



# TOWN OF TIBURON

Adopted Budget  
Fiscal Year 2008-2009

# Table of Contents

Town Manager's Budget Letter	i		
Directory of Town Officials	1		
Town Council, Commission and Board Members	2		
Town Organization Chart	3		
<b>FUND RESOURCES OVERVIEW</b>		<b>NON-DEPARTMENTAL</b>	
Overview of Total Appropriations	5	All Divisions	70
Statement of Fund Balances	6	Risk Management/Joint Power's Authorities	71
Changes to Fund Balances	8	Low-Moderate Income Housing	73
		Town Owned Housing	75
		Belvedere-Tiburon Library Agency	77
<b>OPERATING BUDGET PLAN</b>		<b>CAPITAL OUTLAY &amp; ALLOWANCE</b>	
Overview of Operating Revenues & Expenditures	10	Planned Capital Outlay Purchases	80
		Planned Technology Outlay Purchases	81
<b>OPERATING REVENUES &amp; SOURCES OF FUNDS</b>		<b>CAPITAL IMPROVEMENT PROGRAM</b>	
Overview of Operating Revenue Plan	12	Overview of Planned Funding	83
Summary of Operating Revenues	13	Capital Improvement Projects	84
Operating Budget Revenues	14	Five-Year Capital Improvement Program	86
<b>OVERVIEW OF OPERATING EXPENDITURES</b>		<b>DEBT SERVICE PROGRAM</b>	
Summary of Department Expenditures	18	Principal, Interest & Fiscal Fees	89
Summary of Funding for Department Expenditures	19	Bond Issue Information	90
Summary of Expenditures by Object	20		
<b>DEPARTMENT OPERATING EXPENDITURES</b>		<b>TIBURON REDEVELOPMENT AGENCY</b>	
		Fund Statements	
 		General Tax Increment Fund	92
<b>TOWN ADMINISTRATIVE SERVICES</b>		Housing Set-Aside Fund	93
All Divisions	22		
Administrative Services	23	<b>SUPPLMENTAL INFORMATION</b>	
Legal Services	26		
Legislative Support	28		
Town Hall Facility	30		
<b>COMMUNITY DEVELOPMENT</b>			
All Divisions	33		
Planning & Design Review	34		
Building Inspection	37		
Advance Planning	40		
<b>POLICE DEPARTMENT</b>			
All Divisions	43		
Police Services	44		
Police Services/COPS	48		
Police Facility/EOC	50		
<b>PUBLIC WORKS</b>			
All Divisions	53		
Administration & Engineering	54		
Streets Maintenance	57		
Parks Maintenance	60		
Corporation Yard	63		
Street & Signal Light System	65		
Cypress Hollow Special District	67		

## Directory of Town Officials

TOWN MANAGER	Margaret A. Curran
TOWN ATTORNEY	Ann R. Danforth
DIRECTOR OF ADMINISTRATIVE SERVICES	Heidi Bigall
DIRECTOR OF COMMUNITY DEVELOPMENT	Scott Anderson
CHIEF OF POLICE	Mike Cronin
DIRECTOR OF PUBLIC WORKS & TOWN ENGINEER	Nick Nguyen
TOWN CLERK	Diane Crane Iacopi
BUILDING OFFICIAL	Dean Bloomquist
TOWN TREASURER	William Osher

# Town Council, Commission & Board Members

## TOWN COUNCIL

**JEFF SLAVITZ, MAYOR**  
**ALICE FREDERICKS, VICE-MAYOR**  
**MILES BERGER**  
**RICHARD COLLINS**  
**TOM GRAM**

### PLANNING COMMISSION

Emmett O'Donnell, Chair  
John Kunzweiler, Vice-Chair  
Jim Fraser  
Cathy Frymier  
John Corcoran

### DESIGN REVIEW BOARD

Frank Doyle, Chair  
Frank Glasser, Vice-Chair  
John Corcoran  
Michael Tollini  
Vacant

### PARKS, OPEN SPACE & TRAILS COMMISSION

Peter Winkler, Chair  
Jill Sperber, Vice-Chair  
Ralph Leighton  
Michael McMullen  
Phillip Feldman

### HERITAGE & ARTS COMMISSION

Peggy Bremer, Chair  
Patricia Navone, Vice-Chair  
Ida Mae Berg  
David Gotz  
Anne Thull  
Elizabeth Schmidt  
Marlene Rice  
Victoria Arnett, Commissioner Emeritus

### BELVEDERE/TIBURON JOINT RECREATION COMMITTEE

Jerry Riessen, Chair  
Jennifer Muller, Vice Chair  
Robert McCaskill  
Denise Bauer  
Merrill Boyce (RUSD)  
Vacant  
Vacant

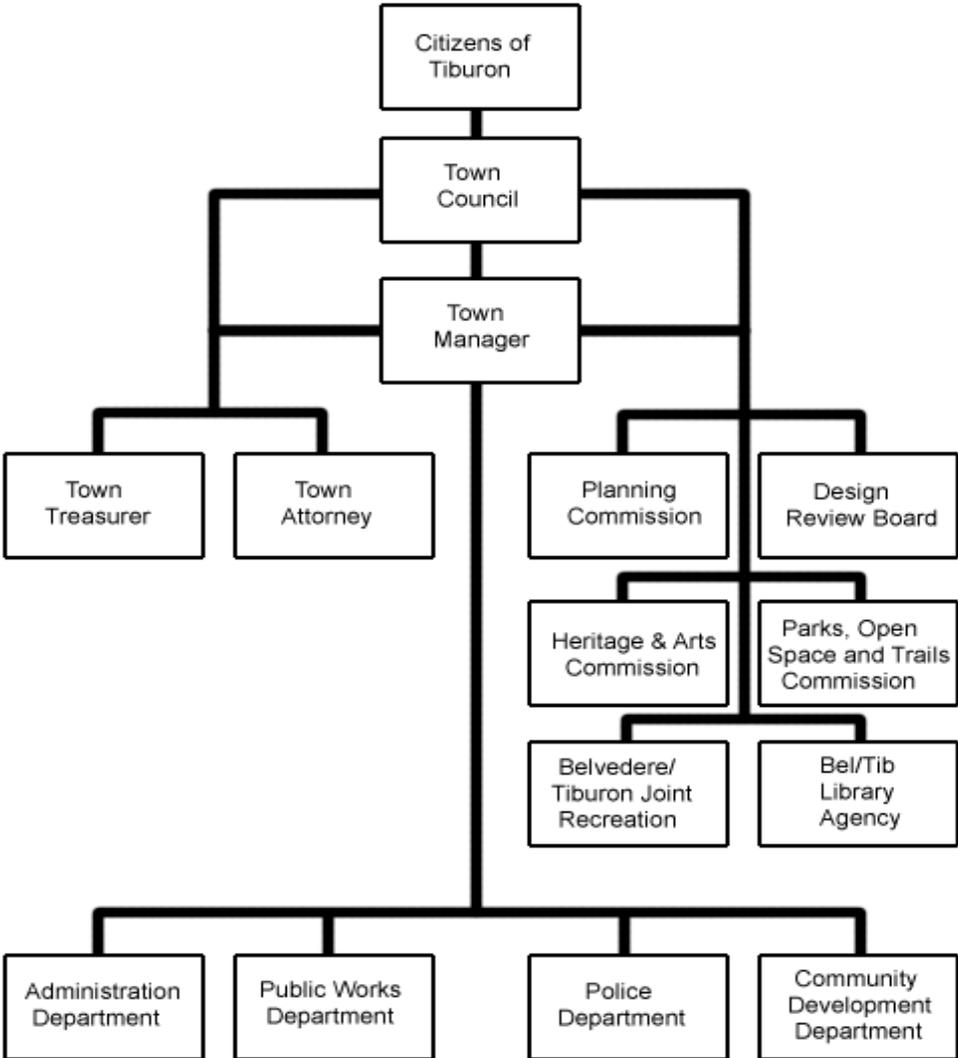
### BELVEDERE/TIBURON LIBRARY AGENCY BOARD OF TRUSTEES

Mary Falk, Chair  
Beverlee Johnson, Vice Chair  
Lois Epstein  
Heather Lobdell  
Ann Otter  
Steger Johnson  
William Kuhns

### BELVEDERE/TIBURON JOINT DISASTER ADVISORY COUNCIL

Tom Cromwell, Chair (Belvedere Council)  
Alice Fredericks (Tiburon Council)  
Chuck Auerbach  
Ellen Rony  
Al Haussener  
James Sherman

# Town Organization Chart



# **FUND RESOURCES OVERVIEW**

## **Overview of Total Appropriations**

## **Statement of Fund Balances, June 30th Closing**

## **Changes to Fund Balance**

### **Fiscal Year 2008/09**

## **Capital & Special Project Fund Descriptions**

This section includes schedules that provide fund balance information for General Fund Reserves, restricted Capital Project, and Redevelopment Agency funds of the Town.

The Changes to Fund Balance Schedule provides an overview of the changes in revenues, expenditures, and fund balance for the General Fund and other restricted project and Redevelopment Agency funds.

The Fund Description Schedule provides a brief description of certain restricted Capital Project and Special Revenue Funds. Generally, wherein use of the assets of these funds is restricted according to federal, state or local legislation, provisions of development agreements, or other private or special contractual agreements.

**FUND RESOURCES OVERVIEW**

**Fiscal Year 2008/09**

Overview of Total Appropriations

	Town of Tiburon	Tiburon Redevelopment Agency	TOTAL Appropriation
<b>Operating Program</b>			
Town Administration	1,556,349	5,500	1,561,849
Community Development	1,117,606	-	1,117,606
Police	2,950,037	-	2,950,037
Public Works	1,307,102	-	1,307,102
Non-Departmental	1,977,988		1,977,988
Subtotal:	\$ 8,909,082	\$ 5,500	\$ 8,914,582
<b>Capital &amp; IT Outlay Program</b>	\$ 267,850	\$ -	\$ 267,850
<b>Capital Improvement Program</b>			
Street Improvements	1,295,000	-	1,295,000
Drainage Improvements	245,000	-	245,000
Community Development Improvements	4,876,500	-	4,876,500
Subtotal:	\$ 6,416,500	\$ -	\$ 6,416,500
<b>Debt Service Program</b>			
Del Mar Assessment District	276,223		276,223
Hillhaven Undergrounding District	-	-	-
Linda Vista Undergrounding District	7,172	-	7,172
Lyford Cove Assessment District	365,899		365,899
Main Street Assesmsent District	39,762	-	39,762
Point Tiburon Community Facilities District	130,180	-	130,180
Stewart Drive Underground Assessment District	105,825	-	105,825
Tiburon Public Facilities Financing Authority	137,850	-	137,850
Via Capistrano Assessment District	16,847	-	16,847
Subtotal:	\$ 1,079,758	\$ -	\$ 1,079,758
Total Appropriation	\$ 16,673,190	\$ 5,500	\$ 16,678,690

**FUND RESOURCES OVERVIEW**

**Fiscal Year 2008/09**

Statement of Fund Balances, June 30th Closing

<b>FUND/ RESERVE</b>	<b>2005/06 Actual</b>	<b>2006/07 Actual</b>	<b>2007/08 Actual</b>	<b>2008/09 Estimated</b>
<b>GENERAL FUND</b>				
Unallocated Reserve	\$ 2,819,835	\$ 3,058,415	\$ 3,228,659	\$ 3,184,731
Designated Reserves				
Capital Equipment Replacement	204,545	147,337	190,014	168,214
Infrastructure & Facility	1,065,231	918,947	806,596	751,596
Employee Compensated Leave	213,226	230,511	266,772	266,772
Employee Housing Assistance	400,000	800,000	-	-
Other Post Employment Benefits			150,000	150,000
PW Corp Yard Improvement	831,367	931,367	1,501,172	1,341,172
Park Development	723,985	684,493	672,610	510,610
Retirement Surplus Account	194,484	-	-	-
Self Insurance	313,399	54,805	101,456	101,456
Streets & Drainage	1,219,401	1,493,310	1,421,062	873,562
Storm Damage	100,000	100,000	100,000	100,000
Traffic System	450,000	450,000	450,000	450,000
Technology Fund	185,968	263,616	291,278	292,428
Open space Management	-	50,000	100,000	50,000
Total Designated Reserves	\$ 5,901,606	\$ 6,124,386	\$ 6,050,960	\$ 5,055,810
<b>Total General Fund:</b>	<b>\$ 8,721,441</b>	<b>\$ 9,182,801</b>	<b>\$ 9,279,619</b>	<b>\$ 8,240,541</b>
<b>OTHER RESTRICTED FUNDS</b>				
Belvedere/Tiburon Library Agency	\$ -	\$ -	\$ -	\$ -
Cypress Hollow District	85,625	68,884	72,791	\$ 17,911
Town Owned Housing Fund	57,532	50,294	74,305	\$ 58,205
Heritage & Arts Donation Fund	9,881	9,775	14,080	\$ 15,080
Low & Moderate Housing	1,459,772	1,416,126	1,317,257	\$ 1,344,532
Open Space Acquisition	168,692	177,459	183,959	\$ 190,534
Police Asset Forfeiture	88	88	88	\$ 88
Police Suppl Law Enforcement	6,317	-2,204	12,604	\$ 12,604
Property Development Tax	2,438	3,352	4,283	\$ 4,283
State Gas Tax	314,777	456,640	309,287	\$ 279,287
State Traffic Congestion Relief	95,130	33,613	35,105	\$ 105
CA Proposition 1B Funds	-	-	403,110	\$ 3,110
County Measure A Funds	-	77,730	92,084	\$ 5,084
Street Frontage Improvement	2,158	2,267	2,365	\$ 2,365
Tiburon Circ System Improvement	110,953	89,589	20,792	\$ 9,792
Tiburon Long Range Planning	11,811	66,468	115,229	\$ 135,229
Bunch Grass Mitigation Fund	-	120,535	125,889	\$ 129,389
Tiburon Parks In-Lieu	(762)	-1,263	1,319	\$ 3,319
Tiburon Planning Area Mitigation	242,609	160,053	172,634	\$ 182,634
Tiburon Playground Improvement	(5,043)	-234	53,281	\$ (36,719)
Tiburon Street Impact	1,272,596	0	917,061	\$ 1,007,061
Police TECH	7,104	2,042	-	\$ -
Downtown Art Project	112,859	225,570	2,042	\$ 2,042
Drainage Impact Fund	67,095	904,061	225,570	\$ 160,570
Lyford Cove Undergrounding	5,206,586	4,105,695	904,061	\$ 904,061
Del Mar Undergrounding	4,098,461	0	4,105,695	\$ 3,844,695
Total Restricted Funds:	<b>\$ 13,326,679</b>	<b>\$ 7,966,540</b>	<b>\$ 9,164,891</b>	<b>\$ 8,275,261</b>

**FUND RESOURCES OVERVIEW****Fiscal Year 2008/09**

## Statement of Fund Balances, June 30th Closing

<b>FUND/ RESERVE</b>	<b>2005/06 Actual</b>	<b>2006/07 Actual</b>	<b>2007/08 Actual</b>	<b>2008/09 Estimated</b>
<b>REDEVELOPMENT AGENCY</b>				
General Increment	285,546	247,120	285,546	290,046
Housing Set-Aside	1,416,096	1,456,320	1,501,885	1,542,109
Total Redevelopment Agency:	\$ 1,701,642	\$ 1,703,440	\$ 1,787,431	\$ 1,832,155

**FUND RESOURCES OVERVIEW**

**Fiscal Year 2008/09**

**Changes to Fund Balance, projected June 30, 2009**

FUND/RESERVE	FUND BALANCE 7/1/2008	Projected Revenues	Projected Operating Expenses	Projected Capital Project Expenses	Other Sources In (Out)	Projected Change to Fund Balance	PROJECTED FUND BALANCE 6/30/2009
<b>GENERAL RESERVES</b>							
1 General Unallocated	\$ 3,228,659	7,448,234	7,434,662	70,000	12,500	(43,928)	\$ 3,184,731
2 Capital Equipment Replacement	190,014	122,200	144,000	-	-	(21,800)	168,214
3 Infrastructure & