6,204,094	6,204,094	7,337,802	7,337,802	7,337,802	7,337,802	7,337,802
	Beginning Fund Balance	7,203,276	6,526,035	5,219,196	6,204,094	6,204,094	7,337,802	7,337,802	7,337,802	7,337,802	7,337,802	7,337,802
	Ending Fund Balance											
	Total General Fund Balance				0							
	Building Reserve					625,761	625,761	625,761	625,761	625,761	625,761	625,761
	15% Emergency Reserve					1,812,471	1,812,471	1,812,471	1,812,471	1,812,471	1,812,471	1,812,471
	Reserve to pay off side funds					704,313	704,313	704,313	704,313	704,313	704,313	704,313
	20% Reserve					2,149,562	2,149,562	2,149,562	2,149,562	2,149,562	2,149,562	2,149,562
	Reserve for OPEB					2,088,404	2,088,404	2,088,404	2,088,404	2,088,404	2,088,404	2,088,404
	Reserve for CALPERS					252,430	252,430	252,430	252,430	252,430	252,430	252,430
	Available Fund Balance					2,645,295	2,645,295	2,645,295	2,645,295	2,645,295	2,645,295	2,645,295
						7,337,802	7,337,802	7,337,802	7,337,802	7,337,802	7,337,802	7,337,802
						9,226,257	9,226,257	9,226,257	9,226,257	9,226,257	9,226,257	9,226,257
						10,309,737	10,309,737	10,309,737	10,309,737	10,309,737	10,309,737	10,309,737
						11,432,017	11,432,017	11,432,017	11,432,017	11,432,017	11,432,017	11,432,017
						12,333,488	12,333,488	12,333,488	12,333,488	12,333,488	12,333,488	12,333,488
						13,044,121	13,044,121	13,044,121	13,044,121	13,044,121	13,044,121	13,044,121

Town of Atherton

Capital Improvement Program

FY 2013/14 -2017/18



Road Rehabilitation

Traffic Safety

Street Lights Replacement

Bike/Pedestrian Improvements

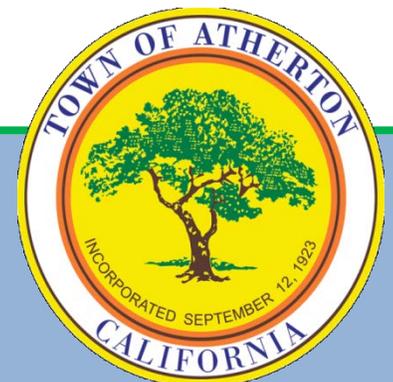
Road Drainage Improvements

Parks Masterplan

Drainage Masterplan

Accessibility Improvements

Facilities Enhancements



Town of Atherton
Public Works Department
91 Ashfield Road
Atherton, CA 94027
www.ci.atherton.ca.us



Capital Improvement Program Fiscal Years 2013/14 through 2017/18

TABLE OF CONTENTS

I. Introduction	1
About the Capital Improvement Program	2
CIP Document Organization.....	3
II. Fund Sources and Revenues	4
Funding Descriptions	5
Funding Revenue Sources FY 2013/14.....	10
Capital Program Expenditures FY 2013/14	11
III. Capital Project Five-Year Budget Summaries	12
Roadside Drainage Master Plan & Improvements	13
Marsh Road Retaining Wall Repair Project.....	14
Series Street Light Replacements	15
Traffic Control Devices.....	16
Pedestrian Traffic Signal.....	17
Traffic Safety	18
Bike Lanes & Paths	19
Bike/Ped Master Plan.....	20
Accessibility Improvements	21
Street Patching.....	22
Street Seal	23
Bridge Inspection & Repair Program	24
Atherton Ave / Middlefield Road / Fair Oaks Lane Resurfacing.....	25
Upper Atherton Channel Phase 2	26
Atherton Library.....	27
Civic Center	28
Town Center Facilities Plan and Repairs	29
Park Master Plan	30



**Capital Improvement Program
Fiscal Years 2013/14 through 2017/18**

**Section I:
Introduction**



Capital Improvement Program Fiscal Years 2013/14 through 2017/18

I. INTRODUCTION

The Town of Atherton's Five-Year Capital Improvement Program (CIP or Program) summarizes anticipated resources and their estimated uses for major infrastructure and other capital construction, improvement, and maintenance projects.

The CIP is a five-year planning tool that identifies anticipated capital improvements and their funding sources from fiscal years 2013/2014 through 2017/2018. The CIP does not appropriate funds, but rather, it functions as a budgeting and planning tool which supports actual appropriations that are made through adoption of the budget. The CIP is updated annually to reflect the latest community priorities, updated project cost estimates and available revenue sources.

The purpose of the CIP is to fund capital projects and capital acquisitions that will be of long-term benefit to the citizens of Atherton. As such, the programs and projects enclosed in this CIP are dedicated to enhancing accessibility, safety and the built environment throughout the Town by targeting various transportation, drainage and facilities improvements.

The CIP projects were selected on the following factors:

- Implementation of the Town's General Plan Guidelines
- Town Council and Community direction
- Implementation of Facilities' planning and priorities
- Ability to improve transportation deficiencies and congestion
- Maintenance needs and safety of roadways
- Drainage facilities enhancement needs
- Availability of funding

The five-year CIP identifies the highest priority capital needs that can be addressed within the available and forecasted revenue. These capital needs are matched with the previous year's carry-over funds and five-year revenue projections identified by the Finance department. Additionally, capital needs are delineated to eligible funding sources and programs available to the Town's improvements.



