

ADOPTED
MUNICIPAL BUDGET

Fiscal Year 2015-16

presented to:

Mayor Frank X. Doyle

Vice Mayor Erin Tollini

Councilmember Jim Fraser

Councilmember Alice Fredericks

Councilmember Emmett O'Donnell



Tiburon
by the Bay



TOWN OF TIBURON
1505 Tiburon Boulevard
Tiburon, CA 94920

MEMORANDUM

Date: June 3, 2015

To: Mayor and Town Council

From: Peggy Curran, Town Manager
Heidi Bigall, Director of Administrative Services

Subject: Fiscal Year 2015-16 Proposed Municipal Budget Plan

INTRODUCTION

I am pleased to present the proposed Fiscal Year 2015-16 Municipal Budget Plan. It represents Staff's best effort at projecting revenues and expenditures for the coming year within the guidelines set by the Council and with assistance from the Town Council Budget Committee comprised of Vice Mayor Tollini and Councilmember O'Donnell. The presented budget is balanced. No new programs are proposed for next year, so it essentially represents status quo revenues and spending. There are two positions that became vacant that are being filled on a contractual basis. The first is the vacancy created by the retirement of long-time Police Captain Dave Hutton. In April of 2015 the Town contracted with the City of Belvedere for the use of their Chief to fill the position on a part-time basis. The Town also lost Town Attorney Ann Danforth to retirement. The Town Council is currently in the process of retaining legal services on a contractual basis. Overall the budget does not add any new employees.

The Town's financial situation remains strong. At the end of Fiscal Year 2015-16, the Town anticipates an operating surplus of \$535,802. The Town will begin the year with an estimated \$18,017,782 in total fund resources. The proposed budget allows the Town to continue to provide the residents with exceptional municipal services and maintenance of Town infrastructure, along with enhancements to the community through the Capital Improvement Program.

The Town of Tiburon has enjoyed a balance of revenue and expenditures for several decades. The Town Council's focus has been to operate within its means while maintaining basic services. Since incorporation, the Town has been fortunate in that it has not had to borrow funds for operations or use restricted reserves to fund personnel. Additionally, the Town maintains healthy reserves should it need to weather another fiscal crisis or suffer a natural disaster.

The economy as it relates to Town revenue appears to have stabilized. Staff is projecting overall operating revenues to increase by 7.2% over the current year's adopted budget. The Town is anticipating its single largest revenue source of secured property tax to increase by 4% in FY 2016. This

increase is due to reassessment of property when it changes ownership and as properties that were assessed downward during the recession are increased pursuant to the provisions of Proposition 13.

Operating expenditures are proposed to increase by 3.5% over the current year’s adopted budget. This increase is a combination of a reduction in salary and benefits due to contracting for two regular positions, increases in Joint Power Agency dues, insurance premiums for worker’s compensation insurance, and increases in contractual services. These changes will be detailed in the individual departmental budgets below.

BUDGET OVERVIEW

The Operating Budget includes all of those programs that involve ongoing costs associated with running the Town. These include personnel, services, and supplies, as well as certain minor capital equipment purchases.

The Capital Budget includes programs or projects that result in long term physical improvement for the community. These projects are typically funded through the Town’s restricted funds and designated reserve funds. Examples include street paving, installation of sidewalks and park or facility improvements.

The Overall Budget is comprised of all funding sources for operations. Included here are restricted funds from other governmental sources for specific uses (e.g., grant funding) and Town Council adopted fees that must be used for specific purposes (e.g., long range planning fee for the purpose of updating the General Plan).

The overview below compares the current adopted operating budget to that proposed for FY 2015-16.

Operating Budget				
	2014/15 Adopted	2014/15 Estimated	2015/16 Proposed	% Change
Revenues	\$9,888,889	\$11,353,846	\$10,602,188	7.2%
Expenditures	\$9,742,299	\$ 9,365,326	\$10,066,387	3.5%

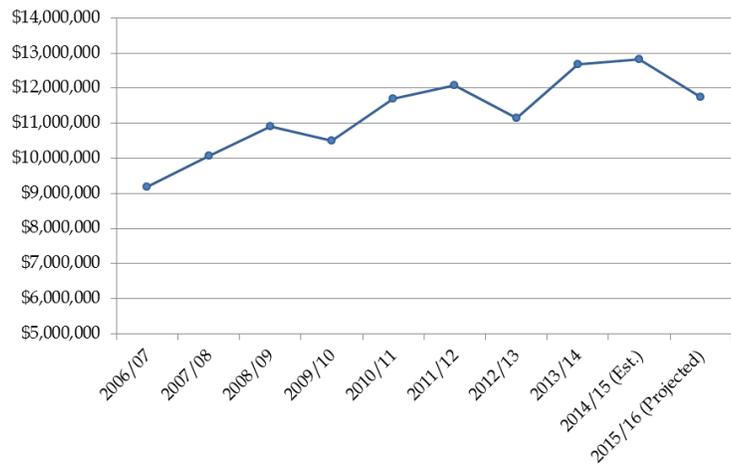
FINANCIAL HEALTH OF THE TOWN

The Town’s overall financial health remains strong and continues to provide for high-quality services to its residents while showing an operating surplus. The Town finds itself in this desirable position due to prudent Council financial policy, both presently and historically, and careful budget management.

While operating surpluses are beginning to improve, they are not as great as those experienced prior to the great recession. The Town continues to have sufficient General Fund Reserves despite investment in several large projects over the past few years. The General Fund Operating Reserve

remains at the Council policy level of 25% of expenditures, along with several other General Fund policy-restricted and discretionary set-asides. The Town will begin next Fiscal Year with approximately \$6.04 million in our General Fund Policy Restricted Reserves, \$2.75 million in Discretionary Set-Asides, and \$4.04 million in the Unallocated General Fund Reserve for a total of \$12.83 million. In addition, there are \$5.18 million in restricted fund revenues.

The Town has for many years enjoyed large General Fund year-end operating surpluses, which were significantly reduced during the great recession. The improving economy, coupled with significant changes to the employee benefit structure, indicates a trend toward increasing surpluses. The chart to the right presents a history of total General Fund reserves from FY 2007 through projected FY 2016. The reduced totals reflect significant spending on projects such as the Dairy Knoll recreation facility in recent years.



As presented, the Fiscal Year 2015-16 budget calls for spending down General Fund Discretionary and Unallocated Reserves by approximately \$1.8 million in capital improvement projects, principally for a large storm drain repair, the Yellow School Bus Program, creating a picnic area in Blackie’s Pasture, trail improvements near Hacienda Drive, and various smaller projects.

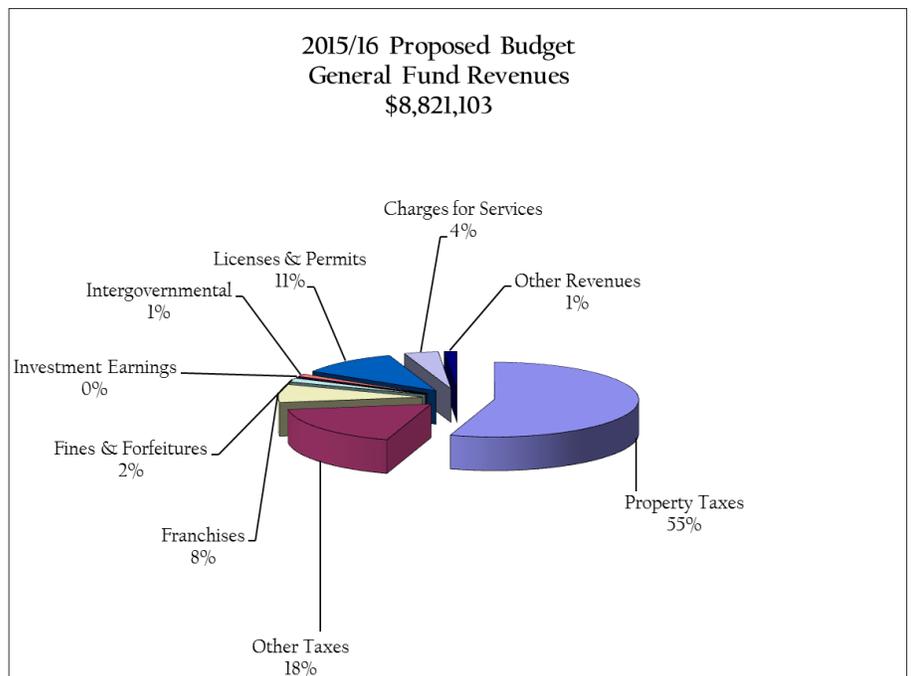
Shown as an operating budget expense, the Town continues to replenish reserves for the payoff of the CalPERS side-funds in Fiscal Year 2011-12. The entire \$655,000 will be reimbursed to the General Fund Reserves in FY 2018-19. Paying off the side-funds has eliminated the 7.75% interest rate being charged by CalPERS and will save the Town approximately \$200,000. Per Council direction, these funds in FY 2014-15 were directed to the Other Post-Employment Benefits (OPEB) GASB 45 Reserve.

CHANGES TO MUNICIPAL BUDGET PLAN

Revenues

For Fiscal Year 2015-16, Staff projects overall operating revenues to increase by 7.2%, or \$713,299, compared to the adopted FY 2014-15 budget. General Fund Operating Revenues are projected to increase 8.1%, or \$662,643.

Staff anticipates the economy will level off going forward. Per a



State determination, assessed property valuation will increase by 2.0%, the maximum allowable under applicable provisions of Proposition 13. When combined with reassessments of previously reduced valuations and sales of existing homes, the Marin County Assessor's Office projects a 4.0% increase in secured property taxes. Education Revenue Augmentation Funding (ERAF) property taxes are projected to remain flat. Overall, staff is anticipating all sources of property taxes to increase 9.3% over the adopted FY 2014-15 budget. Property tax receipts have historically been the Town's "bread and butter" revenue, representing approximately 55% of General Fund Operating Revenues in FY 2015-16. The pie chart above shows the breakdown by revenue category of the projected FY 2015-16 General Fund Operating Revenues of \$8,821,188.

The category of Other Taxes, which includes sales, property transfer and transient occupancy taxes, is projected to increase by 9.4% over this year's adopted budget. These increases are based on actual receipts the Town is experiencing from these sources, in particular sales and transient occupancy tax.

Franchise Fees are anticipated to increase 5.6% over the adopted FY 2014-15 budget. These increases reflect actual receipt projections for the current year including fees collected on rate increases for solid waste collections and cable fees.

Investment Earnings are projected to increase by 36.7% in FY 2015-16. Though this is a large percentage increase, in dollars the amount is an increase of \$10,000 over the current year. Staff is projecting interest rates will begin to rise from the historical lows experienced since the recession.

Intergovernmental Revenue is proposed to increase 11.5% over the adopted FY 2014-15 budget. There is no one particular source of revenue in this category that is experiencing a notable increase.

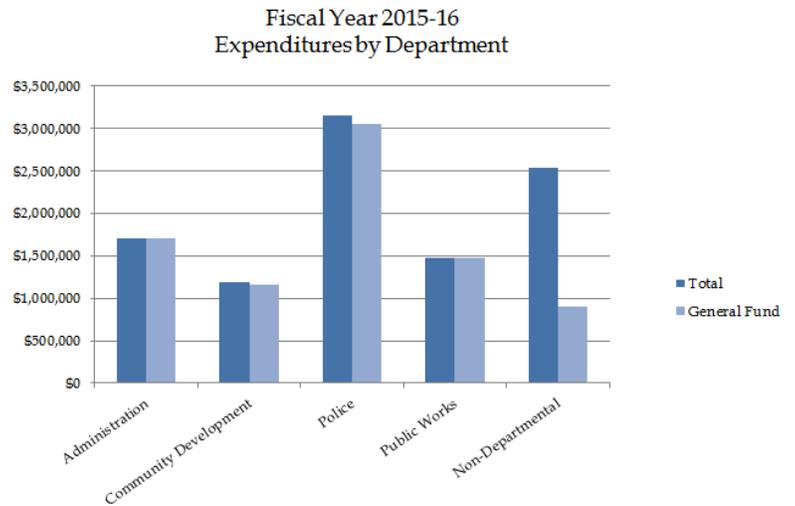
Expenditures

Overall operating expenditures are projected to increase by 3.5%, or \$342,088, over the adopted FY 2014-15 budget. General Fund operating expenditures are proposed to increase by 4.0%, or \$316,413. The positions of Police Captain and Town Attorney will be provided under a contractual basis in FY 2015-16. With the elimination of these two positions and with negotiated salary and benefit adjustments, in FY 2015-16 salary and benefits will decrease by 1.22% or \$67,727 over FY 2014-15. All employees who are considered "classic" members of CalPERS will receive a net 3% pay increase, as they will be picking up an additional 1% or 3% of the employers rate based on coverage group. As the Town contributes the dollar amount of the Kaiser two-party rate towards cafeteria plan insurances, the Town has increased the amount for 2015 by 4.5%, which is the rate approved by the CalPERS Board on May 19, 2015. Additional expenditure increases over the current fiscal year include approximately \$287,000 in contractual services for the attorney and Police Captain.

The bar chart below shows the FY 2015-16 Operating Budget by department. Further clarification of department expenditure variations are explained below.

The Administration Department's overall budget is proposed to increase by 0.6% or \$10,598 over the current year. Included in Administration are the Legal Services, Legislative Support, Administrative Services and Town Hall divisions.

The Administrative Services Division is proposed to increase by 3.1% or \$33,742. Salary and benefit changes account for an increase of 6.2% or \$50,474 over the current year's budget. In addition to proposed salary increases, the position of Office Assistant is now being filled at a 0.9 FTE level as opposed to 0.5% prior to Joan Palmero's retirement at an additional cost of \$20,000. The Casual Hire appropriation is being reduced by \$10,000 based on actual needs for FY 2015-16. Consulting Services has been reduced by \$26,000 in FY 2015-16 as tri-annual actuaries are not needed for OPEB valuations.



The Legal Services Division is proposed to decrease by 5.9% or \$15,526, due to the elimination of salary and benefits for an in-house attorney. An appropriation of \$175,000 has been added to contractual services for legal services.

The Legislative Support Division's total appropriation is being increased by \$10,000, as a contingency line-item is created for the purpose of funding any unanticipated expenditures or donations during the year. All other line items remain unchanged.

The Town Hall Facility Division is proposed to decrease by 6.4% or \$17,200. This decrease is the net of increasing the Recruiting and Background appropriation by \$25,000 to hire an outside firm to recruit for the next Town Manager, and a decrease of \$31,500 in Capital Outlay expenses.

The Community Development Department, which includes the Planning, Building and the Long Range Planning Division, budget is proposed to decrease by 2.0% or \$25,022.

The Planning Division budget is proposed to increase 4.2% or \$21,300, to reflect salary and benefit increases.

The Building Division budget is scheduled to increase 2.3% or \$13,678. This includes an increase of 2.4% or \$12,178 in salary and benefits, and an increase of 1.7% or \$1,500 in supplies and services. The Town is appropriating \$40,000 in the Casual Hire line item, which is \$10,000 less than FY 2014-15, in order to retain outside services while the Town brings the department up to full staffing after a complete turnover during FY 2014-15.

The Long Range Planning Division budget is proposed to decrease by \$60,000 as the Town winds down the various updates to the General Plan.

The Police Department budget is projected to increase by 1.4% or \$41,892. Salary and benefit costs are proposed to decrease by 2.9% or \$72,633. This is due to the elimination of the Captain position, combined with the retirement of the Police Secretary position in late July. It is proposed that the Secretary position be eliminated, and that the normal staffing of 2.1 Police Services Aides be increased to 2.75. This staffing reallocation will provide the same level of service at a slightly reduced cost. The contractual services appropriation is increased to \$112,000 to account for the Captain services being provided by the City of Belvedere. There are no other notable changes proposed in the Police Department budget for the fiscal year.

The Public Works Department, which includes Administration, Streets, Parks, and Street Lights budget, is proposed to increase by 6.9% or \$97,139 over last year. Salary and benefits are proposed to increase 4.7% or \$45,089. This is due to the combination of negotiated salary increases and new employees moving through their salary ranges. Supplies and Services are increasing 13.4% or \$52,050. A new appropriation of \$15,000 is included in the Administration & Engineering Division for a required street speed survey, and \$15,000 in the Parks Maintenance Division for special maintenance for the Old Rail Trail. There are also proposed increases of \$10,000 for restroom maintenance and \$5,000 for landscaping materials.

The Non-Departmental budget is proposed to increase 8.0% or \$187,481 in FY 2015-16. Expenses in the Non-Departmental budget relate to insurance premiums (workers compensation, liability, and property), Joint Powers Agreements, Town-owned housing units and the Belvedere-Tiburon Library Agency property tax pass-through. The Town has very little control over most expenses in this budget. The Insurances and Governmental Division is proposed to increase 12.6% or \$101,574. The major contributors to this increase are costs for retiree medical allowances, Worker's Compensation insurance, and minor increases to the various Joint Power Authority dues. The Low-Moderate Income Housing Division is increasing by \$12,500 to reflect the proposed contribution to the regional Marin Homelessness program. The Belvedere-Tiburon Library Agency Division is increasing by 6.4% or \$91,630. This is strictly due to increased property tax receipts that will be passed through to the Library Agency.

Infrastructure Improvements and Capital Projects

The FY 2015-16 Capital Improvement Program (CIP) budget is proposed at \$3,086,000. There is carry-over funding from the current fiscal year in the amount of \$433,000 for projects that will not be commenced prior to June 30, 2015. The Town continues its normal street improvement program funding of \$750,000 this year. There are two crosswalk improvement projects that will be funded by Safe Route to School Grants proposed for FY 2015-16. The crossings are on Tiburon Boulevard at Ned's Way and at Blackfield Drive.

The FY 2015-16 Capital Improvement Budget allocates \$600,000 in drainage improvement projects, of which \$100,000 is for storm drain flushing. The Town has experienced some storm drain subsidence on Stewart Drive and \$500,000 is needed to replace or repair 1,100 ft. of storm drains. The

majority of these improvements are funded through the General Fund Drainage Reserve as the Town does not have an adequate dedicated funding source for drainage projects.

The Community Projects Division of the CIP Program allocates \$1,399,000 in projects. As noted above, the \$433,000 in carry over projects are in this division. New projects include the “Blackie’s Two” project which provides for a new path, grading, fencing and three picnic bench areas. It is proposed that the Town Hall building be painted and significant ridge trail improvements be made on a dedicated portion of the Rabin property on Hacienda Drive.

A five-year Capital Improvement Program Plan projection is included with the budget. It provides Council and Staff with a forecast of CIP projects. It should be noted that the Council is not being asked to adopt this five-year outlook, as it will surely shift as needs and resources come into clearer focus. Rather, its purpose is to help anticipate future expenditures and demands on the budget.

CONCLUSION

The Town Council and community can once again be assured that the Town of Tiburon is financially sound. The economy has stabilized and decisions that were made in recent years have positioned the Town to once again project General Fund operating reserves. Through employee negotiations, in FY 2015-16 classic members of the retirement system will go beyond paying 100% of their employee share of pension cost and start paying a portion of the employer’s contribution as well. This will help the Town absorb increased pension costs projected over the next five years. On the revenue front, as always, staff will continue to carefully manage the Town’s finances to assure that revenues are collected in a timely manner and that all expenses are scrutinized.

The entire management team is to be commended for their assistance in developing the Town’s Municipal Budget Plan and for their contribution to sound budget stewardship all year long. We also wish to thank the Town Council Ad Hoc Budget Committee members, Vice-Mayor Erin Tollini and Councilmember Emmett O’Donnell, for their review, comment and good counsel during the budget preparation process. We look forward to a dialogue with the Town Council on the budget and its timely adoption for the start of the new fiscal year on July 1, 2015.

Respectfully submitted,

Peggy Curran
Town Manager

Heidi Bigall
Director of Administrative Services

FUND RESOURCES OVERVIEW

Overview of Total Appropriations

Statement of Fund Balances, June 30th Closing

Changes to Fund Balance

Fiscal Year 2015/16

Capital & Special Project Fund Descriptions

FUND RESOURCES OVERVIEW

Fiscal Year 2015/16

Changes to Fund Balance, projected June 30, 2016

	Appropriation
Operating Program	
Town Administration	1,707,466
Community Development	1,189,034
Police	3,144,563
Public Works	1,496,984
Non-Departmental	2,538,340
Subtotal:	\$ 10,076,387
Capital & IT Outlay Program	
	\$ 236,635
Capital Improvement Program	
Street Improvements	1,227,000
Drainage Improvements	600,000
Community Development Improvements	1,399,000
Subtotal:	\$ 3,226,000
Del Mar Assessment District	342,754
Lyford Cove Assessment District	269,060
Main Street Assessment District	38,760
Stewart Drive Underground Assessment District	107,803
Subtotal:	\$ 758,377
Total Appropriation	\$ 14,297,399

FUND RESOURCES OVERVIEW

FISCAL YEAR 2015/16

Changes to Fund Balance, projected June 30, 2016

FUND/ RESERVE	2012/13 Actual	2013/14 Actual	2014/15 Estimated	2015/16 Projected
GENERAL FUND				
Operating Reserve (25%)	\$ 2,325,000	\$ 2,400,000	\$ 2,700,000	\$ 3,225,802
Capital Equipment Replacement	\$ 391,845	\$ 441,379	\$ 359,579	\$ 391,779
Employee Compensated Leave	\$ 381,604	\$ 347,708	\$ 316,330	\$ 316,330
Employee Housing Assistance	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000
CalPERS Side Fund Repayment	\$ 86,375	\$ 175,063	\$ 175,063	\$ 175,063
Other Post Employment Benefits	\$ 734,036	\$ 844,147	\$ 1,045,154	\$ 1,252,019
Self Insurance	\$ 138,004	\$ 160,004	\$ 138,004	\$ 138,004
Technology Fund	\$ 487,062	\$ 564,441	\$ 503,957	\$ 417,722
Sub-Total	5,343,926	\$ 5,732,742	6,038,087	6,716,719
DISCRETIONARY SET-ASIDES				

Infrastructure & Facility Replacement	612,905	477,104	15,103	(24,897)
PW Corp Yard Improvement	2,111,383	2,111,383	2,111,383	2,111,383
Park Development	409,833	387,868	286,868	(26,632)
Streets & Drainage	928,984	746,669	212,867	(476,533)
Emergency Repairs	100,000	100,000	100,000	100,000
Open space Management	25,141	25,141	25,141	25,141
Sub-total	4,188,246	3,848,165	2,751,362	1,708,462
Unallocated Balance	1,606,722	3,103,903	4,044,000	3,306,500
Total General Fund:	\$ 11,138,894	\$ 12,684,810	\$ 12,833,449	\$ 11,731,681

