



Item No. 20 Town of Atherton

CITY COUNCIL STAFF REPORT – REGULAR AGENDA

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

FROM: ROBERT BARRON III, FINANCE DIRECTOR

DATE: MARCH 21, 2018

SUBJECT: RECEIVE AND FILE THE MID-YEAR BUDGET REPORT FOR FY 2017/18; AND ADOPT THE BUDGET AMENDMENT RESOLUTION FOR NECESSARY ADJUSTMENTS

RECOMMENDATION

Receive and file the Mid-Year Budget Review for the General Fund for FY 2017/18; and adopt the attached Resolution authorizing a Budget Amendment for Necessary Adjustments.

BACKGROUND

The FY 2017/18 Budget continues to project a healthy outlook on finances as the Town continues to implement current Council priorities to address long term liabilities, capital projects, and operational needs. The Town's General Fund Operating Budget continues to rely on fiscal prudence but also adjusts resources and opportunities to meet rising demands for Town services and capital improvements. The Town continues to maintain a high-level of service to its residents.

The Town Excess ERAF funds from FY 2016/17 through FY 2020/21 are directed to the Civic Center Project. During the FY 2017/18 budget process staff recommended that we make an allocation towards OPEB and Workers' Compensation negative equity from the General Fund. Along with ERAF, there is an allocation of \$4,423,138 that took place in FY 2016/17 from the General Fund to Fund 401 for future unidentified capital projects. The City Council identified this \$4.4 Million as funding source for a portion of the Civic Center Project.

The General Fund is the only funding source for a CIP project that does not have a specific outside funding source, such as the Special Parcel Tax, Gas Tax, or other funding opportunity, such as grants.

The FY 2017/18 CIP allocated \$4,746,500 toward various projects, excluding the Town Center Project. Of this total, \$2,730,000 are allocations from the Special Parcel Tax. The 5-Year CIP assumed that the Special Parcel Tax would be renewed for future year projects and projected that the Special Parcel Tax would support \$8,645,000 in qualifying projects. If the Special Parcel Tax passed it would have contributed \$4,464,000 toward qualifying projects. With the failure of the Special Parcel Tax for FY's 18/19 to FY's 21/22 the CIP for major master plans– Bicycle and Pedestrian, Park, Drainage, will have some adjustments in allocation. *A review of CIP projects reprogramming with remaining Parcel tax dollars allocated is presented later in this report.*

Funding for some of the CIP projects are anticipated to be augmented by grants. Future years of the Town CIP projects may resort to a “save and spend” plan.

FINDINGS | ANALYSIS

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

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

There are three areas that necessitate adjustments and require Council level approval and adjustment. These total \$157,444 across the departments of City Council, Building, and Public Works. These will be discussed in detail later in this Staff Report.

Town revenues are expected to exceed projections for the fiscal year by \$1,096,851 (inclusive of ERAF). Budget amendments are not necessary to reflect increases in revenues but are prepared for expenditure adjustments only that go above the approved department budget.

REVENUES

Property Tax Revenues

The FY 2017/18 Budget projected property tax revenues of \$9,998,299. This revenue expectation represented a 3.5% increase over the FY 2016/17 Adjusted Budget. It is anticipated that property tax revenues will increase \$584,337 for total property tax revenue of \$10,582,635 or a 5.8% increase above budget and nearly 9.5% over the prior year adjusted budget.

Source	FY 2017/2018 Budget	Projected Change	Anticipated Revenue	% Change
Secured Property Tax	\$7,856,852	\$508,338	\$8,365,190	6.4%
Unsecured Property Taxes	\$387,000	\$38,276	\$425,276	9.8%
SB813 Redemption	\$267,640	\$6,708	\$274,347	2.5%
Property Tax in Lieu of VLF	\$1,065,807	\$31,015	\$1,096,822	2.9%
Property Transfer Tax	\$421,000	0	\$421,000	0%
TOTAL	\$9,998,299	\$584,337	\$10,582,635	5.8%

From FY 2011/12 to FY 2017/18, Atherton has seen a growth of assessed property value by approximately 60 percent. Property taxes comprise approximately 69.8% of the total General Fund revenues. The Town is the 7th highest in the County for property tax net value change of year-to-year growth for FY 17/18. Last year the Town was the fourth highest. *HDL Companies suggests that the Town use a projection of 4.16 to 6 percent increase in property tax revenues next year.*

ERAF Revenues

Since FY 2012/13, ERAF has been considered as a funding source “below the line” in the Town Budget – meaning that the Town is no longer reliant upon ERAF revenues for operational expenditures. The Town developed a policy to treat ERAF as “one time” revenue for specific projects or priorities such as capital projects and contributions toward long-term liabilities. Illustrated below are the past uses of ERAF funds. Since FY 2013/14, the Town has allocated a total of \$3,211,958 of ERAF funds towards Council priorities.

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

With the help of these funds, the Town has contributed \$5,000,000 into the OPEB Trust, reducing the long-term liability for retired employees.

The State’s shifting of revenues for schools resulted in a decrease of ERAF revenues to the Town in FY 2015/16. Staff took this into consideration during the budget process and as a result, FY 2016/17 ERAF projection was set at \$1,033,000. The Town recently received its ERAF revenue for FY 2017/18 at \$1,280,172. This is an increase of \$213,214 over budget of \$1,066,958. ERAF represents potential “at risk” funds as the State continues to change its funding formulas under SB90. **ERAF revenue has fluctuated over the years from as low as \$1,020,000 to as high as \$1,280,172.**

Excess ERAF funds from FY 2016/17 through FY 2020/21 will be used for the Civic Center project. As the Town explores options of Certificates of Participation, these funds could also be used as a source of revenue for debt service payments.