Capital Improvement Program Fiscal Years 2013/14 through 2017/18

Document Organization

The CIP is organized to serve two primary purposes. First, it provides a description of the planned transportation, drainage and facility capital improvements developed through an examination of the Town's capital needs. Next, it sets forth a funding strategy for their implementation.

As such this CIP is organized into three parts.

- I. **Introduction:** This provides an overview of the purposes of the Capital Improvement Program.
- II. **Detail of Funding Sources and Revenues:** This section describes the anticipated funding and revenue sources supporting the projects and programs contained in this CIP.
- III. **CIP Project List and Budgeting Schedule:** This section provides a detailed overview of the projects and budgeting of project expenditures in relation to available forecasted funding over the next five years.



**Capital Improvement Program
Fiscal Years 2013/14 through 2017/18**

**Section II:
Funding Sources**



Capital Improvement Program Fiscal Years 2013/14 through 2017/18

II. FUNDING SOURCES AND REVENUES

The Town of Atherton's Capital Projects contained in this CIP are financed through a variety of funding and revenue sources. These funding sources include:

- General Fund
- Measure S - Special Parcel Tax
- Measure A
- Measure M
- Surface Transportation Program
- Federal Surface Transportation Program
- ABAG Risk Mitigation
- Local Gas Tax
- Road Construction Impact Fee
- Atherton Library
- Atherton Channel Fund
- Building Department Capital

General Fund

The General Fund provides funding for the Town's general programs and day-to-day operations. This include Town management, administration, parks and recreation operations, public works operations, law enforcement, trash hauling, special operational programs, planning, and general Town services.

The General Fund includes the money raised by the local property tax for a given year. When a project is funded with General Fund revenues, its entire cost is paid off within the year. The intent is to budget annually a certain amount from the General Fund to address Town priorities.

If the Town has the financial capacity to pay for a project in a given year, the cost to the taxpayer will generally be less than if bonded because there are no interest payments to be made.



Capital Improvement Program Fiscal Years 2013/14 through 2017/18

Measure S (Special Parcel Tax)

Approved by a 2/3rds vote of Atherton residents in November 2009, the Measure S (Special Parcel Tax) is an ordinance that continues the existing Town of Atherton Special Parcel Tax for four years. The current parcel tax expires in FY 2013/14.

The Special Parcel Tax provides funding to maintain police emergency response services, street repair and maintenance, drainage facility repair and maintenance, and other capital improvements. As established by the Town Council policy, the Special Parcel Tax is allocated 60% to Police services, and 40% for Street and Drainage improvements.

The Special Parcel Tax generates approximately \$1.86 million annually. Therefore, approximately \$740,000 is available per year for capital improvements.

Measure A

Measure A is a voter approved half-cent sales tax for countywide transportation projects and programs. The original Measure A expired Dec. 31, 2008. However, in 2009, county voters overwhelmingly approved a reauthorization of Measure A through 2033.

The purpose of these funds are to maintain local streets and roads, repair potholes and sidewalks, develop alternative transportation options such as bicycling and pedestrian programs, and to develop and implement traffic operations and safety projects.

Measure A dollars are distributed on a formula allocation based on population and the number of road-miles. Atherton receives approximately \$250,000 annually through Measure A.



Capital Improvement Program Fiscal Years 2013/14 through 2017/18

Measure M

Approved by voters in November 2010, the Congestion Management Agency for San Mateo County levies a \$10 registration fee on vehicles registered in San Mateo County. This Measure is set to expire in 2035 (25 years).

These funds help to maintain neighborhood streets, fix potholes, provide transportation options, improve traffic circulation, reduce congestion, reduce water pollution from oil and gas runoff, and provide safe routes to schools.

Approximately 50% of Measure M revenues fund Countywide Transportation Programs, and the other 50% is formula-allocated to local agencies. The Town of Atherton receives approximately \$75,000 per year from Measure M.

Surface Transportation Program (STP)

The STP is a Federal transportation funding program financing various transportation rehabilitation and capital improvements. Before STP funds become available to local agencies, these Federal dollars undergo a process of allocation from the State to local level.

First, the Federal dollars are allocated to the State of California, which then funnels these funds to regional governments such as the Metropolitan Transportation Commission (MTC). In turn, MTC is in charge of distributing these STP funds to the county jurisdictions. In Atherton's case, the City/County Association of Governments (C/CAG) is charged with administering STP funding.

The Town receives a formula-based STP allocation from C/CAG. In FY 2013/14 this amount is \$350,000.



Capital Improvement Program Fiscal Years 2013/14 through 2017/18

Gas Tax

The Town receives revenue generated from a tax imposed on the sale of gasoline. The State Board of Equalization administers this tax and the State Controller distributes funding to cities and counties.

Gas Tax funds are the most flexible transportation related funding source. Gas Tax funds are used for various transportation purposes including street related projects, construction or maintenance.

Atherton receives a formula allocation of funds based upon population and lane-miles. Approximately \$200,000 is expected to be distributed to Atherton per year.

Road Construction Impact Fee

This revenue source is no longer collected by the Town of Atherton. Money programmed in this CIP represents the fund balance that remains in this account.

The beginning fund balance is approximately \$600,000, and proposed in this CIP to be expended over the next two years.

Building Capital

The Building Department charges fees for plan review and inspections services. Fees are established by City Council policy to fully recover direct costs such as personnel as well as indirect costs such as administration, technology upgrades and facilities replacement. The Building Department occupies a temporary modular unit which is planned to be replaced by constructing space within a new Town Administration building. The Town has accumulated approximately \$2.1 million, which is expected to be sufficient to pay for the Building Department's proportional share of the new facility.



Capital Improvement Program Fiscal Years 2013/14 through 2017/18

Atherton Library Fund

In 1999 the San Mateo County Library Joint Powers Authority (JPA) was formed to assist in governing library funds accumulated through Proposition 13 in 1978, which sets aside a proportion of assessed property values to fund California libraries. Under the JPA, jurisdictions would be permitted to retain excess funds generated from the jurisdiction's property taxes as long as the basic library services were met. The Atherton Library fund is an accumulation of revenue in excess of annual operating cost generated over these years.

This funding surplus is restricted to include expenditures such as facility maintenance, facility remodeling or expansion, increased service hours, and expanding library collections.

Currently, since the revenue generated in the Town of Atherton exceeds the cost of library services provided by San Mateo County, the excess revenue is therefore returned annually to Atherton. These funds, held by the Town of Atherton in an account termed "Donor Funds" are dedicated for library purposes. This account is the primary funding source for the planning, design, and construction of the new Atherton Library

The beginning fund balance in the Library fund is estimated to be approximately \$6.2 million.

Atherton Channel Fund

Fees collected by the Town to finance drainage and related improvements/repairs for those portions of the Channel for which the Town is responsible.

Association of Bay Area Governments (ABAG)

ABAG is Atherton's risk liability insurance carrier. As such, the Town receives approximately \$7,500 annual to reduce risk exposures related to transportation infrastructure. The Town uses ABAG funds to inspect, identify, and repair sidewalks to reduce trip and fall hazards.

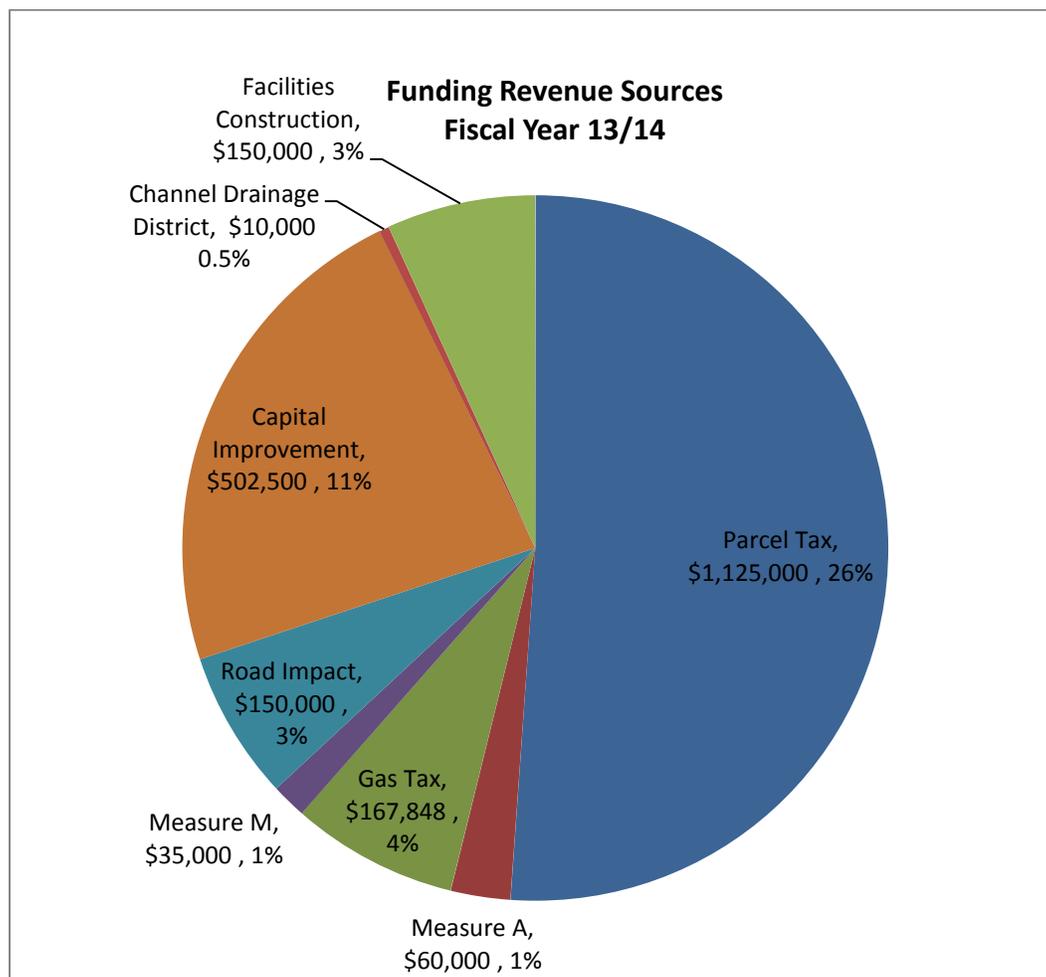


Capital Improvement Program Fiscal Years 2013/14 through 2017/18

Revenue Sources in FY 13/14

The revenue sources used to fund the FY 13/14 capital improvements total approximately \$2.1 million. The majority of these funds are derived from the Special Parcel Tax, Federal STP funds, Road Construction Impact Fees, Building Capitol and General Fund. The expenditures are described in detail in the next section of this CIP.

The chart below depicts this fiscal year's funding revenue sources for the Town's capital improvements.



