



TOWN OF ATHERTON

Revised Budget
Fiscal Year 2011-2012

TOWN OF ATHERTON, CA

**Revised Budget FY 2011-2012
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TOWN OF ATHERTON, CA

Revised Budget FY 2011-2012

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RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF ATHERTON
ADOPTING THE REVISED FISCAL YEAR 2011-2012 OPERATING AND CAPITAL
BUDGET**

WHEREAS, the City Council of the Town of Atherton set September 21, 2011, at the Town of Atherton City Council Chambers, 94 Ashfield Road, Atherton, California, as the time and place for the public hearing on the adoption of the Fiscal Year 2011-2012 Revised Operating and Capital Budget; and

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

WHEREAS, it appears to be in the best interest of the citizens of the Town of Atherton that the Fiscal Year 2011-2012 Revised Operating and Capital Budget be adopted in the format set forth in Exhibit A, attached hereto, and by reference incorporated herein; and

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

NOW THEREFORE, BE IT RESOLVED, that the Fiscal Year 2011-2012 Revised Operating and Capital Budget totaling \$13,678,332, which includes the General Fund Revised Operating Budget of \$10,926,799, Other Funds Revised Operating Budgets of \$1,616,185, and the Capital Funds Revised Budget of \$1,135,348, as set forth in Exhibit A, attached hereto and by reference incorporated herein, be adopted for Fiscal Year 2011-2012.

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

* * * * *

I hereby certify that the foregoing resolution was duly and regularly passed and adopted by the City Council of the Town of Atherton at a regular meeting thereof held on the 21st day of September, 2011, by the following vote:

*AYES: Council Members:
NOES: Council Members:
ABSENT: Council Members:
ABSTAIN: Council Members:*

James Dobbie, MAYOR
Town of Atherton

ATTEST:

Theresa N. DellaSanta, Deputy City Clerk

APPROVED AS TO FORM

William Conners, City Attorney

EXHIBIT "A"

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

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

- Present Personnel Policies, Procedures, and Memorandum of Understanding, including salary schedules and benefits, except as hereinafter changed by resolution or ordinance of the City Council.
- The Expenditure Control Budget will show overall General Fund and other funds and/or departments.
- This system will apply to Revised Operating and Capital Budget Expenditures as intended for use in Fiscal Year 2011-2012.
- All CIP encumbered expenditures from the Fiscal Year 2010-2011 Adjusted Budget shall be carried forward and re-appropriated in Fiscal Year 2011-2012. Said encumbered expenditures to be re-appropriated in Fiscal Year 2011-12 must be initiated by the Public Works Director, recommended by the Finance Director, and approved by the City Manager.
- Capital Project Commitments: Capital projects for which funds are appropriated in the budget year shall have those funds restricted for use for that project. Such appropriations will continue to be valid in subsequent fiscal years until the project is completed or the Council takes subsequent action to de-appropriate all or part of the funds originally restricted. If a capital project requires an additional appropriation, then City Council approval shall be required.
- General Fund Reserve Policy: The balances shall be established in accordance with the General Fund Reserve Policy adopted by the City Council.
- The City Manager is authorized to make budget transfers within the same department. Any transfers between departments or funds shall require the approval of City Council.
- This budget system assumes existing service levels; Council approval will be required for any significant changes involving increased or decreased service levels.
- The Finance Department shall be responsible for constant monitoring of the budget and shall establish and implement appropriate control mechanisms necessary for said purpose after consultation with city staff and approval by the City Manager.
- A monthly financial report shall be made available by the Finance Director for each department and/or programs and/or capital projects.

Section 2: FY 2011-2012 all Funds Revised Operating and Capital Budgets are hereby adopted, establishing the following revenue estimates and expenditure budgets:

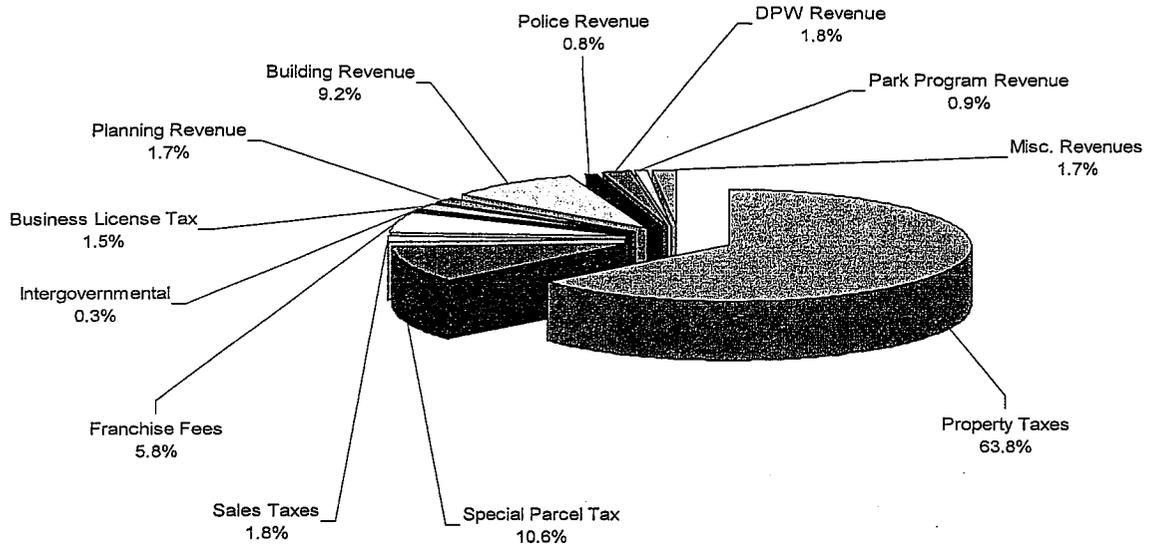
Fund Name	Revenues	Expenditures	Transfer In/(Out)
General Fund	<u>9,452,067</u>	<u>10,926,799</u>	<u>1,116,000</u>
Tennis Fund	7,100	13,199	
COPS Grant	100,200	100,000	
Library Fund	790,000	321,694	
Evan Creative Design	900	13,265	
Equipment Replacement	88,300	198,330	
Worker's Compensation	65,493	164,000	
General Liability	271,184	269,384	
Employee Benefits	<u>1,064,660</u>	<u>536,313</u>	
Total Other Funds	<u>2,387,837</u>	<u>1,616,185</u>	<u>-</u>
Special Tax	1,860,000	274,875	(1,116,000)
Measure A	200,000	200,000	
Gas Tax	211,166	211,166	
Measure M (new fund)	75,000	75,000	
Capital Improvement	16,273	16,273	
Road Impact Fee	0	276,214	
Channel Drainage District	<u>81,820</u>	<u>81,820</u>	
Total Capital Projects	<u>2,444,259</u>	<u>1,135,348</u>	<u>(1,116,000)</u>
Total All Funds	<u>14,284,163</u>	<u>13,678,332</u>	<u>-</u>

	2004-05 Authorized	2005-06 Authorized	2006-07 Authorized	2007-08 Authorized	2008-09 Authorized	2009-10 Authorized	2010-11 Authorized	2011-12 Recommended
Administration								
City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00				
Assistant City Manager					1.00	1.00	1.00	-
Office Assistant					0.75			
Office Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.50
Assistant to City Manager	1.00	1.00	1.00	1.00				
Executive Assistant/ Deputy City Clerk					1.00	1.00	1.00	1.00
Total Admin	4.00	4.00	4.00	4.00	4.75	4.00	4.00	2.50
Finance								
Finance Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Assistant Finance Director	1.00	1.00	1.00	1.00	1.00			
Financial Services Manager								1.00
Finance Assistant	1.00	1.00	1.00	1.00	0.60	0.60	0.60	
Accountant						1.00	1.00	1.00
Total Finance	3.00	3.00	3.00	3.00	2.60	2.60	2.60	3.00
Building								
Building Official	1.00	1.00	1.00	1.00	1.00	1.00	1.00	
Sr. Bldg Inspector/Plan Reviewer	1.00	1.00	1.00	1.00	1.00	1.00	1.00	
Bldg Inspector/Plan Reviewer	1.00	1.00	2.00	2.00	2.00	2.00	2.00	
Town Arborist/PW Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00	
Office Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Permit Technician				1.00	1.00	1.00	1.00	
Contract Plan Reviewer	1.00	1.00		1.00				
Total Building	6.00	6.00	6.00	8.00	7.00	7.00	7.00	1.00
Police								
Police Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Captain								
Lieutenant	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Sergeant	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00
Police Officer	15.00	15.00	15.00	15.00	14.00	13.00	10.00	12.00
Administrative Assistant	0.50	0.50	0.50	0.50	0.75	0.75	-	
Executive Assistant							1.00	1.00
Communications Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Community Service Officer	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Dispatcher/Records Assistant	4.00	4.00	4.00	4.00	4.00	3.00	3.00	3.00
Total Police	28.50	28.50	28.50	28.50	27.75	25.75	23.00	25.00
Public Works								
Public Works Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Public Works Superintendent	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Asst/Assoc Engineer	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Park Program Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	
Office Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.50
PW Maintenance Supervisor	2.00	2.00	2.00	2.00	2.00	2.00	2.00	
PW Lead Maintenance Worker								
PW Maintenance Worker I/II	4.00	4.00	4.00	4.00	4.00	4.00	4.00	
Total Public Works	11.00	3.50						
Grand Total	52.50	52.50	52.50	54.50	53.10	50.35	47.60	35.00

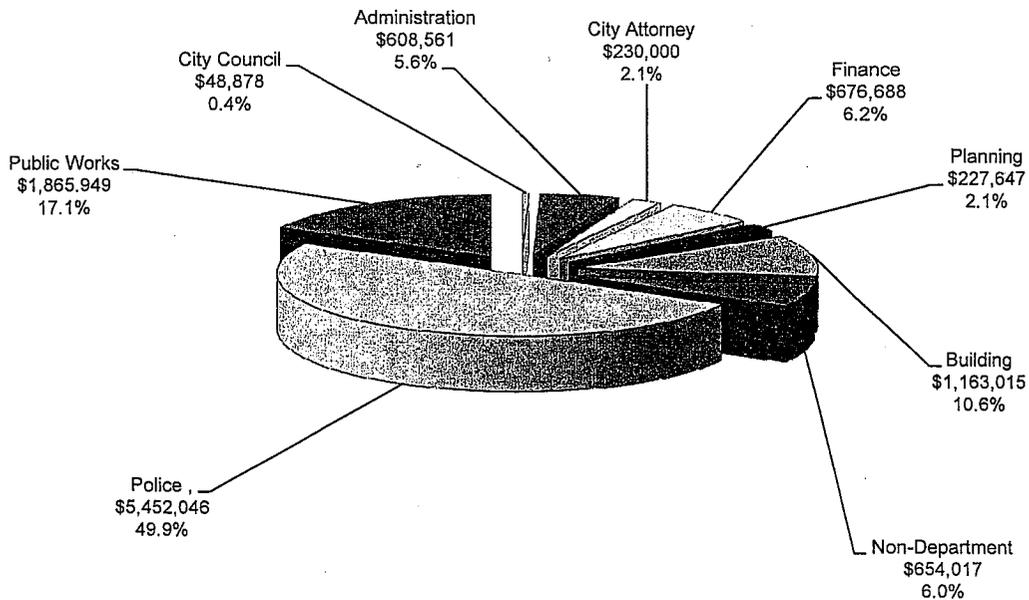
**Town of Atherton
"Revised" Budget For Fiscal Year 2011-
2012
Summary by Fund Type and Fund**

Fund #	Fund Name	Projected Fund Balance 06/30/11	Projected Revenues	Projected Expenditures	Projected Transfer In	Projected Transfer Out	Projected Fund Balance 06/30/12
General Fund							
101	General Fund	6,231,651	9,452,067	10,926,799	1,116,000	-	5,872,919
Special Revenue Funds							
105	Tennis Fund	14,846	7,100	13,199			8,747
201	Special Tax	1,492,632	1,860,000	274,875		1,116,000	1,961,757
202	Measure A	367	200,000	200,000			367
203	Gas Tax	140,547	211,166	211,166			140,547
204	Measure M (new fund)	-	75,000	75,000			-
209	COPS Grant	8,759	100,200	100,000			8,959
210	Road Impact	1,000,000	-	276,214			723,786
213	Library Fund	5,576,029	790,000	321,694			6,044,335
215	Evan Creative Design	95,829	900	13,265			83,464
	Total Special Revenue	8,329,009	3,244,366	1,485,413	-	1,116,000	8,971,962
Capital Project Funds							
401	Capital Improvement	220,904	16,273	16,273			220,904
402	Storm Drainage	29,181	-	-			29,181
403	Channel Drainage District	133,630	81,820	81,820			133,630
406	Facilities Construction	1,928,464					1,928,464
	Total Capital Projects	2,312,179	98,093	98,093	-	-	2,312,179
Internal Service Funds							
610	Equipment Replacement Fund	484,522	88,300	198,330			374,492
614	Worker's Compensation	191,963	65,493	164,000			93,456
615	General Liability	85,767	271,184	269,384			87,567
616	Employee Benefits	1,511,294	1,064,660	536,313			2,039,641
	Total Internal Service	2,273,546	1,489,637	1,168,027	-	-	2,595,156
	Total All Funds	19,146,385	14,284,163	13,678,332	1,116,000	1,116,000	19,752,216
	Interfund Transfers						

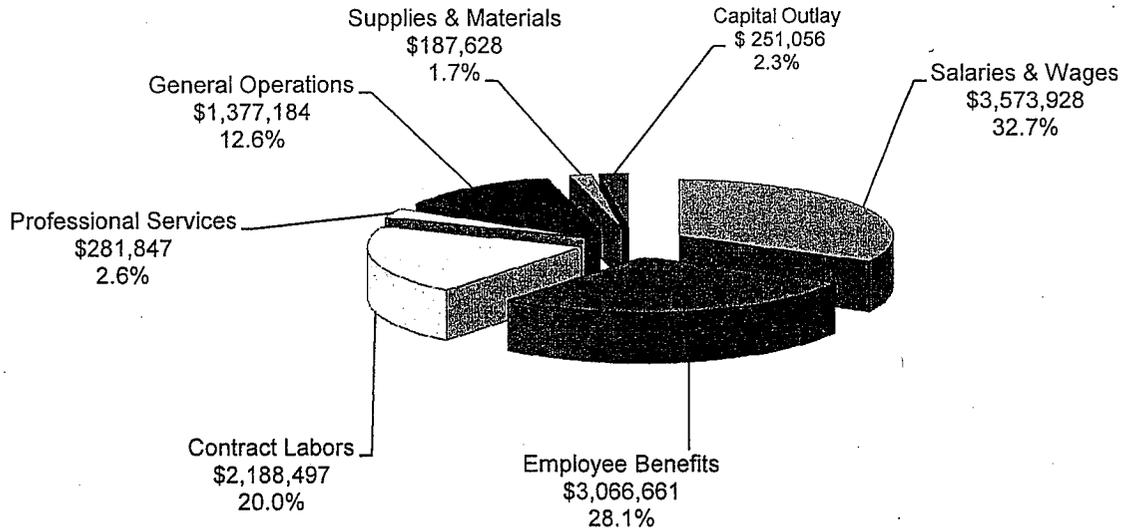
Where Do General Fund Operating Revenues Come From?



General Fund Expenditures by Department (w/o Cost Allocation Plan)



General Fund Expenditures by Type



Town of Atherton										
General Fund 101										
Revenue Budget 2011-2012										
										Increase
		Actual	Actual	Actual	Projected	Adopted	Budget	Revised	(Decrease)	
		2007-08	2008-09	2009-10	2010-11	2011-12	Revision	2011-12	Over Prior	%
Acct #	Description								Year Actual	Change
101-00-40001-000	Secured Property Tax **	4,226,323	4,494,100	4,785,357	4,818,793	4,792,450	99,050	4,891,500	72,707	1.5%
101-00-40002-000	Unsecured	249,861	276,459	308,347	275,803	260,000	10,000	270,000	(5,803)	-2.1%
101-00-40004-000	SB813 Redemption (Suppl)	172,923	136,776	70,706	72,748	60,000	10,000	70,000	(2,748)	-3.8%
101-00-40006-000	Prop Tax in Lieu of VLF (motor vehicle)	603,156	623,670	663,998	663,563	660,000		660,000	(3,563)	-0.5%
101-00-40008-000	Excess ERAF	489,941	543,116	750,175	695,112	600,000		600,000	(95,112)	-13.7%
101-00-42005-000	Property Transfer Tax	293,610	154,365	256,356	258,288	210,000	40,000	250,000	(8,288)	-3.2%
	Total Property Taxes	6,035,813	6,228,486	6,834,939	6,784,308	6,582,450	159,050	6,741,500	(42,808)	-0.6%
101-00-41001-000	Sales & Use Tax General	130,061	91,563	86,287	116,066	90,000	20,000	110,000	(6,066)	-5.2%
101-00-41002-040	Prop 172 Sales Tax for Police	74,163	56,103	59,600	63,059	60,000		60,000	(3,059)	-4.9%
101-00-41004-000	In Lieu Sales Tax/Trip Flip	54,235	31,528	26,698	24,832	25,500		25,500	668	2.7%
	Total Sales Taxes	258,459	179,193	172,585	203,957	175,500	20,000	195,500	(8,457)	-4.1%
101-00-42001-000	Franchise Taxes-Utilities	214,649	220,512	220,915	234,549	230,000		230,000	(4,549)	-1.9%
101-00-42002-000	Franchise Tax-Cal Water	73,986	72,912	79,932	79,746	80,000	(500)	79,500	(246)	-0.3%
101-00-42003-000	Franchise Tax-Garbage	167,454	217,875	169,340	191,187	200,000	(5,000)	195,000	3,813	2.0%
101-00-42004-000	Franchise Taxes-Cable	104,311	126,500	100,455	106,369	102,000	6,000	108,000	1,631	1.5%
	Total Franchise Fees	560,400	637,798	570,642	611,851	612,000	500	612,500	649	0.1%
101-00-40005-000	Homeowners Exemption	31,582	31,752	33,416	33,988	34,000		34,000	12	0.0%
101-00-40007-000	Motor Veh. Lic Fees (MVLf)	-	25,401	21,983	34,427	18,000	(18,000)	-	(34,427)	-100.0%
101-00-45008-000	SB 90 (mandated cost) reimb.	5,571	-	1,219	3,982	-		-	(3,982)	-100.0%
	Total Intergovernmental	37,153	57,153	56,618	72,397	52,000	(18,000)	34,000	(38,397)	-53.0%
101-00-43001-000	Business Licenses	595,292	134,583	129,990	163,629	150,000	10,000	160,000	(3,629)	-2.2%
101-00-43002-000	Bus Lic Refund -FY 08/07	-	(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	595,292	(315,962)	217,032	163,629	150,000	10,000	160,000	(3,629)	-2.2%
101-00-47001-000	Home Occupation Permit	10,270	1,950	500	900	800		800	(100)	-11.1%
101-00-47019-020	Zoning & Planning Fees	38,600	69,912	175,327	187,473	180,000		180,000	(7,473)	-4.0%
	Total Planning Revenue	48,870	71,862	175,827	188,373	180,800	-	180,800	(7,573)	-4.0%
101-00-47002-025	Building Permit Fee	1,052,397	620,664	466,080	826,682	602,000		602,000	(224,682)	-27.2%
101-00-47004-025	Grading & Drainage	-	-	52,420	67,697	60,000		60,000	(7,697)	-11.4%
101-00-47009-025	Photocopy Fee	-	-	1,680	2,606	1,000		1,000	(1,606)	-61.6%
	Landscape Fee	7,950	(5,000)	-	-	-		-	-	-
101-00-47021-025	Plan Check Fee	404,377	394,227	370,992	392,820	304,000		304,000	(88,820)	-22.6%
101-00-47030-025	Tree Removal Plan Check	-	-	10,052	23,862	10,000		10,000	(13,862)	-58.1%
101-00-47034-025	Contract Plan Review Services	-	-	-	83,311	-		-	(83,311)	-100.0%
101-00-47035-025	Contract Inspection Services	-	-	-	-	-		-	-	-
101-00-48502-025	Miscellaneous Income	-	-	249	-	-		-	-	-
	Total Building Revenue	1,464,724	1,009,891	901,473	1,396,979	977,000	-	977,000	(419,979)	-30.1%
101-00-44001-040	Municipal & Vehicle Code Fines	12,914	10,779	8,557	15,316	18,000	(3,000)	15,000	(316)	-2.1%
101-00-44002-040	Other Fines & Forfeiture (County)	6,252	31,629	29,488	45,464	29,000	11,000	40,000	(5,464)	-12.0%
101-00-45006-040	CA State 911 Grant	-	39,200	-	-	-		-	-	0.0%
101-00-45007-040	POST Reimb	8,097	13,846	14,990	6,486	8,500	(2,000)	6,500	14	0.2%
101-00-45009-040	CALNENA Reimb	-	-	-	-	-		-	-	-
101-00-45010-040	CLEARs Reimb	-	-	-	-	-		-	-	-
101-00-45011-040	DOJ Grant (vests)	-	-	406	-	500	(500)	-	-	-
101-00-45012-040	DUI Grant	-	-	9,901	6,295	6,000		6,000	(295)	-4.7%
101-00-45013-040	React Task Force Reimb	106,571	55,819	-	-	-		-	-	-
101-00-45017-040	ABAG Grant	-	-	18,338	16,548	7,000		7,000	(9,548)	-57.7%
101-00-45019-040	Federal SRO Grant	64,174	-	-	-	-		-	-	-
101-00-45014-040	Narcotics Task Forces	60,437	-	-	-	-		-	-	-
101-00-47005-040	Other Licenses & Permit	-	-	330	656	400		400	(256)	-39.0%
101-00-47009-040	Photocopy Fee	-	-	210	-	-		-	-	-
101-00-47011-040	Alarm Sign Fees	930	900	1,200	705	600		600	(105)	-14.9%
101-00-47012-040	Vehicle Release	1,660	2,400	1,050	2,752	2,500		2,500	(252)	-9.2%
101-00-47013-040	Police Report	3,345	3,000	4,410	1,012	1,500	(500)	1,000	(12)	-1.2%
101-00-47014-040	Fingerprinting Fee	-	-	115	363	275	50	325	(38)	-10.5%
101-00-47015-040	Affidavit of Cost	-	5,964	200	-	300		300	300	100.0%
101-00-47016-040	Special Service Fee	4,369	2,477	1,909	3,891	2,500	500	3,000	(891)	-22.9%
101-00-47017-040	Solicitor's Permit	-	-	127	88	400	(300)	100	12	13.6%
101-00-47018-040	Disaster Assistance Reimb	-	-	37,999	-	-		-	(37,999)	-100.0%
101-00-48501-040	Donation/Contribution	-	-	14,286	60,500	-		-	(60,500)	-100.0%
101-00-48502-040	Miscellaneous Income	-	-	472	1,154	-		-	(1,154)	-100.0%
	Total Police Revenue	268,749	166,014	105,990	199,228	77,475	5,250	82,725	(116,503)	-58.5%
101-00-45005-050	C/CAG AB 1546	-	-	12,783	12,397	12,535		12,535	138	1.1%
101-00-45019-050	ABAG Grant	-	-	1,459	-	5,000		5,000	5,000	100.0%
101-00-45021-053	Highway Maint Reimbursement	-	-	71,400	35,700	35,700		35,700	-	0.0%
101-00-47003-050	Encroachment	130,651	159,572	178,111	159,858	140,000		140,000	(19,858)	-12.4%
101-00-47009-050	Photocopy Fee	-	-	4,610	1,130	-		-	(1,130)	-100.0%
101-00-47021-050	Plan Check Fee	-	-	1,180	-	-		-	-	-
101-00-48503-053	Property Damage Reimb	-	-	16,985	-	-		-	-	-
	Total DPW Revenue	130,651	159,572	286,528	209,085	193,235	-	193,235	(15,850)	-7.6%
101-00-47022-058	Social Fees	336,256	108,318	60,150	66,062	70,000	(35,000)	35,000	(51,062)	-59.3%

