

TOWN OF TIBURON

ADOPTED

MUNICIPAL BUDGET

Fiscal Year 2023-24



PRESENTED TO:

Mayor Jack Ryan

Vice Mayor Alice Fredericks

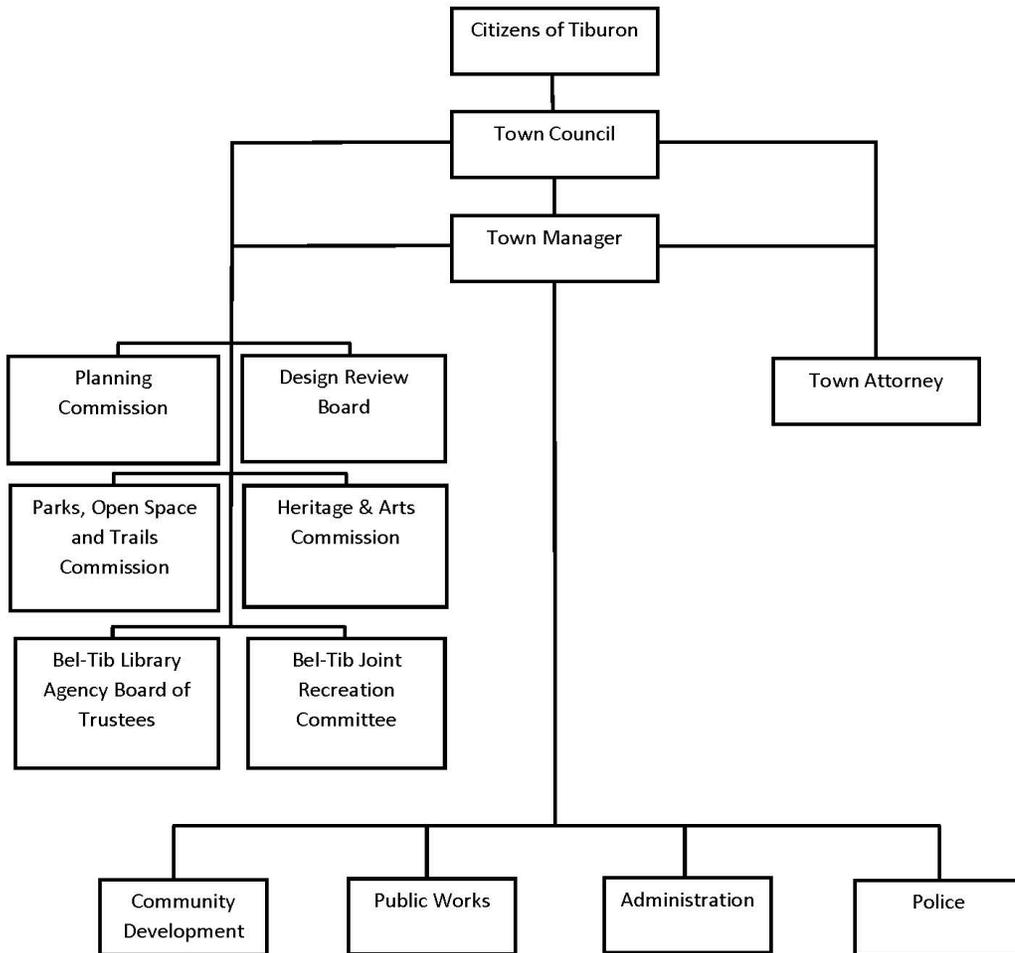
Councilmember Holli Thier

Councilmember Jon Welner

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Town Organization Chart



FUND RESOURCES OVERVIEW

Overview of Total Appropriations

Statement of Fund Balances, June 30th Closing

Changes to Fund Balance

Fiscal Year 2023/24

Capital & Special Project Fund Descriptions

| FUND RESOURCES OVERVIEW | Fiscal Year 2023/24 |
|---|----------------------|
| Overview of Total Appropriations | |
| | |
| | Appropriation |
| Operating Program | |
| Town Administration | 2,790,827 |
| Community Development | 1,634,628 |
| Police | 5,076,776 |
| Public Works | 2,877,671 |
| Non-Departmental | 3,635,869 |
| Subtotal: | \$ 16,015,772 |
| Capital & IT Outlay Program | |
| | \$ 744,325 |
| Capital Improvement Program | |
| Street Improvements | 4,277,280 |
| Drainage Improvements | 874,171 |
| Community Development Improvements | 1,630,000 |
| Subtotal: | \$ 6,781,451 |
| Debt Service Program | |
| 2016 Consolidated Reassessment District | 618,389 |
| TPFA 2016 Refunding Revenue Bonds | 621,793 |
| Virginia Undergrounding District Series A | 36,400 |
| Virginia Undergrounding District Series B | 41,863 |
| Hawthorne Undergrounding District | 346,013 |
| Subtotal: | 1,664,457 |
| | |
| Total Appropriation | \$ 25,206,005 |

| FUND RESOURCE OVERVIEW | | | | | Fiscal Year 2023/24 | | | | |
|--|---------------------------------|----------------------|------------------------------|------------------------------------|---------------------|---------------------|----------------------------------|----------------------------------|--|
| Changes to Fund Balance, projected June 30, 2024 | | | | | | | | | |
| FUND/RESERVE | Estimated Fund Balance 7/1/2023 | Projected Revenues | Projected Operating Expenses | Projected Capital Project Expenses | Transfers In | Transfers Out | Projected Change to Fund Balance | PROJECTED FUND BALANCE 6/30/2024 | |
| GENERAL FUND RESERVES | | | | | | | | | |
| POLICY RESTRICTED | | | | | | | | | |
| Operating Reserve (25%) | \$ 8,424,520 | 13,030,611 | 12,972,850 | - | - | 2,125,000 | (2,067,240) | \$ 6,357,280 | |
| Employee Compensated Leave | \$ 192,072 | - | - | - | - | - | - | 192,072 | |
| Employee Housing Assistance | \$ - | - | - | - | - | - | - | - | |
| CalPERS Liability Reserve | \$ - | - | - | - | - | - | - | - | |
| OPEB Fund (GASB 45) | \$ - | - | - | - | - | - | - | - | |
| Self Insurance | \$ 190,183 | - | 25,000 | - | - | - | (25,000) | 165,183 | |
| Capital Equipment Replacement | \$ 572,592 | 190,335 | 460,000 | - | 250,000 | - | (19,665) | \$ 552,927 | |
| Technology Fund | \$ 516,028 | 177,415 | 284,325 | - | 100,000 | - | (6,910) | 509,118 | |
| Sub-Total | 9,895,395 | 13,398,361 | 13,742,175 | - | 350,000 | 2,125,000 | (2,118,815) | 7,776,580 | |
| DISCRETIONARY SET-ASIDES | | | | | | | | | |
| PW Corp Yard Improvement | \$ 3,497,788 | - | - | - | 250,000 | - | 250,000 | 3,747,788 | |
| Dairy Knoll Maintenance | \$ 150,000 | - | - | - | 50,000 | - | 50,000 | 200,000 | |
| Park Development & ORT | \$ 414,247 | - | 40,000 | 180,000 | 375,000 | - | 155,000 | 569,247 | |
| Open Space Management | \$ 25,141 | - | - | - | 100,000 | - | 100,000 | 125,141 | |
| Emergency Repairs | \$ 99,560 | - | - | - | - | - | - | 99,560 | |
| Streets & Drainage | \$ 1,269,466 | 70,000 | - | 874,171 | 500,000 | - | (304,171) | 965,295 | |
| Infrastructure & Facility Replacement | \$ 339,000 | - | - | 475,000 | 500,000 | - | 25,000 | 364,000 | |
| Martha Property | \$ 750,000 | - | - | 750,000 | - | - | (750,000) | - | |
| Litigation Reserve | \$ - | - | - | - | - | - | - | - | |
| | \$ - | - | - | - | - | - | - | - | |
| Sub-Total | 6,545,201 | 70,000 | 40,000 | 2,279,171 | 1,775,000 | - | (474,171) | 6,071,030 | |
| Total General Fund | \$ 16,440,596 | \$ 13,468,361 | \$ 13,782,175 | \$ 2,279,171 | \$ 2,125,000 | \$ 2,125,000 | \$ (2,592,986) | \$ 13,847,611 | |
| RESTRICTED FUNDS | | | | | | | | | |
| Planning State Grant (SB-2) | \$ - | - | - | - | - | - | - | - | |
| COPS | \$ - | - | - | - | - | - | - | - | |
| Cypress Hollow District | \$ 15,321 | 16,632 | 37,000 | - | - | - | (20,368) | (5,047) | |
| Paula Little Flower | \$ 78,342 | 5,000 | 8,500 | - | - | \$ - | (3,500) | 74,842 | |
| County Measure A Funds (Parks) | \$ 4,679 | 73,361 | - | 75,000 | - | - | (1,639) | 3,040 | |
| State Gas Tax (HUTA) | \$ 1,412,450 | 266,450 | 120,000 | 919,396 | - | - | (772,946) | 639,504 | |
| County Measure A/AA Transportation (S) | \$ 788,685 | 232,584 | - | 232,584 | - | - | - | 788,685 | |
| County Measure B Funds | \$ 111,297 | 79,470 | - | - | - | - | 79,470 | 190,767 | |
| RMRA (SB1 Funding) | \$ 558,762 | 225,622 | - | 500,000 | - | - | (274,378) | 284,384 | |
| Town Owned Housing Units | \$ 372,001 | 152,596 | 111,799 | - | - | - | 40,797 | 412,798 | |
| Heritage & Arts Project Fund | \$ 5,491 | 55 | - | - | - | - | 55 | 5,546 | |
| Low & Moderate Housing | \$ 1,182,824 | \$ 11,828.24 | \$ 11,473.98 | \$ - | \$ - | \$ - | \$ 354.26 | \$ 1,183,178.26 | |
| Tiburon Playground Improvements | \$ 2,030 | - | - | - | - | - | - | 2,030 | |
| Tiburon Parks In-Lieu | \$ 41,755 | 418 | - | - | - | - | 418 | 42,173 | |
| Open Space Acquisition | \$ 211,231 | 2,112 | - | - | - | - | 2,112 | 213,343 | |
| Tiburon Planning Area Mitigation | \$ 201,820 | 2,018 | - | - | - | - | 2,018 | 203,838 | |
| Tiburon Street Impact | \$ 2,989,407 | 444,141 | - | 2,625,300 | - | - | (2,181,159) | \$ 808,248 | |
| Tiburon Drainage Impact | \$ 188,539 | 14,885 | - | - | - | - | 14,885 | 203,424 | |
| Tiburon Circ System Improvement | \$ 142,722 | 1,427 | - | - | - | - | 1,427 | 144,149 | |
| Tiburon Bunch Grass Mitigation | \$ 142,971 | 1,430 | - | - | - | - | 1,430 | 144,401 | |
| Tiburon Long Range Planning | \$ 138,654 | 43,387 | - | - | - | - | 43,387 | 182,041 | |
| Belvedere/Tiburon Library Agency | \$ - | 2,003,094 | 2,003,094 | - | - | - | - | - | |
| Total Restricted Funds | 8,588,981 | 3,576,510 | 2,291,867 | 4,352,280 | - | - | (3,067,637) | \$ 5,521,344 | |
| Total Town Funds | \$ 25,029,577 | \$ 17,044,871 | \$ 16,074,043 | \$ 6,631,451 | \$ 2,125,000 | \$ 2,125,000 | (5,660,623) | \$ 19,368,955 | |

FUND RESOURCES OVERVIEW

Statement of Fund Balances, June 30th Closing

| FUND/ RESERVE | 2020/21 Actual | 2021/22 Actual | 2022/23 Estimated | 2023/24 Projected |
|---|-------------------|-------------------|----------------------|----------------------|
| GENERAL FUND | | | | |
| Operating (Policy Requires 25% Reserve) | 7,459,972 | 9,772,922 | 8,424,520 | 6,357,280 |
| Employee Compensated Leave | 250,000 | 192,072 | 192,072 | 192,072 |
| Employee Housing Assistance | - | - | - | - |
| CalPERS Liability Reserve | - | - | - | - |
| OPEB Fund (GASB 45) | - | - | - | - |
| Self Insurance | 230,531 | 215,183 | 190,183 | 165,183 |
| Capital Equipment Replacement | 596,971 | 611,867 | 572,592 | 552,927 |
| Technology Fund | 613,863 | 637,703 | 516,028 | 509,118 |
| Sub-Total | \$ 9,151,337 | \$ 11,429,747 | \$ 9,895,395 | \$ 7,776,580 |
| DISCRETIONARY SET-ASIDES | | | | |
| PW Corp Yard Improvement | 3,497,788 | 3,497,788 | 3,497,788 | 3,747,788 |
| Dairy Knoll Maintenance | - | - | 150,000 | 200,000 |
| Park Development & ORT | 476,390 | 409,247 | 414,247 | 569,247 |
| Open Space Management | 25,141 | 25,141 | 25,141 | 125,141 |
| Emergency Repairs | 99,560 | 99,560 | 99,560 | 99,560 |
| Streets & Drainage | 1,378,979 | 1,409,466 | 1,269,466 | 965,295 |
| Infrastructure & Facility Replacement | 1,447,459 | 1,249,232 | 339,000 | 364,000 |
| Martha Property | - | - | 750,000 | - |
| Litigation Reserve | - | 100,000 | - | - |
| Sub-total | \$ 6,925,317 | \$ 6,790,433 | \$ 6,545,201 | \$ 6,071,030 |
| Total General Fund: | \$ 16,076,654 | \$ 18,220,180 | \$ 16,440,596 | \$ 13,847,611 |
| OTHER RESTRICTED FUNDS | | | | |
| Planning State Grant | - | - | - | - |
| COPS | - | - | - | - |
| Cypress Hollow District | 9,865 | 4,818 | 15,321 | (5,047) |
| Paula Little Flower | 24,036 | 86,842 | 78,342 | 74,842 |
| County Measure A Funds (Parks) | 60,319 | 27,411 | 4,679 | 3,040 |
| TAM Safe Routes to Schools | - | - | - | - |
| State Per Capita Grant (Parks) | - | - | - | - |
| State Gas Tax | 1,039,423 | 1,494,544 | 1,412,450 | 639,504 |
| County Measure A Transportation (Sales) | 598,090 | 541,505 | 788,685 | 788,685 |
| County Measure B Funds | 32,523 | 32,614 | 111,297 | 190,767 |
| RMRA (SB1 Funding) | 351,320 | 340,735 | 558,762 | 284,384 |
| Town Owned Housing Fund | 268,562 | 331,608 | 372,001 | 412,798 |
| Heritage & Arts Donation Fund | 14,398 | 5,437 | 5,491 | 5,546 |
| Low & Moderate Housing | 1,191,404 | 1,182,473 | 1,182,824 | 1,183,178 |
| Tiburon Playground Improvements | 2,030 | 2,030 | 2,030 | 2,030 |
| Tiburon Parks In-Lieu | 41,142 | 41,342 | 41,755 | 42,173 |
| Open Space Acquisition | 208,556 | 209,140 | 211,231 | 213,343 |

FUND RESOURCES OVERVIEW

Statement of Fund Balances, June 30th Closing

| FUND/ RESERVE | 2020/21 Actual | 2021/22 Actual | 2022/23 Estimated | 2023/24 Projected |
|----------------------------------|-------------------|-------------------|----------------------|----------------------|
| Tiburon Planning Area Mitigation | 199,265 | 199,822 | 201,820 | 203,838 |
| Tiburon Street Impact | 1,900,784 | 2,745,266 | 2,989,407 | 808,248 |
| Tiburon Drainage Impact | 134,530 | 173,801 | 188,539 | 203,424 |
| Tiburon Circ System Improvement | 140,915 | 141,309 | 142,722 | 144,149 |
| Tiburon Bunch Grass Mitigation | 141,160 | 141,555 | 142,971 | 144,401 |
| Tiburon Long Range Planning | 456,719 | 311,044 | 138,654 | 182,041 |
| Belvedere/Tiburon Library Agency | - | - | - | - |
| Total Restricted Funds: | \$ 6,815,041 | \$ 8,013,296 | \$ 8,588,981 | \$ 5,521,344 |
| Grand Total Funds | 22,891,695 | 26,233,476 | 25,029,577 | 19,368,955 |

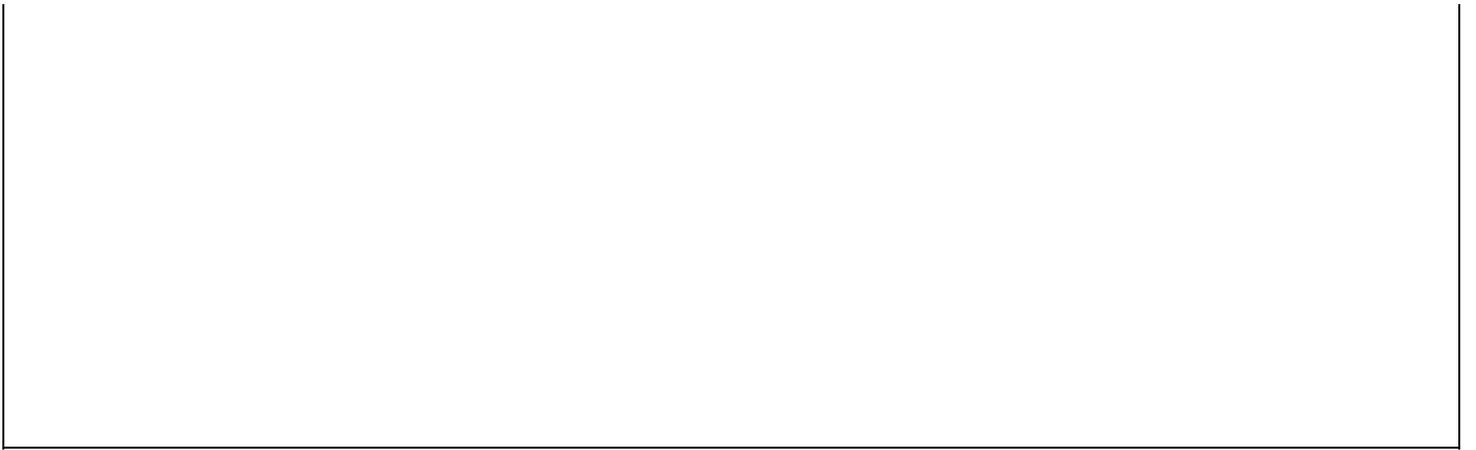
Capital & Special Projects Funds Descriptions

| FUND | Description |
|--|---|
| Low & Moderate Housing Fund | To account for resources received through collection of in-lieu housing fees which are restricted for expenditure on low and moderate (affordable) income housing programs. |
| Open Space Acquisition Fund | To account for resources received from issuance of the 1972 Open Space General Obligation Bonds. Funds are restricted for expenditures for the acquisition, maintenance or improvement of open space. |
| State Gas Tax Fund | To account for State revenues restricted for streets expenditures. |
| Street Frontage Improvement Fund | Restricted for expenditure on street frontage improvements such as sidewalks and curbs. |
| Tiburon Circulation System Improvement Fund | To account for resources received through collection of mitigation fees which are for expenditures related to traffic and circulation system improvements located within the Town's corporate limits, and primarily along Tiburon Boulevard consistent with the General Plan. |
| Tiburon Long Range Planning Fund | To account for resources received through the issuance of building permits and the subsequent collection of a special planning fee, which is used for expenditures related to maintenance of the Town's General Plan. |
| Tiburon Parks In-Lieu Fund | To account for resources received through collection of in-lieu parks fees which are restricted for expenditure on the acquisition, improvement or maintenance of park and recreational facilities. |
| Tiburon Planning Area Mitigation Fund | To account for resources received through collection of mitigation fees which are for circulation improvements located outside the Town's corporate limits, but within the Tiburon Planning Area. This fund was previously named the Tiburon Boulevard 101 Wye |
| Tiburon Playground Improvement Fund | To account for resources received from the community for improvement of playground facilities in Tiburon. Established July 1995 through transfer of resources from the General Fund Park Development Reserve. |
| Tiburon Street Impact Fund | To account for resources received through the issuance of building permits and the subsequent collection of Impact fees which are used for expenditures related to improvement and maintenance of the Town's street system. |
| Tiburon Drainage Impact fund | To account for resources received through the issuance of building permits and the subsequent collection of impact fees which are used for expenditures related to improvement or maintenance of the Town's drainage system. |
| Town Owned Housing Fund | To account for resources received through the rental of Town owned Pt. Tiburon Marsh units. |
| County Measure A Transportation Sales Tax | To account for resources received through the County of Marin from a 1/2 cent sales tax measure passed in 2004 to improve transportation in Marin County. The Transportation Authority of Marin oversees the administration of funding. |
| County Measure B VLF Fund | To account for resources received through the County of Marin from a \$10 vehicle license registration fee charge for transportation improvements. This fee was approved by voters in November 2010 and is overseen by the Transportation Agency of Marin. |
| County of Marin Measure A Open Space Sales Tax | To account for resources received through the County of Marin from a 1/4 cent sales tax measure approved by voters in November 2011. Funds are to be used for existing parks and open spaces. |

OPERATING BUDGET OVERVIEW

Overview of Revenues & Expenditures

Fiscal Year 2023/24



OPERATING REVENUES & EXPENDITURES

Fiscal Year 2023/24

Overview of Operating Budget Revenues & Expenditures

| REVENUE & SOURCES | AMOUNT | EXPENDITURES | AMOUNT |
|---|----------------------|-------------------------------------|----------------------|
| GENERAL FUND REVENUES | | TOWN ADMINISTRATIVE SERVICES | |
| Property Taxes | 7,602,768 | Town Administration | 1,843,427 |
| Other Taxes | 2,000,000 | Legal Services | 491,650 |
| Licenses & Permits | 1,234,250 | Legislative | 157,750 |
| Intergovernment & Agency | 303,443 | Town Hall Facility | 298,000 |
| Franchises | 882,500 | | |
| Charges for Service | 553,400 | NON DEPARTMENTAL | 3,635,869 |
| Investment Earnings | 300,000 | COMMUNITY DEVELOPMENT | |
| Fines & Forfeitures | 88,250 | Planning & Design Review | 949,838 |
| Other Revenues | 66,000 | Building Inspection | 684,790 |
| Subtotal | \$ 13,030,611 | Advance Planning | - |
| OTHER SOURCES | | POLICE | |
| Other Fund Sources | \$ 3,002,922 | Police Services | 4,973,976 |
| | | Police/EOC Facility | 102,800 |
| | | PUBLIC WORKS | |
| | | Administration & Engineering | 489,445 |
| | | Streets Maintenance | 1,053,989 |
| | | Parks Maintenance | 1,087,638 |
| | | Street & Signal Light System | 68,000 |
| | | Corporation Yard | 141,600 |
| | | Cypress Hollow | 37,000 |
| TOTAL REVENUE & SOURCES | \$ 16,033,532 | TOTAL EXPENDITURES: | \$ 16,015,772 |
| NET OPERATING SURPLUS (DEFICIENCY) | \$17,760 | | |

OPERATING REVENUES & SOURCES OF FUNDS

Overview of Operating Revenue Plan

Summary of Operating Revenues

Operating Budget Revenues

General Fund

Self Insurance Reserve

Employee Compensated Leave Reserve

Capital Equipment Replacement Reserve

Technology Fund Reserve

Park Development & ORT Reserve

Cypress Hollow Fund

Measure "A" Parks

State Gas Tax

Town Owned Housing Units

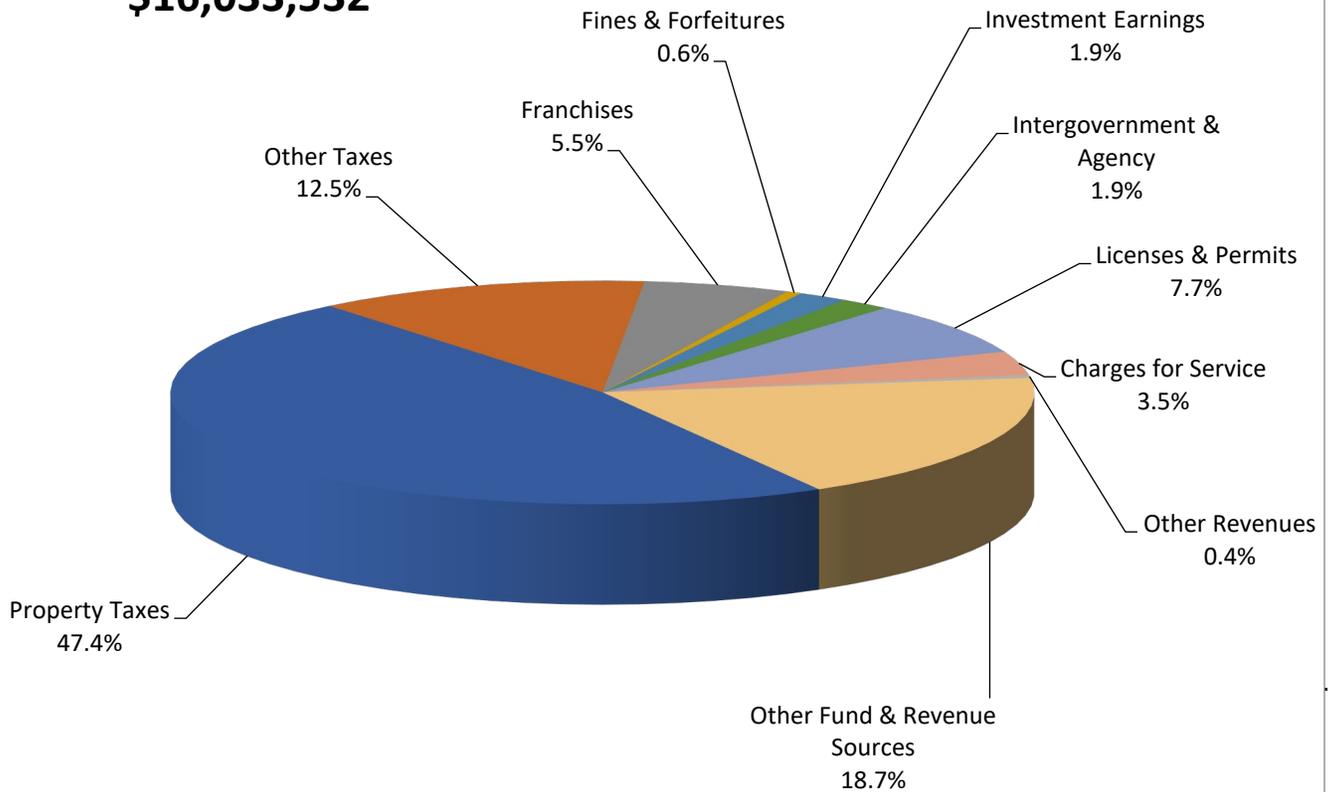
Low/Moderate Income Housing Fund

Peninsula Library JPA Fund

Long Range Planning Fund

Overview of Operating Budget Sources of Funding

**Planned Operating Revenues
& Sources of Funds for 2023/24
\$16,033,532**



| | |
|------------------------------|----------------------|
| Property Taxes | \$ 7,602,768 |
| Other Taxes | \$ 2,000,000 |
| Franchises | \$ 882,500 |
| Fines & Forfeitures | \$ 88,250 |
| Investment Earnings | \$ 300,000 |
| Intergovernment & Agency | \$ 303,443 |
| Licenses & Permits | \$ 1,234,250 |
| Charges for Service | \$ 553,400 |
| Other Revenues | \$ 66,000 |
| Other Fund & Revenue Sources | \$ 3,002,922 |
| | <u>\$ 16,033,532</u> |

OPERATING REVENUES

Operating Budget Revenues - Summary

| Description | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|---|----------------------|----------------------|----------------------|----------------------|----------------------|
| GENERAL FUND | | | | | |
| Property Taxes | 6,505,217 | 7,063,916 | 7,141,000 | 7,369,758 | 7,602,768 |
| Other Taxes | 1,475,092 | 1,870,909 | 1,780,000 | 2,180,000 | 2,000,000 |
| Franchises | 801,177 | 799,870 | 839,500 | 847,000 | 882,500 |
| Fines & Forfeitures | 110,197 | 95,987 | 93,250 | 134,500 | 88,250 |
| Investment Earnings | 126,456 | 41,749 | 125,000 | 270,000 | 300,000 |
| Intergovernment & Agency | 305,391 | 366,163 | 283,258 | 336,943 | 303,443 |
| Licenses & Permits | 1,167,137 | 1,451,818 | 1,164,750 | 1,169,950 | 1,234,250 |
| Charges for Service | 645,853 | 744,475 | 490,500 | 589,230 | 553,400 |
| Other Revenues | 340,444 | 321,214 | 113,500 | 102,562 | 66,000 |
| Subtotal General Fund | \$ 11,476,967 | \$ 12,756,101 | \$ 12,030,759 | \$ 12,999,943 | \$ 13,030,611 |
| OTHER FUND & RESERVE SOURCES | | | | | |
| Litigation Reserve | - | - | - | - | - |
| Employee Compensated Leave Reserve | - | - | - | - | - |
| Self Insurance Reserve | 21,346 | 15,348 | 25,000 | 45,292 | 25,000 |
| Capital Equipment Replacement | 130,000 | 134,673 | 220,000 | 236,700 | 460,000 |
| Technology Fund | 157,527 | 203,796 | 294,825 | 195,043 | 284,325 |
| Park Development & ORT | 40,000 | 3,700 | 40,000 | - | - |
| Disaster Response | - | - | - | - | - |
| Cypress Hollow Fund | 37,000 | 21,606 | 37,000 | 37,000 | 37,000 |
| Paula Little Flower | 8,000 | 12,399 | 8,500 | 9,369 | 10,000 |
| Measure "A" Parks | 75,000 | 118,122 | - | - | - |
| State Gas Tax | 110,000 | 25,062 | 120,000 | 59,990 | 60,000 |
| Town Owned Housing Units | 96,108 | 67,277 | 111,799 | 117,330 | 111,799 |
| Low/Moderate Income Housing Fund | 11,249 | 11,249 | 11,474 | 11,474 | 11,703 |
| Street Impact Fund | - | - | - | - | - |
| Long Range Planning Fund | 355,000 | 218,546 | 355,000 | 355,000 | - |
| Peninsula Library JPA Fund | 2,004,791 | 2,198,764 | 1,880,840 | 1,880,840 | 2,003,094 |
| Infrastructure & Facility Replacement | - | 150,000 | 150,000 | 150,000 | - |
| Subtotal Other Sources | \$ 3,046,022 | \$ 3,180,541 | \$ 3,254,438 | \$ 3,098,038 | \$ 3,002,922 |
| Totals: | \$ 14,501,642 | \$ 15,936,642 | \$ 15,285,196 | \$ 16,097,981 | \$ 16,033,532 |