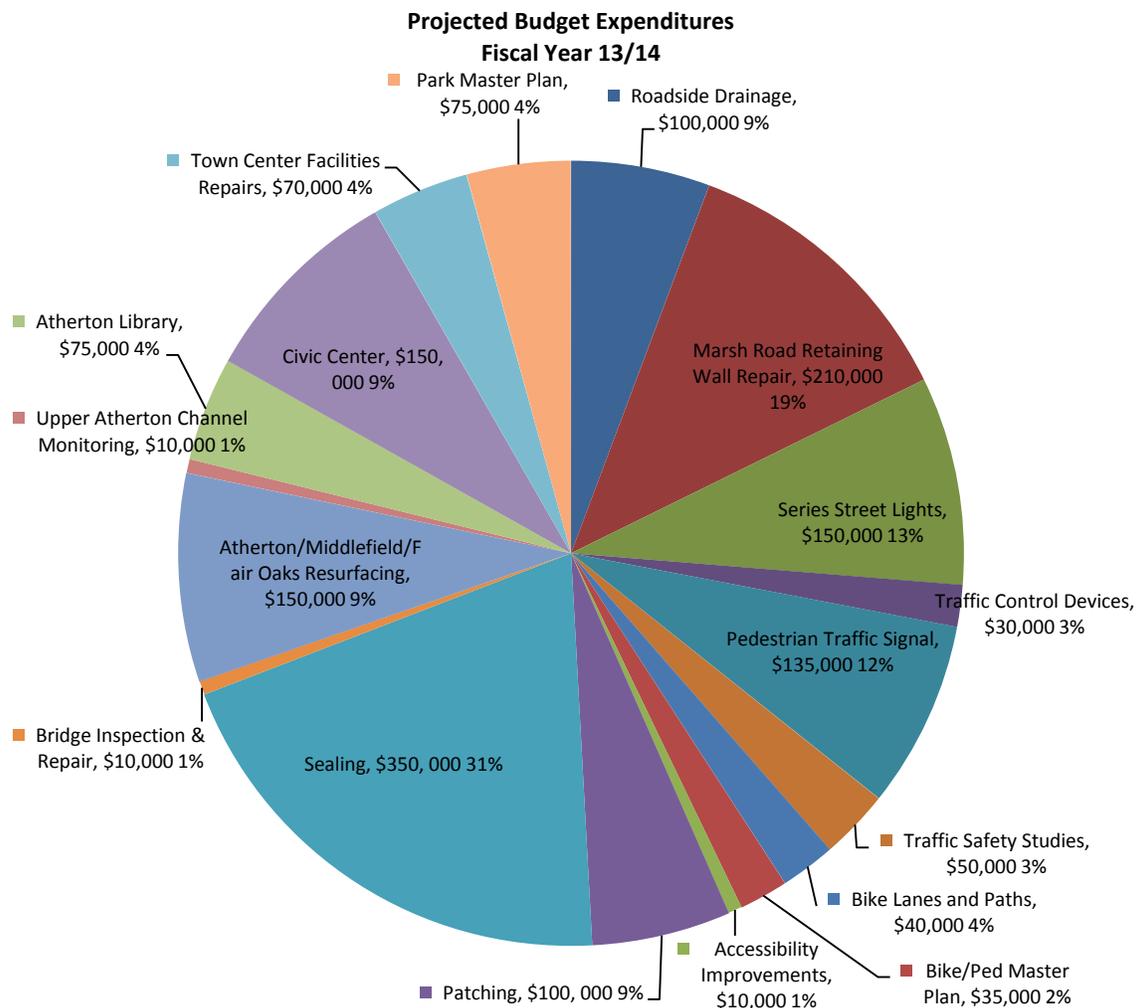


Capital Improvement Program Fiscal Years 2013/14 through 2017/18

Capital Program Expenditures for FY 13/14

For FY 2013/14, the CIP anticipates uses of approximately \$2.1 million.

The majority of the anticipated program expenditures related to the development and construction of the Civic Center, Marsh Road Retaining Wall, and maintaining the Town streets and roadways. These project expenditures, in addition to other capital projects are identified in the chart below.





**Capital Improvement Program
Fiscal Years 2013/14 through 2017/18**

**Section III:
Capital Projects**



Capital Improvement Program Fiscal Years 2013/14 through 2017/18

Project Name: Roadside Drainage Master Plan & Improvements

Project Description: Town of Atherton streets have a number of areas where drainage structures are in need of repair and replacement. There are also areas which experience localized ponding / flooding after rain events due to a lack of underground drainage facilities. This program will provide funding to update the Drainage Master Plan, which was last done in 2001. The Master Plan will analyze needs for improvements necessary to alleviate localized ponding / flooding.



Funding Plan and Project Costs

Funding Source	13/14	14/15	15/16	16/17	17/18	Totals
Special Parcel Tax	\$ 100,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 50,000	\$ 375,000
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Totals	\$ 100,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 50,000	\$ 375,000



Capital Improvement Program Fiscal Years 2013/14 through 2017/18

Project Name: Marsh Road Retaining Wall Repair Project

Project Description: The retaining wall supporting Marsh Road which forms one of the walls of the Atherton Channel is in need of major repairs. In 2006, a portion of the retaining wall was repaired on an emergency basis. This project is to study and identify all deficiencies along Marsh Road and make repairs necessary to preserve the structural integrity of Marsh Road and Atherton Channel. In addition, the project is analyzing the feasibility, benefits and cost of covering or enclosing the Channel in order to allow for possible improvements such as a bikeway.



