



## Item No. 6 Town of Atherton

### **CITY COUNCIL STAFF REPORT – STUDY SESSION**

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

**FROM: ROBERT BARRON III, FINANCE DIRECTOR  
ROBERT OVADIA, DIRECTOR OF PUBLIC WORKS**

**DATE: MAY 4, 2022**

**SUBJECT: REVIEW OF THE FY 2022/23 SPECIAL REVENUE, INTERNAL SERVICE FUNDS AND CAPITAL IMPROVEMENT PROGRAM**

#### **RECOMMENDATION**

Review, discuss, and provide feedback Special Revenue, Internal Service Funds and Capital Improvement Program (CIP) for FY 2022/23.

#### **BACKGROUND**

This is the third item of the Town’s Budget Meeting Calendar for the FY 2022/23 Budget – Special Revenue Funds, Internal Service Funds, and the Town’s 5-Year CIP.

The Town maintains a variety of Special Revenue and Internal Service Funds that are “restricted funds” designated for a specific purpose. Special Revenue Funds are used to account for revenues derived from specific sources. Revenues to these funds are usually required by law or administrative regulation to be accounted for in a separate fund. Revenue to Internal Service Funds come from the various departmental operational budgets based on allocated charges to those departments. Special Revenue and Internal Service Funds include the Library Fund, Tennis Fund, COPS Grant fund, Equipment Replacement Fund, Workers’ Compensation Fund, General Liability Fund, and Employee Benefit Fund. The Special Tax (Parcel Tax Fund) is a Special Revenue Fund, and this Tax is no longer collected by the Town, but we continue to maintain the Fund, as there are remaining residual funds that are allocated to specific drainage and road infrastructure needs.

The Town’s Capital Improvement Program (CIP) is a five-year program that proposes projects to analyze, repair or improve Town infrastructure, and the funding for those projects. As the completion of Town Center project nears, focus will now shift to other capital projects. The Holbrook Palmer Park Circulation plan and other Park areas will be the new priority along with implementing Neighborhood Traffic Management plan projects. The CIP program will begin to ramp up as funding from the General Fund will provide new capacity for project priorities within the CIP Master plans and operational needs. Such priorities include working on projects in the

Bicycle Pedestrian Master plan, Drainage improvement plans and Green Infrastructure within Road and Maintenance projects. These are explained more in detail later in the report. The CIP program consists of now (8) capital improvement fund sources that the Town uses for capital improvement/infrastructure needs. The Facility Building Fund will no longer be capital improvement fund as the Town Center is completed. The capital improvement fund sources include:

- Atherton General Fund
- Measure M – County Congestion Management Fee on vehicle registration
- Measure A – County ½-cent Transportation Sales Tax
- Measure W- County ½-cent tax Congestion Relief Plan
- Gas Tax
- Atherton Channel Fund
- Measure S – Special Parcel Tax (Remaining Residual Funds)
- Library Fund

## **ANALYSIS**

This section is a fund-by-fund analysis of the various Town Funds.

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# **LIBRARY FUND**

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## **REVENUES**

The Town is a member of the San Mateo County Library JPA system. The Library is funded through property taxes that are collected and allocated to library services. Under the JPA, jurisdictions are permitted to retain excess funds generated from the local property taxes as long as the basic library services are met. The Town most recent use of excess funds have been for the Town Center Project – Library – as well as extended library hours of daily operation, utilities, and maintenance costs. In FY 2020/21 the SMCL agreed to the advancement of \$5,391,725 in Library Trust funds for the completion of the project. Upon completion of the new Atherton Library, annual excess funds minus amounts needed for yearly operation of the Library will be retained by the Library JPA until the total advancement amount is reimbursed. Once the advancement of funds is reimbursed, any remaining funds will be evenly split between the Library and the Town for library-related activities.

The anticipated FY 2021/22 ending balance for the Library Fund is \$1,775,262. Funds are now held by the Town. The Town currently holds \$1,462,232 of remaining advancement of funds previously held by SMCL. The County holds all future excess funds. During the agreement of advancement of Library funds, it was estimated that the projected Library Fund Revenue would be in the range of \$1,500,000. The Town will not receive excess funds from the JPA until the advancement of funds are paid back. It is estimated that it will take approximately 3.5 to 4 years for reimbursement of the advancement of Library JPA funds. This could occur sooner dependent upon property tax revenues. The estimated available funding for FY 2022/23 including the

remaining advancement of Library Trust funds, is \$1,500,353.

## **EXPENDITURES**

The construction cost for the Library is approximately \$19.5m. For the FY 2022/23 budget, staff has allocated \$300,000 for the Project's close out.

Remaining allocations include \$249,000 for operations, utilities, and maintenance costs. These amounts are based on the new building needs and operations, campus wide.

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## **OTHER RESTRICTED FUNDS**

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The Town maintains a variety of Special Revenue and Internal Service funds that are "restricted funds" for specific purposes beyond basic capital improvement. Revenue to internal service funds are in the form of General Fund department charges based on allocations by department and uses.

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## **EQUIPMENT REPLACEMENT FUND**

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The Equipment Replacement Fund is an internal depreciation fund for the replacement of large assets. The Fund is essentially the Town's set aside accumulation account to replace large equipment assets over time – such as computer equipment, software assets, vehicles, trailers, emergency equipment, etc. Annual depreciation-style departmental allocations to this Fund reduces the impact to the Town's Operational year funding to replace the equipment. There remains sufficient funds in the fund to accommodate emergency replacement needs as well as planned needs.

The FY 2022/23, departmental allocations (revenues) total \$282,300 and the expenditures total \$249,200. The largest allocation charge is \$175,000 in the Police Department for FY 2022/23. This allocation reflects the purchase of 1.5 vehicles each year as part of the regular maintenance and replacement schedule for vehicles. It allows the Town to use the State and Federal Multiple-Award Schedule pricing to purchase vehicles from the Equipment Replacement Fund. In FY 2022/23 the Police Department will replace two vehicles using the Equipment Replacement as well as purchase other miscellaneous small equipment assets. These were noted in the General Fund Budget presentation. Public Works will also be replacing an older vehicle.

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## **WORKERS' COMPENSATION FUND**

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The Workers' Compensation Fund accounts for the cost and expense of managing the Workers' Compensation Program through the Town's self-insurance risk pool, Cities Group Joint Powers Authority. Within this Fund are costs related to risk management and prevention – safety training, educational materials, and accident prevention programs. As a member of a JPA, the Town contributes an annual assessment to the JPA based on all recognized and potential liability. These assessments or contribution rates are calculated annually based on agency claims history and any increases in loss recovery due to excessive claims losses.

The Workers' Compensation Fund tracks expenditures for related expenses across the various departments. Each department is charged an allocation of the expense based on the number and type of personnel within each department. Departmental costs are different not only due to the number of employees within the department but also the type of employee – public works, administrative, public safety, etc. directly related to the type of risk exposure.

The Town maintains an equity reserve designed to keep overall operational rates low. If the equity reserve maintained, annual operational rates are subject to increase due to a “special assessment” imposed by the Cities Group JPA. The current year assessment is \$165,000 and is expected to remain the same amount in FY 2022/23. To maintain the required equity reserve, an allocation of \$62,325 is needed. This will come from the Workers' Compensation Fund residual balance in FY 2022/23. Currently, there are enough reserves in the Town's Worker's Compensation Fund for future allocations of approximately two and half years for equity replenishment.

Staff recommends adjusting the FY 2022/23 expense to \$307,500 thereby reducing the General Fund budget expense \$140,496. Departmental allocations will see a subsequent reduction.

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## **GENERAL LIABILITY FUND**

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The General Liability Fund accounts for the insurance cost of general liability claims and property losses. The Town is part of an insurance pool administered by PLAN JPA. The activities within this Fund provide for expenses related to general liability insurance, employment practice insurance and self-insured retention claims. Total internal service charges from the General Fund for FY 2022/23 are estimated at \$372,460. The total FY 2022/23 projected expenditures for this fund are \$370,260. This includes the self-insurance retention expense of \$100,000 that allows the payout of four (4) claims at \$25,000 per claim. The Town does not anticipate expending retention expenses of 4 claims in the fiscal year, however, the amount is a requirement established by PLAN JPA. Average retention claims are about 1.5 per year.

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## **EMPLOYEE BENEFITS FUND**

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The Employee Benefits Fund tracks expenditures across various departments for employment, unemployment, retirement, and healthcare benefits. The Fund also represents an audit-compliant set aside for compensated absences (time earned) – vacation, sick leave, holiday, compensatory time, etc.). Revenue to the fund comes through charges allocated back to each departmental budget based on number and type of personnel within each department. Revenue to the Fund for FY 2022/23 is \$1,056,011. Expenditures for FY 2022/23 are \$848,335. Most of this expenditure is the \$633,335 “pay as you go” retiree health care benefit contribution.

Within this fund is also the employee benefits charge of \$222,861. This is a charge of 2% to 3% of the General Fund Operational Departments salary expense that is allocated for personal leave contributions of sick, vacation, and holiday pay. Staff is recommending an increase in the employee benefits allocation charge for accrual calculations for vacation, sick leave, and holiday pay. The Police Department allocation will increase from 3% to 4% and all other departments will

increase from 2% to 3%. This increase will be reflected in the next reiteration of the Operations budget. The Town has a total compensated absences balance of \$982,163. Compensated absences comprise of accrued time-off, vacation and holiday pay for all employees and is recorded as a liability. These are amounts that would be liquidated or mature due to termination of Town staff. As noted, these funds are accounted for as part of the Town's annual audit.

Included within this fund is also unemployment insurance charges if there are any future claims charges to the Town. Any claims would be paid out of this fund. The total budgeted charge is \$60,878. During the General Fund Operations presentation, staff recommended the Town make an additional contribution of \$67,000 towards the Town OPEB trust to satisfy the amortization of Net OPEB liability. These costs are included and charged to respective departments based on retiree health costs and allocated to the Employee Benefits Fund.

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## TENNIS FUND

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The Tennis Fund projected revenues are \$58,900. The majority of this revenue comes through the facility management services contract with Player Capital. This contract provides additional yearly revenue of \$40,000 to the Park. Keys are sold on an annual basis to any person (resident or non-resident) that wishes to use the Tennis courts. The Tennis Key fees were increased in January 2020 for future court increased maintenance needs and expanded use of the courts. The standard key for residents was increased from \$50 to \$100 and includes clay court key, and the non-resident key increased from \$200 to \$275.

Every year the Town tries to resurface and maintain the courts. This is done on approximately every 3-5 years on a cyclical basis on each of the five (5) non-clay tennis courts. The tennis court resurfacing treatment includes crack filling and taping, followed by a new surface coating and striping. Over the years the Tennis Fund has slowly accumulated reserves of approximately \$200,000 that could be used for the more comprehensive repair. The current fiscal year budget included appropriations for maintenance of the courts. The Town went out to bid for an overlay on three (3) of the rear courts at the facility. The work is set to begin in the next month for maintenance and repair for approximately six (6) weeks.

The FY 2022/23 budget includes the purchase of tennis keys by residents and non-residents providing annual revenue of approximately \$18,300. The charges for keys are \$100 for Atherton Residents for a standard tennis key/with clay court access.. The standard key fee for non-residents is \$275 and clay court access of \$30/hour. Each January, new tennis keys go on sale for the new court locks that get installed in February.