Operating Budget Revenues - Detail

| Description | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|---------------------------------------|-------------------|--------------------|----------------------|---------------------|
| GENERAL FUND | | | | |
| PROPERTY TAXES | | | | |
| Secured | 4,635,054 | 4,875,000 | 4,911,246 | 5,150,000 |
| Unsecured | 88,728 | 90,250 | 95,287 | 92,500 |
| Supplemental | 157,511 | 105,000 | 135,000 | 125,000 |
| Other | 52,670 | 25,000 | 35,000 | 40,000 |
| HOPTR State | 18,732 | 18,500 | 18,280 | 18,250 |
| ERAF Rebate | 1,043,413 | 920,000 | 1,043,413 | 1,000,000 |
| Property Tax In-Lieu of VLF | 1,128,528 | 1,175,500 | 1,194,032 | 1,245,268 |
| County Fees | (60,720) | (68,250) | (62,500) | (68,250) |
| Total: | 7,063,916 | 7,141,000 | 7,369,758 | 7,602,768 |
| OTHER TAXES | | | | |
| Sales Tax | 643,368 | 675,000 | 975,000 | 850,000 |
| Sales Tax-Public Safety | 105,989 | 80,000 | 115,000 | 100,000 |
| Transient Occupancy Tax | 790,709 | 750,000 | 875,000 | 800,000 |
| Real Property Transfer | 330,843 | 275,000 | 215,000 | 250,000 |
| Total: | 1,870,909 | 1,780,000 | 2,180,000 | 2,000,000 |
| FRANCHISES | | | | |
| Energy-PG&E | 137,319 | 137,000 | 137,000 | 150,000 |
| Refuse-Mill Valley Refuse | 460,676 | 495,000 | 525,000 | 525,000 |
| Debris Boxes - Grange | 6,139 | 12,500 | 5,000 | 7,500 |
| Telecommunications | 195,736 | 195,000 | 180,000 | 200,000 |
| Total: | 799,870 | 839,500 | 847,000 | 882,500 |
| FINES & FORFEITURES | | | | |
| Vehicle Code | 3,438 | 7,500 | 6,500 | 5,000 |
| Parking Code | 58,804 | 50,000 | 54,500 | 50,000 |
| False Alarm Fines | 3,870 | 3,250 | 3,000 | 3,250 |
| Permit Reactivate Fines | 10,800 | 7,500 | 3,000 | 5,000 |
| Other Fines | 19,075 | 25,000 | 67,500 | 25,000 |
| Total: | 95,987 | 93,250 | 134,500 | 88,250 |
| INVESTMENT EARNINGS | | | | |
| Interest-LAIF | 41,749 | 125,000 | 270,000 | 300,000 |
| Interest - Other | | | | |
| Total: | 41,749 | 125,000 | 270,000 | 300,000 |
| INTERGOVERNMENT & AGENCY | | | | |
| State Motor Vehicle License Fees | 10,924 | 6,750 | 10,000 | 6,750 |
| State POST | 3,835 | 12,000 | 6,000 | 6,000 |
| State Abandoned Vehicle | 4,493 | 4,800 | 4,600 | 4,800 |
| Police COPS/SLESF Fund | 169,097 | 160,000 | 200,000 | 175,000 |
| Belvedere (Dairy Knoll Capital \$30K) | 37,047 | 37,048 | 38,233 | 38,233 |
| TPSL McKegney Fees | 40,933 | 42,000 | 42,000 | 42,000 |
| State Grants | 25,930 | 5,000 | 15,000 | 15,000 |
| County Grants | 20,155 | 15,660 | 15,660 | 15,660 |
| Other Grants/Gifts (Risk Management) | 1,000 | - | 5,450 | - |
| Total: | 366,163 | 283,258 | 336,943 | 303,443 |

Operating Budget Revenues - Detail

| Description | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|--------------------------------------|-------------------|--------------------|----------------------|---------------------|
| LICENSES & PERMITS | | | | |
| Business License-Regular | 217,095 | 200,000 | 205,000 | 210,000 |
| Business License-Construction | 114,400 | 75,000 | 90,000 | 90,000 |
| Dog Walker Permits | 450 | 750 | 500 | 500 |
| Solar Panel Permits | 60 | - | - | - |
| Film Permits | 1,000 | 1,000 | 800 | 750 |
| Building Permits | 841,814 | 675,000 | 700,000 | 725,000 |
| CEQA EIR Initial Study | 655 | - | 150 | - |
| Design Review | 80,060 | 65,000 | 65,000 | 65,000 |
| Home Occupation Permit | 5,900 | 5,000 | 5,000 | 5,000 |
| Lot Line Adjustment | 1,670 | - | - | - |
| Master & Precise Plan | 730 | - | 1,300 | - |
| Sign Permit | 665 | 1,500 | 500 | 1,000 |
| Tree Permit | 7,355 | 6,000 | 5,000 | 5,000 |
| Use Permit | 19,215 | 8,000 | 9,500 | 8,000 |
| Variance Amendment | 16,010 | 9,000 | 7,500 | 7,500 |
| Zoning (Pre, Re) | | | 3,200 | |
| Other Planning Permits | 2,110 | 2,500 | 500 | 500 |
| Alarm System Permit | 13,228 | 14,000 | 14,000 | 14,000 |
| Encroachment Permit - Staff Review | 127,479 | 50,000 | 60,000 | 100,000 |
| Misc. Engineering Fees | | 50,000 | - | - |
| Parking Permit (Residential) | 1,922 | 2,000 | 2,000 | 2,000 |
| Total: | 1,451,818 | 1,164,750 | 1,169,950 | 1,234,250 |
| CHARGES FOR SERVICE | | | | |
| Cost Recovery-Housing Administration | - | 9,600 | - | - |
| Refuse Franchise Admin. Fee | 6,500 | 6,000 | 6,000 | 6,000 |
| Miscellaneous-Administration Charges | 2,989 | 2,000 | 2,750 | 2,500 |
| Appeal | 1,400 | 900 | 1,400 | 900 |
| Plan Checking | 516,968 | 350,000 | 450,000 | 425,000 |
| Plan Checking-Outside | 14,255 | - | 1,500 | - |
| Records & Document Storage | 59,255 | 40,000 | 46,000 | 45,000 |
| RBR Residential Resale Report | 41,075 | 30,000 | 27,500 | 27,500 |
| Street Name/Address Change | 1,700 | - | 2,980 | 1,000 |
| Noticing Of Applications | 800 | 500 | 500 | 500 |
| Cost Recovery - Building | 3,958 | 5,000 | 20,000 | 5,000 |
| Cost Recovery-Police | 37,867 | 25,000 | 10,000 | 20,000 |
| Police Overtime Reimbursement | 3,072 | 5,000 | 2,500 | 3,500 |
| Miscellaneous-Police Charges | 3,860 | 2,500 | 4,100 | 2,500 |
| Cost Recovery-Public Works | 50,776 | 14,000 | 14,000 | 14,000 |
| Total: | 744,475 | 490,500 | 589,230 | 553,400 |
| OTHER REVENUES | | | | |
| Refunds & Reimbursements | 200,203 | 1,000 | 1,200 | 1,000 |
| Other Revenues | 11,538 | 5,000 | 6,000 | 5,000 |
| Administrative Fees-Assessment Dist | 21,060 | 25,000 | 25,000 | 25,000 |
| Rent-Antenna Site & Utility | 84,773 | 82,500 | 53,868 | - |
| Rent-Downtown Restroom | 3,640 | - | - | - |
| Sale-Property Equipment | | - | 16,494 | 35,000 |
| Total: | 321,214 | 113,500 | 102,562 | 66,000 |
| Total General Fund: | 12,756,101 | 12,030,758 | 12,999,943 | 13,030,611 |

Operating Budget Revenues - Detail

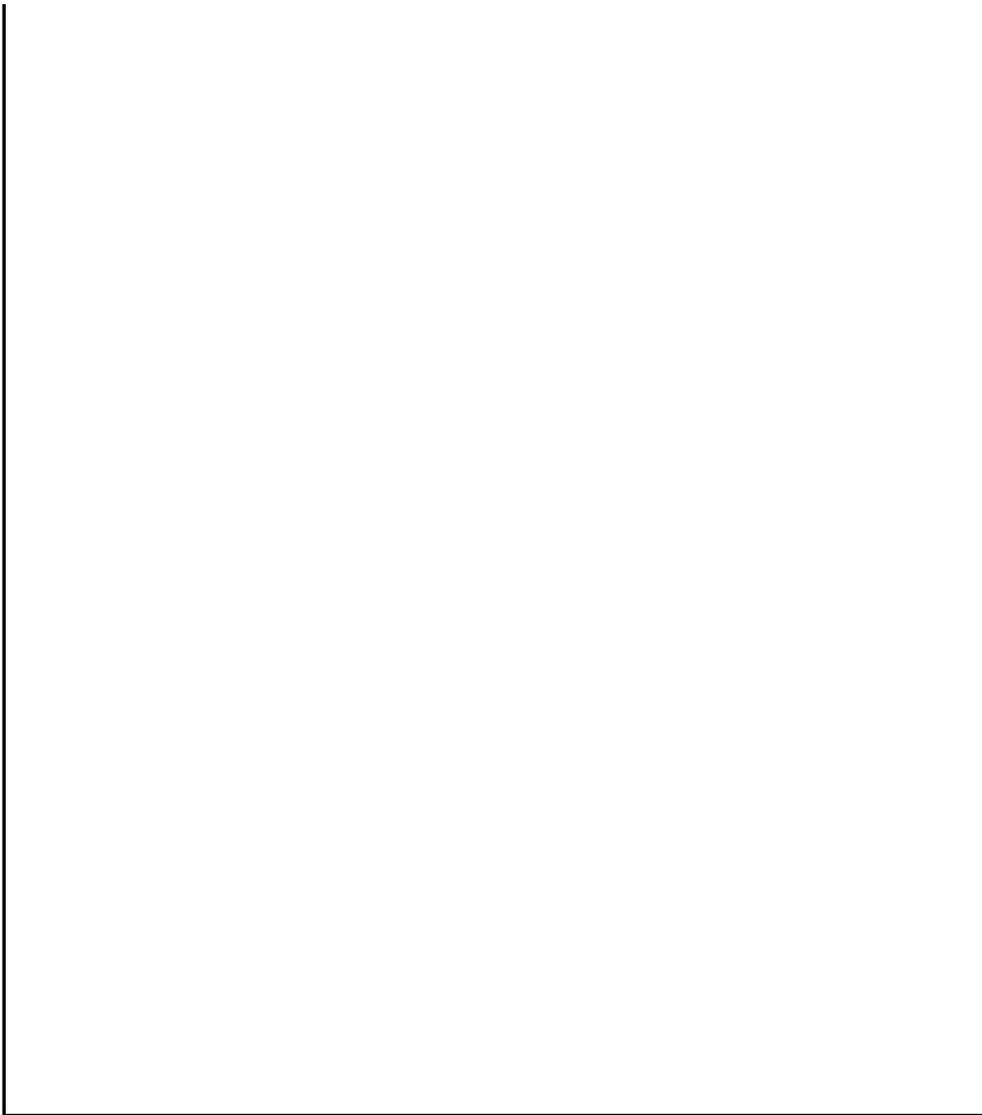
| Description | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|--|-------------------|--------------------|----------------------|---------------------|
| OTHER SOURCES OF FUNDS | | | | |
| Restricted Fund Contributions/Transfers | | | | |
| Litigation Reserve | - | - | - | - |
| Coronavirus Fiscal Recovery (ARP) | | | | |
| Employee Compensated Leave Reserve | | | | |
| Self Insurance Reserve | 15,348 | 25,000 | 45,292 | 25,000 |
| Capital Equipment Replacement | 134,673 | 220,000 | 236,700 | 460,000 |
| Technology Fund | 203,796 | 294,825 | 195,043 | 284,325 |
| Park Development & ORT | 3,700 | 40,000 | | |
| Disaster Response | - | - | | |
| Cypress Hollow Fund | 21,606 | 37,000 | 37,000 | 37,000 |
| Paula Little Flower | 12,399 | 8,500 | 9,369 | 10,000 |
| Measure "A" Parks | 118,122 | - | - | - |
| State Gas Tax | 25,062 | 120,000 | 59,990 | 60,000 |
| Town Owned Housing Units | 67,277 | 111,799 | 117,330 | 111,799 |
| Low/Moderate Income Housing Fund | 11,249 | 11,474 | 11,474 | 11,703 |
| Street Impact Fund | - | - | - | - |
| Long Range Planning Fund | 218,546 | 355,000 | 355,000 | - |
| Peninsula Library JPA Fund | 2,198,764 | 1,880,840 | 1,880,840 | 2,003,094 |
| Infrastructure & Facility Replacement | 150,000 | 150,000 | 150,000 | - |
| General Fund Operating Reserve | | | | |
| Total: | 3,180,541 | 3,254,438 | 3,098,038 | 3,002,922 |
| | | | | |
| Total Revenues (All Funds): | 15,936,642 | 15,285,195 | 16,097,981 | 16,033,532 |

OVERVIEW OF OPERATING EXPENDITURES

Expenditures by Object

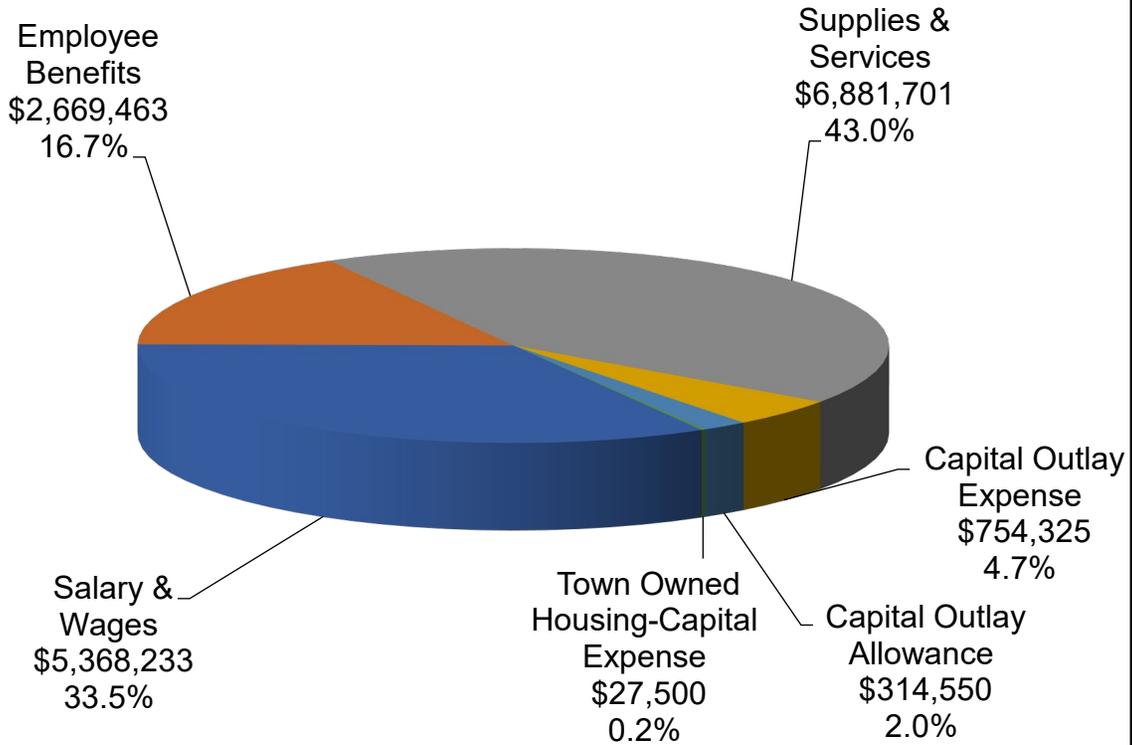
Fund Sources for Expenditures

Expenditures by Department



Overview of Operating Expenditures by Object

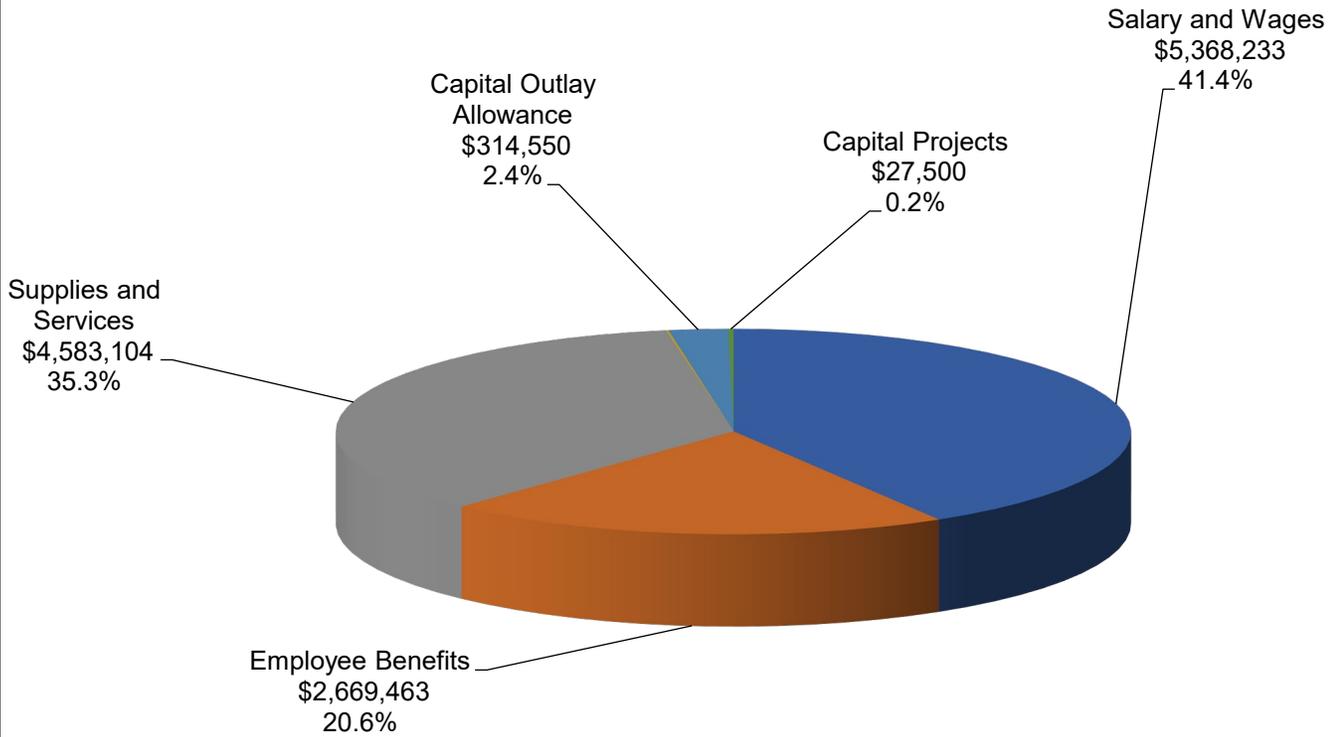
**Planned Operating Expenditures
by Object for 2023/24
\$16,015,772**



| | | |
|-------------------------------------|-----------|-------------------|
| Salary & Wages | \$ | 5,368,233 |
| Employee Benefits | \$ | 2,669,463 |
| Supplies & Services | \$ | 6,881,701 |
| Capital Outlay Expense | \$ | 754,325 |
| Capital Outlay Allowance | \$ | 314,550 |
| Town Owned Housing-Capital Ex | \$ | 27,500 |
| Total Operating Expenditures | \$ | 16,015,772 |

General Fund Operating Expenditures

**General Fund Expenditures by Object
FY 2023/24
\$12,972,850**



| | | |
|--|-----------|-------------------|
| Salary and Wages | \$ | 5,368,233 |
| Employee Benefits | \$ | 2,669,463 |
| Supplies and Services | \$ | 4,583,104 |
| Capital Outlay Expense | \$ | 10,000 |
| Capital Outlay Allowance | \$ | 314,550 |
| Capital Projects | \$ | 27,500 |
| Total General Fund Operating Expenditures | \$ | 12,972,850 |

OPERATING EXPENDITURES

FY 2023/24

Summary of Department Expenditures

| Department/Division | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|--|----------------------|----------------------|----------------------|----------------------|----------------------|
| ALL DEPARTMENTS/DIVISIONS | | | | | |
| TOWN ADMINISTRATIVE SERVICES | | | | | |
| Administration | 1,258,700 | 1,351,983 | 1,586,598 | 1,583,339 | 1,843,427 |
| Legal Services | 500,724 | 530,161 | 406,500 | 464,726 | 491,650 |
| Legislative | 43,197 | 59,947 | 126,650 | 89,691 | 157,750 |
| Town Hall Facility | 158,659 | 199,376 | 276,950 | 244,974 | 298,000 |
| subtotal | \$ 1,961,280 | \$ 2,141,467 | \$ 2,396,698 | \$ 2,382,730 | \$ 2,790,827 |
| NON-DEPARTMENTAL | | | | | |
| Insurances and Governmental Agreements | 1,164,416 | 1,588,390 | 1,457,202 | 1,465,219 | 1,484,272 |
| Self Insurance | 21,346 | 15,348 | 25,000 | 45,292 | 25,000 |
| Housing | 23,548 | 11,249 | 11,474 | 11,474 | 11,703 |
| Town Owned Housing | 96,108 | 67,277 | 111,799 | 117,330 | 111,799 |
| Infrastructure & Facility Replacement | - | 150,000 | 150,000 | 150,000 | - |
| Belvedere-Tiburon Library Agency | 2,004,791 | 2,198,764 | 1,880,840 | 1,880,840 | 2,003,094 |
| subtotal | \$ 3,310,209 | \$ 4,031,028 | \$ 3,636,315 | \$ 3,670,154 | \$ 3,635,869 |
| COMMUNITY DEVELOPMENT | | | | | |
| Planning & Design Review | 609,413 | 620,032 | 777,252 | 734,148 | 949,838 |
| Building Inspection | 620,623 | 698,741 | 676,187 | 645,766 | 684,790 |
| Advance Planning | 366,441 | 218,546 | 355,000 | 355,000 | - |
| subtotal | \$ 1,596,477 | \$ 1,537,318 | \$ 1,808,439 | \$ 1,734,913 | \$ 1,634,628 |
| POLICE SERVICES | | | | | |
| Police Department | 3,387,725 | 3,857,956 | 4,578,829 | 4,248,038 | 4,973,976 |
| Police EOC/Facility | 78,122 | 67,371 | 78,350 | 75,887 | 102,800 |
| subtotal | \$ 3,465,847 | \$ 3,925,327 | \$ 4,657,179 | \$ 4,323,925 | \$ 5,076,776 |
| PUBLIC WORKS & ENGINEERING | | | | | |
| Administration & Engineering | 607,849 | 535,128 | 447,494 | 359,702 | 489,445 |
| Streets Maintenance | 782,079 | 672,113 | 1,026,155 | 995,092 | 1,053,989 |
| Parks Maintenance | 696,946 | 781,930 | 1,022,082 | 921,483 | 1,087,638 |
| Street & Signal Light System | 55,557 | 111,509 | 67,750 | 68,153 | 68,000 |
| Corporation Yard | 133,656 | 114,178 | 135,613 | 148,629 | 141,600 |
| Cypress Hollow | 25,858 | 21,606 | 37,000 | 37,000 | 37,000 |
| subtotal | \$ 2,301,945 | \$ 2,236,464 | \$ 2,736,094 | \$ 2,530,059 | \$ 2,877,671 |
| TOTALS | \$ 12,635,757 | \$ 13,871,605 | \$ 15,234,725 | \$ 14,641,781 | \$ 16,015,772 |

OPERATING EXPENDITURES

Summary of Funding Sources for Department Expenditures

| | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|---------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| ALL FUNDS | | | | | |
| General Fund | \$ 9,686,919 | \$ 10,675,657 | \$ 11,980,287 | \$ 11,478,512 | \$ 12,972,850 |
| Employee Compensated Leave Reserve | 69,264 | 15,406 | - | 23,586 | - |
| Self Insurance Reserve | 21,346 | 15,348 | 25,000 | 45,292 | 25,000 |
| Capital Equipment Replacement | 25,594 | 134,673 | 245,000 | 236,700 | 460,000 |
| Technology Fund | 157,527 | 203,796 | 269,825 | 195,043 | 284,325 |
| Park Development & ORT | 25,055 | 3,700 | 40,000 | 41,645 | 40,000 |
| Disaster Response | - | - | - | - | - |
| Infrastructure & Facility Replacement | - | 150,000 | 150,000 | 150,000 | - |
| Litigation Reserve | - | - | - | - | - |
| Cypress Hollow Fund | 25,858 | 21,606 | 37,000 | 37,000 | 37,000 |
| Paula Little Flower Fund | 4,732 | 12,399 | 8,500 | 9,369 | 10,000 |
| Measure "A" Parks | 68,344 | 118,122 | - | - | - |
| State Gas Tax Fund | 7,392 | 25,062 | 120,000 | 59,990 | 60,000 |
| Town Owned Housing | 96,108 | 67,277 | 111,799 | 117,330 | 111,799 |
| Low & Moderate Income Housing | 23,548 | 11,249 | 11,474 | 11,474 | 11,703 |
| Street Impact Fund | 52,837 | - | - | - | - |
| Long Range Planning | 366,441 | 218,546 | 355,000 | 355,000 | - |
| Belvedere-Tiburon Library Agency | 2,004,791 | 2,198,764 | 1,880,840 | 1,880,840 | 2,003,094 |
| Totals | \$ 12,635,757 | \$ 13,871,605 | \$ 15,234,725 | \$ 14,641,781 | \$ 16,015,772 |

OPERATING EXPENDITURES

FY 2023/24

Summary of Expenditures by Object

| Expenditure Object | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|--------------------------------------|---------------------------|---------------------------|----------------------------|------------------------------|-----------------------------|
| EXPENDITURES | | | | | |
| SALARY & WAGES | \$ 4,319,908 | \$ 4,202,206 | \$ 5,036,322 | \$ 4,842,900 | \$ 5,368,233 |
| EMPLOYEE BENEFITS | \$ 1,943,783 | \$ 2,132,888 | \$ 2,653,327 | \$ 2,412,154 | \$ 2,669,463 |
| SUPPLIES & SERVICES | | | | | |
| Department Supplies & Expenses | 165,041 | 150,394 | 227,612 | 182,857 | 255,799 |
| Conferences & Memberships | 33,129 | 56,264 | 103,105 | 52,999 | 130,105 |
| Contractual Services | 875,438 | 1,173,865 | 917,043 | 1,023,139 | 1,196,465 |
| Insurances | 367,163 | 426,899 | 519,989 | 604,126 | 585,943 |
| Intergovernmental & Agency | 2,896,315 | 3,656,219 | 3,101,627 | 3,046,768 | 3,071,739 |
| Equipment Supplies & Maintenance | 884,784 | 902,071 | 976,800 | 997,905 | 1,061,700 |
| Utility & Communication | 370,179 | 302,584 | 381,950 | 292,421 | 364,450 |
| Special Department Administrative | 412,998 | 298,872 | 488,000 | 403,448 | 215,500 |
| Total Supplies & Services | \$ 6,005,046 | \$ 6,967,168 | \$ 6,716,126 | \$ 6,640,149 | \$ 6,881,701 |
| CAPITAL OUTLAY EXPENSE | \$ 167,878 | \$ 340,945 | \$ 519,825 | \$ 435,904 | \$ 754,325 |
| CAPITAL OUTLAY ALLOWANCE | \$ 183,500 | \$ 224,125 | \$ 281,625 | \$ 283,175 | \$ 314,550 |
| CAPITAL PROJECT EXPENSES | \$ 15,643 | \$ 4,273 | \$ 27,500 | \$ 27,500 | \$ 27,500 |
| TOTAL EXPENDITURES | \$ 12,635,757 | \$ 13,871,605 | \$ 15,234,725 | \$ 14,641,781 | \$ 16,015,772 |

TOWN ADMINISTRATION

Administrative Services

Legal Services

Legislative Support

Town Hall Facility

Town Administration is comprised of a series of support-related activities and functions. The activities are performed by the Town Manager, Town Attorney, Director of Administrative Services and other personnel. The Department proposes the addition of an Accountant position bringing the number of full-time equivalent employees to 7.0 in FY 23-24. The total proposed appropriation for Town Administration is \$2,790,827.

Administrative Services

The Administrative Services division is responsible for management oversight of all departments; financial management of Town resources; debt and special assessment management; payroll, personnel and benefit administration; risk management; records management; elections; participation and oversight of inter-governmental relations that affect the Town; and coordination and direction of Town activities and service delivery systems to ensure that services are provided efficiently.

Legal Services

The Town Attorney provides legal counsel and advice to Town Council and Town Staff; coordinates all legal representation of the Town should outside counsel be required; and prepares or reviews ordinances, contracts and agreements.

Legislative Support

This division provides funding for legislative activities and bodies including the Town Council, Planning Commission, Design Review Board, Heritage & Arts Commission and the Parks and Open Space Commission.

Town Hall Facility

This division consolidates all non-specific operational funding for the Town Hall. Expenses for building utilities and maintenance, insurance costs, and operating supplies are reflected here.