Town of Atherton											
General Fund 101											
Revenue Budget 2011-2012											
Acct #	Description	Actual 2007-08	Actual 2008-09	Actual 2009-10	Projected Actual 2010-11	Adopted Budget 2011-12	Budget Revision 2011-12	Revised Budget 2011-12	Increase (Decrease)		
									Year Actual	%	
101-00-47023-058	Meeting Fees	50,533	53,429	68,394	77,460	70,000	(40,000)	30,000	(47,460)	-61.3%	
101-00-47024-058	Misc. Use Fee	4,750	4,874	2,460	2,750	1,000		1,000	(1,750)	-63.6%	
101-00-47025-058	Class Fees	2,797	11,000	14,011	9,953	10,000		10,000	47	0.5%	
101-00-47028-058	Weddings		102,916	95,585	89,550	90,000	(70,000)	20,000	(69,550)	-77.7%	
101-00-48501-058	Donation/Contribution			400				-	-	-	
	Total Park Program Revenue	394,335	280,537	241,000	265,775	241,000	(145,000)	96,000	(169,775)	-63.9%	
101-00-44003-000	Heritage Tree Damage Fee			4,854				-	-	-	
101-00-40004-000	C & D Deposit Forfeited				153,559			-	(153,559)	-100.0%	
101-00-45016-025	DOC Grant			5,000	5,000			-	(5,000)	-100.0%	
101-00-45017-000	ABAG Grant				4,734			-	(4,734)	-100.0%	
101-00-45019-000	Grant	97,871	18,880					-	-	...	
101-00-45020-000	Other Reimbursements	108,855	19,685	3,383				-	-	-	
101-00-47005-000	Other Licenses & Permit	1,091	1,448	1,400	525			-	(525)	-100.0%	
101-00-47007-000	Elections Processing Fee		2,000					-	-	-	
101-00-47008-000	Documen/Research Fee	1,138						-	-	-	
101-00-47009-000	Photocopy Fee	3,540	7,847	44	86	25		25	(61)	-70.9%	
101-00-48001-000	Interest Income	80,350	162,441	90,224	46,526	50,000	(5,000)	45,000	(1,526)	-3.3%	
101-00-48002-000	Cell Antenna Lease	37,239	33,114	37,807	39,697	41,682		41,682	1,985	5.0%	
101-00-48003-000	Property Rental - Playschool	74,448	71,371	77,575	77,575	77,600		77,600	25	0.0%	
101-00-48004-000	Sale of Property			501				-	-	-	
101-00-48005-000	Post Office	51,762	51,762	47,449	26,660	10,000	2,500	12,500	(14,160)	-53.1%	
101-00-48502-000	Miscellaneous Income	45,648	61,290	(18,058)	19,516	2,000		2,000	(17,516)	-89.8%	
	SMIP Fees	13,099						-	-	-	
101-00-48501-000	Donations/Contributions	3,985	12,176					-	-	-	
101-00-48505-000	Escheated Unclaimed Property				75,655			-	(75,655)	-100.0%	
	Total Misc. Revenues	519,026	442,015	250,179	449,533	181,307	(2,500)	178,807	(270,726)	-60.2%	
	Total Operating Revenues	10,313,473	8,916,559	9,812,814	10,545,115	9,422,767		29,300	9,452,067	(1,093,047)	-10.4%
	Expenditures										
	City Council Department	45,434	38,514	13,784	14,950	34,328	14,550	48,878	33,928	226.9%	
	Administration Department	644,548	739,628	798,547	771,246	819,617	(211,056)	608,561	(162,685)	-21.1%	
	City Attorney Department	604,016	450,924	454,304	399,409	322,000	(92,000)	230,000	(169,409)	-42.4%	
	Finance Department*	397,315	437,868	601,186	598,265	654,548	22,140	676,688	78,423	13.1%	
	Planning Department	383,214	284,479	195,255	185,472	192,647	35,000	227,647	42,175	22.7%	
	Building Department	1,425,663	1,058,249	1,068,427	1,347,926	1,026,293	136,722	1,163,015	(184,911)	-13.7%	
	Non-Department**	63,936	192,420	529,815	568,505	563,004	91,013	654,017	85,512	15.0%	
	Police Department	4,920,505	4,900,697	5,182,288	5,099,253	5,120,029	332,017	5,452,046	352,793	6.9%	
	Public Works Department (adj)	1,977,735	1,970,904	1,953,742	1,940,584	1,802,000	63,948	1,865,949	(74,635)	-3.8%	
	Total Operating Expenditures	10,462,366	10,073,683	10,797,348	10,925,610	10,534,465	392,334	10,926,799	1,189	0.0%	
	Settlement Expenses			456,305							
	Excess (Deficiency) of Revenues Over Expenditures	(148,893)	(1,157,124)	(1,440,839)	(380,495)	(1,111,698)	(363,034)	(1,474,732)	(1,094,237)	287.6%	
	Other Financing Sources/(Uses)										
	Trsrfr in/(out) Special Parcel Tax Fund		350,000	780,863	888,463	1,116,000	-	1,116,000	227,537	25.6%	
	Trsrfr in/(out) Road Impact Fee Fund				(902,355)				902,355	-100.0%	
	Trsrfr in/(out) Park Well Fund	(4,834)	12,032						-	-	
	Trsrfr in/(out) Admin Service Fund		50,000						-	-	
	Trsrfr in/(out) Facilities Construction Fd	(1,805,144)		82,735					-	-	
	Total Transfers In/(Out)	(1,809,978)	412,032	863,598	(13,892)	1,116,000	-	1,116,000	1,129,892	-8133.4%	
	Incr/(Decr) of Bldg Dept Operating Reserve				(129,403)	(189,089)		(354,745)	(225,342)	174.1%	
	Incr/(Decr) of General Fund Reserve	(1,958,871)	(679,577)	(577,241)	(264,981)	193,391		(3,987)	260,994	-98.5%	
	Net Change in Fund Balance	(1,958,871)	(679,577)	(577,241)	(394,384)	4,302		(358,732)	35,652	-9.0%	
	Beginning Fund Balance	9,841,724	7,882,853	7,203,276	6,626,035	6,231,651		6,231,651			
	Ending Fund Balance	7,882,853	7,203,276	6,626,035	6,231,651	6,235,953		5,872,919			
	Adjustment for GAAP				(19,608)						
	Ending Fund Balance per G/L				6,212,043			Bldg Reserve 614,949			
								GF Reserve 5,257,970			
								5,872,919			
	* Finance FY 2008 & FY 2009 showed without fund 612.										
	** Reclass county tax admin fee as a non-dept expense. No longer offset county tax admin fee against secured property tax revenue.										
	Expenditures by Type										
	Salaries & Wages	4,466,501	4,653,060	4,964,602	4,663,052	3,477,064		3,573,928	(1,089,125)	-23.4%	
	Medical - Actives	542,990	542,752	568,995	608,972	502,497		527,894	(81,078)	-13.3%	
	Medical - Retirees	-	113,002	813,280	878,447	797,457		777,311	(101,136)	-11.5%	
	Pension ER	1,177,219	1,289,773	1,002,620	936,591	1,013,185		991,085	54,494	5.8%	
	Pension EE -Town Paid	5,958	6,362	315,722	318,273	195,175		253,681	(64,592)	-20.3%	
	Dental/Vision/Life/STD/LTD	118,782	125,881	163,129	125,123	92,105		95,087	(30,036)	-24.0%	
	Other EE Benefits	118,717	135,703	211,362	183,977	148,725		137,692	(46,285)	-25.2%	
	Unemployment Insurance	-	20,606	52,892	50,308	215,436		221,916	171,608	341.1%	
	Worker's comp	144,724	150,676	152,697	42,339	61,945		61,993	19,654	46.4%	
	Contract Labors	945,994	816,069	625,964	958,212	1,960,484		2,188,497	1,230,285	128.4%	
	Professional Services	252,253	263,109	259,125	259,360	282,847		281,847	22,486	8.7%	
	General Operations	2,386,054	1,715,536	1,404,754	1,518,000	1,286,861		1,341,281	(176,719)	-11.6%	
	Memberships & Dues	37,383	36,945	29,571	26,812	39,226		35,903	9,091	33.9%	
	Office Supplies	32,073	23,646	25,902	19,740	23,150		22,000	2,260	11.5%	
	Supplies & Materials	233,719	180,563	206,684	183,047	207,249		165,628	(17,419)	-9.5%	

Town of Atherton									
General Fund 101									
Revenue Budget 2011-2012									
									Increase
				Projected	Adopted	Budget	Revised	(Decrease)	
		Actual	Actual	Actual	Budget	Revision	Budget	Over Prior	%
Acct #	Description	2007-08	2008-09	2009-10	2010-11	2011-12	2011-12	Year Actual	Change
	Capital Outlay				153,356	231,056		251,056	97,700 63.7%
	Total Operating Expenditures	10,462,366	10,073,683	10,797,348	10,925,610	10,534,463		10,926,800	1,190 0.0%

Town of Atherton									
City Council Department									
Budget 2011-2012									
								Increase	
		Actual	Actual	Actual	Projected	Adopted	Revised	(Decrease)	
Account	Description	2007-08	2008-09	2009-10	Actual	Budget	Budget	Over Prior	%
					2010-11	2011-12	2011-12	Year Actual	Change
101-11-53016-011	Utilities - Water				677	625	625	(52)	-7.7%
101-11-53024-011	Advertising/Publishing		435	480	2,304	4,000	4,000	1,696	73.6%
101-11-53033-011	Rent - Mach & Equip				1,595			(1,595)	-100.0%
101-11-53501-011	Administrative Services	381	381					-	0.0%
101-11-53502-011	Computer Services Charge	796	796					-	0.0%
101-11-54010-011	Other Contract Services						-	-	100.0%
101-11-54002-011	Bus Meeting & Meals			80	396	800	1,200	804	200.0%
101-11-54003-011	Conferences	10,480	6,969	2,155		5,000	5,000	5,000	100.0%
101-11-54004-011	Training & Workshops					1,000	1,000	1,000	100.0%
101-11-54007-011	Membership/Dues	18,340	16,304	8,400	8,400	7,203	7,203	(1,197)	-14.3%
101-11-54008-011	Mileage Reimbursement			57		500	500	500	100.0%
101-11-54010-011	Other Contract Services	14,661	9,400					-	0.0%
101-11-54011-011	Environmental Program Committee						5,000	5,000	100.0%
101-11-54018-011	Boards & Commissions					1,000	1,000	1,000	100.0%
101-11-54019-011	Special Events & Awards	50	438	139		-	-	-	0.0%
101-11-55002-011	Office Supplies	726	3,792	2,473	1,577	1,200	1,200	(377)	-23.9%
101-11-57006-011	Computer Equipment/Software						3,000	3,000	100.0%
101-11-57007-011	Office Equip & Furniture					13,000	19,150	19,150	100.0%
	Total City Council	45,434	38,514	13,784	14,950	34,328	48,878	33,928	226.9%

Town of Atherton									
Administration Department									
Budget 2011-2012									
					Projected	Adopted	Revised	(Decrease)	
		Actual	Actual	Actual	Actual	Budget	Budget	Over Prior	%
Account	Description	2007-08	2008-09	2009-10	2010-11	2011-12	2011-12	Year Actual	Change
101-12-50001-012	Regular Salaries	270,079	329,532	461,316	268,761		110,328	(158,433)	-58.9%
101-12-50005-012	Temporary Help	52,815	66,537					-	0.0%
101-12-50006-012	Overtime	428	4,798	1,094	2,056		2,000	(56)	-2.7%
101-12-50013-012	EE Benefits Earned			4,551	2,410		1,103	(1,306)	-54.2%
101-12-51001-012	Medicare Tax	4,729	6,164	6,693	3,978		1,600	(2,378)	-59.8%
101-12-51002-012	Social Security Tax	3,274	3,900				-	-	0.0%
101-12-51003-012	PERS Retire Contrib- ER	40,156	71,362	62,079	31,726		15,086	(16,640)	-52.4%
101-12-51004-012	PERS Retire Contrib- EE			29,591	16,866		7,644	(9,222)	-54.7%
101-12-51005-012	Deferred Compensation	658					-	-	0.0%
101-12-51007-012	STD Insurance			4,239	546		296	(250)	-45.8%
101-12-51008-012	Health Insurance-Active	20,326	27,380	38,228	36,402		21,694	(14,709)	-40.4%
101-12-51009-012	Health Insurance-Retirees			91,898	95,713		66,444	(29,269)	-30.6%
101-12-51010-012	Dental Insurance	1,956	4,172	6,547	4,981		2,617	(2,364)	-47.5%
101-12-51011-012	Vision Insurance	269	478	640	453		266	(187)	-41.3%
101-12-51013-012	Workers' Compensation	426	882	760	572		2,115	1,543	270.0%
101-12-51014-012	Life & ADD Insurance	693	951	880	481		167	(314)	-65.3%
101-12-51015-012	LTD Insurance	2,265	5,548	5,862	1,983		818	(1,165)	-58.7%
101-12-51016-012	Unemployment Insurance		6,750	4,630	2,754		20,250	17,496	635.2%
101-12-51019-012	Auto Allowance	3,138	4,800	4,800	1,477			(1,477)	-100.0%
	Salary Savings/Concessions				-		-	-	100.0%
	Labor Cost					623,544		-	0.0%
	Total Salaries & Benefits	401,214	533,255	723,807	471,159	623,544	252,428	(218,731)	-46.4%
101-12-52008-012	Labor Relation Services		11,921	13,050	22,331	30,000	30,000	7,669	34.3%
101-12-52022-012	Contract City Manager				128,612		180,000	51,388	40.0%
101-12-52023-012	Contract Human Resources				6,525	48,000	48,000	41,475	635.6%
	Contract Risk Management					30,000	30,000	30,000	100.0%
101-12-53002-012	Other Equip Repair & Maint	128	1,544	1,774	2,841	4,500	4,500	1,659	58.4%
101-12-53014-012	Utilities - Electricity		39	6,388	6,025	6,500	6,500	475	7.9%
101-12-53015-012	Utilities - Gas			267	475	650	650	175	37.0%
101-12-53016-012	Utilities - Water			465	388	485	485	97	24.8%
101-12-53018-012	Utilities - Telephone	23,000	5,051	147		-	-	-	0.0%
101-12-53024-012	Advertising - Noticing	40,483	21,340	6,122	3,098	4,000	4,000	902	29.1%
101-12-53025-012	External Printing Services			12,322	4,541	2,400	2,400	(2,141)	-47.2%
101-12-53026-012	Recruitment Costs				6,211	35,000	5,000	(1,211)	-19.5%
101-12-53501-012	Administrative Services	22,912	22,912					-	0.0%
101-12-53502-012	Computer Services	7,418	7,403					-	0.0%
101-12-54002-012	Business Meetings & Meals			699	165	800	800	635	383.6%
101-12-54003-012	Conferences	2,828	4,061	4,849		2,208	2,208	2,208	100.0%
101-12-54004-012	Training and Workshops	3,390		330	595	4,400	2,400	1,805	303.1%
101-12-54005-012	Subscriptions	208	506	185	205	205	205	0	0.1%
101-12-54007-012	Memberships & Dues	8,761	14,323	12,166	10,206	15,475	12,535	2,329	22.8%
101-12-54008-012	Mileage Reimbursement			25	207	250	250	43	20.6%
101-12-54010-012	Other Contract Services	119,773	70,258	4,751	94,573		15,000	(79,573)	-84.1%
101-12-54012-012	Disaster Preparedness		14,993	275				-	0.0%
101-12-54019-012	Special Events & Awards	8,358	4,255	1,709	454	1,000	1,000	546	120.3%
101-12-54020-012	Election Expense	362	22,647			-	-	-	0.0%
101-12-55002-012	Office Supplies	5,713	4,599	5,936	6,517	6,000	6,000	(517)	-7.9%
101-12-55017-012	Postage			1,325	986	1,200	1,200	214	21.7%
101-12-57006-012	Computer Equipment/Software		27	1,401	3,942	3,000	3,000	(942)	-23.9%
101-12-57007-012	Office Equip & Furn		493	555	1,188	-	-	(1,188)	-100.0%
	Total Operations	243,334	206,374	74,740	300,087	196,073	356,133	56,046	18.7%
	Total Admin Dept	644,548	739,628	798,547	771,246	819,617	608,561	(162,685)	-21.1%

		Administration			
		101-12			
Account No. & Title	Quantity, brief description and justification of items requested	FY 2012 Adopted Appropriations		FY 2012 Revised Appropriations	
Salaries	Administration salaries			110,328	
Overtime	Deputy city clerk council & committee meetings, office specialist committee meetings			2,000	
Medicare Tax	Employees hired after April 1986 pay 1.45% of earnings			1,600	
PERS Retire Contrb- ER	Employer contribution for employee pension			15,086	
PERS Retire Contrb- EE	Employee contribution paid for by the employer			7,644	
Health Insurance	Health plan coverage - Kaiser, Blue Shield, Blue Cross			21,694	
Retiree Healthcare	Medical coverage for 5 retirees		45,360		
	GASB 45 annual required contribution		21,084		66,444
Dental Insurance	Teamster Dental Plan premium			2,617	
Vision Insurance	Vision Service Plan premium			266	
Workers Compensation	Workers Comp charged to Department			2,115	
Life & ADD Insurance	Premium to the Cities Group			167	
STD Insurance	Short-term disability premium to The Cities Group			296	
LTD Insurance	Long-term disability premium to The Cities Group			818	
Unemployment Insuran	Projected unemployment benefits to 1 laid-off employee			20,250	
Auto Allowance	Allowance of \$400 per month for City Manager			-	
EE Benefits Earned	1% contribution for vac, sick, comp, & holiday pay			1,103	
Salary savings/concessions	To be accomplished no later than 1/1/2012				
	Salaries & Benefits	623,544		252,428	
Contract City Manager	\$15,000 per month			180,000	
Contract Human Resources	HR support, training, classification and compensation study	48,000		48,000	
Contract Risk Management	Risk management review and support	30,000		30,000	
Recruitment Costs	Fingerprints, job posting, oral panel working lunch	35,000		5,000	
Labor Relations Svs	Labor negotiation	30,000		30,000	
Equip Repair & Maint	Misc. repairs of equipment	1,500	1,500		
	Maint agreement for copier and overage of copies made	3,000	3,000	4,500	
Advertising - Noticing	City Clerk Public Noticing, etc.	2,000	2,000		
	Legal Noticing - Ordinances	2,000	2,000	4,000	
Training & Workshops	City Clerk - Technical Track for Clerks -to receive Certified Municipal Clerk status (CMC)	2,400	2,400		
	Town wide Policy Training 2/year (HR compliance)	2,000		2,400	

		Administration 101-12			
Account No. & Title	Quantity, brief description and justification of items requested	FY 2012 Adopted Appropriations		FY 2012 Revised Appropriations	
Office Supplies	Pens, paper, envelopes, binders, paper clips, etc., file materials for records retention and destruction	5,000	5,000		
	Record destruction plastic storage containers for permanent docs, file materials	1,000	1,000		6,000
Subscriptions	Employment Law Posters	205			205
Memberships & Dues	CalOpps - recruitment posting on website	1,500			
	SCERS (Bay Area Employee Relations Svcs) negotiations related	6,950	6,950		
	San Mateo County Employee Relations Consortium (SMCERC) - training and legal counsel	4,450	4,450		
	City Clerk - CCAC	135	135		
	San Mateo County City Manager's Association	250	250		
	International City/County Management Association (ICMA) - City Manager	1,440			
	CA City Management Foundation - CM membership	400	400		
	Code Publishing Inc. Web site hosting	350	350		12,535
Mileage Reimburse	Council deliveries	250			250
Other Contract Services	Management analyst service				15,000
Printing - Extl Servs	Electronic Athertonian - 2 times a year	2,400			2,400
Postage	Resident mailings USPS BRM Permit #26	1,200			1,200
Utilities - Electricity	Admin Office	6,500			6,500
Utilities - Gas	Admin Office ABAG gas	650			650
Utilities - Water	Cal water for admin office	485			485
Utilities - Telephone	See Non-Dept for phone expense to be allocated				
Conferences	City Manager - League of CA Cities Annual	1,000	1,000		
	Northern California City Clerks Business Meetings bimonthly - 6 per year, \$40 each	240	240		
	SMCERC - City Manager	168	168		
	City Clerk - New Law & Election conference	800	800		2,208
Bus Meetings & Meals	Town Strategic Planning Meeting - lunch meeting	200	200		
	City Manager various meetings	600	600		800
Special Events & Award	Recognition program	1,000			1,000
Election Expense	See Non-Dept for the cost				
Computer Equip/Software	Laptop computer	1,500	1,500		
	Replacement of 1 old computer	1,500	1,500		3,000
Office Equip & Furn					
	Total Operations	196,073			356,133
	Total Admin Dept	819,617			608,561

Salaries for Administration Department																										
FY 2012																										
Job Class	Step @ 6/30/11	Salary @ 6/30/11	2012 Salary	Employer PERS	0.13815	Employee PERS	0.07	0.0145	Medicare	Medical	Dental	Vision	STD	LTD	Life & ADD	Worker's Comp	Auto Allow	Total								
City Manager	N/A	160,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-								
Executive Assistant/Deputy City Clerk	C	76,914	76,914	10,626	5,384	1,115	16,179	1,728	189	192	565	108	1,461	-	-	-	-	114,463								
Management Analyst																										
Office Specialist (to 8/19/11)*	D	62,880	9,834	1,203	609	143	2,553	274	30	32	79	18	205	-	-	-	-	14,980								
Office Specialist (.375)**	D	62,880	23,580	3,258	1,651	342	2,962	616	47	72	173	41	448	-	-	-	-	33,188								
Total Admin Dept		362,674	110,328	15,086	7,644	1,600	21,694	2,617	266	296	818	167	2,115	-	-	-	-	162,631								
Note:																										
No salary or step increase budgeted.																										
Does not include future new admin reorganization cost.																										
* Amount may include payouts and separation incentive.																										
** Remaining 62.5% allocated to DPW-Engineering.																										