For FY 2022/23, the Town anticipates expenditures of \$117,500. This includes \$10,000 for contract maintenance services for MCE, general court maintenance urgent needs rehabilitation of remaining two tennis courts and clay court maintenance \$100,000 and \$5,000 for building security court gates upkeep. The Town will continue maintenance on the clay court in FY 2022/23.

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## COPS - CITIZEN'S OPTION FOR PUBLIC SAFETY

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The COPS Office was created as a result of the Violent Crime Control and Law Enforcement Act of 1994. As a component of the Department of Justice, the mission of the COPS Office is to advance community policing in jurisdictions of all sizes across the nation. Community policing focuses on crime and social disorder through the delivery of police services that includes aspects of traditional law enforcement, as well as prevention, problem-solving, community engagement, and partnerships. In FY 1996/97, the California State Legislature created the Citizen's Option for Public Safety (COPS) Program. Funds have been available through the State of California to local entities in the form of Citizen's Option for Public Safety (COPS) Grant. The Town in recent years has received approximately \$155,000 per year from the grant. Funds must be used for front-line law enforcement only. The Town anticipates receipt of this funding on an annual basis and funds are used for sworn personnel salary related expenditures.

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## **CAPITAL IMPROVEMENT FUND**

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The five-year CIP proposes projects to analyze, repair or improve Town infrastructure, and the funding for those projects. The fifteen (15) projects are categorized into three areas:

- Streets & Transportation
- Drainage
- Town Buildings, Park and Facilities

Projects have been developed based on needs identified by City Council, residents, staff, and adopted master plans. Projects recommended in the five-year CIP reflect the priority funding as directed by the Council when reviewing the Financial Planning Model.

The 1st year (FY 2022/23) of the CIP is incorporated into the Town's Budget and is the only year for which the City Council applies available funding. The remaining four (4) years of the CIP reflect proposed projects and funding. These "out years" are revised annually to reflect changes in City Council priorities, direction, needs and funding availability. The CIP is reviewed by the Town's Planning Commission each year for consistency with the Town's General Plan. This year's CIP will be reviewed by the Planning Commission at their May 25 meeting. The Commission will send their comments in writing to the City Council prior to Council's June 15 meeting at which the Council is scheduled to adopt the budget, inclusive of the CIP

### **ANALYSIS**

The 5-year CIP is presented to City Council tonight in the Study Session workshop format to allow for questions and discussion of individual projects, general discussion about broader objectives to be considered for future proposed projects and priorities for allocating funds. In broad areas of the five largest CIP expenditures, this year's CIP recommends:

- \$1.7 million for Park Master Plan Implementation;
- \$1.5 million for the Road Maintenance Program; and
- \$0.7 million for Drainage Improvements Program;

The total allocation for the 5-year period from FY 2022/23 through FY 2026/27 totals nearly \$21.6 million – the largest expenditures attributable to the Holbrook-Palmer Park Access and Circulation Project.

There are funds remaining from the Special Parcel Tax and there is an allocation of the remaining balance of Special Parcel funds in the FY 2022/23 budget.

Following the workshop, staff will implement changes directed by Council and present the CIP to City Council for consideration at the June Council meeting.

### **POLICY FOCUS**

There are a number of issues inherent in the selection of proposed projects, project schedules and project funding. The Town has a number of Master Plans that identify a variety of projects to be completed. Based on critical need, recommendations from Town committees, and goals set by the City Council, staff has compiled the proposed CIP.

Clear priorities include:

- Annual Road Maintenance Program
- Park Master Plan
- Bike/Ped Master Plan
- Drainage Master Plan
- Green Infrastructure Plan
- Neighborhood Traffic Management Action Plan

Funding for the CIP consists of a variety of sources, some of which are restricted, such as Measures A, Measure M and Measure W funds, as well as funds allocated from the voter-approved Special Parcel Tax, from Gas Taxes, and the General Fund.

Specific projects for which staff is seeking Council policy concurrence are:

- Bicycle Pedestrian Master Plan Implementation Program – Page 15, #56059
  - \$250,000 for the design of the Selby Lane Bike Lanes Improvements Project
    - Includes widening of Selby Lane to provide class II bike lanes from El Camino Real to Adelante-Selby Spanish Immersion School.
    - Prior plans reflected a desire to improve the El Camino Real intersection with a median modification and crossing improvements that could include a pedestrian HAWK beacon. Though staff (with support from consultants) is pursuing grant opportunities to fund the intersection improvements, they are not included in the base scope at this time.
  - Refresh Class III bikeway pavement markings (\$100,000)
  - Pedestrian Access Improvements from Lloyd Drive, across Fair Oaks Lane to the Town Center (\$175,000).

- Drainage Improvements Program – Page 20, #56034
  - \$400,000 to initiate the assessment, design and environmental permitting associated with the relining of the Atherton Channel, upstream of Alameda de las Pulgas.
  - Funding is split between the Atherton Channel District (\$200,000) and the Capital Improvements Fund (\$200,000). Construction funding is proposed in out years after design completion.
  - \$300,000 fund Green Infrastructure design and improvements, as outlined in the Green Infrastructure Master Plan and associated with roadway and bicycle/Pedestrian improvement projects (as required by the Municipal Regional Stormwater Permit).
    - Green Infrastructure Plan includes potential bio-treatment areas at the Lloyd Drive at Fair Oaks Lane intersection along Elena Avenue (in median areas) and along Polhemus Avenue. It is anticipated that the widening of Selby Lane, to provide Class II bike lanes will trigger stormwater treatment requirements and the new Municipal Regional Stormwater Permit, currently in the reissuance process, will require stormwater treatment associated with certain roadway maintenance projects. Council feedback on prioritization of Elena Avenue, Polhemus Avenue and Fair Oaks Lane at Lloyd Drive. These areas have various utilities in the vicinity and any improvements will required consideration of the utilities.
- Park Master Plan Implementation Program – Page 26, #56063
  - \$175,000 to fund new fencing along the park side of Watkins Avenue from Middlefield Road to the Caltrain right-of-way. The project, as proposed, does not include reconstruction or expansion of the pedestrian walkway. Such expansion would require modifications to the channel and may, depending on scope, trigger greater environmental review and regulatory permitting. Council direction regarding the scope of the project is requested.

### **FISCAL IMPACT**

There is no fiscal impact of the review and discussion of the CIP. Upon Council approval of the projects and funding for FY 2022/23, those approved projects will be incorporated into the Town's Budget and their approved amounts will be reflected in the Budget and in remaining fund balances.

### **PUBLIC NOTICE**

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

The Town maintains a Fiscal Transparency web portal and includes all budget information on its website. Links to these various areas are below:

Fiscal Transparency Web Page:

<http://www.ci.atherton.ca.us/index.aspx?NID=269>

Archive of Town Budgets:

<http://www.ci.atherton.ca.us/index.aspx?nid=273>

Financial Data Portal (OpenGov):

<http://www.ci.atherton.ca.us/index.aspx?nid=361>

Financial Audit Archive:

<http://www.ci.atherton.ca.us/Archive.aspx?AMID=39&Type=&ADID=>

Actuarial Valuations Archive:

<http://www.ci.atherton.ca.us/Archive.aspx?AMID=61&Type=&ADID=>

Labor Contracts, Agreements, and Salary/Benefit Information:

<http://www.ci.atherton.ca.us/index.aspx?nid=192>

## **ATTACHMENTS**

1. FY 2022/23 Internal Service, Library, Tennis Funds & Other Special Revenue
2. FY 2022/23 Capital Improvement Program

Town of Atherton Annual Operating Budget FY 2022-2023  
Special Revenue Fund  
Library Fund

Account	Description	Actuals 2020-2021	Adopted Budget 2021-22	Proposed Budget 2022-23
213-00-40001-000	Secured Property Tax	5,391,725		249,000
213-00-48001-000	Interest Income	41,128	100,000	25,000
<b>Advancement of Funds</b>				
<b>Total Revenues</b>		<b>5,432,853</b>	<b>100,000</b>	<b>274,000</b>
213-00-58003-000	Trans to Facilities Const-406	8,172,893	4,135,000	300,000
213-30-52007-000	Other Legal Services	-		
213-30-52011-000	Contract Planner	-		
213-30-52024-000	Architectural Services	-		
213-30-52027-000	Environmental Consulting Svs	-		
213-30-52031-000	Contract Maint Services	7,826	19,000	19,000
213-30-53003-000	Building Security	-	250	250
213-30-53004-000	Facility Repair & Maintenance	-	2,000	2,000
213-30-53008-000	Contract Custodial Services	9,756	58,000	75,000
213-30-53014-000	Utilities - Electricity	4,291	24,000	72,659
213-30-53015-000	Utilities - Gas	-	200	200
213-30-53016-000	Utilities Water	838	8,000	8,000
213-30-53017-000	Utilities - Sewer	-		
213-30-53024-000	Advertising & Noticing	396		
213-30-53035-213	Other Rents & Leases	-	19,825	-
213-30-53036-000	Contract Pesticid & Fertilizer	-	800	800
213-30-54010-000	Other Contract Services	47,591	58,000	71,000
213-30-55016-000	Other Supplies & Materials	-	-	-
Total Operations		8,243,591	4,325,075	548,909
<b>Total Expenditures</b>		<b>8,243,591</b>	<b>4,325,075</b>	<b>548,909</b>
Excess (Deficiency) of Rev Over Exp		(2,810,737)	(4,225,075)	(274,909)
Beginning Fund Balance		8,811,074	6,000,337	1,775,262
<b>Ending Fund Balance</b>		<b>6,000,337</b>	<b>1,775,262</b>	<b>1,500,353</b>

Town of Atherton Annual Operating Budget FY 2022-2023  
Special Revenue Fund  
Library Budget Object Details

Fund 213 Acct Description	Quantity, brief description and justification of items requested	FY 2023 Recommended Appropriations
Contract Maint Services	MCE contract maint for HVAC, electrical, roof and landscape services, etc.	19,000
Building Security	Misc locks, etc	250
Facility Maint and Repair	Scheduled maint and misc repairs as needed	2,000
Contract Custodial Services	Portion of Town janitorial contract	75,000
Utilities - Electricity	Operating electricity	72,659
Utilities - Gas	Operating gas	200
Utilities Water	Operating water	8,000
Other Rents & Leases	Library Temporary Trailers lease	-
Contract Pesticid & Fertilizer	Vector control	800
Maintenance & Monitoring	New Building Maintenance & Monitoring	31,000
Landscape Maintenance	Library Landscaping Services	40,000
Trans to Facilities Const-406	Library allocation portion new Town Center Construction, project management, FF&E	300,000
Trans to Facilities Const-406	10 % Contingency of Library project	
	Total Library	<u><u>548,909</u></u>

Town of Atherton Annual Operating Budget FY 2022-2023  
Internal Service Fund  
Equipment Replacement Budget By Account