Funding Plan and Project Costs

Funding Source	13/14	14/15	15/16	16/17	17/18	Totals
Special Parcel Tax	\$210,000	\$ 730,000	\$ 210,000		-	\$1,150,000
Road Construction Impact Fee	-	\$ 524,000			-	\$ 524,000
Measure A	-	\$ 930,000			-	\$ 930,000
Atherton Channel	-	\$ 140,000	\$ 20,000		-	\$ 160,000
Totals	\$210,000	\$ 2,324,000	\$ 230,000	-	-	\$2,764,000



Capital Improvement Program Fiscal Years 2013/14 through 2017/18

Project Name: Series Street Light Replacement

Project Description: The Town has several isolated areas that are using an antiquated street lighting system with lights energized in series. Staff proposes to have a plan engineered to identify these locations, and fund a replacement program to upgrade these systems to provide a safe, modern, and energy efficient system.



Funding Plan and Project Costs

Funding Source	13/14	14/15	15/16	16/17	17/18	Totals
Special Parcel Tax	\$150,000	-	\$ 125,000	\$ 150,000	-	\$ 425,000
Measure A	-	\$ 95,000	\$ 150,000	-	-	\$ 245,000
Measure M	-	\$ 130,000	\$ 75,000	-	-	\$ 205,000
Road Construction Impact Fee	-	\$ 125,000	-	-	-	\$ 125,000
Totals	\$150,000	\$ 350,000	\$ 350,000	\$ 150,000	-	\$ 1,000,000



Capital Improvement Program Fiscal Years 2013/14 through 2017/18

Project Name: Traffic Control Devices Replacement

Project Description: This program provides funding for the repair and replacement of regulatory street signage, striping and marking necessary to maintain safe and efficient roadways within the Town of Atherton. This program will also provide funding to install additional regulatory and safety signage identified by the Transportation Committee and approved by the City Council.



Funding Plan and Project Costs

Funding Source	13/14	14/15	15/16	16/17	17/18	Totals
Special Parcel Tax		-	-	-	-	-
Measure A	\$ 30,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 90,000
	-	-	-	-	-	-
	-	-	-	-	-	-
Totals	\$ 30,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 90,000



Capital Improvement Program Fiscal Years 2013/14 through 2017/18

Project Name: Pedestrian Traffic Signal

Project Description: This project provides funding to install a recently approved hybrid pedestrian traffic signal at one location within the Town in order to improve safety and test the signal's ability to provide safe pedestrian crossing while allowing reasonable traffic flow. Locations which may benefit from this project would be on arterial streets such as Alameda de las Pulgas or Middlefield Road. Also, a signal may be installed on El Camino Real in cooperation with Caltrans, which controls this State highway.



Funding Plan and Project Costs

Funding Source	13/14	14/15	15/16	16/17	17/18	Totals
Special Parcel Tax	\$ 135,000	-	-	-	-	\$ 135,000
	-	-	-	-	-	-
	-	-	-	-	-	-
Totals	\$ 135,000	-	-	-	-	\$ 135,000



Capital Improvement Program Fiscal Years 2013/14 through 2017/18

Project Name: Traffic Safety

Project Description: This program provides funding to install necessary traffic control measures to improve vehicular, pedestrian, and bicycle safety. This program will also provide funding for data collection and studies such as traffic counts, speed surveys, and traffic signal warrant studies.

Funding Plan and Project Costs

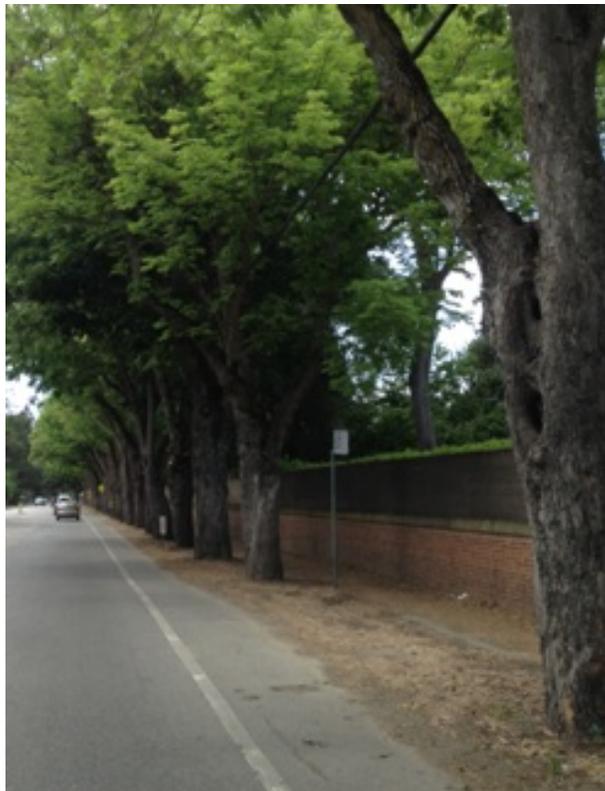
Funding Source	13/14	14/15	15/16	16/17	17/18	Totals
Measure A	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Totals	\$ 50,000	\$ 250,000				



Capital Improvement Program Fiscal Years 2013/14 through 2017/18

Project Name: Bike Lanes and Paths

Project Description: This program provides funding for improving the delineation and visibility of Class II bike lanes throughout the Town. This program will allow the timely replacement of faded painted bikeways with high visibility and reflective materials which will improve safety for bicycles. Following the completion of the Pedestrian/Bicycle Master Plan, funds are budgeted to plan implementation of proposed paths, in conjunction with adjacent property owners.