Town of Atherton									
City Attorney Department									
Budget 2011-2012									
					Projected	Adopted	Revised	Increase	
		Actual	Actual	Actual	Actual	Budget	Budget	(Decrease)	
Account	Description	2007-08	2008-09	2009-10	2010-11	2011-12	2011-12	Over Prior	%
								Year Actual	Change
101-16-52002-016	City Attorney - Retainer	101,500	150,032	110,000	132,867	132,000	130,000	(2,867)	-2.2%
101-16-52003-020	City Attorney - Planning			23,414	13,139	20,000	-	(13,139)	-100.0%
101-16-52004-025	City Attorney - Building			5,857	9,726	10,000	-	(9,726)	-100.0%
101-16-52005-050	City Attorney - DPW Eng			13,579	6,756	10,000	-	(6,756)	-100.0%
101-16-52006-016	City Attorney - Other Services	118,079	114,035	300,331	236,743	150,000	100,000	(136,743)	-57.8%
101-16-52007-016	Attorney - Other Legal	304,647	148,622	1,123	178			(178)	-100.0%
101-16-52008-016	Labor Relations Service	3,081	14,800					-	
101-16-53022-016	Liability Claims	10,000						-	
101-16-53501-016	Administrative Services	2,638	2,638					-	
101-16-53502-016	Computer Service Charge	3,590	3,590					-	
101-16-54010-016	Other Contract Services	60,481	17,207					-	
	Total City Attorney	604,016	450,924	454,304	399,409	322,000	230,000	(169,409)	-52.6%

	City Attorney Department		
	101-16		
		FY 2012	FY 2012
Account No.	Quantity, brief description and justification	Adopted	Revised
& Title	of items requested	Appropriations	Appropriations
City Attorney - Retainer	Monthly retainer	132,000	130,000
City Attorney - Planning	Development project review and legal support	20,000	
City Attorney - Building	Development project review and legal support	10,000	
City Attorney - DPW Eng	Legal support to DPW- Engineering Dept	10,000	
City Attorney - Other Services	Additional services	150,000	100,000
	Total City Attorney Dept	322,000	230,000

	Finance			
	101-18			
Account No. & Title	Quantity, brief description and justification of items requested	FY 2012 Adopted Appropriations	FY 2012 Revised Appropriations	
Salaries	Salaries for 3 finance staff			313,649
Medicare Tax	Employees hired after April 1986 pay 1.45% of earnings			4,548
PERS Retire Contrb- ER	Employer contribution for employee pension			43,331
PERS Retire Contrb- EE	Employee contribution paid for by the employer			21,955
Health Insurance	Health plan coverage - Kaiser, Blue Shield, Blue Cross			55,102
Retiree Healthcare	Medical coverage for 1 retiree		8,106	
	GASB 45 annual required contribution		24,262	32,368
Dental Insurance	Teamster Dental Plan premium			5,026
Vision Insurance	Vision Service Plan premium			687
Workers Compensation	Workers Comp charged to Department			5,959
Life & ADD Insurance	Premium to the Cities Group			446
STD Insurance	Short-term disability premium to The Cities Group			560
LTD Insurance	Long-term disability premium to The Cities Group			1,866
Unemployment Insuran	Projected unemployment benefits to 1 laid-off employee			12,150
EE Benefits Earned	1% contribution for vac, sick, comp, & holiday pay			3,136
Salary Savings/Concessions	To be accomplished by 1/1/2012			
	Salaries & Benefits	520,693		500,783
Audit & Financial	FY 2011 Audit (40% of total for final field work)	16,624	16,624	
	FY 2012 Audit (60% of total for interim work)	26,572	26,572	
	FY 2011 State Controller Report - Town	5,650	5,650	
	GASB 45 actuarial valuation of OPEB	8,500	8,500	
	Statistical Report for FY 2011 CAFR	1,000		57,346
Technical Service	Springbrook annual maintenance fee	14,657	14,657	
	Springbrook project management module maintenance (if approved)	1,398	1,398	
	Harris (Wintegrate) one license maintenance fee	1,800	1,800	17,855
Equip Maint	misc repair for office equip and laser printers	1,000		1,000
Printing - Extl Servs	FY 2011 financial report, form 1099, W-2s	2,000		1,500
Training & Workshops	Springbrook Client Conference - Finance Director	1,000	1,000	
	CalPERS Educational Forum - Finance Director	1,000	1,000	
	GFOA, CSMFO, Springbrook, payroll tax training for finance staff	2,500	2,500	
	SMCERC	84	84	4,584
Other Contract Services	Temporary accounting help for 3 months		17,500	
	Physical inventory of Town assets		6,000	
	Investment advisory service	12,000	12,000	
	State mandated cost (SB90) claiming service	2,625	2,500	38,000
Bus License Process Fee	Payment to MuniServices at \$20 per license issued (contract exp. 9/1/2013)	19,500		22,000

Salaries for Finance Department																			
FY 2012																			
Job Class	Step @ 6/30/11	Salary @ 6/30/11	2012 Salary	Employer PERS	0.13815	Employee PERS	0.07	Medicare	0.0145	Medical	Dental	Vision	STD	LTD	0.0076	Life & ADD	Worker's Comp	Total	annual cost
Finance Director	D	167,828	167,828	23,185		11,748		2,433		21,734	1,728	189	192	794		210	3,189	233,230	
Financial Svs Manager*	new C	9 mos.	72,236	9,979		5,056		1,047		15,900	1,296	255	144	531		108	1,372	107,926	
Accountant	C		69,126	9,550		4,839		1,002		14,153	1,728	189	192	508		108	1,313	102,709	
0.6 Finance Assistant (to 8/19/11)**	D		41,932	616		312		65		3,315	274	54	32	33		18	85	9,263	
Total Finance Dept			313,649	43,331		21,955		4,548		55,102	5,026	687	560	1,866		446	5,959	453,128	
Note:																			
No salary or step increase budgeted.																			
* Recommended by Interim City Manager.																			
** Amount may include payouts and separation incentive.																			

Town of Atherton									
CDD Planning									
Budget 2011-2012									
								Increase	
								(Decrease)	
								Over Prior	%
Account	Description	Actual 2007-08	Actual 2008-09	Actual 2009-10	Projected Actual 2010-11	Adopted Budget 2011-12	Revised Budget 2011-12	Year Actual	Change
101-20-52011-020	Contract Planner	282,146	192,313	165,847	182,940	187,050	187,050	4,110	2.2%
101-20-52013-020	Zoning Code Update	80,417	17,239					-	0.0%
101-20-52014-020	General Plan Update		1,790			-		-	0.0%
101-20-52015-020	Housing Element	912	68,327	22,777		-		-	0.0%
101-20-52016-020	Historical Artifacts	7,090	2,400					-	0.0%
101-20-52029-020	Contract Arborist Service						35,000	35,000	100.0%
101-20-53002-020	Other Equip Repair & Maint					360	360	360	100.0%
101-20-53014-020	Utilities - Electricity			181	211	225	225	14	6.7%
101-20-53015-020	Utilities - Gas			85	143	160	160	17	11.5%
101-20-53016-020	Utilities - Water			106	32	40	40	8	23.3%
101-20-53024-020	Advertising/Noticing	448	1,392	998	1,094	2,000	2,000	906	82.8%
101-20-53025-020	Printing - External Service			408	191			(191)	-100.0%
101-20-53033-020	Rent - Mach & Equip				51	612	612	561	1100.2%
101-20-54010-020	Other Contract Services	12,016	965	3,383				-	0.0%
101-20-55002-020	Office Supplies		53	1,114	809	2,200	2,200	1,391	171.8%
101-20-55017-020	Postage	185		356					
	Total Planning	383,214	284,479	195,255	185,472	192,647	227,647	42,175	22.7%

		Planning		
		101-20		
	Account No.	Quantity, brief description and justification	FY 2012	FY 2012
	& Title	of items requested	Adopted	Revised
			Appropriations	Appropriations
	Contract Planner Svs	Neal Martin & Associates services. Town Planner: +/- 16 hours/month; Deputy Town Planner: +/- 80 hours per month; Assistant Planner: +/- 83 hours per month	187,050	187,050
	Contract Arborist Svs	Contract arborist services that cannot be passed through		35,000
	Advertising - Noticing	Newspaper publication of legal notices	2,000	2,000
	Other Eq Repair & Maint	Planning share of MX-M453 Sharp copier annual maint cost	360	360
	Rent - Mach & Equip	Planning share of MX-M453 Sharp copier annual lease	612	612
	Office Supplies	paper, pens, etc.	2,200	2,200
	Utilities - Electricity	PG&E	225	225
	Utilities - Gas	ABAG gas	160	160
	Utilities - Water	Cal water	40	40
		Total Planning	192,647	227,647

Town of Atherton									
Building Department									
Budget 2011-2012									
					Projected	Adopted	Revised	Increase	
		Actual	Actual	Actual	Actual	Budget	Budget	(Decrease)	
Account	Description	2007-08	2008-09	2009-10	2010-11	2011-12	2011-12	Over Prior	%
								Year Actual	Change
101-25-50001-025	Regular Salaries	472,102	555,490	624,304	567,209		163,270	(403,939)	-71.2%
101-25-50005-025	Temporary Help	4,905						-	0.0%
101-25-50006-025	Overtime	-		176				-	0.0%
101-25-50008-025	Vacation/Comp Time Payout				7,636			(7,636)	-100.0%
101-25-50013-025	EE Benefits Earned			6,048	5,325		1,633	(3,692)	-69.3%
101-25-51001-025	Medicare	7,040	8,064	9,088	8,490		2,367	(6,123)	-72.1%
101-25-51002-025	Social Security Tax	309					-	-	0.0%
101-25-51003-025	PER Retire Contrb- ER	96,765	112,325	82,511	70,118		17,748	(52,370)	-74.7%
101-25-51004-025	PERS Retire Contrb- EE			39,083	37,274		8,938	(28,337)	-68.0%
101-25-51007-025	STD Insurance			7,968	1,223		384	(839)	-68.6%
101-25-51008-025	Health Insurance-Active	65,769	73,627	80,305	76,854		25,267	(51,587)	-67.1%
101-25-51009-025	Health Insurance-Retirees			110,410	119,276		66,761	(52,515)	-44.0%
101-25-51010-025	Dental Insurance	7,171	7,739	10,265	10,382		3,283	(7,099)	-68.4%
101-25-51011-025	Vision Insurance	1,211	1,294	1,491	1,243		346	(896)	-72.1%
101-25-51013-025	Workers' Compensation	18,907	23,305	26,732	802		3,102	2,300	286.8%
101-25-51014-025	Life & ADD Insurance	1,265	868	750	729		217	(512)	-70.2%
101-25-51015-025	LTD Insurance	7,668	8,988	8,055	4,321		1,200	(3,121)	-72.2%
101-25-51015-025	Uniforms				200			(200)	-100.0%
101-25-51016-025	Unemployment Insurance			6,352	5,886		60,750	54,864	932.1%
101-25-51019-025	Auto Allowance	10,800	13,661	11,642	13,491		1,892	(11,598)	-86.0%
	Salary Savings/Concessions						-	-	100.0%
	Labor Cost					845,415			
	Total Salaries & Benefits	693,910	805,362	1,025,180	930,459	845,415	357,158	(573,300)	-61.6%
101-25-52012-025	Contract Plan Review Services	31,885	41,139		95,771		33,316	(62,456)	-65.2%
101-25-52017-025	Technical Service			9,415	8,500	10,000	10,000	1,500	17.6%
101-25-52018-025	Code Enforcement	67,080	37,288			-	-	-	0.0%
101-25-52020-025	Contract Building Official				115,605		26,092	(89,513)	-77.4%
101-25-52021-025	Contract Inspection Service				13,793		18,700	4,907	35.6%
101-25-52029-025	Contract Arborist Service						100,000	100,000	100.0%
101-25-52032-025	Contract Permit Technician Svs						4,420	4,420	100.0%
101-25-52033-025	Contract Bldg & Life Safety Svs						442,451	442,451	100.0%
101-25-53001-025	Vehicle Repair & Maint			116	36	-	-	(36)	-100.0%
101-25-53002-025	Other Equip Repair & Maint	900	1,055	1,240	950	360	360	(590)	-62.1%
101-25-53008-025	Custodial Services	2,359	2,188					-	0.0%
101-25-53014-025	Utilities - Electricity	1,013	774	1,083	1,265	1,400	1,400	135	10.7%
101-25-53015-025	Utilities - Gas			509	862	950	950	88	10.3%
101-25-53016-025	Utilities - Water		28	439	195	200	200	5	2.8%
101-25-53018-025	Utilities - Telephone	1,919	2,148	1,605	1,125			(1,125)	-100.0%
101-25-53024-025	Advertising/Publishing				174			(174)	-100.0%
101-25-53033-025	Rent - Mach & Equip				51	612	612	561	1099.9%
101-25-53501-025	Administrative Services	38,337	38,337					-	0.0%
101-25-53502-025	Trsr to Computer Service	10,021	10,021					-	0.0%
101-25-53503-025	Trsr to Equip Replace Fd			10,000	10,000	10,000	10,000	0	0.0%
101-25-54003-025	Conferences	177	490		1,000			(1,000)	-100.0%
101-25-54004-025	Training & Workshop			2,141	1,506			(1,506)	-100.0%
101-25-54005-025	Subscriptions			301	1,123	-	-	(1,123)	-100.0%
101-25-54007-025	Memberships & Dues	590	6,715	845	810			(810)	-100.0%
101-25-54008-025	Mileage Reimbursement			150				-	0.0%
101-25-54010-025	Other Contract Services	538,463	3,365	2,251				-	0.0%
101-25-54010-025	Building Inspection		74,777					-	0.0%
101-25-54011-025	Environment Programs	19,581	17,732					-	0.0%
101-25-55002-025	Office Supplies	12,484	5,180	4,528	2,795	2,500	2,500	(295)	-10.6%
101-25-55003-025	Microfilms	4,543	5,665	7,359	254	-	-	(254)	-100.0%
101-25-55006-025	Safety Supplies & Matls	1,759	5,550	832	109	-	-	(109)	-100.0%
101-25-55015-025	Oil & Gasoline			389	508	-	-	(508)	-100.0%
101-25-57006-025	Computer Software	143						-	0.0%
101-25-57006-025	Computer Equipment/Software			46	7,679	1,500	1,500	(6,179)	-80.5%
101-25-57007-025	Office Equip & Furniture	501	436			-	-	-	0.0%
101-25-58003-025	Trsr to Facil Construct Fd				153,356	153,356	153,356	(0)	0.0%

Building Department				
	101-25			
Account No. & Title	Quantity, brief description and justification of items requested	FY 2012 Adopted Appropriations		FY 2012 Revised Appropriations
Regular Salaries	Salaries for building dept staff			163,270
Medicare Tax	Medicare is paid on all salaries at a rate of 1.45%			2,367
PERS Employer Contr	Employer contribution for employee pension			17,748
PERS Employee Contr	Employee contribution paid for by the employer			8,938
Health Insurance	Health plan coverage - Kaiser, Blue Shield, Blue Cross			25,267
Retiree Healthcare	Medical coverage for 2.5 retirees		23,787	
	GASB 45 annual required contribution		42,974	66,761
Dental Insurance	Teamster Dental Plan premium			3,283
Vision Insurance	Vision Service Plan premium			346
Workers Compensation	Workers Comp charged to Department			3,102
Life & ADD Insurance	Premium to the Cities Group			217
STD Insurance	Short-term disability premium to The Cities Group			384
LTD Insurance	Long-term disability premium to The Cities Group			1,200
Unemployment Insur	Projected unemployment benefits to 3 laid-off employees			60,750
Auto Allowance	For Building Inspectors			1,892
EE Benefits Earned	1% contribution for vac, sick, comp, & holiday pay			1,633
Salary Savings/Concessions	To be accomplished by 1/1/2012			
	Labor Cost	845,415		357,158
Contract Building Official	Building official service prior to 8/22/2011			26,092
Contract Bldg Inspection	Contract inspection service prior to 8/22/2011			18,700
Contract Plan Review	Outside plan reviews prior to 8/22/2011			33,316
Contract Permit Technician	Front counter coverage prior to 8/22/2011			4,420
Contract Arborist Service	Arborist Service @\$150/hr for 18 hrs/week for 50 wks			100,000
Contract Bldg & Life Safety Svs	58% of projected building revenues of \$762,847 from 8/22/2011 to 6/30/2012 (excluding tree removal plan check). See note below.			442,451
Technical Service	CRW maintenance fee	10,000		10,000
Vehicle Maint	Arborist pickup			
Other Equipment Maint	Bldg share of MX-M453 Sharp copier annual maint cost	360		360

Building Department				
	101-25			
Account No. & Title	Quantity, brief description and justification of items requested	FY 2012 Adopted Appropriations		FY 2012 Revised Appropriations
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.	2,500		2,500
Subscription	Misc. Code Books (New Code Cycle)			
Microfilms	For projects finaled			
Safety Supplies & Matl	Gas/Electric Tags GFCI Electrical Testers Construction Signs Arc Fault Tester for field inspector			
Utilities - Electricity	PG&E	1,400		1,400
Utilities - Gas	ABAG gas	950		950
Utilities - Water	Cal water	200		200
Rent - Mach & Equip	Bldg share of MX-M453 Sharp copier annual lease	612		612
Computer Equip/Software	Replacement of 1 old computer	1,500		1,500
Office Equip & Furn	Furniture, plan storage & file storage			
Trsr to Equip Replace Fd	For future permit tracking system upgrade	10,000		10,000
Trsr to Facil Construct Fd	For debt service payment for Bldg portion of New Town Center	153,356		153,356
	Total Operations	180,878		805,857
	Total Building	1,026,293		1,163,015
Note:				
Not included is the costs to complete plan reviews and building inspections for permits issued prior to 8/22/2011.				

Salaries for Building Department FY 2012																	
Job Class	Step @ 6/30/11	Salary @ 6/30/11	2012 Salary	Employer PERS	0.13815	Employee PERS	0.07	Medicare	Medical	Dental	Vision	STD	LTD	Life & ADD	Worker's Comp	Auto Allow	Total
Building Official	D	155,575	-														-
Senior Bldg Inspector (to 8/19/11)*	D	92,401	19,713	1,767		896		286	1,138	274	21	32	145	18	375	554	25,217
Building Inspector (to 8/19/11)*	D	85,840	14,071	1,414		716		204	3,315	274	54	32	103	18	267	554	21,022
Building Inspector (to 8/19/11)*	C	85,840	18,686	1,510		710		271	3,315	274	30	32	137	18	355	785	26,123
Arborist (to 11/14/11)*	D	85,840	42,420	4,333		2,196		615	3,207	684	52	80	312	45	806		54,750
Permit Technician (to 7/1/11)*	D	68,105	5,500	36		18		80	641	137	10	16	40	9	104		6,592
Office Specialist	D	62,880	62,880	8,687		4,402		912	13,651	1,642	180	192	462	108	1,195		94,310
Total Building		636,481	163,270	17,748		8,938		2,367	25,267	3,283	346	384	1,200	217	3,102	1,892	228,015
Note:																	
No salary increase budgeted.																	
* Amount may include payouts and separation incentive.																	

Non-Department Budget				
101-30				
Account No. & Title	Quantity, brief description and justification of items requested	FY 2012 Adopted Appropriations		FY 2012 Revised Appropriations
Code Enforcement Svcs	for 8 hours/week inspection, 119 hours phone calls/year	56,985		56,985
Other Contract Services	High Speed Rail (HSR) public relation	30,000	30,000	
	HSR legal service (budget carryover from FY 2011)		5,297	
	Update master fee schedule and cost allocation plan		25,000	60,297
Environ Program Commit	Support for Committee work	5,000		see city council dept
IT Support	Contract IT support	50,000		50,000
Misc Comp Parts & Sup	12 - Off-site security of backup tapes	2,400	2,400	
	Symantec Anti-virus	2,000	2,000	
	Barracuda spam firewall 3-year renewal		1,599	
	WebSense web security 100 seats for 37 mos		3,300	
	Backup software support	1,300	1,300	
	Web Site Hosting	120		
	Parts for servers, spare hard drive, UPS battery	4,000	4,000	14,599
Other Supplies & Matls	Other unexpected small items	4,000		4,000
Memberships and Dues	ABAG	1,958	1,958	
	LAFCO	1,300	1,300	
	City/County Assoc of Government - San Mateo (C/CAG)	2,507	2,507	5,765
Liability Insurance	Annual premiums for general insurance pool	66,581	66,581	
	Annual premiums for excess liability insurance pool	5,900	5,900	
	Public Official bond	805	805	
	Administrative Premium to ABAG	60,098	60,098	
	Self-insured retention (SIR) reserve	100,000	100,000	233,384
Property Insurance	Annual premiums for property insurance pool	5,112		5,112
Employ Pract Liab Insur	Premium to employment practice liability	36,000		36,000
EAP	Premium for employee assistance program	3,000		2,000
Contribution - SSV	Sustainable Silicon to produce environmental and resources conservation Silicon Valley	250		250
Contribution - HIP	Human Investment Project (HIP) grant to find a place to call home for people throughout San Mateo County	1,250		1,250
Contribution -Sustainable San Mateo County	Support research and production of the 2010 Indicators for a Sustainable San Mateo County Report Card. The report evaluates the health of the county and the Town	750		750
Postage	Feeder rental & maint	643	643	
	Meter rental #419	1,200	1,200	
	Stamps for mailing	15,000	15,000	16,843
Utilities - Telephone	Local & long distance charges	18,000		15,000
Election Cost				
County Tax Admin Cost	San Mateo County property tax admin charges			49,762

		Non-Department Budget			
		101-30			
Account No. & Title	Quantity, brief description and justification of items requested	FY 2012 Adopted Appropriations		FY 2012 Revised Appropriations	
Post Office Expense	Weighing platform, base, feeder rental	4,448	1,500		
	Supplies - ink cartridge, strips, paper, pre-inked stamps	2,127	1,500		
	Post Office Bond	1,250			
	Meter (security device) rental	1,320	1,320		4,320
IT Infrastructure Plan	Server room creation & relocation cost	16,200	16,200		
	Virtual server implementation, consolidation, and licenses	20,500	20,500		
	Rebuild firewall for improved security	1,200	1,200		
	Website design & hosting		20,000		
	Wireless projects for improved security, connect council chambers to network, controller plus access points	9,800	9,800		
	Document imaging system	30,000	30,000		97,700
Total Non-Department		563,004			654,017

Town of Atherton									
Police Department									
Budget 2011-2012									
					Projected	Adopted	Revised	Increase	
		Actual	Actual	Actual	Actual	Budget	Budget	(Decrease)	
Account	Description	2007-08	2008-09	2009-10	2010-11	2011-12	2011-12	Year Actual	%
101-40-50001-040	Regular Salaries	2,195,057	2,124,670	2,125,120	1,819,176	2,137,812	2,107,632	288,456	15.9%
101-40-50002-040	Part-time Permanent	73,611	82,603	65,487	60,453	-	-	(60,453)	-100.0%
101-40-50003-040	Dispatcher Salaries	273,189	213,594	274,608	350,704	328,392	328,392	(22,312)	-6.4%
101-40-50004-040	Reserve Salaries	43,760	50,320	36,504	105,132	24,576	24,576	(80,556)	-76.6%
101-40-50005-040	Temporary Help	85,895	59,225	75,338	44,753	35,365	35,365	(9,388)	-21.0%
101-40-50006-040	Overtime	153,021	179,478	160,304	217,750	140,000	140,000	(77,750)	-35.7%
101-40-50007-040	Special Event Salaries Reimb	3,303	8,244	4,657	25,185	10,000	10,000	(15,185)	-60.3%
101-40-50008-040	Vacation/Comp Time Payout				40,674			(40,674)	-100.0%
101-40-50013-040	EE Benefits Earned			43,312	44,030	51,324	50,720	6,691	15.2%
101-40-51001-040	Medicare Tax	34,073	31,800	33,543	35,283	38,079	37,641	2,358	6.7%
101-40-51002-040	Social Security	6,395	7,330	645	4,867	702	702	(4,165)	-85.6%
101-40-51003-040	PERS Retire Contr - ER	821,065	880,099	699,370	679,301	884,523	867,527	188,226	27.7%
101-40-51004-040	PERS Retire Contr - EE	-	-	161,490	173,601	187,270	183,224	9,623	5.5%
101-40-51005-040	Deferred Comp-ER Paid	5,958	6,362	10,737	7,899	7,905	7,905	7	0.1%
101-40-51007-040	STD Insurance			330	464	576	528	64	13.9%
101-40-51008-040	Health Insurance - Active	318,255	286,374	263,934	306,456	350,097	361,444	54,989	17.9%
101-40-51009-040	Health Insurance - Retirees			401,099	424,627	458,746	458,746	34,119	8.0%
101-40-51010-040	Dental Insurance	28,384	28,573	33,403	34,690	39,398	38,966	4,277	12.3%
101-40-51011-040	Vision Insurance	3,470	3,121	3,401	3,760	4,987	4,999	1,239	33.0%
101-40-51013-040	Workers' Compensation	88,867	88,879	88,638	33,408	43,055	42,571	9,163	27.4%
101-40-51014-040	Life & ADD Insurance	5,080	3,335	2,300	2,761	3,079	3,006	245	8.9%
101-40-51015-040	LTD Insurance	22,777	23,221	21,001	18,880	18,244	17,829	(1,051)	-5.6%
101-40-51016-040	Unemployment Insurance		6,206	28,744	28,093	26,261	25,960	(2,134)	-7.6%
101-40-51018-040	Uniforms	11,996	25,010	24,305	15,724	15,801	15,126	(598)	-3.8%
101-40-51020-040	Educational Reimbursement	1,775	800	2,525	1,750	2,000	2,000	250	14.3%
101-40-50014-040	Salary Savings & Concessions					(200,000)	to be negot		
	Total Salaries & Benefits	4,175,932	4,109,244	4,560,793	4,479,419	4,608,194	4,764,861	285,442	6.4%
101-40-52017-040	Technical Services			64,580	78,158	54,661	54,661	(23,497)	-30.1%
101-40-52028-040	Contract Police Chief Svs						166,750	166,750	100.0%
101-40-53001-040	Equip Maint - Vehicles	43,133	39,234	65,846	53,841	30,000	30,000	(23,841)	-44.3%
101-40-53002-040	Equip Maint - Other	3,373	7,401	5,550	5,562	4,000	4,000	(1,562)	-28.1%
101-40-53004-040	Facility Repair & Maint		13			-	-	-	0.0%
101-40-53008-040	Custodial Services	7,378	6,621			-	-	-	0.0%
101-40-53014-040	Utilities - Electricity	22,923	28,279	29,719	24,597	18,000	18,000	(6,597)	-26.8%
101-40-53015-040	Utilities - Gas			454	808	1,100	1,100	292	36.1%
101-40-53016-040	Utilities - Water		43	790	681	500	500	(181)	-26.5%
101-40-53018-040	Utilities - Telephone	40,385	47,271	35,009	39,130	32,720	32,720	(6,410)	-16.4%
101-40-53025-040	Printing - External Service				1,636	2,000	2,000	364	22.2%
101-40-53026-040	Recruitment Cost			915	214	4,500	4,500	4,286	2002.8%
101-40-53027-040	SMC Booking Fees	645	215	246	303	3,000	3,000	2,697	890.1%
101-40-53028-040	Citation Processing	1,018	583	657	998	1,000	1,000	2	0.2%
101-40-53032-040	Rent - Facilities			8,721	8,667	8,760	8,760	94	1.1%
101-40-53501-040	Administrative Services	44,694	44,694					-	0.0%
101-40-53502-040	Computer Svs Charge	66,192	66,192					-	0.0%
101-40-53503-040	Trsftr to Equip Replace Fd	104,049	31,000	69,800	54,000	54,000	62,800	8,800	16.3%
101-40-54003-040	Conferences	1,882	350	897	915	1,280	1,280	365	39.9%
101-40-54004-040	Training & Workshops			4,122	3,142	2,000	2,000	(1,142)	-36.3%
101-40-54005-040	Subscriptions	590	417	875	840	800	800	(40)	-4.8%
101-40-54006-040	POST Training	16,908	39,085	16,906	19,422	20,000	20,000	578	3.0%
101-40-54007-040	Memberships & Dues	1,480	1,845	1,285	1,497	2,180	2,180	683	45.6%
101-40-54008-040	Mileage Reimbursement			884	488	300	300	(188)	-38.5%
101-40-54010-040	Other Contract Services	167,713	207,082	88,421	93,057	80,788	80,788	(12,269)	-13.2%
101-40-54019-040	Special Events & Awards	5,341	7,977	150				-	0.0%
101-40-54021-040	Animal Control Services			50,951	47,542	52,180	52,180	4,638	9.8%
101-40-55002-040	Office Supplies	5,976	4,764	6,866	6,172	5,850	5,850	(322)	-5.2%
101-40-55004-040	Parking Penalties to County			1,857				-	0.0%
101-40-55006-040	Safety Supplies & Materials	106	2,528	4,350	5,637	6,000	6,000	363	6.4%
101-40-55007-040	K-9 Expenses	8,242	11,150	14,433	10,598	17,269	17,269	6,671	63.0%
101-40-55015-040	Oil and Gasoline	57,317	47,600	42,703	51,963	61,800	61,800	9,837	18.9%
101-40-55016-040	Other Supplies & Mats	64,879	35,683	48,955	34,625	29,317	29,317	(5,308)	-15.3%

Police Department				
101-40				
Account No. & Title	Quantity, brief description and Justification of items requested	FY 2012 Adopted Appropriations		FY 2012 Revised Appropriations
Regular Salaries	19 Sworn, 1 Execu Assistant, 1 Community Service Officer COPS Grant funding (assume no cut in funding)	2,237,812 (100,000)	2,207,632 (100,000)	2,107,632
Dispatch Salaries	3 full-time dispatchers plus 1 Communications/Records Supervisor	328,392		328,392
Reserve Salaries	4 part-time reserve officers	24,576		24,576
Temporary Help	7 Per diem dispatchers	35,365		35,365
Overtime	Overtime worked. Based upon staffing of special events, court appearance, training needs, investigation, etc.	140,000		140,000
Special Event Sal Reimb	Overtime Subcategory: POTUS/Special Events	10,000		10,000
Medicare Tax	1.45% of salary	38,079		37,641
Social Security	4.5% of temp salary	702		702
PERS Retire Contr-ER	Employer contribution for pension	884,523		867,527
PERS Retire Contr-EE	Employee contribution paid for by the employer - part time	187,270		183,224
Deferred Comp-ER Paid	2% of salary for dispatchers per MOU	7,905		7,905
Health Insurance	Health plan coverage - Kaiser, Blue Shield, Blue Cross	350,097		361,444
Retiree Healthcare	Medical coverage for 13 retirees GASB 45 annual required contribution	161,362 297,385	161,362 297,385	458,746
Dental Insurance	Teamster Dental Plan premium	39,398		38,966
Vision Insurance	Vision Service Plan premium	4,987		4,999
Workers' Compensation	Workers Comp charged to Department	43,055		42,571
Life & ADD Insurance	Premium to the Cities Group	3,079		3,006
STD Insurance	Short-term disability premium to the Cities Group	576		528
LTD Insurance	Long-term disability premium to The Cities Group	18,244		17,829
Unemployment Insur	Self-funded unemployment based on 1% of salary	26,261		25,960
Uniforms	Per MOU	15,801		15,126
Educational Reimburse	Per MOU	2,000		2,000
EE Benefits Earned	2% contribution for vac, sick, comp, & holiday pay	51,324		50,720
Salary savings/concessions	To be accomplished through "meet and confer" process	(200,000)		to be negotiated
Total Salaries & Benefits		4,608,194		4,764,861
Technical Services	Sunridge RIMS Annual Maintenance (Dispatch-Patrol CAD)	11,085	11,085	
	TEA Maint. (Telecommunications Dispatch/Radio Support)	11,208	11,208	
	Alarm Software Maint. Fee (Residential Burglar Alarms)	1,380	1,380	
	S.M. Co. Medical Legal Exam (Sex Assault Exam)	1,400	1,400	
	S. M. Regional Network Access Fee (Telecom Support)	4,620	4,620	
	Rapid Notify Maint. Fee (Emergency Resident Notification)	1,650	1,650	
	Voice Print Maint. Fee (Comm Center Telephone/Radio Recording)	1,852	1,852	
	CLETS/Microwave Maint. (California LE Telecomm Database Access)	12,916	12,916	
	Critical Reach (TRAK System, Missing Persons Support System)	265	265	
	Towing (Crime Scene Evidence & Patrol Cars)	285	285	
	OJO Licensing Fee - Paid 3 year - due 2015	-	-	
	S.M. Co. Sheriff's Ofc. FISC Forensic Lab	8,000	8,000	54,661
Contract Police Chief Svs	\$14,500 per month to 6/30/2011			166,750

		Police Department		
		101-40		
Account No. & Title	Quantity, brief description and Justification of items requested	FY 2012 Adopted Appropriations	FY 2012 Revised Appropriations	
Animal Control Svcs	San Mateo animal control services cost	52,180		52,180
Vehicle Repair & Maint	Vehicle Maint through City of Redwood City	30,000		30,000
Equip Repair & Maint	Maintenance of radar, office equip, & radio equip	4,000		4,000
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 Food for POST annual dept training and other trainings	2,000		2,000
SMC Booking Fees	Booking fees, County of San Mateo, if needed	3,000		3,000
Citation Processing	Turbo Data for processing of parking citations	1,000		1,000
Other Contract Services	S.M. Co. Chaplin Service - Call-outs only	1,000	1,000	
	San Mateo PD Range Rental (\$65 per hour)	780	780	
	S.M. Co. Coyote Pt. Firearms Range -2nd Wed. use only	1,800	1,800	
	S.M. Co. OES Hazardous Materials Program	27,915	27,915	
	First Chance (DUI Booking Alternative)	4,972	4,972	
	Keller Center (Child Abuse/Sexual Assault Victims Program)	1,200	1,200	
	Youth Family Service (Youth Counseling Diversion)	4,972	4,972	
	S.M. Co. Community Overcoming Relationship (Domestic Abuse)	2,358	2,358	
	Lexipol (Police General Orders, Case Law Update Training)	5,500	5,500	
	Recall Secure Destruction Services (Sensitive Files)	1,404	1,404	
	Crime Reports	1,188	1,188	
	Crime Reports CompStat	-	-	
	TB Screening & Test Medical Record (For exposed employees)	150	150	
	San Mateo County Narcotics Task Force	26,699	26,699	
	Conflict Resolution - Mills Peninsula	500	500	
	Forensic Art Services (Suspect Sketches)	350	350	
				80,788
Recruitment Costs	Associated costs to include; polygraph, medical, psych, job fairs, seminars, inter panels, B-Pad (Approx. cost to completely process 1 applicant: \$2200)	4,500		4,500
External Printing	Forms, secure identification cards, no parking signs, citations	2,000		2,000
Office Supplies	Paper, pens, software, film and photo processing	5,850		5,850
Subscription	Library Books, Criminal Codes	800		800
Safety Supplies & Matis	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	6,000		6,000
POST Training	Advanced Officer Training, S.M. Co. Chief's training sessions (2)	14,000	14,000	
	Post Reimbursement (Add Mandated, Essential Categories)	6,000	6,000	
	Patrol (Mandated, Technical and Perishable Skills Training)			
	Comm and Records (Mandated and Technical Skills Training)			20,000
K-9 Expense	K-9 Maint., Training, Veterinarian, Boarding, Food for 2 dogs	17,269		17,269
Oil & Gasoline	Fuel for vehicles	61,800		61,800
Other Supplies & Matis	Rain Gear, Helmets, Firearms supplies, cleaning supplies, etc. Miscellaneous hardware items Name tags, Badges, Patrol California Vehicle Codes	17,000	17,000	
	Peace Officer Memorial Pins	400	400	
	Speed Sign Batteries (2)	617	617	

		Police Department		
		101-40		
Account No. & Title	Quantity, brief description and Justification of items requested	FY 2012 Adopted Appropriations	FY 2012 Revised Appropriations	
	Awards and Engraving	150	150	
	Business Cards	800	800	
	DARE Supplies -(Balls, T-shirts, Awards)	2,000	2,000	
	Ammunition (Perishable Skills Training, Qualification (3x) & SWAT)	8,000	8,000	
				29,317
Membership & Dues	CAL Nena	130	130	
	California Chiefs of Police	500	500	
	CPOA, CPCA, APCO, CAPE	750	750	
	S.M. Co. Training Mgrs. & Comm. Managers	150	150	
	S.M. Co. Police Chiefs Association	650	650	
				2,180
Utilities - Electricity	PG&E	18,000		18,000
Utilities - Gas	ABAG gas	1,100		1,100
Utilities - Water	Cal water	500		500
Utilities - Telephone	Telephone (Lobby-Front Door)	360	360	
	Telephones (Office, Comm Center, Admin, Patrol, Invest.)	22,500	22,500	
	Cell Phones (Admin, Investigations, Patrol Cars)	5,060	5,060	
	Sprint Mobile Data (Patrol Car Mobile CAD/RIMS Support Service). See Non-Dept for general phone exp cost to be allocated	4,800	4,800	32,720
Conferences	Calif. Chief's Association	1,000	1,000	
	S.M. Gang Task Force Conference	280	280	1,280
Mileage Reimburse	Reimb for use of personal vehicles on Town business	300		300
Disaster Preparedness	Bottled Water	200		
Rent Facility	Rent for temporary police facility @ \$729.97 per month	8,760		8,760
Mach & Equip	Taser Cartridges/Training Rounds (qualify ABAG reimb)	3,000	3,000	
	Digital cameras with cases Replacement (2)	600	600	
	Dispatch headsets (4) + Wireless console (4)	1,580	1,580	
	PAS Device (Equipment replacement)	550	550	
	Vie Vue Individual Camera (ABAG Reimbursement)	1,000	1,000	
	Ergonomic Chair - Dispatch - 2nd support station	900	900	7,630
Computer Equip/Software	Replacement of 10 old computers	10,000		10,000
Office Equip & Furn		-		-
Trsfr to Equip Replace Fd	For future replacement of vehicles	54,000		62,800
	Total Operations	511,835		687,185
	Total Police	5,120,029		5,452,046

Temp Salaries for Police Department										
FY 2012										
				0.13815	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	48	35.94	1,725				25		33	1,783
Part-Time Temp Dispatcher	72	35.94	2,588	357	181		38		49	3,213
Part-Time Temp Dispatcher	144	35.94	5,175				75		98	5,349
Part-Time Temp Dispatcher	144	35.94	5,175	715	362		75		98	6,426
Part-Time Temp Dispatcher	144	35.94	5,175			321	75		98	5,670
Part-Time Temp Dispatcher	144	35.94	5,175			-	75		98	5,349
Part-Time Temp Dispatcher	288	35.94	10,351			-	150		197	10,697
	984		35,365	1,072	543	321	513		672	38,486
Reserve Officer	192	32.00	6,144			381	89	150	97	6,861
Reserve Officer	192	32.00	6,144				89	150	97	6,480
Reserve Officer	192	32.00	6,144				89	150	97	6,480
Reserve Officer	192	32.00	6,144				89	150	97	6,480
	768		24,576	-	-	381	356	600	387	26,301
Total Temp Help Salaries			59,941	1,072	543	702	869	600	1,059	64,787

Town of Atherton		
Police Department		
Budget 2011-2012		
	Supplemental Budget Request	
<u>Description</u>		
Request #1		
Replacement of in-car radios per FCC Compliance (6 units/\$2,500 each) for compliance with FCC narrow banding by 1/1/2013		
Request #2		
Replacement of 8 portable hand radios that are not capable of narrow banding reprogram for FCC compliance 1/1/2013 (\$771.75 each and \$340 for 6 unit charger)		
Reprogram 7 portable radios capable of narrow banding for FCC compliance by 1/1/2013		
Request #3		
Upgrade Communications Center Position 1 and Position 2 for compliance with FCC narrow banding by 1/1/2013		
Total Cost to General Fund	47,000	defer to mid-year
Request #6		
Replace 2 Crown Victoria Patrol Cars	70,000	
- Patrol Car 4, 2FAFP71WX5X166350, 100,726 miles.		
- K-9 Patrol Car, 2FAFP71W35X166349, 92,481 miles. Recently replaced the rear-end to extend service life a few thousand more miles.		
Both of these cars have reached the end of their service life, and are in need of more frequent repair.		
Request #7		
Replace 2 police motor cycles	44,000	
Total Cost to Equipment Replacement Fund	114,000	

**Town of Atherton
Public Works Department - Summary
Budget 2011-2012**

Account	Description	Actual 2007-08	Actual 2008-09	Actual 2009-10	Projected Actual 2011-12	Adopted Budget 2011-12	Revised Budget 2011-12	Increase (Decrease) Over Prior Year Actual	% Change
	Regular Salaries	829,211	906,903	938,144	983,204		433,995	(549,209)	-55.9%
	Part-Time Permanent	5,123	966	-	5,676		-	(5,676)	-100.0%
	Temporary Help	132,495	137,141	98,317	90,866		15,600	(75,266)	-82.8%
	Overtime	9,619	6,526	8,653	11,031		3,000	(8,031)	-72.8%
	Standby Pay	14,331	14,299	9,395	14,330		2,700	(11,630)	-81.2%
	Medicare Insurance	10,661	11,636	27,380	13,124		6,558	(6,566)	-50.0%
	Social Security	7,263	7,495	5,905	5,662		967	(4,694)	-82.9%
	PERS Retire Contr - ER	170,271	183,739	124,752	123,412		47,394	(76,019)	-61.6%
	PERS Retire Contr - EE	-	-	58,936	65,605		24,014	(41,590)	-63.4%
	Health Insurance-Active	120,335	125,263	137,138	153,329		64,387	(88,942)	-58.0%
	Health Insurance-Retirees	-	-	164,879	190,224		152,992	(37,232)	-19.6%
	Dental Insurance	12,438	13,982	15,579	17,858		6,407	(11,451)	-64.1%
	Vision Insurance	2,075	2,070	2,325	2,391		942	(1,449)	-60.6%
	Workers Compensation	36,082	37,237	36,148	7,041		8,246	1,205	17.1%
	Life & ADD Insurance	2,521	1,590	1,219	1,422		469	(954)	-67.0%
	STD Life	-	-	14,834	2,078		739	(1,339)	-64.4%
	LTD Insurance	12,830	14,374	12,190	7,390		3,023	(4,366)	-59.1%
	Unemployment Insurance	-	-	10,596	11,075		102,807	91,732	828.3%
	Uniforms	7,628	7,069	5,417	7,489		1,358	(6,131)	-81.9%
	Auto Allowance	3,462	3,600	3,600	3,240		-	(3,240)	-100.0%
	EE Benefits Earned	-	-	9,168	9,342		4,340	(5,002)	-53.5%
	Salary Allocated to CIP	(250,000)	(250,000)	(174,826)	(200,329)		(116,580)	83,749	-41.8%
	Salary Savings/Concessions	-	-	-	-		-	-	-
	Labor Cost					1,293,936			
	Total Salaries & Benefits	1,126,346	1,223,891	1,509,749	1,525,460	1,293,936	763,357	(762,103)	-50.0%
	Contract Engineering	107,737	169,928	5,813	15,473	-	174,000	158,527	1024.5%
	Contract DPW Maint Serv	-	-	-	-	-	472,718	472,718	100.0%
	Contract Park Event Svs	-	-	-	-	-	40,000	40,000	100.0%
	Vehicle Repair & Maint	6,745	6,583	11,782	3,702	5,500	2,000	(1,702)	-46.0%
	Equipment Repair & Maint	-	1,637	4,322	2,859	5,400	1,900	(959)	-33.6%
	Building Security	31,384	-	843	2,203	2,000	5,000	2,797	127.0%
	Facility Repair & Maint	13,621	17,411	13,631	27,629	17,500	21,500	(6,129)	-22.2%
	Contract Custodial Services	10,611	9,644	16,463	15,063	15,000	16,600	1,537	10.2%
	HVAC Repair & Maint	-	-	11,400	3,154	5,500	-	(3,154)	-100.0%
	Electrical Repair & Maint	-	-	870	2,661	4,000	-	(2,661)	-100.0%
	Roof Repair & Maint	-	-	1,046	-	2,000	-	-	0.0%
	Contract Tree Maintenance	51,341	28,713	41,788	58,650	110,000	110,000	51,350	87.6%
	Pesticides & Fertilizer	12,895	11,290	18,623	13,290	16,000	-	(13,290)	-100.0%
	Street Sweeping	-	-	9,927	11,912	24,000	6,000	(5,912)	-49.6%
	Contract Lndscp Maint.	69,220	60,735	-	14,768	17,000	5,208	(9,561)	-64.7%
	Traffic Signal Repair & Maint	14,617	12,440	12,688	10,178	10,000	10,000	(178)	-1.7%
	Street Light Repair & Maint	-	-	8,125	6,982	12,000	10,000	3,018	43.2%
	Advertising/Publishing	22,354	29,012	23,714	5,562	4,800	2,946	(2,616)	-47.0%
	Training & Workshops	-	90	489	611	2,100	1,200	589	96.5%
	Contract Inspection & Testing	-	1,057	4,294	2,792	6,500	8,500	5,708	204.4%
	Other Contract Services	210,711	87,587	25,083	16,617	5,600	16,100	(517)	-3.1%
	Disaster Preparedness	-	-	-	-	2,500	-	-	0.0%
	Technical Services	-	-	2,740	3,145	5,000	5,000	1,855	59.0%
	Office Supplies	4,386	3,084	2,119	2,899	2,900	1,750	(1,149)	-39.6%
	Safety Supplies & Mats	2,729	3,113	647	576	2,600	1,100	524	90.9%
	Misc. Computer Software	623	7,943	6,277	7,172	7,900	6,700	(472)	-6.6%
	Misc. Computer Supplies	476	389	753	22	1,000	500	478	2144.2%
	Custodial Supplies	11,196	10,086	7,234	8,020	9,000	1,000	(7,020)	-87.5%
	Landscape Supplies	16,335	10,505	7,959	4,126	7,500	-	(4,126)	-100.0%
	Construction Mats	18,106	17,920	19,015	11,048	21,000	2,500	(8,548)	-77.4%

**Town of Atherton
Public Works Department - Summary
Budget 2011-2012**

Account	Description	Actual 2007-08	Actual 2008-09	Actual 2009-10	Projected Actual 2011-12	Adopted Budget 2011-12	Revised Budget 2011-12	Increase (Decrease) Over Prior Year Actual	% Change
	Minor Tools & Equip	1,640	1,421	1,067	804	200	200	(604)	-75.1%
	Gas & Oil	18,114	14,338	13,303	12,312	11,000	2,000	(10,312)	-83.8%
	Other Supplies & Mats	716	4,496	(4,504)	4,909	-	-	(4,909)	-100.0%
	Membership/Dues	8,532	3,248	3,659	4,483	7,303	7,000	2,517	56.1%
	Postage	-	67	41	-	100	100	100	100.0%
	Utilities -Electricity	93,742	86,876	71,651	66,257	64,200	64,200	(2,057)	-3.1%
	Utilities - Gas	-	-	2,907	4,613	4,300	4,300	(313)	-6.8%
	Utilities - Water	-	406	12,497	13,119	12,100	12,200	(919)	-7.0%
	Utilities - Sewer	-	-	20,176	3,262	1,350	1,350	(1,912)	-58.6%
	Utilities - Telephone	15,632	15,203	7,102	5,018	6,300	1,600	(3,418)	-68.1%
	Conferences	5,511	6,857	1,345	1,307	1,220	720	(587)	-44.9%
	Credit Card Merchant Fees	-	2,992	3,382	2,775	2,500	1,500	(1,275)	-46.0%
	Rent - Facilities	545	26,563	4,206	4,676	4,800	-	(4,676)	-100.0%
	Rent - Mach & Equipment	14,410	12,348	21,844	17,414	17,200	4,400	(13,014)	-74.7%
	Building Improvements	15,965	1,732	-	-	15,800	65,800	65,800	100.0%
	Machinery & Equipment	5,264	21,679	3,527	1,514	12,500	5,000	3,486	230.2%
	Computer Equip/Software	-	-	3,936	1,652	1,500	1,500	(152)	-9.2%
	Office Machines & Furn	28,143	910	317	-	1,500	5,500	5,500	100.0%
	Administrative Services	19,446	19,446	-	-	-	-	-	0.0%
	Computer Services Charg	18,639	18,639	-	-	-	-	-	0.0%
	Equip Replace Charges	-	20,620	19,892	19,892	19,892	3,000	(16,892)	-84.9%
		851,389	747,012	443,993	415,124	508,065	1,102,592	687,467	165.6%
	Total DPW	1,977,735	1,970,904	1,953,742	1,940,584	1,802,001	1,865,949	(74,636)	-3.8%

**Town of Atherton
Public Works Dept - Engineering 50
Budget 2011-2012**

Account	Description	Actual 2007-08	Actual 2008-09	Actual 2009-10	Projected Actual 2011-12	Adopted Budget 2011-12	Revised Budget 2011-12	Increase (Decrease) Over Prior Year Actual	% Change
101-50-50001-050	Regular Salaries	239,345	290,479	297,283	306,130		155,678	(150,452)	-49.1%
101-50-50002-050	Part-Time Permanent	(1,104)						-	0.0%
101-50-50005-050	Temporary Help	-	84					-	0.0%
101-50-50006-050	Overtime	-	534	1,491	569			(569)	-100.0%
101-50-50010-050	Standby Pay	-	1,039	810	1,158			(1,158)	-100.0%
101-50-51001-050	Medicare Insurance	3,539	3,732	3,680	3,711		2,257	(1,454)	-39.2%
101-50-51003-050	PERS Retire Contr - ER	48,359	58,755	40,009	38,692		19,528	(19,164)	-49.5%
101-50-51004-050	PERS Retire Contr - EE	-	-	18,967	20,568		9,895	(10,674)	-51.9%
101-50-51008-050	Health Insurance-Active	26,382	28,443	31,122	36,741		25,438	(11,303)	-30.8%
101-50-51009-050	Health Insurance-Retirees	-	-	54,292	58,587		63,295	4,708	8.0%
101-50-51010-050	Dental Insurance	2,809	4,070	5,190	5,107		2,840	(2,267)	-44.4%
101-50-51011-050	Vision Insurance	375	462	577	473		291	(182)	-38.4%
101-50-51013-050	Workers Compensation	391	3,257	3,682	1,113		2,958	1,845	165.7%
101-50-51014-050	Life & ADD Insurance	724	496	391	445		192	(253)	-56.8%
101-50-51007-050	STD Insurance	-	-	4233.28	597		331	(265)	-44.5%
101-50-51015-050	LTD Insurance	3,392	4,468	3,855	2,242		1,128	(1,114)	-49.7%
101-50-51016-050	Unemployment Insurance	-	-	3,037	3,113		1,557	(1,556)	-50.0%
101-50-51018-050	Uniforms	146	-	-	-		-	-	0.0%
101-50-51019-050	Auto Allowance	3,462	2,326	2,769	1,800		-	(1,800)	-100.0%
101-50-50013-050	EE Benefits Earned	-	-	2,934	2,939		1,557	(1,382)	-47.0%
101-50-50015-050	Salary Allocated to CIP	(250,000)	(250,000)	(174,826)	(200,329)		(116,580)	83,749	-41.8%
101-50-50014-050	Salary Savings/Concessions	-	-	-	-		-	-	-
	Labor Cost	-	-	-	-	406,978	-	-	-
	Total Salaries & Benefits	77,821	148,145	299,496	283,656	406,978	170,364	(113,292)	-39.9%
101-50-52010-050	Contract Engineering	107,737	155,328	5,813	15,473	-	174,000	158,527	1024.5%
101-50-53001-050	Vehicle Repair & Maint	-	274	2,752	1,693	1,000	1,000	(693)	-40.9%
101-50-53002-050	Equipment Repair & Maint	-	800	-	-	1,400	1,400	1,400	100.0%
101-50-53008-050	Contract Custodial Services	2,534	2,591	-	-	-	-	-	0.0%
101-50-53013-050	Street Light Repair & Maint	-	-	-	1,187	-	-	(1,187)	-100.0%
101-50-53024-050	Advertising/Publishing	3,960	13,446	10,964	164	1,200	-	(164)	-100.0%
101-50-54004-050	Training & Workshops	-	-	289	-	600	600	600	100.0%
	Contract Inspection & Testing	-	619	-	260	-	5,000	4,740	1823.1%
101-50-54010-050	Other Contract Services	110,115	25,508	1,740	-	600	600	600	100.0%
101-50-55018-050	Disaster Preparedness	-	-	-	3,145	-	-	(3,145)	-100.0%
101-50-52017-050	Technical Services	-	-	2740	2,040	5,000	5,000	2,960	145.1%
101-50-55002-050	Office Supplies	3,666	2,635	1,824	-	2,500	1,500	1,500	100.0%
101-50-55006-050	Safety Supplies & Mats	755	750	-	6,160	1,000	500	(5,660)	-91.9%
101-50-55008-050	Misc. Computer Software	623	6,886	4,715	-	6,300	6,300	6,300	100.0%
101-50-55009-050	Misc. Computer Supplies	476	389	292	-	500	500	500	100.0%
101-50-55010-050	Custodial Supplies	689	128	-	-	-	-	-	0.0%
101-50-55014-050	Minor Tools & Equip	-	-	-	961	200	200	(761)	-79.2%
101-50-55015-050	Gas & Oil	2,032	967	1,810	-	1,000	1,000	1,000	100.0%
101-50-55016-050	Other Supplies & Mats	27	2,500	(5,000)	4,363	-	-	(4,363)	-100.0%
101-50-54007-050	Membership/Dues	4,132	3,103	3,169	-	6,700	6,700	6,700	100.0%
101-50-55017-050	Postage	-	67	41	632	100	100	(532)	-84.2%
101-50-53014-050	Utilities - Electricity	1,680	2,123	472	431	700	700	269	62.5%
101-50-53015-050	Utilities - Gas	-	-	254	97	400	400	303	311.1%
101-50-53016-050	Utilities - Water	-	12	317	-	100	100	100	100.0%
101-50-53017-050	Utilities - Sewer	-	-	-	1,386	-	-	(1,386)	-100.0%
101-50-53018-050	Utilities - Telephone	3,297	3,741	1,515	121	1,500	800	679	562.9%
101-50-54003-050	Conferences	2,196	3,508	315	-	220	220	220	100.0%
	Rent - Facilities	-	-	-	890	-	-	(890)	-100.0%
101-50-53033-050	Rent - Mach & Equipment	-	-	-	-	700	700	700	100.0%
101-50-57004-050	Machinery & Equipment	-	1,142	-	-	-	-	-	0.0%
101-50-57006-050	Computer Equip/Software	-	-	1499.29	-	1,500	1,500	1,500	100.0%
101-50-57007-050	Office Machines & Furn	1,319	589	222	-	500	5,000	5,000	100.0%
101-50-53501-050	Administrative Services	19,446	19,446	-	-	-	-	-	-

Town of Atherton Public Works Dept - Engineering 50 Budget 2011-2012									
Account	Description	Actual 2007-08	Actual 2008-09	Actual 2009-10	Projected Actual 2011-12	Adopted Budget 2011-12	Revised Budget 2011-12	Increase (Decrease) Over Prior Year Actual	% Change
101-50-53502-050	Computer Services Chrg	18,639	18,639						
	Equip Replace Charges	-	20,620						
	Total Operations	283,323	285,811	35,743	39,087	33,720	213,820	174,733	447.0%
	Total DPW Engineering	361,144	433,955	335,240	322,743	440,698	384,184	61,441	19.0%

		Public Works Dept - Engineering		
		101-50		
Acct. No.	Title	Quantity, brief description and justification	FY 2012 Adopted Appropriations	FY 2012 Revised Appropriations
	Regular Salaries	Salaries for Engineering Dept		155,678
	Part-Time Permanent			-
	Temporary Help	Workers to assist with larger projects		-
	Overtime	For meetings and construction inspection		-
	Standby Pay	Per MOU		-
	Medicare Insurance	Medicare is paid on all salaries at a rate of 1.45%		2,257
	Social Security	6.2% of salary		-
	PERS Retire Contrib - ER	Employer contribution for employee pension		19,528
	PERS Retire Contrib - EE	Employee contribution paid for by the employer		9,895
	Health Insurance	Health plan coverage - Kaiser, Blue Shield, Blue Cross		25,438
	Retiree Healthcare	Medical coverage for 2 retirees	9,247	
		GASB 45 annual required contribution	54,048	63,295
	Dental Insurance	Teamster Dental Plan premium		2,840
	Vision Insurance	Vision service plan premium		291
	Workers Compensation	Worker's Compensation charged to Department		2,958
	Life & ADD Insurance	Premium to the Cities Group		192
	STD Insurance	Short-term disability premium to The Cities Group		331
	LTD Insurance	Long-term disability premium to The Cities Group		1,128
	Unemployment Insurance	Self-funded unemployment based on 1% of salaries		1,557
	Uniforms	Per MOU		-
	Auto Allowance			-
	EE Benefits Earned	1% contribution for vac, sick, comp, & holiday pay		1,557
	Salary Allocated to CIP	Salaries charged to CIP projects		(116,580)
	Salary Savings			
		Salaries & Benefits	406,978	170,364
	Contract Engineering	Contract Public Works Director \$14,500 per month		174,000
	Vehicle Repair & Maint	Inspector's Vehicle	1,000	1,000
	Equipment Repair & Maint	Copier maintenance, drafting and survey equipment	1,400	1,400
	Advertising/Publishing	Vendor bid advertising	1,200	
	Training & Workshops	Training seminars and courses for staff: Storm Water Quality (NPDES), SWPPP, GIS/AutoCAD, ITS, Asphalt Institute, Misc Engineering	600	600
	Inspection & Testing	Traffic count		5,000
	Other Contract Services	San Mateo County Health (NPDES)	600	600
	Disaster Preparedness			
	Technical Services	GIS - consultant maintenance and upgrade	5,000	5,000
	Office Supplies	General office supplies, paper, pens, staples, paper clips, coffee, etc.	2,500	1,500
	Safety Supplies & Materials	Vests, hats, glasses, boots, etc.	1,000	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	6,300
	Misc. Computer Supplies	Plotter and printer ink/cartridges and paper, plus minor supplies (keyboards, mice, flash drives, etc.)	500	500
	Custodial Supplies	Moved to building maintenance		
	Minor Tools & Equip	Engineering tools costing less than \$100	200	200
	Gas & Oil	Inspector's Vehicle	1,000	1,000
	Membership/Dues	Professional memberships: 1. ASCE 2@\$245 2. APWA 2@ \$113 3. State PE License 2@\$125 4. State Water Quality Control Board Municipal Regional Permit (NPDES) Fees (\$5,400)	6,700	6,700
	Postage		100	100
	Utilities - Electricity	PG&E	700	700

		Public Works Dept - Engineering		
		101-50		
Acct. No.	Title	Quantity, brief description and justification	FY 2012 Adopted Appropriations	FY 2012 Revised Appropriations
	Utilities - Gas	ABAG gas	400	400
	Utilities - Water	Calwater	100	100
	Utilities - Sewer			
	Communication	Cellular Phones	1,500	800
	Conferences	CCEA	220	220
	Rent - Tools & Equipment	Copier Lease	700	700
	Building Improvements			
	Computer Equip/Software	Replacement of 1 old computer	1,500	1,500
	Office Machines & Furn	Replace plotter	500	5,000
	Equip Replace Charges	Contribution to Town wide fund for replacement of vehicles and equipment		
		Total Operations	33,720	213,820
		Total DPW - Engineering	440,698	384,184

**Town of Atherton
Public Works Dept - Street Maintenance 53
Budget 2011-2012**

Account	Description	Actual 2007-08	Actual 2008-09	Actual 2009-10	Projected Actual 2010-11	Adoped Budget 2011-12	Revised Budget 2011-12	Increase (Decrease) Over Prior Year Actual	% Change
101-53-50001-053	Regular Salaries	316,533	271,585	274,365	246,359		127,411	(118,948)	-48.3%
101-53-50005-053	Temporary Help	8,263	15,698	8,737	9,714		1,500	(8,214)	-84.6%
101-53-50006-053	Overtime	4,064	3,078	5,160	6,372		1,000	(5,372)	-84.3%
101-53-50010-053	Standby Pay	7,105	9,130	6,498	7,659		1,661	(5,998)	-78.3%
101-53-51001-053	Medicare Insurance	3,508	3,609	3,549	3,112		1,893	(1,218)	-39.2%
101-53-51002-053	Social Security	221	975	542	602		93	(509)	-84.6%
101-53-51003-053	PERS Retire Contr - ER	64,320	54,248	35,557	30,702		10,827	(19,875)	-64.7%
101-53-51004-053	PERS Retire Contr - EE			16,842	16,321		5,486	(10,835)	-66.4%
101-53-51008-053	Health Insurance - Active	41,425	44,970	51,937	50,188		17,605	(32,583)	-64.9%
101-53-51009-053	Health Insurance - Retirees			68,791	85,174		69,222	(15,953)	-18.7%
101-53-51010-053	Dental Insurance	4,814	4,674	5,831	4,940		1,512	(3,428)	-69.4%
101-53-51011-053	Vision Insurance	780	729	820	838		297	(541)	-64.6%
101-53-51013-053	Workers Compensation	18,660	15,451	14,621	2,230		2,421	191	8.6%
101-53-51014-053	Life & ADD Insurance	767	453	342	358		118	(240)	-67.1%
101-53-51007-053	STD Insurance			4,985	577		173	(405)	-70.1%
101-53-51015-053	LTD Insurance	5,074	4,338	3,562	1,910		870	(1,040)	-54.5%
101-53-51016-053	Unemployment Insurance	-	-	2,972	2,707		60,750	58,043	2144.4%
101-53-51018-053	Uniforms	4,401	4,266	3,399	4,819		895	(3,924)	-81.4%
101-53-51019-053	Auto Allowance	-	319	208	360		-	(360)	-100.0%
101-53-50013-053	EE Benefits Earned			2,650	2,337		1,274	(1,063)	-45.5%
101-53-50015-053	Salary Allocated to CIP	-	-	-	-		-	-	-
101-53-50014-053	Salary Savings/Concessions	-	-	-	-		-	-	-
	Labor Cost					377,032			
	Total Salaries & Benefits	479,936	433,521	511,366	477,279	377,032	305,007	(172,272)	-36.1%
101-53-52031-053	Contract DPW Maint Serv					-	236,359	236,359	100.0%
101-53-53001-053	Vehicle Repair & Maint	5,863	5,973	8,608	2,524	3,000	1,000	(1,524)	-60.4%
101-53-53002-053	Equipment Repair & Maint		131	743	467	1,000	500	33	7.2%
101-53-53004-053	Facility Repair & Maint		1,077	1,825	1,375	3,000	3,000	1,625	118.2%
101-53-53008-053	Contract Custodial Services	2,860	2,389			-	-	-	0.0%
101-53-53005-053	HVAC Repair & Maint					-	-	-	0.0%
101-53-53006-053	Electrical Repair & Maint			573	750	-	-	(750)	-100.0%
101-53-53009-053	Tree Maintenance	41,341	25,019	32,713	48,650	100,000	100,000	51,350	105.5%
101-53-55001-053	Pesticides & Fertilizer	980	-	1,970		5,000	-	-	0.0%
101-53-53010-053	Street Sweeping			9,927	11,912	24,000	6,000	(5,912)	-49.6%
101-53-53011-053	Contract Lndscp Maint.	32,973	33,043		10,988	17,000	5,208	(5,781)	-52.6%
101-53-53012-053	Traffic Signal Repair & Maint	14,617	12,440	12,677	10,178	10,000	10,000	(178)	-1.7%
101-53-53013-053	Street Light Repair & Maint			4,508	6,982	10,000	10,000	3,018	43.2%
101-53-53024-053	Advertising/Publishing	3,560	-		928	2,400	2,400	1,472	158.6%
101-53-54004-053	Training & Workshops		90	200	433	1,200	600	167	38.7%
101-53-53029-053	Contract Inspection & Testing		75	659	600	1,000	1,000	400	66.7%
101-53-54010-053	Other Contract Services	52,226	45,936	17,435	15,462	4,000	-	(15,462)	-100.0%
101-53-55002-053	Office Supplies	246	291	283	159	100	250	91	57.0%
101-53-55006-053	Safety Supplies & Mats	1,782	1,806	547	468	1,250	500	32	6.9%
101-53-55008-053	Misc. Computer Software		600	825	600	400	400	(200)	-33.3%
101-53-55009-053	Misc. Computer Supplies					250	-	-	0.0%
101-53-55010-053	Custodial Supplies	1,007	616			-	-	-	0.0%
101-53-55011-053	Landscape Supplies	157	475	541		500	-	-	0.0%
101-53-55012-053	Construction Mats	11,986	12,880	10,750	6,953	15,000	-	(6,953)	-100.0%
101-53-55014-053	Minor Tools & Equip	1,217	919	487	537	-	-	(537)	-100.0%
101-53-55015-053	Gas & Oil	13,638	11,711	9,951	9,403	9,000	1,000	(8,403)	-89.4%
101-53-55016-053	Other Supplies & Mats	27	-	-	-	-	-	-	0.0%
101-53-54007-053	Membership/Dues	4,400	145	490	120	403	300	180	150.0%
101-53-53014-053	Utilities - Electricity	64,666	62,739	56,135	52,142	50,000	50,000	(2,142)	-4.1%
101-53-53015-053	Utilities - Gas			654	771	1,200	1,200	429	55.6%
101-53-53016-053	Utilities - Water		394	10,070	10,523	10,000	6,400	(4,123)	-39.2%
101-53-53018-053	Utilities - Telephone	2,325	2,796	2,817	1,921	2,200	-	(1,921)	-100.0%
101-53-54003-053	Conferences	2,922	2,104	1,030	1,186	1,000	500	(686)	-57.9%