Town Administration

DEPARTMENT SUMMARY

| | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|------------------------------------|---------------------|---------------------|---------------------|----------------------|---------------------|
| DEPARTMENT FUNDING | | | | | |
| General Fund | 1,879,829 | 2,048,454 | 2,283,998 | 2,302,473 | 2,695,627 |
| Employee Compensated Leave Reserve | 7,899 | 3,963 | - | - | - |
| Legal Services Reserve | - | - | - | - | - |
| Capital Equipment Replacement | 813 | - | 20,000 | 8,286 | 20,000 |
| Technology Fund | 71,341 | 89,050 | 92,700 | 71,971 | 75,200 |
| State Gas Tax | 1,398 | - | - | - | - |
| Total Department Funding | \$ 1,961,280 | \$ 2,141,467 | \$ 2,396,698 | \$ 2,382,730 | \$ 2,790,827 |
| DIVISION FUNDING | | | | | |
| <u>Administration</u> | | | | | |
| General Fund | 1,178,063 | 1,258,970 | 1,493,898 | 1,511,368 | 1,768,227 |
| Employee Compensated Leave | 7,899 | 3,963 | - | - | - |
| Technology Fund | 71,341 | 89,050 | 92,700 | 71,971 | 75,200 |
| State Gas Tax | 1,398 | - | - | - | - |
| Total Administration | \$ 1,258,700 | \$ 1,351,983 | \$ 1,586,598 | \$ 1,583,339 | \$ 1,843,427 |
| <u>Legal Services</u> | | | | | |
| General Fund | 500,724 | 530,161 | 406,500 | 464,726 | 491,650 |
| Total Legal Services | \$ 500,724 | \$ 530,161 | \$ 406,500 | \$ 464,726 | \$ 491,650 |
| <u>Town Hall Facility</u> | | | | | |
| General Fund | 157,845 | 199,376 | 256,950 | 236,688 | 278,000 |
| Capital Equipment Replacement | 813 | - | 20,000 | 8,286 | 20,000 |
| Total Town Hall | \$ 158,659 | \$ 199,376 | \$ 276,950 | \$ 244,974 | \$ 298,000 |
| <u>Legislative</u> | | | | | |
| General Fund | 43,197 | 59,947 | 126,650 | 89,691 | 157,750 |
| Total Legislative | \$ 43,197 | \$ 59,947 | \$ 126,650 | \$ 89,691 | \$ 157,750 |
| Total Division Funding | \$ 1,961,280 | \$ 2,141,467 | \$ 2,396,698 | \$ 2,382,730 | \$ 2,790,827 |

Town Administration

ALL DIVISIONS

| OBJECT SUMMARY | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|-------------------------------------|---------------------|---------------------|---------------------|----------------------|---------------------|
| EXPENDITURES | | | | | |
| SALARY & WAGES | \$ 750,805 | \$ 733,656 | \$ 824,985 | \$ 817,274 | \$ 975,435 |
| EMPLOYEE BENEFITS | \$ 267,141 | \$ 257,371 | \$ 330,393 | \$ 303,514 | \$ 336,742 |
| SUPPLIES & SERVICES | | | | | |
| Department Supplies & Expenses | 57,391 | 73,333 | 144,000 | 97,262 | 168,000 |
| Conferences & Memberships | 12,586 | 13,270 | 38,250 | 17,790 | 55,750 |
| Contractual Services | 624,160 | 711,520 | 643,020 | 786,006 | 796,500 |
| Equipment Supplies & Maintenance | 56,923 | 81,626 | 110,600 | 116,770 | 145,500 |
| Utility & Communication | 74,706 | 70,892 | 79,750 | 75,507 | 62,250 |
| Special Department Administrative | 17,414 | 64,923 | 58,000 | 33,350 | 93,000 |
| Total Supplies & Services | \$ 843,180 | \$ 1,015,564 | \$ 1,073,620 | \$ 1,126,685 | \$ 1,321,000 |
| CAPITAL OUTLAY EXPENSE | 72,154 | 91,526 | 112,700 | 80,257 | 95,200 |
| CAPITAL OUTLAY ALLOWANCE | 28,000 | 43,350 | 55,000 | 55,000 | 62,450 |
| CAPITAL PROJECT EXPENSES | - | - | - | - | - |
| DEBT SERVICE EXPENSES | - | - | - | - | - |
| TOTAL EXPENDITURES | \$ 1,961,280 | \$ 2,141,467 | \$ 2,396,698 | \$ 2,382,730 | \$ 2,790,827 |
| SOURCE OF FUNDING | | | | | |
| General Fund | 1,879,829 | 2,052,417 | 2,283,998 | 2,302,473 | 2,695,627 |
| Employee Compensation Leave | 7,899 | 3,963 | - | - | - |
| Legal Services Reserve | - | - | - | - | - |
| Capital Equipment Replacement | 813 | - | 20,000 | 8,286 | 20,000 |
| Technology Fund | 71,341 | 89,050 | 92,700 | 71,971 | 75,200 |
| State Gas Tax | 1,398 | - | - | - | - |
| TOTAL FUNDING | \$ 1,961,280 | \$ 2,145,430 | \$ 2,396,698 | \$ 2,382,730 | \$ 2,790,827 |
| STAFFING LEVEL | | | | | |
| Town Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Town Attorney | - | - | - | - | - |
| Director of Administrative Services | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Accounting & Finance Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Information Technology Coordinator | 1.00 | 1.00 | - | - | - |
| Town Clerk | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Office Assistant | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Accountant | - | - | - | - | 1.00 |
| HR & Accounting Technician | 0.70 | 0.70 | 0.70 | 1.00 | 1.00 |
| TOTAL STAFFING | 6.70 | 6.70 | 5.70 | 6.00 | 7.00 |

Town Administration

ADMINISTRATIVE SERVICES

| OBJECT SUMMARY | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|--|---------------------|---------------------|---------------------|----------------------|---------------------|
| EXPENDITURES | | | | | |
| SALARY & WAGES | \$ 750,805 | \$ 733,656 | \$ 824,985 | \$ 817,274 | \$ 975,435 |
| EMPLOYEE BENEFITS | \$ 267,141 | \$ 257,371 | \$ 330,393 | \$ 303,514 | \$ 336,742 |
| SUPPLIES & SERVICES | | | | | |
| Department Supplies & Expenses | \$ 6,407 | \$ 6,488 | \$ 6,500 | \$ 9,956 | \$ 9,000 |
| Conferences & Memberships | \$ 6,725 | \$ 6,786 | \$ 21,000 | \$ 7,750 | \$ 38,500 |
| Contractual Services | \$ 124,955 | \$ 181,652 | \$ 234,520 | \$ 317,971 | \$ 303,000 |
| Equipment Supplies & Maintenance | \$ 2,188 | \$ - | \$ - | \$ - | \$ - |
| Utility & Communication | \$ - | \$ - | \$ - | \$ - | \$ - |
| Special Department Administrative Allocated Costs | \$ 3,139 | \$ 44,680 | \$ 36,000 | \$ 14,403 | \$ 61,000 |
| Total Supplies & Services | \$ 143,413 | \$ 239,606 | \$ 298,020 | \$ 350,080 | \$ 411,500 |
| CAPITAL OUTLAY EXPENSE | \$ 71,341 | \$ 89,050 | \$ 92,700 | \$ 71,971 | \$ 75,200 |
| CAPITAL OUTLAY ALLOWANCE | \$ 26,000 | \$ 32,300 | \$ 40,500 | \$ 40,500 | \$ 44,550 |
| CAPITAL PROJECT EXPENSES | | | | | |
| TOTAL EXPENDITURES | \$ 1,258,700 | \$ 1,351,983 | \$ 1,586,598 | \$ 1,583,339 | \$ 1,843,427 |
| Positions | 6.70 | 6.70 | 6.25 | 6.00 | 7.00 |
| TOTAL STAFFING | 6.70 | 6.70 | 6.25 | 6.00 | 7.00 |

Town Administration

ADMINISTRATIVE SERVICES

| Account Description | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|---|-------------------|-------------------|--------------------|----------------------|---------------------|
| SALARY | | | | | |
| Town Manager | 225,720 | 240,465 | 235,774 | 245,442 | 247,093 |
| Dir. of Admin. Services | 137,667 | 164,314 | 178,906 | 162,902 | 191,647 |
| Town Clerk | 104,575 | 111,400 | 134,872 | 121,315 | 124,559 |
| IT Coordinator | 75,442 | - | - | - | - |
| Administrative Analyst | - | - | - | - | 130,000 |
| Administrative Assistant | 69,917 | 71,654 | 76,856 | 79,467 | 79,920 |
| Accounting/Finance Manager | 122,774 | 106,017 | 114,342 | 125,096 | 118,730 |
| Finance/HR Assistant | 1,950 | 35,614 | 68,235 | 83,052 | 67,486 |
| Overtime | - | 228 | 1,000 | - | 1,000 |
| Vacation Leave Compensation | 7,899 | 3,963 | - | - | - |
| Casual/Temporary Hire (PST) | 4,860 | - | 15,000 | - | 15,000 |
| Subtotal: | \$ 750,805 | \$ 733,656 | \$ 824,985 | \$ 817,274 | \$ 975,435 |
| EMPLOYEE BENEFITS | | | | | |
| Medical & Insurance | 90,933 | 79,980 | 110,452 | 95,789 | 118,232 |
| Employee Accruing Fringe | 23,317 | 19,537 | 23,931 | 25,216 | 20,571 |
| PERS-Town Normal Cost & Survivor Ben. | 51,427 | 46748.33 | 58,078 | 54,821 | 67,688 |
| PERS AAUL Payment | 67,477 | 69,621 | 92,974 | 91,886 | 83,789 |
| PST-Part-time 3.75% | 126 | 1,391 | 2,525 | 740 | 2,497 |
| OPEB - GASB 45/75 Allowance (1%) | - | 7,668 | 8,203 | - | 9,594 |
| FICA-Medicare Tax | 11,311 | 11,123 | 11,730 | 12,343 | 11,871 |
| Automobile Allowance | 8,600 | 7,227 | 7,500 | 7,619 | 7,500 |
| Housing Allowance | 12,000 | 12,000 | 12,000 | 12,462 | 12,000 |
| Cell Phone Allowance | 1,950 | 2,075 | 3,000 | 2,639 | 3,000 |
| Subtotal: | \$ 267,141 | \$ 257,371 | \$ 330,393 | \$ 303,514 | \$ 336,742 |
| SUPPLIES & SERVICES | | | | | |
| DEPARTMENT SUPPLIES & EXPENSES | | | | | |
| Bank Charges & Fees | 3,663 | 1,898 | 1,750 | 1,598 | 1,750 |
| Noticing & Publication | 2,164 | 2,399 | 3,500 | 5,102 | 3,500 |
| Recruiting & Background | - | 150 | - | - | 2,500 |
| Publications & Subscriptions | 580 | 2,041 | 1,250 | 3,256 | 1,250 |
| Subtotal: | 6,407 | 6,488 | 6,500 | 9,956 | 9,000 |
| CONFERENCES & MEMBERSHIPS | | | | | |
| Conferences, Meetings & Travel | 2,877 | 2,670 | 7,500 | 3,297 | 7,500 |
| Employee Development | - | - | 7,500 | 343 | 25,000 |
| Memberships | 3,847 | 4,116 | 6,000 | 4,109 | 6,000 |
| Subtotal: | \$ 6,725 | \$ 6,786 | \$ 21,000 | \$ 7,750 | \$ 38,500 |

Town Administration

ADMINISTRATIVE SERVICES

| Account Description | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|--|---------------------|---------------------|---------------------|----------------------|---------------------|
| CONTRACTUAL SERVICES | | | | | |
| Contractual Services | 5,558 | 3,230 | 15,000 | 4,514 | 25,000 |
| Minutes Services (Temporary Hire) | - | - | 5,000 | - | 5,000 |
| Financial Services Audit | 33,000 | 39,022 | 45,000 | 50,000 | 55,000 |
| Financial Services Audit - State Gas Tax | 1,398 | | - | - | - |
| Professional Consultants | 32,675 | 14,520 | 15,000 | 99,367 | 33,000 |
| Professional Consultants (Comm/Website) | - | | 45,000 | 40,000 | 45,000 |
| Systems/Technical Support | 5,430 | 6,779 | 5,000 | 5,764 | 5,000 |
| IT Consulting Services | 46,894 | 118,100 | 104,520 | 118,326 | 135,000 |
| Subtotal: | \$ 124,955 | \$ 181,652 | \$ 234,520 | \$ 317,971 | \$ 303,000 |
| EQ SUPPLIES & MAINTENANCE | | | | | |
| System License & Maint | 2,188 | - | - | - | |
| Subtotal: | \$ 2,188 | \$ - | \$ - | \$ - | \$ - |
| SPECIAL DEPT. ADMINISTRATIVE | | | | | |
| Election | 204 | 41,092 | 20,000 | 6,500 | 45,000 |
| Municipal Code Section Maintenance | 2,130 | 2,605 | 4,000 | 4,000 | 4,000 |
| Newsletter Production & Mailing | - | - | 1,000 | - | 1,000 |
| Records Management | 805 | 983 | 1,000 | 903 | 1,000 |
| Contingency Provision | - | - | 10,000 | 3,000 | 10,000 |
| Subtotal: | \$ 3,139 | \$ 44,680 | \$ 36,000 | \$ 14,403 | \$ 61,000 |
| Total Supplies & Services: | \$ 143,413 | \$ 239,606 | \$ 298,020 | \$ 350,080 | \$ 411,500 |
| CAPITAL OUTLAY EXPENSES | | | | | |
| CAPITAL TECHNOLOGY OUTLAY | | | | | |
| Replacement Computers & Monitors (4) | 1,444 | 6,150 | 5,000 | 1,278 | 5,000 |
| Misc. Computer Parts | 58 | 978 | 2,600 | 1,745 | 2,600 |
| Contractual Services | 6,554 | | - | - | |
| Software & Licenses | 36,699 | 25,805 | 35,000 | 36,935 | 35,000 |
| Copier Maintenance | - | 13,335 | 3,500 | 1,897 | 4,000 |
| LaserFische Ann. Maint. | 2,700 | 4,583 | 5,100 | 6,780 | 5,100 |
| Financial Software Purchase | 23,886 | 9,000 | 18,000 | - | - |
| Office 365 License | - | 5,329 | - | - | |
| Incode 10 Annual Maintenance | - | 23,870 | 23,500 | 23,335 | 23,500 |
| Subtotal: | \$ 71,341 | \$ 89,050 | \$ 92,700 | \$ 71,971 | \$ 75,200 |
| Total Capital Outlay Expenses | \$ 71,341 | \$ 89,050 | \$ 92,700 | \$ 71,971 | \$ 75,200 |
| CAPITAL OUTLAY ALLOWANCE | | | | | |
| Capital Equipment Allowance | - | 5,000 | 5,500 | 5,500 | 6,050 |
| Technology Allowance | 26,000 | 27,300 | 35,000 | 35,000 | 38,500 |
| Subtotal: | \$ 26,000 | \$ 32,300 | \$ 40,500 | \$ 40,500 | \$ 44,550 |
| TOTAL DEPARTMENT | \$ 1,258,700 | \$ 1,351,983 | \$ 1,586,598 | \$ 1,583,339 | \$ 1,843,427 |

Town Administration

LEGAL SERVICES

| OBJECT SUMMARY | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|-----------------------------------|---------------------------|---------------------------|----------------------------|------------------------------|-----------------------------|
| EXPENDITURES | | | | | |
| SUPPLIES & SERVICES | | | | | |
| Contractual Services | 497,669 | 529,111 | 405,000 | 463,226 | 490,000 |
| Special Department Administrative | 2,055 | - | - | - | - |
| Total Supplies & Services | \$ 499,724 | \$ 529,111 | \$ 405,000 | \$ 463,226 | \$ 490,000 |
| CAPITAL OUTLAY EXPENSE | \$ - | \$ - | \$ - | \$ - | \$ - |
| CAPITAL OUTLAY ALLOWANCE | \$ 1,000 | \$ 1,050 | \$ 1,500 | \$ 1,500 | \$ 1,650 |
| TOTAL EXPENDITURES | \$ 500,724 | \$ 530,161 | \$ 406,500 | \$ 464,726 | \$ 491,650 |
| STAFFING LEVEL | | | | | |
| Positions | Contract | Contract | Contract | Contract | Contract |
| TOTAL STAFFING | Contract | Contract | Contract | Contract | Contract |

Town Administration

LEGAL SERVICES

| Account Description | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|------------------------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| CONTRACTUAL SERVICES | | | | | |
| Contract - Town Attorney | 352,715 | 305,824 | 350,000 | 350,000 | 450,000 |
| Legal Services - Other | 106,379 | 59,372 | - | - | - |
| Legal Services - Employment | 36,952 | 66,676 | 25,000 | 33,212 | 30,000 |
| Litigation - Contingency | - | | 25,000 | - | - |
| Legal Settlements | 1,624 | 97,239 | 5,000 | 80,014 | 10,000 |
| Subtotal: | \$ 497,669 | \$ 529,111 | \$ 405,000 | \$ 463,226 | \$ 490,000 |
| SPECIAL DEPT ADMINISTRATION | | | | | |
| Emergency/Disaster | 2,055 | - | - | | |
| Subtotal: | \$ 2,055 | \$ - | \$ - | \$ - | \$ - |
| CAPITAL OUTLAY ALLOWANCE | | | | | |
| Technology Allowance | 1,000 | 1,050 | 1,500 | 1,500 | 1,650 |
| Subtotal: | \$ 1,000 | \$ 1,050 | \$ 1,500 | \$ 1,500 | \$ 1,650 |
| TOTAL DEPARTMENT | \$ 500,724 | \$ 530,161 | \$ 406,500 | \$ 464,726 | \$ 491,650 |

Town Administration

LEGISLATIVE SUPPORT

| OBJECT SUMMARY | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|-----------------------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| EXPENDITURES | | | | | |
| SALARY & WAGES | | | | | |
| EMPLOYEE BENEFITS | | | | | |
| SUPPLIES & SERVICES | | | | | |
| Department Supplies & Expenses | 29,769 | 39,413 | 87,000 | 62,627 | 108,500 |
| Conferences & Memberships | 5,861 | 6,484 | 17,250 | 10,040 | 17,250 |
| Equipment Supplies & Maintenance | - | 17 | 400 | - | - |
| Special Department Administrative | 6,567 | 14,033 | 22,000 | 17,023 | 32,000 |
| Total Supplies & Services | \$ 42,197 | \$ 59,947 | \$ 126,650 | \$ 89,691 | \$ 157,750 |
| CAPITAL OUTLAY EXPENSE | \$ - | \$ - | \$ - | \$ - | \$ - |
| CAPITAL OUTLAY ALLOWANCE | \$ 1,000 | \$ - | \$ - | \$ - | \$ - |
| TOTAL EXPENDITURES | \$ 43,197 | \$ 59,947 | \$ 126,650 | \$ 89,691 | \$ 157,750 |
| STAFFING LEVEL | | | | | |
| Positions | | | | | |
| TOTAL STAFFING | | | | | |

Town Administration

LEGISLATIVE SUPPORT

| Account Description | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|--|-------------------|-------------------|--------------------|----------------------|---------------------|
| SUPPLIES & SERVICES | | | | | |
| DEPARTMENT SUPPLIES & EXPENSES | | | | | |
| Special Events, Awards, Functions | - | 4,882 | 30,000 | 297 | 35,000 |
| Community Events (Farmers Market) | | - | - | - | - |
| Holiday Festival & Lights | 29,574 | 32,561 | 35,000 | 41,354 | 37,500 |
| CMCM (Meeting A/V) | | | 20,500 | 20,500 | 35,000 |
| Council/Commission Functions | 195 | 1,424 | 1,000 | - | 1,000 |
| Department Expenses | - | 547 | 500 | 477 | - |
| Subtotal: | \$ 29,769 | \$ 39,413 | \$ 87,000 | \$ 62,627 | \$ 108,500 |
| CONFERENCES & MEMBERSHIPS | | | | | |
| Conferences, Meetings & Travel | - | 20 | 3,500 | 468 | 3,500 |
| MCCMC Functions | 750 | - | 4,000 | 132 | 4,000 |
| Membership - MCCMC | | 6,464 | 1,750 | 1,440 | 1,750 |
| Membership - League of CA Cities | 5,111 | - | 8,000 | 8,000 | 8,000 |
| Subtotal: | \$ 5,861 | \$ 6,484 | \$ 17,250 | \$ 10,040 | \$ 17,250 |
| EQUIPMENT, SUPPLIES & MAINTENANCE | | | | | |
| Operating Supplies | - | 17 | 400 | - | - |
| Subtotal: | \$ - | \$ 17 | \$ 400 | \$ - | \$ - |
| SPECIAL DEPT ADMINISTRATION | | | | | |
| Diversity Task Force | | | 12,500 | 15,000 | 20,000 |
| Planning Commission | 99 | - | 750 | - | 750 |
| Design Review Board | - | | 250 | 250 | 250 |
| Parks, Open Space & Trails Commission | - | | 1,000 | - | 1,000 |
| Heritage & Arts Commission | 460 | 3,496 | 3,500 | 1,773 | 6,000 |
| Heritage & Arts Commission | | 5,000 | | | |
| Contingency | 6,008 | 5,536 | 4,000 | - | 4,000 |
| Subtotal: | \$ 6,567 | \$ 14,033 | \$ 22,000 | \$ 17,023 | \$ 32,000 |
| Total Supplies & Services: | \$ 42,197 | \$ 59,947 | \$ 126,650 | \$ 89,691 | \$ 157,750 |
| CAPITAL OUTLAY ALLOWANCE | | | | | |
| Capital Equipment Allowance | 1,000 | - | - | | |
| Technology Allowance | - | - | - | | |
| Subtotal: | \$ 1,000 | \$ - | \$ - | \$ - | \$ - |
| TOTAL DEPARTMENT | \$ 43,197 | \$ 59,947 | \$ 126,650 | \$ 89,691 | \$ 157,750 |

Town Administration

TOWN HALL FACILITY

| OBJECT SUMMARY | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|----------------------------------|---------------------------|---------------------------|----------------------------|------------------------------|-----------------------------|
| EXPENDITURES | | | | | |
| SALARY & WAGES | | | | | |
| EMPLOYEE BENEFITS | | | | | |
| SUPPLIES & SERVICES | | | | | |
| Department Supplies & Expenses | 21,215 | 27,432 | 50,500 | 24,679 | 50,500 |
| Contractual Services | 1,536 | 757 | 3,500 | 4,809 | 3,500 |
| Equipment Supplies & Maintenance | 54,735 | 81,609 | 110,200 | 116,770 | 145,500 |
| Utility & Communication | 74,706 | 70,892 | 79,750 | 75,507 | 62,250 |
| Total Supplies & Services | 157,845 | 186,901 | 243,950 | 223,688 | 261,750 |
| CAPITAL OUTLAY EXPENSE | 813 | 2,476 | 20,000 | 8,286 | 20,000 |
| CAPITAL OUTLAY ALLOWANCE | - | 10,000 | 13,000 | 13,000 | 16,250 |
| CAPITAL PROJECT EXPENSES | - | - | - | - | - |
| TOTAL EXPENDITURES | \$ 158,659 | \$ 199,376 | \$ 276,950 | \$ 244,974 | \$ 298,000 |
| STAFFING LEVEL | | | | | |
| Positions | | | | | |
| TOTAL STAFFING | | | | | |

| Town Administration | | | | | |
|---|-------------------|-------------------|--------------------|----------------------|---------------------|
| TOWN HALL FACILITY | | | | | |
| Account Description | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
| SUPPLIES & SERVICES | | | | | |
| DEPARTMENT SUPPLIES & EXPENSES | | | | | |
| Office & Copier Supplies | 10,501 | 10,516 | 20,000 | 9,511 | 20,000 |
| Postage | 7,036 | 7,375 | 10,000 | 8,163 | 10,000 |
| Printing & Reproduction | 213 | 165 | 3,000 | 1,064 | 3,000 |
| Recruiting & Background | 1,305 | 5,379 | 7,500 | 2,881 | 7,500 |
| Special Events, Awards, Functions | 2,161 | 3,997 | 10,000 | 3,059 | 10,000 |
| Subtotal: | \$ 21,215 | \$ 27,432 | \$ 50,500 | \$ 24,679 | \$ 50,500 |
| CONTRACTUAL SERVICES | | | | | |
| Contractual Services | 1,536 | 757 | 1,000 | 4,809 | 1,000 |
| Parking Lease | - | - | 2,500 | - | 2,500 |
| Subtotal: | \$ 1,536 | \$ 757 | \$ 3,500 | \$ 4,809 | \$ 3,500 |
| EQ SUPPLIES & MAINTENANCE | | | | | |
| Equipment Maintenance | 18,975 | 39,357 | 35,000 | 38,959 | 35,000 |
| Building/Facility Supplies | 5,261 | 2,548 | 7,200 | 3,348 | 10,000 |
| Inspection & Testing | - | - | 500 | - | 500 |
| Janitorial Services | 17,628 | 20,526 | 20,000 | 14,861 | 30,000 |
| Landscape Grounds Materials | - | - | 7,500 | 13,115 | 15,000 |
| Pest Control | - | 467 | - | 590 | - |
| Dairy Knoll Expenses | 12,871 | 16,068 | 30,000 | 45,897 | 40,000 |
| Misc. Facility Improvements | - | 2,643 | 10,000 | - | 15,000 |
| Subtotal: | \$ 54,735 | \$ 81,609 | \$ 110,200 | \$ 116,770 | \$ 145,500 |
| UTILITY & COMMUNICATION | | | | | |
| Energy-PG&E | 37,708 | 32,111 | 40,000 | 33,347 | 40,000 |
| Water-MMWD | 3,954 | 3,953 | 3,500 | 3,947 | 3,500 |
| Telecommunications | 15,555 | 16,696 | 17,500 | 16,745 | 17,500 |
| Cable Communication Services | 925 | 937 | 1,250 | 1,131 | 1,250 |
| MIDAS Network Charges | 16,565 | 17,196 | 17,500 | 20,337 | - |
| Subtotal: | \$ 74,706 | \$ 70,892 | \$ 79,750 | \$ 75,507 | \$ 62,250 |
| Total Supplies & Services: | \$ 152,192 | \$ 180,691 | \$ 243,950 | \$ 221,765 | \$ 261,750 |
| SPECIAL DEPT. ADMINISTRATIVE | | | | | |
| Emergency/Disaster | 5,653 | 6,210 | - | 1,923 | - |
| Subtotal | \$ 5,653 | \$ 6,210 | \$ - | \$ 1,923 | \$ - |

| Town Administration | | | | | |
|---|---------------------------|---------------------------|----------------------------|------------------------------|-----------------------------|
| TOWN HALL FACILITY | | | | | |
| Account Description | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
| CAPITAL OUTLAY EXPENSES | | | | | |
| CAPITAL EQUIPMENT OUTLAY | | | | | |
| Town Hall Furniture (Reserve Fund) | - | - | 20,000 | 8,286 | 20,000 |
| Subtotal | \$ - | \$ - | \$ 20,000 | \$ 8,286 | \$ 20,000 |
| CAPITAL OUTLAY EXPENSES | | | | | |
| Office Furniture/Equipment (General Fund) | 813 | 2,476 | - | - | - |
| Subtotal: | \$ 813 | \$ 2,476 | \$ - | \$ - | \$ - |
| Total Capital Outlay Expenses: | \$ 813 | \$ 2,476 | \$ 20,000 | \$ 8,286 | \$ 20,000 |
| CAPITAL OUTLAY ALLOWANCE | | | | | |
| Capital Equipment Allowance | - | 5,000 | 7,500 | 7,500 | 9,375 |
| Technology Allowance | - | 5,000 | 5,500 | 5,500 | 6,875 |
| Subtotal: | \$ - | \$ 10,000 | \$ 13,000 | \$ 13,000 | \$ 16,250 |
| TOTAL DEPARTMENT | \$ 158,659 | \$ 199,376 | \$ 276,950 | \$ 244,974 | \$ 298,000 |

COMMUNITY DEVELOPMENT

Planning & Design Review

Advance Planning

Building Inspection

The Community Development Department is responsible for managing the planning, development and implementation of the overall community goals in accordance with the General Plan, Zoning Ordinance, Municipal Codes, Building Codes, and Town Council policies.

The total proposed appropriation of \$1,614,628 for the Community Development Department is primarily funded with resources of the General Fund. Staffing of the Department remains at eight employees; four in the Planning Division and four in the Building Division. No funds have been appropriated for the General Plan update in FY 2024.

Planning & Design Review

The Planning Division is responsible for managing the physical development of the Town in an orderly manner, in accordance with the General Plan, Zoning Ordinance, Municipal Code, Hillside Design Guidelines, Downtown Design Handbook, and Town Council policies. The Division reviews and issues planning and zoning permits, tree permits, sign permits, and well permits, among others, and performs code enforcement functions for areas under its regulatory purview.

Advance Planning

The Advance Planning Division is responsible for maintaining a comprehensive up-to-date General Plan, as well as conducting studies and producing long-range plans and documents such as the Climate Action Plan, Open Space Resource Management Plan, Recreation Needs Assessment, McKegney Green Management Policy, Bicycle & Pedestrian Master Plan, and Local Hazard Mitigation Plan.

Building Inspection

The Building Inspection Division ensures that construction in the Town is compliant with adopted construction codes, in conformance with accepted building practices, and conforms to the Town's adopted policies and ordinances. The Division issues permits, conducts regular permit inspections, performs plan check reviews for construction applications, conducts residential resale inspections, and performs code enforcement functions for areas under its regulatory purview.

Community Development

DEPARTMENT SUMMARY

| | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|--|---------------------|---------------------|---------------------|----------------------|---------------------|
| DEPARTMENT FUNDING | | | | | |
| General Fund | 1,189,679 | 1,301,046 | 1,375,314 | 1,322,424 | 1,517,003 |
| Employee Compensated Leave Reserve | - | 5,077 | - | - | - |
| Capital Equipment Replacement | - | - | - | - | 55,000 |
| Technology Fund | 40,356 | 12,649 | 78,125 | 57,489 | 62,625 |
| Long Range Planning Fund | 366,441 | 218,546 | 355,000 | 355,000 | - |
| Total Department Funding | \$ 1,596,477 | \$ 1,537,318 | \$ 1,808,439 | \$ 1,734,913 | \$ 1,634,628 |
| DIVISION FUNDING | | | | | |
| <u>Planning & Design Review</u> | | | | | |
| General Fund | 569,056 | 602,305 | 699,127 | 676,659 | 832,213 |
| Employee Compensated Leave | - | 5,077 | - | - | - |
| Capital Equipment Replacement | - | - | - | - | 55,000 |
| Technology Fund | 40,356 | 12,649 | 78,125 | 57,489 | 62,625 |
| Total Planning & Design Review | \$ 609,413 | \$ 620,032 | \$ 777,252 | \$ 734,148 | \$ 949,838 |
| <u>Building Inspection</u> | | | | | |
| General Fund | 620,623 | 698,741 | 676,187 | 645,766 | 684,790 |
| Total Building Inspection | \$ 620,623 | \$ 698,741 | \$ 676,187 | \$ 645,766 | \$ 684,790 |
| <u>Advance Planning</u> | | | | | |
| Long Range Planning Fund | 366,441 | 218,546 | 355,000 | 355,000 | - |
| Total Advance Planning | \$ 366,441 | \$ 218,546 | \$ 355,000 | \$ 355,000 | \$ - |
| Total Division Funding | \$ 1,596,477 | \$ 1,537,318 | \$ 1,808,439 | \$ 1,734,913 | \$ 1,634,628 |

Community Development

ALL DIVISIONS

| OBJECT SUMMARY | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|------------------------------------|---------------------|---------------------|---------------------|----------------------|---------------------|
| EXPENDITURES | | | | | |
| SALARY & WAGES | \$ 786,097 | \$ 749,106 | \$ 837,673 | \$ 846,979 | \$ 881,743 |
| EMPLOYEE BENEFITS | \$ 288,177 | \$ 318,193 | \$ 382,541 | \$ 359,889 | \$ 378,660 |
| SUPPLIES & SERVICES | | | | | |
| Department Supplies & Expenses | 5,619 | 4,767 | 7,300 | 7,250 | 7,300 |
| Conferences & Memberships | 360 | 2,172 | 16,200 | 8,020 | 19,200 |
| Contractual Services | 76,838 | 190,813 | 40,000 | 64,594 | 135,000 |
| Equipment Supplies & Maintenance | 5,688 | 3,742 | 6,600 | 692 | 6,600 |
| Special Department Administrative | 366,441 | 227,631 | 405,000 | 355,000 | 50,000 |
| Total Supplies & Services | \$ 454,946 | \$ 429,125 | \$ 475,100 | \$ 435,556 | \$ 218,100 |
| CAPITAL OUTLAY EXPENSE | \$ 40,356 | \$ 12,649 | \$ 78,125 | \$ 57,489 | \$ 117,625 |
| CAPITAL OUTLAY ALLOWANCE | \$ 26,900 | \$ 28,245 | \$ 35,000 | \$ 35,000 | \$ 38,500 |
| CAPITAL PROJECT EXPENSES | \$ - | \$ - | \$ - | \$ - | \$ - |
| DEBT SERVICE EXPENSES | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL EXPENDITURES | \$ 1,596,477 | \$ 1,537,318 | \$ 1,808,439 | \$ 1,734,913 | \$ 1,634,628 |
| SOURCE OF FUNDING | | | | | |
| General Fund | 1,189,679 | 1,301,046 | 1,375,314 | 1,322,424 | 1,517,003 |
| Employee Compensated Leave Reserve | - | 5,077 | - | - | - |
| Capital Equipmen Outlay | - | - | - | - | 55,000 |
| Capital Technology Outlay | 40,356 | 12,649 | 78,125 | 57,489 | 62,625 |
| Long Range Planning Fund | 366,441 | 218,546 | 355,000 | 355,000 | - |
| TOTAL FUNDING | \$ 1,596,477 | \$ 1,537,318 | \$ 1,808,439 | \$ 1,734,913 | \$ 1,634,628 |
| STAFFING LEVEL | | | | | |
| Community Development Director | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Planning Manager | 1.00 | 1.00 | - | - | - |
| Senior Planner | - | - | 1.00 | 1.00 | 1.00 |
| Associate Planner | - | - | - | - | - |
| Assistant Planner | - | - | - | 1.00 | 1.00 |
| Community Development Aide | 1.00 | 1.00 | 1.00 | - | - |
| Building Official | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Building Inspector | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Permits Clerk | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Permit Technician | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Planning Technician | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| TOTAL STAFFING | 8.00 | 8.00 | 8.00 | 8.00 | 8.00 |