Funding Plan and Project Costs

Funding Source	13/14	14/15	15/16	16/17	17/18	Totals
Special Parcel Tax	\$ 50,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 170,000
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Totals	\$ 50,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 170,000



Capital Improvement Program Fiscal Years 2013/14 through 2017/18

Project Name: Bike/Ped Master Plan

Project Description: This program provides funding for improving the delineation and visibility of Class II bike lanes throughout the Town. This program will allow the timely replacement of faded painted bikeways with high visibility and reflective materials which will improve safety for bicycles. Following the completion of the Pedestrian/Bicycle Master Plan, funds are budgeted to plan implementation of proposed paths, in conjunction with adjacent property owners.



Funding Plan and Project Costs

Funding Source	13/14	14/15	15/16	16/17	17/18	Totals
Measure M	\$ 35,000					\$ 35,000
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Totals	\$ 35,000	-	-	-	-	\$ 35,000



Capital Improvement Program Fiscal Years 2013/14 through 2017/18

Project Name: Accessibility Improvements

Project Description: This program provides funding to address ADA accessibility through various types of repairs to curbs, gutters, and sidewalks as well as required improvements to Town owned facilities. Priority will be given to safety-related issues and citizen requested improvements.



Funding Plan and Project Costs

Funding Source	13/14	14/15	15/16	16/17	17/18	Totals
Special Parcel Tax	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000
Capitol Improvement	\$ 7,500	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 39,500
	-	-	-	-	-	-
	-	-	-	-	-	-
Totals	\$ 17,500	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 89,500



Capital Improvement Program Fiscal Years 2013/14 through 2017/18

Project Name: Street Patching

Project Description: This is an annual program to patch locations of isolated pavement failures by digging out, re-compacting, and patching failed street sections prior to the annual Street Sealing program that preserves the lifecycle of our street.



Funding Plan and Project Costs

Funding Source	13/14	14/15	15/16	16/17	17/18	Totals
Special Parcel Tax	\$100,000		\$ 100,000	\$ 100,000	\$ 100,000	\$ 400,000
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Totals	\$100,000	-	\$ 100,000	\$ 100,000	\$ 100,000	\$ 400,000



Capital Improvement Program Fiscal Years 2013/14 through 2017/18

Project Name: Street Seal

Project Description: This is an annual program to provide a surface treatment that preserves the life cycle of our streets. This project will include crack sealing, sealing the roadway with either a slurry or cape seal (chips sealed by a slurry seal), and installing pavement markings. In FY 2014-15, the annual cycle is deferred by one year due to lack of available funds; with the following year being proposed to catch up.



Funding Plan and Project Costs

Funding Source	13/14	14/15	15/16	16/17	17/18	Totals
Road Construction Impact Fee			-	-	-	-
Special Parcel Tax	\$ 350,000		\$ 200,000	\$ 193,396	\$ 350,000	\$1,093,396
Measure A	-	-	\$ 50,000	-	-	\$ 50,000
Measure M	-	-				
Totals	\$ 350,000	-	\$ 250,000	\$ 193,396	\$ 350,000	\$1,143,396



Capital Improvement Program Fiscal Years 2013/14 through 2017/18

Project Name: Bridge Inspection and Repair Program

Project Description: This program provides funding to perform annual inspections and necessary maintenance and repairs of Town owned bridges. Inspections will be performed by Caltrans structures inspections specialists through an agreement with the Town of Atherton. Following inspections, funds are budgeted to construct recommended improvements.



Funding Plan and Project Costs

Funding Source	13/14	14/15	15/16	16/17	17/18	Totals
Measure A	\$ 10,000	\$ 50,000	\$ 10,000	\$ 50,000	\$ 10,000	\$ 130,000
	-	-	-	-	-	-
	-	-	-	-	-	-
Totals	\$ 10,000	\$ 50,000	\$ 10,000	\$ 50,000	\$ 10,000	\$ 130,000



Capital Improvement Program Fiscal Years 2013/14 through 2017/18

Project Name: Atherton Ave / Middlefield Road / Fair Oaks Lane Resurfacing

Project Description: Atherton Ave / Middlefield Road / Fair Oaks Lane will be included in the upcoming federal Surface Transportation Program (STP) funding cycle. This project will provide pavement resurfacing that will extend the life cycle of our major streets. This project will include patching failed pavement sections by digging out, re-compacting, and patching isolated pavement failures, crack sealing, sealing the roadway with either a slurry or cape seal (chips sealed by a slurry seal), and installing pavement markings and thermoplastic striping.