**Town of Atherton
Public Works Dept - Street Maintenance 53
Budget 2011-2012**

Account	Description	Actual 2007-08	Actual 2008-09	Actual 2009-10	Projected Actual 2010-11	Adoped Budget 2011-12	Revised Budget 2011-12	Increase (Decrease) Over Prior Year Actual	% Change
101-58-53034-058	Rent - Facilities				87	-	-	(87)	-100.0%
101-53-53033-053	Rent - Mach & Equipment	11,283	12,013	20,518	14,848	15,000	3,000	(11,848)	-79.8%
	Building Improvements		268						0.0%
101-53-57004-053	Machinery & Equipment		20,537	3,472	239	5,000		(239)	-100.0%
101-53-57006-053	Computer Equip/Software			1,490	291			(291)	-100.0%
101-53-57007-053	Office Machines & Furn		321			500	500	500	0.0%
101-53-53503-053	Equip Replace Charges			17,361	17,361	17,361	3,000	(14,361)	-82.7%
	Total Operations	270,076	256,790	229,259	228,857	310,764	443,117	214,259	93.6%
	Total DPW Street Maint	750,011	690,311	740,625	706,136	687,796	748,124	41,988	5.9%

		Public Works Dept - Street Maintenance		
		101-53		
		FY 2012		FY 2012
Acct. No.	Title	Quantity, brief description and justification	Adopted Appropriations	Revised Appropriations
	Regular Salaries	Salaries and separation incentive for street crews		127,411
	Part-Time Permanent			-
	Temporary Help	Workers to assist with larger projects (see temp salaries schedule)		1,500
	Overtime	Overtime need		1,000
	Standby Pay	Per MOU		1,661
	Medicare Insurance	Medicare is paid on all salaries at a rate of 1.45%		1,893
	Social Security	6.2% of salary		93
	PERS Retire Contrib - ER	Employer contribution for employee pension		10,827
	PERS Retire Contrib - EE	Employee contribution paid for by the employer		5,486
	Health Insurance	Health plan coverage - Kaiser, Blue Shield, Blue Cross		17,605
	Retiree Healthcare	Medical coverage for 3 retirees	42,136	
		GASB 45 annual required contribution	27,086	69,222
	Dental Insurance	Teamster Dental Plan premium		1,512
	Vision Insurance	Vision service plan premium		297
	Workers Compensation	Worker's Compensation charged to Department		2,421
	Life & ADD Insurance	Vision service plan premium		118
	STD Insurance	Short-term disability premium to The Cities Group		173
	LTD Insurance	Long-term disability premium to The Cities Group		870
	Unemployment Insurance	Self-funded unemployment		60,750
	Uniforms	Per MOU		895
	Auto Allowance			
	EE Benefits Earned	1% contribution for vac, sick, comp, & holiday pay		1,274
	Salary Allocated to CIP			
	Salary Savings			
		Labor Cost	377,032	305,007
	Contract DPW Maint Svs	50% of MCE contract		236,359
	Vehicle Repair & Maint	Fleet trucks (4), dump truck	3,000	1,000
	Equipment Repair & Maint	Backhoe and small equip	1,000	500
	Facility Repair & Maint	Fencing, guardrail, storm drain slip lining	3,000	3,000
	Tree Maintenance	R/W and Town Center - tree contract for summer/fall trim, winter storm damage repair, spring trim	100,000	100,000
	Pesticides & Fertilizer	Spray for insects and weeds	5,000	-
	Street Sweeping	Monthly/storm sweeping	24,000	6,000
	Contract Lndscp Maint.	Contract landscape for Town Center and Streets; El Camino Real and Ceballo	17,000	5,208
	Traffic Signal Repair & Maint	Signals (3) and in-roadway lighted crosswalks (2) monthly maintenance and needed repairs	10,000	10,000
	Street Light Repair & Maint	R/W and Town Center	10,000	10,000
	Advertising/Publishing	Vendor bid advertising	2,400	2,400
	Training & Workshops	Training seminars and courses for staff: NPDES/SWPPP; GIS; MSA, MSC, ITS, Asphalt Institute	1,200	600
	Contract Inspection & Testing	Storm drain videos	1,000	1,000
	Other Contract Services	Graffiti abatement - San Mateo County	4,000	-
	Office Supplies	General office supplies, paper, pens, staples, paper clips, coffee, etc.	100	250
	Safety Supplies & Materials	Vests, hats, glasses, rubber boots, chaps, jackets, etc. Expect additional stock necessary for Sheriffs work program personnel.	1,250	500
	Misc. Computer Software	Cost of Upgrades to License and Programs: Rainmaster irrigation controller	400	400
	Misc. Computer Supplies	Minor supplies (keyboards, mice, flash drives, etc.)	250	-
	Landscape Supplies	Replacement plant material for R/W and Town Center; fertilizers, mulch, tree stakes, etc.	500	-

		Public Works Dept - Street Maintenance			
		101-53			
			FY 2012		FY 2012
Acct. No.	Title	Quantity, brief description and justification	Adopted Appropriations		Revised Appropriations
	Construction Mats	Materials and parts used to build or repair things, including lumber, nails, concrete, asphalt, rock, irrigation parts, etc.	15,000		-
	Minor Tools & Equip	Replace broken/worn out hand tools costing \$100 or less (shovels, rakes, hammers, brooms, etc.) Expect additional stock necessary for Sheriffs work program personnel.	-		-
	Gas & Oil	For department fleet vehicles and equipment	9,000		1,000
	Membership/Dues	Professional memberships: MSA \$145, APWA \$113	403		300
	Utilities - Electricity	PG&E	50,000		50,000
	Utilities - Gas	ABAG gas	1,200		1,200
	Utilities - Water	Cal water	10,000		6,400
	Communication	Cellular Phones	2,200		-
	Conferences	MSA meetings	1,000		500
	Rent - Tools & Equipment	Specialized equipment: 1. Crack seal kettle \$4000 2. Vacuum drain cleaner for storm drains \$9000 3. Rollers, Compressors, Pumps, etc. \$2000	15,000		3,000
	Machinery & Equipment	Replace traffic counters (Phase 2)	5,000		-
	Computer Equip/Software	Replace non-working/damaged/obsolete computers	-		-
	Office Machines & Furn	Replace damaged machines or furniture; upgrade based on ergonomic review, i.e., chairs	500		500
	Equip Replace Charges	For future replacement of vehicles & equipment	17,361		3,000
		Total Operations	310,764		443,117
		Total DPW - Street Maintenance	687,796		748,124

**Town of Atherton
Public Works Dept - Park Maintenance 57
Budget 2011-2012**

Account	Description	Actual	Actual	Actual	Projected	Adopted	Revised	Increase	
		2007-08	2008-09	2009-10	Actual	Budget	Budget	(Decrease)	%
								Over Prior	Change
		2007-08	2008-09	2009-10	2010-11	2011-12	2011-12	Year Actual	Change
101-57-50001-057	Regular Salaries	74,051	118,858	132,709	178,895		74,838	(104,057)	-58.2%
101-57-50005-057	Temporary Help	30,217	42,789	24,879	4,124		1,600	(2,524)	-61.2%
101-57-50006-057	Overtime	1,098	998	1,159	1,620		500	(1,120)	-69.1%
101-57-50010-057	Standby Pay	1,954	2,166	1,165	4,113		648	(3,465)	-84.2%
101-57-51001-057	Medicare Insurance	387	1,079	1,043	1,384		1,118	(266)	-19.2%
101-57-51002-057	Social Security	1,251	1,710	1,407	271		99	(172)	-63.4%
101-57-51003-057	PERS Retire Contr - ER	15,875	24,961	18,072	23,062		7,732	(15,330)	-66.5%
101-57-51004-057	PERS Retire Contr - EE			8,389	12,259		3,918	(8,341)	-68.0%
101-57-51008-057	Health Insurance - Active	8,238	12,646	11,942	23,203		9,178	(14,025)	-60.4%
101-57-51009-057	Health Insurance - Retirees			11,150	11,390		4,318	(7,072)	-62.1%
101-57-51010-057	Dental Insurance	1,204	1,734	2,271	3,286		1,043	(2,243)	-68.2%
101-57-51011-057	Vision Insurance	120	219	243	412		155	(257)	-62.3%
101-57-51013-057	Workers Compensation	5,523	7,775	7,931	1,677		1,422	(255)	-15.2%
101-57-51014-057	Life & ADD Insurance	181	186	146	238		78	(160)	-67.2%
101-57-51007-057	STD Insurance			1,916	385		120	(265)	-68.8%
101-57-51015-057	LTD Insurance	1,198	1,922	1,726	1,352		517	(835)	-61.8%
101-57-51016-057	Unemployment Insurance	-	-	1,596	1,891		20,250	18,359	970.7%
101-57-51018-057	Uniforms	1,917	1,701	899	731		232	(500)	-68.3%
101-57-51019-057	Auto Allowance	-	319	208	360			(360)	-100.0%
101-57-50013-057	EE Benefits Earned			1,298	1,752		748	(1,004)	-57.3%
101-57-50015-057	Salary Allocated to CIP	-	-	-	-			-	-
101-57-50014-057	Salary Savings/Concessions	-	-	-	-			-	-
	Labor Cost					210,876			
	Total Salaries & Benefits	143,213	219,065	230,149	272,406	210,876	128,514	(143,892)	-52.8%
101-57-52031-057	Contract DPW Maint Serv						118,180	118,180	100.0%
101-57-53001-057	Vehicle Repair & Maint	125	258	422	1,078	1,000	-	(1,078)	-100.0%
101-57-53002-057	Equipment Repair & Maint		358	3,055	89	2,000	-	(89)	-100.0%
101-57-53004-057	Facility Repair & Maint	12,584	1,574	3,910	10,627	2,500	7,500	(3,127)	-29.4%
101-57-53008-057	Contract Custodial Services						6,600	6,600	100.0%
101-57-53006-057	Electrical Repair & Maint					500		-	0.0%
101-57-53009-057	Tree Maintenance	10,000	3,695	9,075	10,000	10,000	10,000	-	0.0%
101-57-53036-057	Pesticides & Fertilizer	10,735	10,690	12,933	11,790	10,000		(11,790)	-100.0%
101-57-53011-057	Contract Landscp Maint.	36,247	27,692					-	0.0%
101-57-53012-057	Traffic Signal Repair & Maint			11				-	0.0%
101-57-53013-057	Street Light Repair & Maint			3,617		2,000		-	0.0%
101-57-53024-057	Advertising/Publishing		1,392			1,200		-	0.0%
101-57-54004-057	Training & Workshops				14	300		(14)	-100.0%
101-57-53029-057	Contract Inspection & Testing		363	1,000	125	3,000		(125)	-100.0%
101-57-54010-057	Other Contract Services	6,122	7,785	4,360	895	500	500	(395)	-44.1%
101-57-55002-057	Office Supplies	277	61	7	115	100		(115)	-100.0%
101-57-55006-057	Safety Supplies & Matls	192	387	100	95	250		(95)	-100.0%
101-57-55008-057	Misc. Computer Software		458	737	413	1,200		(413)	-100.0%
101-57-55009-057	Misc. Computer Supplies			461	22	100		(22)	-100.0%
101-57-55010-057	Custodial Supplies	1,133	1,976	32	76	1,000		(76)	-100.0%
101-57-55011-057	Landscape Supplies	10,096	8,830	5,542	2,805	4,250		(2,805)	-100.0%
101-57-55012-057	Construction Matls	3,381	2,819	5,099	2,417	2,500		(2,417)	-100.0%
101-57-55014-057	Minor Tools & Equip	152	477	419	10			(10)	-100.0%
101-57-55015-057	Gas & Oil	1,750	1,660	1,445	1,947	1,000		(1,947)	-100.0%
101-57-55016-057	Other Supplies & Matls	36	343			-		-	0.0%
101-57-54007-057	Membership/Dues					200		-	0.0%
101-57-53014-057	Utilities - Electricity	3,882	3,288	3,530	3,564	3,000	3,000	(564)	-15.8%
101-57-53016-057	Utilities - Water						3,700	3,700	100.0%
101-57-53017-057	Utilities - Sewer							-	0.0%
101-57-53018-057	Utilities - Telephone	2,796		755	326	600		(326)	-100.0%
101-57-54003-057	Conferences		824					-	0.0%
101-57-53034-057	Rent - Facilities							-	0.0%

Town of Atherton Public Works Dept - Park Maintenance 57 Budget 2011-2012									
Account	Description	Actual 2007-08	Actual 2008-09	Actual 2009-10	Projected Actual 2010-11	Adopted Budget 2011-12	Revised Budget 2011-12	Increase	
								(Decrease) Over Prior Year Actual	% Change
101-57-53033-057	Rent - Mach & Equipment		335	717	1,676	1,000	700	(976)	-58.2%
	Building Improvements					10,000	40,000	40,000	100.0%
101-57-57004-057	Machinery & Equipment	702				500		-	0.0%
101-57-57006-057	Computer Equip/Software				1,361			(1,361)	-100.0%
101-57-57007-057	Office Machines & Furn					500		-	0.0%
101-57-53503-057	Equip Replace Charges			2,531	2,531	2,531		(2,531)	-100.0%
	Total Operations	100,211	75,264	59,759	51,977	61,731	190,180	138,203	265.9%
	Total DPW Park Maintenance:	243,424	294,329	289,908	324,383	272,607	318,694	(5,689)	-1.8%

		Public Works Dept - Park Maint		
		101-57		
		FY 2012		FY 2012
Acct. No.	Title	Quantity, brief description and justification	Adopted Appropriations	Revised Appropriations
	Regular Salaries	Salaries		74,838
	Part-Time Permanent			
	Temporary Help	Workers to assist with larger projects and special needs (see temp salaries schedule)		1,600
	Overtime	Overtime need		500
	Standby Pay	PER MOU		648
	Medicare Insurance	Medicare is paid on all salaries at a rate of 1.45%		1,118
	Social Security	6.2% of salary		99
	PERS Retire Contrib - ER	Employer contribution for employee pension		7,732
	PERS Retire Contrib - EE	Employee contribution paid for by the employer		3,918
	Health Insurance	Health plan coverage - Kaiser, Blue Shield, Blue Cross		9,178
	Retiree Healthcare	Medical coverage for 1 retiree	4,198	
		GASB 45 annual required contribution	120	4,318
	Dental Insurance	Teamster Dental Plan premium		1,043
	Vision Insurance	Vision service plan premium		155
	Workers Compensation	Worker's Compensation charged to Department		1,422
	Life & ADD Insurance	Premium to the Cities Group		78
	STD Insurance	Short-term disability premium to The Cities Group		120
	LTD Insurance	Long-term disability premium to The Cities Group		517
	Unemployment Insurance	Self-funded unemployment		20,250
	Uniforms	Per MOU		232
	Auto Allowance			
	EE Benefits Earned	1% contribution for vac, sick, comp, & holiday pay		748
	Salary Allocated to CIP			
	Salary Savings			
		Labor Cost	210,876	128,514
	Contract DPW Maint Svs	25% of MCE contract		118,180
	Vehicle Repair & Maint	Fleet truck, utility vehicle	1,000	-
	Equipment Repair & Maint	Tractor, small equipment repairs (blowers, weed eaters, chainsaws, etc.)	2,000	-
	Facility Repair & Maint	Irrigation well and pump	2,500	7,500
	Contract Custodial Services	Cleaning of restrooms at park	-	6,600
	Electrical Repair & Maint	Miscellaneous electrical repairs	500	-
	Tree Maintenance	Contract tree maintenance	10,000	10,000
	Pesticides & Fertilizer	Pest and weed control, fertilize turf grasses	10,000	-
	Street Light Repair & Maint	Parking lot and entry lighting	2,000	-
	Advertising/Publishing	Vendor bid advertising	1,200	-
	Training & Workshops	Training seminars and courses for staff: SWPPP/NPDES, MSA, MSC	300	-
	Contract Inspection & Testing	Playground, fire extinguishers, sprinklers, pumps, well water, soil tests, etc.	3,000	-
	Other Contract Services	Bee removal, etc.	500	500
	Office Supplies	General office supplies, paper, pens, staples, paper clips, coffee, etc.	100	-
	Safety Supplies & Mats	Vests, hats, glasses, boots, chaps, jackets, etc. Expect additional stock necessary for Sheriffs work program personnel.	250	-
	Misc. Computer Software	Cost of Upgrades License and Programs; Rainmaster Irrigation controllers	1,200	-
	Misc. Computer Supplies	Minor supplies (keyboards, mice, flash drives, etc.)	100	-
	Custodial Supplies	Supplies used in the operation or routine maintenance of the park grounds including: restroom and kitchen paper supplies, cleaning supplies, light bulbs, drinking water, pet waste bags, etc.	1,000	-
	Landscape Supplies	Replacement plant material for the park; fertilizers, mulch, tree stakes, etc.	4,250	-

		Public Works Dept - Park Maint		
		101-57		
Acct. No.	Title	Quantity, brief description and justification	FY 2012 Adopted Appropriations	FY 2012 Revised Appropriations
	Construction Mats	Materials and parts used to build or repair things, including lumber, nails, concrete, asphalt, rock, irrigation parts, etc.	2,500	-
	Minor Tools & Equip	Replace broken/worn out hand tools costing \$100 or less (shovels, rakes, hammers, brooms, etc.) Expect additional stock necessary for Sheriffs work program personnel.	-	-
	Gas & Oil	For department fleet vehicles and equipment	1,000	-
	Membership/Dues	Professional memberships: MSA, Turf Grass Association	200	-
	Utilities - Electricity	PG&E	3,000	3,000
	Utilities - Gas		-	-
	Utilities - Water			3,700
	Utilities - Sewer		-	-
	Communication	Cellular Phones	600	-
	Conferences	MSA meetings; reimbursement for use of private vehicles by staff not receiving auto allowance	-	-
	Credit Card Merchant Fees		-	-
	Rent - Facilities		-	-
	Rent - Tools & Equipment	Tempoary restroom	1,000	700
	Building Improvements	HP Park parking lot lighting	10,000	10,000
		Carriage House		30,000
				40,000
	Machinery & Equipment	Replacement of daily use equipment such as leaf blowers, chainsaws and weed eaters	500	-
	Computer Equipment		-	-
	Office Machines & Furn	Replace damaged machines or furniture or upgrade based on ergonomic review, i.e., chairs	500	-
	Equip Replace Charges	For future replacement of vehicles & equipment	2,531	-
		Total Operations	61,731	190,180
		Total DPW - Park Maintenance	272,607	318,694