Community Development

PLANNING & DESIGN REVIEW

| OBJECT SUMMARY | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|-----------------------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| EXPENDITURES | | | | | |
| SALARY & WAGES | \$ 387,474 | \$ 416,076 | \$ 444,077 | \$ 471,212 | \$ 489,343 |
| EMPLOYEE BENEFITS | \$ 140,350 | \$ 165,599 | \$ 195,100 | \$ 171,951 | \$ 184,935 |
| SUPPLIES & SERVICES | | | | | |
| Department Supplies & Expenses | 5,619 | 4,767 | 6,300 | 5,563 | 6,300 |
| Conferences & Memberships | 151 | - | 8,200 | 4,108 | 9,700 |
| Contractual Services | 23,304 | 8,655 | 20,000 | 8,892 | 115,000 |
| Equipment Supplies & Maintenance | 459 | - | 600 | 83 | 600 |
| Special Department Administrative | - | - | 10,000 | - | 10,000 |
| Total Supplies & Services | \$ 29,533 | \$ 13,422 | \$ 45,100 | \$ 18,646 | \$ 141,600 |
| CAPITAL OUTLAY EXPENSE | \$ 40,356 | \$ 12,649 | \$ 78,125 | \$ 57,489 | \$ 117,625 |
| CAPITAL OUTLAY ALLOWANCE | \$ 11,700 | \$ 12,285 | \$ 14,850 | \$ 14,850 | \$ 16,335 |
| CAPITAL PROJECT EXPENSES | \$ - | \$ - | \$ - | \$ - | \$ - |
| DEBT SERVICE EXPENSES | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL EXPENDITURES | \$ 609,413 | \$ 620,032 | \$ 777,252 | \$ 734,148 | \$ 949,838 |
| STAFFING LEVEL | | | | | |
| Positions | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 |
| TOTAL STAFFING | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 |

| Community Development | | | | | |
|---|-------------------|-------------------|--------------------|----------------------|---------------------|
| PLANNING & DESIGN REVIEW | | | | | |
| Account Description | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
| SALARY | | | | | |
| Director of Community Development | 159,379 | 170,845 | 183,779 | 192,294 | 194,460 |
| Senior Planner | 76,539 | 105,650 | 111,092 | 121,879 | 130,781 |
| Associate Planner | - | - | - | - | - |
| Assistant Planner | 64,609 | 74,580 | 78,206 | 82,289 | 83,785 |
| Planning Technician | 4,980 | - | - | 63,431 | 69,517 |
| Community Development Aide | 58,412 | 60,962 | 65,000 | 5,921 | - |
| Planning Intern (PST) | - | 3,249 | 5,000 | 4,855 | 9,800 |
| Overtime | 1,132 | 790 | 1,000 | 543 | 1,000 |
| Vacation Leave Compensation | - | - | - | - | - |
| Casual Hire | 22,424 | - | - | - | - |
| Subtotal: | \$ 387,474 | \$ 416,076 | \$ 444,077 | \$ 471,212 | \$ 489,343 |
| EMPLOYEE BENEFITS | | | | | |
| Medical & Insurance | 45,507 | 50,797 | 79,252 | 52,125 | 59,287 |
| Employee Accruing Fringe | 9,001 | 10,022 | 4,800 | 10,365 | 10,146 |
| PERS-Employer Normal Cost & Survivor Benefit | 31,664 | 34,892 | 37,285 | 39,213 | 44,372 |
| PERS-Employer Unfunded Liability Pmt. | 44,985 | 55,697 | 59,769 | 59,057 | 55,859 |
| PST 3.75% Employer Contribution | 0 | 122 | 160 | 160 | 178 |
| OPEB - GASB 45/75 Allowance (1%) | 0 | 4,139 | 4,139 | - | 4,785 |
| FICA-Medicare | 5,339 | 6,156 | 6,395 | 7,004 | 7,008 |
| Auto Allowance | 2,354 | 2,400 | 1,800 | 2,492 | 1,800 |
| Cell Phone Allowance | 1,500 | 1,375 | 1,500 | 1,534 | 1,500 |
| Subtotal: | \$ 140,350 | \$ 165,599 | \$ 195,100 | \$ 171,951 | \$ 184,935 |
| SUPPLIES & SERVICES | | | | | |
| DEPARTMENT SUPPLIES & EXPENSES | | | | | |
| Office & Copier Supplies | 176 | - | - | - | - |
| Noticing & Publication | 5,224 | 4,767 | 6,000 | 5,387 | 6,000 |
| Publications & Subscriptions | 219 | - | 300 | 176 | 300 |
| Subtotal: | \$ 5,619 | \$ 4,767 | \$ 6,300 | \$ 5,563 | \$ 6,300 |
| CONFERENCES & MEMBERSHIPS | | | | | |
| Conferences, Meetings & Travel | 151 | - | 2,500 | 1,500 | 2,500 |
| Employee Development/Training | - | - | 4,000 | 2,000 | 5,500 |
| Memberships | - | - | 1,700 | 608 | 1,700 |
| Subtotal: | \$ 151 | \$ - | \$ 8,200 | \$ 4,108 | \$ 9,700 |
| CONTRACTUAL SERVICES | | | | | |
| Contractual Services | 23,304 | - | 10,000 | - | 25,000 |
| Minutes Services | - | 8,655 | 10,000 | 8,892 | 10,000 |
| Sustainability Coordinator (Mill Valley Contract) | - | - | - | - | 80,000 |
| Subtotal: | \$ 23,304 | \$ 8,655 | \$ 20,000 | \$ 8,892 | \$ 115,000 |

| Community Development | | | | | |
|--------------------------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| PLANNING & DESIGN REVIEW | | | | | |
| Account Description | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
| EQ SUPPLIES & MAINTENANCE | | | | | |
| Equipment Maintenance | - | - | - | - | |
| Fuel & Oil | - | - | - | - | |
| Vehicle Maintenance | 459 | - | 600 | 83 | 600 |
| Subtotal: | \$ 459 | \$ - | \$ 600 | \$ 83 | \$ 600 |
| SPECIAL DEPT. ADMINISTRATIVE | | | | | |
| Zoning Ordinance Maintenance | - | - | 10,000 | - | 10,000 |
| Subtotal: | \$ - | \$ - | \$ 10,000 | \$ - | \$ 10,000 |
| Total Supplies & Services: | \$ 29,533 | \$ 13,422 | \$ 45,100 | \$ 18,646 | \$ 141,600 |
| CAPITAL OUTLAY EXPENSES | | | | | |
| CAPITAL EQUIPMENT OUTLAY | | | | | |
| Vehicles & Set Up | - | - | - | - | 55,000 |
| Subtotal: | \$ - | \$ - | \$ - | \$ - | \$ 55,000 |
| CAPITAL TECHNOLOGY OUTLAY | | | | | |
| Replacement Computers & Monitors (4) | 68 | 1,148 | 6,000 | 8,706 | 3,000 |
| Misc. Computer Parts | 266 | - | 1,500 | 2,246 | 1,500 |
| Contractual Services | 7,394 | - | - | - | - |
| TrakiT Permit Software Annual Fee | 13,244 | 10,977 | 32,500 | 32,500 | 32,500 |
| eTrak (Citizen Portal) Annual Fee | | 390 | 13,125 | 8,930 | 13,125 |
| iTrak (Field Portal) Annual Fee | 19,385 | 135 | 20,000 | 108 | 0 |
| Permit Software Upgrades | | | 5,000 | 5,000 | 12,500 |
| Subtotal: | \$ 40,356 | \$ 12,649 | \$ 78,125 | \$ 57,489 | \$ 62,625 |
| Total Capital Outlay Expenses: | \$ 40,356 | \$ 12,649 | \$ 78,125 | \$ 57,489 | \$ 117,625 |
| CAPITAL OUTLAY ALLOWANCE | | | | | |
| Capital Equipment Allowance | 4,200 | 4,410 | 4,850 | 4,850 | 5,335 |
| Technology Allowance | 7,500 | 7,875 | 10,000 | 10,000 | 11,000 |
| Subtotal: | \$ 11,700 | \$ 12,285 | \$ 14,850 | \$ 14,850 | \$ 16,335 |
| TOTAL DEPARTMENT | \$ 609,413 | \$ 620,032 | \$ 777,252 | \$ 734,148 | \$ 949,838 |

Community Development

BUILDING INSPECTION

| OBJECT SUMMARY | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|-----------------------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| EXPENDITURES | | | | | |
| SALARY & WAGES | \$ 398,624 | \$ 333,030 | \$ 393,596 | \$ 375,767 | \$ 392,400 |
| EMPLOYEE BENEFITS | \$ 147,827 | \$ 152,594 | \$ 187,441 | \$ 187,938 | \$ 193,725 |
| SUPPLIES & SERVICES | | | | | |
| Department Supplies & Expenses | - | - | 1,000 | 1,687 | 1,000 |
| Conferences & Memberships | 209 | 2,172 | 8,000 | 3,911 | 9,500 |
| Contractual Services | 53,534 | 182,158 | 20,000 | 55,702 | 20,000 |
| Equipment Supplies & Maintenance | 5,229 | 3,742 | 6,000 | 610 | 6,000 |
| Special Department Administrative | - | 9,086 | 40,000 | - | 40,000 |
| Total Supplies & Services | \$ 58,972 | \$ 197,157 | \$ 75,000 | \$ 61,911 | \$ 76,500 |
| CAPITAL OUTLAY EXPENSE | \$ - | \$ - | \$ - | \$ - | \$ - |
| CAPITAL OUTLAY ALLOWANCE | \$ 15,200 | \$ 15,960 | \$ 20,150 | \$ 20,150 | \$ 22,165 |
| CAPITAL PROJECT EXPENSES | | | | | |
| DEBT SERVICE EXPENSES | | | | | |
| TOTAL EXPENDITURES | \$ 620,623 | \$ 698,741 | \$ 676,187 | \$ 645,766 | \$ 684,790 |
| STAFFING LEVEL | | | | | |
| Positions | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 |
| TOTAL STAFFING | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 |

| Community Development | | | | | |
|--|-------------------|-------------------|--------------------|----------------------|---------------------|
| BUILDING INSPECTION | | | | | |
| Account Description | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
| SALARY | | | | | |
| Building Official | 140,986 | 119,440 | 131,719 | 133,136 | 138,384 |
| Building Inspector | 107,331 | 69,381 | 113,378 | 92,362 | 97,169 |
| Building Permit Technician | 68,427 | 72,567 | 78,283 | 80,381 | 83,862 |
| Building Permits Clerk | 59,933 | 63,284 | 69,216 | 69,889 | 71,985 |
| Overtime | 871 | 3,281 | 1,000 | - | 1,000 |
| Casual/Temporary Hire | 21,076 | - | - | - | - |
| Vacation Leave Compensation | | 5,077 | - | - | |
| Subtotal: | \$ 398,624 | \$ 333,030 | \$ 393,596 | \$ 375,767 | \$ 392,400 |
| EMPLOYEE BENEFITS | | | | | |
| Medical & Insurance | 53,563 | 51,541 | 76,662 | 79,187 | 88,367 |
| Employee Accruing Fringe | 14,400 | 12,000 | 9,600 | 9,969 | 9,600 |
| PERS-Employer Normal Cost & Survivor Benefit | 29,248 | 24,493 | 29,577 | 28,084 | 30,310 |
| PERS-Unfunded Liability | 44,985 | 55,697 | 61,983 | 61,245 | 55,859 |
| OPEB - GASB 45/75 Allowanc | | 3,912 | 3,926 | 3,926 | 3,914 |
| FICA-Medicare | 5,631 | 4,951 | 5,693 | 5,527 | 5,675 |
| Subtotal: | \$ 147,827 | \$ 152,594 | \$ 187,441 | \$ 187,938 | \$ 193,725 |
| SUPPLIES & SERVICES | | | | | |
| DEPARTMENT SUPPLIES & EXPENSES | | | | | |
| Publications & Subscriptions | - | - | 1,000 | 1,687 | 1,000 |
| Subtotal: | \$ - | \$ - | \$ 1,000 | \$ 1,687 | \$ 1,000 |
| CONFERENCES & MEMBERSHIPS | | | | | |
| Conferences, Meetings & Travel | - | - | 4,500 | 3,189 | 4,500 |
| Employee Development/Training | 209 | 1,823 | 2,500 | 464 | 4,000 |
| Memberships | - | 349 | 1,000 | 258 | 1,000 |
| Subtotal: | \$ 209 | \$ 2,172 | \$ 8,000 | \$ 3,911 | \$ 9,500 |
| CONTRACTUAL SERVICES | | | | | |
| Contractual Services | 29,116 | 105,338 | 20,000 | 34,956 | 20,000 |
| Outside Plan Check | 24,418 | 76,819 | - | 20,746 | |
| Minutes Services | - | - | - | - | |
| Subtotal: | \$ 53,534 | \$ 182,158 | \$ 20,000 | \$ 55,702 | \$ 20,000 |
| EQ SUPPLIES & MAINTENANCE | | | | | |
| Equipment Maintenance | 2,124 | 2,172 | 2,500 | 276 | 2,500 |
| Fuel & Oil | 2,216 | 345 | 2,000 | 302 | 2,000 |
| Vehicle Maintenance | 888 | 1,225 | 1,500 | 31 | 1,500 |
| Subtotal: | \$ 5,229 | \$ 3,742 | \$ 6,000 | \$ 610 | \$ 6,000 |

| Community Development | | | | | |
|-------------------------------------|---------------------------|---------------------------|----------------------------|------------------------------|-----------------------------|
| BUILDING INSPECTION | | | | | |
| Account Description | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
| SPECIAL DEPT. ADMINISTRATIVE | | | | | |
| Records Management-Outside Scanning | | 9,086 | 40,000 | - | 40,000 |
| Emergency/Disaster | - | - | - | - | |
| Subtotal: | \$ - | \$ 9,086 | \$ 40,000 | \$ - | \$ 40,000 |
| Total Supplies & Services: | \$ 58,972 | \$ 197,157 | \$ 75,000 | \$ 61,911 | \$ 76,500 |
| CAPITAL OUTLAY ALLOWANCE | | | | | |
| Capital Equipment Allowance | 4,200 | 4,410 | 7,500 | 7,500 | 8,250 |
| Technology Allowance | 11,000 | 11,550 | 12,650 | 12,650 | 13,915 |
| Subtotal: | \$ 15,200 | \$ 15,960 | \$ 20,150 | \$ 20,150 | \$ 22,165 |
| TOTAL DEPARTMENT | \$ 620,623 | \$ 698,741 | \$ 676,187 | \$ 645,766 | \$ 684,790 |

Community Development

ADVANCE PLANNING

| OBJECT SUMMARY | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|-----------------------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| EXPENDITURES | | | | | |
| SALARY & WAGES | \$ - | \$ - | \$ - | \$ - | \$ - |
| EMPLOYEE BENEFITS | \$ - | \$ - | \$ - | \$ - | \$ - |
| SUPPLIES & SERVICES | | | | | |
| Equipment Supplies & Maintenance | | | | | |
| Special Department Administrative | 366,441 | 218,546 | 355,000 | 355,000 | - |
| Total Supplies & Services | \$ 366,441 | \$ 218,546 | \$ 355,000 | \$ 355,000 | \$ - |
| CAPITAL OUTLAY ALLOWANCE | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL EXPENDITURES | \$ 366,441 | \$ 218,546 | \$ 355,000 | \$ 355,000 | \$ - |

| Community Development | | | | | |
|---|---------------------------|---------------------------|----------------------------|------------------------------|-----------------------------|
| ADVANCE PLANNING | | | | | |
| Account Description | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
| SALARY | | | | | |
| Advance Planner | | | | | |
| Subtotal: | \$ - | | \$ - | | |
| SUPPLIES & SERVICES | | | | | |
| DEPARTMENT SUPPLIES & EXPENSES | | | | | |
| Noticing & Publication | | | | | |
| Printing & Reproduction | | | | | |
| Subtotal: | \$ - | | \$ - | | |
| CONTRACTUAL SERVICES | | | | | |
| Contractual Services | | | | | |
| Subtotal: | \$ - | | \$ - | | |
| SPECIAL DEPT. ADMINISTRATIVE | | | | | |
| Housing Element Update | - | | - | | |
| General Plan Update | 366,441 | 218,546 | 355,000 | 355,000 | |
| General Plan Update - Misc. Elements | | | | | |
| Subtotal: | \$ 366,441 | \$ 218,546 | \$ 355,000 | \$ 355,000 | \$ - |
| Total Supplies & Services: | \$ 366,441 | \$ 218,546 | \$ 355,000 | \$ 355,000 | \$ - |
| Subtotal: | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL DEPARTMENT | \$ 366,441 | \$ 218,546 | \$ 355,000 | \$ 355,000 | \$ - |

POLICE

Police Services

Police/EOC Facility

The Police Department provides law enforcement services for ensuring the safety of and a high quality of life for the community. To that end, the Department strives to enforce all federal, state and local laws without prejudice, preserve the peace and insure that the citizens and merchants that live and work in our community receive the highest level of law enforcement services available.

The total proposed appropriation for the Police Department is \$5,076,776. Staffing is comprised of 14 sworn personnel, 4 civilian personnel and approximately 2 reserve police officers. Additional funding for a potential Police Officer Trainee candidate is included.

The Department also coordinates with other Town departments, government agencies and has developed a partnership with the community in planning and implementing safe school programs, neighborhood and business awareness, safe pedestrian and traffic flow on our streets and emergency preparedness programs. Community oriented policing in Tiburon builds on the understanding that it is the community itself that can best say what it needs from its Police Department and the Police and the community must work together to accomplish jointly set goals through cooperative efforts. While the philosophy of community oriented policing has only recently received an official title, this concept has been in place in the Town of Tiburon since the Department's inception in 1972, and continues to exist to this date.

Police Services

The Department Services Division includes patrol, administration, support personnel, investigations, training, parking enforcement and crime prevention program.

Police/Emergency Operations Center (EOC) Facility

The Police/Emergency Operations Center Facility Division serves as the primary Emergency Operation Center for the entire Tiburon Peninsula. All costs related to maintaining the police facility which also serves as the primary Emergency Operation Center for the entire Tiburon Peninsula. section. Belvedere contributes 12.5% of the funds needed to maintain this function.

Police Department

DEPARTMENT SUMMARY

| | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|---------------------------------|---------------------|---------------------|---------------------|----------------------|---------------------|
| DEPARTMENT FUNDING | | | | | |
| General Fund | 3,372,957 | 3,702,624 | 4,506,679 | 4,171,054 | 4,752,276 |
| Employee Compensated Leave | 58,642 | - | - | 22,856 | - |
| Capital Equipment Replacement | - | 134,673 | 65,000 | 68,414 | 225,000 |
| Technology Fund | 34,248 | 88,030 | 85,500 | 61,602 | 99,500 |
| Total Department Funding | \$ 3,465,847 | \$ 3,925,327 | \$ 4,657,179 | \$ 4,323,925 | \$ 5,076,776 |
| DIVISION FUNDING | | | | | |
| <u>Police Services</u> | | | | | |
| General Fund | 3,294,835 | 3,635,253 | 4,428,329 | 4,095,167 | 4,649,476 |
| Employee Compensated Leave | 58,642 | - | - | 22,856 | - |
| Capital Equipment Replacement | - | 134,673 | 65,000 | 68,414 | 225,000 |
| Technology Fund | 34,248 | 88,030 | 85,500 | 61,602 | 99,500 |
| Total Police Services | \$ 3,387,725 | \$ 3,857,956 | \$ 4,578,829 | \$ 4,248,038 | \$ 4,973,976 |
| <u>Police Facility</u> | | | | | |
| General Fund | 78,122 | 67,371 | 78,350 | 75,887 | 102,800 |
| Total Facility | \$ 78,122 | \$ 67,371 | \$ 78,350 | \$ 75,887 | \$ 102,800 |
| Total Division Funding | \$ 3,465,847 | \$ 3,925,327 | \$ 4,657,179 | \$ 4,323,925 | \$ 5,076,776 |

Police Department

ALL DIVISIONS

| OBJECT SUMMARY | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|-----------------------------------|---------------------|---------------------|---------------------|----------------------|---------------------|
| EXPENDITURES | | | | | |
| SALARY & WAGES | \$ 1,898,098 | \$ 1,951,692 | \$ 2,437,559 | \$ 2,323,279 | \$ 2,533,050 |
| EMPLOYEE BENEFITS | \$ 834,106 | \$ 942,200 | \$ 1,230,022 | \$ 1,089,375 | \$ 1,232,349 |
| SUPPLIES & SERVICES | | | | | |
| Department Supplies & Expenses | 88,406 | 59,246 | 58,500 | 63,130 | 63,000 |
| Conferences & Memberships | 16,990 | 32,515 | 30,500 | 23,938 | 35,500 |
| Contractual Services | - | 39,768 | 85,308 | 39,446 | 106,250 |
| Insurances | - | - | - | - | - |
| Intergovernmental & Agency | 258,890 | 359,624 | 312,215 | 326,023 | 349,727 |
| Equipment Supplies & Maintenance | 167,138 | 149,063 | 141,100 | 140,498 | 176,100 |
| Utility & Communication | 69,304 | 68,238 | 67,100 | 53,035 | 67,100 |
| Special Department Administrative | 5,167 | 4,735 | 25,000 | 15,099 | 52,500 |
| Allocated Costs | - | - | - | - | - |
| Total Supplies & Services | \$ 605,895 | \$ 713,190 | \$ 719,723 | \$ 661,169 | \$ 850,177 |
| CAPITAL OUTLAY EXPENSE | \$ 39,248 | \$ 222,703 | \$ 155,500 | \$ 134,177 | \$ 334,500 |
| CAPITAL OUTLAY ALLOWANCE | \$ 86,000 | \$ 95,300 | \$ 114,375 | \$ 115,925 | \$ 126,700 |
| CAPITAL PROJECT EXPENSES | \$ 2,500 | \$ 242 | \$ - | \$ - | \$ - |
| DEBT SERVICE EXPENSES | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL EXPENDITURES | \$ 3,465,847 | \$ 3,925,327 | \$ 4,657,179 | \$ 4,323,925 | \$ 5,076,776 |
| SOURCE OF FUNDING | | | | | |
| General Fund | 3,372,957 | 3,702,624 | 4,506,679 | 4,171,054 | 4,752,276 |
| Employee Compensated Leave | 58,642 | - | - | 22,856 | - |
| Capital Equipment Outlay | - | 134,673 | 65,000 | 68,414 | 225,000 |
| Capital Technology Outlay | 34,248 | 88,030 | 85,500 | 61,602 | 99,500 |
| TOTAL FUNDING | \$ 3,465,847 | \$ 3,925,327 | \$ 4,657,179 | \$ 4,323,925 | \$ 5,076,776 |
| STAFFING LEVEL | | | | | |
| Chief | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Captain | - | - | 1.00 | 1.00 | 1.00 |
| Sergeant | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 |
| Patrol Officers | 8.00 | 8.00 | 8.00 | 8.00 | 8.00 |
| Police Officer Trainee | - | - | - | - | 1.00 |
| Police Service Aide | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| Emergency Services Coordinator | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| TOTAL STAFFING | 17.00 | 17.00 | 18.00 | 18.00 | 19.00 |

Police Department

POLICE SERVICES

| OBJECT SUMMARY | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|-----------------------------------|---------------------|---------------------|---------------------|----------------------|---------------------|
| EXPENDITURES | | | | | |
| SALARY & WAGES | \$ 1,898,098 | \$ 1,951,692 | \$ 2,437,559 | \$ 2,323,279 | \$ 2,533,050 |
| EMPLOYEE BENEFITS | \$ 834,106 | \$ 942,200 | \$ 1,230,022 | \$ 1,089,375 | \$ 1,232,349 |
| SUPPLIES & SERVICES | | | | | |
| Department Supplies & Expenses | 88,406 | 59,246 | 58,500 | 63,130 | 63,000 |
| Conferences & Memberships | 16,990 | 32,515 | 30,500 | 23,938 | 35,500 |
| Contractual Services | - | 39,768 | 85,308 | 39,446 | 106,250 |
| Intergovernmental & Agency | 258,890 | 359,624 | 312,215 | 326,023 | 349,727 |
| Equipment Supplies & Maintenance | 126,447 | 116,342 | 104,500 | 108,176 | 129,500 |
| Utility & Communication | 44,540 | 43,335 | 43,100 | 31,014 | 43,100 |
| Special Department Administrative | - | 230 | 20,000 | 7,015 | 40,000 |
| Allocated Costs | | | | | |
| Total Supplies & Services | \$ 535,273 | \$ 651,061 | \$ 654,123 | \$ 598,743 | \$ 767,077 |
| CAPITAL OUTLAY EXPENSE | \$ 34,248 | \$ 222,703 | \$ 150,500 | \$ 130,016 | \$ 324,500 |
| CAPITAL OUTLAY ALLOWANCE | \$ 86,000 | \$ 90,300 | \$ 106,625 | \$ 106,625 | \$ 117,000 |
| CAPITAL PROJECT EXPENSES | \$ - | \$ - | \$ - | \$ - | \$ - |
| DEBT SERVICE EXPENSES | | | | | |
| TOTAL EXPENDITURES | \$ 3,387,725 | \$ 3,857,956 | \$ 4,578,829 | \$ 4,248,038 | \$ 4,973,976 |
| STAFFING LEVEL | | | | | |
| Positions | 17.00 | 17.00 | 18.00 | 18.00 | 19.00 |
| TOTAL STAFFING | 17.00 | 17.00 | 18.00 | 18.00 | 19.00 |

Police Department

POLICE SERVICES

| Account Description | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|--|-------------------|-------------------|--------------------|----------------------|---------------------|
| SALARY | | | | | |
| Police Chief | 87,635 | 204,213 | 212,679 | 217,931 | 219,056 |
| Captain | - | - | 180,674 | 52,808 | 186,092 |
| Sergeants (4) | 428,553 | 258,078 | 526,935 | 453,793 | 534,981 |
| Patrol Officer (8) | 807,297 | 849,629 | 882,925 | 882,250 | 870,813 |
| Police Officer Trainee | | | | | 75,000 |
| Emergency/Admin Services Coordinator | 92,912 | 100,741 | 100,573 | 110,448 | 103,589 |
| Police Service Aide (3) | 219,185 | 230,318 | 240,078 | 240,945 | 242,395 |
| Overtime | 92,137 | 178,424 | 120,000 | 201,570 | 110,000 |
| Overtime-Emergency | - | - | - | - | - |
| Overtime-Special Svcs | 788 | 18,240 | 7,500 | 2,441 | 7,500 |
| ORT Patrol | 12,313 | 13,318 | 20,000 | 2,192 | 25,000 |
| Education Incentive Pay | 24,332 | 23,184 | 34,260 | 29,798 | 37,380 |
| Holiday Pay | 45,531 | 46,908 | 68,555 | 67,014 | 68,804 |
| Special Pay | 3,141 | 3,577 | 7,200 | 8,130 | 7,200 |
| Bilingual Pay | - | - | 5,400 | - | 5,400 |
| Longevity Pay | 10,035 | 9,559 | 5,580 | 11,278 | 11,040 |
| Shift Differential | 15,594 | 15,504 | 25,200 | 19,826 | 28,800 |
| Vacation Leave Compensation | 58,642 | | - | 22,856 | |
| Sick Leave Compensation | | | - | - | |
| Subtotal: | \$ 1,898,098 | \$ 1,951,692 | \$ 2,437,559 | \$ 2,323,279 | \$ 2,533,050 |
| EMPLOYEE BENEFITS | | | | | |
| Medical & Insurance | 207,702 | 215,593 | 358,587 | 248,009 | 348,562 |
| Employee Accruing Fringe | 12,341 | 12,185 | 14,400 | 16,654 | 14,400 |
| PERS-Employer Normal Cost & Survivor Benefit | 229,658 | 236,192 | 315,552 | 269,895 | 319,051 |
| PERS-Employer Unfunded Liability Pmt. | 340,297 | 408,388 | 469,964 | 464,365 | 446,790 |
| OPEB - GASB 45/75 Allowance (1%) | | 22,086 | 21,439 | 21,439 | 25,331 |
| Retirement Health Savings Account | | - | | 18,000 | 18,000 |
| FICA-Medicare | 27,697 | 28,559 | 30,642 | 31,356 | 33,578 |
| Automobile Allowance | 2,400 | 2,400 | 2,400 | 5,098 | 9,600 |
| Cell Phone Allowance | 250 | 1,375 | 3,000 | 1,227 | 3,000 |
| Medical Allowance | 13,761 | 15,422 | 12,838 | 13,332 | 12,838 |
| Tuition Reimbursement | - | - | 1,200 | - | 1,200 |
| Subtotal: | 834,106 | 942,200 | 1,230,022 | 1,089,375 | 1,232,349 |
| SUPPLIES & SERVICES | | | | | |
| DEPARTMENT SUPPLIES & EXPENSES | | | | | |
| Office & Copier Supplies | 14,662 | 13,034 | 14,000 | 10,809 | 14,000 |
| Evidence Supplies | 2,406 | 267 | 1,500 | 773 | 1,500 |
| Postage | 625 | 200 | 1,000 | 194 | 1,000 |
| Printing, Reproduction | 4,666 | 3,570 | 4,000 | 6,832 | 4,000 |
| Range & Weapons | 4,314 | 7,523 | 10,000 | 819 | 10,000 |
| Recruiting & Investigation | 44,750 | 16,437 | 12,000 | 26,960 | 15,000 |
| Special Investigation | 8,845 | 4,211 | 6,000 | 9,476 | 7,500 |
| DOJ Live Scan | 1,676 | 3,230 | 3,000 | 3,878 | 3,000 |
| Publications & Subscriptions | 6,462 | 10,774 | 7,000 | 3,389 | 7,000 |
| Evidence - Photo, Film & Video Supplies | | - | - | - | |
| Subtotal: | \$ 88,406 | \$ 59,246 | \$ 58,500 | \$ 63,130 | \$ 63,000 |

| Police Department | | | | | |
|--|---------------------------|---------------------------|----------------------------|------------------------------|-----------------------------|
| POLICE SERVICES | | | | | |
| Account Description | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
| CONFERENCES & MEMBERSHIPS | | | | | |
| Conferences, Meetings & Travel | 2,181 | 8,203 | 5,000 | 4,724 | 5,000 |
| Employee Development | 5,754 | 11,373 | 10,000 | 5,131 | 15,000 |
| Memberships | 1,926 | 2,033 | 1,500 | 2,022 | 1,500 |
| POST-Reimbursed Training | - | 8,253 | 12,000 | 8,898 | 12,000 |
| POST-Non Reimbursed Training | 6,710 | 1,476 | - | 2,465 | - |
| Special Meal Allowance (MOU) | 419 | 1,177 | 2,000 | 698 | 2,000 |
| Subtotal: | \$ 16,990 | \$ 32,515 | \$ 30,500 | \$ 23,938 | \$ 35,500 |
| CONTRACTUAL SERVICES | | | | | |
| Contractual Services-Consultant | - | 35,088 | 20,000 | 38,306 | 35,000 |
| Records Management System (Tech) | - | - | 49,486 | - | 55,250 |
| Lexipol Policy Manual Maintenance | - | 4,681 | 4,000 | - | 4,000 |
| Systems Support (MDC, CAD Maint) | - | - | 11,822 | 1,140 | 12,000 |
| Subtotal: | \$ - | \$ 39,768 | \$ 85,308 | \$ 39,446 | \$ 106,250 |
| INTERGOVERNMENT, AGENCY & JPA | | | | | |
| Marin County Major Crimes Task Force | 11,777 | 82,914 | 47,500 | - | 50,000 |
| Marin County Dispatch | 243,985 | 276,710 | 261,588 | 322,896 | 296,600 |
| Marin County DA-Prandi Center | 3,127 | - | 3,127 | 3,127 | 3,127 |
| Subtotal: | \$ 258,890 | \$ 359,624 | \$ 312,215 | \$ 326,023 | \$ 349,727 |
| EQ SUPPLIES & MAINTENANCE | | | | | |
| Equipment Maintenance | 2,114 | 115 | 3,500 | 2,541 | 3,500 |
| Fuel & Oil | 26,776 | 39,891 | 35,000 | 29,240 | 35,000 |
| Radio Maintenance | 1,800 | 114 | 2,000 | 709 | 2,000 |
| Safety Equipment | 25,085 | 5,340 | 15,000 | 666 | 20,000 |
| Uniform Maintenance | 4,143 | 6,452 | 7,000 | 6,252 | 7,000 |
| Uniform Purchase/Replacement | 27,724 | 7,205 | 20,000 | 31,027 | 25,000 |
| Vehicle Supplies | 142 | 885 | 1,000 | 16,851 | 1,000 |
| Vehicle Maintenance | 24,013 | 30,638 | 20,000 | 10,579 | 25,000 |
| Safety Equipment (MOU) | 1,471 | 461 | 1,000 | - | 1,000 |
| License Plate Camera Maintenance | 13,178 | 25,242 | - | 10,312 | 10,000 |
| Subtotal: | \$ 126,447 | \$ 116,342 | \$ 104,500 | \$ 108,176 | \$ 129,500 |
| UTILITY & COMMUNICATION | | | | | |
| Telecommunication | 26,916 | 25,396 | 25,000 | 25,993 | 25,000 |
| Cable Communication Services | 605 | 743 | 600 | 657 | 600 |
| MIDAS Internet Connection | 17,019 | 17,196 | 17,500 | 4,365 | 17,500 |
| Subtotal: | \$ 44,540 | \$ 43,335 | \$ 43,100 | \$ 31,014 | \$ 43,100 |
| SPECIAL DEPT. ADMINISTRATIVE | | | | | |
| Community Engagement Activities | | - | 5,000 | 5,000 | 20,000 |
| Emergency & Disaster Planning | | 230 | 15,000 | 2,015 | 20,000 |
| Subtotal: | \$ - | \$ 230 | \$ 20,000 | \$ 7,015 | \$ 40,000 |
| Total Supplies & Services: | \$ 535,273 | \$ 651,061 | \$ 654,123 | \$ 598,743 | \$ 767,077 |

Police Department

POLICE SERVICES

| Account Description | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|---------------------------------------|---------------------|---------------------|---------------------|----------------------|---------------------|
| CAPITAL OUTLAY EXPENSES | | | | | |
| CAPITAL EQUIPMENT OUTLAY | | | | | |
| Vehicles & Setup - Patrol Car | | 134,673 | 65,000 | 68,414 | 225,000 |
| Subtotal: | \$ - | \$ 134,673 | \$ 65,000 | \$ 68,414 | \$ 225,000 |
| CAPITAL TECHNOLOGY OUTLAY | | | | | |
| Replacement Computers & Monitors | 2,042 | 4,473 | 8,000 | 8,335 | 8,000 |
| Misc. Computer Parts | - | - | 2,500 | 3,333 | 1,500 |
| Patrol Laptops | - | - | - | - | 45,000 |
| Phone System Upgrade | - | 15,829 | 30,000 | 15,173 | - |
| License Plate Reader Cameras Subsc. | 4,500 | 4,500 | 10,000 | 4,489 | 7,500 |
| Axon Annual Contract - Cameras/Tasers | 27,706 | 63,228 | 35,000 | 30,272 | 37,500 |
| Subtotal: | \$ 34,248 | \$ 88,030 | \$ 85,500 | \$ 61,602 | \$ 99,500 |
| Total Capital Outlay Expenses: | \$ 34,248 | \$ 222,703 | \$ 150,500 | \$ 130,016 | \$ 324,500 |
| CAPITAL OUTLAY ALLOWANCE | | | | | |
| Capital Equipment Allowance | 75,000 | 78,750 | 86,625 | 86,625 | 95,000 |
| Technology Allowance | 11,000 | 11,550 | 20,000 | 20,000 | 22,000 |
| Subtotal: | \$ 86,000 | \$ 90,300 | \$ 106,625 | \$ 106,625 | \$ 117,000 |
| TOTAL DEPARTMENT | \$ 3,387,725 | \$ 3,857,956 | \$ 4,578,829 | \$ 4,248,038 | \$ 4,973,976 |

Police Department

POLICE FACILITY

| OBJECT SUMMARY | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|-----------------------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| EXPENDITURES | | | | | |
| SALARY & WAGES | \$ - | \$ - | \$ - | \$ - | \$ - |
| EMPLOYEE BENEFITS | \$ - | \$ - | \$ - | \$ - | \$ - |
| SUPPLIES & SERVICES | | | | | |
| Equipment Supplies & Maintenance | 40,691 | 32,721 | 36,600 | 32,322 | 46,600 |
| Utility & Communication | 24,763 | 24,903 | 24,000 | 22,020 | 24,000 |
| Special Department Administrative | 5,167 | 4,505 | 5,000 | 8,084 | 12,500 |
| Allocated Costs | - | - | - | - | - |
| Total Supplies & Services | \$ 70,622 | \$ 62,129 | \$ 65,600 | \$ 62,426 | \$ 83,100 |
| CAPITAL OUTLAY EXPENSE | \$ 5,000 | \$ - | \$ 5,000 | \$ 4,161 | \$ 10,000 |
| CAPITAL OUTLAY ALLOWANCE | \$ - | \$ 5,000 | \$ 7,750 | \$ 9,300 | \$ 9,700 |
| CAPITAL PROJECT EXPENSES | \$ 2,500 | \$ 242 | \$ - | \$ - | \$ - |
| DEBT SERVICE EXPENSES | | | | | |
| TOTAL EXPENDITURES | \$ 78,122 | \$ 67,371 | \$ 78,350 | \$ 75,887 | \$ 102,800 |
| STAFFING LEVEL | | | | | |
| Positions | | | | | |
| TOTAL STAFFING | | | | | |

Police Department

POLICE FACILITY

| Account Description | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|--------------------------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| SUPPLIES & SERVICES | | | | | |
| EQ SUPPLIES & MAINTENANCE | | | | | |
| Equipment Maintenance | 11,121 | 8,976 | 15,000 | 10,512 | 15,000 |
| Building/Facility Supplies | 15,109 | 11,351 | 10,000 | 4,930 | 10,000 |
| Fuel & Oil | 42 | 479 | 500 | - | 500 |
| Inspection & Testing | - | - | 500 | - | 500 |
| Janitorial Services | 13,671 | 10,627 | 10,000 | 15,575 | 20,000 |
| Pest Control Service | - | 300 | 600 | 1,244 | 600 |
| Vehicle Maintenance | 749 | 988 | - | 60 | - |
| Subtotal: | \$ 40,691 | \$ 32,721 | \$ 36,600 | \$ 32,322 | \$ 46,600 |
| UTILITY & COMMUNICATION | | | | | |
| Energy-PG&E | 23,499 | 23,999 | 23,000 | 21,350 | 23,000 |
| Water-MMWD | 1,265 | 903 | 1,000 | 671 | 1,000 |
| Subtotal: | \$ 24,763 | \$ 24,903 | \$ 24,000 | \$ 22,020 | \$ 24,000 |
| SPECIAL DEPT. ADMINISTRATIVE | | | | | |
| Emergency & Disaster Planning | 5,167 | 4,505 | 5,000 | 8,084 | 12,500 |
| Subtotal: | \$ 5,167 | \$ 4,505 | \$ 5,000 | \$ 8,084 | \$ 12,500 |
| Total Supplies & Services: | \$ 70,622 | \$ 62,129 | \$ 65,600 | \$ 62,426 | \$ 83,100 |
| CAPITAL OUTLAY EXPENSES | | | | | |
| Office Furniture (General Fund) | 5,000 | - | 5,000 | 4,161 | 10,000 |
| Subtotal: | \$ 5,000 | \$ - | \$ 5,000 | \$ 4,161 | \$ 10,000 |
| CAPITAL OUTLAY ALLOWANCE | | | | | |
| Capital Equipment Allowance | | 2,500 | 5,000 | 6,000 | 6,250 |
| Technology Allowance | - | 2,500 | 2,750 | 3,300 | 3,450 |
| Subtotal: | \$ - | \$ 5,000 | \$ 7,750 | \$ 9,300 | \$ 9,700 |
| CAPITAL PROJECT EXPENSES | | | | | |
| Facility Alteration/Improvement | 2,500 | 242 | - | - | - |
| Subtotal: | \$ 2,500 | \$ 242 | \$ - | \$ - | \$ - |
| TOTAL DEPARTMENT | \$ 78,122 | \$ 67,371 | \$ 78,350 | \$ 75,887 | \$ 102,800 |

PUBLIC WORKS

Administration & Engineering

Streets Maintenance

Parks Maintenance

Cypress Hollow

Corporation Yard

Street & Signal Light System

The Public Works Department is responsible for the construction, maintenance and oversight of the Town's infrastructure and public facilities, including streets and roads, sidewalks, storm drains, park lands, open space lands, street light and signal light system, and Town easements and rights-of-way.

The total proposed appropriation for Public Works is \$2,877,671 primarily from the General Fund. The Department operates with 10 FTE employees. Streets Resurfacing and Drainage Improvement projects, as well as some other projects, are authorized in the Capital Improvement Program budget and are not a cost to the Public Works Department budget.

Administration & Engineering

This division oversees the entire public works operation, providing administrative and engineering oversight for Town's Capital Improvement Program (CIP) projects, processing encroachment permits, and coordinating with Caltrans regarding Tiburon Boulevard traffic operations and modifications. This division is also responsible for identifying, securing and administering grants for capital projects.

Street Maintenance

This Division is responsible for maintenance of the Town's nearly 15 miles of sidewalk and 32 centerline miles of streets. This division also performs preventive maintenance on the Town's storm drainage system, which includes over 50 miles of curb & gutter, 13 miles of culverts, 18 miles of v-ditches and over 500 catch basins.

Parks Maintenance

This Division maintains the Town's ten parks (covering nearly 70 acres) as well as the multi-use path and the landscaped medians throughout Town.

Cypress Hollow

This division provides for maintenance of the lighting, landscape and facilities at the Cypress Hollow park and is paid for through a special tax assessment on the parcels located in Cypress Hollow.

Corporation Yard

The Corporation Yard is the Town's garage and workshop. It also provides for storage of maintenance equipment/supplies and engineering project files.

Street & Signal Light System

This division provides for the operational costs for the Town's 300+ street lights; the Town's contribution toward Tiburon Boulevard traffic signal maintenance can be found here.

Public Works

DEPARTMENT SUMMARY

| | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|---|---------------------|---------------------|---------------------|----------------------|---------------------|
| DEPARTMENT FUNDING | | | | | |
| General Fund | 2,080,038 | 2,035,143 | 2,357,094 | 2,217,342 | 2,523,671 |
| Employee Compensated Leave | 2,723 | 6,366 | - | 730 | - |
| Capital Equipment Replacement | 24,781 | - | 160,000 | 160,000 | 160,000 |
| Technology Fund | 11,582 | 14,066 | 13,500 | 3,982 | 47,000 |
| Park Development & ORT | 25,055 | 3,700 | 40,000 | 41,645 | 40,000 |
| Disaster Response | - | - | - | - | - |
| Cypress Hollow Fund | 25,858 | 21,606 | 37,000 | 37,000 | 37,000 |
| Paula Little Flower Fund | 4,732 | 12,399 | 8,500 | 9,369 | 10,000 |
| Measure "A" Parks | 68,344 | 118,122 | - | - | - |
| State Gas Tax | 5,994 | 25,062 | 120,000 | 59,990 | 60,000 |
| Street Impact Fund | 52,837 | - | - | - | - |
| Total Department Funding | \$ 2,301,945 | \$ 2,236,464 | \$ 2,736,094 | \$ 2,530,059 | \$ 2,877,671 |
| DIVISION FUNDING | | | | | |
| <u>Administration & Engineering</u> | | | | | |
| General Fund | 533,511 | 404,069 | 447,494 | 351,221 | 456,945 |
| Employee Compensated Leave | - | 5,871 | - | - | - |
| Capital Equipment Replacement | - | - | - | - | - |
| Technology Fund | - | - | - | - | 32,500 |
| Disaster Response | - | - | - | - | - |
| Measure "A" Parks | 68,344 | 118,122 | - | - | - |
| State Gas Tax | 5,994 | 7,067 | - | 8,480 | - |
| Total Administration & Engineering | \$ 607,849 | \$ 535,128 | \$ 447,494 | \$ 359,702 | \$ 489,445 |
| <u>Streets Maintenance</u> | | | | | |
| General Fund | 710,400 | 639,557 | 732,655 | 778,870 | 819,489 |
| Employee Compensated Leave | 2,723 | 495 | - | 730 | - |
| Capital Equipment Replacement | 4,537 | - | 160,000 | 160,000 | 160,000 |
| Technology Fund | 11,582 | 14,066 | 13,500 | 3,982 | 14,500 |
| State Gas Tax | - | 17,995 | 120,000 | 51,510 | 60,000 |
| Street Impact Fund | 52,837 | - | - | - | - |
| Total Streets Maintenance | \$ 782,079 | \$ 672,113 | \$ 1,026,155 | \$ 995,092 | \$ 1,053,989 |
| General Fund | 646,914 | 765,831 | 973,582 | 870,469 | 1,037,638 |
| Employee Compensated Leave | - | - | - | - | - |
| Capital Equipment Replacement | 20,244 | - | - | - | - |
| Park Development & ORT | 25,055 | 3,700 | 40,000 | 41,645 | 40,000 |
| Paula Little Flower Fund | 4,732 | 12,399 | 8,500 | 9,369 | 10,000 |
| Total Parks Maintenance | \$ 696,946 | \$ 781,930 | \$ 1,022,082 | \$ 921,483 | \$ 1,087,638 |
| <u>Street & Signal Light Maintenance</u> | | | | | |
| General Fund | 55,557 | 111,509 | 67,750 | 68,153 | 68,000 |
| Total Street & Signal Light Maintenance | \$ 55,557 | \$ 111,509 | \$ 67,750 | \$ 68,153 | \$ 68,000 |

Public Works**DEPARTMENT SUMMARY**

| | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|--------------------------------|---------------------------|---------------------------|----------------------------|------------------------------|-----------------------------|
| <u>Cypress Hollow</u> | | | | | |
| Cypress Hollow Fund | 25,858 | 21,606 | 37,000 | 37,000 | 37,000 |
| Total Cypress Hollow | \$ 25,858 | \$ 21,606 | \$ 37,000 | \$ 37,000 | \$ 37,000 |
| <u>Corporation Yard</u> | | | | | |
| General Fund | 133,656 | 114,178 | 135,613 | 148,629 | 141,600 |
| Total Corporation Yard | \$ 133,656 | \$ 114,178 | \$ 135,613 | \$ 148,629 | \$ 141,600 |
| Total Division Funding | \$ 2,301,945 | \$ 2,236,464 | \$ 2,736,094 | \$ 2,530,059 | \$ 2,877,671 |

Public Works

ALL DIVISIONS

| OBJECT SUMMARY | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|--------------------------------------|---------------------|---------------------|---------------------|----------------------|---------------------|
| EXPENDITURES | | | | | |
| SALARY & WAGES | \$ 884,909 | \$ 767,753 | \$ 936,105 | \$ 855,367 | \$ 978,005 |
| EMPLOYEE BENEFITS | \$ 357,407 | \$ 389,652 | \$ 515,371 | \$ 465,384 | \$ 526,711 |
| SUPPLIES & SERVICES | | | | | |
| Department Supplies & Expenses | 4,209 | 5,929 | 8,113 | 6,520 | 7,800 |
| Conferences & Memberships | 3,193 | 8,306 | 18,155 | 3,251 | 19,655 |
| Contractual Services | 152,278 | 216,979 | 119,000 | 89,531 | 128,000 |
| Equipment Supplies & Maintenance | 591,085 | 611,513 | 653,500 | 668,409 | 668,500 |
| Utility & Communication | 226,169 | 163,454 | 235,100 | 163,879 | 235,100 |
| Special Department Administrative | 23,976 | 1,583 | - | - | 20,000 |
| Total Supplies & Services | 1,000,910 | 1,007,764 | 1,033,868 | 968,076 | 1,079,055 |
| CAPITAL OUTLAY EXPENSE | 16,119 | 14,066 | 173,500 | 163,982 | 207,000 |
| CAPITAL OUTLAY ALLOWANCE | 42,600 | 57,230 | 77,250 | 77,250 | 86,900 |
| CAPITAL PROJECT EXPENSES | - | - | - | - | - |
| DEBT SERVICE EXPENSES | | | | | |
| TOTAL EXPENDITURES | \$ 2,301,945 | \$ 2,236,464 | \$ 2,736,094 | \$ 2,530,059 | \$ 2,877,671 |
| SOURCE OF FUNDING | | | | | |
| General Fund | 2,080,038 | 2,035,143 | 2,357,094 | 2,217,342 | 2,523,671 |
| Employee Compensated Leave | 2,723 | 6,366 | - | 730 | - |
| Capital Equipment Replacement | 24,781 | - | 160,000 | 160,000 | 160,000 |
| Technology Fund | 11,582 | 14,066 | 13,500 | 3,982 | 47,000 |
| Park Development & ORT | 25,055 | 3,700 | 40,000 | 41,645 | 40,000 |
| Disaster Response | - | - | - | - | - |
| Cypress Hollow Fund | 25,858 | 21,606 | 37,000 | 37,000 | 37,000 |
| Paula Little Flower Fund | 4,732 | 12,399 | 8,500 | 9,369 | 10,000 |
| Measure "A" Parks | 68,344 | 118,122 | - | - | - |
| State Gas Tax | 5,994 | 25,062 | 120,000 | 59,990 | 60,000 |
| Street Impact Fund | 52,837 | - | - | - | - |
| TOTAL FUNDING | \$ 2,301,945 | \$ 2,236,464 | \$ 2,736,094 | \$ 2,530,059 | \$ 2,877,671 |
| STAFFING LEVEL | | | | | |
| Public Works Director/ Town Engineer | 1.00 | 1.00 | 1.00 | - | |
| Engineering Division Manager | | | | 1.00 | 1.00 |
| Engineering Technician/Inspector | - | - | - | 1.00 | 1.00 |
| Associate Engineer | 1.00 | 1.00 | 1.00 | - | - |
| Public Works Division Manager | - | - | - | 1.00 | 1.00 |
| Superintendent | 1.00 | 1.00 | 1.00 | - | - |
| Senior Maintenance Worker | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| Maintenance Worker | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 |
| TOTAL STAFFING | 10.00 | 10.00 | 10.00 | 10.00 | 10.00 |

Public Works

ADMINISTRATION & ENGINEERING

| OBJECT SUMMARY | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|-----------------------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| EXPENDITURES | | | | | |
| SALARY & WAGES | \$ 301,087 | \$ 162,850 | \$ 224,554 | \$ 188,509 | \$ 224,772 |
| EMPLOYEE BENEFITS | \$ 100,921 | \$ 77,740 | \$ 122,285 | \$ 92,973 | \$ 111,918 |
| SUPPLIES & SERVICES | | | | | |
| Department Supplies & Expenses | 39 | 82 | 500 | - | 500 |
| Conferences & Memberships | 1,227 | 2,719 | 6,655 | 1,600 | 8,155 |
| Contractual Services | 68,107 | 130,294 | 17,500 | 2,139 | 10,000 |
| Equipment Supplies & Maintenance | 109,892 | 158,714 | 70,000 | 68,480 | 75,000 |
| Special Department Administrative | 23,976 | - | - | - | 20,000 |
| Total Supplies & Services | \$ 203,241 | \$ 291,809 | \$ 94,655 | \$ 72,220 | \$ 113,655 |
| CAPITAL OUTLAY EXPENSE | \$ - | \$ - | \$ - | \$ - | \$ 32,500 |
| CAPITAL OUTLAY ALLOWANCE | \$ 2,600 | \$ 2,730 | \$ 6,000 | \$ 6,000 | \$ 6,600 |
| CAPITAL PROJECT EXPENSES | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL EXPENDITURES | \$ 607,849 | \$ 535,128 | \$ 447,494 | \$ 359,702 | \$ 489,445 |
| STAFFING LEVEL | | | | | |
| Positions | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| TOTAL STAFFING | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |

Public Works

ADMINISTRATION & ENGINEERING

| Account Description | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|---|-------------------|-------------------|--------------------|----------------------|---------------------|
| SALARY | | | | | |
| Public Works Director/Town Engineer | 186,262 | 32,445 | - | - | - |
| Associate Engineer | 111,975 | 124,534 | - | 8,567 | - |
| Engineering Division Manager | | - | 140,224 | 128,920 | 142,067 |
| Engineering Technician/Inspector | | - | 84,330 | 51,022 | 82,705 |
| Project Coordinator | - | - | - | - | |
| Vacation Leave Compensation | | 5,871 | - | - | |
| Casual Hire | 2,850 | - | - | - | |
| Subtotal: | \$ 301,087 | \$ 162,850 | \$ 224,554 | \$ 188,509 | \$ 224,772 |
| EMPLOYEE BENEFITS | | | | | |
| Medical & Insurance | 46,405 | 28,947 | 64,478 | 38,190 | 47,910 |
| Employee Accruing Fringe | | - | - | 3,172 | 4,800 |
| PERS-Town Normal Cost | 23,279 | 14,076 | 20,265 | 17,298 | 22,771 |
| PST - Part time (3.75%) | | - | - | - | - |
| PERS-Unfunded Liability Payment | 22,492 | 27,849 | 29,884 | 29,528 | 27,930 |
| OPEB - GASB 45/75 Allowanc | | 3,460 | 1,402 | 1,402 | 2,248 |
| FICA-Medicare | 4,119 | 2,278 | 3,256 | 2,769 | 3,259 |
| Auto Allowance | 2,400 | 406 | - | - | - |
| Cell Phone Allowance | 2,225 | 723 | 3,000 | 614 | 3,000 |
| Subtotal: | \$ 100,921 | \$ 77,740 | \$ 122,285 | \$ 92,973 | \$ 111,918 |
| SUPPLIES & SERVICES | | | | | |
| DEPARTMENT SUPPLIES & EXPENSES | | | | | |
| Noticing and Publication | 39 | 82 | 500 | - | 500 |
| Subtotal: | \$ 39 | \$ 82 | \$ 500 | \$ - | \$ 500 |
| CONFERENCES & MEMBERSHIPS | | | | | |
| Conferences, Meetings & Travel | - | 625 | 3,900 | - | 3,900 |
| Employee Development/Training | - | 517 | 1,500 | 1,061 | 3,000 |
| Memberships | 1,227 | 1,577 | 1,255 | 540 | 1,255 |
| Subtotal: | \$ 1,227 | \$ 2,719 | \$ 6,655 | \$ 1,600 | \$ 8,155 |
| CONTRACTUAL SERVICES | | | | | |
| Minutes Services | | 3,585 | - | 2,139 | |
| Contract - Engineering Services | 12,084 | 13,914 | 17,500 | - | 10,000 |
| Encroachment Inspections | 56,023 | 112,795 | - | - | |
| Subtotal: | \$ 68,107 | \$ 130,294 | \$ 17,500 | \$ 2,139 | \$ 10,000 |
| EQUIP, SUPPLIES & MAINTENANCE | | | | | |
| Open Space Management (General Fund) | 35,554 | 33,526 | 70,000 | 60,000 | 75,000 |
| Open Space Management (Measure A) | 68,344 | 118,122 | - | - | |
| Storm Drain Flushing | | | - | - | |
| Slide Repairs | - | | - | - | |
| Curb/Sidewalk Improvements (Gas Tax) | 5,994 | 7,067 | - | 8,480 | |
| Subtotal: | \$ 109,892 | \$ 158,714 | \$ 70,000 | \$ 68,480 | \$ 75,000 |

Public Works

ADMINISTRATION & ENGINEERING

| Account Description | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|-------------------------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| SPECIAL DEPT. ADMINISTRATIVE | | | | | |
| Street Speed Survey | 23,976 | | - | - | 20,000 |
| Subtotal: | \$ 23,976 | \$ - | \$ - | \$ - | \$ 20,000 |
| Total Supplies & Services: | \$ 203,241 | \$ 291,809 | \$ 94,655 | \$ 72,220 | \$ 113,655 |
| CAPITAL OUTLAY EXPENSES | | | | | |
| CAPITAL EQUIPMENT OUTLAY | | | | | |
| Vehicles & Setup | - | - | - | - | - |
| Subtotal: | \$ - | \$ - | \$ - | \$ - | \$ - |
| CAPITAL TECHNOLOGY OUTLAY | | | | | |
| Computer & Peripheral | | | - | - | 2,500 |
| Computer Monitor | | | - | - | 30,000 |
| Lap Top Computers | | | - | - | |
| Subtotal: | \$ - | \$ - | \$ - | \$ - | \$ 32,500 |
| Total Capital Outlay Expenses | \$ - | \$ - | \$ - | \$ - | \$ 32,500 |
| CAPITAL OUTLAY ALLOWANCE | | | | | |
| Depreciation Allowance | | | 3,000 | 3,000 | 3,300 |
| Technology Allowance | 2,600 | 2,730 | 3,000 | 3,000 | 3,300 |
| Total: | \$ 2,600 | \$ 2,730 | \$ 6,000 | \$ 6,000 | \$ 6,600 |
| TOTAL DEPARTMENT | \$ 607,849 | \$ 535,128 | \$ 447,494 | \$ 359,702 | \$ 489,445 |

Public Works

STREETS MAINTENANCE

| OBJECT SUMMARY | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|----------------------------------|-------------------|-------------------|---------------------|----------------------|---------------------|
| EXPENDITURES | | | | | |
| SALARY & WAGES | \$ 410,752 | \$ 371,394 | \$ 385,717 | \$ 365,421 | \$ 399,333 |
| EMPLOYEE BENEFITS | \$ 169,262 | \$ 188,547 | \$ 199,538 | \$ 198,289 | \$ 212,756 |
| SUPPLIES & SERVICES | | | | | |
| Department Supplies & Expenses | \$ 239 | \$ 47 | \$ 500 | \$ 240 | \$ 500 |
| Conferences & Memberships | \$ 1,459 | \$ 4,637 | \$ 6,000 | \$ 1,414 | \$ 6,000 |
| Contractual Services | \$ - | \$ - | \$ - | \$ - | \$ - |
| Equipment Supplies & Maintenance | \$ 184,248 | \$ 93,334 | \$ 260,900 | \$ 229,260 | \$ 260,900 |
| Total Supplies & Services | \$ 185,946 | \$ 98,106 | \$ 267,400 | \$ 267,400 | \$ 267,400 |
| CAPITAL OUTLAY EXPENSE | \$ 16,119 | \$ 14,066 | \$ 173,500 | \$ 163,982 | \$ 174,500 |
| CAPITAL OUTLAY ALLOWANCE | \$ - | \$ - | \$ - | \$ - | \$ - |
| CAPITAL PROJECT EXPENSES | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL EXPENDITURES | \$ 782,079 | \$ 672,113 | \$ 1,026,155 | \$ 995,092 | \$ 1,053,989 |
| STAFFING LEVEL | | | | | |
| Positions | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 |
| TOTAL STAFFING | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 |

Public Works

STREETS MAINTENANCE

| Account Description | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|--|-------------------|-------------------|--------------------|----------------------|---------------------|
| SALARY | | | | | |
| Superintendent of Public Works | 127,151 | 139,006 | - | - | - |
| Public Works Division Manager | | - | 149,779 | 142,753 | 157,312 |
| Maintenance Worker (2) | 190,201 | 93,169 | 143,158 | 118,363 | 147,085 |
| Senior Maintenance Worker | 83,250 | 131,386 | 86,220 | 94,382 | 88,376 |
| Overtime | 2,911 | 2,779 | 2,000 | 3,717 | 2,000 |
| Overtime-Emergency | 741 | - | - | - | - |
| Special Shift Pay | 3,774 | 4,560 | 4,560 | 5,476 | 4,560 |
| Vacation Leave Compensation | 2,723 | 495 | - | 730 | |
| Subtotal: | \$ 410,752 | \$ 371,394 | \$ 385,717 | \$ 365,421 | \$ 399,333 |
| EMPLOYEE BENEFITS | | | | | |
| Medical & Insurance | 61,978 | 77,580 | 88,872 | 84,137 | 94,401 |
| Employee Accruing Fringe | 22,885 | 16,691 | 9,600 | 13,368 | 14,400 |
| Retirement Health Savings Account | | - | | 3,600 | 3,600 |
| PERS-Town Normal Cost | 31,411 | 28,836 | 30,207 | 28,102 | 33,073 |
| PERS-Unfunded Liability | 44,985 | 55,697 | 59,769 | 59,057 | 55,859 |
| OPEB - GASB 45/75 Allowance (1%) | | 3,607 | 3,792 | 3,792 | 3,928 |
| FICA-Medicare | 6,203 | 5,587 | 5,498 | 5,621 | 5,695 |
| Cell Phone Allowance | 600 | 550 | 600 | 614 | 600 |
| Tuition Reimbursement | 1,200 | - | 1,200 | - | 1,200 |
| Subtotal: | \$ 169,262 | \$ 188,547 | \$ 199,538 | \$ 198,289 | \$ 212,756 |
| SUPPLIES & SERVICES | | | | | |
| DEPARTMENT SUPPLIES & EXPENSES | | | | | |
| Publications & Subscriptions | 239 | 47 | 500 | 240 | 500 |
| Subtotal: | \$ 239 | \$ 47 | \$ 500 | \$ 240 | \$ 500 |
| CONFERENCES & MEMBERSHIPS | | | | | |
| Conferences, Meetings & Travel | 25 | 1,446 | 2,500 | 360 | 2,500 |
| Employee Development/Training | 1,434 | 3,191 | 3,500 | 1,054 | 3,500 |
| Subtotal: | \$ 1,459 | \$ 4,637 | \$ 6,000 | \$ 1,414 | \$ 6,000 |
| EQUIP, SUPPLIES & MAINTENANCE | | | | | |
| Operating Supplies | 261 | - | 500 | - | 500 |
| Equipment Maintenance | 10,405 | 4,306 | 15,000 | 10,217 | 15,000 |
| Library Expansion | | - | - | - | - |
| Fuel & Oil | 28,856 | 8,393 | 17,500 | - | 17,500 |
| Pest Control Downtown | 1,250 | 1,625 | 1,500 | 1,539 | 1,500 |
| Downtown Cleanup & Restrooms | | - | - | - | - |
| Small Tools | 91 | 3,009 | 1,000 | 3,009 | 1,000 |
| Storm Drain & Culvert Maintenance | 13,599 | 16,934 | 30,000 | 42,918 | 30,000 |
| Pavement/Sidewalk Maint & Repair (GF) | 68,537 | 23,574 | 60,000 | 48,662 | 60,000 |
| Pavement/Sidewalk Maint & Repair (Gas Tax) | | - | 60,000 | 55,000 | 60,000 |

Public Works

STREETS MAINTENANCE

| Account Description | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|--|-------------------|-------------------|---------------------|----------------------|---------------------|
| Street Painting | | | - | - | - |
| Safety Equipment & Apparel | 3,050 | 357 | 1,500 | - | 1,500 |
| Uniform Maintenance Service | 708 | 6,158 | 4,200 | 2,708 | 4,200 |
| Uniform Purchase/Replacement | 3,692 | 506 | - | - | |
| Vehicle Maintenance | - | 8,516 | 8,500 | 13,219 | 8,500 |
| Safety Equipment (MOU) | 963 | 1,961 | 1,200 | 480 | 1,200 |
| Contingency (Streets - Street Impact Fund) | 52,837 | | - | - | - |
| Contingency (Streets - Gas Tax) | | 17,995 | 60,000 | 51,510 | 60,000 |
| Subtotal: | \$ 184,248 | \$ 93,334 | \$ 260,900 | \$ 229,260 | \$ 260,900 |
| SPECIAL DEPT. ADMINISTRATIVE | | | | | |
| Emergency & Disaster Planning | | 88 | - | - | |
| Emergency PG&E PSPS | - | | - | - | |
| Subtotal: | \$ - | \$ 88 | \$ - | \$ - | \$ - |
| Total Supplies & Services: | \$ 185,946 | \$ 98,106 | \$ 267,400 | \$ 267,400 | \$ 267,400 |
| CAPITAL OUTLAY EXPENSES | | | | | |
| CAPITAL EQUIPMENT OUTLAY | | | | | |
| Vehicles & Setup | - | | 135,000 | 135,000 | 160,000 |
| Video/Camera Equipment | 4,537 | | 25,000 | 25,000 | - |
| Subtotal: | \$ 4,537 | \$ - | \$ 160,000 | \$ 160,000 | \$ 160,000 |
| CAPITAL TECHNOLOGY OUTLAY | | | | | |
| Replacement Computers & Monitors (1) | 95 | 1,500 | 2,000 | 3,982 | 2,500 |
| Misc. Computer Parts | 64 | | - | - | 500 |
| Maintenance Sched. Software - Annual Fee | 11,424 | 12,566 | 11,500 | - | 11,500 |
| Telecommunication Equipment | - | | - | - | - |
| Subtotal: | \$ 11,582 | \$ 14,066 | \$ 13,500 | \$ 3,982 | \$ 14,500 |
| Total Capital Outlay Expenses: | \$ 16,119 | \$ 14,066 | \$ 173,500 | \$ 163,982 | \$ 174,500 |
| OTHER EQUIPMENT | | | | | |
| Street Light Pole Replacement | 2,395 | - | 5,000 | - | - |
| Subtotal: | \$ 2,395 | \$ - | \$ 5,000 | \$ - | \$ - |
| TOTAL DEPARTMENT | \$ 784,474 | \$ 672,113 | \$ 1,031,155 | \$ 995,092 | \$ 1,053,989 |

Public Works

PARKS MAINTENANCE

| OBJECT SUMMARY | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|-----------------------------------|-------------------|-------------------|---------------------|----------------------|---------------------|
| EXPENDITURES | | | | | |
| SALARY & WAGES | \$ 173,070 | \$ 233,509 | \$ 325,834 | \$ 301,437 | \$ 353,900 |
| EMPLOYEE BENEFITS | \$ 87,225 | \$ 123,365 | \$ 193,548 | \$ 174,122 | \$ 202,038 |
| SUPPLIES & SERVICES | | | | | |
| Department Supplies & Expenses | - | - | - | - | - |
| Conferences & Memberships | 507 | 951 | 5,500 | 236 | 5,500 |
| Contractual Services | 67,776 | 79,686 | 87,500 | 73,392 | 104,000 |
| Insurances | - | - | - | - | - |
| Intergovernmental & Agency | - | - | - | - | - |
| Equipment Supplies & Maintenance | 200,002 | 231,183 | 221,500 | 253,269 | 231,500 |
| Utility & Communication | 168,367 | 108,237 | 182,700 | 113,526 | 182,700 |
| Special Department Administrative | - | - | - | - | - |
| Total Supplies & Services | \$ 436,651 | \$ 420,056 | \$ 497,200 | \$ 440,424 | \$ 523,700 |
| CAPITAL OUTLAY ALLOWANCE | \$ - | \$ 5,000 | \$ 5,500 | \$ 5,500 | \$ 8,000 |
| CAPITAL PROJECT EXPENSES | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL EXPENDITURES | \$ 696,946 | \$ 781,930 | \$ 1,022,082 | \$ 921,483 | \$ 1,087,638 |
| STAFFING LEVEL | | | | | |
| Positions | 3.00 | 3.00 | 4.50 | 4.50 | 4.50 |
| TOTAL STAFFING | 3.00 | 3.00 | 4.50 | 4.50 | 4.50 |

Public Works

PARKS MAINTENANCE

| Account Description | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|--|-------------------|-------------------|--------------------|----------------------|---------------------|
| SALARY | | | | | |
| Maintenance Worker (3) | 130,084 | 198,250 | 213,114 | 215,032 | 213,024 |
| Senior Maintenance Worker | 20,526 | 33,878 | 86,220 | 85,434 | 88,376 |
| Seasonal Maintenance Worker-PST | 21,487 | - | 25,000 | - | 50,000 |
| Overtime | 867 | 1,381 | 1,500 | 970 | 2,500 |
| Overtime-Emergency | 105 | - | - | - | - |
| Subtotal: | \$ 173,070 | \$ 233,509 | \$ 325,834 | \$ 301,437 | \$ 353,900 |
| EMPLOYEE BENEFITS | | | | | |
| Medical & Insurance | 36,648 | 52,738 | 87,602 | 70,373 | 95,111 |
| Employee Accruing Fringe | 369 | 4,800 | 9,600 | 6,571 | 9,600 |
| Retirement Health Savings Account | | | | 4,800 | 4,800 |
| PERS-Town Normal Cost | 13,171 | 17,602 | 24,430 | 23,712 | 26,684 |
| PERS-Unfunded Liability | 33,739 | 41,773 | 61,983 | 61,225 | 55,859 |
| PST Employer Contribution (3.75%) | 795 | - | 1,875 | - | 1,875 |
| OPEB - GASB 45/75 Allowance | | 3,007 | 2,993 | 2,993 | 3,014 |
| FICA-Medicare Tax | 2,502 | 3,445 | 5,065 | 4,448 | 5,095 |
| Subtotal: | \$ 87,225 | \$ 123,365 | \$ 193,548 | \$ 174,122 | \$ 202,038 |
| SUPPLIES & SERVICES | | | | | |
| CONFERENCES & MEMBERSHIPS | | | | | |
| Conferences, Meetings & Travel | - | - | 1,500 | 20 | 1,500 |
| Employee Development/Training | 357 | 731 | 3,500 | - | 3,500 |
| Memberships | 150 | 220 | 500 | 216 | 500 |
| Subtotal: | \$ 507 | \$ 951 | \$ 5,500 | \$ 236 | \$ 5,500 |
| CONTRACTUAL SERVICES | | | | | |
| Contractual Services (Medians) | 59,883 | 61,506 | 72,500 | 63,353 | 87,500 |
| Contractual Services (Flower Baskets) | 4,732 | 12,399 | 8,500 | 9,369 | 10,000 |
| Downtown Fountain Maintenance | 3,160 | 5,781 | 6,500 | 670 | 6,500 |
| Subtotal: | \$ 67,776 | \$ 79,686 | \$ 87,500 | \$ 73,392 | \$ 104,000 |
| EQUIP, SUPPLIES & MAINTENANCE | | | | | |
| Equipment Maintenance | 20,453 | 12,383 | 15,000 | 22,466 | 15,000 |
| Building/Facility Supplies | 963 | | - | 3,466 | - |
| ORT Special Maintenance | - | - | - | - | - |
| Building/Facility Supplies | 20,244 | | - | - | |
| Fuel & Oil | 1,246 | 8,347 | 17,500 | - | 17,500 |
| Fuel & Oil - Other Agencies | 11,319 | | - | 8,360 | |
| Janitorial Services | 10,830 | 38,074 | 10,000 | 22,230 | 10,000 |
| Landscape Grounds & Materials | 77,917 | 73,274 | 65,000 | 88,574 | 70,000 |
| McKegney Green Maintenance | 12,036 | 12,713 | 20,000 | 4,160 | 20,000 |
| Small Tools & Implements | - | - | - | - | - |
| Street Materials & Signs | 396 | 1,103 | 10,000 | 3,004 | 10,000 |
| Tree Maintenance | 5,500 | 66,524 | 30,000 | 48,828 | 35,000 |
| Fencing | 10,000 | - | - | - | - |

Public Works**PARKS MAINTENANCE**

| Account Description | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|------------------------------------|---------------------------|---------------------------|----------------------------|------------------------------|-----------------------------|
| Safety Equipment & Apparel | - | 107 | 1,000 | - | 1,000 |
| Uniform Maintenance Service | 222 | 6,358 | 4,000 | 2,707 | 4,000 |
| Uniform Purchase/Replacement | 3,692 | 506 | - | - | - |
| Vehicle Maintenance | 129 | 8,094 | 9,000 | 7,830 | 9,000 |
| ORT Maint. DG/Pavemen | | | - | - | |
| Fencing | | | - | - | |
| Contingency (Parks) | 25,055 | 3,700 | 40,000 | 41,645 | 40,000 |
| Subtotal: | \$ 200,002 | \$ 231,183 | \$ 221,500 | \$ 253,269 | \$ 231,500 |
| UTILITY & COMMUNICATION | | | | | |
| Energy-PG&E | 9,345 | 5,231 | 10,000 | 4,385 | 10,000 |
| Water-MMWD | 158,560 | 100,500 | 172,000 | 108,441 | 172,000 |
| Water-RBSD Reclaimed | | | - | - | |
| Telecommunication | 461 | 2,506 | 700 | 700 | 700 |
| Subtotal: | \$ 168,367 | \$ 108,237 | \$ 182,700 | \$ 113,526 | \$ 182,700 |
| Total Supplies & Services: | \$ 436,651 | \$ 420,056 | \$ 497,200 | \$ 440,424 | \$ 523,700 |
| CAPITAL OUTLAY ALLOWANCE | | | | | |
| Capital Equipment Allowance | | 5,000 | 5,500 | 5,500 | 5,500 |
| Technology Allowance | | | - | | 2,500 |
| Subtotal: | \$ - | \$ 5,000 | \$ 5,500 | \$ 5,500 | \$ 8,000 |
| TOTAL DEPARTMENT | \$ 696,946 | \$ 781,930 | \$ 1,022,082 | \$ 921,483 | \$ 1,087,638 |

Public Works

CORPORATION YARD

| OBJECT SUMMARY | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|-----------------------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| EXPENDITURES | | | | | |
| SUPPLIES & SERVICES | | | | | |
| Department Supplies & Expenses | 3,930 | 5,800 | 7,113 | 6,280 | 6,800 |
| Equipment Supplies & Maintenance | 55,985 | 28,487 | 36,100 | 52,399 | 36,100 |
| Utility & Communication | 33,741 | 31,396 | 29,400 | 26,950 | 29,400 |
| Special Department Administrative | - | 1,495 | - | - | - |
| Total Supplies & Services | \$ 93,656 | \$ 67,178 | \$ 72,613 | \$ 85,629 | \$ 72,300 |
| CAPITAL OUTLAY EXPENSE | \$ - | \$ - | \$ - | \$ - | \$ - |
| CAPITAL OUTLAY ALLOWANCE | \$ 40,000 | \$ 47,000 | \$ 63,000 | \$ 63,000 | \$ 69,300 |
| CAPITAL PROJECT EXPENSES | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL EXPENDITURES | \$ 133,656 | \$ 114,178 | \$ 135,613 | \$ 148,629 | \$ 141,600 |
| STAFFING LEVEL | | | | | |
| Positions | | | | | |
| TOTAL STAFFING | | | | | |

Public Works

CORPORATION YARD

| Account Description | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|---|-------------------|-------------------|--------------------|----------------------|---------------------|
| SUPPLIES & SERVICES | | | | | |
| DEPARTMENT SUPPLIES & EXPENSES | | | | | |
| Office & Copier Supplies | 1,979 | 3,774 | 3,913 | 3,913 | 3,600 |
| Permit/Application Fees | 1,951 | 2,026 | 3,200 | 2,368 | 3,200 |
| Subtotal: | \$ 3,930 | \$ 5,800 | \$ 7,113 | \$ 6,280 | \$ 6,800 |
| EQUIP, SUPPLIES & MAINTENANCE | | | | | |
| Operating Supplies | 8,635 | 2,634 | 7,500 | 1,054 | 7,500 |
| Equipment Maintenance | 7,668 | 3,289 | 5,000 | 13,173 | 5,000 |
| Building/Facility Supplies | 6,127 | 8,479 | 5,500 | 7,237 | 5,500 |
| Equipment Lease | | 372 | | 368 | |
| Fuel & Oil | 14,779 | 6,776 | 7,000 | 20,899 | 7,000 |
| Janitorial Services | 2,615 | 2,580 | 2,600 | 4,180 | 2,600 |
| Small Tools/Implements | 2,169 | 1,292 | 3,000 | 837 | 3,000 |
| Vehicle Maintenance | 12,252 | 2,988 | 4,000 | 3,530 | 4,000 |
| Facility - Alteration/Improvements | 1,066 | 77 | - | - | |
| Rental-Equipment & Tools | 673 | - | 1,500 | 1,122 | 1,500 |
| Corporation Yard Fuel Pump Rebuild | | - | - | | |
| Subtotal: | \$ 55,985 | \$ 28,487 | \$ 36,100 | \$ 52,399 | \$ 36,100 |
| UTILITY & COMMUNICATION | | | | | |
| Energy-PG&E | 4,610 | 4,216 | 5,000 | 4,494 | 5,000 |
| Water-MMWD | 5,642 | 7,292 | 5,000 | 1,329 | 5,000 |
| Telecommunication | 21,226 | 16,178 | 16,000 | 18,227 | 16,000 |
| Cable Communication Services | 2,263 | 3,710 | 3,400 | 2,900 | 3,400 |
| Subtotal: | \$ 33,741 | \$ 31,396 | \$ 29,400 | \$ 26,950 | \$ 29,400 |
| SPECIAL DEPT. ADMINISTRATIVE | | | | | |
| Emergency & Disaster Planning | | 1,495 | - | - | |
| Subtotal: | \$ - | \$ 1,495 | \$ - | \$ - | \$ - |
| Total Supplies & Services: | \$ 93,656 | \$ 67,178 | \$ 72,613 | \$ 85,629 | \$ 72,300 |
| CAPITAL OUTLAY ALLOWANCE | | | | | |
| Capital Equipment Allowance | 40,000 | 42,000 | 57,500 | 57,500 | 63,250 |
| Technology Allowance | - | 5,000 | 5,500 | 5,500 | 6,050 |
| Subtotal: | \$ 40,000 | \$ 47,000 | \$ 63,000 | \$ 63,000 | \$ 69,300 |
| TOTAL DEPARTMENT | \$ 133,656 | \$ 114,178 | \$ 135,613 | \$ 148,629 | \$ 141,600 |

Public Works

STREET & SIGNAL LIGHT SYSTEM

| OBJECT SUMMARY | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|----------------------------------|---------------------------|---------------------------|----------------------------|------------------------------|-----------------------------|
| EXPENDITURES | | | | | |
| SUPPLIES & SERVICES | | | | | |
| Equipment Supplies & Maintenance | 34,392 | 88,544 | 45,000 | 45,000 | 45,000 |
| Utility & Communication | 21,165 | 20,465 | 20,000 | 20,403 | 20,000 |
| Total Supplies & Services | \$ 55,557 | \$ 109,009 | \$ 65,000 | \$ 65,403 | \$ 65,000 |
| CAPITAL OUTLAY EXPENSE | \$ - | \$ - | \$ - | \$ - | \$ - |
| CAPITAL OUTLAY ALLOWANCE | \$ - | \$ 2,500 | \$ 2,750 | \$ 2,750 | \$ 3,000 |
| TOTAL EXPENDITURES | \$ 55,557 | \$ 111,509 | \$ 67,750 | \$ 68,153 | \$ 68,000 |
| STAFFING LEVEL | | | | | |
| Positions | | | | | |
| TOTAL STAFFING | | | | | |

Public Works**STREET & SIGNAL LIGHT SYSTEM**

| Account Description | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|---|---------------------------|---------------------------|----------------------------|------------------------------|-----------------------------|
| SUPPLIES & SERVICES | | | | | |
| EQUIP SUPPLIES & MAINTENANCE | | | | | |
| Street/Signal Light Maint. (Cal/TRANS) | 34,392 | 88,544 | 45,000 | 45,000 | 45,000 |
| Subtotal: | \$ 34,392 | \$ 88,544 | \$ 45,000 | \$ 45,000 | \$ 45,000 |
| UTILITY & COMMUNICATION | | | | | |
| Energy-PG&E | 21,165 | 20,465 | 20,000 | 20,403 | 20,000 |
| Subtotal: | \$ 21,165 | \$ 20,465 | \$ 20,000 | \$ 20,403 | \$ 20,000 |
| Total Supplies & Services: | \$ 55,557 | \$ 109,009 | \$ 65,000 | \$ 65,403 | \$ 65,000 |
| CAPITAL OUTLAY ALLOWANCE | | | | | |
| Capital Equipment Allowance | | 2,500 | 2,750 | 2,750 | 3,000 |
| Technology Allowance | - | | - | | - |
| Subtotal: | \$ - | \$ 2,500 | \$ 2,750 | \$ 2,750 | \$ 3,000 |
| TOTAL DEPARTMENT | \$ 55,557 | \$ 111,509 | \$ 67,750 | \$ 68,153 | \$ 68,000 |

Public Works

CYPRESS HOLLOW SPECIAL DISTRICT

| OBJECT SUMMARY | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|----------------------------------|---------------------------|---------------------------|----------------------------|------------------------------|-----------------------------|
| EXPENDITURES | | | | | |
| SUPPLIES & SERVICES | | | | | |
| Department Supplies & Expenses | | | | | |
| Conferences & Memberships | | | | | |
| Contractual Services | 16,396 | 7,000 | 14,000 | 14,000 | 14,000 |
| Equipment Supplies & Maintenance | 6,567 | 11,251 | 20,000 | 20,000 | 20,000 |
| Utility & Communication | 2,896 | 3,356 | 3,000 | 3,000 | 3,000 |
| Total Supplies & Services | \$ 25,858 | \$ 21,606 | \$ 37,000 | \$ 37,000 | \$ 37,000 |
| TOTAL EXPENDITURES | \$ 25,858 | \$ 21,606 | \$ 37,000 | \$ 37,000 | \$ 37,000 |
| STAFFING LEVEL | | | | | |
| Positions | | | | | |
| TOTAL STAFFING | | | | | |

Public Works**CYPRESS HOLLOW SPECIAL DISTRICT**

| Account Description | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|---|---------------------------|---------------------------|----------------------------|------------------------------|-----------------------------|
| SUPPLIES & SERVICES | | | | | |
| CONTRACTUAL SERVICES | | | | | |
| Contractual Services (Cost Recovery) | 16,396 | 7,000 | 14,000 | 14,000 | 14,000 |
| Subtotal: | \$ 16,396 | \$ 7,000 | \$ 14,000 | \$ 14,000 | \$ 14,000 |
| EQUIP SUPPLIES & MAINTENANCE | | | | | |
| Landscape Grounds & Materials | 6,567 | 1,271 | 5,000 | 5,000 | 5,000 |
| Tree Maintenance | - | 9,980 | 15,000 | 15,000 | 15,000 |
| Subtotal: | \$ 6,567 | \$ 11,251 | \$ 20,000 | \$ 20,000 | \$ 20,000 |
| UTILITY & COMMUNICATION | | | | | |
| Water-MMWD | 2,896 | 3,356 | 3,000 | 3,000 | 3,000 |
| Subtotal: | \$ 2,896 | \$ 3,356 | \$ 3,000 | \$ 3,000 | \$ 3,000 |
| Total Supplies & Services: | \$ 25,858 | \$ 21,606 | \$ 37,000 | \$ 37,000 | \$ 37,000 |
| TOTAL DEPARTMENT | \$ 25,858 | \$ 21,606 | \$ 37,000 | \$ 37,000 | \$ 37,000 |

NON-DEPARTMENTAL

Insurances and Joint Power Authorities

Low-Moderate Income Housing

Town Owned Housing

Belvedere-Tiburon Library Agency

The non-departmental section of the budget entails those projects and costs that are not part of the regular operations of any specific department.

Insurances and Joint Power Authorities

This section includes the appropriations for liability, workers' compensation, and property insurance premiums, which are then allocated out to the various operating departments based on risk analysis. The Town is self-insured for the first \$150,000 for each workers' compensation claim and \$50,000 for each liability claim. After the deductible is reached the Town is insured for \$5 million per occurrence for liability and \$2 million for workers' compensation.

The Town voluntarily participates in several Joint Power Authorities which provide specialized services that the Town would not be able to provide on its own. The JPAs provide an economy of scale to the Town and to the participating members of each JPA. These services include animal control, cable telecommunications, mediation, LAFCO, MERA and storm water run-off services to name a few.

Town Owned Housing

The Town currently owns eight below market rate (BMR) condominium units at the Point Tiburon Marsh complex. Proceeds of the rent income and investment earnings support the general maintenance, tax, and homeowners' association costs of operating the units.

Low-Moderate Income Housing

This section provides for appropriations connected with the Marin Renter's Rebate program and the Marin Housing Authority JPA. This restricted fund receives funding through in-lieu fees paid by developers.

Tiburon Peninsula Library Agency

This section provides for a pass through of property taxes the Town receives on behalf of the Peninsula Library Agency.

NON-DEPARTMENTAL**COMBINING SUMMARY TOTALS**

| | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|---------------------------------------|---------------------------|---------------------------|----------------------------|------------------------------|-----------------------------|
| DEPARTMENT FUNDING | | | | | |
| General Fund | 1,164,416 | 1,588,390 | 1,457,202 | 1,465,219 | 1,484,272 |
| Infrastructure & Facility Replacement | - | 150,000 | 150,000 | 150,000 | - |
| Low/Moderate Housing Fund | 23,548 | 11,249 | 11,474 | 11,474 | 11,703 |
| Town Owned Housing | 96,108 | 67,277 | 111,799 | 117,330 | 111,799 |
| Self Insurance Reserve | 21,346 | 15,348 | 25,000 | 45,292 | 25,000 |
| Peninsula Library JPA Fund | 2,004,791 | 2,198,764 | 1,880,840 | 1,880,840 | 2,003,094 |
| Total Department Funding | \$ 3,310,209 | \$ 4,031,028 | \$ 3,636,315 | \$ 3,670,154 | \$ 3,635,869 |

Non-Departmental

ALL DIVISIONS

| OBJECT SUMMARY | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|---------------------------------------|---------------------|---------------------|---------------------|----------------------|---------------------|
| EXPENDITURES | | | | | |
| SALARY & WAGES | \$ - | \$ - | \$ - | \$ - | \$ - |
| EMPLOYEE BENEFITS | \$ 196,952 | \$ 225,472 | \$ 195,000 | \$ 193,991 | \$ 195,000 |
| SUPPLIES & SERVICES | \$ - | \$ - | \$ - | \$ - | \$ - |
| Department Supplies & Expenses | 9,416 | 7,119 | 9,699 | 8,694 | 9,699 |
| Conferences & Memberships | - | - | - | - | - |
| Contractual Services | 22,162 | 14,785 | 29,715 | 43,562 | 30,715 |
| Insurances | 367,163 | 426,899 | 519,989 | 604,126 | 585,943 |
| Intergovernmental & Agency | 2,637,425 | 3,296,595 | 2,789,412 | 2,720,745 | 2,722,012 |
| Equipment Supplies & Maintenance | 63,949 | 56,128 | 65,000 | 71,536 | 65,000 |
| Utility & Communication | - | - | - | - | - |
| Special Department Administrative | - | - | - | - | - |
| Allocated Costs | - | - | - | - | - |
| Total Supplies & Services | \$ 3,100,114 | \$ 3,801,525 | \$ 3,413,815 | \$ 3,448,663 | \$ 3,413,369 |
| CAPITAL OUTLAY EXPENSE | \$ - | \$ - | \$ - | \$ - | \$ - |
| CAPITAL OUTLAY ALLOWANCE | \$ - | \$ - | \$ - | \$ - | \$ - |
| CAPITAL PROJECT EXPENSES | \$ 13,143 | \$ 4,031 | \$ 27,500 | \$ 27,500 | \$ 27,500 |
| DEBT SERVICE EXPENSES | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL EXPENDITURES | \$ 3,310,209 | \$ 4,031,028 | \$ 3,636,315 | \$ 3,670,154 | \$ 3,635,869 |
| SOURCE OF FUNDING | | | | | |
| General Fund | 1,164,416 | 1,588,390 | 1,457,202 | 1,465,219 | 1,484,272 |
| Infrastructure & Facility Replacement | - | 150,000 | 150,000 | 150,000 | - |
| Low/Moderate Housing Fund | 23,548 | 11,249 | 11,474 | 11,474 | 11,703 |
| Town Owned Housing | 96,108 | 67,277 | 111,799 | 117,330 | 111,799 |
| Self Insurance Reserve | 21,346 | 15,348 | 25,000 | 45,292 | 25,000 |
| Peninsula Library JPA Fund | 2,004,791 | 2,198,764 | 1,880,840 | 1,880,840 | 2,003,094 |
| TOTAL FUNDING | \$ 3,310,209 | \$ 4,031,028 | \$ 3,636,315 | \$ 3,670,154 | \$ 3,635,869 |

| Non-Departmental | | | | | |
|---|---------------------------|---------------------------|----------------------------|------------------------------|-----------------------------|
| INSURANCES AND INTER-GOVERNMENTAL AGREEMENTS | | | | | |
| OBJECT SUMMARY | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
| EXPENDITURES | | | | | |
| SALARY & WAGES | | | | | |
| EMPLOYEE BENEFITS | \$ 196,952 | \$ 225,472 | \$ 195,000 | \$ 193,991 | \$ 195,000 |
| SUPPLIES & SERVICES | | | | | |
| Department Supplies & Expenses | | | | | |
| Conferences & Memberships | - | - | - | - | - |
| Contractual Services | 12,562 | 14,785 | 20,115 | 33,962 | 21,115 |
| Insurances | 367,163 | 426,899 | 519,989 | 604,126 | 585,943 |
| Intergovernmental & Agency | 609,086 | 1,086,583 | 897,098 | 828,431 | 707,214 |
| Total Supplies & Services | \$ 988,810 | \$ 1,528,266 | \$ 1,437,202 | \$ 1,466,519 | \$ 1,314,272 |
| CAPITAL OUTLAY EXPENSE | | | | | |
| CAPITAL OUTLAY ALLOWANCE | | | | | |
| TOTAL EXPENDITURES | \$ 1,185,762 | \$ 1,753,738 | \$ 1,632,202 | \$ 1,660,510 | \$ 1,509,272 |
| STAFFING LEVEL | | | | | |
| Positions | - | - | - | - | - |
| TOTAL STAFFING | - | - | - | - | - |

Non-Departmental

INSURANCES AND INTERGOVERNMENTAL

| Account Description | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|--|---------------------|---------------------|---------------------|----------------------|---------------------|
| EMPLOYEE BENEFITS | | | | | |
| Retiree Health Benefits | 190,535 | 175,472 | 192,500 | 193,991 | 192,500 |
| PERS AAUL Extra Payment | - | 50,000 | 0 | 0 | 0 |
| Unemployment Insurance (EDD) | 6,417 | | 2,500 | 0 | 2,500 |
| Subtotal: | \$ 196,952 | \$ 225,472 | \$ 195,000 | \$ 193,991 | \$ 195,000 |
| CONTRACTUAL SERVICES | | | | | |
| Contractual Services | | | 0 | 300 | |
| Health Benefit Plan Administration | \$ 1,748 | \$ 1,761 | 5,115 | 2,574 | 5,115 |
| Downtown Restroom Lease | \$ 10,814 | \$ 13,024 | 15,000 | 31,088 | 16,000 |
| Subtotal: | \$ 12,562 | \$ 14,785 | \$ 20,115 | \$ 33,962 | \$ 21,115 |
| INSURANCE | | | | | |
| Liability Premium (PLAN JPA) | 134,505 | 188,307 | 242,140 | 287,392 | 268,500 |
| Workers Compensation Premium (Bay Cities JPIA) | 172,642 | 172,598 | 189,924 | 208,155 | 225,000 |
| Worker's Compensation SIR | 21,346 | 15,348 | 25,000 | 45,292 | 25,000 |
| Property Premium (PLAN JPA) | 18,414 | 27,651 | 37,482 | 38,605 | 42,000 |
| Public Officials EO (PLAN JPA) | - | - | 1,000 | 1,000 | 1,000 |
| Employment Practices Liability (ERMA/Bay Cities) | 20,255 | 22,995 | 24,443 | 23,683 | 24,443 |
| Subtotal: | \$ 367,163 | \$ 426,899 | \$ 519,989 | \$ 604,126 | \$ 585,943 |
| INTERGOVERNMENT, AGENCY & JPA | | | | | |
| Animal Control JPA (MGSA) | 129,508 | 97,856 | 105,284 | 105,284 | 108,000 |
| Cable Telecom JPA-Media Center | | | - | - | |
| Chamber of Commerce TOT 5% | 11,478 | 25,091 | 37,500 | 32,500 | 40,000 |
| Destination:Tiburon TOT 5% | 15,887 | 25,091 | 37,500 | 32,500 | 40,000 |
| Transportation Authority of Marin JPA | 17,306 | 17,358 | 19,094 | 19,094 | 19,675 |
| MERA Radio Acquisition JPA (Bond) | 44,304 | 5,076 | 6,000 | 0 | 6,000 |
| MERA Radio Acquisition JPA (Operating) | 47,225 | 53,945 | 56,074 | 60,943 | 56,074 |
| Emergency Management Planning JPA | 965 | - | 965 | 0 | 965 |
| Hazardous Materials JPA | 2,805 | 2,805 | 2,945 | 2,945 | 3,250 |
| Marin Mediation Services (MGSA) | - | 3,239 | 3,500 | 3,411 | 3,500 |
| Richardson Bay Regional Agency JPA | 88,333 | 90,270 | 162,500 | 160,329 | 175,000 |
| Stormwater Runoff (MCSTOPP) JPA | 28,430 | 28,826 | 28,430 | 32,559 | 32,500 |
| Street Light Acquisition Dues (MGSA) | - | 500 | 500 | 500 | 500 |
| MCCMC Lobbyist & Legislative Support | - | 7,566 | 4,250 | 4,014 | 4,250 |
| LAFCO | 5,819 | 5,346 | 5,900 | 5,579 | 5,900 |
| Marin Map (MGSA) | - | - | 9,000 | 9,000 | 9,000 |
| Marin General Services Authority (General) | - | 12,887 | 8,588 | 8,588 | 5,000 |
| Marin Clean Energy JPA (MGSA) | - | 2,500 | 5,068 | 5,068 | 5,100 |
| Cal Fire Contract (Angel Island) | 26,882 | 27,471 | 29,000 | 29,118 | 32,500 |
| Yellow School Bus Contribution | 144 | 20,000 | 190,000 | 147,000 | 145,000 |
| Contributions/Donations (Welcome Center) | 20,000 | 169,789 | 20,000 | 20,000 | - |
| Contributions/Donations (Ranch) | 20,000 | - | - | 0 | - |
| Contributions/Donations | 150,000 | 6,000 | 15,000 | 0 | 15,000 |
| Professional Consultants | | 93,450 | | 0 | |
| Late Night Ferry Service | | 186,637 | | 0 | |
| Contributions/Donations (Library) | | 150,000 | 150,000 | 150,000 | - |
| Subtotal: | \$ 609,086 | \$ 1,086,583 | \$ 897,098 | \$ 828,431 | \$ 707,214 |
| TOTAL DEPARTMENT | \$ 1,185,762 | \$ 1,753,738 | \$ 1,632,202 | \$ 1,660,510 | \$ 1,509,272 |

Non-Departmental

NON-DEPARTMENTAL-LOW-MOD HOUSING

| OBJECT SUMMARY | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|----------------------------------|---------------------------|---------------------------|----------------------------|------------------------------|-----------------------------|
| EXPENDITURES | | | | | |
| SALARY & WAGES | | | | | |
| EMPLOYEE BENEFITS | | | | | |
| SUPPLIES & SERVICES | | | | | |
| Department Supplies & Expenses | - | - | - | - | - |
| Conferences & Memberships | | | | | |
| Contractual Services | - | - | - | - | - |
| Insurances | | | | | |
| Intergovernmental & Agency | 23,548 | 11,249 | 11,474 | 11,474 | 11,703 |
| Equipment Supplies & Maintenance | - | - | - | - | - |
| Total Supplies & Services | \$ 23,548 | \$ 11,249 | \$ 11,474 | \$ 11,474 | \$ 11,703 |
| CAPITAL OUTLAY ALLOWANCE | | | | | |
| CAPITAL PROJECT EXPENSES | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL EXPENDITURES | \$ 23,548 | \$ 11,249 | \$ 11,474 | \$ 11,474 | \$ 11,703 |
| STAFFING LEVEL - None | | | | | |

Non-Departmental

NON-DEPARTMENTAL-LOW-MOD HOUSING

| Account Description | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|--|-------------------|-------------------|--------------------|----------------------|---------------------|
| SUPPLIES & SERVICES | | | | | |
| INTERGOVERNMENT, AGENCY & JPA | | | | | |
| Marin Housing Authority JPA | 11,024 | 11,249 | 11,474 | 11,474 | 11,703 |
| Marin Homelessness Contribution | 12,524 | \$ - | - | | |
| Subtotal: | \$ 23,548 | \$ 11,249 | \$ 11,474 | \$ 11,474 | \$ 11,703 |
| Total Supplies & Services: | \$ 23,548 | \$ 11,249 | \$ 11,474 | \$ 11,474 | \$ 11,703 |
| TOTAL DEPARTMENT | \$ 23,548 | \$ 11,249 | \$ 11,474 | \$ 11,474 | \$ 11,703 |

| | |
|-------------------------|--------------------------------|
| Non-Departmental | Town-Owned Housing Fund |
|-------------------------|--------------------------------|

NON-DEPARTMENTAL-TOWN OWNED HOUSING

| OBJECT SUMMARY | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|----------------------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| EXPENDITURES | | | | | |
| SALARY & WAGES | | | | | |
| EMPLOYEE BENEFITS | | | | | |
| SUPPLIES & SERVICES | | | | | |
| Department Supplies & Expenses | 9,416 | 7,119 | 9,699 | 8,694 | 9,699 |
| Contractual Services | 9,600 | - | 9,600 | 9,600 | 9,600 |
| Equipment Supplies & Maintenance | 63,949 | 56,128 | 65,000 | 71,536 | 65,000 |
| Total Supplies & Services | \$ 82,965 | \$ 63,246 | \$ 84,299 | \$ 89,830 | \$ 84,299 |
| CAPITAL OUTLAY EXPENSE | \$ - | \$ - | \$ - | \$ - | \$ - |
| CAPITAL OUTLAY ALLOWANCE | \$ - | \$ - | \$ - | \$ - | \$ - |
| CAPITAL PROJECT EXPENSES | \$ 13,143 | \$ 4,031 | \$ 27,500 | \$ 27,500 | \$ 27,500 |
| TOTAL EXPENDITURES | \$ 96,108 | \$ 67,277 | \$ 111,799 | \$ 117,330 | \$ 111,799 |
| STAFFING LEVEL | | | | | |
| None | - | - | - | - | - |
| TOTAL STAFFING | - | - | - | - | - |

Non-Departmental

NON-DEPARTMENTAL-TOWN OWNED HOUSING

| Account Description | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|---|-------------------|-------------------|--------------------|----------------------|---------------------|
| SUPPLIES & SERVICES | | | | | |
| DEPARTMENT SUPPLIES & EXPENSES | | | | | |
| Property Tax Payments | 9,416 | 7,119 | 9,699 | 8,694 | 9,699 |
| Subtotal: | \$ 9,416 | \$ 7,119 | \$ 9,699 | \$ 8,694 | \$ 9,699 |
| CONTRACTUAL SERVICES | | | | | |
| Contractual services (Cost Recovery) | 9,600 | - | 9,600 | 9,600 | 9,600 |
| Subtotal: | \$ 9,600 | \$ - | \$ 9,600 | \$ 9,600 | \$ 9,600 |
| EQ SUPPLIES & MAINTENANCE | | | | | |
| Property Management (HOA) | 63,949 | 56,128 | 65,000 | 71,536 | 65,000 |
| Subtotal: | \$ 63,949 | \$ 56,128 | \$ 65,000 | \$ 71,536 | \$ 65,000 |
| Total Supplies & Services: | \$ 82,965 | \$ 63,246 | \$ 84,299 | \$ 89,830 | \$ 84,299 |
| CAPITAL EXPENSES | | | | | |
| PROPERTY ACQUISITION | | | | | |
| Purchase Real Property | | | | - | |
| Facility Alteration/Improvement | 13,143 | 4,031 | 7,500 | 7,500 | 7,500 |
| Unit 2 | | - | 2,500 | 2,500 | 2,500 |
| Unit 3 | | - | 2,500 | 2,500 | 2,500 |
| Unit 4 | | - | 2,500 | 2,500 | 2,500 |
| Unit 6 | | - | 2,500 | 2,500 | 2,500 |
| Unit 7 | | - | 2,500 | 2,500 | 2,500 |
| Unit 11 | | - | 2,500 | 2,500 | 2,500 |
| Unit 14 | | - | 2,500 | 2,500 | 2,500 |
| Unit 18 | | - | 2,500 | 2,500 | 2,500 |
| Subtotal: | \$ 13,143 | \$ 4,031 | \$ 27,500 | \$ 27,500 | \$ 27,500 |
| TOTAL DEPARTMENT | \$ 96,108 | \$ 67,277 | \$ 111,799 | \$ 117,330 | \$ 111,799 |

Non-Departmental

BELVEDERE-TIBURON LIBRARY AGENCY

| OBJECT SUMMARY | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|--------------------------------|---------------------------|---------------------------|----------------------------|------------------------------|-----------------------------|
| EXPENDITURES | | | | | |
| SALARY & WAGES | | | | | |
| EMPLOYEE BENEFITS | | | | | |
| SUPPLIES & SERVICES | | | | | |
| Department Supplies & Expenses | | | | | |
| Conferences & Memberships | | | | | |
| Contractual Services | | | | | |
| Insurances | | | | | |
| Intergovernmental & Agency | 2,004,791 | 2,198,764 | 1,880,840 | 1,880,840 | 2,003,094 |
| Total Supplies & Services | \$ 2,004,791 | \$ 2,198,764 | \$ 1,880,840 | \$ 1,880,840 | \$ 2,003,094 |
| CAPITAL OUTLAY EXPENSE | \$ - | \$ - | \$ - | \$ - | \$ - |
| CAPITAL OUTLAY ALLOWANCE | \$ - | \$ - | \$ - | \$ - | \$ - |
| CAPITAL PROJECT EXPENSES | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL EXPENDITURES | \$ 2,004,791 | \$ 2,198,764 | \$ 1,880,840 | \$ 1,880,840 | \$ 2,003,094 |
| | | | | | |
| | | | | | |

Non-Departmental**BELVEDERE-TIBURON LIBRARY AGENCY**

| Account Description | 2020/21 Actual | 2021/22 Actual | 2022/23 Adopted | 2022/23 Estimated | 2023/24 Proposed |
|---|---------------------------|---------------------------|----------------------------|------------------------------|-----------------------------|
| SUPPLIES & SERVICES | | | | | |
| INTERGOVERNMENT, AGENCY & JPA | | | | | |
| Payment to Library Agency (Property Tax proceeds) | 2,004,791 | 2,198,764 | 1,880,840 | 1,880,840 | 2,003,094 |
| Subtotal: | \$ 2,004,791 | \$ 2,198,764 | \$ 1,880,840 | \$ 1,880,840 | \$ 2,003,094 |
| Total Supplies & Services: | \$ 2,004,791 | \$ 2,198,764 | \$ 1,880,840 | \$ 1,880,840 | \$ 2,003,094 |
| TOTAL DEPARTMENT | \$ 2,004,791 | \$ 2,198,764 | \$ 1,880,840 | \$ 1,880,840 | \$ 2,003,094 |

CAPITAL OUTLAY & ALLOWANCE

Planned Capital Outlay Purchases

Planned Technology Outlay Purchases

Depreciation Allowance Schedule

Total proposed Department capital outlay purchases equal \$460,000. There are sufficient funds to cover the planned purchases, which includes upgrades to the Town Hall lobby, replacements Police Department Vehicle Patrol Car and Public Works dump truck and sidewalk scrubber.

Total proposed Department technology outlay purchases equal \$284,325. Periodically the depreciation allowance and technology fees are more than the planned purchases and excess funds are held in the Reserve for years when the allowance is less than the proposed purchases. There are sufficient funds to cover the planned purchases.

Operating Departments are charged a "Depreciation Allowance" that is paid from the Operating Fund to the General Fund Capital Equipment Replacement Reserve and the Technology Reserve. The Depreciation Allowance represents an estimate of the annual amount that Departments are to be assessed in order to fund future equipment purchases. Planned Department Capital Outlay purchases are made from the Capital Equipment Replacement Reserve.

Planned Capital Equipment Outlay Purchases

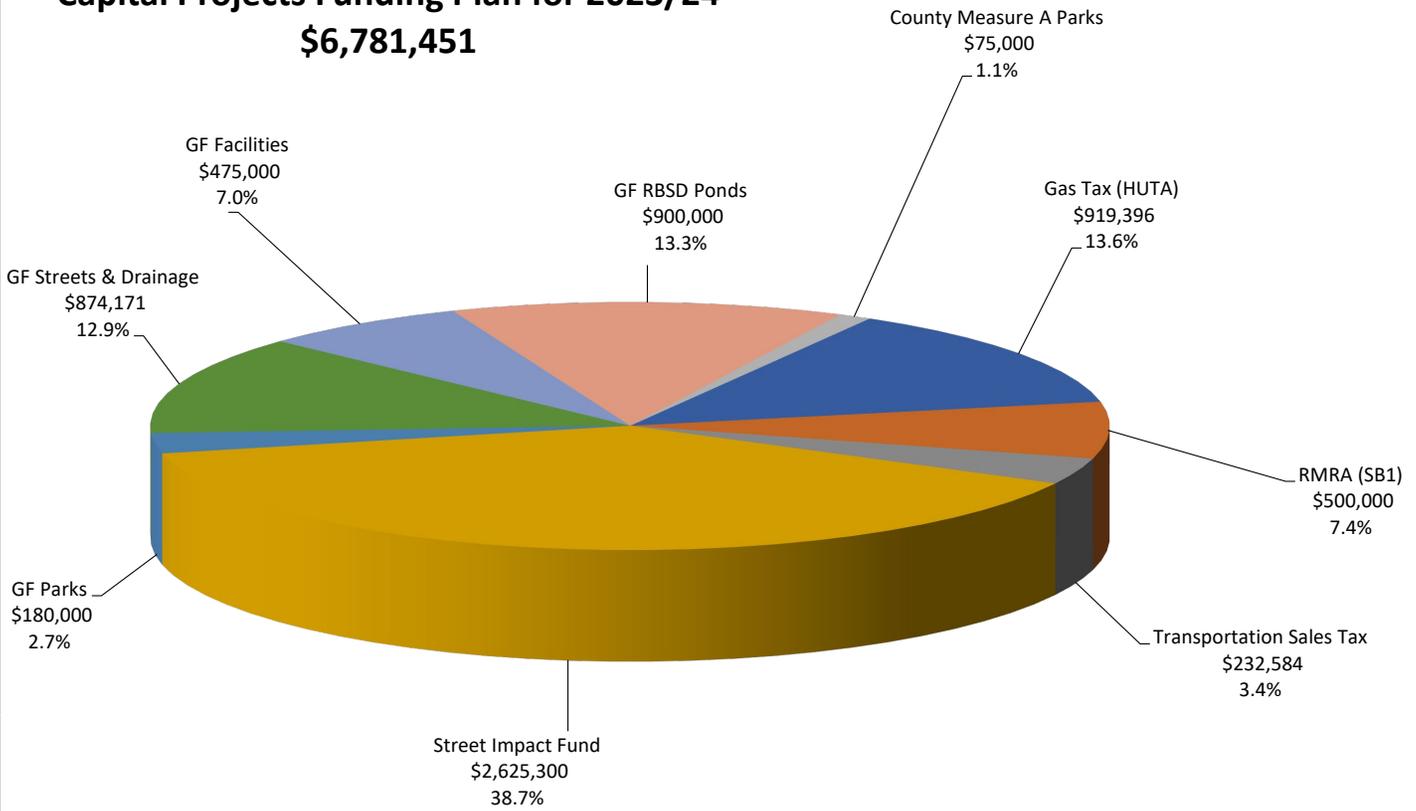
| DEPARTMENT & ITEM DESCRIPTION | AMOUNT |
|--|-------------------|
| TOWN ADMINISTRATION | |
| Town Hall Furniture (Reserve Fund) | 20,000 |
| Total Town Administration | \$ 20,000 |
| COMMUNITY DEVELOPMENT | |
| Vehicles & Set Up | 55,000 |
| Total Community Development | \$ 55,000 |
| POLICE | |
| Vehicles & Setup - Patrol Car | 225,000 |
| Total Police | \$ 225,000 |
| PUBLIC WORKS | |
| Vehicles & Setup | 160,000 |
| Video/Camera Equipment | - |
| Total Public Works | \$ 160,000 |
| Total Planned Capital Outlay Purchases: | \$ 460,000 |

CAPITAL OUTLAY**Fiscal Year 2023-24****Planned Technology Outlay Purchases**

| DEPARTMENT & ITEM DESCRIPTION | AMOUNT |
|---|----------------|
| TOWN ADMINISTRATION | |
| Replacement Computers & Monitors (4) | 5,000 |
| Misc. Computer Parts | 2,600 |
| Software & Licenses | 35,000 |
| Copier Maintenance | 4,000 |
| LaserFische Ann. Maint. | 5,100 |
| Financial Software Purchase | 0 |
| Incode 10 Annual Maintenance | 23,500 |
| Total Town Administration | 75,200 |
| COMMUNITY DEVELOPMENT | |
| Replacement Computers & Monitors (4) | 3,000 |
| Misc. Computer Parts | 1,500 |
| Contractual Services | 32,500 |
| TrakiT Permit Software Annual Fee | 13,125 |
| eTrak (Citizen Portal) Annual Fee | 0 |
| iTrak (Field Portal) Annual Fee | 12,500 |
| Permit Software Upgrades | |
| Total Community Development | 62,625 |
| POLICE | |
| Replacement Computers & Monitors | 8,000 |
| Misc. Computer Parts | 1,500 |
| Patrol Laptops | 45,000 |
| Phone System Upgrade | 0 |
| License Plate Reader Cameras Subsc. | 7,500 |
| Axon Annual Contract - Cameras/Tasers | 37,500 |
| Total Police | 99,500 |
| PUBLIC WORKS | |
| MERA Radios | 30,000 |
| Replacement Computers & Monitors (1) | 5,000 |
| Misc. Computer Parts | 500 |
| Maintenance Sched. Software - Annual Fee | 11,500 |
| Telecommunication Equipment | 0 |
| Total Public Works | 47,000 |
| Total Planned Technology Outlay Purchases: | 284,325 |

CAPITAL PROJECTS FUNDING - ALL CATEGORIES

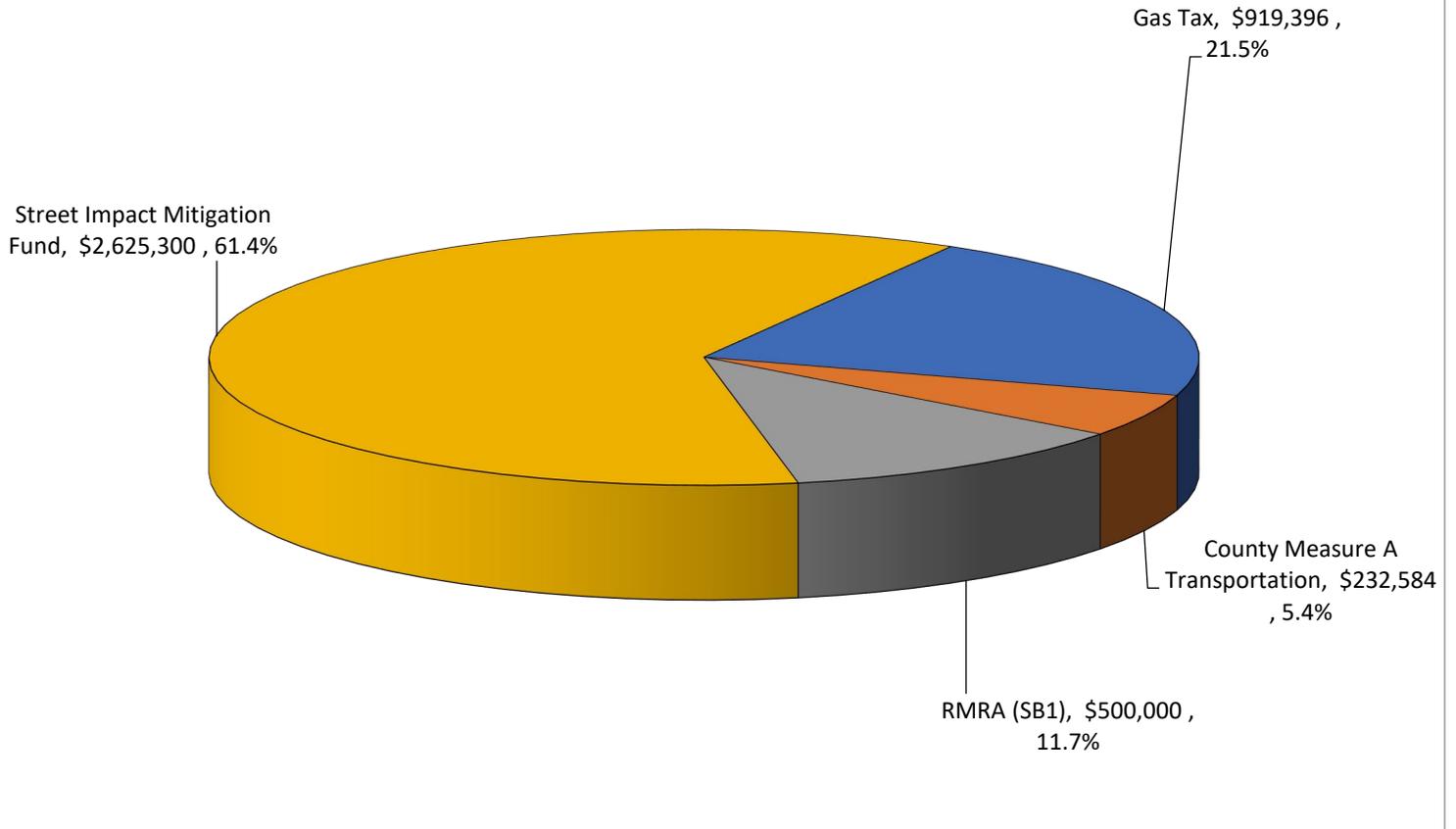
Capital Projects Funding Plan for 2023/24
\$6,781,451



| Source of Funds | Amount |
|-----------------------------------|---------------------|
| Gas Tax (HUTA) | \$ 919,396 |
| RMRA (SB1) | \$ 500,000 |
| Transportation Sales Tax | \$ 232,584 |
| Street Impact Fund | \$ 2,625,300 |
| GF Parks | \$ 180,000 |
| GF Streets & Drainage | \$ 874,171 |
| GF Facilities | \$ 475,000 |
| GF RBSD Ponds | \$ 900,000 |
| County Measure A Parks | \$ 75,000 |
| Total Funding All Sources: | \$ 6,781,451 |

Overview of Streets Project Funding

Projects Funding Plan for 2023/24
\$4,277,280



Planned Streets Projects Funding

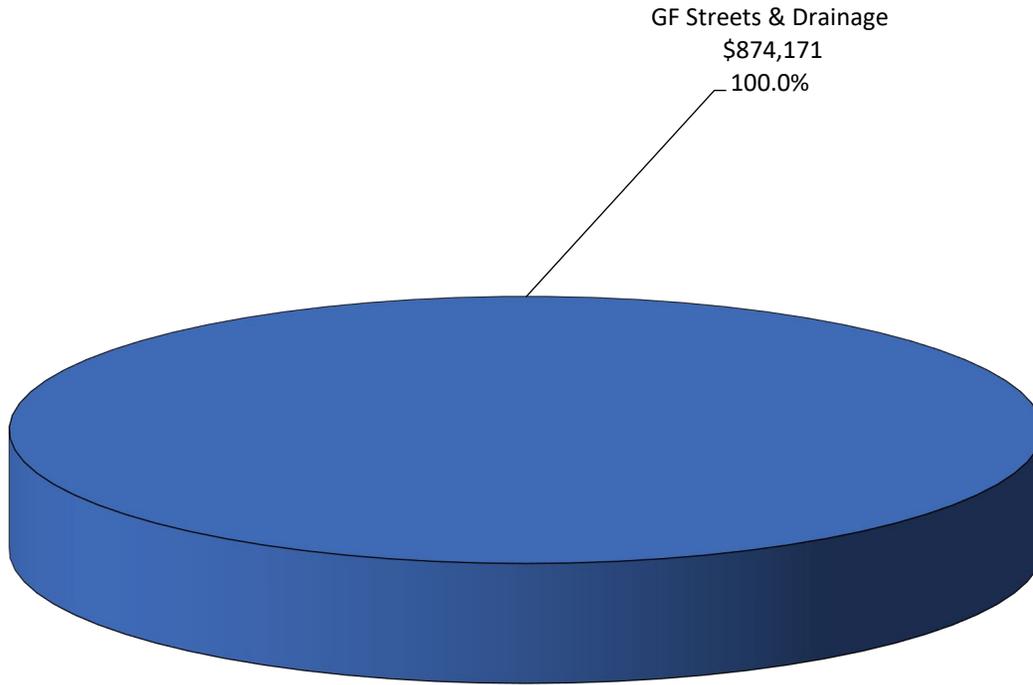
| Source of Funds | Amount |
|---------------------------------|---------------------|
| Gas Tax | \$ 919,396 |
| County Measure A Transportation | \$ 232,584 |
| RMRA (SB1) | \$ 500,000 |
| Street Impact Mitigation Fund | \$ 2,625,300 |
| Total Funding: | \$ 4,277,280 |

| Capital Improvement Program Plan | | Fiscal Year 2023/24 | | |
|--|----------------------|---------------------|---------------------------------|---------------------|
| Street Improvement Projects | | | | |
| Project | Project Notes | Status | Proposed Funding Source | AMOUNT |
| Streets Resurfacing & Improvement | | | | |
| Bicycle & Pedestrian Improvements | Various Improvements | Annual Program | County Measure A Transportation | \$50,000 |
| Brick Crosswalk Rehabilitation | Analysis & Design | New | Gas Tax | \$60,000 |
| Main Street Seawall Maintenance (Intersection of Beach Rd) | Construction | New | Gas Tax | \$250,000 |
| Pavement Maintenance & Rehabilitation | Various Improvements | Annual Program | Gas Tax | \$459,396 |
| Pavement Maintenance & Rehabilitation | Various Improvements | Annual Program | RMRA (SB1) | \$500,000 |
| Pavement Maintenance & Rehabilitation | Various Improvements | Annual Program | County Measure A Transportation | \$182,584 |
| Pavement Maintenance & Rehabilitation | Various Improvements | Annual Program | Street Impact Mitigation | \$2,625,300 |
| Spanish Trail Roadway Stabilization | Construction | New | Gas Tax | \$150,000 |
| Total Proposed Streets Projects | | | | \$ 4,277,280 |

Overview of Drainage Project Funding

Projects Funding Plan for 2023/24

\$874,171



Planned Drainage Project Funding

| Source of Funds | Amount |
|-----------------------|-------------------|
| GF Streets & Drainage | \$ 874,171 |
| Total Funding: | \$ 874,171 |

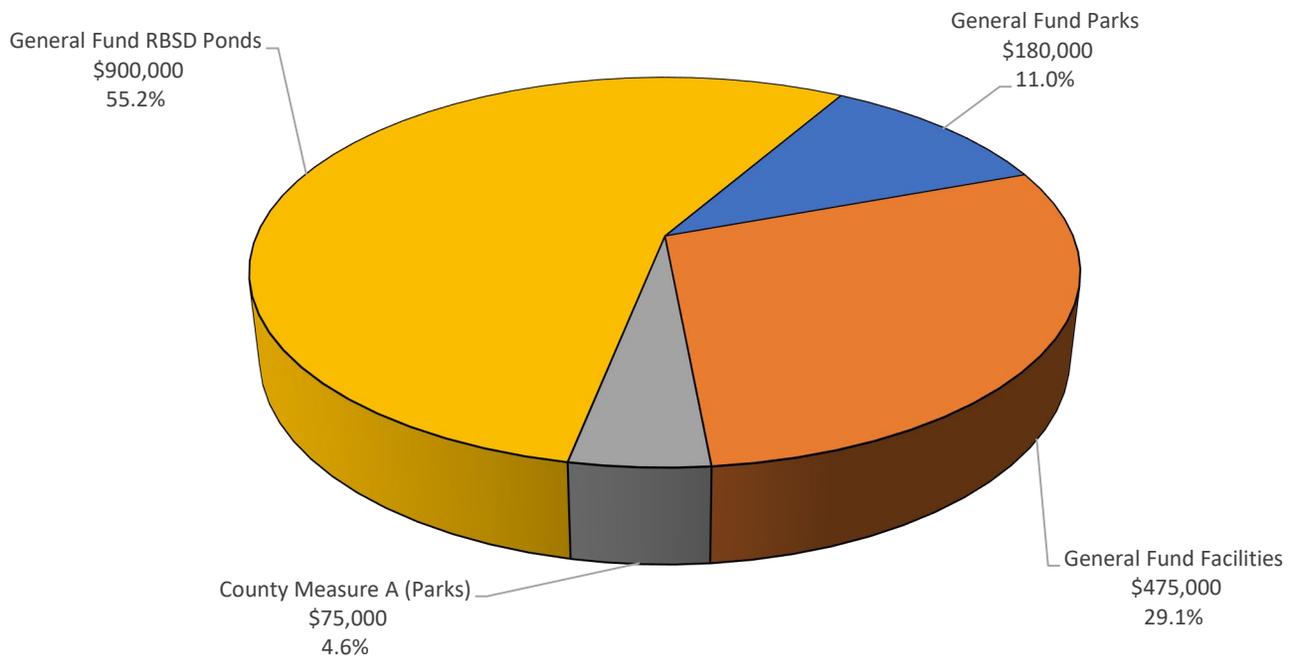
Capital Improvement Program Plan**Fiscal Year 2023/24****Drainage Improvement Projects**

| Project | Project Notes | Status | Proposed Funding Source | AMOUNT |
|--|---|----------------|--------------------------------|-------------------|
| Storm Drain Maintenance & Rehabilitation | Storm Drain Replacement Project Future Project Design | Annual Program | GF Streets & Drainage | 60,000 |
| Storm Drain Maintenance & Rehabilitation | Storm Drain Replacement Project | Annual Program | GF Streets & Drainage | 569,171 |
| Railroad Marsh Basin Maintenance | Railroad Marsh Maintenance | Annual Program | GF Streets & Drainage | 245,000 |
| Total Proposed Drainage Projects | | | | \$ 874,171 |

Overview of Community Project Funding

Projects Funding Plan for FY 2023/24

\$1,630,000



Planned Community Development Project Funding

| Source of Funds | Amount |
|--------------------------|---------------------|
| General Fund Parks | \$ 180,000 |
| General Fund Facilities | \$ 475,000 |
| County Measure A (Parks) | \$ 75,000 |
| General Fund RBSD Ponds | \$ 900,000 |
| Total Funding: | \$ 1,630,000 |

Community & Miscellaneous Projects

| Project | Project Notes | Status | Proposed Funding Source | AMOUNT |
|--|--------------------------|----------------|--------------------------------|---------------------|
| Buildings & Facilities | | | | |
| Dairy Knoll Accessibility Improvements | Construction | New | GF Facilities | 20,000 |
| Lyford's Stone Tower Property Acquisition | Acquisition | New | GF Facilities | 30,000 |
| Police Department Locker Room Remodel | Construction | New | GF Facilities | 200,000 |
| Police Department Flooring Replacement | Construction | New | GF Facilities | 30,000 |
| SNAP Radio Upgrades | Design | New | GF Facilities | 20,000 |
| Town Hall Facility EV Charging Stations | Construction | New | GF Facilities | 100,000 |
| Town Hall Facility Generator Transfer Switch Replacement | Construction | New | GF Facilities | 75,000 |
| Park Facilities | | | | |
| Open Space Management | Construction | Annual Program | County Measure A (Parks) | 75,000 |
| Open Space Management | Construction | Annual Program | General Fund Parks | 180,000 |
| RBSD Pond Site Acquisition & Remediation | Acquisition/Construction | New | RBSD Reserve Fund | 900,000 |
| Total Proposed Projects | | | | \$ 1,630,000 |

| Capital Improvement Plan Project Summary (Adopted FY2023-24) | |
|--|--------------|
| Project | 2023-24 |
| Bicycle & Pedestrian Improvements Program | |
| Bicycle & Pedestrian Improvements Projects | \$ 50,000 |
| Open Space Management Program | |
| Fire Road Maintenance | \$ 100,000 |
| Open Space Management Vegetation Management Construction Projects | \$ 155,000 |
| Pavement Maintenance & Rehabilitation Program | |
| Eastview Avenue Rehabilitation | \$ 574,027 |
| 2023 Various Streets Pavement Rehabilitation Digout and Overlay Project | \$ 1,780,038 |
| 2022 Various Streets Pavement Maintenance Slurry Seal Project | \$ 1,263,215 |
| Pavement Maintenance & Rehabilitation Project Design | \$ 150,000 |
| Storm Drain Maintenance & Rehabilitation Program | |
| 2023 Storm Drain Rehabilitation Lining Project (Construction carryover of FY22-23 project) | \$ 569,171 |
| Storm Drain Maintenance & Rehabilitation Project Annual Funding | \$ 60,000 |
| Railroad Marsh Basin Maintenance Project Annual Funding | \$ 245,000 |
| Capital Improvement Projects | |
| Brick Crosswalk Rehabilitation Analysis & Design | \$ 60,000 |
| Dairy Knoll Accessibility Improvements | \$ 20,000 |
| Lyford's Stone Tower Property Acquisition | \$ 30,000 |
| Main Street Seawall Repairs (Design Carryover & Construction) | \$ 250,000 |
| Police Department Locker Room Remodel | \$ 200,000 |
| Police Department Flooring Replacement | \$ 30,000 |
| RBSD Pond Site Acquisition & Remediation Project | \$ 900,000 |
| SNAP Radio Upgrades (Project not started in FY22-23) | \$ 20,000 |
| Spanish Trail Roadway Stabilization | \$ 150,000 |
| Town Hall Facility EV Charging Stations (Project not started in FY22-23) | \$ 100,000 |
| Town Hall Facility Generator Transfer Switch Replacement (Project not started in FY22-23) | \$ 75,000 |
| <i>Total</i> | \$ 6,781,451 |

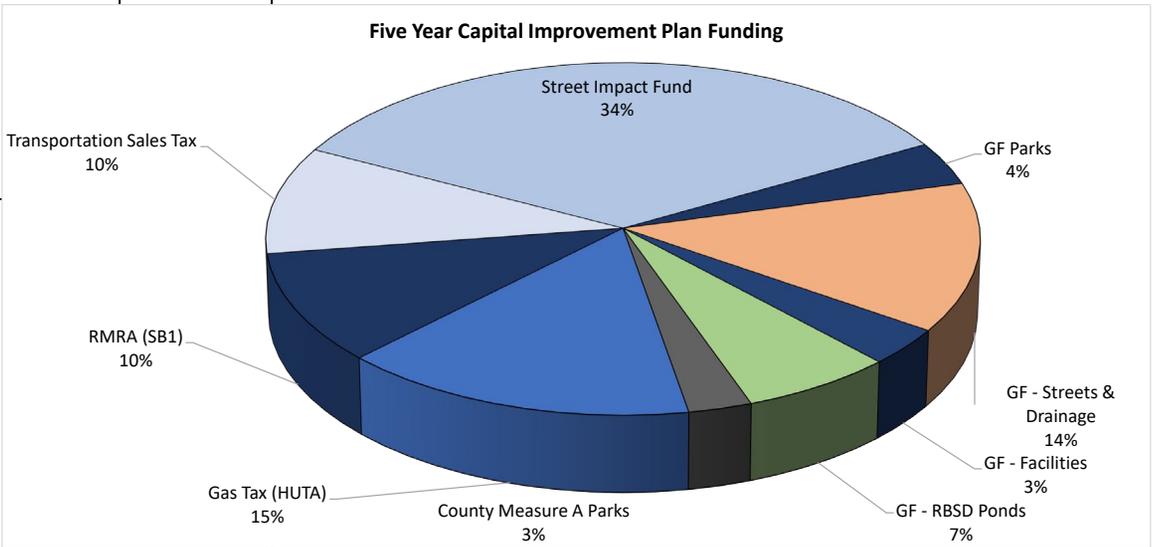
| Five Year Capital Improvement Plan Project Summary (Adopted FY2023-24) | | | | | | |
|--|--------------|--------------|--------------|--------------|--------------|-----------------|
| Project | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | Five Year Total |
| Bicycle & Pedestrian Improvements Program | | | | | | |
| Bicycle & Pedestrian Improvements Projects | \$ 50,000 | \$ 50,000 | \$ 50,000 | \$ 50,000 | \$ 50,000 | |
| <i>Bicycle & Pedestrian Improvements Program Annual Funding Total</i> | \$ 50,000 | \$ 50,000 | \$ 50,000 | \$ 50,000 | \$ 50,000 | \$ 250,000 |
| Open Space Management Program | | | | | | |
| Fire Road Maintenance | \$ 100,000 | | | | | |
| Open Space Management Construction Projects | \$ 155,000 | \$ 160,000 | \$ 165,000 | \$ 170,000 | \$ 175,000 | |
| <i>Open Space Management Program Annual Funding Total</i> | \$ 255,000 | \$ 160,000 | \$ 165,000 | \$ 170,000 | \$ 175,000 | \$ 925,000 |
| Pavement Maintenance & Rehabilitation Program | | | | | | |
| Eastview Avenue Rehabilitation | \$ 574,027 | | | | | |
| 2023 Various Streets Pavement Rehabilitation Digout and Overlay Project | \$ 1,780,038 | | | | | |
| 2022 Various Streets Pavement Maintenance Slurry Seal Project | \$ 1,263,215 | | | | | |
| Pavement Maintenance & Rehabilitation Projects | \$ 150,000 | \$ 1,447,500 | \$ 997,500 | \$ 1,547,000 | \$ 997,500 | |
| <i>Pavement Maintenance & Rehabilitation Program Total</i> | \$ 3,767,280 | \$ 1,447,500 | \$ 997,500 | \$ 1,547,000 | \$ 997,500 | \$ 6,756,780 |
| Storm Drain Maintenance & Rehabilitation Program | | | | | | |
| 2023 Storm Drain Rehabilitation Lining Project (Construction carryover of FY22-23 project) | \$ 569,171 | | | | | |
| Storm Drain Maintenance & Rehabilitation Project Annual Funding | \$ 60,000 | \$ 350,000 | \$ 60,000 | \$ 350,000 | \$ 60,000 | \$ 880,000 |
| Railroad Marsh Basin Maintenance Project Annual Funding | \$ 245,000 | \$ 60,000 | \$ 60,000 | \$ 130,000 | \$ 60,000 | \$ 555,000 |
| <i>Storm Drain Maintenance & Rehabilitation Program Total</i> | \$ 874,171 | \$ 410,000 | \$ 120,000 | \$ 480,000 | \$ 120,000 | \$ 2,004,171 |
| Capital Improvement Projects | | | | | | |
| Brick Crosswalk Rehabilitation Analysis & Design | \$ 60,000 | \$ - | \$ - | \$ - | \$ - | \$ 60,000 |
| Dairy Knoll Accessibility Improvements | \$ 20,000 | \$ - | \$ - | \$ - | \$ - | \$ 20,000 |
| Lyford's Stone Tower Property Acquisition | \$ 30,000 | \$ - | \$ - | \$ - | \$ - | \$ 30,000 |
| Main Street Seawall Repairs (Design Carryover & Construction) | \$ 250,000 | \$ - | \$ - | \$ - | \$ - | \$ 250,000 |
| Police Department Locker Room Remodel | \$ 200,000 | \$ - | \$ - | \$ - | \$ - | \$ 200,000 |
| Police Department Flooring Replacement | \$ 30,000 | \$ - | \$ - | \$ - | \$ - | \$ 30,000 |
| RBSD Pond Site Acquisition & Remediation Project | \$ 900,000 | \$ - | \$ - | \$ - | \$ - | \$ 900,000 |
| SNAP Radio Upgrades (Project not started in FY22-23) | \$ 20,000 | \$ - | \$ - | \$ - | \$ - | \$ 20,000 |
| Spanish Trail Roadway Stabilization | \$ 150,000 | \$ - | \$ - | \$ - | \$ - | \$ 150,000 |
| Town Hall Facility EV Charging Stations (Project not started in FY22-23) | \$ 100,000 | \$ - | \$ - | \$ - | \$ - | \$ 100,000 |
| Town Hall Facility Generator Transfer Switch Replacement (Project not started in FY22-23) | \$ 75,000 | \$ - | \$ - | \$ - | \$ - | \$ 75,000 |
| <i>Total</i> | \$ 6,781,451 | \$ 2,067,500 | \$ 1,332,500 | \$ 2,247,000 | \$ 1,342,500 | \$ 13,770,951 |

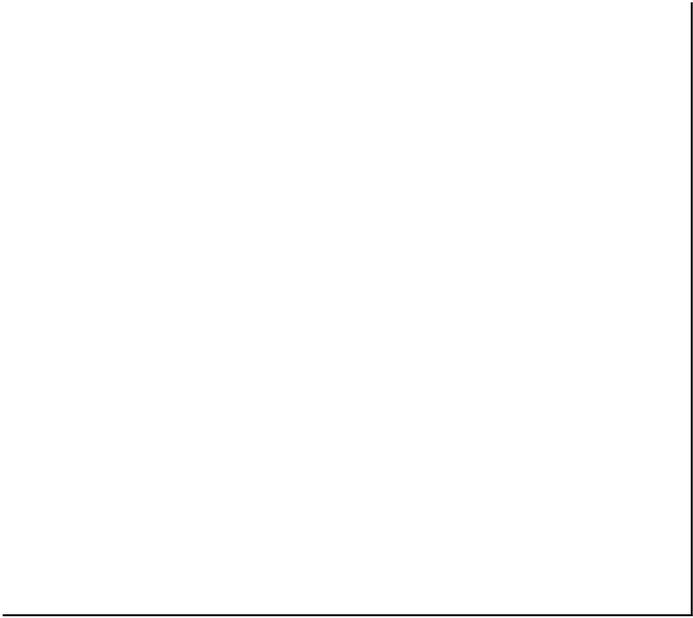
| Five Year Capital Improvement Plan Funding | | | | | | | |
|--|--------|---------------------|---------------------|---------------------|---------------------|---------------------|----------------------|
| Source of Funds | Fund | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | Five Year Total |
| State/Regional | | | | | | | |
| Gas Tax (HUTA) | 290 | \$ 919,396 | \$ 60,000 | \$ 532,900 | \$ 60,000 | \$ 532,900 | \$ 2,105,196 |
| RMRA (SB1) | 296 | \$ 500,000 | \$ 225,622 | \$ 225,622 | \$ 225,622 | \$ 225,622 | \$ 1,402,488 |
| Measure "A" Transportation Sales Tax | 292 | \$ 232,584 | \$ 282,584 | \$ 282,584 | \$ 282,584 | \$ 282,584 | \$ 1,362,920 |
| Town | | | | | | | |
| Street Impact Fund | 390 | \$ 2,625,300 | \$ 989,294 | \$ 6,394 | \$ 1,088,794 | \$ 6,394 | \$ 4,716,176 |
| GF Corp Yard | 111 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| GF Parks | 185 | \$ 180,000 | \$ 85,000 | \$ 90,000 | \$ 95,000 | \$ 100,000 | \$ 550,000 |
| GF Streets & Drainage | 191 | \$ 874,171 | \$ 350,000 | \$ 120,000 | \$ 420,000 | \$ 120,000 | \$ 1,884,171 |
| GF Facilities | 194 | \$ 475,000 | \$ - | \$ - | \$ - | \$ - | \$ 475,000 |
| GF RBSD Ponds | 182 | \$ 900,000 | \$ - | \$ - | \$ - | \$ - | \$ 900,000 |
| Other | | | | | | | |
| Grant - TAM SR2S | 270 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Grant - Prop 68 (Parks) | 280 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Assessments U/G | Varies | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| County Measure A Parks | 260 | \$ 75,000 | \$ 75,000 | \$ 75,000 | \$ 75,000 | \$ 75,000 | \$ 375,000 |
| Total | | \$ 6,781,451 | \$ 2,067,500 | \$ 1,332,500 | \$ 2,247,000 | \$ 1,342,500 | \$ 13,770,951 |

- Discretionary Set-Asides**
- PW Corp Yard Improvement
 - Park Development & ORT
 - Open Space Management
 - Streets & Drainage
 - Infrastructure & Facility Replacement
 - RBSD Ponds Fund

- Restricted Funds**
- County Measure A (Parks)
 - TAM Safe Routes to School
 - State Per Capita Grant (Parks)
 - State Gas Tax (HUTA)
 - County Measure A Trans (Sales Tax)
 - County Measure B Funds
 - RMRA (SB1 Funding)
 - Town Owned Housing Units

| | |
|--------------------------|----------------------|
| Gas Tax (HUTA) | \$ 2,105,196 |
| RMRA (SB1) | \$ 1,402,488 |
| Transportation Sales Tax | \$ 1,362,920 |
| Street Impact Fund | \$ 4,716,176 |
| GF Parks | \$ 550,000 |
| GF - Streets & Drainage | \$ 1,884,171 |
| GF - Facilities | \$ 475,000 |
| GF - RBSD Ponds | \$ 900,000 |
| County Measure A Parks | \$ 375,000 |
| Total | \$ 13,770,951 |





| | |
|--------------------|---|
| <i>Program:</i> | DEBT SERVICE PROGRAM |
| <i>Schedules:</i> | Bond Issue Information |
| <i>Commentary:</i> | <p>Principal, Interest & Fiscal Fees</p> <p>The Town's Debt Service Program is comprised of a consolidated municipal bond associated with the financing of public improvements in specific neighborhood, subdivision or development areas. Such issues have generally included 1915 Act, Mello-Roos Community Facilities Act, and Marks-Roos Local Bond Pooling Act bonds.</p> |

| Debt Service Program | | Fiscal Year 2023/24 | | | |
|--|-------------------|----------------------------|----------------------------|---------------------|--|
| Principal, Interest & Fees | | | | | |
| | | | | | |
| Bond Issue | Principal | Interest | Administration Fees | TOTAL | |
| 2016 Consolidated Reassessment District Refunding Bonds ¹ | 328,589 | 289,802 | - | 618,389 | |
| TPFA 2016 Refunding Revenue Bonds ¹ | 385,000 | 236,794 | - | 621,793 | |
| Virginia Underground District, Series A | 30,000 | 6,400 | - | 36,400 | |
| Virginia Underground District, Series B | - | 41,863 | - | 41,863 | |
| Hawthorne Undergrounding District | 180,000 | 166,013 | | 346,013 | |
| Total Debt Service: | \$ 923,589 | \$ 740,871 | \$ - | \$ 1,664,457 | |
| | | | | | |
| Bond Issue Information | | | | | |
| <p>2016 Consolidated Reassessment District Refunding Bonds & TPFA 2016 Refunding Revenue Bonds- Dated August 25, 2016. Amount \$9,889,321 with an interest range of .75% to 3.5%. Term 2016 to 2040. The bond was issued to refinance several assessment bonds to reduce payments to property owners. The refinanced bonds include the Del Mar Valley Undergrounding Assessment District, 2010 Del Mar Valley Supplemental Assessment District, Lyford Cove Undergrounding Assessment District, Main Street Assessment District, and Stewart Drive Undergrounding Assessment District.</p> <p>1. Assessments on properties within the 2016 Consolidated Reassessment District are based upon the annual debt service due on the 2016 Consolidated Reassessment District Refunding Bonds. Those assessments are then funneled up to pay the annual debt service on the TPFA 2016 Refunding Revenue Bonds.</p> | | | | | |

Bond Issue Information

| Issue | Description |
|---|--|
| 2016 Consolidated Reassessment District | 2016 Consolidated Reassessment District - Dated August 25, 2016. Amount \$9,889,321 with an interest range of .75% to 3.5%. Term 2016 to 2040. The bond was issued to refinance several assessment bonds to reduce payments to property owners. The refinanced bonds include the Del Mar Valley Undergrounding Assessment District, 2010 Del Mar Valley Supplemental Assessment District, Lyford Cove Undergrounding Assessment District, Main Street Assessment District, and Stewart Drive Undergrounding Assessment District. |

| | |
|-------------------|---|
| <i>Section</i> | SUPPLEMENTAL INFORMATION |
| <i>Schedules:</i> | Population, Tax Rate & Indebtedness |
| | Assessed Value of Property Assessor's Tax Roll Parcel Data Staff Positions |

| SUPPLEMENTAL INFORMATION | | | | | Fiscal Year 2023/24 | |
|----------------------------|---------------|---------------|-------------------------------|------------------|---|------------------------------|
| Assessed Value of Property | | | | | | |
| | Land | Improvements | Personal Property & Equipment | Less: Exemptions | Total Taxable Secured Assessed Value (AV) | Percent Change v. Prior Year |
| 1991 | 513,803,322 | 579,753,663 | 910,956 | (20,015,563) | \$ 1,074,452,378 | 11.7% |
| 1992 | 550,974,479 | 633,661,850 | 960,511 | (20,382,515) | \$ 1,165,214,325 | 8.4% |
| 1993 | 580,036,634 | 685,964,198 | 767,891 | (20,038,790) | \$ 1,246,729,933 | 7.0% |
| 1994 | 607,025,342 | 717,542,008 | 693,717 | (21,702,817) | \$ 1,303,558,250 | 4.6% |
| 1995 | 632,679,605 | 751,381,562 | 793,189 | (22,003,337) | \$ 1,362,851,019 | 4.5% |
| 1996 | 662,009,290 | 794,222,148 | 856,475 | (23,131,360) | \$ 1,433,956,553 | 5.2% |
| 1997 | 709,708,290 | 830,039,705 | 439,623 | (32,804,037) | \$ 1,507,383,581 | 5.1% |
| 1998 | 768,658,271 | 886,685,487 | 752,144 | (34,489,632) | \$ 1,621,606,270 | 7.6% |
| 1999 | 851,060,826 | 952,604,769 | 668,114 | (36,381,893) | \$ 1,767,951,816 | 9.0% |
| 2000 | 983,203,674 | 1,042,445,017 | 687,260 | (37,928,443) | \$ 1,988,407,508 | 12.5% |
| 2001 | 1,136,860,012 | 1,142,045,841 | 480,811 | (36,993,288) | \$ 2,242,393,376 | 12.8% |
| 2002 | 1,237,267,545 | 1,223,991,571 | 520,673 | (38,234,059) | \$ 2,423,545,730 | 8.1% |
| 2003 | 1,341,460,513 | 1,297,041,856 | 704,006 | (39,277,601) | \$ 2,599,928,774 | 7.3% |
| 2004 | 1,449,203,886 | 1,366,238,078 | 676,266 | (28,193,704) | \$ 2,787,924,526 | 7.2% |
| 2005 | 1,607,302,317 | 1,453,572,748 | 642,894 | (46,438,387) | \$ 3,015,079,572 | 8.1% |
| 2006 | 1,763,414,311 | 1,559,587,235 | 687,936 | (46,777,350) | \$ 3,276,912,132 | 8.7% |
| 2007 | 1,890,794,244 | 1,651,068,179 | 736,286 | (15,579,200) | \$ 3,527,019,509 | 7.6% |
| 2008 | 2,031,517,663 | 1,760,127,679 | 1,084,650 | (47,953,926) | \$ 3,744,776,066 | 6.2% |
| 2009 | 2,093,406,131 | 1,836,636,003 | 4,933,773 | (49,308,259) | \$ 3,885,667,648 | 3.8% |
| 2010 | 2,035,208,969 | 1,812,129,624 | 4,659,876 | (48,887,108) | \$ 3,803,111,361 | -2.1% |
| 2011 | 2,069,090,894 | 1,851,327,620 | 4,377,679 | (57,846,502) | \$ 3,866,949,691 | 1.7% |
| 2012 | 2,116,679,985 | 1,893,908,155 | 4,478,366 | (59,176,972) | \$ 3,955,889,534 | 2.3% |
| 2013 | 2,192,029,753 | 1,953,851,145 | 1,999,655 | (60,583,319) | \$ 4,087,297,234 | 3.3% |
| 2014 | 2,304,779,555 | 2,066,907,583 | 5,308,617 | (60,164,047) | \$ 4,316,831,708 | 5.6% |
| 2015 | 2,564,572,545 | 2,219,244,471 | 4,643,185 | (60,652,395) | \$ 4,727,807,806 | 9.5% |
| 2016 | 2,734,875,260 | 2,344,504,943 | 3,921,636 | (62,308,812) | \$ 5,020,993,027 | 6.2% |
| 2017 | 2,874,838,575 | 2,462,033,479 | 3,683,071 | (63,848,344) | \$ 5,276,706,781 | 5.1% |
| 2018 | 3,024,124,880 | 2,586,022,990 | 3,675,142 | (64,698,340) | \$ 5,549,124,672 | 5.2% |
| 2019 | 3,179,590,904 | 2,702,357,857 | 3,509,205 | (66,373,640) | \$ 5,819,084,326 | 4.9% |
| 2020 | 3,322,689,804 | 2,805,338,889 | 2,929,665 | (76,735,295) | \$ 6,054,223,063 | 4.0% |
| 2021 | 3,489,884,765 | 2,899,115,731 | 3,638,814 | (77,559,936) | \$ 6,315,079,374 | 4.3% |

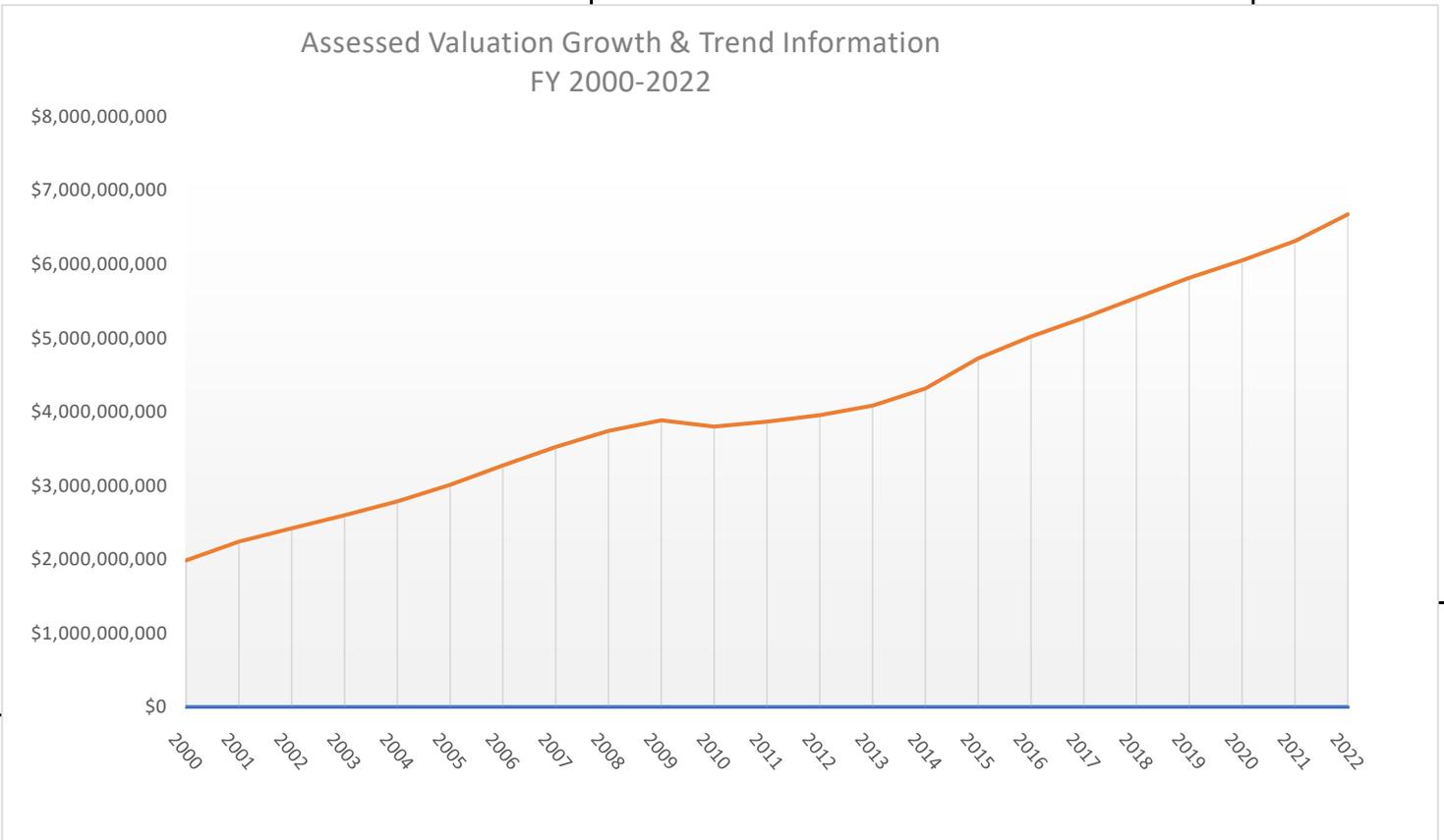
Assessed Value of Property

The Town of Tiburon has 3712 parcels of which 3,229 are Single-Family, 174 are Multiple-Family, and 57 are Commercial, the remainder are exempt or subject to exemption from regular tax assessments.

Since Fiscal Year 1983 assessed value has grown at an average annual rate of 8.03%. Some of the growth is due to occasional annexation, a portion to in-fill construction and development, and a share is attributable to Bay Area real estate market conditions.

| | |
|------------------------------------|------------------|
| Current Assessed Valuation | \$ 6,678,104,446 |
| Assessed Valuation on July 1, 1983 | \$ 395,258,102 |
| Average Annual Growth Since 1983 | 8.03% |

**Assessed Valuation Growth & Trend Information
FY 2000-2022**



SUPPLEMENTAL INFORMATION

Fiscal Year 2023/24

Assessor's Tax Roll Parcel Data

| Use Code | Use Status | Parcel Count | As Percent of Total Parcels | Total Assessed Value | As Percent of Assessed Value | Average Assessed Value Per Parcel |
|---------------------------|-------------------------|--------------|--------------------------------|-------------------------|---------------------------------|--------------------------------------|
| SINGLE FAMILY RESIDENTIAL | Vacant - Unimproved | 110 | 3.0% | 47,210,881 | 0.7% | 429,190 |
| | Improved - Detached | 2,471 | 66.6% | 5,489,794,158 | 81.3% | 2,221,689 |
| | Improved - Attached | 644 | 17.3% | 670,816,011 | 9.9% | 1,041,640 |
| MULTIPLE RESIDENTIAL | Unimproved | 7 | 0.2% | 3,244,519 | 0.0% | 463,503 |
| | Improved | 168 | 4.5% | 329,799,130 | 4.9% | 1,963,090 |
| COMMERCIAL | Unimproved | 8 | 0.2% | 456,418 | 0.0% | 57,052 |
| | Improved | 50 | 1.3% | 144,868,148 | 2.1% | 2,897,363 |
| INDUSTRIAL LAND | Unimproved | 1 | 0.03% | 2,541 | 0.0000% | 2,541 |
| SUBJECT TO EXEMPTION | Unimproved | 11 | 0.3% | 316,216 | 0.0% | 28,747 |
| | Improved | 39 | 1.1% | 69,777,584 | 1.0% | 1,789,169 |
| TAX EXEMPT | | 176 | 4.7% | 176 | 0.0% | 1 |
| COMMON AREA PARCEL | Homeowner's Association | 27 | 0.7% | 10,359 | 0.0% | 384 |
| Column Totals: | | 3712 | 100.0% | \$ 6,756,296,141 | 100.0% | \$ 1,820,123 |

Source: Marin County Office of Assessor-Recorder

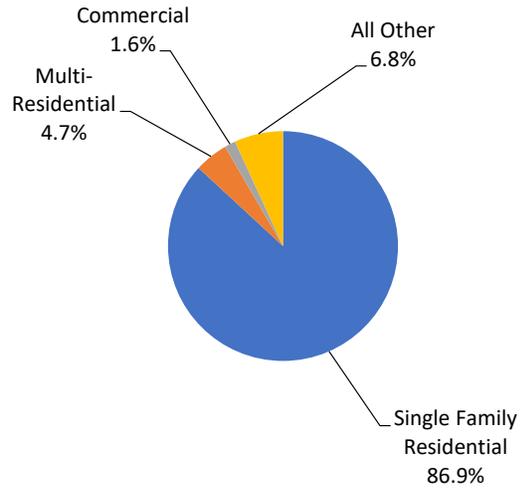
Assessor's Tax Roll Parcel Data

The Town of Tiburon has 3712 parcels of which 3,225 are Single-Family, 175 are Multiple-Family, and 58 are Commercial, the remainder are exempt or subject to exemption from regular tax assessments.

A total of 110 Single-Family parcels are unimproved, some of which are "scraps or "strips" and are undevelopable.

The Town-wide average assessed value per parcel is \$1,820,123
 The average assessed value for an improved detached Single-Family parcel is \$2,221,689 for an attached townhouse-type unit it is \$1,041,640.

Tiburon Parcels By Land-Use Type



| <i>Parcel Type</i> | <i>Number</i> | <i>Total AV</i> |
|---------------------------|---------------|-------------------------|
| Single Family Residential | 3,225 | \$ 6,207,821,050 |
| Multi-Residential | 175 | 333,043,649 |
| Commercial | 58 | 145,324,566 |
| All Other | 254 | 70,106,876 |
| Total Parcels: | 3,712 | \$ 6,756,296,141 |

SUPPLEMENTAL INFORMATION**Fiscal Year 2023/24****Staff Positions**

| Position | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|-------------------------------------|----------------|----------------|----------------|----------------|
| TOWN ADMINISTRATIVE SERVICES | | | | |
| Town Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Town Attorney | - | - | - | - |
| Town Clerk | 1.00 | 1.00 | 1.00 | 1.00 |
| Office Assistant | 1.00 | 1.00 | 1.00 | 1.00 |
| Admin. Services Direrctor | 1.00 | 1.00 | 1.00 | 1.00 |
| Finance & Accounting Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Accountant I/II | - | - | - | 1.00 |
| IT Coordinator | 1.00 | - | - | - |
| Accounting & HR Technician | 0.70 | 0.70 | 1.00 | 1.00 |
| Subtotal: | 6.70 | 5.70 | 6.00 | 7.00 |
| COMMUNITY DEVELOPMENT | | | | |
| Community Dev. Director | 1.00 | 1.00 | 1.00 | 1.00 |
| Planning Manager | - | - | - | - |
| Senior Planner | 1.00 | 1.00 | 1.00 | 1.00 |
| Associate Planner | - | - | - | - |
| Assistant Planner | 1.00 | 1.00 | 1.00 | 1.00 |
| Community Development Aide | 1.00 | 1.00 | 1.00 | - |
| Planning Technician | - | - | - | 1.00 |
| Building Official | 1.00 | 1.00 | 1.00 | 1.00 |
| Building Inspector | 1.00 | 1.00 | 1.00 | 1.00 |
| Permit Technician | 1.00 | 1.00 | 1.00 | 1.00 |
| Permit Clerk | 1.00 | 1.00 | 1.00 | 1.00 |
| Subtotal: | 8.00 | 8.00 | 8.00 | 8.00 |
| POLICE DEPARTMENT | | | | |
| Chief of Police | 1.00 | 1.00 | 1.00 | 1.00 |
| Captain | - | - | 1.00 | 1.00 |
| Sergeant | 4.00 | 4.00 | 4.00 | 4.00 |
| Patrol Officers | 8.00 | 8.00 | 8.00 | 8.00 |
| Police Service Aide | 3.00 | 3.00 | 3.00 | 3.00 |
| Emergency Services Coordinator | 1.00 | 1.00 | 1.00 | 1.00 |
| Subtotal: | 17.00 | 17.00 | 18.00 | 18.00 |
| PUBLIC WORKS | | | | |
| Director & Town Engineer | 1.00 | 1.00 | - | - |
| Engineering Division Manager | - | - | 1.00 | 1.00 |
| Engineering Technician | - | - | 1.00 | 1.00 |
| Associate Civil Engineer | 1.00 | 1.00 | - | - |
| Public Works Division Manager | - | - | 1.00 | 1.00 |
| Superintendent of Public Works | 1.00 | 1.00 | - | - |
| Senior Maintenance Worker | 2.00 | 2.00 | 2.00 | 2.00 |
| Maintenance Worker | 4.00 | 5.00 | 5.00 | 5.00 |
| Subtotal: | 9.00 | 10.00 | 10.00 | 10.00 |
| TOTAL ALL POSITIONS | | | | 43.00 |