OTHER RESTRICTED FUNDS				
Belvedere/Tiburon Library Agency	\$ -	\$ -	\$ -	\$ -
Police Suppl Law Enforcement	\$ -	\$ -	\$ -	\$ -
Cypress Hollow District	\$ 33,942	\$ 34,819	\$ 33,660	\$ 33,995
Town Owned Housing Fund	\$ 259,387	\$ 299,720	\$ 289,894	\$ 315,692
Heritage & Arts Donation Fund	\$ 10,118	\$ 7,825	\$ 9,010	\$ 10,010
Low & Moderate Housing	\$ 1,078,495	\$ 1,237,525	\$ 1,056,002	\$ 1,058,252
Open Space Acquisition	\$ 192,713	\$ 193,180	\$ 193,437	\$ 193,912
State Gas Tax	\$ 800,961	\$ 1,070,235	\$ 895,623	\$ 816,623
County Measure A Funds	\$ 11,351	\$ 103,014	\$ 26,145	\$ 117,145
County Measure B Funds	\$ 21,000	\$ 76,939	\$ 21,000	\$ 21,000
County Measure A Funds (Parks)	\$ -	\$ 13,499	\$ -	\$ -
Street Frontage Improvement	\$ 2	\$ -	\$ 2	\$ 2
Tiburon Circ System Improvement	\$ 39,415	\$ 45,019	\$ 33,780	\$ 33,780
Tiburon Long Range Planning	\$ 226,558	\$ 211,051	\$ 197,672	\$ 194,672
Bunch Grass Mitigation Fund	\$ 130,911	\$ 131,181	\$ 132,214	\$ 132,539
Tiburon Parks In-Lieu	\$ 1,365	\$ 1,364	\$ 1,364	\$ 1,364
Tiburon Planning Area Mitigation	\$ 181,141	\$ 181,984	\$ 182,527	\$ 182,977
Tiburon Street Impact	\$ 1,852,481	\$ 1,595,149	\$ 1,942,180	\$ 1,522,180
Drainage Impact Fund	\$ 7,995	\$ 69,941	\$ 169,823	\$ 84,823
Total Restricted Funds:	\$ 4,847,835	\$ 5,272,445	\$ 5,184,333	\$ 4,718,966

FUND RESOURCE OVERVIEW

Fiscal Year 2015/16

Changes to Fund Balance, projected June 30, 2016

FUND/RESERVE	Estimated Fund Balance 7/1/2015	Projected Revenues	Projected Operating Expenses	Projected Capital Project Expenses	Transfers In (Out)	Other Sources In (Out)	Projected Change to Fund Balance	PROJECTED FUND BALANCE 6/30/2016
GENERAL FUND RESERVES								
POLICY RESTRICTED								
Operating Reserve (25%)	\$ 2,700,000	8,821,103	8,295,301	-	-	-	525,802	\$ 3,225,802
Capital Equipment Replacement	359,579	-	90,000	-	-	122,200	32,200	\$ 391,779
Employee Compensated Leave	316,330	-	-	-	-	-	-	316,330
Employee Housing Assistance	800,000	-	-	-	-	-	-	800,000
CalPERS Side Fund Repayment Res.	175,063	-	-	-	-	-	-	175,063
OPEB Fund (GASB 45)	1,045,154	-	-	-	-	206,865	206,865	1,252,019
Self Insurance	138,004	-	-	-	-	-	-	138,004
Technology Fund	503,957	55,000	146,635	50,000	-	55,400	(86,235)	417,722
Sub-Total	6,038,087	8,876,103	8,531,936	50,000	-	384,465	678,632	6,716,719
DISCRETIONARY SET-ASIDES								
Infrastructure & Facility Replacement	15,103	-	-	40,000	-	-	(40,000)	(24,897)
PW Corp Yard Improvement	2,111,383	-	-	-	-	-	-	2,111,383
Park Development & ORT	286,868	-	-	313,500	-	-	(313,500)	(26,632)
Streets & Drainage	212,867	73,600	-	905,000	-	142,000	(689,400)	(476,533)
Emergency Repairs	100,000	-	-	-	-	-	-	100,000
Open Space Management	25,141	-	-	-	-	-	-	25,141
Sub-Total	2,751,362	73,600	-	1,258,500	-	142,000	(1,042,900)	1,708,462
Unallocated Balance	4,044,000	-	-	737,500	-	-	(737,500)	3,306,500
Total General Fund	\$ 12,833,449	\$ 8,949,703	\$ 8,531,936	\$ 2,046,000	\$ -	\$ 526,465	\$ (1,101,768)	\$ 11,731,681
RESTRICTED FUNDS								
Belvedere/Tiburon Library Agency	\$ -	1,517,809	1,517,809	-	-	-	-	\$ -
Supplemental Law Enforcement	\$ -	100,000	100,000	-	-	-	-	\$ -
Cypress Hollow District	33,660	16,835	16,500	-	-	-	335	33,995
Town Owned Housing Units	289,894	103,800	78,002	-	-	-	25,798	315,692
Heritage & Arts Project Fund	9,010	1,000	-	-	-	-	1,000	10,010
Low & Moderate Housing	1,056,002	2,250	-	-	-	-	2,250	1,058,252
Open Space Acquisition	193,437	475	-	-	-	-	475	193,912
State Gas Tax	895,623	200,000	-	279,000	-	-	(79,000)	816,623
County Measure A Funds (Sales Tax)	26,145	91,000	-	-	-	-	91,000	117,145
County Measure B Funds	21,000	-	-	-	-	-	-	21,000
County Measure A Funds (Parks)	-	56,000	-	56,000	-	-	-	-
Street Frontage Improvement	2	-	-	-	-	-	-	2
Tiburon Circ System Improvement	33,780	-	-	-	-	-	-	33,780
Tiburon Long Range Planning	197,672	32,000	35,000	-	-	-	(3,000)	194,672
Tiburon Bunch Grass Mitigation	132,214	325	-	-	-	-	325	132,539
Tiburon Parks In-Lieu	1,364	-	-	-	-	-	-	1,364
Tiburon Planning Area Mitigation	182,527	450	-	-	-	-	450	182,977
Tiburon Street Impact	1,942,180	325,000	-	745,000	-	-	(420,000)	1,522,180
Tiburon Drainage Impact	169,823	15,000	-	100,000	-	-	(85,000)	84,823
Total Restricted Funds	5,184,333	2,461,944	1,747,311	1,180,000	-	-	(465,367)	\$ 4,718,966
Total Town Funds	\$ 18,017,782	\$ 11,411,647	\$ 10,279,248	\$ 3,226,000	\$ -	\$ 526,465	(1,567,135)	\$ 16,450,647

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.

Capital & Special Projects Funds Descriptions

FUND	Description
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 2015/16**

Overview of Operating Budget Revenues & Expenditures

REVENUE & SOURCES	AMOUNT	EXPENDITURES	AMOUNT
GENERAL REVENUES		TOWN ADMINISTRATIVE SERVICES	
Property Taxes	4,845,153	Town Administration	1,138,366
Other Taxes	1,565,500	Legal Services	255,000
Licenses & Permits	975,100	Legislative	61,500
Intergovernment & Agency	101,500	Town Hall Facility	252,600
Franchises	690,000		
Charges for Service	336,800	NON DEPARTMENTAL	2,538,340
Investment Earnings	37,250		
Fines & Forfeitures	144,500	COMMUNITY DEVELOPMENT	
Other Revenues	125,300	Planning & Design Review	532,384
Subtotal	\$ 8,821,103	Building Inspection	621,650
		Advance Planning	35,000
OTHER SOURCES		POLICE	
Other Fund Sources	\$ 1,781,085	Police Services	3,081,963
		Police/EOC Facility	62,600
		PUBLIC WORKS	
		Administration & Engineering	366,763
		Streets Maintenance	489,121
		Parks Maintenance	490,800
		Corporation Yard	93,700
		Street & Signal Light System	40,100
		Cypress Hollow	16,500
TOTAL REVENUE & SOURCES	<u>\$ 10,602,188</u>	TOTAL EXPENDITURES:	<u>\$ 10,076,387</u>
NET OPERATING SURPLUS (DEFICIENCY)	<u>\$ 525,802</u>		

OPERATING REVENUES & SOURCES OF FUNDS

Overview of Operating Revenue Plan

Summary of Operating Revenues

Operating Budget Revenues

General Fund

Employee Compensated Leave Reserve

Low/Moderate Income Housing Fund

Peninsula Library JPA Fund

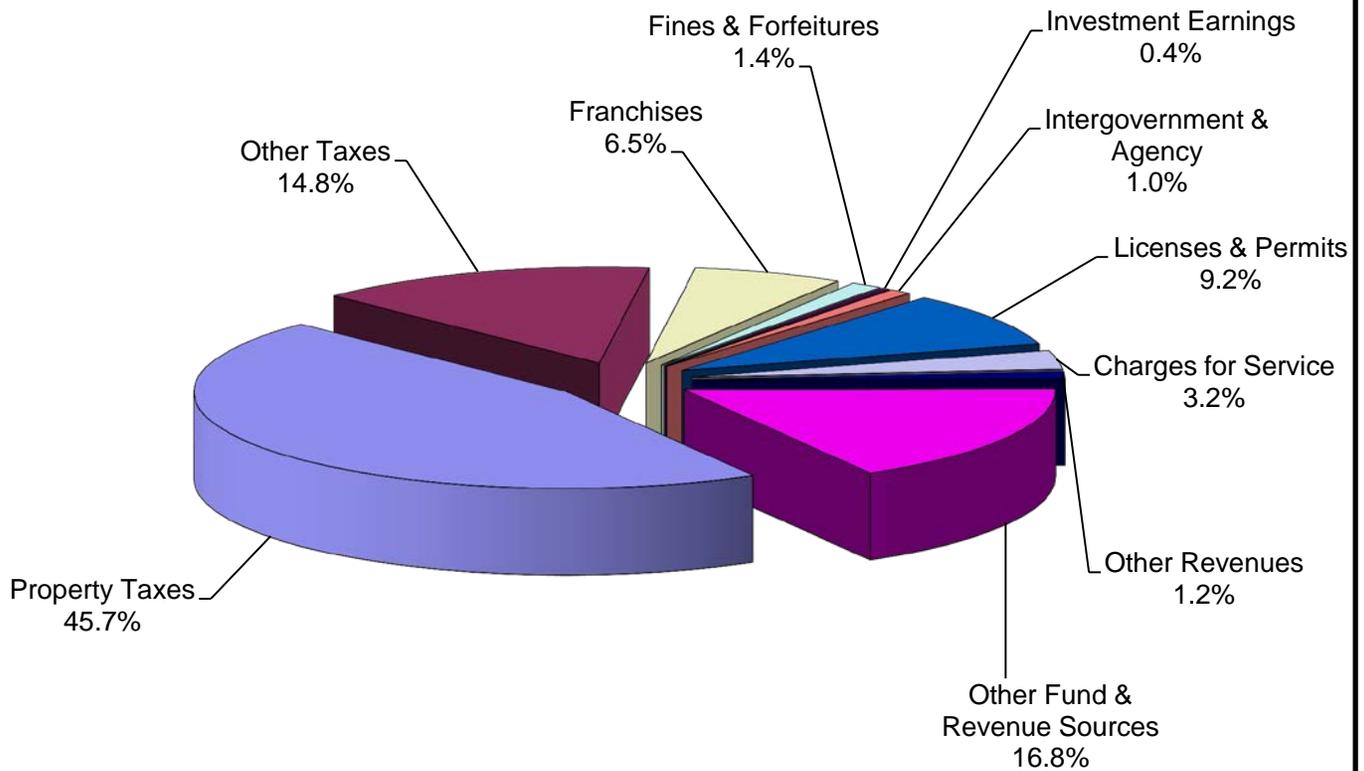
Long Range Planning Fund

Police COPS/SLESF Fund

Cypress Hollow Fund

Overview of Operating Budget Sources of Funding

**Planned Operating Revenues
& Sources of Funds for 2015/16
\$10,602,188**



Property Taxes	\$	4,845,153
Other Taxes	\$	1,565,500
Franchises	\$	690,000
Fines & Forfeitures	\$	144,500
Investment Earnings	\$	37,250
Intergovernment & Agency	\$	101,500
Licenses & Permits	\$	975,100
Charges for Service	\$	336,800
Other Revenues	\$	125,300
Other Fund & Revenue Sources	\$	<u>1,781,085</u>
	\$	10,602,188

OPERATING REVENUES

FY 2015-16

Operating Budget Revenues - Summary

Description	2012/13 Actual	2013/14 Actual	2014/15 Adopted	2014/15 Estimated	2015/16 Proposed
GENERAL FUND					
Property Taxes	4,220,956	4,609,431	4,432,233	4,717,711	4,845,153
Other Taxes	1,306,463	1,611,087	1,430,979	1,607,856	1,565,500
Franchises	622,431	676,029	653,398	684,469	690,000
Fines & Forfeitures	404,341	614,282	144,750	656,159	144,500
Investment Earnings	36,404	36,328	27,250	32,370	37,250
Intergovernment & Agency	75,362	92,632	91,000	180,303	101,500
Licenses & Permits	908,612	963,442	905,350	1,164,997	975,100
Charges for Service	389,642	461,167	351,800	413,541	336,800
Other Revenues	114,150	503,183	121,700	125,144	125,300
<i>Subtotal General Fund</i>	\$ 8,078,361	\$ 9,567,581	\$ 8,158,460	\$ 9,582,550	\$ 8,821,103
OTHER FUND & RESERVE SOURCES					
Employee Comp. Leave Reserve	-	-	-	-	-
Low/Moderate Income Housing Fund	34,049	11,117	21,190	19,740	33,774
Town Owned Housing	46,873	68,388	71,310	90,063	78,002
Belvedere-Tiburon Library JPA Fund	1,378,232	1,426,179	1,426,179	1,459,432	1,517,809
Long Range Planning Fund	32,000	100,500	95,000	85,587	35,000
Police COPS/SLESF Fund	100,000	100,000	100,000	100,000	100,000
Gas Tax	-	-	-	-	-
Street Impact Fund	-	-	-	-	-
Cypress Hollow Fund	16,173	15,739	16,750	16,474	16,500
<i>Subtotal Other Sources</i>	\$ 1,607,327	\$ 1,721,923	\$ 1,730,429	\$ 1,771,296	\$ 1,781,085
Totals:	\$ 9,685,688	\$ 11,289,504	\$ 9,888,889	\$ 11,353,846	\$ 10,602,188

OPERATING REVENUES

FY 2015-16

Operating Budget Revenues - Detail

Description	FY 2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed
GENERAL FUND					
PROPERTY TAXES					
Secured	2,867,441	2,998,125	3,050,000	3,215,285	3,343,897
Unsecured	62,012	63,256	63,889	73,351	71,915
Supplemental	54,195	95,053	55,000	65,555	66,866
Other	15,306	70,360	30,000	30,000	30,000
HOPTR State	20,010	19,843	19,844	19,844	19,844
ERAF Rebate	528,656	679,412	520,000	579,676	566,319
Property Tax In-Lieu of VLF	708,115	735,000	746,500	785,600	801,312
County Fees	(34,779)	(51,618)	(53,000)	(51,600)	(55,000)
Total:	4,220,956	4,609,431	4,432,233	4,717,711	4,845,153
OTHER TAXES					
Sales Tax	457,655	546,329	533,461	595,186	595,000
Sales Tax-Public Safety	68,974	71,514	70,198	78,642	79,000
Transient Occupancy Tax	605,243	700,336	652,320	764,810	725,000
TOT Seasonal Rentals				11,426	11,500
Real Property Transfer	174,591	292,908	175,000	157,792	155,000
Total:	1,306,463	1,611,087	1,430,979	1,607,856	1,565,500
FRANCHISES					
Energy-PG&E	107,730	113,428	115,000	115,000	115,000
Refuse-Mill Valley Refuse	318,672	329,305	343,948	349,000	355,000
Debris Boxes - Grange	19,920	31,771	20,000	39,569	40,000
Cable-AT&T	176,109	201,525	174,450	180,900	180,000
Total:	622,431	676,029	653,398	684,469	690,000
FINES & FORFEITURES					
Vehicle Code	26,434	21,756	25,000	10,850	11,000
Parking Code	55,491	78,468	57,250	70,527	71,000
False Alarm Fines	2,320	1,140	2,500	2,707	2,500
Permit Reactivation Fines	277,995	466,272	25,000	536,437	25,000
Other Fines	42,101	46,646	35,000	35,638	35,000
Total:	404,341	614,282	144,750	656,159	144,500
INVESTMENT EARNINGS					
Interest-LAIF	32,809	28,501	25,000	30,035	35,000
Interest-Notes/Loans	3,067	2,341	2,100	2,235	2,100
Interest - Other	528	5,486	150	100	150
Total:	36,404	36,328	27,250	32,370	37,250
INTERGOVERNMENT & AGENCY					
State Motor Vehicle License Fees	5,667	3,843	-	-	-
State POST	12,813	1,805	10,000	10,000	10,000
State Abandoned Vehicle	5,940	5,177	5,000	4,922	5,000
ISB 90 Reimbursements				23,892	2,500

OPERATING REVENUES

FY 2015-16

Operating Budget Revenues - Detail

Description	FY 2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed
Belvedere (Dairy Knoll Capital \$30K)	1,599	23,549	30,000	31,746	32,000
Belvedere-Tiburon Library Agency	2,925	15,745	15,000	17,887	16,000
Richardson Bay Sanitary District	-	-	-	-	-
Tiburon Sanitary District	8,718	6,153	8,000	7,068	8,000
Tiburon Fire District	14,652	11,506	13,000	15,579	13,000
State Grants		5,000		5,000	5,000
County Grants		4,353		52,968	
TPSL McKegney Fees	11,789	15,501	5,000	5,000	5,000
Other Grants/Gifts (ABAG)	11,259	-	5,000	6,241	5,000
Total:	75,362	92,632	91,000	180,303	101,500
LICENSES & PERMITS					
Business License-Regular	179,076	189,394	170,000	200,000	190,000
Business License-Construction	57,094	62,458	69,500	82,083	82,000
Dog Walker Permits	-	170	200	-	-
Building Permits	462,326	467,133	488,250	695,000	525,000
CEQA EIR Initial Study	350	600	300	1,200	300
Design Review	101,555	106,810	95,000	88,500	85,000
Home Occupation Permit	6,950	4,450	5,000	4,895	5,000
Lot Line Adjustment	-	-	-	720	-
Master & Precise Plan	3,900	7,750	2,500	5,080	2,500
Sign Permit	980	2,480	1,500	180	1,500
Subdivision Permit	6,671	5,597	1,500	720	1,500
Tree Permit	10,130	9,535	9,000	7,920	9,000
Use Permit	4,970	5,695	5,000	6,929	5,000
Variance Amendment	22,290	11,900	10,000	20,832	15,000
Other Planning Permits	1,315	2,175	300	-	300
Alarm System Permit	20,645	21,945	20,000	15,829	20,000
Encroachment Permit	26,541	62,054	25,000	31,909	30,000
Misc. Engineering Fees	1,932	1,341	300	1,200	1,000
Parking Permit (Residential)	1,887	1,955	2,000	2,000	2,000
Total:	908,612	963,442	905,350	1,164,997	975,100
CHARGES FOR SERVICE					
Cost Recovery-Administration	4,596	4,545	5,000	4,404	5,000
Refuse Franchise Admin. Fee	5,000	6,000	6,000	6,000	6,000
Miscellaneous-Administration Charges	4,467	2,885	2,000	1,052	2,000
Appeal	1,800	2,650	1,500	900	1,200
Plan Checking	212,914	282,442	200,000	270,000	195,000
Records & Document Storage	26,241	31,772	25,000	34,127	25,000
RBR Residential Resale Report	48,025	49,460	25,000	27,750	25,000
Staff Research	702	-	500	-	500
Street Name/Address Change	340	340	100	-	100
Noticing Of Applications	700	1,350	1,200	450	1,000
Sale Publications & Documents	1,286	289	500	860	1,000
Cost Recovery-Community Dev.	12,986	10,370	5,000	3,000	5,000
Miscellaneous-Planning Charges	-	-	-	300	-

OPERATING REVENUES

FY 2015-16

Operating Budget Revenues - Detail

Description	FY 2012-13 Actual	2013-14 Actual	2014-15 Adopted	2014-15 Estimated	2015-16 Proposed
Cost Recovery-Police	42,562	28,502	35,000	35,000	35,000
Police Overtime Reimbursement	10,969	19,456	25,000	12,453	15,000
Miscellaneous-Police Charges	3,081	3,206	3,500	3,245	3,500
Cost Recovery-Public Works	13,973	17,900	16,500	14,000	16,500
Total:	389,642	461,167	351,800	413,541	336,800
OTHER REVENUES					
Refunds & Reimbursements	39,573	60,641	25,000	23,898	25,000
Other Revenues	-	5,000	5,000	6,680	5,000
Litigation Settlement	-	332,553	-	-	-
Administrative Fees-Assessment Dist	13,988	16,998	15,000	16,998	14,000
Rent-Antenna Site & Utility	57,616	61,166	63,000	62,318	64,000
Rent-Downtown Restroom	-	7,500	7,200	12,800	10,800
Rent-Other	1,465	1,712	1,500	450	1,500
Sale-Property Equipment	1,508	17,613	5,000	2,000	5,000
Total:	114,150	503,183	121,700	125,144	125,300
Total General Fund:	\$ 8,078,361	\$ 9,567,581	\$ 8,158,460	\$ 9,582,550	\$ 8,821,103
OTHER FUND SOURCES					
Restricted Fund Contributions					
Employee Compensated Leave Reserve					
Low/Moderate Income Housing Fund	34,049	11,117	21,190	19,740	33,774
Town Owned Housing Units	46,873	68,388	71,310	90,063	78,002
Peninsula Library JPA Fund	1,378,232	1,426,179	1,426,179	1,459,432	1,517,809
Long Range Planning Fund	32,000	100,500	95,000	85,587	35,000
Police COPS/SLESF Fund	100,000	100,000	100,000	100,000	100,000
Cypress Hollow Fund	16,173	16,050	16,750	16,474	16,500
Total:	1,607,327	1,722,234	1,730,429	1,771,296	1,781,085
Total Revenues (All Funds):	\$ 9,685,688	\$ 11,289,815	\$ 9,888,889	\$ 11,353,846	\$ 10,602,188