**Town of Atherton
Public Works Dept - Park Programs 58
Budget 2011-2012**

Account	Description	Actual 2007-08	Actual 2008-09	Actual 2009-10	Projected Actual 2010-11	Adopted Budget 2011-12	Revised Budget 2011-12	Increase (Decrease) Over Prior Year Actual	% Change
101-58-50001-058	Regular Salaries	109,688	117,579	118,452	130,623		15,164	(115,459)	-88.4%
101-58-50002-058	Part-Time Permanent	6,227	966		5,676			(5,676)	-100.0%
101-58-50005-058	Temporary Help	81,564	77,542	64,701	77,027		12,500	(64,527)	-83.8%
101-58-50006-058	Overtime	84	488	281	1,657		800	(857)	-51.7%
101-58-51001-058	Medicare Insurance	1,611	1,805	16,548	3,124		401	(2,723)	-87.2%
101-58-51002-058	Social Security	5,019	4,746	3,956	4,789		775	(4,014)	-83.8%
101-58-51003-058	PERS Retire Contr - ER	23,910	23,974	15,860	15,838		1,993	(13,845)	-87.4%
101-58-51004-058	PERS Retire Contr - EE	-	-	7,513	8,420		1,010	(7,410)	-88.0%
101-58-51008-058	Health Insurance - Active	18,388	20,142	19,989	21,885		2,486	(19,399)	-88.6%
101-58-51009-058	Health Insurance - Retiree	-	-	30,646	35,073		16,157	(18,916)	-53.9%
101-58-51010-058	Dental Insurance	1,656	1,834	2,287	2,355		205	(2,149)	-91.3%
101-58-51011-058	Vision Insurance	292	320	328	303		40	(263)	-86.7%
101-58-51013-058	Workers Compensation	6,064	5,997	5,126	1,340		288	(1,052)	-78.5%
101-58-51014-058	Life & ADD Insurance	513	256	184	203		14	(190)	-93.3%
101-58-51007-058	STD Insurance	-	-	1,915	268		24	(244)	-91.1%
101-58-51015-058	LTD Insurance	1,760	1,902	1,557	981		111	(870)	-88.6%
101-58-51016-058	Unemployment Insurance	-	-	1,817	2,120		20,250	18,130	855.0%
101-58-51018-058	Uniforms	1,164	1,103	1,120	1,939		232	(1,707)	-88.1%
101-58-51019-058	Auto Allowance	-	319	208	360		-	(360)	-100.0%
101-58-50013-058	EE Benefits Earned	-	-	1,163	1,165		152	(1,013)	-87.0%
101-58-50015-058	Salary Allocated to CIP	-	-	-	-		-	-	-
101-58-50014-058	Salary Savings/Concessions	-	-	-	-		-	-	-
	Labor Cost					192,594			
	Total Salaries & Benefits	257,940	258,970	293,650	315,149	192,594	72,602	(242,547)	-77.0%
101-50-52030-058	Contract Park Event Svs						40,000	40,000	100.0%
101-58-53001-058	Vehicle Repair & Maint	17	77		16	500	-	(16)	-100.0%
101-58-53002-058	Equipment Repair & Maint		76	524	611	500	-	(611)	-100.0%
101-58-53004-058	Facility Repair & Maint	1,038	135	1,149	1,810	2,000	5,000	3,190	176.3%
	Contract Custodial Services	5,217	4,663	1,557				-	0.0%
101-58-53006-058	Electrical Repair & Maint	-	-	67		500	-	-	0.0%
101-58-53036-058	Pesticides & Fertilizer	-	-	99			-	-	0.0%
101-58-53024-058	Advertising/Publishing	14,834	13,246	12,750	2,055		546	(1,509)	-73.4%
101-58-54010-058	Other Contract Services	4,222	815	530				-	0.0%
101-58-55002-058	Office Supplies	197	97	6	585	200	-	(585)	-100.0%
101-58-55009-058	Misc. Computer Supplies	-	-	-		150	-	-	0.0%
101-58-55010-058	Custodial Supplies	5,387	4,543	3,960	4,833	5,000	1,000	(3,833)	-79.3%
101-58-55011-058	Landscape Supplies	5,598	1,120	1,678	1,321	2,500	-	(1,321)	-100.0%
101-58-55012-058	Construction Matis	619	388	1,469	484	1,000	-	(484)	-100.0%
101-58-55014-058	Minor Tools & Equip	271	25	74	218	-	-	(218)	-100.0%
101-58-55015-058	Gas & Oil	-	-	96		-	-	-	0.0%
101-58-55016-058	Other Supplies & Matis	625	1,652	496	160	-	-	(160)	-100.0%
101-58-53014-058	Utilities - Electricity	19,885	16,387	11,514	9,682	10,000	10,000	318	3.3%
101-58-53015-058	Utilities - Gas			1,476	2,677	2,000	2,000	(677)	-25.3%
101-58-53016-058	Utilities - Water			2,111	2,499	2,000	2,000	(499)	-20.0%
101-58-53017-058	Utilities - Sewer			9,096		-	-	-	0.0%
101-58-53018-058	Utilities - Telephone	7,214	8,666	2,015	1,386	2,000	800	(586)	-42.3%
101-58-54003-058	Conferences	393	421					-	0.0%
101-58-53030-058	Credit Card Merchant Fees		2,992	3,382	2,775	2,500	1,500	(1,275)	-46.0%
101-58-53034-058	Rent - Facilities	545	4,366	4,206	4,589	4,800	-	(4,589)	-100.0%
101-58-53033-058	Rent - Mach & Equipment	2,897		265		500	-	-	0.0%
101-58-57002-058	Building Improvements	15,965					-	-	0.0%
101-58-57004-058	Machinery & Equipment	2,333		55		2,000	-	-	0.0%
101-58-57006-058	Computer Equip/Software			946.31			-	-	0.0%
101-58-57007-058	Office Machines & Furn	14,687		34			-	-	0.0%
	Total Operations	101,945	59,841	59,555	35,702	38,150	62,846	27,144	76.0%
	Total DPW Park Programs	359,885	318,811	353,205	350,850	230,744	135,448	(215,403)	-61.4%

		Public Works Dept - Park Programs			
		101-58			
Acct. No.	Title	Quantity, brief description and justification	FY 2012 Adopted Appropriations		FY 2012 Revised Appropriations
	Regular Salaries	Salaries			15,164
	Part-Time Permanent				
	Temporary Help	Workers to assist with events (see temp salaries schedule)			12,500
	Overtime	Overtime need			800
	Standby Pay	Per MOU			-
	Medicare Insurance	Medicare is paid on all salaries at a rate of 1.45%			401
	Social Security	6.2% of salary			775
	PERS Retire Contrib - ER	Employer contribution for employee pension			1,993
	PERS Retire Contrib - EE	Employee contribution paid for by the employer			1,010
	Health Insurance	Health plan coverage - Kaiser, Blue Shield, Blue Cross			2,486
	Retiree Healthcare	Medical coverage for 1 retiree		8,117	
		GASB 45 annual required contribution		8,040	16,157
	Dental Insurance	Teamster Dental Plan premium			205
	Vision Insurance	Vision service plan premium			40
	Workers Compensation	Worker's Compensation charged to Department			288
	Life & ADD Insurance	Premium to the Cities Group			14
	STD Insurance	Short-term disability premium to The Cities Group			24
	LTD Insurance	Long-term disability premium to The Cities Group			111
	Unemployment Insurance	Self-funded unemployment			20,250
	Uniforms	Per MOU			232
	Auto Allowance				
	EE Benefits Earned	1% contribution for vac, sick, comp, & holiday pay			152
	Salary Allocated to CIP				
	Salary Savings				
		Labor Cost	192,594		72,602
	Contract Engineering				-
	Contract Park Event Svs	50% park revenues for contractor to manage events			40,000
	Vehicle Repair & Maint	Utility vehicle	500		-
	Equipment Repair & Maint	Appliances, office equipment, etc.	500		-
	Facility Repair & Maint	Carpet cleaning, kitchen fan	2,000		5,000
	Electrical Repair & Maint	Miscellaneous electrical repairs	500		-
	Advertising/Publishing	"Here Comes the Guide"	-		546
	Training & Workshops	Training seminars and courses for staff	-		-
	Office Supplies	General office supplies, paper, pens, staples, paper clips, coffee, etc.	200		-
	Misc. Computer Supplies	Minor supplies (keyboards, mice, flash drives, etc.)	150		-
	Custodial Supplies	Supplies used in the operation or routine maintenance of the park event buildings including: restroom and kitchen	5,000		1,000
	Landscape Supplies	Replacement plant material for the park event areas; fertilizers, mulch, tree stakes, etc.	2,500		-
	Construction Matls	Materials and parts used to build or repair things, including lumber, nails, concrete, asphalt, rock, irrigation parts, etc.	1,000		-
	Minor Tools & Equip	Hand tools costing \$100 or less (hammers, brooms, mops, etc.)	-		-
	Utilities -Electricity	PG&E	10,000		10,000
	Utilities - Gas	ABAG gas	2,000		2,000
	Utilities Water	Calwater	2,000		2,000
	Communication	Comcast	2,000		800
	Credit Card Svs Fees	For processing of credit card transactions	2,500		1,500
	Rent - Facilities	Event storage - PODS	4,800		-
	Rent - Tools & Equipment	Steam cleaner	500		-
	Machinery & Equipment	New vacuum cleaners (2) to replace 20-year old units	2,000		-
	Computer Equipment	Replacement of 1 old computer	-		-
	Office Machines & Furn	Replace damaged machines or furniture or upgrade based on ergonomic review, i.e., chairs	-		-

		Public Works Dept - Park Programs			
		101-58			
			FY 2012		FY 2012
Acct.	Title	Quantity, brief description and justification	Adopted		Revised
No.			Appropriations		Appropriations
		Total Operations	38,150		62,846
		Total DPW - Park Programs	230,744		135,448

**Town of Atherton
Public Works Dept - Building Maintenance 59
Budget 2011-2012**

Account	Description	Actual 2007-08	Actual 2008-09	Actual 2009-10	Projected Actual 2010-11	Adopted Budget 2011-12	Revised Budget 2011-12	Increase (Decrease) Over Prior Year Actual	% Change
101-59-50001-059	Regular Salaries	89,595	108,402	115,335	121,197		60,904	(60,293)	-49.7%
101-59-50005-059	Temporary Help	12,451	1,028					-	0.0%
101-59-50006-059	Overtime	4,374	1,429	562	813		700	(113)	-13.9%
101-59-50010-059	Standby Pay	5,272	1,965	922	1,400		391	(1,009)	-72.1%
101-59-51001-059	Medicare Insurance	1,615	1,412	2,559	1,792		889	(904)	-50.4%
101-59-51002-059	Social Security	772	64					-	0.0%
101-59-51003-059	PERS Retire Contr - ER	17,807	21,801	15,254	15,119		7,314	(7,805)	-51.6%
101-59-51004-059	PERS Retire Contr - EE	-	-	7,225	8,037		3,706	(4,330)	-53.9%
101-59-51008-059	Health Insurance - Active	25,904	19,061	22,147	21,312		9,680	(11,632)	-54.6%
101-59-51010-059	Dental Insurance	1,955	1,671		2,170		806	(1,364)	-62.9%
101-59-51011-059	Vision Insurance	507	340	357	365		158	(207)	-56.7%
101-59-51013-059	Workers Compensation	5,443	4,757	4,789	681		1,157	476	69.9%
101-59-51014-059	Life & ADD Insurance	338	199	156	177		67	(110)	-62.2%
101-59-51007-059	STD Insurance			1784.91	250		91	(159)	-63.5%
101-59-51015-059	LTD Insurance	1,405	1,744	1,489	904		398	(507)	-56.0%
101-59-51016-059	Unemployment Insurance	-	-	1,175	1,243			(1,243)	-100.0%
101-59-51019-059	Auto Allowance	-	318	207	360			(360)	-100.0%
101-59-50013-059	EE Benefits Earned			1,123	1,149		609	(540)	-47.0%
101-59-50014-059	Salary Savings/Concessions Labor Cost					106,456		-	
	Total Salaries & Benefits	167,437	164,191	175,087	176,970	106,456	86,870	(90,100)	-50.9%
101-59-52010-059	Contract Engineering		14,600						0.0%
101-59-52031-059	Contract DPW Maint Serv						118,180	118,180	100.0%
101-59-53001-059	Vehicle Repair & Maint	740							0.0%
101-59-53002-059	Equipment Repair & Maint		273			500			0.0%
101-59-53003-059	Building Security	31,384		843	2,203	2,000	5,000	2,797	127.0%
101-59-53004-059	Facility Repair & Maint		14,625	6,746	13,818	10,000	6,000	(7,818)	-56.6%
101-59-53008-059	Contract Custodial Services			14,906	15,063	15,000	10,000	(5,063)	-33.6%
101-59-53005-059	HVAC Repair & Maint			11,400	3,154	5,500		(3,154)	-100.0%
101-59-53006-059	Electrical Repair & Maint			230	1,911	3,000		(1,911)	-100.0%
101-59-53007-059	Roof Repair & Maint			1,046		2,000			0.0%
101-59-53036-059	Pesticides & Fertilizer	1,180	600	3,620	1,500	1,000		(1,500)	-100.0%
101-59-53011-059	Contract Landscape Maint.				3,780			(3,780)	-100.0%
101-59-53024-059	Advertising/Publishing		928		1,392			(1,392)	-100.0%
101-59-53029-059	Contract Inspection & Testing			2,635	2,067	2,500	2,500	433	20.9%
101-59-54010-059	Other Contract Services	38,026	7,543	1,018		500	15,000	15,000	100.0%
101-59-55018-059	Disaster Preparedness					2,500			0.0%
101-59-55006-059	Safety Supplies & Mats				13	100	100	87	663.9%
101-59-55010-059	Custodial Supplies	2,981	2,823	3,242	3,110	3,000		(3,110)	-100.0%
101-59-55011-059	Landscape Supplies	485	79	199		250			0.0%
101-59-55012-059	Construction Mats	2,120	1,834	1,697	1,194	2,500	2,500	1,306	109.4%
101-59-55014-059	Minor Tools & Equip			87	39			(39)	-100.0%
101-59-55015-059	Gas & Oil	694							0.0%
101-59-55016-059	Other Supplies & Mats				4,749			(4,749)	-100.0%
101-59-53014-059	Utilities - Electricity	3,629	2,340		237	500	500	263	111.0%
101-59-53015-059	Utilities - Gas			522	735	700	700	(35)	-4.7%
101-59-53017-059	Utilities - Sewer			11,081	3,262	1,350	1,350	(1,912)	-58.6%
101-58-53034-058	Rent - Facilities		22,198						0.0%
101-59-53033-059	Rent - Mach & Equipment	230		345					0.0%
101-59-57002-059	Building Improvements		1,464			5,800	25,800	25,800	100.0%
101-59-57004-059	Machinery & Equipment	2,229			1,275	5,000	5,000	3,725	292.2%
101-59-57007-059	Computer Equip/Software Office Machines & Furn	12,136		60					
	Total Operations	95,834	69,306	59,677	59,502	63,700	192,630	133,127	223.7%
	Total DPW Bldg Maint	263,271	233,497	234,763	236,472	170,156	279,499	43,027	18.2%

		Public Works Dept - Building Maintenance		
		101-59		
Acct. No.	Title	Quantity, brief description and justification	FY 2012 Adopted Appropriations	FY 2012 Revised Appropriations
	Regular Salaries	Salaries		60,904
	Part-Time Permanent			
	Temporary Help			
	Overtime			700
	Standby Pay	PER MOU		391
	Medicare Insurance	Medicare is paid on all salaries at a rate of 1.45%		889
	Social Security	6.2% of salary		-
	PERS Retire Contrib - ER	Employer contribution for employee pension		7,314
	PERS Retire Contrib - EE	Employee contribution paid for by the employer		3,706
	Health Insurance	Health plan coverage - Kaiser, Blue Shield, Blue Cross		9,680
	Dental Insurance	Teamster Dental Plan premium		806
	Vision Insurance	Vision service plan premium		158
	Workers Compensation	Worker's Compensation charged to Department		1,157
	Life & ADD Insurance	Premium to the Cities Group		67
	STD Insurance	Short-term disability premium to The Cities Group		91
	LTD Insurance	Long-term disability premium to The Cities Group		398
	Unemployment Insurance	Self-funded unemployment based on 1% of salaries		-
	Uniforms	Per MOU		-
	Auto Allowance			
	EE Benefits Earned	1% contribution for vac, sick, comp, & holiday pay		609
	Salary Savings			
		Labor Cost	106,456	86,870
	Contract DPW Maint SVS	25% of MCE contract		118,180
	Equipment Repair & Maint	Appliances, clocks, etc.	500	-
	Building Security	Gates, fences, doors, locks, for all bldgs	2,000	5,000
	Facility Repair & Maint	Elevator, carpet cleaning, carpentry, plumbing for all bldgs	10,000	6,000
	Contract Custodial Services	All DPW custodial now covered in building maintenance	15,000	10,000
	HVAC Repair & Maint	27 units routine maintenance; repairs	5,500	-
	Electrical Repair & Maint	All Town buildings except park ground and park buildings	3,000	-
	Roof Repair & Maint	All Town buildings	2,000	-
	Pesticides & Fertilizer	Pest elimination (rats, mice, ants, etc.)	1,000	-
	Contract Inspection & Testing	Comprehensive inspections (3); fire extinguishers, elevator	2,500	2,500
	Other Contract Services	Additional cost to MCE for meetings set up	500	15,000
	Disaster Preparedness	Generator maintenance	2,500	-
	Safety Supplies & Materials	First Aid kit replenishment	100	100
	Custodial Supplies	Supplies used in the operation or routine maintenance of Town buildings, including: restroom and kitchen paper supplies, cleaning supplies, light bulbs, drinking water, etc.	3,000	-
	Landscape Supplies	Replacement plant material for buildings; fertilizers, mulch, tree stakes, etc.	250	-
	Construction Matls	Materials and parts used to build or repair things, including lumber, nails, concrete, asphalt, rock, irrigation parts, etc.	2,500	2,500
	Minor Tools & Equip	Hand tools costing \$100 or less (shovels, rakes, hammers, brooms, etc.)	-	-
	Utilities	Electricity	500	500
	Utilities - Gas	ABAG gas	700	700
	Utilities - Sewer	County of San Mateo	1,350	1,350
	Rent - Facilities	See supplemental request	-	-
	Building Improvements	3 energy efficient windows for admin/finance	2,300	2,300
		Replace admin office carpet for safety	3,500	3,500
		Other building improvements		10,000
		Exterior painting & deck maint - city manager house		10,000
				25,800
	Machinery & Equipment	Replacement of broken machinery/equipment	5,000	5,000
		Total Operations	63,700	192,630
		Total DPW - Building Maintenance	170,156	279,499

Salaries for DPW Department																
FY 2012																
Job Class	Step @ 6/30/11	Salary @ 6/30/11	2012 Salary	Employer PERS	Employee PERS	Standby Pay	Medicare	Medical	Dental	Vision	STD	LTD	Life & ADD	Worker's Comp	Uniform	Total
0.3 PW Superintendent (.3)	D	39,214	39,214	5,417	2,745	-	569	6,306	518	102	58	238	48	745		55,960
0.2 PW Maint Worker I (.2)	D	10,883	6,836	326	165	268	103	994	82	16	10	50	5	130		8,986
0.3 Park/Facil Maint Worker II (.3)	D	18,552	9,098	1,196	606	-	132	1,492	123	24	14	67	8	173		12,933
0.1 PW Maint Worker II (.1)	D	6,184	1,888	187	95	67	28	444	41	8	5	14	3	36		2,816
0.1 PW Maint Worker II (.1)	D	6,184	3,868	188	95	55	57	444	41	8	5	28	3	73		4,865
	FTE	97,899	60,904	7,314	3,706	391	889	9,680	806	158	91	398	67	1,157	-	85,561
Tennis Fund																
0.1 Park/Facil Maint Worker II (.1)	D	6,184	3,033	399	202	-	44	497	41	8	5	22	3	58		4,311
Bidg Dept																
0.1 PW Director (.1)	D	16,882														-
		869,229	437,028	47,792	24,216	2,700	6,376	64,884	6,448	950	744	3,045	471	8,304	1,358	604,316
Summary																
Public Works Director	D	168,824	-													-
Public Works Superintendent	D	130,713	130,713	18,058	9,150		1,895	21,021	1,728	339	192	794	159	2,484	200	186,734
Assistant Engineer	D	88,979	88,979	12,292	6,229		1,290	18,399	1,642	180	192	654	108	1,691		131,656
Public Works Supervisor (retired)*	D	88,951	28,656				416					211		544		29,826
Park Supervisor (to 9/16/11)*	D	88,951	27,316	2,645	1,340	135	398	1,707	410	31	48	201	27	519	232	35,009
Maint Worker II (to 9/16/11)*	D	61,839	30,328	3,986	2,020		440	4,972	410	81	48	223	27	576	232	43,343
Maint Worker II (to 9/16/11)*	D	61,839	18,878	1,874	950	674	284	4,438	410	81	48	139	27	359	232	28,393
Maint Worker II (to 9/16/11)*	D	61,839	38,680	1,877	951	549	569	4,438	410	81	48	284	27	735	232	48,882
Maint Worker I (to 9/16/11)*	D	54,414	34,178	1,630	826	1,342	515	4,972	410	81	48	251	27	649	232	45,161
Office Specialist (.625)**	D	62,880	39,300	5,429	2,751		570	4,936	1,026	78	120	289	68	747		55,313
		869,229	437,028	47,792	24,216	2,700	6,376	64,884	6,448	950	744	3,045	471	8,304	1,358	604,316

Town of Atherton		
Public Works Department		
Budget 2011-2012		
	Supplemental Budget Request	
<u>Description</u>		
Exterior painting and deck maint of city manager house	10,000	
Admin Dept carpet replacement	3,500	
3 energy efficient windows for admin/finance	2,300	
HP Park Carriage House	30,000	
HP Park parking lot lighting	10,000	
Other building improvements	10,000	included in revised budget
	65,800	