Fund 610 Account	Description	Actual 2020-2021	Adopted Budget 2021-2022	Recomm Budget 2022-2023
610-00-48001-000	Interest on Investments	5,204	2,600	2,600
610-00-47509-012	Equip Replace Charges - Admin			
610-00-47509-018	Equip Replace Charges - Finance	10,000	10,000	10,500
610-00-47509-040	Equip Replace Charges - Police	55,400	141,800	214,200
610-00-47509-050	Equip Replace Charges - DPW Engineering	8,000	13,000	18,000
610-00-47509-053	Equip Replace Charges - DPW Street Maint	9,000	9,000	9,000
610-00-47509-057	Equip Replace Charges - DPW Park Maint	3,000	3,000	3,000
610-00-47509-059	Equip Replace Charges - Building Maint	12,500	25,000	25,000
610-00-48004-000	Sale of Property	5,997		
	Total Revenues	109,101	204,400	282,300
	Depreciation	151,208		
610-18-57006-018	Computer Software	-	-	-
610-12-57004-012	Machinery & Equipment	-	-	-
610-40-57004-040	Machinery & Equipment	3,943	-	39,200
610-40-57005-040	Vehicles & Accessories	45,626	141,800	170,000
610-50-57005-050	Vehicles & Accessories	-	40,000	45,000
	Total Expenditures	200,777	181,800	254,200
	Excess (Deficiency) of Revenues Over Expenditures	(91,676)	22,600	28,100
	Beginning Net Asset (Deficit)	1,116,757	1,025,080	1,047,680
	Ending Net Asset (Deficit)	1,025,080	1,047,680	1,075,780

Town of Atherton Annual Operating Budget FY 2022-2023  
Internal Service Fund  
Worker's Compensation Budget By Account

Fund 614 Account	Description	Actual 2020-2021	Adopted Budget 2021-2022	Recomm Budget 2022-2023
614-00-47503-012	Charges for Services - Admin Dept	21,171	19,429	13,927
614-00-47503-018	Charges for Services - Finance Dept	18,231	17,383	12,408
614-00-47503-025	Charges for Services - Building Dept	7,055	6,970	4,976
614-00-47503-040	Charges for Services - Police Dept	415,361	360,542	264,240
614-00-47503-050	Charges for Services - DPW Engineering	5,601	5,375	3,837
614-00-47503-053	Charges for Services - DPW Street Maint	4,699	4,255	3,037
614-00-47503-057	Charges for Services - DPW Park Maint	4,598	4,555	3,252
614-00-47503-058	Charges for Services - DPW Park Prog & Tennis Fd	1,880	1,702	1,215
614-00-47503-059	Charges for Services - DPW Building Maint	940	851	607
614-00-48001-000	Interest on Investments	11,628	4,000	4,000
614-00-49001-000	Transfer From General Fund			
	Total Revenues	<u>491,163</u>	<u>425,062</u>	<u>311,499</u>
614-30-51013-000	Worker's Comp Expense	119,448	159,264	159,264
614-30-51017-000	Safety/Compliance Program Assessment	5,795	6,618	6,618
614-00-49001-000	Reserve Equity Contribution		221,551	62,325
	Total Expenditures	<u>125,243</u>	<u>387,433</u>	<u>228,207</u>
	Excess (Deficiency) of Revenues Over Expenditures	365,919	37,629	83,292
	Transfer-in			
	Beginning Net Assets (Deficit)	<u>1,331,375</u>	<u>1,697,295</u>	<u>1,734,924</u>
	Ending Net Assets (Deficit)	<u><u>1,697,295</u></u>	<u><u>1,734,924</u></u>	<u><u>1,818,216</u></u>

Town of Atherton Annual Operating Budget FY 2022-2023  
Internal Service Fund  
General Liability Budget By Account

Fund 615 Account	Description	Actual 2020-2021	Adopted Budget 2021-2022	Recomm Budget 2022-2023
615-00-47504-000	Liability Insurance Charge	270,520	287,573	407,997
615-00-47505-000	Employment Practice Liability Charge	37,064	48,065	31,594
615-00-48001-000	Interest on Investments	5,537	2,200	2,200
	Total Revenues	<u>313,121</u>	<u>337,838</u>	<u>441,791</u>
615-30-53019-000	Liability Insurance Expense	204,214	187,583	307,997
615-30-53020-000	Employment Practice Liability	35,073	48,045	31,594
615-30-53022-000	Liability Claim Expense	25,000	100,000	100,000
	Total Expenditures	<u>264,287</u>	<u>335,628</u>	<u>439,591</u>
	Excess (Deficiency) of Revenue Over Expenditures	48,834	2,210	2,200
	Beginning Net Assets (Deficit)	<u>684,414</u>	<u>733,248</u>	<u>735,458</u>
	Ending Net Assets (Deficit)	<u><u>733,248</u></u>	<u><u>735,458</u></u>	<u><u>737,658</u></u>

Town of Atherton Annual Operating Budget FY 2022-2023  
Internal Service Fund  
Employee Benefits Budget By Account

Fund 616 Account	Description	Actual 2020-2021	Adopted Budget 2021-2022	Recomm Budget 2022-2023
616-00-47506-000	GASB 45 ARC - Contribution	-	182,425	182,425
616-00-47506-012	GASB 45 ARC - Admin	41,915	20,191	20,363
616-00-47506-018	GASB 45 ARC - Finance	30,828	25,797	42,362
616-00-47506-025	GASB 45 ARC - Building	26,822	23,929	25,596
616-00-47506-040	GASB 45 ARC - Police	391,798	408,714	406,503
616-00-47506-050	GASB 45 ARC - DPW Engineering	31,283	29,532	31,691
616-00-47506-053	GASB 45 ARC - DPW Street Maint	90,092	49,953	50,322
616-00-47506-057	GASB 45 ARC - DPW Park Maint	7,855	4,343	4,805
616-00-47506-058	GASB 45 ARC - DPW Park Program	7,548	3,864	3,705
616-00-47507-012	EE Benefits Earned - Admin	9,380	9,714	15,217
616-00-47507-018	EE Benefits Earned - Finance	8,230	8,692	13,559
616-00-47507-025	EE Benefits Earned - Building	3,340	3,385	5,286
616-00-47507-040	EE Benefits Earned - Police	71,700	125,410	175,892
616-00-47507-050	EE Benefits Earned - DPW Engineering	2,594	2,588	4,043
616-00-47507-053	EE Benefits Earned - DPW Street Maint	2,053	2,127	3,319
616-00-47507-057	EE Benefits Earned - DPW Park Maint	2,174	2,277	3,553
616-00-47507-058	EE Benefits Earned - DPW Park Program	821	851	1,328
616-00-47507-059	EE Benefits Earned - DPW Bldg Maint	411	425	664
616-00-47508-012	Unemploy Benefits - Admin	4,982	4,857	5,072
616-00-47508-018	Unemploy Benefits - Finance	4,298	4,346	4,520
616-00-47508-025	Unemploy Benefits - Building	1,741	1,692	1,762
616-00-47508-040	Unemploy Benefits - Police	47,245	43,052	45,222
616-00-47508-050	Unemploy Benefits - DPW Engineering	1,366	1,294	1,348
616-00-47508-053	Unemploy Benefits - DPW Street Maint	1,175	1,064	1,106
616-00-47508-057	Unemploy Benefits - DPW Park Maint	1,149	1,139	1,184
616-00-47508-058	Unemploy Benefits - DPW Park Program	470	425	443
616-00-47508-059	Unemploy Benefits - DPW Building Maint	235	213	221
616-00-48001-000	Interest on Investments	9,682	4,500	4,500
616-00-49001-000	Transfer from General Fund			
	Total Revenues	801,186	966,799	1,056,011
616-xx-51009-xxx	Retiree Health-Care OPEB		182,419	67,000
616-12-51009-012	Retiree Health-Care (Admin)	19,808	20,191	20,363
616-18-51009-018	Retiree Health-Care (Finance)	23,963	25,797	23,142
616-25-51009-025	Retiree Health-Care (Building)	24,788	23,929	25,804
616-40-51009-040	Retiree Health-Care (Police)	334,799	408,714	406,503

Town of Atherton Annual Operating Budget FY 2022-2023  
Internal Service Fund  
Employee Benefits Budget By Account

Fund 616 Account	Description	Actual 2020-2021	Adopted Budget 2021-2022	Recomm Budget 2022-2023
616-50-51009-050	Retiree Health-Care (Engineering)	29,781	29,532	31,691
616-53-51009-053	Retiree Health-Care (Street Maint)	46,890	49,953	50,322
616-57-51009-057	Retiree Health-Care (Park Maint)	4,213	4,348	4,805
616-58-51009-058	Retiree Health-Care (Park Program)	3,821	3,864	3,705
616-30-51016-030	Unemployment Insurance	-	15,000	15,000
616-40-51016-040	Unemployment Insurance	1,337		
616-30-50013-030	Employee Benefits Earned	456,241		200,000
616-30-51021-000	Net OPEB Expense	146,681		
	Total Expenditures	<u>1,092,323</u>	<u>763,747</u>	<u>848,335</u>
	Excess (Deficiency) of Revenues Over Expenditures	(291,137)	203,052	207,676
	Beginning Net Assets (Deficit)	<u>722,205</u>	<u>431,069</u>	<u>634,121</u>
	Ending Net Assets (Deficit)	<u><u>431,069</u></u>	<u><u>634,121</u></u>	<u><u>841,797</u></u>

Town of Atherton Annual Operating Budget FY 2022-2023  
Special Revenue Fund  
Tennis Fund 105

Account	Description	Actual 2020-2021	Adopted Budget 2021-2022	Recomm Budget 2022-2023
105-00-47027-058	Tennis Classes	40,000	40,000	40,000
105-00-47026-058	Tennis Keys	20,220	18,300	18,300
105-00-48001-058	Interest Income	1,621	600	600
105-00-48501-000	Donation & contributions			
<b>Total Revenues</b>		<b>61,841</b>	<b>58,900</b>	<b>58,900</b>
105-58-52031-000	Contract Maint Services	1,010	10,000	10,000
105-58-53003-000	Building Security	1,283	2,500	2,500
105-58-53004-000	Facility Repair & Maint	19,827	180,000	100,000
105-58-55012-000	Construction Materials	-	5,000	5,000
Total Operations		22,120	197,500	117,500
<b>Total Expenditures</b>		<b>22,120</b>	<b>197,500</b>	<b>117,500</b>
Excess (Deficiency) of Rev Over Exp		39,721	(138,600)	(58,600)
<b>Contribution from MALL Player Capital contract</b>				
Beginning Fund Balance		200,204	239,925	101,325
<b>Ending Fund Balance</b>		<b>239,925</b>	<b>101,325</b>	<b>42,725</b>

Town of Atherton Annual Operating Budget FY 2022-2023  
Special Revenue Fund  
COPS Grant

Account	Description	Actual 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023
209-00-45019-040	Grant	156,964	155,000	155,000
209-00-48001-040	Interest Income	2	146	146
<b>Total Revenue</b>		<b>156,965</b>	<b>155,146</b>	<b>155,146</b>
209-40-50001-040	Salaries related expenditures	156,964	155,146	155,146
<b>Total Expenditure</b>		<b>156,964</b>	<b>155,146</b>	<b>155,146</b>
Excess (Deficiency) of Rev Over Exp		2		-
Beginning Fund Balance		(0)	2	(0)
<b>Ending Fund Balance</b>		<b>2</b>	<b>2</b>	<b>(0)</b>