OVERVIEW OF OPERATING EXPENDITURES

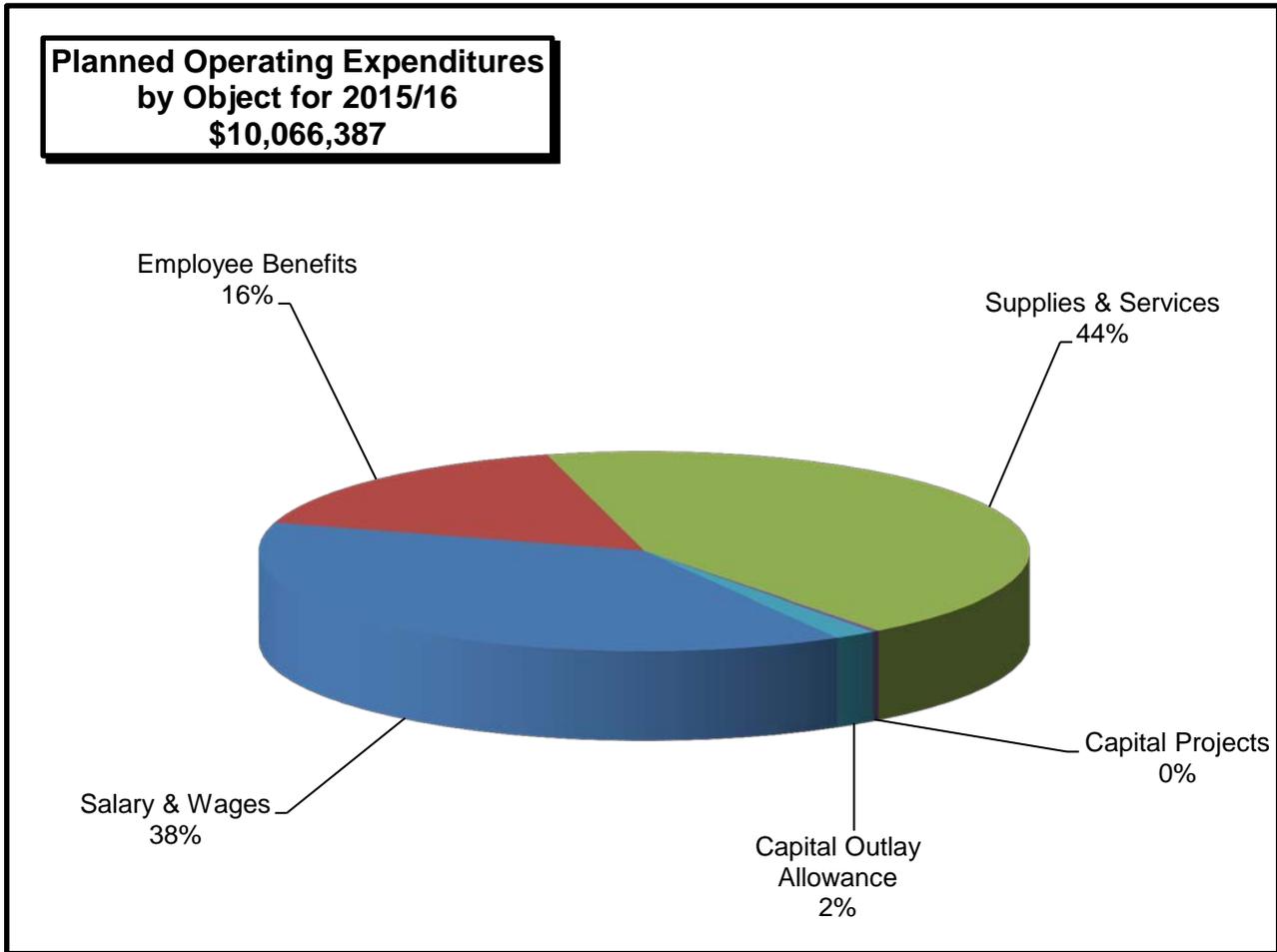


Expenditures by Department

Fund Sources for Expenditures

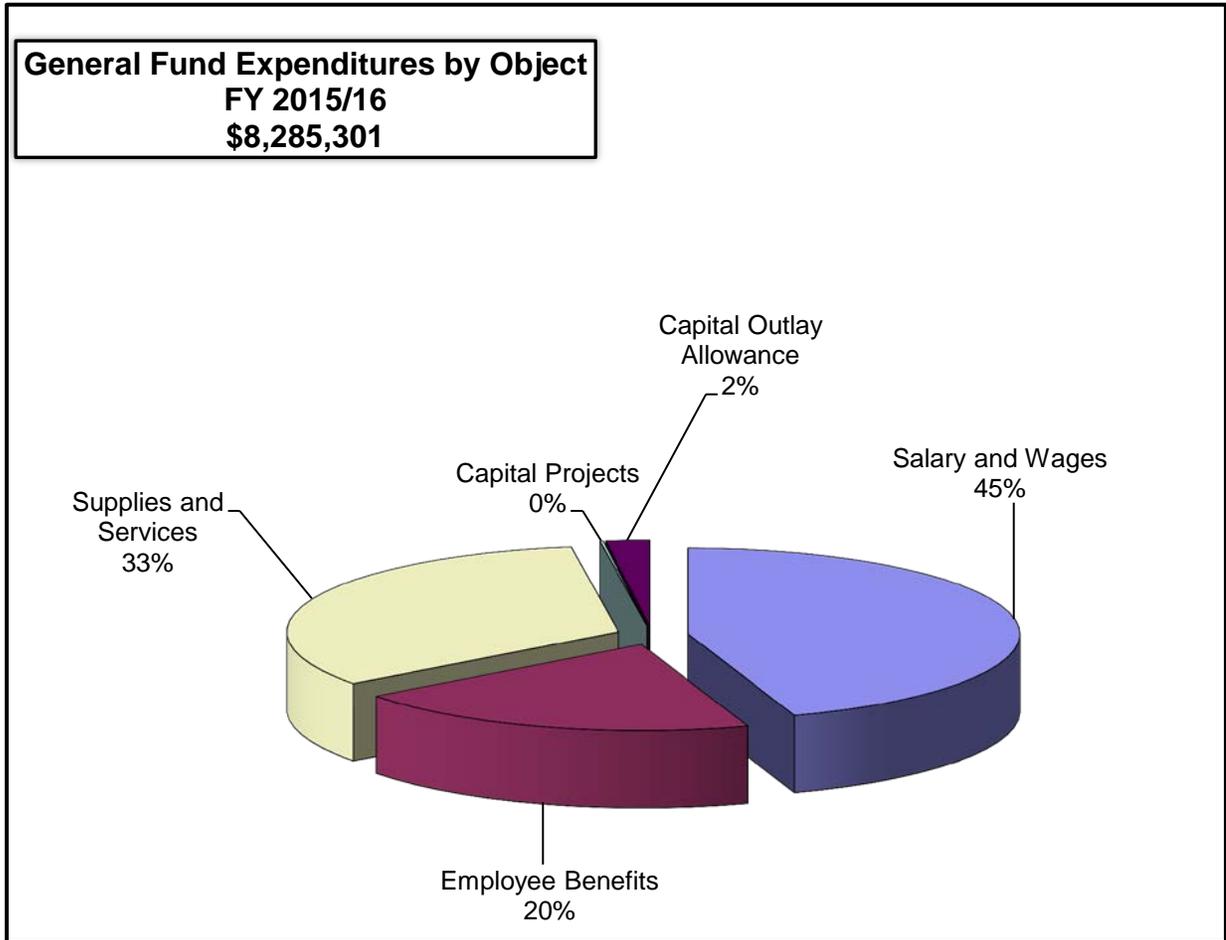
Expenditures by Object

Overview of Operating Expenditures by Object



Salary & Wages	\$3,818,284
Employee Benefits	1,650,016
Supplies & Services	4,401,487
Capital Projects	30,000
Capital Outlay Allowance	176,600
Total Operating Expenditures	\$10,076,387

Overview of Operating Expenditures



Salary and Wages	\$3,718,284
Employee Benefits	1,650,016
Supplies and Services	2,737,901
Capital Projects	12,500
Capital Outlay Allowance	176,600
Total Operating Expenditures	\$8,295,301

Summary of Department Expenditures

Department/Division	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
ALL DEPARTMENTS/DIVISIONS					
TOWN ADMINISTRATIVE SERVICES					
Administration	888,719	916,537	1,104,642	1,001,155	1,138,366
Legal Services	206,202	203,238	270,926	231,747	255,000
Legislative	26,722	87,512	41,500	33,276	61,500
Town Hall Facility	-	163,149	269,800	237,848	252,600
subtotal	\$ 1,121,643	\$ 1,370,436	\$ 1,686,868	\$ 1,504,026	\$ 1,707,466
NON-DEPARTMENTAL					
Insurances and Governmental Agreements	651,021	769,020	807,180	771,018	908,754
Housing	34,049	11,117	21,190	19,740	33,774
Town Owned Housing	53,174	53,832	96,310	90,063	78,002
Belvedere-Tiburon Library Agency	1,378,232	1,489,839	1,426,179	1,459,432	1,517,809
subtotal	\$ 2,116,476	\$ 2,323,808	\$ 2,350,859	\$ 2,340,253	\$ 2,538,340
COMMUNITY DEVELOPMENT					
Planning & Design Review	461,273	488,049	511,084	487,940	532,384
Building Inspection	496,767	584,786	577,972	609,663	621,650
Advance Planning	7,693	62,613	95,000	85,587	35,000
subtotal	\$ 965,733	\$ 1,135,448	\$ 1,184,056	\$ 1,183,190	\$ 1,189,034
POLICE SERVICES					
Police Department	2,783,015	2,868,837	3,040,371	2,918,566	3,081,963
Police EOC/Facility	48,731	55,567	62,300	55,018	62,600
subtotal	\$ 2,831,746	\$ 2,924,404	\$ 3,102,671	\$ 2,973,584	\$ 3,144,563
PUBLIC WORKS & ENGINEERING					
Administration & Engineering	298,526	300,919	351,098	329,508	366,763
Streets Maintenance	461,145	442,494	471,247	440,070	489,121
Parks Maintenance	408,057	394,800	434,950	454,920	490,800
Street & Signal Light System	40,611	37,659	40,100	40,508	40,100
Corporation Yard	86,554	95,101	85,700	81,769	93,700
Cypress Hollow	16,173	15,739	16,750	16,474	16,500
subtotal	\$ 1,311,066	\$ 1,286,712	\$ 1,399,845	\$ 1,363,249	\$ 1,496,984
TOTALS	\$ 8,346,664	\$ 9,040,808	\$ 9,724,299	\$ 9,364,302	\$ 10,076,387

Summary of Funding Sources
for Department Expenditures

	2012/13 Actual	2013/4 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
ALL FUNDS					
General Fund	\$ 6,757,343	\$ 7,307,668	\$ 7,968,870	\$ 7,593,006	\$ 8,295,301
Employee Compensated Leave Reserve	-	-	-	-	-
Low & Moderate Income Housing	34,049	11,117	21,190	19,740	33,774
Town Owned Housing	53,174	53,832	96,310	90,063	78,002
Belvedere-Tiburon Library Agency	1,378,232	1,489,839	1,426,179	1,459,432	1,517,809
Long Range Planning	7,693	62,613	95,000	85,587	35,000
Police COPS/SLESF	100,000	100,000	100,000	100,000	100,000
Cypress Hollow Fund	16,173	15,739	16,750	16,474	16,500
Totals	\$ 8,346,664	\$ 9,040,808	\$ 9,724,299	\$ 9,364,302	\$ 10,076,387

Summary of Expenditures by Object

Expenditure Object	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
EXPENDITURES					
SALARY & WAGES	\$ 3,709,122	\$ 3,682,625	\$ 3,853,431	\$ 3,816,897	\$ 3,818,284
EMPLOYEE BENEFITS	\$ 1,334,083	\$ 1,376,238	\$ 1,682,596	\$ 1,525,064	\$ 1,650,016
SUPPLIES & SERVICES					
Department Supplies & Expenses	107,004	182,905	188,075	148,828	183,775
Conferences & Memberships	42,317	36,764	68,700	42,551	68,300
Contractual Services	266,602	397,773	431,406	410,576	740,703
Insurances	293,446	284,939	311,194	305,742	345,582
Intergovernmental & Agency	1,920,349	2,073,412	2,044,617	2,036,574	2,180,375
Equipment Supplies & Maintenance	379,671	447,858	500,160	482,002	518,602
Utility & Communication	202,335	219,132	203,720	203,455	211,000
Special Department Administrative	49,657	107,845	181,500	148,737	152,850
Allocated Costs	0	0	300	300	300
Total Supplies & Services	\$ 3,261,381	\$ 3,750,628	\$ 3,929,672	\$ 3,778,765	\$ 4,401,487
CAPITAL OUTLAY EXPENSE	-	53,717	30,000	23,000	10,000
CAPITAL OUTLAY ALLOWANCE	\$ 177,600	\$ 177,600	\$ 177,600	\$ 177,600	\$ 176,600
CAPITAL PROJECT EXPENSES	\$ 1,619	\$ -	\$ 51,000	\$ 44,000	\$ 20,000
TOTAL EXPENDITURES	\$ 8,483,805	\$ 9,040,808	\$ 9,724,299	\$ 9,365,326	\$ 10,076,387

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 has functioned over the past five years with approximately 6.5 FTE employees. With the retirement of long-time Town Attorney Ann Danforth, the Town will be contracting for legal services in FY 2015-16. The Department is proposed to be staffed with 5.7 FTE in FY 2015-16. All other positions will remain the same. The total proposed appropriation for Town Administration is \$1,697,466.

Administrative Services

The 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

	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
DEPARTMENT FUNDING					
General Fund	1,258,784	1,370,436	1,686,868	1,504,026	1,707,466
Total Department Funding	\$ 1,258,784	\$ 1,370,436	\$ 1,686,868	\$ 1,504,026	\$ 1,707,466
DIVISION FUNDING					
<u>Administration</u>					
General Fund	888,719	916,537	1,104,642	1,001,155	1,138,366
Total Administration	\$ 888,719	\$ 916,537	\$ 1,104,642	\$ 1,001,155	\$ 1,138,366
<u>Legal Services</u>					
General Fund	206,202	203,238	270,926	231,747	255,000
Total Legal Services	\$ 206,202	\$ 203,238	\$ 270,926	\$ 231,747	\$ 255,000
<u>Town Hall Facility</u>					
General Fund	137,141	163,149	269,800	237,848	252,600
Total Town Hall	\$ 137,141	\$ 163,149	\$ 269,800	\$ 237,848	\$ 252,600
<u>Legislative</u>					
General Fund	26,722	87,512	41,500	33,276	61,500
Total Legislative	\$ 26,722	\$ 87,512	\$ 41,500	\$ 33,276	\$ 61,500
Total Division Funding	\$ 1,258,784	\$ 1,370,436	\$ 1,686,868	\$ 1,504,026	\$ 1,707,466

Town Administration

ALL DIVISIONS

OBJECT SUMMARY	2012/13 Actual	2013/14 Estimated	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
EXPENDITURES					
SALARY & WAGES	\$ 730,839	\$ 706,180	\$ 737,338	\$ 710,077	\$ 642,545
EMPLOYEE BENEFITS	205,858	196,926	252,130	206,146	219,571
SUPPLIES & SERVICES					
Department Supplies & Expenses	65,465	127,729	116,500	89,246	120,200
Conferences & Memberships	21,527	17,505	35,600	22,848	31,000
Contractual Services	95,068	154,880	284,500	248,420	428,500
Equipment Supplies & Maintenance	40,381	68,372	94,600	94,330	100,600
Utility & Communication	43,003	40,810	46,200	42,076	46,200
Special Department Administrative	28,643	28,817	60,500	34,407	86,850
Total Supplies & Services	294,087	438,113	637,900	531,327	813,350
CAPITAL OUTLAY EXPENSE	-	1,217	25,000	23,000	5,000
CAPITAL OUTLAY ALLOWANCE	28,000	28,000	28,000	28,000	27,000
CAPITAL PROJECT EXPENSES	-	-	6,500	6,500	-
TOTAL EXPENDITURES	\$ 1,258,784	\$ 1,370,436	\$ 1,686,868	\$ 1,505,050	\$ 1,707,466
SOURCE OF FUNDING					
General Fund	1,258,784	1,370,436	1,686,868	1,504,026	1,707,466
TOTAL FUNDING	\$ 1,258,784	\$ 1,370,436	\$ 1,686,868	\$ 1,504,026	\$ 1,707,466
STAFFING LEVEL					
Town Manager	1.00	1.00	1.00	1.00	1.00
Town Attorney	0.75	0.75	0.75	0.75	-
Director of Administrative Services	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
Management Analyst			1.00	1.00	1.00
Office Assistant	1.00	0.50	1.00	1.00	0.90
Management Assistant	0.71	0.72	0.72	0.72	0.80
IT Desktop/Analyst Support		0.57	-	-	-
TOTAL STAFFING	6.46	6.54	6.47	6.47	5.70

Town Administration

ADMINISTRATIVE SERVICES

OBJECT SUMMARY	2012/13 Actual	2013/14 Estimated	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
EXPENDITURES					
SALARY & WAGES	\$ 599,389	\$ 572,082	\$ 600,507	\$ 588,884	\$ 642,545
EMPLOYEE BENEFITS	\$ 172,610	\$ 161,530	\$ 211,135	\$ 176,204	\$ 219,571
SUPPLIES & SERVICES					
Department Supplies & Expenses	3,254	4,222	7,500	5,702	6,000
Conferences & Memberships	12,865	10,903	22,500	15,357	22,500
Contractual Services	62,781	131,902	199,500	173,420	173,500
Special Department Administrative	11,820	9,898	37,500	16,612	48,250
Total Supplies & Services	\$ 90,720	\$ 156,925	\$ 267,000	\$ 211,091	\$ 250,250
CAPITAL OUTLAY ALLOWANCE	\$ 26,000	\$ 26,000	\$ 26,000	\$ 26,000	\$ 26,000
TOTAL EXPENDITURES	\$ 888,719	\$ 916,537	\$ 1,104,642	\$ 1,002,179	\$ 1,138,366
PERS-Town (12.450 or 6.25%)					67,680.00
Positions	5.70	5.70	5.70	5.70	5.70
TOTAL STAFFING	5.70	5.70	5.70	5.70	5.70

Town Administration

ADMINISTRATIVE SERVICES

Acct No.	Account Description	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
	SALARY					
511100	Town Manager	208,826	214,800	213,759	217,259	222,376
511350	Administrative Services Director	122,010	127,831	128,604	131,159	136,494
511400	Town Clerk	82,641	84,304	86,022	87,353	90,528
511450	Information Technology Coordinator	92,190	36,172	-	-	-
511700	Finance/HR Assistant (.8 FTE)	52,654	57,523	59,622	56,613	65,208
511550	Management Analyst			72,000	54,000	77,875
511600	Office Assistant (.9 FTE)	39,781	25,119	24,000	30,000	44,064
511800	Desktop/Tech Support	-	-	-	-	-
515100	Overtime	374	1,000	1,000	-	1,000
517100	Vacation Conversion		11,071	-	-	-
516990	Retention Bonus				7,500	
518100	Casual Hire	913	14,262	15,500	5,000	5,000
	Total:	\$ 599,389	\$ 572,082	\$ 600,507	\$ 588,884	\$ 642,545
	EMPLOYEE BENEFITS					
521100	Medical & Insurance	67,678	55,332	95,624	63,201	103,300
521200	Employee Accruing Fringe	11,400	11,496	-	15,876	-
522100	PERS-Employee (7%)	-	-	-	-	-
522200	PERS-Town (12.450 or 6.25%)	54,088	50,368	67,289	52,554	67,647
522300	PST 3.75%	2,539	3,195	2,236	3,228	2,445
522400	Other Retirement Benefits (GASB 45) 4.717%	12,000	17,847	28,279	28,279	30,262
422500	PERS - Side Fund Repayment (1.717%)	9,458	9,728	-	-	-
523100	FICA-Medicare	7,047	6,272	8,707	6,466	9,317
524100	Auto Allowance	8,400	7,292	9,000	6,600	6,600
534050	Unemployment Insurance	-	-	-	-	-
	Total:	\$ 172,610	\$ 161,530	\$ 211,135	\$ 176,204	\$ 219,571
	SUPPLIES & SERVICES					
	DEPARTMENT SUPPLIES & EXPENSES					
531050	Bank Charges & Fees	726	556	3,000	1,187	1,500
531060	Noticing & Publication	1,710	3,363	3,500	4,365	3,500
531140	Publications & Subscriptions	818	303	1,000	150	1,000
	Subtotal:	\$ 3,254	\$ 4,222	\$ 7,500	\$ 5,702	\$ 6,000
	CONFERENCES & MEMBERSHIPS					
532010	Conferences (Inc'ld ICMA), Meetings, Travel	2,225	261	7,500	5,000	7,500
532020	Employee Development/Training/Retreat	907	362	3,000	1,500	3,000
532040	Memberships	9,733	10,280	12,000	6,809	12,000
	Subtotal:	\$ 12,865	\$ 10,903	\$ 22,500	\$ 15,357	\$ 22,500
	CONTRACTUAL SERVICES					
533010	Contractual Services	14,670	62,611	16,000	15,357	16,000
New	IT Consulting Services	-	-	85,000	87,357	85,000
533020	Financial Audit	26,150	26,350	27,500	26,350	27,500
533060	Consulting Services	4,940	23,500	51,000	20,000	25,000
533200	Systems/Technical Support	17,021	19,441	20,000	24,356	20,000
	Subtotal:	\$ 62,781	\$ 131,902	\$ 199,500	\$ 173,420	\$ 173,500
	SPECIAL DEPT. ADMINISTRATIVE					

Town Administration

ADMINISTRATIVE SERVICES

Acct No.	Account Description	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
538010	Election	-	114	-	-	15,000
538030	Municipal Code Section Maintenance	4,084	2,024	6,000	3,420	5,000
538040	Newsletter Production & Mailing	568	660	1,500	692	750
538240	Records Management	380	-	5,000	2,500	2,500
538900	Contingency Provision	6,788	7,100	25,000	10,000	25,000
	Subtotal:	\$ 11,820	\$ 9,898	\$ 37,500	\$ 16,612	\$ 48,250
	Total Supplies & Services:	\$ 90,720	\$ 156,925	\$ 267,000	\$ 210,067	\$ 250,250
	CAPITAL OUTLAY ALLOWANCE					
559020	Technology Allowance	26,000	26,000	26,000	26,000	26,000
	Total:	\$ 26,000	\$ 26,000	\$ 26,000	\$ 26,000	\$ 26,000
	TOTAL DEPARTMENT	\$ 888,719	\$ 916,537	\$ 1,104,642	\$ 1,001,155	\$ 1,138,366

Town Administration

LEGAL SERVICES

OBJECT SUMMARY	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
EXPENDITURES					
SALARY & WAGES	\$ 131,450	\$ 134,098	\$ 136,831	\$ 121,193	\$ -
EMPLOYEE BENEFITS	\$ 33,248	\$ 35,396	\$ 40,995	\$ 29,942	\$ -
SUPPLIES & SERVICES					
Department Supplies & Expenses	6,889	6,967	5,000	4,082	-
Conferences & Memberships	1,328	2,799	2,100	530	-
Contractual Services	32,287	22,978	85,000	75,000	255,000
Total Supplies & Services	\$ 40,504	\$ 32,744	\$ 92,100	\$ 79,612	\$ 255,000
CAPITAL OUTLAY ALLOWANCE	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
TOTAL EXPENDITURES	\$ 206,202	\$ 203,238	\$ 270,926	\$ 231,747	\$ 255,000
STAFFING LEVEL					67,680.00
Positions	0.75	0.75	0.75	0.75	0.75
TOTAL STAFFING	0.75	0.75	0.75	0.75	0.75