Funding Plan and Project Costs

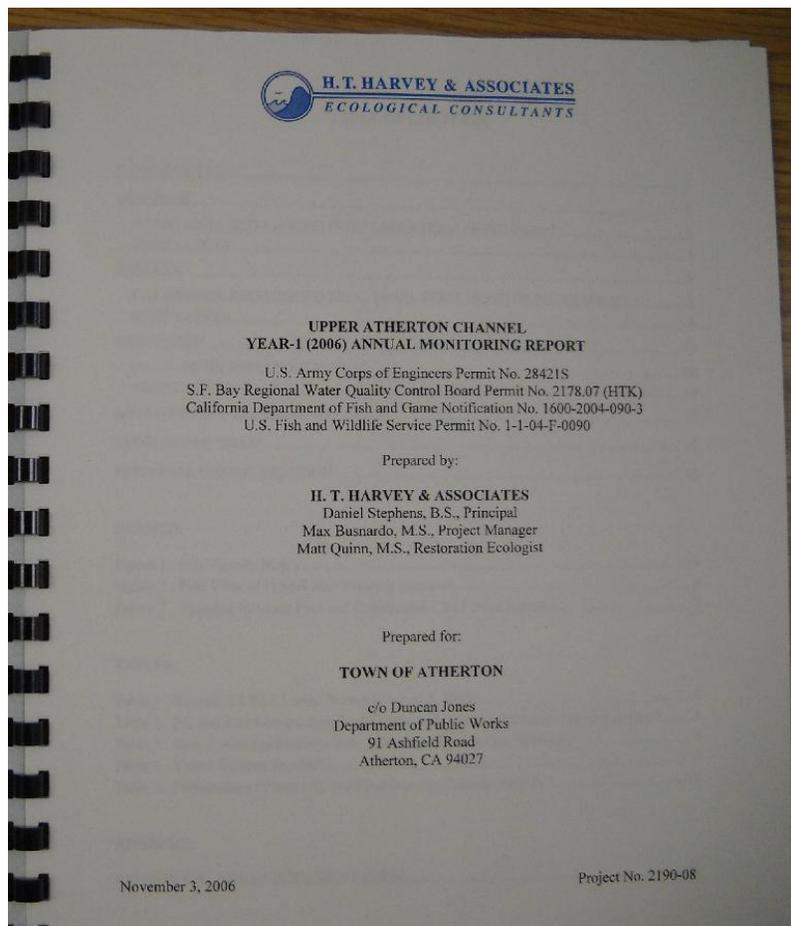
Funding Source	13/14	14/15	15/16	16/17	17/18	Totals
Special Parcel Tax	\$150,000		-	-	-	\$ 150,000
Capitol Improvement	\$350,000		-	-	-	\$ 350,000
	-	-	-	-	-	-
	-	-	-	-	-	-
Totals	\$500,000	-	-	-	-	\$ 500,000



Capital Improvement Program Fiscal Years 2013/14 through 2017/18

Project Name: Upper Atherton Channel Phase 2

Project Description: The Upper Atherton Channel Phase 2 project was completed in December 2011. As part of the permit requirements, a 10-year monitoring period for the red-legged frog population and plants installed to provide an adequate frog habitat.



Funding Plan and Project Costs

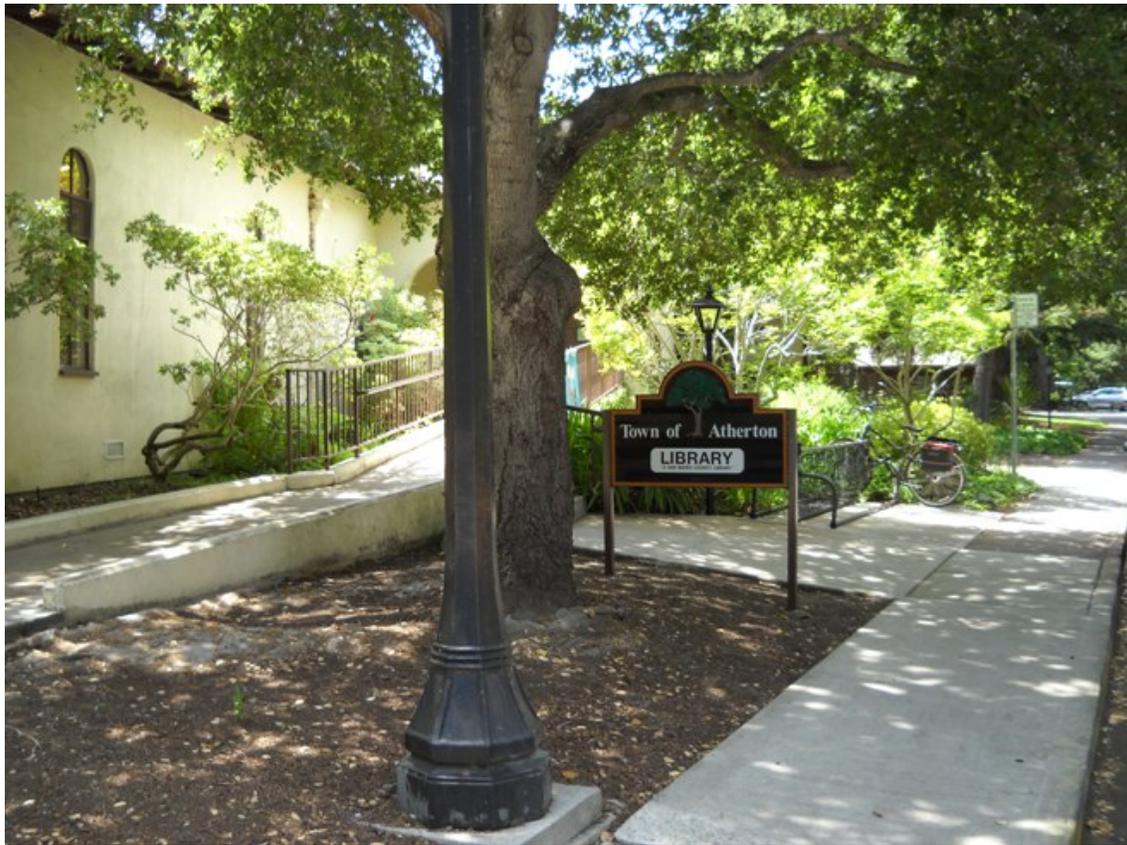
Funding Source	13/14	14/15	15/16	16/17	17/18	Totals
Atherton Channel	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Totals	\$ 10,000	\$ 50,000				



Capital Improvement Program Fiscal Years 2013/14 through 2017/18

Project Name: Atherton Library

Project Description: This project includes the planning, design, and construction of a new library. It is anticipated that final programming and design will be completed in FY 2014/15 with construction to follow in FY 2014/15, with completion in 2015/16.