# Town of Atherton

## Capital Improvement Program

*FY 2022/23 -2026/27*

**Town of Atherton**  
**Public Works Department**  
80 Fair Okas Lane  
Atherton, CA 94027  
[www.ci.atherton.ca.us](http://www.ci.atherton.ca.us)

**Streets & Transportation**

**Drainage**

**Town Buildings, Park & Facilities**





# Capital Improvement Program Fiscal Years 2022/23 through 2026/2027

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## TABLE OF CONTENTS

<b>I. Introduction .....</b>	<b>2</b>
About the Capital Improvement Program .....	3
CIP Document Organization.....	4
<b>II. Fund Sources and Revenues .....</b>	<b>5</b>
Funding Descriptions .....	6
Funding Revenue Sources FY 2021/22.....	11
Capital Program Expenditures FY 2021/22.....	12
<b>III. Capital Projects Five-Year Budget Summaries.....</b>	<b>13</b>
<b>STREETS &amp; TRANSPORTATION</b>	
Traffic Control Devices Program .....	14
Traffic Safety Improvement Program .....	15
Bicycle & Pedestrian Master Plan Implementation Program .....	16
Road Maintenance Program .....	17
Neighborhood Traffic Management Program .....	19
<b>DRAINAGE</b>	
Drainage Improvements Program .....	21
Upper Atherton Channel Monitoring .....	23
<b>TOWN BUILDINGS, PARK &amp; FACILITIES</b>	
Accessibility Improvements .....	24
Atherton Library.....	25
Civic Center Master Plan Implementation Program.....	26
Park Master Plan Implementation Program .....	27



**Capital Improvement Program  
Fiscal Years 2022/23 through 2026/2027**

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**Section I:  
Introduction**



# Capital Improvement Program Fiscal Years 2022/23 through 2026/2027

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## I. INTRODUCTION

### About the Capital Improvement Program

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

The CIP is a five-year planning tool that identifies anticipated capital improvements and their funding sources from fiscal years 2022/23 through 2026/27. The CIP does not appropriate funds, but rather, it functions as a budgeting and planning tool which supports appropriations that are made through adoption of the annual budget. The CIP is updated annually to reflect the latest community priorities, infrastructure master plans, completed projects, updated project cost estimates and available revenue sources.

### Master Plans

Atherton's City Council commissioned a number of Master Plans and studies, starting in FY 2012-13, in order to become well informed on the status of infrastructure needs. These master plans, evaluations and studies are for the following Town-owned facilities:

- Bicycle and Pedestrian Master Plan
- Holbrook-Palmer Park Master Plan
- Civic Center Master Plan
- Storm Drainage Master Plan
- Pavement Management Program Update
- Neighborhood Traffic Management Action Plan
- Street Light Inventory

The purpose of the CIP is to incorporate the results from these Plans, along with other input including resident requests, to identify and describe capital projects that will be of long-term benefit to the residents of Atherton. As such, the programs and projects enclosed in this CIP are dedicated to enhancing accessibility, safety and the built environment throughout the Town by targeting various transportation, drainage, park, and facilities improvements.



## Capital Improvement Program Fiscal Years 2022/23 through 2026/2027

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The CIP projects were selected based on the following factors:

- Implementation of the Town's General Plan Guidelines
- Town Council and Community direction
- Implementation of accepted and approved Master Plans
- Implementation of Facilities' planning and priorities
- Maintenance needs of roadways and safety of roadway users
- Ability to improve transportation deficiencies
- Drainage facilities improvement needs

The five-year CIP identifies the highest priority capital needs that can be addressed within the available and forecasted revenue. These capital needs are matched to their eligible funding consisting of the previous year's fund balances and five-year revenue projections identified by the Finance department.

### CIP Document Organization

The CIP is organized to serve two primary purposes. First, it describes funding sources and discusses their sources and uses. Next, it provides a description of the planned transportation, drainage, park, and facility capital improvements developed through an examination of the Town's capital needs.

As such this CIP is organized into three parts.

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



**Capital Improvement Program  
Fiscal Years 2022/23 through 2026/2027**

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**Section II:  
Funding Sources  
& Revenues**



## Capital Improvement Program Fiscal Years 2022/23 through 2026/2027

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### II. FUNDING DESCRIPTIONS

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

- General Fund
- Gas Tax
- Atherton Channel Fund
- Measure S - Special Parcel Tax
- Measure A
- Measure M
- Measure W

#### **General Fund (Capital Improvement)**

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The General Fund provides funding for the Town's general programs and day-to-day operations. This includes Town management, administration, parks and recreation operations, public works operations, law enforcement, trash hauling, special operational programs, planning, and general Town services. It also includes an annual payment to mitigate accessibility risks from ABAG Plan, the Joint Powers Authority that provides liability insurance.

When accounting for General Fund use, the fund description on the individual project pages shows as Capital Improvement. The General Fund includes the money raised by the local property tax for a given year as well as one-time grant funds received for specific projects and purposes. The intent is to budget annually a certain amount from the General Fund to address Town priorities.



## Capital Improvement Program Fiscal Years 2022/23 through 2026/2027

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### Measure S (Special Parcel Tax)

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Approved by a 2/3rds vote of Atherton residents in November 2013, Measure S (Special Parcel Tax) is an ordinance that continues the existing Town of Atherton Special Parcel Tax for four years. The most recent parcel tax expired in FY 2017/18. The Special Parcel Tax was not renewed in 2018. There are still residual funds that will be used for authorized capital project infrastructure needs, with available capital improvement funds programmed in FY 2022/23.

The Special Parcel Tax provided funding to maintain police emergency response services, street repair and maintenance, drainage facility repair and maintenance, and other capital improvements. The Special Parcel Tax generated approximately \$1.86 million annually and was divided 20% to Police Services and 80% to capital projects. The sunset of the Special Parcel Tax required the discontinuation of certain programs and projects.

### Measure A

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Measure A is a voter approved half-cent sales tax for countywide transportation projects and programs. In 2009, county voters overwhelmingly approved a reauthorization of Measure A through 2033.

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

Measure A dollars are distributed on a formula allocation based on population and the number of road-miles. Atherton receives approximately \$370,000 annually through Measure A.

### Measure M

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



## Capital Improvement Program Fiscal Years 2022/23 through 2026/2027

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

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

### Measure W

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Approved by voters in November 2018, Measure W is a half-cent sales tax on qualified retail transactions for use on transportation improvements and maintain affordable transit. This Measure is set to expire in 30 years (2048).

The distribution of funds are shaped by the San Mateo County Congestion Relief Plan. The Plan includes the five (5) following investment categories:

- Countywide Highway Congestion Improvements
- Local safety, pothole and congestion relief improvements
- Bicycle and pedestrian improvements
- Regional Transit Connections
- County public transportation improvements.

Ten percent (10%) of the annual revenue is allocated to the County of San Mateo and the cities of the County for transportation investments using a distribution formula that is based 50% on population and 50% on road miles (adjusted annually). The Town's allocation of the Measure W funds is approximately 1.74% of the City/County distribution, which is projected to be approximately \$145,000. The Town may use Measure W funds for street paving and pothole repair, bicycle/pedestrian safety projects, promoting alternative modes of transportation, planning and implementing traffic and safety projects including signal coordination, and implementing advanced technologies and communications of the roadway system.



## **Capital Improvement Program Fiscal Years 2022/23 through 2026/2027**

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### **Gas Tax**

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Atherton receives a formula allocation of funds based upon population and lane miles. In FY 2022-23, the Town will receive approximately \$207,000 in regular Gas Tax revenues. This amount is augmented with additional revenues from the Road Repair and Accountability Act of 2017 (SB 1). Effective November 1, 2017, the gasoline excise tax was increased 12 cents per gallon and the excise tax on diesel was increased 20 cents per gallon. SB 1 also increased the vehicle registration tax effective January 1, 2018 and an additional vehicle registration tax will be applied to zero emission vehicles effective July 1, 2020. As a result, the total Gas Tax allocations to the Town is expected to be approximately \$365,000 in FY 2022/23. With the proposed funding through the Capital Improvements Program, the Town will be able to achieve the Maintenance of Effort requirements of SB 1 to continue to receive SB1 funds.

### **Atherton Channel Fund**

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

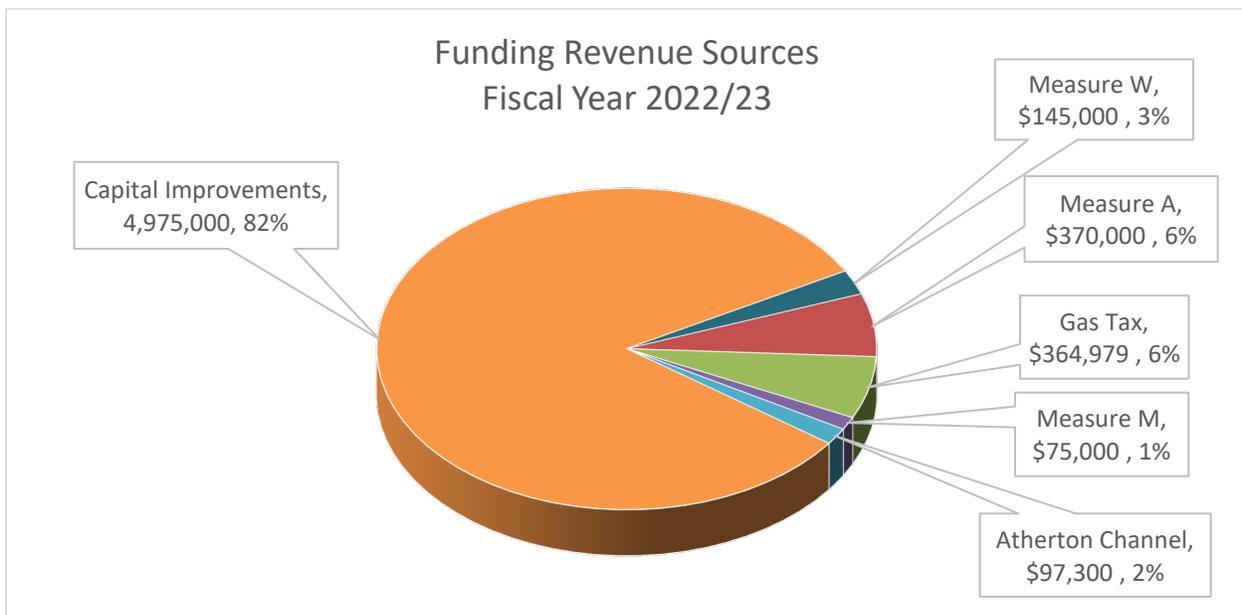


## Capital Improvement Program Fiscal Years 2022/23 through 2026/2027

### Fund Sources in FY 2022/23

The sources used to fund the FY 2022/23 capital improvements total approximately \$6.03 million and consist of existing fund balances plus new income. The four major sources of these funds are the General Fund (Capital Improvement), Measure A and Gas Tax. These funds are used to fund bicycle, pedestrian and traffic safety improvements, and road maintenance and drainage projects. These and other capital projects are described in detail in the next section of this CIP.