Town Administration

LEGAL SERVICES

Acct No.	Account Description	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015-16 Proposed
	SALARY					
511200	Town Attorney (75%)	131,450	134,098	136,831	105,193	-
517100	Vacation Conversion	-	-	-	16,000	-
	Total:	\$ 131,450	\$ 134,098	\$ 136,831	\$ 121,193	\$ -
	EMPLOYEE BENEFITS					
521100	Medical & Insurance	1,011	1,016	13,791	953	-
521200	Employee Accruing Fringe	8,557	8,557		6,582	-
522100	PERS-Employee (7%)	-	-	-	-	-
522200	PERS-Town (11.522%)	13,534	14,457	15,766	12,120	
522400	Other Retirement Benefits (GASB 45) 4.717%	3,000	4,024	6,454	6,454	
522500	PERS Side Fund Repayment (1.717%)	2,236	2,303	-	-	
523100	FICA-Medicare	1,910	2,039	1,984	1,525	
524100	Auto Allowance	3,000	3,000	3,000	2,307	
	Total:	\$ 33,248	\$ 35,396	\$ 40,995	\$ 29,942	\$ -
	SUPPLIES & SERVICES					
	DEPARTMENT SUPPLIES & EXPENSES					
531140	Publications & Subscriptions	6,889	6,967	5,000	4,082	-
	Subtotal:	\$ 6,889	\$ 6,967	\$ 5,000	\$ 4,082	\$ -
	CONFERENCES & MEMBERSHIPS					
532010	Conferences, Meetings & Travel	818	2,279	1,500	100	-
532040	Memberships	510	520	600	430	-
	Subtotal:	\$ 1,328	\$ 2,799	\$ 2,100	\$ 530	\$ -
	CONTRACTUAL SERVICES					
533500	Contract - Town Attorney	4,051	1,502	5,000	30,000	175,000
533520	Litigation-ABAG PLAN	25,671	9,237	50,000	25,000	50,000
533530	Litigation-General	2,565	12,239	25,000	15,000	25,000
533590	Legal Settlements	-	-	5,000	5,000	5,000
	Subtotal:	\$ 32,287	\$ 22,978	\$ 85,000	\$ 75,000	\$ 255,000
	Total Supplies & Services:	40,504	32,744	92,100	79,612	255,000
	CAPITAL OUTLAY ALLOWANCE					
559020	Technology Allowance	1,000	1,000	1,000	1,000	-
	Total:	1,000	1,000	1,000	1,000	-
	TOTAL DEPARTMENT	\$ 206,202	\$ 203,238	\$ 270,926	\$ 231,747	\$ 255,000

Town Administration

LEGISLATIVE SUPPORT

OBJECT SUMMARY	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
EXPENDITURES					
SUPPLIES & SERVICES					
Department Supplies & Expenses	15,267	80,856	25,500	22,620	28,000
Conferences & Memberships	7,334	3,803	11,000	6,961	8,500
Equipment Supplies & Maintenance	598	-	1,000	500	1,000
Special Department Administrative	2,523	1,853	3,000	2,195	23,000
Total Supplies & Services	\$ 25,722	\$ 86,512	\$ 40,500	\$ 32,276	\$ 60,500
CAPITAL OUTLAY ALLOWANCE	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
TOTAL EXPENDITURES	\$ 26,722	\$ 87,512	\$ 41,500	\$ 33,276	\$ 61,500

Town Administration

LEGISLATIVE SUPPORT

Acct No.	Account Description	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
	SUPPLIES & SERVICES					
	DEPARTMENT SUPPLIES & EXPENSES					
531130	Special Events, Awards, Functions	13,097	18,000	19,500	19,629	22,000
531130	Town's 50th Anniversary Celebration	-	60,979	-	-	-
531150	Council/Commission Functions	2,170	1,776	5,500	2,500	5,500
531990	Department Expenses	-	101	500	491	500
	Subtotal:	\$ 15,267	\$ 80,856	\$ 25,500	\$ 22,620	\$ 28,000
	CONFERENCES & MEMBERSHIPS					
532010	Conferences, Meetings & Travel	5,669	1,498	8,000	4,521	5,500
532030	MCCMC Functions	865	1,155	2,000	1,440	2,000
532040	Memberships	800	1,150	1,000	1,000	1,000
	Subtotal:	\$ 7,334	\$ 3,803	\$ 11,000	\$ 6,961	\$ 8,500
536010	Operating Supplies	598	-	1,000	500	1,000
	Subtotal:	\$ 598	\$ -	\$ 1,000	\$ 500	\$ 1,000
	SPECIAL DEPT ADMINISTRATION					
538510	Planning Commission	259	109	500	120	500
538520	Design Review Board	14	-	250	50	250
538530	Parks, Open Space & Trails Commission	39	14	250	25	250
538540	Heritage & Arts Commission	2,211	1,730	2,000	2,000	2,000
538900	Contingency + Landmarks Donation					20,000
	Subtotal:	\$ 2,523	\$ 1,853	\$ 3,000	\$ 2,195	\$ 23,000
	Total Supplies & Services:	\$ 25,722	\$ 86,512	\$ 40,500	\$ 32,276	\$ 60,500
	CAPITAL OUTLAY ALLOWANCE					
559010	Capital Equipment Allowance	1,000	1,000	1,000	1,000	1,000
	Total:	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
	TOTAL DEPARTMENT	\$ 26,722	\$ 87,512	\$ 41,500	\$ 33,276	\$ 61,500

Town Administration

TOWN HALL FACILITY

OBJECT SUMMARY	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
EXPENDITURES					
SUPPLIES & SERVICES					
Department Supplies & Expenses	40,055	35,684	78,500	56,842	86,200
Equipment Supplies & Maintenance	39,783	68,372	93,600	93,830	99,600
Utility & Communication	43,003	40,810	46,200	42,076	46,200
Special Department Administrative Allocated Costs	14,300	17,066	20,000	15,600	15,600
Special Department Administrative	14,300	17,066	20,000	15,600	15,600
Total Supplies & Services	\$ 137,141	\$ 161,932	\$ 238,300	\$ 208,348	\$ 247,600
CAPITAL OUTLAY EXPENSE	\$ -	\$ 1,217	\$ 25,000	\$ 23,000	\$ 5,000
CAPITAL PROJECT EXPENSES	\$ -	\$ -	\$ 6,500	\$ 6,500	\$ -
TOTAL EXPENDITURES	\$ 137,141	\$ 163,149	\$ 269,800	\$ 237,848	\$ 252,600
STAFFING LEVEL					
Positions	-	-	-	-	-
TOTAL STAFFING	-	-	-	-	-

Town Administration

TOWN HALL FACILITY

Acct No.	Account Description	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
	SUPPLIES & SERVICES					
	DEPARTMENT SUPPLIES & EXPENSES					
531010	Office & Copier Supplies	18,170	14,857	25,000	18,798	25,000
531080	Postage	8,287	4,600	15,000	7,544	10,000
531090	Printing & Reproduction	3,300	250	10,000	5,000	5,000
531120	Recruiting & Background	660	2,998	5,000	5,000	30,000
531130	Special Events, Awards, Functions	908	6,139	10,000	10,000	10,000
533070	Parking Lease	8,730	6,840	13,500	10,500	6,200
	Subtotal:	\$ 40,055	\$ 35,684	\$ 78,500	\$ 56,842	\$ 86,200
	EQ SUPPLIES & MAINTENANCE					
536020	Equipment Maintenance	23,997	22,470	15,000	22,878	25,000
536030	Building/Facility Supplies	3,144	2,101	8,500	3,171	5,000
536060	Inspection & Testing	-	225	1,500	500	500
536070	Janitorial Services	12,000	12,480	15,000	13,000	15,000
536080	Landscape Grounds Materials	132	82	500	776	1,000
536100	Pest Control	360	395	600	600	600
536290	Misc. Facility Improvements	150	5,027	5,000	5,405	5,000
536280	Special Maintenance	-	24,457	2,500	2,500	2,500
536285	Dairy Knoll Maintenance		1,135	45,000	45,000	45,000
	Subtotal:	\$ 39,783	\$ 68,372	\$ 93,600	\$ 93,830	\$ 99,600
	UTILITY & COMMUNICATION					
537100	Energy-PG&E	22,218	22,061	25,000	25,000	25,000
537200	Water-MMWD	268	298	1,200	450	1,200
537300	Telecommunications	20,517	18,451	20,000	16,626	20,000
	Subtotal:	\$ 43,003	\$ 40,810	\$ 46,200	\$ 42,076	\$ 46,200
	SPECIAL DEPT. ADMINISTRATIVE					
537700	MIDAS Network Charges	\$ 14,300	\$ 17,066	\$ 20,000	\$ 15,600	\$ 15,600
	Subtotal	\$ 14,300	\$ 17,066	\$ 20,000	\$ 15,600	\$ 15,600
	Total Supplies & Services:	\$ 137,141	\$ 161,932	\$ 238,300	\$ 208,348	\$ 247,600
	CAPITAL OUTLAY EXPENSES					
543030	Office Furniture/Equipment	-	1,217	25,000	23,000	5,000
	Total:	\$ -	\$ 1,217	\$ 25,000	\$ 23,000	\$ 5,000
	CAPITAL PROJECT EXPENSES					
561140	Facility Alteration & Improvement	-	-	6,500	6,500	-
	Total:	\$ -	\$ -	\$ 6,500	\$ 6,500	\$ -
	TOTAL DEPARTMENT	\$ 137,141	\$ 163,149	\$ 269,800	\$ 237,848	\$ 252,600

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, Town Council policies as well as State and Federal regulations.

The total proposed appropriation for the Community Development Department is \$1,189,034, primarily with resources of the General Fund. Staffing of the Department totals eight employees. In FY 2015-16 it is proposed

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, Town Council policies, as well as State and Federal regulations.

Advance Planning

The Advance Planning Division was responsible for updating the Town's General Plan, which was completed in October 2005. Until the next comprehensive update, the Advance Planning Division will be updating the various underlying elements of the General Plan, as needed, starting with the Housing element.

Building Inspection

The Building Inspection Division ensures that construction in the Town is compliant with adopted Uniform Building Codes and in conformance with accepted building practices. The Division issues permits, conducts regular permit inspections, performs plan check reviews for construction applications, and conducts residential resale inspections.

Community Development

DEPARTMENT SUMMARY

	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
DEPARTMENT FUNDING					
General Fund	958,040	1,072,835	1,119,056	1,097,603	1,154,034
Long Range Planning Fund	7,693	62,613	95,000	85,587	35,000
Total Department Funding	\$ 965,733	\$ 1,135,448	\$ 1,214,056	\$ 1,183,190	\$ 1,189,034
DIVISION FUNDING					
<u>Planning & Design Review</u>					
General Fund	461,273	488,049	511,084	487,940	532,384
Total Planning & Design Review	\$ 461,273	\$ 488,049	\$ 511,084	\$ 487,940	\$ 532,384
<u>Building Inspection</u>					
General Fund	496,767	584,786	607,972	609,663	621,650
Total Building Inspection	\$ 496,767	\$ 584,786	\$ 607,972	\$ 609,663	\$ 621,650
<u>Advance Planning</u>					
Long Range Planning Fund	7,693	62,613	95,000	85,587	35,000
Total Advance Planning	\$ 7,693	\$ 62,613	\$ 95,000	\$ 85,587	\$ 35,000
Total Division Funding	\$ 965,733	\$ 1,135,448	\$ 1,214,056	\$ 1,183,190	\$ 1,189,034

Community Development

ALL DIVISIONS

OBJECT SUMMARY	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
EXPENDITURES					
SALARY & WAGES	\$ 640,000	\$ 707,541	\$ 719,976	\$ 753,736	\$ 759,682
EMPLOYEE BENEFITS	\$ 206,309	\$ 223,204	\$ 265,630	\$ 217,724	\$ 256,402
SUPPLIES & SERVICES					
Department Supplies & Expenses	\$ 6,369	\$ 9,532	\$ 14,500	\$ 9,831	\$ 8,000
Conferences & Memberships	\$ 5,353	\$ 5,076	\$ 8,200	\$ 5,120	\$ 14,200
Contractual Services	\$ 62,654	\$ 88,001	\$ 60,000	\$ 63,253	\$ 60,000
Equipment Supplies & Maintenance	\$ 7,659	\$ 6,794	\$ 9,750	\$ 2,689	\$ 9,750
Special Department Administrative	\$ 16,389	\$ 74,300	\$ 115,000	\$ 109,837	\$ 60,000
Total Supplies & Services	\$ 98,424	\$ 183,703	\$ 207,450	\$ 190,730	\$ 151,950
CAPITAL OUTLAY ALLOWANCE	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000
TOTAL EXPENDITURES	\$ 965,733	\$ 1,135,448	\$ 1,214,056	\$ 1,183,190	\$ 1,189,034
SOURCE OF FUNDING					
General Fund	958,040	1,072,835	1,119,056	1,097,603	1,154,034
Long Range Planning Fund	7,693	62,613	95,000	85,587	35,000
TOTAL FUNDING	\$ 965,733	\$ 1,135,448	\$ 1,214,056	\$ 1,183,190	\$ 1,189,034
STAFFING LEVEL					
Community Development Director	1.00	1.00	1.00	1.00	1.00
Planning Manager	1.00	1.00	1.00	1.00	1.00
Associate Planner	1.00	-	-	-	1.00
Assistant Planner	-	1.00	1.00	1.00	-
Community Development Aide	1.00	1.00	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
TOTAL STAFFING	8.00	8.00	8.00	8.00	8.00

Community Development

PLANNING & DESIGN REVIEW

OBJECT SUMMARY	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
EXPENDITURES					
SALARY & WAGES	\$ 326,808	\$ 338,285	\$ 346,628	\$ 338,828	\$ 367,982
EMPLOYEE BENEFITS	\$ 109,398	\$ 119,197	\$ 135,206	\$ 121,232	\$ 132,152
SUPPLIES & SERVICES					
Department Supplies & Expenses	6,273	6,306	6,500	7,470	7,500
Conferences & Memberships	2,221	2,627	5,200	2,770	7,200
Contractual Services	9,200	14,747	10,000	11,084	10,000
Equipment Supplies & Maintenance	1,273	787	1,450	456	1,450
Total Supplies & Services	\$ 18,967	\$ 24,467	\$ 23,150	\$ 21,780	\$ 26,150
CAPITAL OUTLAY ALLOWANCE	\$ 6,100	\$ 6,100	\$ 6,100	\$ 6,100	\$ 6,100
TOTAL EXPENDITURES	\$ 461,273	\$ 488,049	\$ 511,084	\$ 487,940	\$ 532,384
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

Acct No.	Account Description	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
	SALARY					
512100	Director of Community Development	123,676	129,459	132,890	132,801	138,204
512200	Planning Manager	86,839	88,587	90,392	91,958	99,504
512300	Associate Planner	40,244				72,684
512400	Assistant Planner	9,874	58,730	59,927	62,055	-
512600	Community Development Aide	52,284	53,332	54,419	45,045	48,590
515100	Overtime		-	-	-	-
517100	Vacation Conversion	4,891	-	-	-	-
518100	Casual Hire (DRB/PC Minutes)	9,000	8,177	9,000	6,969	9,000
	Total:	\$ 326,808	\$ 338,285	\$ 346,628	\$ 338,828	\$ 367,982
	EMPLOYEE BENEFITS					
521100	Medical & Insurance	45,818	50,201	73,552	50,085	71,040
521200	Employee Accruing Fringe	12,173	13,973		13,601	
522100	PERS-Employee (7%)	-	-	-	-	-
522200	PERS-Town (12.450% pr 6/25%)	32,306	32,928	38,901	34,996	37,174
522400	Other Retirement Benefits (GASB 45) 4.717%	7,104	9,846	15,926	15,926	16,933
522500	Repayment - CalPERS Side Fund (1.71%)	5,603	5,635	-	-	-
523100	FICA-Medicare	4,594	4,814	5,026	4,824	5,205
534050	Unemployment Insurance	-	-	-	-	-
524100	Auto Allowance	1,800	1,800	1,800	1,800	1,800
	Total:	\$ 109,398	\$ 119,197	\$ 135,206	\$ 121,232	\$ 132,152
	SUPPLIES & SERVICES					
	DEPARTMENT SUPPLIES & EXPENSES					
531060	Noticing & Publication	6,258	5,691	6,000	7,259	7,000
531140	Publications & Subscriptions	15	615	500	211	500
	Subtotal:	\$ 6,273	\$ 6,306	\$ 6,500	\$ 7,470	\$ 7,500
	CONFERENCES & MEMBERSHIPS					
532010	Conferences, Meetings & Travel	704	1,979	2,500	1,520	2,500
532020	Employee Development/Training	1,019	100	1,500	500	3,500
532040	Memberships	498	548	1,200	750	1,200
	Subtotal:	\$ 2,221	\$ 2,627	\$ 5,200	\$ 2,770	\$ 7,200
	CONTRACTUAL SERVICES					
533010	Contractual Services	9,200	14,747	10,000	11,084	10,000
	Subtotal:	\$ 9,200	\$ 14,747	\$ 10,000	\$ 11,084	\$ 10,000
	EQ SUPPLIES & MAINTENANCE					
536050	Fuel & Oil	837	740	950	319	950
536250	Vehicle Maintenance	436	47	500	137	500
	Subtotal:	\$ 1,273	\$ 787	\$ 1,450	\$ 456	\$ 1,450
	Total Supplies & Services:	\$ 18,967	\$ 24,467	\$ 23,150	\$ 21,780	\$ 26,150
	CAPITAL OUTLAY ALLOWANCE					
559010	Capital Equipment Allowance	2,000	2,000	2,000	2,000	2,000
559020	Technology Allowance	4,100	4,100	4,100	4,100	4,100
	Total:	\$ 6,100	\$ 6,100	\$ 6,100	\$ 6,100	\$ 6,100

Community Development

PLANNING & DESIGN REVIEW

Acct No.	Account Description	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
	TOTAL DEPARTMENT	\$ 461,273	\$ 488,049	\$ 511,084	\$ 487,940	\$ 532,384

Community Development

BUILDING INSPECTION

OBJECT SUMMARY	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
EXPENDITURES					
SALARY & WAGES	\$ 313,192	\$ 369,256	\$ 373,348	\$ 414,908	\$ 391,700
EMPLOYEE BENEFITS	\$ 96,911	\$ 104,007	\$ 130,424	\$ 96,492	\$ 124,250
SUPPLIES & SERVICES					
Department Supplies & Expenses	96	1,872	3,000	1,611	500
Conferences & Memberships	3,132	2,449	3,000	2,350	7,000
Contractual Services	53,454	73,254	50,000	52,169	50,000
Equipment Supplies & Maintenance	6,386	6,007	8,300	2,233	8,300
Special Department Administrative	8,696	13,041	25,000	25,000	25,000
Total Supplies & Services	\$ 71,764	\$ 96,623	\$ 89,300	\$ 83,363	\$ 90,800
CAPITAL OUTLAY ALLOWANCE	\$ 14,900	\$ 14,900	\$ 14,900	\$ 14,900	\$ 14,900
TOTAL EXPENDITURES	\$ 496,767	\$ 584,786	\$ 607,972	\$ 609,663	\$ 621,650
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

Acct No.	Account Description	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
	SALARY					
512700	Building Official	93,940	100,519	105,178	93,582	121,860
512800	Building Inspector	86,504	94,243	90,037	65,026	92,737
New	Building Permit Technician(2)	67,560	67,560	68,911	68,871	135,103
512900	Building Permit Clerk	54,970	56,079	57,222	57,190	-
515100	Overtime	1,123	1,398	2,000	7,500	2,000
517100	Vacation Conversion				8,891	
518100	Casual Hire	9,095	49,457	50,000	113,848	40,000
	Total:	\$ 313,192	\$ 369,256	\$ 373,348	\$ 414,908	\$ 391,700
	EMPLOYEE BENEFITS					
521100	Medical & Insurance	27,758	29,920	73,552	25,374	71,040
521200	Employee Accruing Fringe	21,713	21,159		23,313	
522100	PERS-Employee (7%)					
522200	PERS-Town (12.45% or 6.25%)	31,191	32,581	37,026	28,096	31,615
522400	Other Retirement Benefits (GASB 45) 4.717%	6,504	10,460	15,158	15,158	16,495
522500	Repayment - CalPERS Side Fund (1.717%)	5,205	5,368	-	-	-
523100	FICA-Medicare	4,540	4,519	4,689	4,551	5,100
	Total:	\$ 96,911	\$ 104,007	\$ 130,424	\$ 96,492	\$ 124,250
	SUPPLIES & SERVICES					
	DEPARTMENT SUPPLIES & EXPENSES					
531140	Publications & Subscriptions	96	1,872	500	111	500
531170	Document Storage	-	-	2,500	1,500	-
	Subtotal:	\$ 96	\$ 1,872	\$ 3,000	\$ 1,611	\$ 500
	CONFERENCES & MEMBERSHIPS					
532010	Conferences, Meetings & Travel	1,582	908	1,500	850	1,500
532020	Employee Development/Training	1,405	1,416	1,000	1,000	5,000
532040	Memberships	145	125	500	500	500
	Subtotal:	\$ 3,132	\$ 2,449	\$ 3,000	\$ 2,350	\$ 7,000
	CONTRACTUAL SERVICES					
533010	Contractual (Outside Plan Check)	53,454	73,254	50,000	52,169	50,000
	Subtotal:	\$ 53,454	\$ 73,254	\$ 50,000	\$ 52,169	\$ 50,000
	EQ SUPPLIES & MAINTENANCE					
536020	Equipment Maintenance	1,560	499	4,000	217	4,000
536050	Fuel & Oil	2,511	2,219	2,800	1,100	2,800
536250	Vehicle Maintenance	2,315	3,289	1,500	916	1,500
	Subtotal:	\$ 6,386	\$ 6,007	\$ 8,300	\$ 2,233	\$ 8,300
	SPECIAL DEPT. ADMINISTRATIVE					
538240	Records Management-Outside Scanning	8,696	13,041	25,000	25,000	25,000
	Subtotal:	\$ 8,696	\$ 13,041	\$ 25,000	\$ 25,000	\$ 25,000
	Total Supplies & Services:	\$ 71,764	\$ 96,623	\$ 89,300	\$ 83,363	\$ 90,800
	CAPITAL OUTLAY ALLOWANCE					
559010	Capital Equipment Allowance	4,200	4,200	4,200	4,200	4,200

Community Development

BUILDING INSPECTION

Acct No.	Account Description	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
559020	Technology Allowance	10,700	10,700	10,700	10,700	10,700
	Total:	\$ 14,900	\$ 14,900	\$ 14,900	\$ 14,900	\$ 14,900
	TOTAL DEPARTMENT	\$ 496,767	\$ 584,786	\$ 607,972	\$ 609,663	\$ 621,650

Community Development

ADVANCE PLANNING

OBJECT SUMMARY	2012/13 Actual	2013/14 Estimated	2014/15 Adopted	2014/15 Estimate	2015/16 Proposed
EXPENDITURES					
SALARY & WAGES	\$ -	\$ -	\$ -	\$ -	\$ -
EMPLOYEE BENEFITS	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES & SERVICES					
Department Supplies & Expenses	-	1,354	5,000	750	-
Special Department Administrative	7,693	61,259	90,000	84,837	35,000
Total Supplies & Services	\$ 7,693	\$ 62,613	\$ 95,000	\$ 85,587	\$ 35,000
TOTAL EXPENDITURES	\$ 7,693	\$ 62,613	\$ 95,000	\$ 85,587	\$ 35,000

Community Development

ADVANCE PLANNING

Acct No.	Account Description	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
	SUPPLIES & SERVICES					
	DEPARTMENT SUPPLIES & EXPENSES					
531090	Printing & Reproduction	-	1,354	5,000	750	-
	Subtotal:	\$ -	\$ 1,354	\$ 5,000	\$ 750	\$ -
	SPECIAL DEPT. ADMINISTRATIVE					
538220	Housing Element Update	7,693	24,950	20,000	8,314	-
538230	General Plan Update (Circ. Elem+ Maps)	-	36,309	70,000	76,523	35,000
	Subtotal:	\$ 7,693	\$ 61,259	\$ 90,000	\$ 84,837	\$ 35,000
	Total Supplies & Services:	\$ 7,693	\$ 62,613	\$ 95,000	\$ 85,587	\$ 35,000
	TOTAL DEPARTMENT	\$ 7,693	\$ 62,613	\$ 95,000	\$ 85,587	\$ 35,000

POLICE

Police Services **Police/EOC Facility**

The Police Department provides of law enforcement services for the ensuring safety 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 \$3,144,563. Staffing is comprised of 13 sworn personnel, 4 civilian personnel and approximately 4 volunteer and reserve police officers.