Funding Plan and Project Costs

Funding Source	12/13	13/14	14/15	15/16	16/17	Totals
Atherton Library	\$ 75,000	\$ 500,000	\$ 5,400,000	\$ 100,000	-	\$ 6,075,000
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Totals	\$ 75,000	\$ 500,000	\$ 5,400,000	\$ 100,000	-	\$ 6,075,000



Capital Improvement Program Fiscal Years 2013/14 through 2017/18

Project Name: Civic Center

Project Description: The Town proposes to build new Civic Center buildings to house Town departments, including police, administration, finance, city attorney, public works engineering, building and planning, the Town library and community facilities. As the first step, a Master Plan for the Town-owned site will be developed.



Funding Plan and Project Costs

Funding Source	13/14	14/15	15/16	16/17	17/18	Totals
Measure M	\$ 35,000	-	-	-	-	\$ 35,000
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Totals	\$ 35,000	-	-	-	-	\$ 35,000



Capital Improvement Program Fiscal Years 2013/14 through 2017/18

Project Name: Town Center Facilities Plan and Repairs

Project Description: This project will provide necessary funding to review existing conditions of Town administration offices. Funding will be used to perform condition assessments, identify and provide recommendations for repair and replacement of existing facilities. Funding will also be used to repair and replace facilities as directed by City Council.



Funding Plan and Project Costs

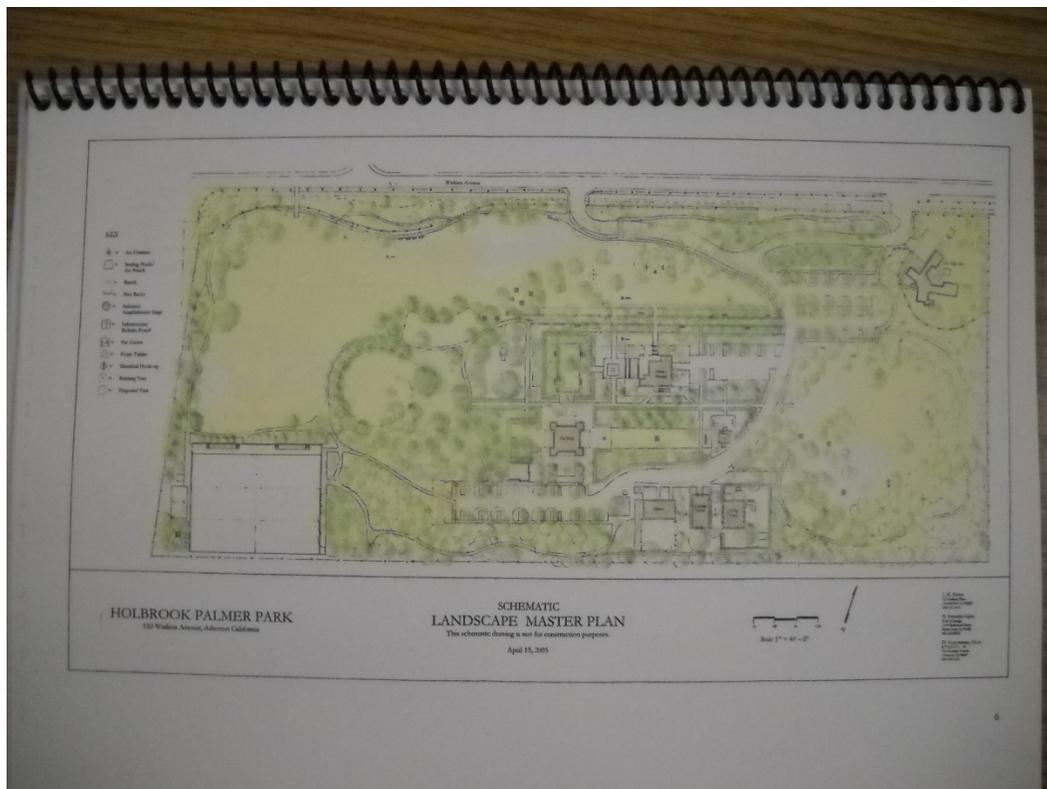
Funding Source	13/14	14/15	15/16	16/17	17/18	Totals
Capitol Improvement	\$ 70,000	\$20,000	\$20,000	-	-	110,000
	-	-	-	-	-	-
	-	-	-	-	-	-
Totals	\$ 70,000	\$ 20,000	\$ 20,000	-	-	\$ 110,000



Capital Improvement Program Fiscal Years 2013/14 through 2017/18

Project Name: Park Masterplan

Project Description: This project will provide an update and expansion to the current Park Landscape Masterplan. Items to be addressed could include a short and long term look at current uses and facilities, utilization of land/spaces, primary customers and activities the park should serve, policy recommendations regarding programs, uses, and fees, and business strategies to create sustainable funding for maintenance and repairs.



Funding Plan and Project Costs

Funding Source	13/14	14/15	15/16	16/17	17/18	Totals
Capitol Improvement	\$ 75,000	-	-	-	-	\$ 75,000
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Totals	\$ 75,000	-	-	-	-	\$ 75,000