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

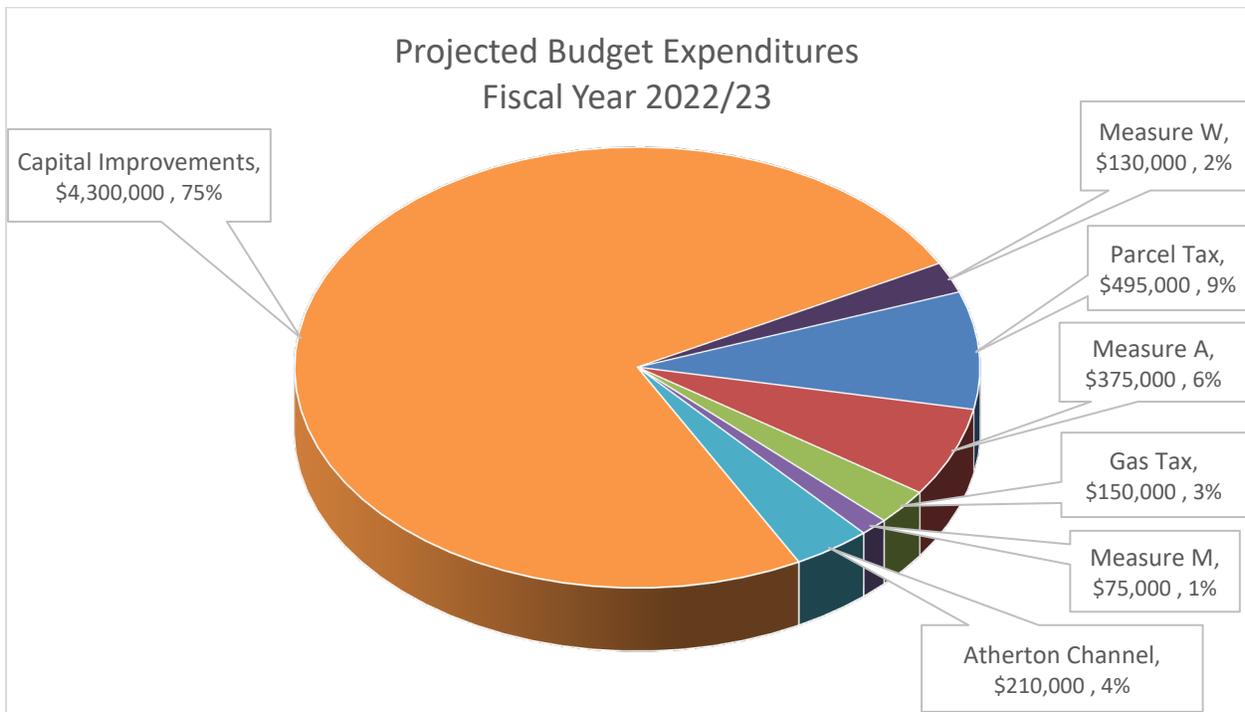




## Capital Improvement Program Fiscal Years 2022/23 through 2026/2027

### Capital Program Expenditures for FY 2022/23

For FY 2022/23, the CIP anticipates appropriating approximately \$5.7 million, including prior year fund allocations. The major expenditures planned are for the remodel of the Atherton Station building, Holbrook-Palmer Park, drainage, bicycle, pedestrian and roadway maintenance projects. These project expenditures, in addition to other capital projects are identified in the chart below.





**Capital Improvement Program  
Fiscal Years 2022/23 through 2026/2027**

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**Section III:  
Capital Projects**



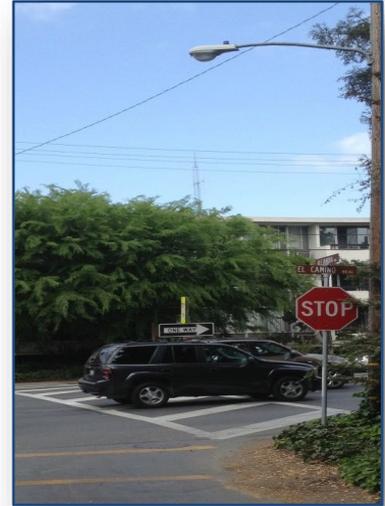
## Capital Improvement Program Fiscal Years 2022/23 through 2026/2027

**Project Type:** Streets & Transportation

**Project Name:** Traffic Control Devices Program - #56070

**Project Description:** This program provides ongoing funding for the repair and replacement of regulatory, warning and advisory street signage, striping, cross walks, and markings, necessary to maintain safe and efficient roadways within the Town of Atherton.

This program also provides a funding source to install additional signage identified by staff and/or the Transportation Committee and approved by the City Council, as necessary.



### Funding Plan and Project Costs

Funding Source	22/23	23/24	24/25	25/26	26/27	Totals
Measure A	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$75,000
<b>Totals</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$75,000</b>



## Capital Improvement Program Fiscal Years 2022/23 through 2026/2027

**Project Type:** Streets & Transportation

**Project Name:** Traffic Safety Improvement Program - #56064

**Project Description:** This program provides funding for data collection and studies such as engineering technical reports, traffic counts, speed surveys, and traffic signal warrant studies. It also funds traffic control measures and roadway improvements to improve vehicular, bicycle and pedestrian safety items such as fixed solar powered radar speed indicators, and flashing LED pedestrian activated crossing signs. Priority projects include:

- Alameda de las Pulgas Safety Improvements – estimate \$600,000 (FY 2022/23), \$1,850,000 (FY 2023/24), including \$2,000,000 Federal grant
- Purchase three fixed solar powered radar speed indicators estimate – \$15,000 (FY 2022/23)
- Traffic Counts and Speed Surveys

### Funding Plan and Project Costs

Funding Source	22/23	23/24	24/25	25/26	26/27	Totals
Capital Improvements	\$450,000	\$1,850,000	\$0	\$0	\$0	<b>\$2,300,000</b>
Special Parcel Tax	\$150,000	\$0	\$0	\$0	\$0	<b>\$150,000</b>
Measure A	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	<b>\$125,000</b>
Measure M	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	<b>\$75,000</b>
<b>Totals</b>	<b>\$40,000</b>	<b>\$40,000</b>	<b>\$40,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$170,000</b>





## Capital Improvement Program Fiscal Years 2022/23 through 2026/2027

**Project Type:** Streets & Transportation

**Project Name:** Bicycle & Pedestrian Master Plan Implementation Program - #56059

**Project Description:** The Town's Bicycle and Pedestrian Master Plan was accepted by the Council in November of 2014. The Master Plan identifies priority Bicycle and Pedestrian improvement projects throughout Town. This program funds improvements to the routes as identified in the Master Plan.



Priority projects include:

- Identify opportunities to improve safety and awareness on heavily used routes servicing schools and parks
- Seek grant funding and partnership opportunities to implement improvements identified in the Town of Atherton Bicycle and Pedestrian Master Plan – estimate \$25,000 (FY 2022/23)
- Refresh of Class III Bikeway pavement markings – estimate \$100,000 (FY 2022/23)
- Selby Lane bicycle lane improvements – estimate \$250,000 (FY 2022/23), \$1,150,000 (FY 2023/24)
- Fair Oaks Lane Pedestrian Improvements – estimate \$175,000 (FY 2022/23)

Funding Source	22/23	23/24	24/25	25/26	26/27	Totals
Capital Improvements	\$450,000	\$1,150,000	\$500,000	\$500,000	\$1,00,000	<b>\$3,600,000</b>
Measure A Fund	\$100,000	\$25,000	\$25,000	\$25,000	\$25,000	<b>\$200,000</b>
<b>Totals</b>	<b>\$550,000</b>	<b>\$1,175,000</b>	<b>\$525,000</b>	<b>\$525,000</b>	<b>\$525,000</b>	<b>\$3,800,000</b>



## Capital Improvement Program Fiscal Years 2022/23 through 2026/2027

**Project Type:** Streets & Transportation

**Project Name:** Road Maintenance Program - #56003

**Project Description:** This is an annual program combining patching, sealing and overlays to maintain roads in a cost-effective manner. Every two years, an engineering survey of pavement condition is performed by independent assessors, who determine a pavement condition index (PCI) and also recommends specific maintenance strategies for each road. Staff analyzes the data, conducts physical inspections, and recommends an annual program to cost-effectively maintain roads. The funds proposed for this program have been increased with the approval of SB-1, and allocation of Capital improvement funds to \$1,500,000 for FY 2022/23. Funds associated with the Roadway Maintenance and Rehabilitation Account (RMRA) approved through SB-1 in 2017 are subject to maintenance of effort requirements which is supported by the proposed Capital Improvement funds in the current and future years.



The streets are to be determined based on their PCI index listing when it comes out in November along with visual assessments and other priorities. Special attention will be paid the Town's roadside drainage systems to ensure that the edges of pavement do not create situations that could be hazardous to pedestrians or impede drainage.

- Two-inch grind and overlay (on various streets throughout Town) - \$875,000
- Maintenance Dig-outs (on various streets throughout Town) - \$250,000
- Cape Seal/Slurry Seal (on various streets throughout Town) - \$375,000



## Capital Improvement Program Fiscal Years 2022/23 through 2026/2027

### Funding Plan and Project Costs

Funding Source	22/23	23/24	24/25	25/26	26/27	Totals
Special Parcel Tax	\$245,000	\$0	\$0	\$0	\$0	<b>\$245,000</b>
Capital Improvement	\$840,000	\$840,000	\$840,000	\$840,000	\$840,000	<b>\$4,200,000</b>
Measure A	\$75,000	\$280,000	\$250,000	\$250,000	\$250,000	<b>\$1,105,000</b>
Gas Tax	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	<b>\$750,000</b>
Measure M	\$60,000	\$60,000	\$75,000	\$75,000	\$75,000	<b>\$345,000</b>
Measure W	\$130,000	\$140,000	\$140,000	\$140,000	\$140,000	<b>\$690,000</b>
<b>Totals</b>	<b>\$1,500,000</b>	<b>\$1,470,000</b>	<b>\$1,455,000</b>	<b>\$1,455,000</b>	<b>\$1,455,000</b>	<b>\$7,335,000</b>



## Capital Improvement Program Fiscal Years 2022/23 through 2026/2027

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**Project Type:** Streets & Transportation

**Project Type:** Streets and Transportation

**Project Name:** Neighborhood Traffic Management Program - #56078

**Project Description:** This is a new program in support of the Neighborhood Traffic Management Program (NTMP). The NTMP is designed to respond to concerns regarding increasing traffic volumes and vehicular speeds in residential neighborhoods. The NTMP is presently making its way through the Transportation Committee and will be presented to the City Council for adoption as a blueprint for addressing neighborhood traffic concerns.

The NTMP provides a framework for the selection, application, and implementation of traffic calming improvement measures in the Town of Atherton. The NTMP provides a systematic framework for handling neighborhood traffic requests to ensure equitable and effective solutions. The NTMP represents the Town of Atherton's commitment to enhance the safety and livability of residential neighborhoods.

This program provides funding for improvements on neighborhood streets that meet program qualifying criteria and have demonstrated support of affected residences under the proposed policy document.

The Town has approved the initial projects in its Neighborhood Traffic Management Action Plan. This program provides funding to initiate implementation of the traffic calming pilot projects identified through the Plan. Funding for FY 2022/23 includes carryover funds from FY 2021/22.





## Capital Improvement Program Fiscal Years 2022/23 through 2026/2027

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### Funding Plan and Project Costs

Funding Source	22/23	23/24	24/25	25/26	26/27	Totals
Measure A	\$160,000	\$40,000	\$10,000	\$10,000	\$10,000	<b>\$230,000</b>
<b>Totals</b>	<b>\$160,000</b>	<b>\$40,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$230,000</b>



## Capital Improvement Program Fiscal Years 2022/23 through 2026/2027

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**Project Type:** Drainage

**Project Name:** Drainage Improvements Program - #56034

**Project Description:** In FY 2013-14, the City Council approved an update the Town's Drainage Master Plan. The Master Plan identified Tier 1 projects, those with the highest need based on improving safety, reducing flooding, and mitigating environmental degradation as all being in the upper reach of the Atherton Channel.

Projects that are identified as the Town's responsibility will be assessed for deficiencies. Funding in the first year of the CIP is proposed for engineering and surveying to identify areas of responsibility, followed by design of high-priority improvements, and required environmental permitting. This process typically takes a year or more to complete. Future years include funding for project construction but are merely placeholder amounts for fiscal planning.

This program also includes the implementation of a Green Infrastructure Plan and as otherwise required by the Municipal Regional Stormwater Permit issued by the Regional Water Quality Control Board. Green infrastructure improvements would include: required stormwater treatment measures associated with the Selby Lane Bicycle Lanes Project, roadway improvements, and potentially on Lloyd Drive (at Fair Oaks), Elena Avenue (medians) and on Polhemus Avenue as identified in the Green Infrastructure Master Plan.

Funding for the following improvements is estimated at:

- Atherton Channel Assessment and Relining Upstream of Alameda de las Pulgas – estimate \$400,000 (FY 2022/23), \$2,400,000 (FY 2023/24)
- Green Infrastructure Plan Implementation – estimate \$300,000 (FY 2022/23), including \$100,000 carryover from FY2021/2022
- Projects Not Budgeted but Planned for Future Years
  - Task 1C: Replacement of failed culverts; Euclid, Polhemus, Camino al Lago, Stockbridge and Carolina, Serrano, and Shearer intersection regrades, install new swales and berms.
  - Task 2: Relining side slopes and bottom of Atherton Channel downstream of Alameda de las Pulgas.



## Capital Improvement Program Fiscal Years 2022/23 through 2026/2027

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### Funding Plan and Project Costs

Funding Source	22/23	23/24	24/25	25/26	26/27	Totals
Special Parcel Tax	\$100,000					<b>\$100,000</b>
Atherton Channel	\$200,000	\$200,000	\$100,000	\$50,000	\$50,000	<b>\$600,000</b>
Capital Improvement Projects	\$400,000	\$2,400,000	\$450,000	\$450,000	\$450,000	<b>\$4,150,000</b>
<b>Totals</b>	<b>\$700,000</b>	<b>\$2,600,000</b>	<b>\$550,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$4,850,000</b>



## Capital Improvement Program Fiscal Years 2022/23 through 2026/2027

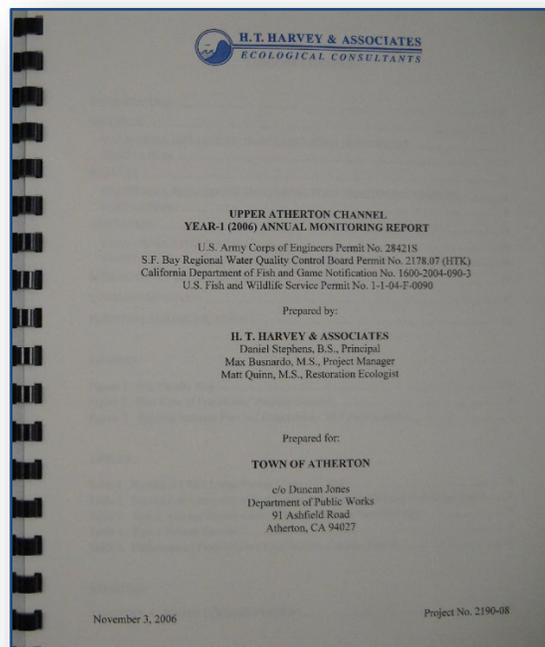
**Project Type:** Drainage

**Project Name:** Upper Atherton Channel Monitoring - #56037

**Project Description:** The Upper Atherton Channel Phase 2 project was completed in December 2011. As part of the permit requirements, a 10-year monitoring period was required to assess the health and habitat for the red-legged frog population and plants installed to provide an adequate frog habitat. The completion of the Belbrook Culvert Repair and Slope Stabilization project required a 5-year monitoring period for plant establishment. It is anticipated that additional monitoring will be required as the Atherton Channel and associated drainage is improved.

### Funding Plan and Project Costs

Funding Source	22/23	23/24	24/25	25/26	26/27	Totals
Atherton Channel	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000
<b>Totals</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$50,000</b>





## Capital Improvement Program Fiscal Years 2022/23 through 2026/2027

**Project Type:** Town Buildings, Park and Facilities

**Project Name:** Accessibility Improvements Program - #56060

**Project Description:** Title 28 of the Code of Federal Regulations (CFR) Part 35.150 requires public entities to make each of its existing facilities accessible to and usable by individuals with disabilities. The Town performs a required annual evaluation of facilities to identify areas that need to be improved.

The Accessibility Improvements Program provides funding to design and implement improvements necessary to correct deficiencies identified as part of the evaluation process. Sample improvements may include projects such as installation of new ADA compliant sidewalk ramps and access improvements to and within Town owned and operated facilities.

### Funding Plan and Project Costs

Funding Source	22/23	23/24	24/25	25/26	26/27	Totals
Capital Improvement Projects	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000
<b>Totals</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$50,000</b>





## Capital Improvement Program Fiscal Years 2022/23 through 2026/2027

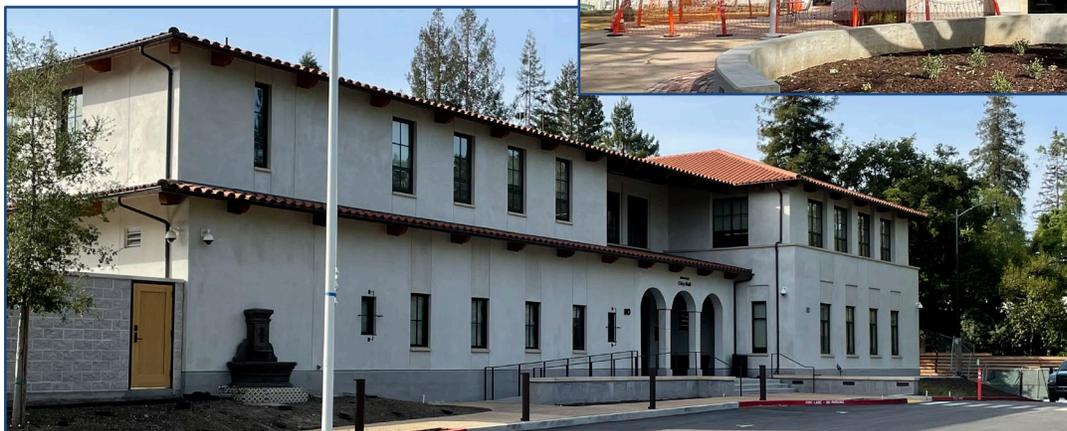
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**Project Type:** Town Buildings, Park and Facilities

**Project Name:** Civic Center Master Plan Implementation Program - #54015

**Project Description:** City Council selected WRNS Studio LLP to design a new Civic Center consisting of Administration, Police, and Community Services, a Library, Town Green, site improvements and improved circulation. The primary Civic Center Project is funded by Donations and Building Capital Funds. Funding from the Capital Improvements Fund is for identified projects not a part of the primary Project to include the SFPUC water line and improvements to the corporation yard. The construction contract for the project has been awarded and construction began in September 2019.

This program also includes the improvement of the former Atherton Train Station building and grounds for integration into the new Civic Center. Capital Improvement Projects funding listed is associated with grant funds from the Joint Powers Board (Caltrain)/San Mateo County Transportation Authority (Measure A - Caltrain).





## Capital Improvement Program Fiscal Years 2022/23 through 2026/2027

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### Funding Plan and Project Costs

Funding Source	22/23	23/24	24/25	25/26	26/27	Totals
Capital Improvement Projects	\$450,000	\$0	\$0	\$0	\$0	\$450,000
<b>Totals</b>	<b>\$450,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$450,000</b>



## Capital Improvement Program Fiscal Years 2022/23 through 2026/2027

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**Project Type:** Town Buildings, Park and Facilities

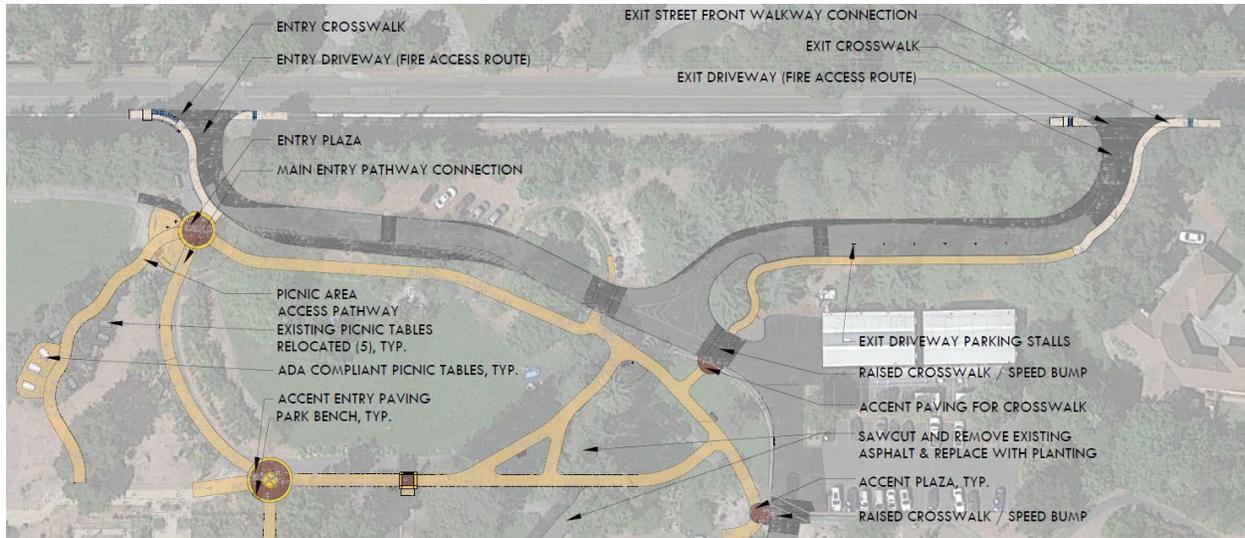
**Project Name:** Park Master Plan Implementation Program - #56063

**Project Description:** The Holbrook-Palmer Park Improvements Program is designed to implement a number of the proposed projects from the 2015 Park Facilities Master plan update, as recommended by the Park and Recreation Committee and approved by the Atherton City Council. The Park Master plan improvements, which began in FY 2015-16, has the following projects as priorities in the five-year outlook:

- Park Circulation and Pedestrian Circulation improvements – Construct the Park entrance including the entry and exit driveways, pedestrian entry and exit pathways, Main House loop, DG pathways, focal point plaza spaces, and crosswalks. estimate \$1,050,000, carried over from FY 2021/22. Project funding includes anticipated grant funding from the County of Santa Clara (Stanford Mitigation Grant Funds) and from the State of California Department of Parks and Recreation (Prop 68 - Per Capita Program).
- Fencing Improvements along Watkins Avenue – estimate \$200,000 (FY 2022/23)
- Parking Lot Repairs – estimate \$350,000 (FY 2022/23)
- General assessment and miscellaneous repairs – estimate \$100,000 (FY 2022/23)
- Projects Planned but not budgeted for Future Years
  - Create accessible seating along edge of lawn, provide compacted aggregate pad under picnic tables and purchase new site furnishing and signage for the park – estimate \$60,000
  - Amphitheater Construction – estimate \$150,000



## Capital Improvement Program Fiscal Years 2022/23 through 2026/2027



### Funding Plan and Project Costs

Funding Source	22/23	23/24	24/25	25/26	26/27	Totals
Capital Improvement Projects	\$1,700,000	\$0	\$150,000	\$150,000	\$150,000	\$2,150,000
<b>Totals</b>	<b>\$1,700,000</b>	<b>\$0</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$2,150,000</b>



TOWN OF ATHERTON - POST PARCEL TAX							
FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM							
FISCAL YEARS ENDING JUNE 30, 2023 TO 2026							
Account	Fund Name	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026	Forecast 2027	Five Year Total
<b>SPECIAL PARCEL TAX - FUND 201</b>							
	<b>BEGINNING FUND BALANCE</b>	\$ 495,331	\$ 331	\$ 331	\$ 331	\$ 331	
Revenue							
201-00-40003-000	Special Tax						\$
201-00-48001-000	Interest Income						\$
201-00-45020-000	Other Reimbursements						\$
	TOTAL REVENUE - FUND 201	\$	\$	\$	\$	\$	\$
Expenditures							
201-50-56003-000	Road Maintenance Program; Paid MTC invoice; No street projects yet	\$ 245,000	\$				\$ 245,000
201-50-56034-000	Drainage Improvements Original Budget	\$ 100,000					\$ 100,000
	Traffic Safety Improvement Program	\$ 150,000					\$ 150,000
	TOTAL EXPENDITURES - FUND 201	\$ 495,000	\$	\$	\$	\$	\$ 495,000
<b>SPECIAL PARCEL TAX - FUND 201</b>							
	<b>ENDING FUND BALANCE</b>	\$ 331	\$ 331	\$ 331	\$ 331	\$ 331	
<b>MEASURE A - FUND 202</b>							
	<b>BEGINNING FUND BALANCE</b>	\$ 559,830	\$ 554,830	\$ 539,830	\$ 584,830	\$ 629,830	
Revenue							
202-00-41003-050	Transportation Co Measure A Sales Tax	\$ 370,000	\$ 370,000	\$ 370,000	\$ 370,000	\$ 370,000	\$ 1,850,000
202-00-48001-050	Interest Income						\$
	TOTAL REVENUE - FUND 202	\$ 370,000	\$ 370,000	\$ 370,000	\$ 370,000	\$ 370,000	\$ 1,850,000
Expenditures							
202-50-52001-000	Annual Financial Audit (Measure A)						\$
202-50-54025-000	Congestion Relief (C/CAG) Fee						\$
202-50-56003-000	Road Maintenance Program- Street Overlay	\$ 75,000	\$ 280,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,105,000
202-50-56059-000	Bike & Pedestrian Improvement Program	\$ 100,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 200,000
202-50-56064-000	Traffic Safety Improvement Program	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 125,000
202-50-56070-000	Traffic Control Devices Program	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 75,000
202-50-56078-000	Neighborhood Traffic Management Program	\$ 160,000	\$ 40,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 230,000
	TOTAL EXPENDITURES - FUND 202	\$ 375,000	\$ 385,000	\$ 325,000	\$ 325,000	\$ 325,000	\$ 1,735,000
<b>MEASURE A - FUND 202</b>							
	<b>ENDING FUND BALANCE</b>	\$ 554,830	\$ 539,830	\$ 584,830	\$ 629,830	\$ 674,830	



TOWN OF ATHERTON - POST PARCEL TAX							
FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM							
FISCAL YEARS ENDING JUNE 30, 2023 TO 2026							
Account	Fund Name	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026	Forecast 2027	Five Year Total
<b>GAS TAX - FUND 203</b>							
	<b>BEGINNING FUND BALANCE</b>	\$ 221,800	\$ 286,779	\$ 336,779	\$ 386,779	\$ 436,779	
Revenue							
203-00-45001-050	Gas Tax - 2105	\$ 364,979	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 1,764,979
							\$
	TOTAL REVENUE - FUND 203	\$ 364,979	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 1,764,979
Expenditures							
203-50-52001-000	State Controller Street Report Preparation Fee						\$
203-50-54026-000	C/CAG Gas Tax Fee						\$
203-50-56003-000	Road Maintenance Program	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 750,000
203-50-56999-000	Engineering/Staff Costs (estimate)	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 750,000
	TOTAL EXPENDITURES - FUND 203	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,500,000
	<b>GAS TAX - FUND 203</b>						
	<b>ENDING FUND BALANCE</b>	\$ 286,779	\$ 336,779	\$ 386,779	\$ 436,779	\$ 486,779	
<b>COUNTY MEASURE M- FUND 204</b>							
	<b>BEGINNING FUND BALANCE</b>	\$ 160,835	\$ 160,835	\$ 160,835	\$ 145,835	\$ 130,835	
Revenue							
204-00-45025-050	SMC Vehicle Registration Fee-Need to submit for Measure M fee for FY 21/22 streets	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 375,000
204-00-48001-050	Interest Income						\$
	TOTAL REVENUE - FUND 204	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 375,000
Expenditures							
204-50-56003-000	Road Maintenance Program	\$ 60,000	\$ 60,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 345,000
204-50-56064-000	Traffic Safety	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 75,000
	TOTAL EXPENDITURES - FUND 204	\$ 75,000	\$ 75,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 420,000
	<b>COUNTY MEASURE M- FUND 204</b>						
	<b>ENDING FUND BALANCE</b>	\$ 160,835	\$ 160,835	\$ 145,835	\$ 130,835	\$ 115,835	



TOWN OF ATHERTON - POST PARCEL TAX							
FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM							
FISCAL YEARS ENDING JUNE 30, 2023 TO 2026							
Account	Fund Name	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026	Forecast 2027	Five Year Total
<b>COUNTY MEASURE W- FUND 205</b>							
	<b>BEGINNING FUND BALANCE</b>	\$ 174,766	\$ 189,766	\$ 194,766	\$ 199,766	\$ 204,766	
Revenue							
205-00-45030-000	Measure W County half cent Sale Tax Congestion Relief Tax	\$ 145,000	\$ 145,000	\$ 145,000	\$ 145,000	\$ 145,000	\$ 725,000
	TOTAL REVENUE - FUND 205	\$ 145,000	\$ 145,000	\$ 145,000	\$ 145,000	\$ 145,000	\$ 725,000
Expenditures							
205-50-56003-000	Road Maintenance	\$ 130,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 690,000
205-50-56064-000	Traffic Safety						\$
	TOTAL EXPENDITURES - FUND 205	\$ 130,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 690,000
<b>COUNTY MEASURE W- FUND 205</b>							
	<b>ENDING FUND BALANCE</b>	\$ 189,766	\$ 194,766	\$ 199,766	\$ 204,766	\$ 209,766	
<b>CAPITAL IMPROVEMENT PROJECTS - FUND 401</b>							
	<b>BEGINNING FUND BALANCE</b>	\$ 1,371,788	\$ 2,046,788	\$ 736,788	\$ 926,788	\$ 1,466,788	
Revenue							
	CalTrain revenue Grant (Measure A)	\$ 300,000					\$ 300,000
401-00-49001-000	Transfer In from General Fund	\$ 3,790,000	\$ 3,340,000	\$ 2,140,000	\$ 2,490,000	\$ 1,565,000	\$ 13,325,000
	Eshoo Grant	\$ 400,000	\$ 1,600,000				\$ 2,000,000
	Santa Clara County/Stanford Grant	\$ 300,000					\$ 300,000
	State Parks Revenue Grant	\$ 185,000					\$ 185,000
	TOTAL REVENUE - FUND 204	\$ 4,975,000	\$ 4,940,000	\$ 2,140,000	\$ 2,490,000	\$ 1,565,000	\$ 16,110,000
Expenditures							
401-50-54015-000	Civic Center	\$ 150,000					\$ 150,000
401-50-56055-000	Town Center Facilities Plan and Repairs						\$
401-50-56059-000	Bike & Ped	\$ 450,000	\$ 1,150,000	\$ 500,000	\$ 500,000	\$ 1,000,000	\$ 3,600,000
401-50-56063-000	Park Master Plan	\$ 1,700,000		\$ 150,000	\$ 150,000	\$ 150,000	\$ 2,150,000
	Atherton Station Improvements	\$ 300,000					\$ 300,000
	Drainage Improvements (Atherton Channel Assessment and Relining)	\$ 200,000	\$ 2,200,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 3,150,000
	Road Maintenance Program	\$ 840,000	\$ 840,000	\$ 840,000	\$ 840,000	\$ 840,000	\$ 4,200,000
	Traffic Safety Improvement Program	\$ 450,000	\$ 1,850,000				\$ 2,300,000
401-50-56090-000	BayFront Canal Project						\$
401-50-56060-000	Accessibility Improvement Program	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000
401-50-56080-000	Green Infrastructure Plan-	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
	TOTAL EXPENDITURES - FUND 401	\$ 4,300,000	\$ 6,250,000	\$ 1,950,000	\$ 1,950,000	\$ 2,450,000	\$ 16,900,000
<b>CAPITAL IMPROVEMENT PROJECTS - FUND 401</b>							
	<b>ENDING FUND BALANCE</b>	\$ 2,046,788	\$ 736,788	\$ 926,788	\$ 1,466,788	\$ 581,788	



TOWN OF ATHERTON - POST PARCEL TAX							
FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM							
FISCAL YEARS ENDING JUNE 30, 2023 TO 2026							
Account	Fund Name	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026	Forecast 2027	Five Year Total
<b>ATHERTON CHANNEL- FUND 403</b>							
	<b>BEGINNING FUND BALANCE</b>	<b>\$ 615,276</b>	<b>\$ 502,576</b>	<b>\$ 389,876</b>	<b>\$ 377,176</b>	<b>\$ 414,476</b>	
<b>Revenue</b>							
403-00-40001-050	Secured Property Tax	\$ 83,000	\$ 83,000	\$ 83,000	\$ 83,000	\$ 83,000	\$ 415,000
403-00-40002-050	Unsecured Property Tax	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 20,000
403-00-40004-050	SB 813 Redemption-supplemental	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 7,500
403-00-40005-050	Home Owners Exemption	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 1,000
403-00-40008-050	ERAF Subvention	\$ 7,400	\$ 7,400	\$ 7,400	\$ 7,400	\$ 7,400	\$ 37,000
403-00-48001-050	Interest Income	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 6,000
							\$
	<b>TOTAL REVENUE - FUND 403</b>	<b>\$ 97,300</b>	<b>\$ 486,500</b>				
<b>Expenditures</b>							
403-50-54029-000	County Tax Admin Cost						\$
403-50-56034-000	Drainage Project- this is the Sea Level Rise						\$
403-50-56037-000	Upper Channel Repair Monitoring Phase 1	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000
403-50-56037-000	Upper Channel Phase 2						\$
403-50-56077-000	Drainage Improvements (Atherton Channel Assessment and Relining)	\$ 200,000	\$ 200,000				\$ 400,000
	Drainage Improvements			\$ 100,000	\$ 50,000	\$ 50,000	\$ 200,000
403-50-56080-000	Green Infrastructure Plan						\$
	<b>TOTAL EXPENDITURES - FUND 403</b>	<b>\$ 210,000</b>	<b>\$ 210,000</b>	<b>\$ 110,000</b>	<b>\$ 60,000</b>	<b>\$ 60,000</b>	<b>\$ 650,000</b>
	<b>ATHERTON CHANNEL- FUND 403</b>						
	<b>ENDING FUND BALANCE</b>	<b>\$ 502,576</b>	<b>\$ 389,876</b>	<b>\$ 377,176</b>	<b>\$ 414,476</b>	<b>\$ 451,776</b>	

**Out Year Financial Planning Tool**

		A	B	C	D	E	F	G	H	
		FY 2020/21 (Actual)	FY 2021/22 Budget	FY 2022/23 Proj.	FY 2023/24 Proj.	FY 2024/25 Proj.	FY 2025/26 Proj.	FY 2026/27 Proj.	Average	
<b>General Fund Revenue Projections</b>										
<b>Major Revenues</b>										
1	4%	Basic Property Tax	\$ 11,298,258	\$ 12,058,791	\$ 12,541,143	\$ 13,042,788	\$ 13,564,500	\$ 14,107,080	\$ 14,671,363	\$ 13,040,560
2	2%	Sales Taxes	\$ 227,335	\$ 285,000	\$ 290,700	\$ 296,514	\$ 302,444	\$ 308,493	\$ 314,663	\$ 289,307
3	2%	Franchise Fees	\$ 908,381	\$ 959,000	\$ 978,180	\$ 997,744	\$ 1,017,698	\$ 1,038,052	\$ 1,058,813	\$ 993,981
4	2%	Business License	\$ 264,162	\$ 264,000	\$ 269,280	\$ 274,666	\$ 280,159	\$ 285,762	\$ 291,477	\$ 275,644
5	3%	Planning	\$ 231,710	\$ 220,300	\$ 226,909	\$ 233,716	\$ 240,728	\$ 247,950	\$ 255,388	\$ 236,672
6	3%	Building	\$ 1,797,832	\$ 1,752,000	\$ 1,804,560	\$ 1,858,697	\$ 1,914,458	\$ 1,971,891	\$ 2,031,048	\$ 1,875,784
7	2%	Police	\$ 67,934	\$ 209,550	\$ 213,741	\$ 218,016	\$ 222,376	\$ 226,824	\$ 231,360	\$ 198,543
8	3%	Public Works	\$ 690,692	\$ 640,700	\$ 659,921	\$ 679,719	\$ 700,110	\$ 721,113	\$ 742,747	\$ 690,715
9	2%	Park	\$ 55,603	\$ 166,050	\$ 169,371	\$ 172,758	\$ 176,214	\$ 179,738	\$ 183,333	\$ 157,581
10	2%	Other/Misc	\$ 706,231	\$ 668,799	\$ 682,175	\$ 695,818	\$ 709,735	\$ 723,930	\$ 738,408	\$ 703,585
11		Hypothetical GF Revenue Stream	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>At Risk/One-Time Revenue</b>										
12	4%	Excess ERAF	\$ 1,863,658	\$ 2,279,468	\$ 1,600,000	\$ 1,664,000	\$ 1,730,560	\$ 1,799,782	\$ 1,871,774	\$ 1,829,892
13	4%	VLF In Lieu	\$ 751,425	\$ 1,061,738	\$ 1,104,208	\$ 1,148,376	\$ 1,194,311	\$ 1,242,083	\$ 1,291,767	\$ 1,113,415
14		Rule 20A Swap	\$ 642,521	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 642,521
15		America Rescue Plan	\$ -	\$ 1,707,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,707,000
16		<b>Total General Fund Revenues</b>	<b>\$ 19,505,743</b>	<b>\$ 22,272,396</b>	<b>\$ 20,540,187</b>	<b>\$ 21,282,812</b>	<b>\$ 22,053,293</b>	<b>\$ 22,852,699</b>	<b>\$ 23,682,141</b>	<b>\$ 21,741,324</b>
<b>General Fund Expenditure Projections</b>										
<b>Major Expenditures</b>										
17	5%	Operational Expenditures	\$ (13,157,519)	\$ (15,047,558)	\$ (15,799,936)	\$ (16,589,933)	\$ (17,419,429)	\$ (18,290,401)	\$ (19,204,921)	\$ (16,501,385)
18		CIP - GF Allocations	\$ (14,889,826)	\$ (3,500,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (2,627,118)
19		COP Debt Service	\$ (837,930)	\$ (861,000)	\$ (861,871)	\$ (861,871)	\$ (861,871)	\$ (861,871)	\$ (861,871)	\$ (858,326)
20		ARC - OPEB	\$ (146,681)	\$ (182,425)	\$ (191,546)	\$ (201,124)	\$ (211,180)	\$ (221,739)	\$ (232,826)	\$ (198,217)
21		UAL - CalPERS Pension	\$ (1,193,885)	\$ (1,400,819)	\$ (1,304,309)	\$ (1,298,400)	\$ (1,305,700)	\$ (1,269,000)	\$ (1,208,600)	\$ (1,282,959)
22		<b>Total General Fund Expenditures</b>	<b>\$ (30,225,840)</b>	<b>\$ (20,991,802)</b>	<b>\$ (18,157,662)</b>	<b>\$ (18,951,327)</b>	<b>\$ (19,798,180)</b>	<b>\$ (20,643,011)</b>	<b>\$ (21,508,218)</b>	<b>\$ (21,468,006)</b>
		<i>Net</i>	<i>\$ (10,720,097)</i>	<i>\$ 1,280,594</i>	<i>\$ 2,382,525</i>	<i>\$ 2,331,485</i>	<i>\$ 2,255,113</i>	<i>\$ 2,209,688</i>	<i>\$ 2,173,924</i>	<i>\$ 273,319</i>
24		<b>Beginning General Fund Balance</b>	<b>\$ 27,038,376</b>	<b>\$ 16,318,279</b>	<b>\$ 12,598,873</b>	<b>\$ 9,791,398</b>	<b>\$ 8,582,882</b>	<b>\$ 8,147,995</b>	<b>\$ 7,317,683</b>	<b>\$ 12,827,927</b>
25		<b>Net Beginning General Fund Balance</b>	<b>\$ 16,318,279</b>	<b>\$ 17,598,873</b>	<b>\$ 14,981,398</b>	<b>\$ 12,122,882</b>	<b>\$ 10,837,995</b>	<b>\$ 10,357,683</b>	<b>\$ 9,491,607</b>	<b>\$ 13,101,245</b>
<b>Annual Reserve Requirements</b>										
26		<b>15% Emergency</b>	<b>\$ (2,174,713)</b>	<b>\$ (2,494,620)</b>	<b>\$ (2,594,369)</b>	<b>\$ (2,713,418)</b>	<b>\$ (2,840,446)</b>	<b>\$ (2,967,171)</b>	<b>\$ (3,096,952)</b>	<b>\$ (2,697,384)</b>
27		<b>15% Operational (15%@2022/23)</b>	<b>\$ (2,899,617)</b>	<b>\$ (3,326,160)</b>	<b>\$ (2,594,369)</b>	<b>\$ (2,713,418)</b>	<b>\$ (2,840,446)</b>	<b>\$ (2,967,171)</b>	<b>\$ (3,096,952)</b>	<b>\$ (2,919,733)</b>
28		<b>Available Fund Balance</b>	<b>\$ 11,243,949</b>	<b>\$ 11,778,092</b>	<b>\$ 9,792,660</b>	<b>\$ 6,696,045</b>	<b>\$ 5,157,102</b>	<b>\$ 4,423,341</b>	<b>\$ 3,297,703</b>	<b>\$ 7,484,128</b>
<b>Set-Aside Buckets</b>										
29		Bike/Ped Master Plan	\$ -	\$ -	\$ 200,000	\$ 1,300,000	\$ 250,000	\$ 1,000,000	\$ 250,000	\$ 3,000,000
30		Drainage Master Plan	\$ -	\$ -	\$ 2,500,000	\$ 250,000	\$ 750,000	\$ 250,000	\$ 200,000	\$ 3,950,000
31		Park Master Plan	\$ -	\$ -	\$ 100,000	\$ 400,000	\$ 100,000	\$ 200,000	\$ 75,000	\$ 875,000
32		Federal Funding (Eschoo) Grant Match	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
33		Road Improvement Plan	\$ -	\$ -	\$ 840,000	\$ 840,000	\$ 840,000	\$ 840,000	\$ 840,000	\$ 4,200,000
34		Long Term Liabilities (Pension UAL)	\$ -	\$ 5,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000,000
35		Long Term Liabilities (OPEB UAL)	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000
36		COP/Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
37		Green Infrastructure Plan	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,250,000
38		Facility Replacement	\$ -	\$ -	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,500,000
39		<b>Totals</b>	<b>\$ -</b>	<b>\$ 5,000,000</b>	<b>\$ 5,190,000</b>	<b>\$ 3,540,000</b>	<b>\$ 2,690,000</b>	<b>\$ 3,040,000</b>	<b>\$ 2,115,000</b>	<b>\$ 21,575,000</b>
40		<b>Net Available Fund Balance (After Set-Asides)</b>	<b>\$ 11,243,949</b>	<b>\$ 6,778,092</b>	<b>\$ 4,602,660</b>	<b>\$ 3,156,045</b>	<b>\$ 2,467,102</b>	<b>\$ 1,383,341</b>	<b>\$ 1,182,703</b>	<b>\$ 1,182,703</b>
41		<i>Rec'd Minimum Unallocated Fund Balance (5%)</i>	<i>\$ 724,904</i>	<i>\$ 831,540</i>	<i>\$ 864,790</i>	<i>\$ 904,473</i>	<i>\$ 946,815</i>	<i>\$ 989,057</i>	<i>\$ 1,032,317</i>	<i>\$ 1,032,317</i>
<b>Long Term Liability</b>										
42		PERS UAL	\$ 20,816,449	\$ 19,622,564	\$ 13,221,745	\$ 11,917,436	\$ 10,619,036	\$ 9,313,336	\$ 8,044,336	\$ 6,835,736
43		OPEB UAL	\$ 3,105,300	\$ 2,958,619	\$ 2,776,194	\$ 2,084,648	\$ 1,883,524	\$ 1,672,344	\$ 1,450,606	\$ 1,217,780
44		COP	\$ 8,594,772	\$ 7,756,842	\$ 6,895,842	\$ 6,033,971	\$ 5,172,100	\$ 4,310,229	\$ 3,448,358	\$ 2,586,487