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 exists 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 policy facility which also serves as the primary Emergency Operation Center for the entire Tiburon Peninsula. section. Belvedere contributes 25% of the funds needed to maintain this function.

Police Department

DEPARTMENT SUMMARY

	2012/13 Actual	2013/14 Actual	2013/14 Budget	2013/14 Estimate	2015/16 Proposed
DEPARTMENT FUNDING					
General Fund	2,731,746	2,824,404	3,002,671	2,873,584	3,044,563
Police COPS/SLESF Fund	100,000	100,000	100,000	100,000	100,000
Total Department Funding	\$ 2,831,746	\$ 2,924,404	\$ 3,102,671	\$ 2,973,584	\$ 3,144,563
DIVISION FUNDING					
<u>Police Services</u>					
General Fund	2,683,015	2,768,837	2,940,371	2,818,566	2,981,963
Police COPS/SLESF Fund	100,000	100,000	100,000	100,000	100,000
Total Police Services	\$ 2,783,015	\$ 2,868,837	\$ 3,040,371	\$ 2,918,566	\$ 3,081,963
<u>Police Facility</u>					
General Fund	48,731	55,567	62,300	55,018	62,600
Total Facility	\$ 48,731	\$ 55,567	\$ 62,300	\$ 55,018	\$ 62,600
Total Division Funding	\$ 2,831,746	\$ 2,924,404	\$ 3,102,671	\$ 2,973,584	\$ 3,144,563

Police Department

ALL DIVISIONS

OBJECT SUMMARY	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
EXPENDITURES					
SALARY & WAGES	\$ 1,643,867	\$ 1,668,556	\$ 1,752,378	\$ 1,709,005	\$ 1,712,744
EMPLOYEE BENEFITS	\$ 645,345	\$ 668,589	\$ 768,901	\$ 731,295	\$ 735,902
SUPPLIES & SERVICES					
Department Supplies & Expenses	29,671	37,485	49,500	40,605	48,000
Conferences & Memberships	12,236	11,584	16,500	10,446	17,000
Contractual Services	24,954	27,811	20,946	20,343	133,543
Intergovernmental & Agency	210,784	221,021	209,126	191,566	208,674
Equipment Supplies & Maintenance	110,650	125,248	130,100	114,788	127,000
Utility & Communication	63,614	73,382	60,720	62,543	67,200
Special Department Administrative	4,625	4,728	6,000	4,493	6,000
Total Supplies & Services	\$ 456,534	\$ 501,259	\$ 492,892	\$ 444,784	\$ 607,417
CAPITAL OUTLAY ALLOWANCE	\$ 86,000	\$ 86,000	\$ 86,000	\$ 86,000	\$ 86,000
CAPITAL PROJECT EXPENSES	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,500
TOTAL EXPENDITURES	\$ 2,831,746	\$ 2,924,404	\$ 3,102,671	\$ 2,973,584	\$ 3,144,563
SOURCE OF FUNDING					
General Fund	2,731,746	2,824,404	3,002,671	2,873,584	3,044,563
Police COPS/SLESF Fund	100,000	100,000	100,000	100,000	100,000
TOTAL FUNDING	\$ 2,831,746	\$ 2,924,404	\$ 3,102,671	\$ 2,973,584	\$ 3,144,563
STAFFING LEVEL					
Chief	1.00	1.00	1.00	1.00	1.00
Captain	1.00	1.00	1.00	1.00	-
Sergeant	4.00	4.00	4.00	4.00	4.00
Investigator	-	-	-	-	-
Patrol Officers	7.00	7.00	7.00	7.00	7.00
Police Service Aide	2.00	2.00	2.00	2.00	2.75
Emergency Services Coordinator	1.00	1.00	1.00	1.00	1.00
Secretary	1.00	1.00	1.00	1.00	-
TOTAL STAFFING	17.00	17.00	17.00	17.00	15.75

Police Department

POLICE SERVICES

OBJECT SUMMARY	2012/13 Actual	2013/14 Actual	2013/14 Budget	2013/14 Estimate	2015/16 Proposed
EXPENDITURES					
SALARY & WAGES	\$ 1,643,867	\$ 1,668,556	\$ 1,752,378	\$ 1,709,005	\$ 1,712,744
EMPLOYEE BENEFITS	\$ 645,345	\$ 668,589	\$ 768,901	\$ 731,295	\$ 735,902
SUPPLIES & SERVICES					
Department Supplies & Expenses	29,671	37,485	49,500	40,605	48,000
Conferences & Memberships	12,236	11,584	16,500	10,446	17,000
Contractual Services	24,954	27,811	20,946	20,343	133,543
Intergovernmental & Agency	210,784	221,021	209,126	191,566	208,674
Equipment Supplies & Maintenance	85,710	100,117	96,600	85,923	93,500
Utility & Communication	44,448	47,674	40,420	43,383	46,600
Allocated Costs					
Total Supplies & Services	\$ 407,803	\$ 445,692	\$ 433,092	\$ 392,266	\$ 547,317
CAPITAL OUTLAY ALLOWANCE	\$ 86,000	\$ 86,000	\$ 86,000	\$ 86,000	\$ 86,000
TOTAL EXPENDITURES	\$ 2,783,015	\$ 2,868,837	\$ 3,040,371	\$ 2,918,566	\$ 3,081,963
STAFFING LEVEL					
Positions	17.00	17.00	17.00	17.00	15.75
TOTAL STAFFING	17.00	17.00	17.00	17.00	15.75

Police Department

POLICE SERVICES

Acct No.	Account Description	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
	SALARY					
513100	Police Chief	153,516	156,601	159,793	162,399	170,003
513200	Captain	125,977	128,508	131,127	113,017	-
513400	Sergeants (4)	380,150	349,610	404,544	400,445	433,256
513500	Patrol Officer (7)	555,284	563,794	589,092	579,927	634,346
513600	Secretary	64,074	65,375	66,708	66,667	5,781
531650	Emergency Services Coordinator	65,681	67,007	68,372	69,590	76,527
513950	Police Service Aide (2.75 FTE)	123,252	130,352	129,792	130,439	182,400
515100	Overtime	75,097	96,306	85,000	100,047	85,000
515200	Overtime (Special Events)	21,624	13,877	25,000	8,966	25,000
516200	Education Incentive Pay	15,196	14,726	17,400	13,965	16,200
516300	Holiday Pay	42,657	42,806	47,950	45,801	51,531
516400	Special Pay	2,380	1,960	3,600	2,158	4,800
516600	Longevity Pay	12,294	10,454	15,000	9,300	13,500
516700	Shift Differential	6,685	6,270	9,000	6,284	14,400
517100	Vacation Conversion	-	20,910	-	-	-
	Total:	\$ 1,643,867	\$ 1,668,556	\$ 1,752,378	\$ 1,709,005	\$ 1,712,744
	EMPLOYEE BENEFITS					
521100	Medical & Insurance	230,718	224,360	332,056	272,271	313,560
521200	Employee Accruing Fringe	20,564	24,995	-	24,019	-
522100	PERS-Employee (9% Sworn, 7% Misc.)	-	-	-	-	-
522200	PERS-Town (20.533%, 12.540%)	277,832	276,503	324,081	287,423	275,502
522300	PST-Part-time (3.75%)	2,599	2,983	2,500	3,047	2,750
522400	Other Post Employment Benefits (GASB 45)	35,004	46,117	103,409	103,409	110,000
522500	CalPERS Side Fund Repayment (4.71/6.6%)	52,249	53,819	-	-	-
523100	FICA-Medicare	21,251	21,675	-	22,803	24,835
524100	Automobile Allowance				1,000	2,400
524300	Medical Allowance	5,128	16,937	6,855	17,323	6,855
525300	Tuition Reimbursement	-	1,200	-	-	-
	Total:	\$ 645,345	\$ 668,589	\$ 768,901	\$ 731,295	\$ 735,902
	SUPPLIES & SERVICES					
	DEPARTMENT SUPPLIES & EXPENSES					
531010	Office & Copier Supplies	14,002	11,007	11,000	12,720	14,000
531040	Evidence Supplies	2,997	1,664	3,000	1,138	2,000
531080	Postage	2,662	1,062	3,000	2,503	3,000
531090	Printing & Reproduction	3,539	2,345	4,000	3,680	4,000
531110	Range & Weapons	132	5,603	12,000	10,000	8,000
531120	Recruiting & Investigation	3,608	8,972	10,000	5,397	5,000
531121	Special Investigation	311	4,812	5,000	3,306	10,000
531140	Publications & Subscriptions	2,420	2,020	1,500	1,861	2,000
	Subtotal:	\$ 29,671	\$ 37,485	\$ 49,500	\$ 40,605	\$ 48,000
	CONFERENCES & MEMBERSHIPS					
532010	Conferences, Meetings & Travel	1,287	2,224	2,000	1,660	2,000
532020	Employee Development/Training	-	-	-	-	-
532040	Memberships	1,855	1,955	2,000	2,379	2,500
532060	POST-Reimbursed Training	7,498	6,846	10,000	5,000	10,000
532070	POST-Non Reimbursed Training	1,216	42	2,000	1,000	2,000

Police Department

POLICE SERVICES

Acct No.	Account Description	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
532090	Special Meal Allowance (MOU)	380	517	500	407	500
	Subtotal:	\$ 12,236	\$ 11,584	\$ 16,500	\$ 10,446	\$ 17,000
	CONTRACTUAL SERVICES					
533010	Contractual Services (Belvedere Chief)	-	-	-	-	112,000
533080	Records Management System (Tech)	22,504	25,361	18,496	17,893	19,093
533090	Lexipol Policy Manual Maintenance	2,450	2,450	2,450	2,450	2,450
533200	Systems Support	-	-	-	-	-
	Subtotal:	\$ 24,954	\$ 27,811	\$ 20,946	\$ 20,343	\$ 133,543
	INTERGOVERNMENT, AGENCY & JPA					
535080	Marin County Jail Booking	-	-	-	-	-
535090	Marin County Major Crimes Task Force	37,490	38,108	35,450	35,417	27,421
535131	Marin County Dispatch	170,167	179,786	170,176	151,734	175,280
535170	Marin County DA-Prandi Center	3,127	3,127	3,500	4,415	5,973
	Subtotal:	\$ 210,784	\$ 221,021	\$ 209,126	\$ 191,566	\$ 208,674
	EQ SUPPLIES & MAINTENANCE					
536020	Equipment Maintenance	-	-	1,000	1,000	1,000
536050	Fuel & Oil	31,161	27,774	32,000	32,000	27,000
536120	Radar Maintenance	-	594	500	500	500
536130	Radio Maintenance	7,350	274	2,000	2,000	2,000
536210	Safety Equipment	4,594	5,178	10,000	9,514	10,000
536220	Uniform Maintenance	6,791	6,335	7,000	6,021	6,000
536230	Uniform Purchase/Replacement	4,727	11,235	10,000	3,892	5,000
536240	Vehicle Supplies	184	2,623	500	500	1,000
536250	Vehicle Maintenance	22,726	36,324	25,000	22,571	30,000
536270	Safety Equipment (MOU)	525	686	600	721	1,000
536320	License Plate Camera Maintenance	7,652	9,094	8,000	7,204	10,000
	Subtotal:	\$ 85,710	\$ 100,117	\$ 96,600	\$ 85,923	\$ 93,500
	UTILITY & COMMUNICATION					
537300	Telecommunication	30,313	29,669	25,000	27,963	31,000
537700	MIDAS Internet Connection	14,135	18,005	15,420	15,420	15,600
	Subtotal:	\$ 44,448	\$ 47,674	\$ 40,420	\$ 43,383	\$ 46,600
	Total Supplies & Services:	\$ 407,803	\$ 445,692	\$ 433,092	\$ 392,266	\$ 547,317
	CAPITAL OUTLAY ALLOWANCE					
546050	Siren System	52,500				
559010	Capital Equipment Allowance	75,000	75,000	75,000	75,000	75,000
559020	Technology Allowance	11,000	11,000	11,000	11,000	11,000
	Total:	\$ 138,500	\$ 86,000	\$ 86,000	\$ 86,000	\$ 86,000
	TOTAL DEPARTMENT	\$ 2,835,515	\$ 2,868,837	\$ 3,040,371	\$ 2,918,566	\$ 3,081,963

Police Department**POLICE FACILITY**

OBJECT SUMMARY	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
EXPENDITURES					
SUPPLIES & SERVICES					
Equipment Supplies & Maintenance	24,940	25,131	33,500	28,865	33,500
Utility & Communication	19,166	25,708	20,300	19,160	20,600
Special Department Administrative	4,625	4,728	6,000	4,493	6,000
Total Supplies & Services	\$ 48,731	\$ 55,567	\$ 59,800	\$ 52,518	\$ 60,100
CAPITAL PROJECT EXPENSES	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,500
TOTAL EXPENDITURES	\$ 48,731	\$ 55,567	\$ 62,300	\$ 55,018	\$ 62,600

Police Department

POLICE FACILITY

Acct No.	Account Description	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
	SUPPLIES & SERVICES					
	EQ SUPPLIES & MAINTENANCE					
536020	Equipment Maintenance	7,191	6,440	7,000	13,851	7,000
536030	Building/Facility Supplies	5,257	6,340	11,000	2,071	11,000
536050	Fuel & Oil (Generator)	131	-	500	-	500
536060	Inspection & Testing (Generator)	-	-	500	-	500
536070	Janitorial Services	12,000	12,000	13,000	12,000	13,000
536100	Pest Control	361	351	500	720	500
536280	Special Maintenance	-	-	1,000	223	1,000
	Subtotal:	\$ 24,940	\$ 25,131	\$ 33,500	\$ 28,865	\$ 33,500
	UTILITY & COMMUNICATION					
537100	Energy-PG&E	18,495	25,090	20,000	18,677	20,000
537200	Water-MMWD	671	618	300	483	600
537300	Telecommunication	-	-	-	-	-
537700	Midas Internet Access	-	-	-	-	-
	Subtotal:	\$ 19,166	\$ 25,708	\$ 20,300	\$ 19,160	\$ 20,600
	SPECIAL DEPT. ADMINISTRATIVE					
538020	Emergency & Disaster Planning	4,625	4,728	6,000	4,493	6,000
	Subtotal:	\$ 4,625	\$ 4,728	\$ 6,000	\$ 4,493	\$ 6,000
	Total Supplies & Services:	\$ 48,731	\$ 55,567	\$ 59,800	\$ 52,518	\$ 60,100
	CAPITAL PROJECT EXPENSES					
561140	EOC Equipment Upgrades	-	-	2,500	2,500	2,500
	Total:	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,500
	TOTAL DEPARTMENT	\$ 48,731	\$ 55,567	\$ 62,300	\$ 55,018	\$ 62,600

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 \$1,496,984, primarily from the General Fund. The Department operates with 9.0 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

	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
DEPARTMENT FUNDING					
General Fund	1,294,893	1,270,973	1,383,095	1,346,775	1,480,484
Cypress Hollow Fund	16,173	15,739	16,750	16,474	16,500
Total Department Funding	\$ 1,311,066	\$ 1,286,712	\$ 1,399,845	\$ 1,363,249	\$ 1,496,984
DIVISION FUNDING					
<u>Administration & Engineering</u>					
General Fund	298,526	300,919	351,098	329,508	366,763
Total Administration & Engineering	\$ 298,526	\$ 300,919	\$ 351,098	\$ 329,508	\$ 366,763
<u>Streets Maintenance</u>					
General Fund	461,145	442,494	471,247	440,070	489,121
Total Streets Maintenance	\$ 461,145	\$ 442,494	\$ 471,247	\$ 440,070	\$ 489,121
<u>Parks Maintenance</u>					
General Fund	408,057	394,800	434,950	454,920	490,800
Total Parks Maintenance	\$ 408,057	\$ 394,800	\$ 434,950	\$ 454,920	\$ 490,800
<u>Street & Signal Light Maintenance</u>					
General Fund	40,611	37,659	40,100	40,508	40,100
Total Street & Signal Light Maintenance	\$ 40,611	\$ 37,659	\$ 40,100	\$ 40,508	\$ 40,100
<u>Cypress Hollow</u>					
Cypress Hollow Fund	16,173	15,739	16,750	16,474	16,500
Total Cypress Hollow	\$ 16,173	\$ 15,739	\$ 16,750	\$ 16,474	\$ 16,500
<u>Corporation Yard</u>					
General Fund	86,554	95,101	85,700	81,769	93,700
Total Corporation Yard	\$ 86,554	\$ 95,101	\$ 85,700	\$ 81,769	\$ 93,700
Total Division Funding	\$ 1,311,066	\$ 1,286,712	\$ 1,399,845	\$ 1,363,249	\$ 1,496,984

Public Works

ALL DIVISIONS

OBJECT SUMMARY	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
EXPENDITURES					
SALARY & WAGES	\$ 694,416	\$ 600,348	\$ 673,739	\$ 644,079	\$ 703,313
EMPLOYEE BENEFITS	\$ 240,048	\$ 217,806	\$ 290,346	\$ 280,929	\$ 305,861
SUPPLIES & SERVICES					
Department Supplies & Expenses	\$ 669	\$ 2,143	\$ 2,200	\$ 3,902	\$ 2,200
Conferences & Memberships	\$ 3,201	\$ 2,599	\$ 8,400	\$ 4,137	\$ 6,100
Contractual Services	\$ 56,216	\$ 112,712	\$ 59,760	\$ 63,913	\$ 99,760
Intergovernmental & Agency	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment Supplies & Maintenance	\$ 178,198	\$ 203,564	\$ 221,000	\$ 224,853	\$ 234,550
Utility & Communication	\$ 95,718	\$ 104,940	\$ 96,800	\$ 98,836	\$ 97,600
Allocated Costs	\$ -	\$ -	\$ -	\$ -	\$ -
Total Supplies & Services	\$ 334,002	\$ 425,958	\$ 388,160	\$ 395,641	\$ 440,210
CAPITAL OUTLAY EXPENSE	\$ -	\$ -	\$ 5,000	\$ -	\$ 5,000
CAPITAL OUTLAY ALLOWANCE	\$ 42,600	\$ 42,600	\$ 42,600	\$ 42,600	\$ 42,600
CAPITAL PROJECT EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 1,311,066	\$ 1,286,712	\$ 1,399,845	\$ 1,363,249	\$ 1,496,984
SOURCE OF FUNDING					
General Fund	1,294,893	1,270,973	1,383,095	1,346,775	1,480,484
Cypress Hollow Fund	16,173	15,739	16,750	16,474	16,500
TOTAL FUNDING	\$ 1,311,066	\$ 1,286,712	\$ 1,399,845	\$ 1,363,249	\$ 1,496,984
STAFFING LEVEL					
Public Works Director/ Town Engineer	1.00	1.00	1.00	1.00	1.00
Engineer Technician	1.00	1.00	1.00	1.00	1.00
Superintendent	1.00	1.00	1.00	1.00	1.00
Senior Maintenance Worker	1.00	2.00	2.00	2.00	2.00
Foreman	1.00	-	-	-	-
Maintenance Worker II	1.00	-	-	-	-
Maintenance Worker I	3.00	4.00	4.00	4.00	4.00
TOTAL STAFFING	9.00	9.00	9.00	9.00	9.00

Public Works

ADMINISTRATION & ENGINEERING

OBJECT SUMMARY	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
EXPENDITURES					
SALARY & WAGES	\$ 216,581	\$ 166,539	\$ 220,896	\$ 203,550	\$ 220,686
EMPLOYEE BENEFITS	\$ 66,827	\$ 53,599	\$ 79,502	\$ 75,315	\$ 80,977
SUPPLIES & SERVICES					
Department Supplies & Expenses	281	785	1,000	2,874	1,000
Conferences & Memberships	1,780	1,809	4,100	2,169	3,500
Contractual Services	10,457	56,337	15,000	15,000	30,000
Equipment Supplies & Maintenance	-	19,250	28,000	28,000	28,000
Total Supplies & Services	\$ 12,518	\$ 78,181	\$ 48,100	\$ 48,043	\$ 62,500
CAPITAL OUTLAY ALLOWANCE	\$ 2,600	\$ 2,600	\$ 2,600	\$ 2,600	\$ 2,600
TOTAL EXPENDITURES	\$ 298,526	\$ 300,919	\$ 351,098	\$ 329,508	\$ 366,763
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

Acct No.	Account Description	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
	SALARY					
514100	Public Works Director/Town Engineer	153,319	80,462	156,000	137,500	148,742
514900	Engineering Technician	62,152	63,600	64,896	66,050	71,944
517100	Vacation Conversion	1,110	22,477	-	-	-
	Total:	\$ 216,581	\$ 166,539	\$ 220,896	\$ 203,550	\$ 220,686
	EMPLOYEE BENEFITS					
521100	Medical & Insurance	24,856	21,045	36,776	30,096	35,520
521200	Employee Accruing Fringe	4,800	2,483	-	4,800	-
522100	PERS-Employee (7%)	-	-	-	-	-
522200	PERS-Town (12.450%)	22,199	15,531	25,452	23,453	28,195
522400	Other Retirement Benefits (GASB 45) 4.717%	4,500	6,597	10,420	10,420	10,410
522500	CALPERS Side Fund Repayment (1.717%)	3,733	3,776			
523100	FICA-Medicare	3,139	2,367	3,255	2,946	3,252
524100	Auto Allowance	3,600	1,800	3,600	3,600	3,600
	Total:	\$ 66,827	\$ 53,599	\$ 79,502	\$ 75,315	\$ 80,977
	SUPPLIES & SERVICES					
	DEPARTMENT SUPPLIES & EXPENSES					
531060	Noticing & Publication	199	720	750	2,496	750
531140	Publications & Subscriptions	82	65	250	378	250
	Subtotal:	\$ 281	\$ 785	\$ 1,000	\$ 2,874	\$ 1,000
	CONFERENCES & MEMBERSHIPS					
532010	Conferences, Meetings & Travel	1,277	474	1,450	656	1,000
532020	Employee Development/Training	-	998	2,000	1,000	2,000
532040	Memberships	503	337	650	513	500
	Subtotal:	\$ 1,780	\$ 1,809	\$ 4,100	\$ 2,169	\$ 3,500
	CONTRACTUAL SERVICES					
533700	Contract - Engineering Services	10,457	56,337	15,000	15,000	15,000
New	Street Speed Survey	-	-	-	-	15,000
	Subtotal:	\$ 10,457	\$ 56,337	\$ 15,000	\$ 15,000	\$ 30,000
	EQUIP, SUPPLIES & MAINTENANCE					
536190	Street Striping	\$ -	\$ -	\$ 8,000	\$ 8,000	\$ 8,000
536095	Open Space Vegetation Management	\$ -	\$ 19,250	\$ 20,000	\$ 20,000	\$ 20,000
	Subtotal:	\$ -	\$ 19,250	\$ 28,000	\$ 28,000	\$ 28,000
	Total Supplies & Services:	\$ 12,518	\$ 78,181	\$ 48,100	\$ 48,043	\$ 62,500
	CAPITAL OUTLAY ALLOWANCE					
559020	Technology Allowance	2,600	2,600	2,600	2,600	2,600
	Total:	\$ 2,600	\$ 2,600	\$ 2,600	\$ 2,600	\$ 2,600
	TOTAL DEPARTMENT	\$ 298,526	\$ 300,919	\$ 351,098	\$ 329,508	\$ 366,763