Special Parcel Tax

The Special Parcel Tax, as with ERAF, is a funding source “below the line” in the operating budget. The current Special Parcel Tax allocation is 20% toward public safety and 80% toward streets and drainage. This funding allocation began in FY 2014/15 and continued in FY 2016/17. The General Fund received \$372,000 in support of public safety services and the remaining \$1,488,000 was allocated to qualifying projects in the Town’s CIP. The Special Parcel Tax was not renewed in the November 2017 election. It was a vital component of the Town’s CIP and, would have provided \$5.9 Million in funding for the Town’s 5-Year CIP program ending in FY 2021/22. Provide later in the report is a review of the elimination of the Parcel Tax revenue and reprogramming of the CIP funds as a result of the elimination.

Sales Tax

There is a projected slight increase in Sales & Use Tax and Prop 172 Sales Tax Public Safety. As a result, the total Sales Tax for the Town reflects an increase of \$11,299 for a total of \$268,627.

Source	FY 2017/2018 Budget	Projected Change	Anticipated Revenue
Sales & Use Tax	\$175,828	\$9,448	\$185,276
Prop 172 Sales Tax Police	\$81,500	\$1,851	\$83,351
TOTAL	\$257,328	\$11,299	\$268,627

Other General Fund Revenues

Other significant General Fund Revenues include:

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

The most significant of these sources is the Building Department, Park Program, and DPW revenues. The increase in building revenue shows a projected increase in permit revenue of \$178,923 and as a result requires a budget amendment under contract for building life safety expenditures. Park Program revenue also reflects an increase and requires a budget amendment under contract for expenditures. Currently the Park revenue for meetings, socials, weddings, and class fees has a combined revenue of \$121,620 at Mid-Year. Staff projects that rental fee revenue at the Park will continue to climb to approximately \$202,499. This projection will trigger a corresponding increase in expenditures to the Contract Event Service Provider – Catering by

Dana. The increase in revenue in DPW is due to project increases in the number of encroachment permits.

Source	FY 2017/2018 Budget	Projected Change	Anticipated Revenue	% Change
Property Taxes	\$9,998,299	\$584,336	\$10,582,635	5.8%
Sales Taxes	\$257,328	\$11,299	\$268,627	4.3%
Franchise Fees	\$801,177	\$12,373	\$813,550	1.5%
Intergovernmental	\$42,192	(\$1,779)	\$40,414	-.4.4%
Business Licenses	\$242,993	\$0	\$242,993	0
Planning Revenue	\$260,300	\$5,500	\$265,800	2.1%
Building Revenue	\$1,738,160	\$178,923	\$1,917,083	10.3%
Police Revenue	\$86,192	\$9,119	\$95,311	10.6%
DPW Revenue	\$393,725	\$35,500	\$429,225	9%
Park Program Revenue	\$239,823	\$9,936	\$249,759	4.1%
Miscellaneous Revenue	\$253,838	\$38,430	\$292,268	15.1%
TOTAL	\$14,314,027	\$883,637	\$15,197,664	6.1%

The basic revenue increase of \$883,637 plus the ERAF increase of \$213,214 results in a total projected General Fund revenue increase for FY 2017/18 of \$1,096,851.

EXPENDITURES

Expenditures – Departmental Adjustments

Staff reviewed and analyzed operational projections for each department for the remainder of the fiscal year. Any changes within department budgets were netted out among line item expenses where feasible so as to not require budget adjustments. Internal adjustments were made to account for changing needs and priorities taking into account anticipated expenditures for the remainder of the year within each respective line-item. Additional budget adjustments include mostly for one-time expense increases and/or due to contract revenue requirements.

Overall, operating expenditures are within budgeted expectations, while we maintain Council and budget priorities. There are three adjustments needed to the operating budget.

City Council – Budget Amendment of \$52,238

- 1) An increase of \$52,238 is needed for the recent November 2017 special elections. There was an increase due to being an off year election and the County Clerk’s office not using temporary labor help, but in house staff.

Building Department – Budget Amendment of \$98,407

- 2) Due to the projected growth in building revenue from \$1,738,160 to \$1,917,082, the line item budget for building services contract needs to be adjusted. Building services are provided via

contract with the independent contractor receiving 58% of the first million in revenue and 55% for additional building revenues over \$1 million. The increase of revenue requires an additional expenditure adjustment of \$98,407.

Public Works – Budget Amendment of \$6,799

- 3) There is an increase in Park Program department expenses due to an increase in park program use such as the Menlo Atherton Little League, other athletic field use, as well as increase in park facilities rentals. There is an unexpected need for additional Facility Repairs and Maintenance and Utility water appropriations expense for a total of \$5,000. Revenues project an additional \$3,599 in event rentals revenue. Catering by Dana is the Park Event Service Contractor and receives 50 percent (%) of rental fees at the Park. Due to the projected increase of rental fee revenues from \$198,900 to \$202,499, the line item for Contract Park Event Services needs to be adjusted. The increase in revenue necessitates an adjustment of \$1,799.

There are no other adjustments required within the FY 2017/18 Budget.

Expenditure Summary

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

Department	FY 2017/2018 Adjusted Budget	NET Mid-Year Adjustments	FY 2017/2018 Adjusted Budget
City Council	\$65,829	\$52,238	\$118,067
Administration	\$773,225		\$773,225
City Attorney	\$204,000		\$204,000
Finance	\$682,922		\$682,922
Planning	\$280,338		\$280,338
Building	\$1,276,781	\$98,407	\$1,375,188
Inter-department	\$540,039		\$540,039
Police	\$7,211,360		\$7,211,360
Public Works	\$2,018,868	\$6,799	\$2,025,667
Total	\$13,053,362	\$157,444	\$13,210,806

Total Budget Summary

The revenues projected above do not include the public safety offset from the Special Parcel Tax. When added along with ERAF estimates, revenues are shown at \$16,849,836. This provides a net positive change in fund balance of \$3,639,030 at year-end and an anticipated ending fund balance of \$16,052,330 (inclusive of the mandatory reserves).