Town of Atherton								
Tennis Fund								
Budget FY 2011-2012								
							Increase	
					Projected	Adopted	(Decrease)	
		Actual	Actual	Actual	Actual	Budget	Over Prior	%
Account	Description	2007-08	2008-09	2009-10	2010-11	2011-12	Year Actual	Change
105-00-47027-058	Tennis Classes	12,410	3,140	985	1,305	1,000	(305)	-23.4%
105-00-47026-058	Tennis Keys	5,505	8,115	8,075	7,405	6,000	(1,405)	-19.0%
105-00-48001-058	Interest Income	(129)	633	160	118	100	(18)	-15.1%
Total Revenues		17,786	11,888	9,220	8,828	7,100	(1,728)	-19.6%
105-58-50001-000	Regular Salaries		5,396	6,255	6,430	10,699	4,269	66.4%
105-58-50005-000	Temporary Help	2,904	11,108	4,138	3,123		(3,123)	-100.0%
105-58-50013-000	EE Benefits Earned			46	62		(62)	-100.0%
105-58-51001-000	Medicare Tax	42	239	148	137		(137)	-100.0%
105-58-51002-000	Social Security	172	689	251	197		(197)	-100.0%
105-58-51003-000	PERS Retire Contr-ER	28	1,075	817	814		(814)	-100.0%
105-58-51004-000	PERS Retire Contr-EE			387	433		(433)	-100.0%
105-58-51007-000	STD Insurance			137	19		(19)	-100.0%
105-58-51008-000	Health Insurance		1,429	1,679	1,845		(1,845)	-100.0%
105-58-51010-000	Dental Insurance		113	161	163		(163)	-100.0%
105-58-51011-000	Vision Insurance		26	32	31		(31)	-100.0%
105-58-51013-000	Worker's Comp	164	901	550	108		(108)	-100.0%
105-58-51014-000	Life & ADD Insurance		13	8	11		(11)	-100.0%
105-58-51015-000	LTD Insurance		86	82	47		(47)	-100.0%
105-58-51016-000	State Unemployment Ins			104	96		(96)	-100.0%
Total Salaries & Benefits		3,310	21,075	14,794	13,515	10,699	(2,816)	-20.8%
105-58-53003-000	Building Security			1,012	646	500	(146)	-22.6%
105-58-54010-000	Other Contract Services	1,605	771	472		1,000	1,000	100.0%
105-58-55012-000	Construction Materials	623	3,377		407	1,000	593	145.5%
105-58-55014-000	Minor Tools & Equip		66					
105-58-55016-000	Other Supplies & Matls		653					
Total Operations		2,228	4,868	1,484	1,053	2,500	1,447	137.3%
Total Expenditures		5,538	25,943	16,278	14,568	13,199	(1,369)	-9.4%
Excess (Deficiency) of Rev Over Exp		12,248	(14,054)	(7,058)	(5,741)	(6,099)	(358)	6.2%

		Tennis Fund	
		Fund 105	
	Account No. & Title	Quantity, brief description and justification of items requested	FY 2012 Adopted Appropriation
	Labor Cost		10,699
	Building Security	Re-key tennis court gates	500
	Other Contract Services	Miscellaneous	1,000
	Construction Materials	Court patching and painting	1,000
	Minor Tools & Equip	Tools for court patching & painting	-
		Total Operations	2,500
		Total Tennis Fund	13,199

		Police Grant Fund	
		Fund 209	
			FY 2012
	Account No. & Title	Quantity, brief description and justification of items requested	Adopted Appropriation
	Regular Salaries	Portion of Police Officer salary (if funding is not cut)	100,000

Library Fund		
Fund 213		
		FY 2012
Account No.	Quantity, brief description and justification of items requested	Adoped Appropriation
& Title		
Other Legal Services	Review new library agreements	5,000
Contract Engineering		-
Contract Planner	Planning services for new library	12,500
Building Security	Miscellaneous locks, etc.	500
Facility Repair & Maintenance	Misc. repairs as needed	1,000
HVAC Repair & Maint	Clean air ducts, bi-annual maintenance	2,800
Electrical Repair & Maint	As needed	2,500
Roof Repair & Maint	As needed	1,000
Contract Custodial Services	Portion of Town janitorial contract	7,500
Contract Lndscp Maint.	Portion of Town contract for grounds and reading park	10,944
Utilities - Electricity	Operating electricity	7,500
Utilities - Gas	Operating gas	1,000
Utilities Water	Operating water	1,000
Utilities - Sewer	Operating sewer	2,500
Advertising & Noticing	Public Notices and RFPs for new library building	2,500
Contract Pesticid & Fertilizer	Vector control	1,200
Other Contract Services	Library Architect, Environmental Consultant	262,050
Custodial Supplies		-
Construction Materials		-
Other Supplies & Materials	As needed/requested	200
	Total Operations	321,694
	Total Library	321,694

Town of Atherton							
Evan Creative Design (Art Committee) Fund							
Budget FY 2011-2012							
						Increase	
			Projected	Adopted	Revised	(Decrease)	
		Actual	Actual	Budget	Budget	Over Prior	%
Account	Description	2009-10	2010-11	2011-12	2011-12	Year Actual	Change
215-00-48001-000	Interest Income	784	745	800	800	55	7.4%
215-00-48501-000	Donations/Contributions	(275)	190	100	100	(90)	-47.4%
	Total Revenues	509	935	900	900	(35)	-3.8%
215-30-50005-000	Temporary Help	1,101	511	400	400	(111)	-21.7%
215-30-53024-000	Advertising/Noticing	657	697	700	700	3	0.4%
215-30-53033-000	Rent - Mach & Equip		293	300	300	8	2.6%
215-30-54007-000	Membership Dues	65	65	65	65	-	0.0%
215-30-54010-000	Other Contract Services	3,137	919	1,000	5,700	4,782	520.6%
215-30-54027-000	Sponsorship/Contribution		8,150	5,100	5,100	(3,050)	-37.4%
215-30-55002-000	Office Supplies	4,311		800	800	800	100.0%
215-30-55016-000	Other Supplies & Materials	153	1,106			(1,106)	-100.0%
215-30-55017-000	Postage	544	74	200	200	126	170.3%
215-30-57002-000	Building Improvements						
215-30-57010-000	Misc. Capital Outlay						
	Total Expenditures	9,968	11,814	8,565	13,265	1,451	12.3%
	Excess (Deficiency) of Rev Over Exp	(9,458)	(10,879)	(7,665)	(12,365)	(1,486)	13.7%
	Beginning Fund Balance	116,166	106,708	95,829	95,829		
	Ending Fund Balance	106,708	95,829	83,058	83,464		

Evan Creative Design Fund			
Fund 215			
			FY 2012
	Quantity, brief description and justification		Revised
& Title			Appropriation
Other Contract Services	Family musical event 7/7/11		4,700

		FY 1-2012									
Cap/Exp	Priority	Fund Number	201	202	203	204	210	401	402	403	
		Fund Name	Parcel Tax	Measure A	Gas Tax (w/ Prop 42)	Measure M (new fund)	Road Impact Fee	Capital Imp.	Storm Drainage	Ath. Chan. District	
		REVENUES	Total								
		401-50-46002-304	3,017,260	367	140,547	0	1,000,000	220,904	29,181	133,630	
		Year's New Income (net of operating expenses and transfers)	2,427,986	200,000	211,166	75,000	0	0	0	0	
		P-TAP Grant (MTC) (Other Local)	16,273					16,273			
		TOTAL FUNDS AVAILABLE	5,461,519	200,367	351,713	75,000	1,000,000	237,177	29,181	215,450	
		PROJECTS	PROJ COST								
E	1	403-50-56037-000	10,000								
C	2	201-50-56005-000	140,000							10,000	
E	3	203-50-56003-000 & Street Patching	100,000		100,000					69,510	
E	4	210-50-56003-000 & Street Seal	630,000	173,790			276,214				
		202-50-56003-000 &			104,996						
		203-50-56003-000 &									
		204-50-56003-000				75,000					
E	5	201-50-56001-000	3,000								
E	6	201-50-56012-000	50,000								
E	7	201-50-56029-000	10,000								
E	8	201-50-56008-000	0								
E	9	201-50-56024-000	0								
		Fair Oaks Lane Traffic Calming (\$30,000 pending alternative funding)									
		Park Restrooms Landscaping (\$50,000 pending alternative funding)									
		CIP Related Fees									
E		202-50-54025-000	24,845								
E		203-50-54026-000	3,920		3,920						
E		203-50-52001-000	2,250		2,250						
E		403-50-52001-000	2,310								
E		201-50-54010-000	1,550								
E		202-50-52001-000	1,365		1,365						
E		201-50-56002-000 & Pavement Management Program	19,528		3,255			16,273			
E		401-50-56002-304									
E		Engineering Costs (estimate)	116,580								
		TOTAL FUNDING USE	1,115,348	200,000	211,166	75,000	276,214	16,273	0	81,820	
		201-50-58001-000	1,116,000								
		Transfer to General Fund	20,000								
		Disaster Preparedness	1,961,757	367	140,547	0	723,786	220,904	29,181	133,630	
		FUND YEAR END BALANCES*	3,210,171								
		Note:									
		* A cost accounting needs to be completed by the Engineering Dept to include budgets needed for prior year CIP unfinished projects carried forward to FY 2012.									

Equipment Replacement Fund			
Fund 610			
			FY 2012
Account No.	Quantity, brief description and	justification of items requested	Requested
& Title			Appropriation
	Vehicle Expense	See supplemental Requests	114,000
	Office Equip	Phone System (budget carryover from FY 2011 \$45,700)	60,000
	Computer Software	Springbrook licensing (4 of 5)	24,330
		Total	198,330

Town of Atherton	
Equipment Replacement Fund	
Budget 2011-2012	
	Supplemental Budget Request
<u>Description</u>	
Request #1 Police	
Replace 2 Crown Victoria Patrol Cars	70,000
- Patrol Car 4, 2FAFP71WX5X166350, 100,726 miles.	
- K-9 Patrol Car, 2FAFP71W35X166349, 92,481 miles. Recently replaced the rear-end to extend service life a few thousand more miles.	
Both of these cars have reached the end of their service life, and are in need of more frequent repair.	
Request #2 Police	
Replace 2 police motor cycles	44,000
Total Cost to Equipment Replacement Fund	114,000

Town of Atherton								
Workers' Compensation Fund								
Budget 2011-2012								
							Increase	
							(Decrease)	
Account	Description	Actual 2008-09	Actual 2009-10	Projected Actual 2010-11	Adopted Budget 2011-12	Revised Budget 2011-12	Over Prior Year Actual	% Change
614-00-47503-000	Charges for Services	169,527			61,945	-	-	0.0%
614-00-47503-012	Charges for Services - Admin Dept		760	572		2,115	1,543	270.0%
614-00-47503-018	Charges for Services - Finance Dept		419	517		5,959	5,442	1052.1%
614-00-47503-025	Charges for Services - Building Dept		26,732	802		3,102	2,300	286.8%
614-00-47503-040	Charges for Services - Police Dept		88,837	33,408		42,571	9,163	27.4%
614-00-47503-050	Charges for Services - DPW Engineering		3,682	1,113		2,958	1,845	165.7%
614-00-47503-053	Charges for Services - DPW Street Maint		14,621	2,230		2,421	191	8.6%
614-00-47503-057	Charges for Services - DPW Park Maint		7,931	1,677		1,422	(255)	-15.2%
614-00-47503-058	Charges for Services - DPW Park Prog & Tennis Fd		5,477	1,448		288	(1,160)	-80.1%
614-00-47503-059	Charges for Services - DPW Building Maint		4,789	681		1,157	476	69.9%
614-00-48001-000	Interest on Investments	4,929	3,107	3,473	3,500	3,500	27	0.8%
Total Revenues		174,457	156,355	45,920	65,445	65,493	19,573	42.6%
614-30-51013-000	Worker's Comp Expense	19,770	26,361	142,147	154,000	154,000	11,853	8.3%
614-30-51017-000	Safety/Compliance Program Assessment	1,285	7,386	6,885	10,000	10,000	3,115	45.2%
	Other Contract Services	3,500						
Total Expenditures		24,555	33,747	149,033	164,000	164,000	14,967	10.0%
Net		149,901	122,608	(103,112)	(98,555)	(98,507)	4,605	-4.5%

		Worker's Compensation	
		Fund 614	
			FY 2012
	Account No. & Title	Quantity, brief description and justification of items requested	Requested Appropriations
	WC Assessment	Assessment by the Cities Group (JPA)	154,000
	Safety Program Assess	Assessment by the Cities Group (JPA)	10,000
			164,000

		General Liability Fund		
		Fund 615		
			FY 2012	FY 2012
	Account No.	Quantity, brief description and justification	Adopted	Revised
	& Title	of items requested	Appropriations	Appropriations
	Liability Insurance	Premium to ABAG	133,384	133,384
	Employment Practice	Premium to Alliant	36,000	36,000
	Claim Expense	SIR (self insured retention)		100,000
		Total	169,384	269,384

Town of Atherton							
Employee Benefits Fund 616							
Budget 2011-2012							
							Increase
							(Decrease)
Account	Description	Actual 2009-10	Projected Actual 2010-11	Adopted Budget 2011-12	Revised Budget 2011-12	Year Actual Over Prior	% Change
616-00-47506-012	GASB 45 ARC - Admin	91,898	95,713	66,444	66,444	(29,269)	-30.6%
616-00-47506-018	GASB 45 ARC - Finance	44,994	48,607	52,513	32,368	(16,239)	-33.4%
616-00-47506-025	GASB 45 ARC - Building	110,410	119,276	66,762	66,761	(52,515)	-44.0%
616-00-47506-040	GASB 45 ARC - Police	401,099	424,627	458,746	458,746	34,119	8.0%
616-00-47506-050	GASB 45 ARC - DPW Engineering	54,292	58,587	63,295	63,295	4,708	8.0%
616-00-47506-053	GASB 45 ARC - DPW Street Maint	68,791	85,174	69,221	69,222	(15,952)	-18.7%
616-00-47506-057	GASB 45 ARC - DPW Park Maint	11,077	11,390	4,319	4,318	(7,072)	-62.1%
616-00-47506-058	GASB 45 ARC - DPW Park Program	30,646	35,073	16,157	16,157	(18,916)	-53.9%
616-00-47507-012	EE Benefits Earned - Admin	4,551	2,410	3,905	1,103	(1,307)	-54.2%
616-00-47507-018	EE Benefits Earned - Finance	2,477	2,431	3,211	3,136	705	29.0%
616-00-47507-025	EE Benefits Earned - Building	6,048	5,325	314	1,633	(3,692)	-69.3%
616-00-47507-040	EE Benefits Earned - Police	43,338	44,030	51,324	50,720	6,691	15.2%
616-00-47507-050	EE Benefits Earned - DPW Engineering	2,934	2,939	1,021	1,557	(1,382)	-47.0%
616-00-47507-053	EE Benefits Earned - DPW Street Maint	2,650	2,337	523	1,274	(1,063)	-45.5%
616-00-47507-057	EE Benefits Earned - DPW Park Maint	1,298	1,752	261	748	(1,004)	-57.3%
616-00-47507-058	EE Benefits Earned - DPW Park Program	1,183	1,237	-	152	(1,085)	-87.7%
616-00-47507-059	EE Benefits Earned - DPW Bldg Maint	1,123	1,151	392	609	(542)	-47.1%
616-00-47508-012	Unemploy Benefits - Admin	4,630	2,754	19,526	20,250	17,496	635.2%
616-00-47508-018	Unemploy Benefits - Finance	2,570	2,475	16,056	12,150	9,675	390.9%
616-00-47508-025	Unemploy Benefits - Building	6,352	5,886	50,314	60,750	54,864	932.1%
616-00-47508-040	Unemploy Benefits - Police	28,782	28,093	26,261	25,960	(2,133)	-7.6%
616-00-47508-050	Unemploy Benefits - DPW Engineering	3,037	3,131	5,103	1,557	(1,574)	-50.3%
616-00-47508-053	Unemploy Benefits - DPW Street Maint	2,972	2,689	40,523	60,750	58,061	2159.2%
616-00-47508-057	Unemploy Benefits - DPW Park Maint	1,596	1,891	27,261	20,250	18,359	970.7%
616-00-47508-058	Unemploy Benefits - DPW Park Program	1,882	2,204	20,000	20,250	18,046	818.8%
616-00-47508-059	Unemploy Benefits - DPW Building Maint	1,175	1,243	10,392	-	(1,243)	-100.0%
616-00-48001-000	Interest on Investments	2,244	8,948	4,500	4,500	(4,448)	-49.7%
Total Revenues		934,050	1,001,374	1,078,344	1,064,660	63,286	6.3%
616-xx-51009-xxx	Retiree Health-Care	173,520		262,280		-	0.0%
616-12-51009-012	Retiree Health-Care (Admin)		40,174		45,360	5,186	12.9%
616-18-51009-018	Retiree Health-Care (Finance)		6,996		8,106	1,110	15.9%
616-25-51009-025	Retiree Health-Care (Building)		16,997		23,787	6,790	40.0%
616-50-51009-050	Retiree Health-Care (Police)		142,778		161,362	18,584	13.0%
616-57-51009-057	Retiree Health-Care (Engineering)		10,359		9,247	(1,112)	-10.7%
616-12-51009-017	Retiree Health-Care (Street Maint)		6,990		42,136	35,146	502.8%
616-57-51009-057	Retiree Health-Care (Park Program)		4,408		4,198	(210)	-4.8%
616-12-51009-018	Retiree Health-Care (Park Program)				8,117	8,117	100.0%
616-xx-51016-xxx	Unemployment Insurance	19,776		234,000	234,000	234,000	100.0%
616-40-51016-040	Unemployment Insurance (Police)		1,992			(1,992)	-100.0%
616-58-51016-058	Unemployment Insurance (Park Program)		139			(139)	-100.0%
Total Expenditures		193,296	230,833	496,280	536,313	305,480	132.3%
Net		740,753	770,541	582,064	528,347	(242,194)	-31.4%

		Employee Benefits Fund		
		Fund 616		
			FY 2012	FY 2012
Account No.	Quantity, brief description and justification	Adopted	Revised	
& Title	of items requested	Appropriations	Appropriations	
	Retiree Health-Care	Premium to CalPERS (pay-as-you-go)	262,280	
	Retiree Health-Care (Admin)	Premium to CalPERS (pay-as-you-go)		45,360
	Retiree Health-Care (Finance)	Premium to CalPERS (pay-as-you-go)		8,106
	Retiree Health-Care (Building)	Premium to CalPERS (pay-as-you-go)		23,787
	Retiree Health-Care (Police)	Premium to CalPERS (pay-as-you-go)		161,362
	Retiree Health-Care (Engineering)	Premium to CalPERS (pay-as-you-go)		9,247
	Retiree Health-Care (Street Maint)	Premium to CalPERS (pay-as-you-go)		42,136
	Retiree Health-Care (Park Maint)	Premium to CalPERS (pay-as-you-go)		4,198
	Retiree Health-Care (Park Program)	Premium to CalPERS (pay-as-you-go)		8,117
			262,280	302,313
	Unemp Insurance Insurance	Self insured unemployment insurance exp (EDD)	234,000	234,000
		Total	496,280	536,313

RESOLUTION NO. 11-15

A RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF ATHERTON
RESCINDING RESOLUTION NO. 10-20 AND APPROVING A NEW GENERAL FUND
RESERVE POLICY

WHEREAS, on August 19, 2009, the City Council adopted Resolution 09-26
establishing a General Fund reserve policy; and

WHEREAS, on May 19, 2010, the City Council rescinded Resolution 09-26 and adopted
Resolution 10-26 establishing a General Fund reserve policy.

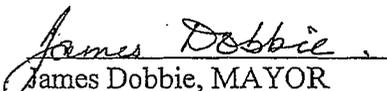
NOW, THEREFORE, BE IT RESOLVED that the City Council of the Town of
Atherton does hereby:

1. Rescind Resolution 10-20; and
2. Approve the general fund reserve policy attached to this resolution as "Exhibit A" and
incorporated herein by reference.

* * * * *

*I hereby certify that the foregoing Resolution was duly and regularly passed and adopted
by the City Council of the Town of Atherton at a regular meeting thereof held on the 15th day of
June, 2011, by the following vote:*

AYES: 5	Council Members: Dobbie, Widmer, Lewis, Carlson, McKeithen
NOES: 0	Council Members:
ABSENT:	Council Members:
ABSTAIN:	Council Members:


James Dobbie, MAYOR
Town of Atherton

ATTEST:


Theresa N. DellaSanta, Deputy City Clerk

APPROVED AS TO FORM:


William B. Conners, City Attorney



Town of Atherton

Fund Balance Policy for the General Fund

Exhibit A

Purpose

To help the Town of Atherton provide quick response to weather economic uncertainty and unexpected situations such as natural disasters. The policy establishes the appropriate level of fund balance which the Town will strive to maintain in its General Fund and the conditions under which fund balance can be used.

For purposes of this Policy, the definition of "fund balance" is limited to the portion of fund balance that is not nonspendable and not restricted.

1. Committed Fund Balance

Emergency Disaster - the City Council's formal commitment to set aside 15 percent (15%) of the actual annual General Fund operating expenditures specifically for emergency contingencies defined as a state or federal state of emergency or declaration of a local emergency as defined in the Atherton's Municipal Code Section 2.44.010. The specificity is required in GASB 54.

Formal action by City Council is required to remove establish, modify, or rescind a fund balance commitment.

2. Assigned Fund Balance

Excess General Fund revenues over expenditures or one-time revenues can be assigned by City Council for:

- Emergency disaster
- Self-insurance reserve or other unfunded liabilities
- Capital improvement projects

The City Manager is authorized to assign amounts where the government's intent is to use the funds for specific purposes.

3. Unassigned Fund Balance

The City Manager is authorized to make recommendations to the City Council for use of unassigned fund balance. A majority vote of the City Council will be required to use unassigned fund balance. Any recommendation shall be accompanied by a proposal for the replenishment of the unassigned fund balance to the City Council.

In no circumstances shall the total General Fund unassigned fund balance drop below 20% of the Town's actual annual operating expenditures for the General Fund.

4. Fund Balance Classification Policies and Procedures

If expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the Town shall reduce restricted amount first and then in the order of committed amounts, assigned amounts, unassigned amounts.