Public Works

STREETS MAINTENANCE

OBJECT SUMMARY	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
EXPENDITURES					
SALARY & WAGES	\$ 296,806	\$ 274,744	\$ 274,251	\$ 262,180	\$ 292,189
EMPLOYEE BENEFITS	\$ 103,270	\$ 96,652	\$ 123,546	\$ 114,345	\$ 115,782
SUPPLIES & SERVICES					
Department Supplies & Expenses	\$ -	\$ -	\$ 100	\$ -	\$ 100
Conferences & Memberships	\$ 391	\$ 300	\$ 2,000	\$ 998	\$ 1,400
Equipment Supplies & Maintenance	\$ 60,678	\$ 70,798	\$ 66,350	\$ 62,547	\$ 74,650
Utility & Communication	\$ -	\$ -	\$ -	\$ -	\$ -
Total Supplies & Services	\$ 61,069	\$ 71,098	\$ 68,450	\$ 63,545	\$ 76,150
CAPITAL OUTLAY EXPENSE	\$ -	\$ -	\$ 5,000	\$ -	\$ 5,000
TOTAL EXPENDITURES	\$ 461,145	\$ 442,494	\$ 471,247	\$ 440,070	\$ 489,121
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

Acct No.	Account Description	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
	SALARY					
514200	Superintendent of Public Works	92,009	93,853	95,766	97,470	105,149
514400	Foreman	73,053	1,420	-	-	-
514700	Senior Maintenance Worker		44,154	61,269	60,826	68,272
514500	Maintenance Worker II (0)	60,548	5,882	-	-	-
514600	Maintenance Worker (2)	57,342	97,331	112,716	98,263	113,768
515100	Overtime	1,357	943	1,500	2,621	2,000
516400	Special Shift Pay	3,000	3,050	3,000	3,000	3,000
517100	Vacation Compensation		25,015			
518100	Casual Hire	9,497	3,096	-	-	-
	Total:	\$ 296,806	\$ 274,744	\$ 274,251	\$ 262,180	\$ 292,189
	EMPLOYEE BENEFITS					
521100	Medical & Insurance	43,536	41,033	73,552	52,305	71,040
521200	Employee Accruing Fringe	13,194	13,108	-	13,137	-
522100	PERS-Employee (7%)	-	-	-	-	-
522200	PERS-Town (12.540%)	29,570	23,065	31,081	30,208	24,723
522400	Other Retirement Benefits (GASB 45) 4.717	6,000	8,650	12,936	12,936	13,783
522500	CalPERS Side Fund Repayment (1.717%)	4,857	4,925	-	-	-
523100	FICA-Medicare	4,313	4,071	3,977	3,959	4,237
524100	Auto Allowance	1,800	1,800	1,800	1,800	1,800
525300	Tuition Reimbursement	-	-	200	-	200
534030	Unemployment Insurance	-	-	-	-	-
	Total:	\$ 103,270	\$ 96,652	\$ 123,546	\$ 114,345	\$ 115,782
	SUPPLIES & SERVICES					
	DEPARTMENT SUPPLIES & EXPENSES					
531140	Publications & Subscriptions	-	-	100	-	100
	Subtotal:	\$ -	\$ -	\$ 100	\$ -	\$ 100
	CONFERENCES & MEMBERSHIPS					
532010	Conferences, Meetings & Travel	100	50	400	250	400
532020	Employee Development/Training	291	250	1,500	648	1,000
532040	Memberships	-	-	100	100	-
	Subtotal:	\$ 391	\$ 300	\$ 2,000	\$ 998	\$ 1,400
	EQUIP, SUPPLIES & MAINTENANCE					
536010	Operating Supplies	1,926	1,238	2,500	1,241	1,300
536020	Equipment Maintenance	583	-	1,000	209	500
536050	Fuel & Oil	33,476	29,584	30,000	16,082	30,000
536100	Pest Control Downtown	1,500	1,375	1,600	1,500	1,600
536140	Downtown Cleanup & Restrooms	2,600	-	-	-	-
536150	Small Tools	946	2,315	3,500	2,673	3,500
536160	Storm Drain & Culvert Maintenance	7,117	4,995	8,000	13,199	10,000
536180	Street Materials & Signs	4,386	23,887	12,000	20,729	20,000
536190	Street Painting (Moved Dept 430 FY 2014)	2,171	-	-	-	-
536210	Safety Equipment & Apparel	611	865	1,500	1,421	1,500
536220	Uniform Maintenance Service	4,670	5,900	5,000	4,818	5,000
536230	Uniform Purchase/Replacement	-	339	250	-	250
536270	Safety Equipment (MOU)	692	300	1,000	675	1,000
	Subtotal:	\$ 60,678	\$ 70,798	\$ 66,350	\$ 62,547	\$ 74,650
	Total Supplies & Services:	\$ 61,069	\$ 71,098	\$ 68,450	\$ 63,545	\$ 76,150

Public Works**STREETS MAINTENANCE**

Acct No.	Account Description	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
	OTHER EQUIPMENT					
549010	Street Light Pole Replacement	-	-	5,000	-	5,000
	Total:	\$ -	\$ -	\$ 5,000	\$ -	\$ 5,000
	TOTAL DEPARTMENT	\$ 461,145	\$ 442,494	\$ 471,247	\$ 440,070	\$ 489,121

Public Works

PARKS MAINTENANCE

OBJECT SUMMARY	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
EXPENDITURES					
SALARY & WAGES	\$ 181,029	\$ 159,065	\$ 178,592	\$ 178,349	\$ 190,438
EMPLOYEE BENEFITS	\$ 69,951	\$ 67,555	\$ 87,298	\$ 91,269	\$ 109,102
SUPPLIES & SERVICES					
Department Supplies & Expenses	-	-	-	-	-
Conferences & Memberships	1,030	490	2,300	970	1,200
Contractual Services	31,759	42,375	30,760	34,913	55,760
Equipment Supplies & Maintenance	52,461	52,029	67,500	82,396	65,800
Utility & Communication	71,827	73,286	68,500	67,023	68,500
Total Supplies & Services	\$ 157,077	\$ 168,180	\$ 169,060	\$ 185,302	\$ 191,260
TOTAL EXPENDITURES	\$ 408,057	\$ 394,800	\$ 434,950	\$ 454,920	\$ 490,800
STAFFING LEVEL					
Positions	3.00	3.00	3.00	3.00	3.00
TOTAL STAFFING	3.00	3.00	3.00	3.00	3.00

Public Works

PARKS MAINTENANCE

Acct No.	Account Description	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
	SALARY					
514600	Maintenance Worker (2)	114,685	90,762	110,172	108,380	118,584
514700	Senior Maintenance Worker	65,904	66,589	67,920	68,294	71,354
515100	Overtime	440	1,003	500	1,675	500
517100	Vacation Conversion	-	711	-	-	-
	Total:	\$ 181,029	\$ 159,065	\$ 178,592	\$ 178,349	\$ 190,438
	EMPLOYEE BENEFITS					
521100	Medical & Insurance	33,860	34,973	55,164	59,397	71,040
521200	Employee Accruing Fringe	7,900	4,882	-	-	-
522100	PERS-Employee (7%)	-	-	-	-	-
522200	PERS-Town (13.540%)	18,548	15,647	20,520	20,356	25,718
522400	Other Retirement Benefits (GASB 45) 4.717%	3,900	6,570	8,424	8,424	8,983
522500	CalPERS Side Fund Repayment (1.717%)	3,034	3,134	-	-	-
523100	FICA-Medicare	2,709	2,349	2,590	2,492	2,761
525300	Tuition Reimbursement	-	-	600	600	600
534030	Unemployment Insurance	-	-	-	-	-
	Total:	\$ 69,951	\$ 67,555	\$ 87,298	\$ 91,269	\$ 109,102
	SUPPLIES & SERVICES					
	CONFERENCES & MEMBERSHIPS					
532010	Conferences, Meetings & Travel	-	-	400	200	400
532020	Employee Development/Training	950	490	1,500	500	500
532040	Memberships	80	-	400	270	300
	Subtotal:	\$ 1,030	\$ 490	\$ 2,300	\$ 970	\$ 1,200
	CONTRACTUAL SERVICES					
533010	Contractual Services (Medians & Restrooms)	26,479	38,535	25,000	30,593	35,000
New	ORT Special Maintenance	-	-	-	-	15,000
533015	Fountain Maintenance	5,280	3,840	5,760	4,320	5,760
	Subtotal:	\$ 31,759	\$ 42,375	\$ 30,760	\$ 34,913	\$ 55,760
	EQUIP, SUPPLIES & MAINTENANCE					
536020	Equipment Maintenance	2,274	1,167	3,000	1,550	2,000
536080	Landscape Grounds & Materials	34,616	35,568	20,000	37,278	25,000
New	McKegney Green Maintenance	-	-	20,000	20,000	15,000
536180	Street Materials & Signs	-	615	1,000	500	600
536200	Tree Maintenance	14,315	13,010	22,000	22,000	22,000
536220	Uniform Maintenance Service	1,256	1,669	1,500	1,068	1,200
536310	Rental-Facility (Portable Restroom)	-	-	-	-	-
	Subtotal:	\$ 52,461	\$ 52,029	\$ 67,500	\$ 82,396	\$ 65,800
	UTILITY & COMMUNICATION					
537100	Energy-PG&E	5,721	6,438	6,500	6,498	6,500
537200	Water-MMWD	49,157	49,920	45,000	45,000	45,000
537210	Water-RBSA Reclaimed	16,949	16,928	17,000	15,525	17,000
	Subtotal:	\$ 71,827	\$ 73,286	\$ 68,500	\$ 67,023	\$ 68,500
	Total Supplies & Services:	\$ 157,077	\$ 168,180	\$ 169,060	\$ 185,302	\$ 191,260
	TOTAL DEPARTMENT	\$ 408,057	\$ 394,800	\$ 434,950	\$ 454,920	\$ 490,800

Public Works

CORPORATION YARD

OBJECT SUMMARY	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
EXPENDITURES					
SALARY & WAGES	\$ -	\$ -	\$ -	\$ -	\$ -
EMPLOYEE BENEFITS	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES & SERVICES					
Department Supplies & Expenses	388	1,358	1,100	1,028	1,100
Conferences & Memberships	-	-	-	-	-
Contractual Services	-	-	-	-	-
Insurances	-	-	-	-	-
Intergovernmental & Agency	-	-	-	-	-
Equipment Supplies & Maintenance	40,761	44,354	36,400	32,140	43,600
Utility & Communication	5,405	9,389	8,200	8,601	9,000
Special Department Administrative	-	-	-	-	-
Allocated Costs	-	-	-	-	-
Total Supplies & Services	\$ 46,554	\$ 55,101	\$ 45,700	\$ 41,769	\$ 53,700
CAPITAL OUTLAY EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY ALLOWANCE	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
CAPITAL PROJECT EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
DEBT SERVICE EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 86,554	\$ 95,101	\$ 85,700	\$ 81,769	\$ 93,700

Public Works

CORPORATION YARD

Acct No.	Account Description	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
	SUPPLIES & SERVICES					
	DEPARTMENT SUPPLIES & EXPENSES					
531010	Office & Copier Supplies	183	911	750	750	750
531070	Permit/Application Fees	205	447	350	278	350
	Subtotal:	\$ 388	\$ 1,358	\$ 1,100	\$ 1,028	\$ 1,100
	EQUIP, SUPPLIES & MAINTENANCE					
536010	Operating Supplies	3,076	5,056	2,900	1,580	2,900
536020	Equipment Maintenance	6,027	3,467	3,000	1,727	3,000
536030	Building/Facility Supplies	7,891	6,783	6,000	4,461	6,000
536050	Fuel & Oil	17,202	15,162	15,000	7,338	15,000
536100	Pest Control	103	188	500	188	200
536150	Small Tools/Implements	2,129	2,745	2,500	2,240	2,500
536250	Vehicle Maintenance	4,271	9,814	5,000	10,173	10,000
536290	Facility - Alteration/Improvements	-	998	1,000	549	1,000
536300	Rental-Equipment & Tools	62	141	500	3,884	3,000
	Subtotal:	\$ 40,761	\$ 44,354	\$ 36,400	\$ 32,140	\$ 43,600
	UTILITY & COMMUNICATION					
537100	Energy-PG&E	2,176	3,935	4,000	3,402	4,000
537200	Water-MMWD	-	126	-	-	-
537300	Telecommunication	3,229	5,328	4,200	5,199	5,000
	Subtotal:	\$ 5,405	\$ 9,389	\$ 8,200	\$ 8,601	\$ 9,000
	Total Supplies & Services:	\$ 46,554	\$ 55,101	\$ 45,700	\$ 41,769	\$ 53,700
	CAPITAL OUTLAY ALLOWANCE					
559010	Depreciation Allowance	40,000	40,000	40,000	40,000	40,000
	Total:	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
	TOTAL DEPARTMENT	\$ 86,554	\$ 95,101	\$ 85,700	\$ 81,769	\$ 93,700

Public Works**STREET & SIGNAL LIGHT SYSTEM**

OBJECT SUMMARY	2012/13 Actual	2013/14 Actual	2014-15 Budget	2014-15 Estimate	2015/16 Proposed
EXPENDITURES					
SUPPLIES & SERVICES					
Equipment Supplies & Maintenance	23,831	17,053	22,000	19,520	22,000
Utility & Communication	16,780	20,606	18,100	20,988	18,100
Total Supplies & Services	\$ 40,611	\$ 37,659	\$ 40,100	\$ 40,508	\$ 40,100
CAPITAL OUTLAY EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 40,611	\$ 37,659	\$ 40,100	\$ 40,508	\$ 40,100

Public Works

STREET & SIGNAL LIGHT SYSTEM

Acct No.	Account Description	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
	SUPPLIES & SERVICES					
	EQUIP SUPPLIES & MAINTENANCE					
536170	Street/Signal Light Maint. (Cal/TRANS)	23,831	17,053	22,000	22,000	17,000
	Subtotal:	\$ 23,831	\$ 17,053	\$ 22,000	\$ 22,000	\$ 17,000
	UTILITY & COMMUNICATION					
537100	Energy-PG&E	16,780	20,606	18,100	18,100	20,988
	Subtotal:	\$ 16,780	\$ 20,606	\$ 18,100	\$ 18,100	\$ 20,988
	Total Supplies & Services:	\$ 40,611	\$ 37,659	\$ 40,100	\$ 40,100	\$ 37,988
	CAPITAL OUTLAY ALLOWANCE					
	TOTAL DEPARTMENT	\$ 40,611	\$ 37,659	\$ 40,100	\$ 40,100	\$ 37,988

Public Works

CYPRESS HOLLOW SPECIAL DISTRICT

OBJECT SUMMARY	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
EXPENDITURES					
SUPPLIES & SERVICES					
Contractual Services	14,000	14,000	14,000	14,000	14,000
Equipment Supplies & Maintenance	467	80	750	250	500
Utility & Communication	1,706	1,659	2,000	2,224	2,000
Total Supplies & Services	\$ 16,173	\$ 15,739	\$ 16,750	\$ 16,474	\$ 16,500
CAPITAL PROJECT EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 16,173	\$ 15,739	\$ 16,750	\$ 16,474	\$ 16,500

Public Works

CYPRESS HOLLOW SPECIAL DISTRICT

Acct No.	Account Description	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
	SUPPLIES & SERVICES					
	CONTRACTUAL SERVICES					
533010	Contractual Services (Cost Recovery)	14,000	14,000	14,000	14,000	14,000
	Subtotal:	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000
	EQUIP SUPPLIES & MAINTENANCE					
536080	Landscape Grounds & Materials	467	80	750	250	500
536200	Tree Maintenance	-	-	-	-	-
	Subtotal:	\$ 467	\$ 80	\$ 750	\$ 250	\$ 500
	UTILITY & COMMUNICATION					
537200	Water-MMWD	1,706	1,659	2,000	2,224	2,000
	Subtotal:	\$ 1,706	\$ 1,659	\$ 2,000	\$ 2,224	\$ 2,000
	Total Supplies & Services:	\$ 16,173	\$ 15,739	\$ 16,750	\$ 16,474	\$ 16,500
	TOTAL DEPARTMENT	\$ 16,173	\$ 15,739	\$ 16,750	\$ 16,474	\$ 16,500

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 six 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**

	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015-16 Proposed
DEPARTMENT FUNDING					
General Fund	651,021	769,020	807,180	771,018	908,754
Low/Moderate Income Housing	34,049	11,117	21,190	19,740	33,774
Town Owned Housing	53,174	53,832	96,310	90,063	78,002
Peninsula Library JPA	1,378,232	1,489,839	1,426,179	1,459,432	1,517,809
Total Department Funding	\$ 2,116,476	\$ 2,323,808	\$ 2,350,859	\$ 2,340,253	\$ 2,538,340

Non-Departmental

ALL DIVISIONS

OBJECT SUMMARY	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
EXPENDITURES					
SALARY & WAGES	\$ -	\$ -	\$ -	\$ -	\$ -
EMPLOYEE BENEFITS	\$ 36,523	\$ 69,713	\$ 105,589	\$ 88,970	\$ 132,280
SUPPLIES & SERVICES					
Department Supplies & Expenses	4,830	6,016	5,375	5,244	5,375
Conferences & Memberships	-	-	-	-	-
Contractual Services	27,710	14,369	6,200	14,647	18,900
Insurances	293,446	284,939	311,194	305,742	345,582
Intergovernmental & Agency	1,709,565	1,852,391	1,835,491	1,845,008	1,971,701
Equipment Supplies & Maintenance	42,783	43,880	44,710	45,342	46,702
Allocated Costs	-	-	300	300	300
Total Supplies & Services	\$ 2,078,334	\$ 2,201,595	\$ 2,203,270	\$ 2,216,283	\$ 2,388,560
CAPITAL OUTLAY EXPENSE	\$ -	\$ 52,500	\$ -	\$ -	\$ -
CAPITAL OUTLAY ALLOWANCE	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL PROJECT EXPENSES	\$ 1,619	\$ -	\$ 42,000	\$ 35,000	\$ 17,500
DEBT SERVICE EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 2,116,476	\$ 2,323,808	\$ 2,350,859	\$ 2,340,253	\$ 2,538,340
SOURCE OF FUNDING					
General Fund	651,021	769,020	807,180	771,018	908,754
Low/Moderate Housing Fund	34,049	11,117	21,190	19,740	33,774
Town Owned Housing	53,174	53,832	96,310	90,063	78,002
Peninsula Library JPA Fund	1,378,232	1,489,839	1,426,179	1,459,432	1,517,809
TOTAL FUNDING	\$ 2,116,476	\$ 2,323,808	\$ 2,350,859	\$ 2,340,253	\$ 2,538,340

Non-Departmental

General Fund

INSURANCES AND INTER-GOVERNMENTAL AGREEMENTS

OBJECT SUMMARY	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
EXPENDITURES					
EMPLOYEE BENEFITS	\$ 36,523	\$ 69,713	\$ 105,589	\$ 88,970	\$ 132,280
SUPPLIES & SERVICES					
Department Supplies & Expenses	-	-	-	-	-
Conferences & Memberships	-	-	-	-	-
Contractual Services	1,320	10,169	2,000	10,326	10,500
Insurances	293,446	284,939	311,194	305,742	345,582
Intergovernmental & Agency	319,732	351,699	388,397	365,980	420,392
Equipment Supplies & Maintenance	-	-	-	-	-
Utility & Communication	-	-	-	-	-
Special Department Administrative	-	-	-	-	-
Allocated Costs	-	-	-	-	-
Total Supplies & Services	\$ 614,498	\$ 646,807	\$ 701,591	\$ 682,048	\$ 776,474
CAPITAL OUTLAY	\$ -	\$ 52,500	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 651,021	\$ 769,020	\$ 807,180	\$ 771,018	\$ 908,754
STAFFING LEVEL					
Positions	-	-	-	-	-
TOTAL STAFFING	-	-	-	-	-

Non-Departmental

General Fund

INSURANCES AND INTERGOVERNMENTAL

Acct No.	Account Description	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
	EMPLOYEE BENEFITS					
521300	Retiree Health Benefits	36,523	69,713	105,589	88,970	132,280
	Subtotal:	\$ 36,523	\$ 69,713	\$ 105,589	\$ 88,970	\$ 132,280
	SUPPLIES & SERVICES					
	SUPPLIES & EXPENSES					
	CONTRACTUAL SERVICES					
533050	Health Benefit Plan Administration	1,320	1,769	2,000	1,926	2,100
533100	Downtown Restroom Lease	0	8,400		8,400	8,400
	Subtotal:	\$ 1,320	\$ 10,169	\$ 2,000	\$ 10,326	\$ 10,500
	INSURANCE					
534010	Liability (ABAG PLAN)	108,901	140,971	152,895	147,658	155,040
534020	Worker's Compensation (Bay Cities)	156,700	117,771	133,500	133,500	165,000
534030	Property (ABAG PLAN)	6,722	9,031	9,500	9,288	9,752
534040	Public Officials EO (ABAG PLAN)	797	797	800	797	800
534060	Employment Practices Liability	20,326	16,369	14,499	14,499	14,990
	Subtotal:	\$ 293,446	\$ 284,939	\$ 311,194	\$ 305,742	\$ 345,582
	INTERGOVERNMENT, AGENCY & JPA					
535010	Animal Control JPA	78,399	80,015	87,320	79,682	87,320
535020	Cable Telecommunication JPA-Media Center	-	17,233	29,950	24,200	29,950
535030	Chamber of Commerce TOT 1% (0.5% 1/1/14	36,563	54,515	30,000	25,974	30,000
535035	Marketing TOT 0.5%		-	30,000	25,974	30,000
535040	Transportation Authority of Marin JPA	14,749	14,749	14,749	14,706	14,749
535050	MERA Radio Acquisition JPA (Bond)	39,243	44,299	39,233	38,520	44,312
535055	MERA Radio Acquisition JPA (Operating)	40,984	37,252	44,309	44,308	40,857
535060	Emergency Management Planning JPA	4,536	4,536	5,646	4,536	5,646
535070	Hazardous Materials JPA	3,438	3,665	3,800	2,475	3,800
535120	Richardson Bay Regional Agency JPA	23,947	24,467	25,201	25,201	52,000
535140	Stormwater Runoff (MCSTOPP) JPA	24,299	24,366	24,200	27,343	24,200
535150	Street Light Acquisition Dues	600	-	-	-	205
535180	MCCMC Lobbyist & Legislative Support	3,914	3,306	3,914	3,371	3,914
535200	LAFCO	3,002	4,050	4,175	3,790	4,175
535210	Marin Map	9,000	9,000	9,000	9,000	9,000
535220	Marin General Services Authority	10,694	11,248	12,600	12,600	12,600
535270	Cal Fire Contract (Angel Island)	17,656	16,398	18,000	18,000	19,280
535100	Marin Mediation Services	3,608	-	3,700	3,700	3,784
535240	ICLEI Contribution	2,600	2,600	2,600	2,600	2,600
535250	Marin Clean Energy JPA	2,500	-	-	-	2,000
	Subtotal:	\$ 319,732	\$ 351,699	\$ 388,397	\$ 365,980	\$ 420,392
	CAITAL OUTLAY					
546050	Peninsula Siren System Contribution	-	52,500	-	-	-
	Subtotal:	-	52,500	-	-	-
	TOTAL DEPARTMENT	\$ 651,021	\$ 769,020	\$ 807,180	\$ 771,018	\$ 908,754