Revenue	Amount
General Fund	\$15,197,664

ERAF Revenues	\$1,280,172
Special Parcel Tax	\$372,000
Total General Fund Revenue Sources	\$16,849,836
Expenditures	
General Fund Expenditures	\$13,210,806
Total General Fund Expenditures	\$13,210,806
Net Change In Fund Balance	\$3,639,030

At the beginning of FY 2017/18, the total fund balance is \$12,862,558 (inclusive of the mandatory reserves). At the conclusion of this fiscal year, after the transfer outs and the above-reflected departmental adjustments, the end of year fund balance projection is \$16,052,330 (this includes all mandatory reserves).

FY 2017/18 Beginning Fund Balance	\$12,862,558
FY 2017/18 Projected Revenues	\$16,849,836
Total Available Funds	\$29,712,394
Transfer out FY 2017/18 Workers' Comp	(\$357,140)
Transfer out to OPEB	(\$92,118)
Net Mid-Year Adjustments	(\$157,444)
FY 2017/18 Expenditures (Original Budget)	(\$13,053,362)
FY 2017/18 Projected Year End Balance	\$16,052,330
15% Emergency Reserve Requirement	(\$1,981,621)
20% Contingency Reserve Requirement	(\$2,642,161)
Capital Facilities Replacement Reserve	(\$505,000)
FY 2017-18 Projected Unallocated Fund Balance	\$10,923,548

With the projected unallocated surplus above, the estimated known revenue allocation toward Civic Center is as follows.

Civic Center Project General Fund Funding	
Item	Amount
Allocation of FY 2018/19 ERAF (Estimated)	\$1,025,000
Allocation of FY 2019/20 ERAF (Estimated)	\$1,035,250
Allocation of FY 2020/21 ERAF (Estimated)	\$1,040,426
Estimated ERAF	\$3,100,676
FY 17-18 Projected General Fund Unallocated Surplus	\$10,923,548
Existing CIP Unallocated Surplus	\$4,423,138

Civic Center Project General Fund Funding	
Item	Amount
General Fund Funding	\$18,447,362

Capital Improvement Project Parcel Tax Elimination

At the December 6, 2017 City Council Study Session, staff presented recommendations regarding reductions to the approved 5-Year Capital Improvement Program to address the loss of Parcel Tax funding. Without the renewal of the Special Parcel Tax, the Town CIP loses \$5,952,000 in funding availability from FY's 2018/19 through 2021/22 as well as \$1,488,000 in public safety costs.

The current 5-Year Capital Improvement Program includes the programming of Special Parcel Tax in the amount of \$8,645,000 in the following programs and projects:

- Road Maintenance Program \$3,250,000
- Drainage Improvements \$3,400,000
- Bike and Pedestrian Improvement Program \$1,345,000
- Accessibility Improvements \$150,000
- El Camino Real Complete Streets Study \$225,000
- Bridge Maintenance Program \$175,000
- Quad Gates \$100,000

Elimination of Special Parcel Tax Revenues requires significant reductions and reprogramming of CIP funds. The largest impacts will be funding for Road Maintenance, Drainage Improvements, and Bike and Pedestrian Improvement Programs. Attachment A (CIP Program Matrix) provides recommended adjustments to the 5-Year CIP Program funding necessitated by reduction of Parcel Tax revenues. Attachment B (Atherton CIP Program Section III) identifies impacts to existing CIP projects and programs.

CIP Project	Current 5-Year Allocation	Reduced Parcel Tax 5-Year Allocation	Difference
Road Maintenance Program	\$ 3,250,000	\$ 1,000,000	\$ 2,250,000
Drainage Improvements	\$ 3,400,000	\$ 1,300,000	\$ 2,100,000
Bike & Pedestrian Improvement Program	\$ 1,345,000	\$ 300,000	\$ 1,045,000
Accessibility Improvements	\$ 150,000	\$ -	\$ 150,000
El Camino Real Complete Streets Study	\$ 225,000	\$ 25,000	\$ 200,000
Bridge Maintenance Program	\$ 175,000	\$ 100,000	\$ 75,000
Quad Gates	\$ 100,000	\$ -	\$ 100,000
	\$ 8,645,000	\$ 2,725,000	\$ 5,920,000

During the Dec 6th City Council Study Session staff also discussed funding strategies and alternatives specific to the Middlefield Road Class II Bike Improvement Project being funded through the Bicycle and Pedestrian Master Plan Implementation Program. Necessary reductions in Parcel Tax funding created an estimated funding shortfall of \$150,000.

The current project includes the entire segment of Middlefield Road within the Town of Atherton (Ravenswood Avenue to Jennings Lane). In order to address the budget shortfall, staff recommended bidding the project with a Base Bid (Ravenswood Avenue to Marsh Road) plus an additive alternate (Marsh Road to Jennings Lane). This would provide City Council the option to construct a portion of the project with available funding.

City Council also authorized staff to pursue grant funding through the San Mateo County Transportation Authority (SMCTA) Measure A Pedestrian and Bicycle Grant Program. The Town was recently informed that the SMCTA awarded a grant in the amount of \$733,000 to the Middlefield Road Class II Bike Improvement Project. This funding will allow the Town to complete the entire project as originally planned. The grant funding also provides excess funding of \$425,000 which can be re-programmed to other Capital Improvement Projects. As shown in Exhibits A and B, staff recommends shifting Capital Improvement Funds in the amount of \$300,000 from the Bicycle and Pedestrian Master Plan Implementation Program to the Civic Center Project and Special Parcel Tax Funds in the amount of \$125,000 to the Drainage Improvements Program.

Below are the budgeted cost estimates of anticipated or already undertaken projects in FY 2017/18:

Capital Project	Status	Estimate	Expended
Series Street Light	Contract Awarded	\$847,043	\$523,438
BPMP – Middlefield Class II	Pending Design Review To Council	\$1,283,000	\$135,730
Culvert Repair (Stockbridge, Polhemus, Camino Al Lago)	Completed	\$177,526	\$177,520
Road Maintenance- Street Patching	Contract Awarded	\$149,200	\$0
Road Maintenance- Slurry Seal	Contract Awarded	\$171,510	\$0
ECR Complete Streets	Develop Phase 1	\$98,000	\$67,151
Drainage Improvements	In Design	\$313,565	\$172,191
BPMP – SR2S	Stopped Design	\$295,000	\$45,514
Traffic Safety Improv.-Local Traffic Flow/Long Range Plan	Contract Awarded	\$50,000	\$0
ADLP Traffic Study	Contract Awarded	\$30,000	\$0
NMTP	Ongoing	\$10,000	\$0
Bridge Maintenance & Channel	Pending Review Staff Level	\$100,000	\$0
Road Maintenance- Street Overlay	Pending project	\$350,000	\$0
Civic Center Project	Pending Final Review To Council	\$54,000,000	\$5,060,838

Capital projects can only be undertaken as funding is available. The Special Parcel Tax was the Town's primary source for funding capital projects. As discussed earlier, the General Fund is the only funding source for a CIP project that does not have a specific outside funding source. The \$4.4 Million the General Fund contributed toward the Capital Improvement fund, will be allocated towards the Town Civic Center construction. With completed Master Plans, staff will continue to identify projects and costs within the 5-year program. These costs will be offset through application of pertinent grants, and the "save & spend" mode from other specific funding sources such as Gas Tax, Measure A funds and General Fund. With the major projects of the Civic Center and Water Capture Facility in the immediate horizon, this may provide the opportunity for accumulation of funding sources for future CIP projects. Street maintenance is a continued priority as the Town has yearly street maintenance program.

POLICY CONSIDERATIONS

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

FISCAL IMPACT

Discussed above, the overall fiscal impact to the General Fund as a result of the mid-year expenditure adjustments is a General Fund increase of \$157,444 (1.2%) against a General Fund (only) revenue increase of \$883,637 (5.8%).

PUBLIC NOTICE

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

ATTACHMENT

Resolution of the City Council of the Town of Atherton Approving Mid-Year FY 2017/18 Budget Adjustment
Attachment A (CIP Program Matrix)
Attachment B (Atherton CIP Program Section III)

RESOLUTION NO. 18-xx

**A RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF
ATHERTON APPROVING MID-YEAR BUDGET AMENDMENT
FOR FY 2017/18**

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

WHEREAS, to account for increase in City Council department expense, a corresponding adjustment in expenditures is necessary in Election Expense for \$52.238; and

WHEREAS, to account for growth in building revenue activity, a corresponding adjustment in expenditures is necessary in Contract Building & Life Safety Services for \$98.407; and

WHEREAS, to account for a rise in facility repairs and maintenance, utilities- water, and park rental event activity, a corresponding adjustment in expenditures is necessary in Facility Repairs, Utilities, and Contract Park and Event Services for \$6,799; and

WHEREAS, in review of the General Fund at Mid-Year for Fiscal Year 2017-2018, , these adjustments are to be made to the Operating Budget as set forth in Exhibit A, attached hereto and incorporated herein.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the Town of Atherton does hereby approve an amendment to the FY 2017-18 Town Budget to enact the changes identified on Exhibit A attached hereto.

PASSED AND ADOPTED at a meeting of the City Council of the Town of Atherton held on the 21th day of March, 2018 by the following vote:

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

Cary Wiest, MAYOR
Town of Atherton

ATTEST:

Theresa N. DellaSanta, City Clerk

APPROVED AS TO FORM:

William B. Conners, City Attorney

EXHIBIT A

**Town of Atherton
Budget Amendment Request**

Transfer \$157,444 From:

**2017/2018
Un-appropriated General Fund Balance**

To:

2017/2018

101-11-54020-011 Election Expense	\$52,238
101-25-52033-025 Contract Building & Life Safety Srvs	\$98,407
101-58-53004-058 Facilities Repairs & Maintenance	\$1,200
101-58-53016-058 Utilities- Water	\$3,800
101-58-52030-058 Contract Park Event Services	<u>\$1,799</u>
Total Adjustment \$157,444	\$157,444



TOWN OF ATHERTON - POST PARCEL TAX
FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEARS ENDING JUNE 30, 2018 TO 2022

Account	Fund Name	Forecast 2018	Forecast 2019	Forecast 2020	Forecast 2021	Forecast 2022	Five Year Total
SPECIAL PARCEL TAX - FUND 201							
	BEGINNING FUND BALANCE	\$ 1,245,700	\$ 1,533,700	\$ 608,700	\$ 8,700	\$ 8,700	
Revenue							
201-00-40003-000	Special Tax	\$ 1,488,000					\$ 1,488,000
201-00-48001-000	Interest Income						\$
201-00-45020-000	Other Reimbursements						\$
201-50-58001-000	Transfer to General Fund						\$
	TOTAL REVENUE - FUND 201	\$ 1,488,000	\$	\$	\$	\$	\$ 1,488,000
Expenditures							
201-50-56003-000	Road Maintenance Program	\$ 400,000	\$ 300,000	\$ 300,000			\$ 1,000,000
201-50-56034-000	Drainage Improvements	\$ 500,000	\$ 625,000	\$ 300,000			\$ 1,425,000
201-50-56058-000							\$
201-50-56059-000	Bike & Pedestrian Improvement Program	\$ 175,000					\$ 175,000
201-50-56060-000	Accessibility Improvements						\$
201-50-56073-000	El Camino Real Complete Streets Study	\$ 25,000					\$ 25,000
201-50-56061-000	Bridge Maintenance Program	\$ 100,000					\$ 100,000
201-50-56075-000	Quad Gates	\$	\$	\$	\$	\$	\$
	TOTAL EXPENDITURES - FUND 201	\$ 1,200,000	\$ 925,000	\$ 600,000	\$	\$	\$ 2,725,000
SPECIAL PARCEL TAX - FUND 201							
	ENDING FUND BALANCE	\$ 1,533,700	\$ 608,700	\$ 8,700	\$ 8,700	\$ 8,700	
MEASURE A - FUND 202							
	BEGINNING FUND BALANCE	\$ 392,965	\$ 32,965	\$ 72,965	\$ 112,965	\$ 152,965	
Revenue							
202-00-41003-050	Transportation Co Measure A Sales Tax	\$ 340,000	\$ 340,000	\$ 340,000	\$ 340,000	\$ 340,000	\$ 1,700,000
202-00-48001-050	Interest Income						\$
	TOTAL REVENUE - FUND 202	\$ 340,000	\$ 340,000	\$ 340,000	\$ 340,000	\$ 340,000	\$ 1,700,000
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	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,250,000
202-50-56058-000	Bike & Pedestrian Improvement Program	\$ 375,000					\$ 375,000
202-50-56064-000	Traffic Safety Improvement Program	\$ 50,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 150,000
202-50-56070-000	Traffic Control Devices Program	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 75,000



TOWN OF ATHERTON - POST PARCEL TAX
FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEARS ENDING JUNE 30, 2018 TO 2022

Account	Fund Name	Forecast 2018	Forecast 2019	Forecast 2020	Forecast 2021	Forecast 2022	Five Year Total
	Neighborhood Traffic Management Program	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000
	TOTAL EXPENDITURES - FUND 202	\$ 700,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,900,000
	MEASURE A - FUND 202						
	ENDING FUND BALANCE	\$ 32,965	\$ 72,965	\$ 112,965	\$ 152,965	\$ 192,965	
GAS TAX - FUND 203							
	BEGINNING FUND BALANCE	\$ 100,166	\$ 5,166	\$ 145,166	\$ 285,166	\$ 425,166	
Revenue							
203-00-45001-050	Gas Tax - 2105	\$ 205,000	\$ 290,000	\$ 290,000	\$ 290,000	\$ 290,000	\$ 1,365,000
	TOTAL REVENUE - FUND 203	\$ 205,000	\$ 290,000	\$ 290,000	\$ 290,000	\$ 290,000	\$ 1,365,000
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	\$ 25,000					\$ 25,000
203-50-56058-000	Drainage Program						\$
203-50-56999-000	Engineering/Staff Costs (estimate)	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 750,000
203-50-56061-000	Bridge Maintenance Program	\$ 75,000					\$ 75,000
202-50-56064-000	Traffic Safety Improvement Program	\$ 50,000					\$ 50,000
201-50-56059-000	Bike & Pedestrian Improvement Program						
	TOTAL EXPENDITURES - FUND 203	\$ 300,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 900,000
	GAS TAX - FUND 203						
	ENDING FUND BALANCE	\$ 5,166	\$ 145,166	\$ 285,166	\$ 425,166	\$ 565,166	
COUNTY MEASURE M- FUND 204							
	BEGINNING FUND BALANCE	\$ 220,130	\$ 170,130	\$ 20,130	\$ 20,130	\$ 20,130	
Revenue							
204-00-45025-050	SMC Vehicle Registration Fee	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 375,000
204-00-48001-050	Interest Income						
	TOTAL REVENUE - FUND 204	\$ 75,000	\$ 375,000				
Expenditures							
204-50-56003-000	Road Maintenance Program	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 375,000
204-50-56061-000	Bridge Maintenance Program	\$ 50,000					\$ 50,000
	Bike & Pedestrian Improvement Program		\$ 150,000				\$ 150,000



TOWN OF ATHERTON - POST PARCEL TAX
FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEARS ENDING JUNE 30, 2018 TO 2022

Account	Fund Name	Forecast 2018	Forecast 2019	Forecast 2020	Forecast 2021	Forecast 2022	Five Year Total
	TOTAL EXPENDITURES - FUND 204	\$ 125,000	\$ 225,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 575,000
COUNTY MEASURE M- FUND 204							
	ENDING FUND BALANCE	\$ 170,130	\$ 20,130	\$ 20,130	\$ 20,130	\$ 20,130	
CAPITAL IMPROVEMENT PROJECTS - FUND 401							
	BEGINNING FUND BALANCE	\$ 5,713,774	\$ 4,847,274	\$ 4,716,524	\$ 4,716,524	\$ 4,641,524	
Revenue							
401-00-49001-000	Transfer In from General Fund						\$
401-00-49001-000	Transfer In from General Fund						\$
	TOTAL REVENUE - FUND 204	\$	\$	\$	\$	\$	\$
Expenditures							
401-50-52001-000	Annual Financial Audit						\$
401-50-54015-000	Civic Center	\$ 300,000					\$ 300,000
401-50-56055-000	Town Center Facilities Plan and Repairs	\$ 40,000					\$ 40,000
401-50-56063-000	Park Master Plan	\$ 526,500	\$ 130,750		\$ 75,000	\$ 30,500	\$ 762,750
401-50-56059-000	Bike and Pedestrian Improvement Program	\$					\$
	TOTAL EXPENDITURES - FUND 401	\$ 866,500	\$ 130,750	\$	\$ 75,000	\$ 30,500	\$ 1,102,750
CAPITAL IMPROVEMENT PROJECTS - FUND 401							
	ENDING FUND BALANCE	\$ 4,847,274	\$ 4,716,524	\$ 4,716,524	\$ 4,641,524	\$ 4,611,024	
ATHERTON CHANNEL- FUND 403							
	BEGINNING FUND BALANCE	\$ 141,094	\$ 78,394	\$ 90,694	\$ 177,994	\$ 265,294	
Revenue							
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
	TOTAL REVENUE - FUND 403	\$ 97,300	\$ 97,300	\$ 97,300	\$ 97,300	\$ 97,300	\$ 486,500
Expenditures							



**Capital Improvement Program
Fiscal Years 2017/18 through 2021/2022**

**Section III:
Capital Projects**



Capital Improvement Program Fiscal Years 2017/18 through 2021/2022

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	17/18	18/19	19/20	20/21	21/22	Totals
Measure A	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$75,000
Totals	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$75,000



Capital Improvement Program Fiscal Years 2017/18 through 2021/2022

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 minor 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:

- Purchase a radar speed trailer with changeable message sign (FY2017/18) – estimate \$22,000
- Purchase two fixed solar powered radar speed indicators (FY 2017/18) – estimate \$10,000
- Purchase three fixed solar powered radar speed indicators (FY 2018/19) – estimate \$15,000
- traffic consultant to assist the Town with a town-wide discussion on traffic mitigation(FY 2017/18)-\$50,000

Funding Plan and Project Costs

Funding Source	17/18	18/19	19/20	20/21	21/22	Totals
Measure A	\$50,000	\$25,000 \$50,000	\$25,000 \$50,000	\$25,000 \$50,000	\$25,000 \$50,000	\$150,000 \$250,000
Gas Tax Funds	\$50,000					\$50,000
Totals	\$100,000	\$25,000 \$50,000	\$25,000 \$50,000	\$25,000 \$50,000	\$25,000 \$50,000	\$200,000 \$300,000





Capital Improvement Program Fiscal Years 2017/18 through 2021/2022

Project Type: Streets & Transportation

Project Name: El Camino Real Complete Streets Study - #56073

Project Description: This ongoing project is a comprehensive study focused on improving bicycle, pedestrian, and vehicular safety along the El Camino Real Corridor within the Town of Atherton. Key stakeholders include Caltrans, Fire District, adjacent cities, residents, schools, public safety providers, and bicycle/pedestrian advocacy groups. The study is engaging stakeholders in technical studies to identify and evaluate viable options and strategies to enhance safety, efficient mobility, and accessibility. This project was previously the subject of various grant applications. To date, the Town has been unsuccessful at attaining a grant for the effort.



El Camino Real is a major north-south transportation corridor serving the San Francisco Bay Area Peninsula with average traffic volumes exceeding 38,000 vehicles per day. The existing roadway presents significant mobility and safety challenges to pedestrians and bicyclists. Deficiencies include lack of pedestrian and bikeway paths, lack of facilities to provide safe crossings at intersections, and poor connectivity to transit, schools, and parks.

Total Project Costs	\$325,000
Prior Year Expenditures	(\$100,000)
Remaining Project Cost	\$225,000

The study will develop community-supported conceptual plans as well as a process that will serve as the basis for developing engineering designs, construction implementation.

In May 2016, the Town retained the engineering services of W-Trans Consulting to perform this study in two phases:

Phase 1 - W-Trans led an ECR Stakeholder meeting with Caltrans, County, Menlo Fire, Police, Schools, Pedestrian and Bicycle advocates on April 6, 2017 to understand the issues and concerns. There is a community wide workshop scheduled for May 16th at Encinal Elementary School to solicit their feedback. W-Trans will also be gathering some initial data collection for:



Capital Improvement Program Fiscal Years 2017/18 through 2021/2022

projects recently or proposed in the corridor, speeds, mapping, traffic volumes and collision history. This Phase was approved by Council on May 18, 2016 for \$98,600.

Phase 2 – W-Trans will prepare existing and future traffic analysis, alternatives analysis, and additional community outreach on findings and ultimately prepare a Complete Streets and Connectivity Plan to improve conditions along this corridor. Phase 2 is estimated to cost \$176,400 once approved by Council.

Funding Plan and Project Costs

Funding Source	17/18	18/19	19/20	20/21	21/22	Totals
Special Parcel Tax	\$25,000 -\$225,000					\$25,000 -\$225,000
Totals	\$25,000 -\$225,000					\$25,000 -\$225,000



Capital Improvement Program Fiscal Years 2017/18 through 2021/2022

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:

- Provide safer crossings of El Camino Real and Selby Lane (FY 2017/18)- estimate \$139,000
- Improvements to routes near Encinal Elementary School- Middlefield/Encinal/Oak Grove/Glenwood (FY 2017/18)- estimate \$295,000
- Middlefield Class II bike lanes (FY 2017/18) – estimate \$850,000
- Install marked crosswalks with solar powered LED pedestrian activated signs at Middlefield Rd and Glenwood Ave (FY 2017/18) – estimate \$10,000
- Perform preliminary design for Class II bike lanes on Atherton Ave between Alameda de las Pulgas and El Camino Real (FY 2018/19) – estimate \$150,000
- Identify opportunities to improve safety and awareness on heavily used routes servicing schools and parks

Funding Source	17/18	18/19	19/20	20/21	21/22	Totals
Special Parcel Tax	\$175,000 \$575,000	\$0 \$200,000	\$0 \$170,000	\$0 \$200,000	\$0 \$200,000	\$175,000 \$1,345,000
Measure A Fund	\$375,000					\$375,000
County Measure M Fund		\$150,000				\$150,000
Capital Improvement Fund	\$0 \$300,000					\$0 \$300,000
Totals	\$550,000 \$1,250,000	\$150,000 \$350,000	\$0 \$170,000	\$0 \$200,000	\$0 \$200,000	\$700,000 \$2,170,000



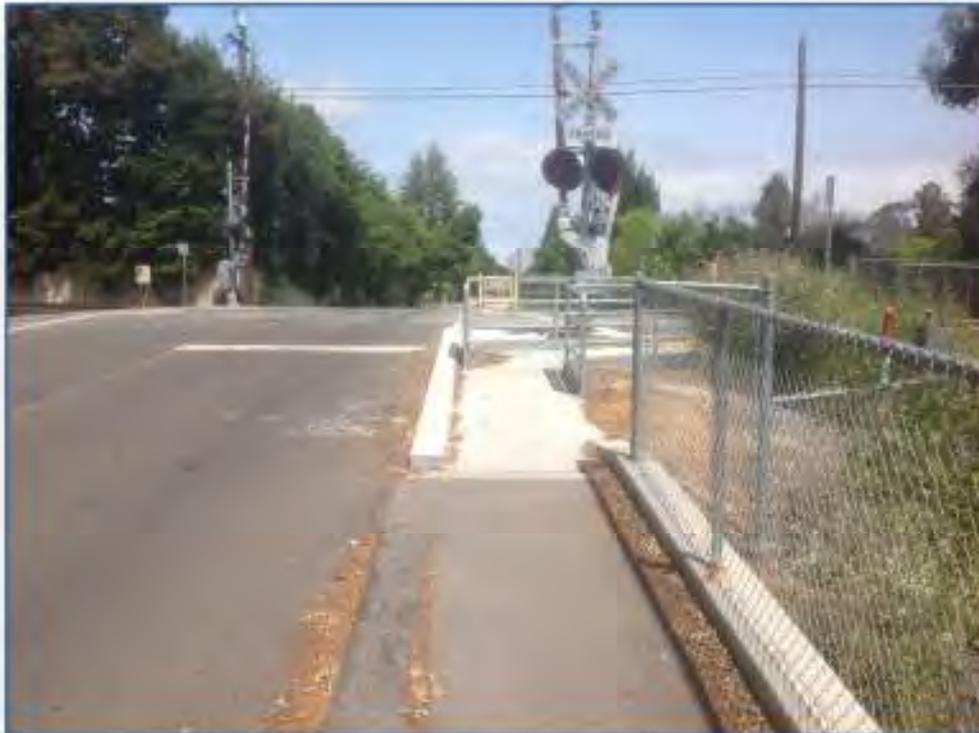
Capital Improvement Program Fiscal Years 2017/18 through 2021/2022

Project Type: Streets & Transportation
Project Name: Quad Railroad Crossing Gates at Watkins Road - #56075

Project Description: This project funds the analysis and preliminary design of additional safety gates at the railroad crossing on Watkins Avenue. This funding does not include any capital costs of installation. The Town continues to seek funding contributions from other agencies, to include Caltrain, in support of this effort. This project is budgeted for FY 2017/18. The HSR Study is due back by June 2017. We expect it to include a high-level design specification standardized for the corridor. The Town will likely have to hire a consultant to take the standard specification and make it applicable to Watkins so that it could be estimated and bid.

Funding Plan and Project Costs

Funding Source	17/18	18/19	19/20	20/21	21/22	Totals
Special Parcel Tax	\$0 -\$100,000					\$0 -\$100,000
Totals	\$0 -\$100,000					\$0 -\$100,000





Capital Improvement Program Fiscal Years 2017/18 through 2021/2022

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 from an average of \$350,000 per year in prior years to the currently proposed \$1,000,000 for FY 2017/18.



Staff is recommending an increase in the annual allocation to allow more streets to be paved with asphaltic concrete which improves ride quality. Asphaltic concrete has a longer life than the slurry/chip seals that have been used in the past several years. 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. The streets are to be determined based on the PCI index listing when it comes out in November.

- Two inch grind and overlay (on various streets throughout Town) - \$500,000
- Maintenance Dig-outs (on various streets throughout Town) - \$250,000
- Cape Seal/Slurry Seal (on various streets throughout Town) - \$250,000

Funding Plan and Project Costs

Funding Source	17/18	18/19	19/20	20/21	21/22	Totals
Special Parcel Tax	\$400,000 -\$650,000	\$300,000 -\$650,000	\$300,000 -\$650,000	\$0 -\$650,000	\$0 -\$650,000	\$1,000,000 -\$3,250,000
Measure A	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,250,000
Gas Tax	\$25,000					\$25,000
Measure M	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$375,000
Totals	\$750,000 \$1,000,000	\$625,000 \$975,000	\$625,000 \$975,000	\$325,000 -\$975,000	\$325,000 -\$975,000	\$2,650,000 \$4,900,000



Capital Improvement Program Fiscal Years 2017/18 through 2021/2022

Project Type: Streets & Transportation

Project Name: Bridge Maintenance Program - #56061

Project Description: This program provides funding to complete the inspections of the smaller diameter Town-owned culverts under roads. Inspection of the larger culverts was completed in FY 2014-15. Following inspections, funds will be proposed to construct recommended improvements.

Funding Plan and Project Costs

Funding Source	17/18	18/19	19/20	20/21	21/22	Totals
Special Parcel Tax	\$100,000		\$0 \$75,000			\$100,000 \$175,000
Gas Tax	\$75,000					\$75,000
Measure M	\$50,000					\$50,000
Totals	\$225,000		\$0 \$75,000			\$225,000 \$300,000





Capital Improvement Program Fiscal Years 2017/18 through 2021/2022

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.

Funding Plan and Project Costs

Funding Source	17/18	18/19	19/20	20/21	21/22	Totals
Measure A	\$10,000 \$25,000	\$10,000 \$25,000	\$10,000 \$25,000	\$10,000 \$25,000	\$10,000 \$25,000	\$50,000 \$125,000
Totals	\$10,000 \$25,000	\$10,000 \$25,000	\$10,000 \$25,000	\$10,000 \$25,000	\$10,000 \$25,000	\$50,000 \$125,000



Capital Improvement Program Fiscal Years 2017/18 through 2021/2022

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.

Funding for design of the following improvements is estimated at:

- Feasibility analysis for Holbrook Palmer Park Flood detention- grant dependent (2020/21)-estimate \$100,000
- Retain a Consultant to provide a feasibility analysis for El Camino drainage issues into the Caltrans system (FY 17/18)- estimate \$110,000
- Task 1A: Repairs to Stockbridge concrete swales and regrades (FY 2017/18)-estimate \$697,000.
- Task 1B: Replacement of failed culverts; Euclid, Polhemus, Camino al Lago, Euclid Parker ditch reline, Stockbridge and Carolina, Serrano, and Shearer intersection regrades, install new swales and berms. (FY 2017/18) - estimate \$2,179,000.
- Task 2: Relining side slopes and bottom of Atherton Channel upstream of Alameda de las Pulgas. (FY2018/19) – estimate \$2,310,000



Capital Improvement Program Fiscal Years 2017/18 through 2021/2022

Funding Plan and Project Costs

Funding Source	17/18	18/19	19/20	20/21	21/22	Totals
Special Parcel Tax	\$500,000 \$1,000,000	\$625,000 \$600,000	\$300,000 \$600,000	\$0 \$600,000	\$0 \$600,000	\$1,425,000 \$3,400,000
Atherton Channel	\$150,000	\$75,000				\$225,000
Totals	\$650,000 \$1,150,000	\$700,000 \$675,000	\$300,000 \$600,000	\$0 \$600,000	\$0 \$600,000	\$1,650,000 \$3,625,000



Capital Improvement Program Fiscal Years 2017/18 through 2021/2022

Project Type: Drainage

Project Name: Upper Atherton Channel Phase 2 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.

Funding Plan and Project Costs

Funding Source	17/18	18/19	19/20	20/21	21/22	Totals
Atherton Channel	\$10,000	\$10,000	\$10,000	\$10,000		\$40,000
Totals	\$10,000	\$10,000	\$10,000	\$10,000		\$40,000





Capital Improvement Program Fiscal Years 2017/18 through 2021/2022

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 FY 2017/18 Program includes the completion of a town-wide ADA Inventory Plan as required.

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 ramps, washroom facilities or doors to Town owned and operated facilities.

Funding Plan and Project Costs

Funding Source	17/18	18/19	19/20	20/21	21/22	Totals
Special Parcel Tax	\$0 -\$80,000	\$0 -\$20,000	\$0 -\$10,000	\$0 -\$20,000	\$0 -\$20,000	\$0 -\$150,000
Totals	\$0 -\$80,000	\$0 -\$20,000	\$0 -\$10,000	\$0 -\$20,000	\$0 -\$20,000	\$0 -\$150,000





Capital Improvement Program Fiscal Years 2017/18 through 2021/2022

Project Type: Town Buildings, Park and Facilities
Project Name: Atherton Library - #57001

Project Description: The Civic Center Master Plan includes the planning, design, and construction of an approximately 10,200 square foot new library on the Civic Center site. The project is currently in the Construction Documents Phase and staff anticipates moving into the bidding phase in FY 2017/18. Construction is scheduled to begin in early 2018.

Funding Plan and Project Costs

Funding Source	17/18	18/19	19/20	20/21	21/22	Totals
Atherton Library	\$3,419,000	\$4,420,000	\$4,420,000	\$4,640,000		\$16,900,000
Totals	\$3,419,000	\$4,420,000	\$4,420,000	\$4,640,000		\$16,900,000





Capital Improvement Program Fiscal Years 2017/18 through 2021/2022

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 the 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 project is currently in the Construction Documents Phase and staff anticipates moving into the bidding phase in FY 2017/18. Construction is scheduled to begin in early 2018.

Funding Source	17/18	18/19	19/20	20/21	21/22	Totals
Donations	\$2,000,000	\$11,670,082	\$11,670,082	\$2,000,000		\$27,340,164
Building Capital	\$917,520			\$917,520		\$1,835,040
Capital Improvements	\$300,000					\$300,000
Totals	\$3,217,520 \$2,917,520	\$11,670,082	\$11,670,082	\$2,917,520		\$29,475,204 \$29,175,204





Capital Improvement Program Fiscal Years 2017/18 through 2021/2022

Project Type: Town Buildings, Park and Facilities

Project Name: Town Center Facilities Plan and Repairs - #56055

Project Description: This project provides necessary funding to maintain the Playschool in Holbrook-Palmer Park for a minimum of 3 years. Repairs may include, Roof Repairs, Waterproofing, Paint and Carpet Replacement and ongoing minor repairs to keep the building in service.

Funding Plan and Project Costs

Funding Source	17/18	18/19	19/20	20/21	21/22	Totals
Capital Improvements	\$40,000					\$40,000
Totals	\$40,000					\$40,000





Capital Improvement Program Fiscal Years 2017/18 through 2021/2022

Project Type: Town Buildings, Park and Facilities

Project Name: Park Improvements 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 driveway, pedestrian entry, Main House loop, Main Lawn, DG pathway, road standardization. Also to include focal points, plaza spaces crosswalks, exit road pathway and road repairs (widening) (FY 2017-18) – estimate \$508,000
- Create turnaround at end of Pavilion Parking lot (hammerhead). (FY 2017-18) - estimate \$18,500
- Site lighting – Replace ten poles and fixtures (using most existing controls, conduit and wiring). Picnic area design and construction (FY 2018-19) – estimate \$130,750
- Amphitheater construction (FY 2020-21) – estimate \$75,000
- Create accessible seating along edge of lawn, provide compacted aggregate pad under picnic tables and purchase new site furnishing and signage for the park. (FY 2021-22) – estimate \$30,500

Funding Plan and Project Costs

Funding Source	17/18	18/19	19/20	20/21	21/22	Totals
Capital Improvements	\$526,500	\$130,750	\$0	\$75,000	\$30,500	\$762,750
Totals	\$526,500	\$130,750	\$0	\$75,000	\$30,500	\$762,750