Non-Departmental	Low-Moderal Income Housing Fund
-------------------------	--

HOUSING

OBJECT SUMMARY	2012/13 Actual	203/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
EXPENDITURES					
SUPPLIES & SERVICES					
Department Supplies & Expenses	284	264	275	144	275
Contractual Services	22,164	-	-	-	-
Intergovernmental & Agency	11,601	10,853	20,915	19,596	33,499
Equipment Supplies & Maintenance	-	-	-	-	-
Total Supplies & Services	\$ 34,049	\$ 11,117	\$ 21,190	\$ 19,740	\$ 33,774
CAPITAL PROJECT EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 34,049	\$ 11,117	\$ 21,190	\$ 19,740	\$ 33,774
STAFFING LEVEL - None					

NON-DEPARTMENTAL

Low-Moderate Income Housing Fund

HOUSING

Acct No.	Account Description	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
	SUPPLIES & SERVICES					
	DEPARTMENT SUPPLIES & EXPENSES					
531050	Bank Charges & Fees	284	264	275	144	275
531100	Property Tax Payments	-	-	-	-	-
	Subtotal:	\$ 284	\$ 264	\$ 275	\$ 144	\$ 275
	CONTRACTUAL SERVICES					
533010	Contractual services (Cost Recovery)	22,164	-	-	-	-
	Subtotal:	\$ 22,164	\$ -	\$ -	\$ -	\$ -
	INTERGOVERNMENT, AGENCY & JPA					
535110	Marin Renters Rebate (MHA)	-	-	-	-	-
535230	Marin Housing Authority JPA	11,601	10,853	12,065	10,746	12,065
New	Marin Homelessness Contribution					12,584
535260	Homeward Bound Contribution	-	-	8,850	8,850	8,850
	Subtotal:	\$ 11,601	\$ 10,853	\$ 20,915	\$ 19,596	\$ 33,499
	Total Supplies & Services:	\$ 34,049	\$ 11,117	\$ 21,190	\$ 19,740	\$ 33,774
	Total:	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL DEPARTMENT	\$ 34,049	\$ 11,117	\$ 21,190	\$ 19,740	\$ 33,774

Non-Departmental

Town-Owned Housing Fund

HOUSING

OBJECT SUMMARY	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
EXPENDITURES					
SUPPLIES & SERVICES					
Department Supplies & Expenses	4,546	5,752	5,100	5,100	5,100
Conferences & Memberships	-	-	-	-	-
Contractual Services	4,226	4,200	4,200	4,321	8,400
Insurances	-	-	-	-	-
Intergovernmental & Agency	-	-	-	-	-
Equipment Supplies & Maintenance	42,783	43,880	44,710	45,342	46,702
Utility & Communication	-	-	-	-	-
Allocated Costs	-	-	300	300	300
Total Supplies & Services	\$ 51,555	\$ 53,832	\$ 54,310	\$ 55,063	\$ 60,502
CAPITAL PROJECT EXPENSES	\$ 1,619	\$ -	\$ 42,000	\$ 35,000	\$ 17,500
TOTAL EXPENDITURES	\$ 53,174	\$ 53,832	\$ 96,310	\$ 90,063	\$ 78,002
STAFFING LEVEL					
None	-	-	-	-	-
TOTAL STAFFING	-	-	-	-	-

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

HOUSING

Acct No.	Account Description	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
	SUPPLIES & SERVICES					
	DEPARTMENT SUPPLIES & EXPENSES					
531100	Property Tax Payments	4,546	5,752	5,100	5,100	5,100
	Subtotal:	\$ 4,546	\$ 5,752	\$ 5,100	\$ 5,100	\$ 5,100
	CONTRACTUAL SERVICES					
533010	Contractual services (Cost Recovery)	4,226	4,200	4,200	4,321	8,400
	Subtotal:	\$ 4,226	\$ 4,200	\$ 4,200	\$ 4,321	\$ 8,400
	EQ SUPPLIES & MAINTENANCE					
536110	Property Management (HOA)	42,783	43,880	44,710	45,342	46,702
	Subtotal:	\$ 42,783	\$ 43,880	\$ 44,710	\$ 45,342	\$ 46,702
	ALLOCATED COSTS					
539010	Insurance-Property	-	-	300	300	300
	Subtotal:	\$ -	\$ -	\$ 300	\$ 300	\$ 300
	Total Supplies & Services:	\$ 51,555	\$ 53,832	\$ 54,310	\$ 55,063	\$ 60,502
	CAPITAL EXPENSES					
561140-	Facility Alteration/Improvement	-	-	-	-	-
-640120	Unit-2	1,521	-	2,500	-	2,500
-640103	Unit-3	98	-	15,000	15,000	2,500
-640105	Unit-4	-	-	2,500	2,500	2,500
-640106	Unit 6	-	-	2,500	2,500	2,500
-640111	Unit-11	-	-	2,500	-	2,500
-640114	Unit-14	-	-	2,000	-	2,500
-640118	Unit-18	-	-	15,000	15,000	2,500
	Total:	\$ 1,619	\$ -	\$ 42,000	\$ 35,000	\$ 17,500
	TOTAL DEPARTMENT	\$ 53,174	\$ 53,832	\$ 96,310	\$ 90,063	\$ 78,002

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

OBJECT SUMMARY	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
EXPENDITURES					
SUPPLIES & SERVICES					
Intergovernmental & Agency	1,378,232	1,489,839	1,426,179	1,459,432	1,517,809
Total Supplies & Services	\$ 1,378,232	\$ 1,489,839	\$ 1,426,179	\$ 1,459,432	\$ 1,517,809
TOTAL EXPENDITURES	\$ 1,378,232	\$ 1,489,839	\$ 1,426,179	\$ 1,459,432	\$ 1,517,809

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

Acct No.	Account Description	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimate	2015/16 Proposed
	SUPPLIES & SERVICES					
	INTERGOVERNMENT, AGENCY & JPA					
535900	Payment to Library Agency (Property Tax proceeds)	1,378,232	1,489,839	1,426,179	1,459,432	1,517,809
	Subtotal:	\$ 1,378,232	\$ 1,489,839	\$ 1,426,179	\$ 1,459,432	\$ 1,517,809
	Total Supplies & Services:	\$ 1,378,232	\$ 1,489,839	\$ 1,426,179	\$ 1,459,432	\$ 1,517,809
	TOTAL DEPARTMENT	\$ 1,378,232	\$ 1,489,839	\$ 1,426,179	\$ 1,459,432	\$ 1,517,809

CAPITAL OUTLAY & ALLOWANCE

Planned Capital Outlay Purchases

Planned Technology Outlay Purchases

Depreciation Allowance Schedule

Total proposed Department capital outlay purchases equal \$90,000. This amount is \$32,000 less than the proposed total Depreciation Allowance charged to the Departments . On occasion the depreciation allowance is 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.

Total proposed Department technology outlay purchases equal \$146,635. This amount is approximately \$41,235 more than the total amount of revenues anticipated for the Technology Fund.

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

CAPITAL OUTLAY

Fiscal Year 2015-16

Planned Capital Outlay Purchases

DEPARTMENT & ITEM DESCRIPTION	AMOUNT
TOWN ADMINISTRATION	
Total Town Administration	\$ -
COMMUNITY DEVELOPMENT	
Total Community Development	\$ -
POLICE	
Police Vehicles & Set Up (1)	47,000
Total Police	\$ 47,000
PUBLIC WORKS	
Ford F-250 Pick Up w/4 wheel drive	40,000
Compressor (Coming About)	3,000
Total Public Works	\$ 43,000
Total Planned Capital Outlay Purchases:	\$ 90,000

CAPITAL OUTLAY

Fiscal Year 2015/16

Planned Technology Outlay Purchases

DEPARTMENT & ITEM DESCRIPTION	AMOUNT
TOWN ADMINISTRATION	
Miscellaneous Computer Parts (6)	1,500
Outside Consultant for Special Projects	5,000
Laserfiche Annual Maintenance & Licenses	6,000
Licenses (Unidata, Dell, Progressive Business)	5,000
High Speed Copier (Replace 2008 Sharp)	15,000
Town Hall SuperServer (Consolidate current 5 into 1)	10,000
Desk Top Computer Replaclement (2)	3,000
Lap-Top for Upstairs Conference Room	2,000
Total Town Administration	<u>47,500</u>
COMMUNITY DEVELOPMENT	
Miscellaneous Computer Parts (8)	2,000
Desk Top Computer Replacements (2)	3,000
CRW Trak-It Module Payment	25,560
CRW Trak-It Annual Maintenance	16,425
Laptop Computer (1)	1,500
Tablets for Field Inspectors (2)	2,000
ArcView Licenses (2)	6,000
Micro-Film Reader Maintenance & License	3,000
Total Community Development	<u>59,485</u>
POLICE	
Miscellaneous Computer Parts (10)	2,500
Desktop Computer Replacements (6)	7,800
17 Body Cameras, Server, Software	26,600
Total Police	<u>36,900</u>
PUBLIC WORKS	
Miscellaneous Computer Parts (5)	1,250
Desktop Computer (1)	1,500
Total Public Works	<u>2,750</u>
Total Planned Capital Outlay Purchases:	<u>146,635</u>

CAPITAL IMPROVEMENT PLAN

Overview of Project Funding

Street Improvements

Drainage Improvements

Community Development Improvements

The Town's total proposed Capital Improvement Plan is funded with a blend of general fund and restricted fund resources, grants. The total planned improvements for FY 2015-16 are \$3,086,000, as described below.

Streets Improvements

The Town's regular street maintenance program is funded primarily with State Gas Tax, General Fund Streets & Drainage and Tiburon Street Impact funds. The Gas Tax Fund receives approximately \$200,000 annually and the Street Impact Fund is expected to receive \$325,000 in Fiscal Year 2015/16. A total of \$1,227,000 is allocated for planned street improvements in Fiscal Year 2015/16.

Drainage Improvements

Current and proposed Drainage Improvements are funded primarily with resources of the General Fund Streets & Drainage Reserve and the Drainage Impact Fund. A total of \$600,000 is allocated for planned drainage improvements and maintenance in Fiscal Year 2015/16. This is a much larger than usual expenditure program due to a major pipeline maintenance project on Stewart Drive.

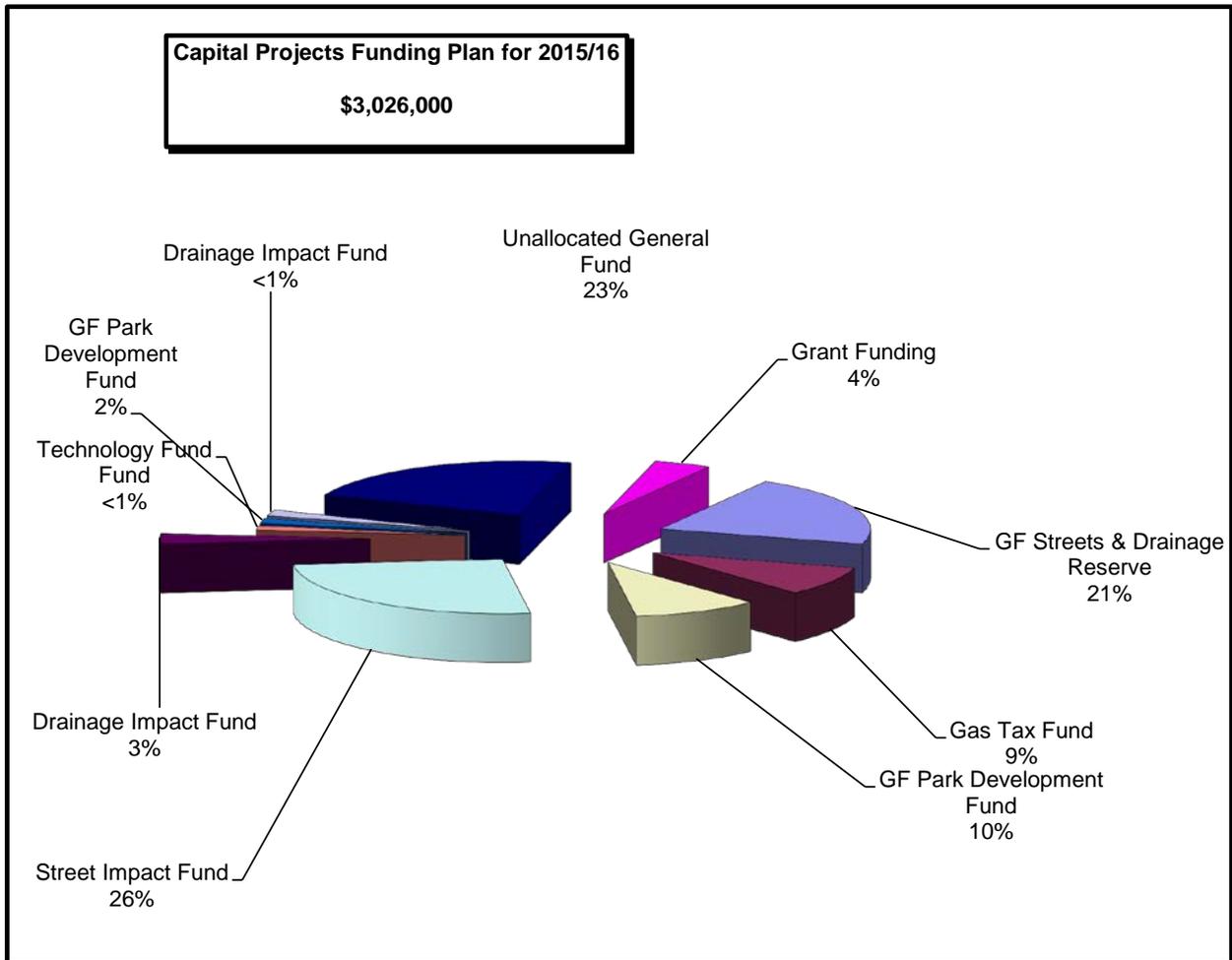
Community Development Improvements

The Town will undertake \$1,399,000 in community projects through the FY 2015-16 Capital Improvement Program. Of this amount \$433,000 is in projects that are carried over from the FY 2014-15 Budget. New projects in FY 2015-16 include the Blackie's Pasture Two picnic area improvements, repainting Town Hall, improvements to the Hacienda Drive open space trail, Railroad Marsh cattail removal, and the installation of removable bollards on Main Street. The majority of these projects are funded through the General Fund Reserves.

CAPITAL PROJECTS FUNDING - ALL CATEGORIES

Planned Capital Projects Funding

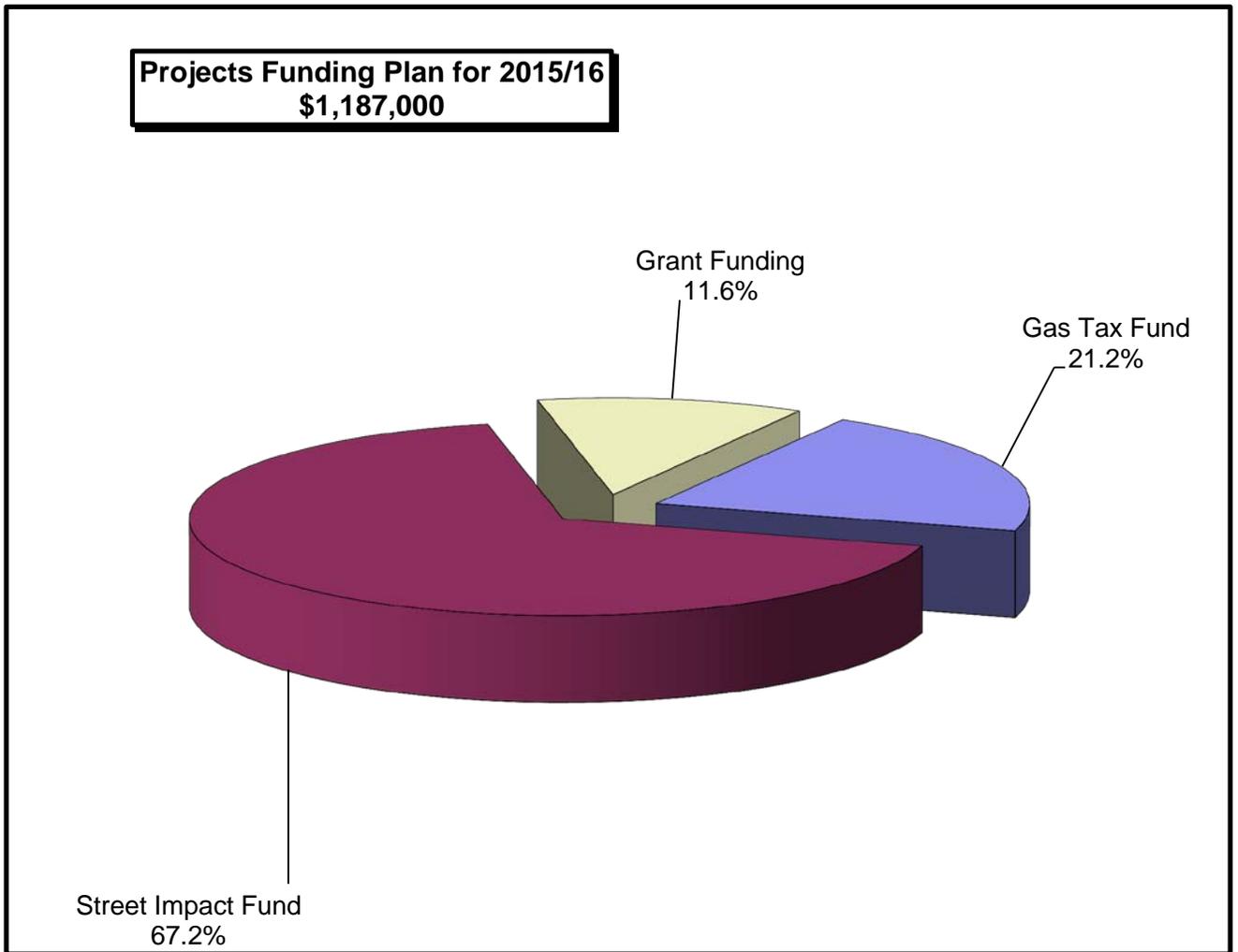
GF Streets & Drainage Reserve	683,000
Gas Tax Fund	279,000
GF Park Development Fund	313,500
Street Impact Fund	825,000
Drainage Impact Fund	100,000
General Fund Infrastructure & Facilities	40,000
Technology Fund	50,000
Measure "A" Open Space	56,000
Unallocated General Fund	737,500
Grant Funding	142,000
Total Funding	\$3,226,000



Overview of Streets Project Funding

Planned Streets Projects Funding

Gas Tax Fund	\$ 260,000
Street Impact Fund	825,000
Grant Funding	142,000
<i>Total Funding:</i>	<u>\$ 1,227,000</u>



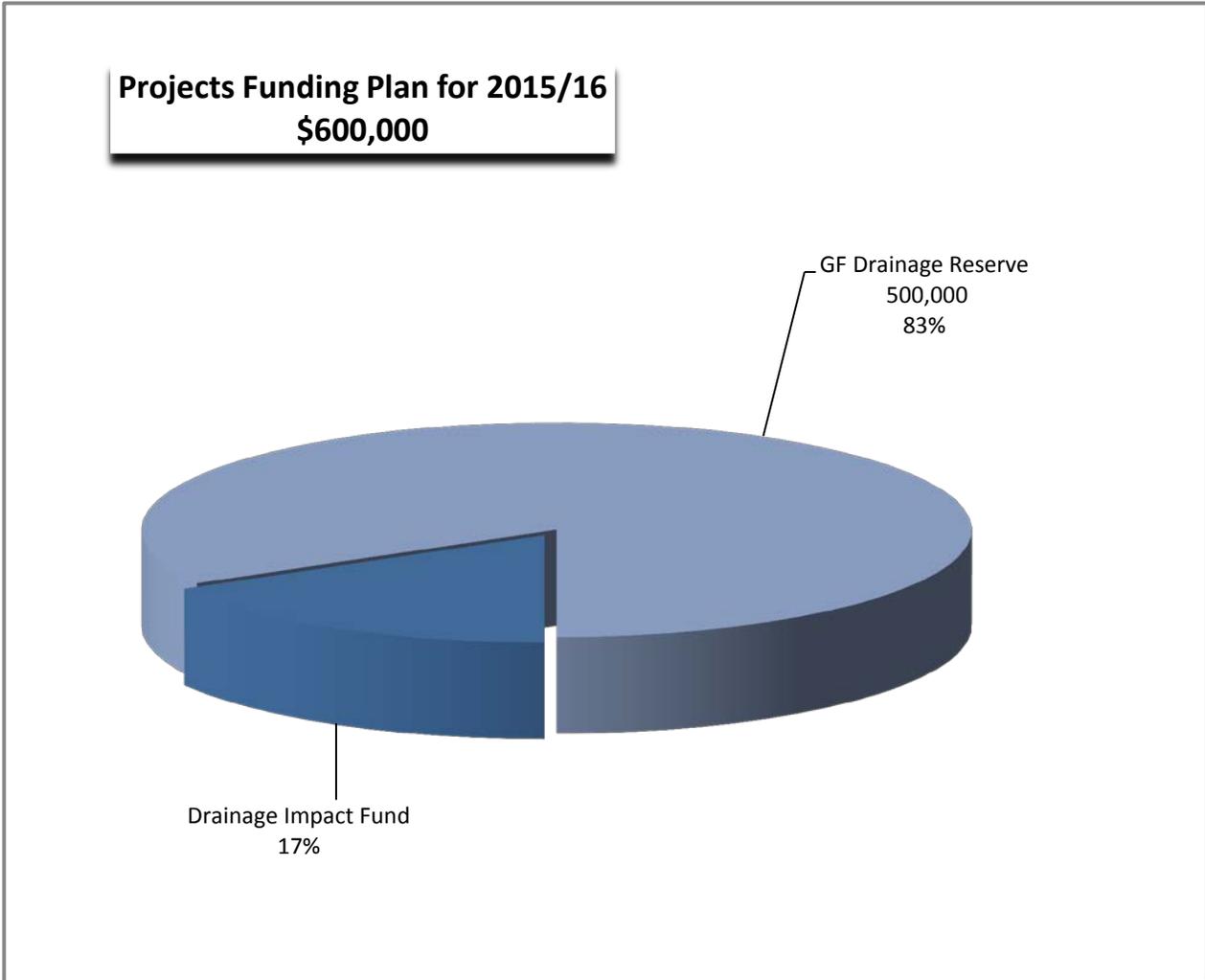
Street Improvement Projects

Project	Notes	Status	Proposed Funding Source	AMOUNT
Streets Resurfacing & Improvement				
Annual Pavement Management Improvements from PMS	Selected Streets	On-Going	Street Impact Fund	\$650,000
Engineering Associated w/PMS	Engineering & Construction Mgmt.	On-Going	Gas Tax	100,000
Gilmartin Drive	Various Improvements to Area	New	Street Impact	145,000
Contingency Provision	Emergency, Non-Scheduled	Funded Annually	Street Impact Fund	30,000
Ned's Way Crossing	Safety Improvements	New	Safe Routes to School Grant	25,000
Blackfield Drive Crossing	Safety Improvements	New	Safe Routes to School Grant	117,000
Paradise Drive	Foundation Improvements	Carry Forward	Gas Tax	140,000
Traffic Safety Improvements				
Traffic Calming Improvements	Various Locations	Funded Annually	Gas Tax	20,000
Total Proposed Streets Projects				\$ 1,227,000

Overview of Drainage Project Funding

Planned Drainage Project Funding

Drainage Impact Fund	\$	100,000
GF Streets & Drainage		500,000
Total Funding:	\$	600,000



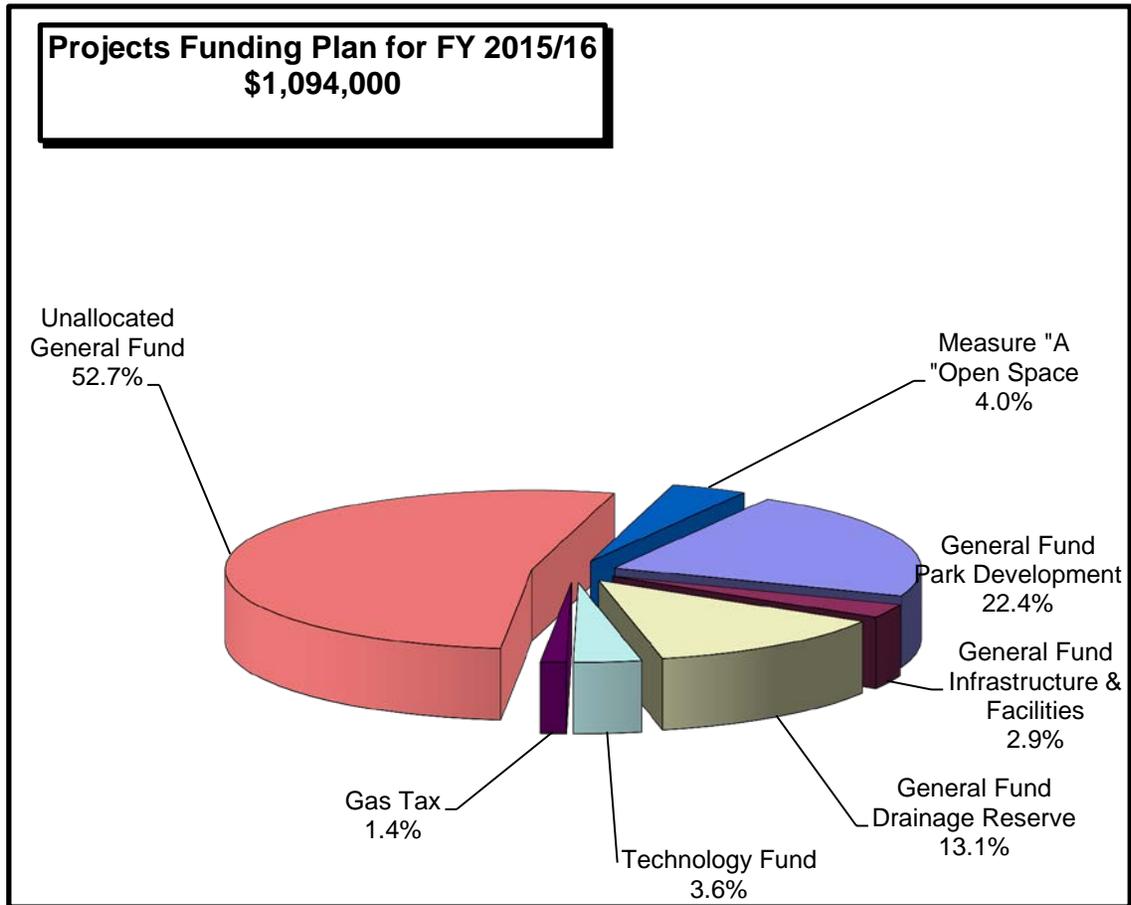
Drainage Improvement Projects

Project Description	Notes	Status	Proposed Funding Source	AMOUNT
Storm Drain Flushing	Various Segments from Master Plan	Funded Annually	Drainage Impact Fund	100,000
Storm Drain Improvements/Repairs, Stewart Drive and Mariner Way	Various Locations	New	GF Drainage Reserve	500,000
Total Proposed Drainage Projects				\$ 600,000

Overview of Community Project Funding

Planned Community Development Project Funding

General Fund Park Development	\$	313,500
General Fund Infrastructure & Facilities		40,000
General Fund Drainage Reserve		183,000
Technology Fund		50,000
Gas Tax		19,000
Unallocated General Fund		737,500
Measure "A "Open Space		56,000
<i>Total Funding:</i>	\$	1,399,000



Community & Miscellaneous Projects

Project	Project Notes	Status	Proposed Funding Source	AMOUNT
Railroad Marsh	Bi-Annual Maintenance	On-going	General Fund Drainage	50,000
Hacienda Drive Trailhead	Trail Improvements and signage	New	General Fund Parks	125,000
RUSD Bus Program	Town's share of Subsidy Program	Carry Forward	General Fund Unallocated	250,000
Open Space Vegetation Mgmt.	Annual Program Above Normal Operating Program	On-Going	Measure "A" Parks	26,000

Accessibility

Curb Ramps and Misc. Sidewalk Improvements	Various Locations	Funded Annually	Gas Tax	19,000
--	-------------------	-----------------	---------	--------

Buildings & Facilities

Town Council Chambers	Audio and Video Improvements	Carry Over from FY 2015	Technology Fund	50,000
Town Hall Facility	Exterior Paint	New	General Fund Infrastructure & Facility	40,000

Park Facilities

Blackie's Pasture Two	New Path, Grading, Picnic Area and Fencing	New	General Fund Parks \$138,000; Measure "A" Parks \$22,000	160,000
Blackie's Pasture Frontage	Landscape	New	General Fund Parks	25,000
ORT and Blackie's Signage	Regulatory Signage	New	General Fund Parks	7,500
Tiburon Blvd. and Downtown Signage	Directional and Location Signs	New	General Fund Unallocated	7,500
Tennis Court Resurfacing	Teather Park Courts	New	Measure "A" Parks Fund	8,000
ORT/Shoreline Park	New Receptacles & Benches	On-Going	General Fund Parks	18,000

Downtown Program

Tiburon Blvd. Relinquishment	Cost /Benefit Analysis	Carry Forward	General Fund Drainage	45,000
Tiburon Blvd. Relinquishment	CalTrans PSSR report	Carry Forward	General Fund Drainage	88,000
Project Set Aside	For Council Direction in FY 2016	New	Unallocated General Fund	400,000

Community & Miscellaneous Projects

Project	Project Notes	Status	Proposed Funding Source	AMOUNT
Down Town Improvements	Main Street bollards and Other Improvements	Continued	Unallocated General Fund	80,000
Total Proposed Projects				\$ 1,399,000

Five Year Capital Improvement Program

FY 2016-2020

	Proposed FY 2015/16	Anticipated FY 2016/17	Anticipated FY 2017/18	Anticipated FY 2018/19	Anticipated FY 2019-20
Street Improvements					
Annual Pavement Management Program	650,000		1,300,000		1,300,000
Engineering Annual Program	100,000		200,000		200,000
Gilmartin Area Improvements	145,000				
Contingency Provision	30,000	30,000	30,000	30,000	30,000
Ned's Way Crossing (grant funded 100%)	25,000				
Blackfield Drive Crossing (Grant funded 100%)	117,000				
Traffic Calming	20,000	20,000	20,000	20,000	20,000
Street Improvements	\$1,087,000	\$50,000	\$1,550,000	\$50,000	\$1,550,000

Drainage Improvements					
Annual Storm Drain Flushing	100,000	50,000	50,000	50,000	50,000
Annual Drainage Improvements	500,000	200,000	250,000	200,000	200,000
Drainage Improvements	\$600,000	\$250,000	\$300,000	\$250,000	\$250,000

Community Improvements

Miscellaneous

Rail Road Marsh Maintenance	50,000	50,000			
Downtown Improvements	80,000	50,000	50,000	50,000	50,000
Open Space Vegetation Management (Measure A)	26,000	26,000	26,000	2,600	26,000
Hacienda Trail Improvements (Rabin)	125,000				
RUSD Bug Program	250,000				
Rule 20B to pair with Rule 20A			400,000		

Accessibility

Curb Ramps/Misc Sidewalk Improvements	19,000	20,000	21,000	22,000	22,000
---------------------------------------	--------	--------	--------	--------	--------

Buildings/Facilities

Town Hall HVAC Replacement		100,000			
Council Chambers Audio Video Impvts	50,000				
Public Works Corp Yard Design		300,000			
Public Works Corp Yard (New)			2,880,000		
Paint Town Hall	40,000				
Dairy Knoll Access Pathway					

Park Facilities

ORT Maintenance/Improvements		50,000		50,000	50,000
Town Council					
Blackie's Pasture Frontage Improvements	25,000				
Blackie's Two	160,000				
ORT, McKegney and Wayfinding signage	15,000				
Tennis Court Resurfacing	8,000				
Accessibility		160,000			
Misc. Project Set-Aside	400,000				
Replace Waste Receptacles & Benches	18,000				

Downtown Program

Tiburon Blvd. Relinquishment Cost/Benefit	45,000				
CalTRANS PSSR Report - Relinquishment	88,000				

Community Improvements	\$1,399,000	\$756,000	\$3,377,000	\$124,600	\$148,000
TOTAL ALL CAPITAL IMPROVEMENTS	\$3,086,000	\$1,056,000	\$5,227,000	\$424,600	\$1,948,000

Program: **DEBT SERVICE PROGRAM**

Schedules: **Bond Issue Information
Principal, Interest & Fiscal Fees**

Commentary: The Town's Debt Service Program is comprised of municipal bond issues 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.

Debt Service Program

Fiscal Year 2015/16

Principal, Interest & Fees

Bond Issue	Principal	Interest	Administration Fees	TOTAL
Main Street Assessment District	25,000	10,560	3,200	38,760
Stewart Drive Assessment District	50,000	49,303	8,500	107,803
Lyford Cove Assessment District	95,000	155,060	19,000	269,060
Del Mar Valley Assessment District-2005	75,000	120,496	17,521	213,017
2010 Del Mar Valley Supplemental District	15,000	99,737	15,000	129,737
Total Debt Service:	\$ 260,000	\$ 435,156	\$ 63,221	\$ 758,377

Debt Service Program

Fiscal Year 2015/16

Bond Issue Information

Issue	Description
Del Mar Valley Undergrounding Assessment District	Del Mar Valley Undergrounding Assessment District – Dated July 2005. Limited obligation 1915 Improvement Bonds. Amount, at \$4,084,700, with an interest rate range of 2.7% to 4.85% for 30 years. The bonds were issued to finance the relocation of utility services to below ground locations for approximately 220 home in the Del Mar Valley residential area.
2010 Del Mar Valley Supplemental Assessment District	2010 Del Mar Valley Supplemental Assessment District - Dated September 9, 2010. Limited Obligation 1915 Improvement Bonds. These bonds are subordinate to the Original Del Mar Valley Assessment of July 2005. \$1,962,600 issue with an interest rate range of 0.75% to 5.5% for 30 years. The bonds were issued to finance the relocation of utility services to below ground locations for approximately 163 homes in the Del Mar Valley residential area. This is a revised boundary area from the original issue after settlement of litigation that occurred from 2005 through 2010.
Lyford Cove Undergrounding Assessment District	Dated March 2005. Limited Obligation 1915 Improvement Bonds. Amount \$3,800,000 with an interest range from 2.250 to 5.100%. Term 2006 to 2034. The bonds were issued to finance utility services to below ground locations in the Lyford Cove residential area.
Main Street Assessment District	Dated December 1999. 1913 Act Improvement Bonds. Amount \$408,513, at 6.30%. Term 2000 to 2020. The bonds were issued to finance the construction and acquisition of public improvements - primarily street and sidewalk reconstruction on Main Street.
Stewart Drive Undergrounding Assessment District	Dated July 2001. Limited Obligation, 1913 and 1915 Improvement Bonds. Amount \$1,465,500, Interest Rate range from 3.250% to 5.300%. Term 2002 to 2029. The bonds were issued to finance the relocation of utility services to below ground locations in the Stewart Drive residential area.

Section

SUPPLEMENTAL INFORMATION

Schedules:

Population, Tax Rate & Indebtedness
Assessed Value of Property
Assessor's Tax Roll Parcel Data
Staff Positions

SUPPLEMENTAL INFORMATION

Fiscal Year 2015/16

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%

SUPPLEMENTAL INFORMATION

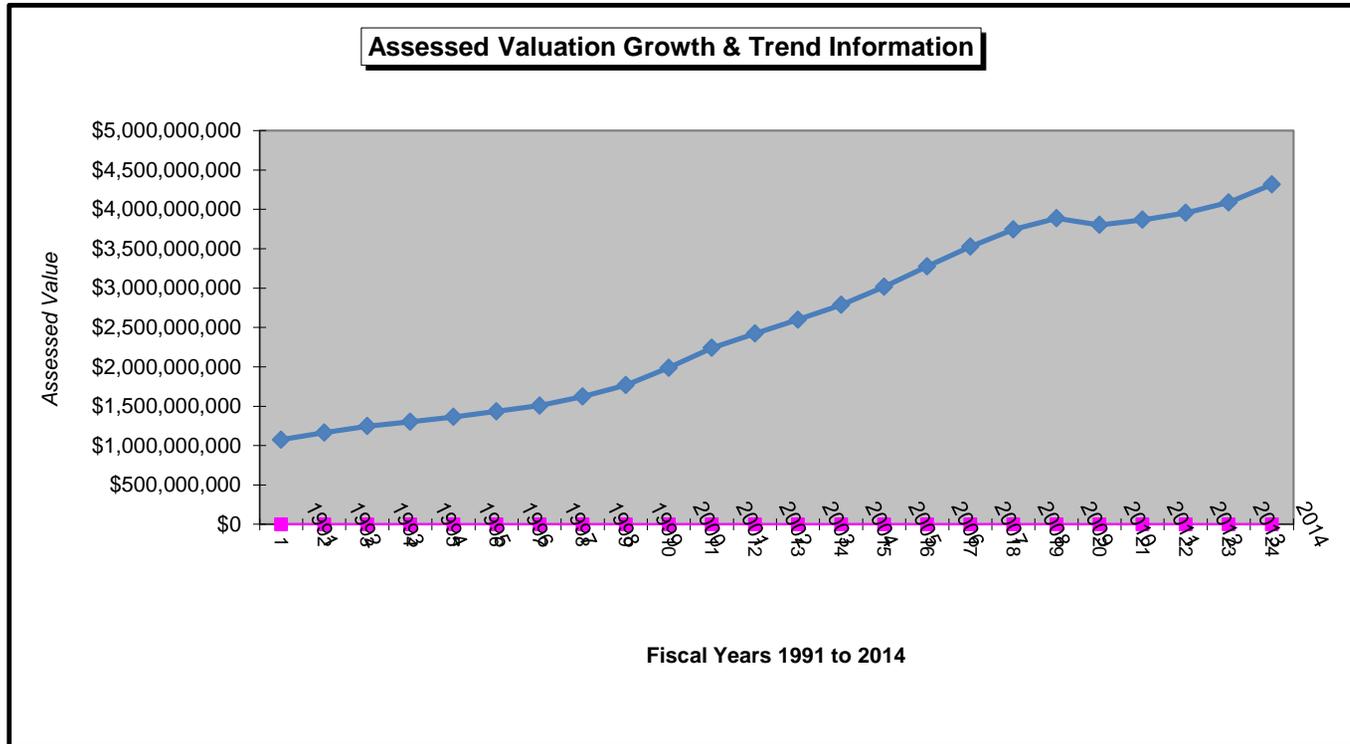
Fiscal Year 2015/16

Assessed Value of Property

The Town of Tiburon has 3711 parcels of which 3,226 are Single-Family, 187 are Multiple-Family, and 58 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 8.14. 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	\$	4,316,831,708
Assessed Valuation on July 1, 1983	\$	395,258,102
Average Annual Growth Since 1983		8.14%



SUPPLEMENTAL INFORMATION

Fiscal Year 2015/16

Assessor's Tax Roll Parcel Data

	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	137	3.7%	52,010,707	1.2%	379,640
	Improved - Detached	2,443	65.8%	3,530,606,427	79.7%	1,445,193
	Improved - Attached	646	17.4%	467,284,746	10.6%	723,351
MULTIPLE RESIDENTIAL	Unimproved	11	0.3%	803,557	0.0%	73,051
	Improved	176	4.7%	218,318,221	4.9%	1,240,444
COMMERCIAL	Unimproved	8	0.2%	395,128	0.0%	49,391
	Improved	49	1.3%	108,031,432	2.4%	2,204,723
INDUSTRIAL LAND	Unimproved	1	0.03%	2,187	0.0000%	2,187
SUBJECT TO EXEMPTION	Unimproved	11	0.3%	273,444	0.0%	24,859
	Improved	32	0.9%	51,271,427	1.2%	1,602,232
TAX EXEMPT		176	4.7%	0	0.0%	0
COMMON AREA PARCEL	Homeowner's Association	21	0.6%	8,886	0.0%	423
Column Totals:		3711	100.0%	\$ 4,429,006,162	100.0%	\$ 1,193,481

SUPPLEMENTAL INFORMATION

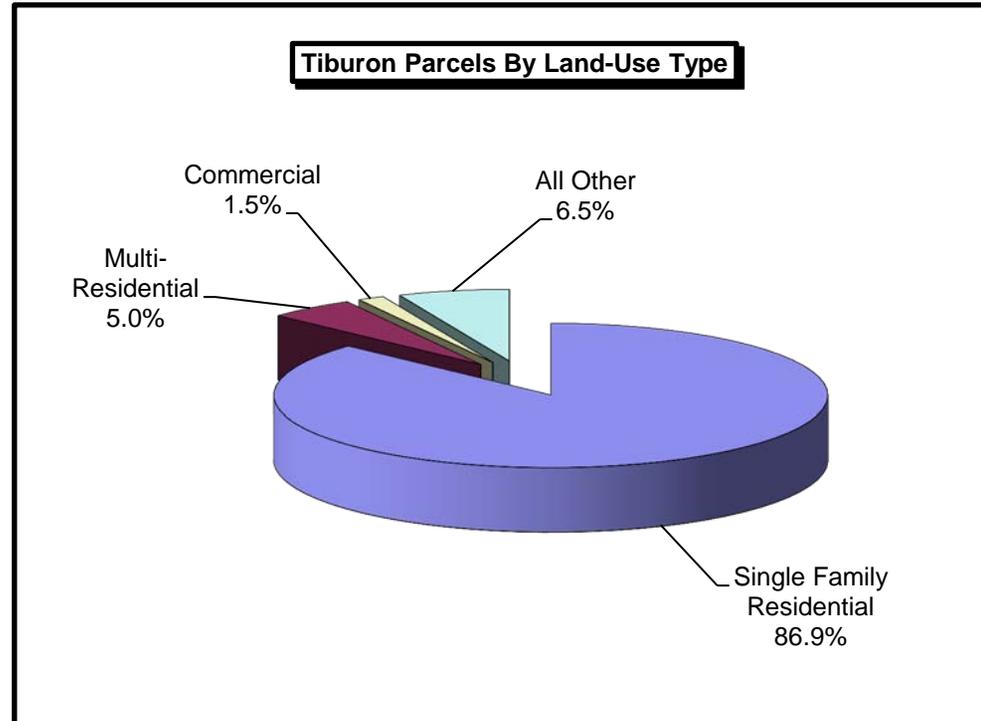
Fiscal Year 2015/16

Assessor's Tax Roll Parcel Data

The Town of Tiburon has 3718 parcels of which 3,237 are Single-Family, 190 are Multiple-Family, and 57 are Commercial, the remainder are exempt or subject to exemption from regular tax assessments.

A total of 178 Single-Family parcels are unimproved, some of which are "scraps or "strips" and are undevelopable.

The Town-wide average assessed value per parcel is \$1,193,481. The average assessed value for an improved detached Single-Family parcel is \$1,455,193, for an attached townhouse-type unit it is \$723,351.



<i>Parcel Type</i>	<i>Number</i>	<i>Total AV</i>
Single Family Residential	3,226	\$ 4,049,901,880
Multi-Residential	187	219,121,778
Commercial	57	108,426,560
All Other	241	51,555,944
Total Parcels:	3,711	\$ 4,429,006,162

SUPPLEMENTAL INFORMATION

Staff Positions

Position	2012/13	2013/14	2014/15	2015/16	Position	2012/13	2013/14	201415	2015/16
TOWN ADMINISTRATIVE SERVICES					POLICE DEPARTMENT				
Town Manager	1.00	1.00	1.00	1.00	Chief of Police	1.00	1.00	1.00	1.00
Town Attorney	0.75	0.75	0.75	-	Captain	1.00	1.00	1.00	-
Town Clerk	1.00	1.00	1.00	1.00	Sergeant	4.00	4.00	4.00	4.00
Office Assistant	1.00	0.50	1.00	0.90	Patrol Officers	7.00	7.00	7.00	7.00
Admin. Services Direrctor	1.00	1.00	1.00	1.00	Investigator/Detective	-	-	-	-
IT Coordinator	1.00	1.00	-	-	Secretary	1.00	1.00	1.00	-
Management Assistant	0.70	0.72	0.72	0.80	Police Service Aide	2.10	2.10	2.10	2.75
Administration Analyst	-	-	1.00	1.00	Emergency Services Coordinator	1.00	1.00	1.00	1.00
IT/Desktop Support	-	0.57	-	-					
Subtotal:	6.45	6.54	6.47	5.70	Subtotal:	17.10	17.10	17.10	15.75
COMMUNITY DEVELOPMENT					PUBLIC WORKS				
Community Dev. Director	1.00	1.00	1.00	1.00	Director & Town Engineer	1.00	1.00	1.00	1.00
Planning Manager	1.00	1.00	1.00	1.00	Supt. of Public Works	1.00	1.00	1.00	1.00
Associate Planner	1.00	1.00	-	1.00	Senior Maintenance Worker	1.00	2.00	2.00	2.00
Assistant Planner			1.00	-	Foreman	1.00	-	-	-
Planning Secretary	1.00	1.00	1.00	1.00	Maintenance II	1.00	-	-	-
Building Official	1.00	1.00	1.00	1.00	Maintenance I	-	-	-	-
Building Inspector	1.00	1.00	1.00	1.00	Maintenance Worker	3.00	4.00	4.00	4.00
Permits Clerk	1.00	1.00	1.00	1.00	Engineering Technician	1.00	1.00	1.00	1.00
Assistant to Building Official					Subtotal:	9.00	9.00	9.00	9.00
Subtotal:	8.00	8.00	8.00	8.00	TOTAL ALL POSITIONS	40.55	40.64	40.57	38.45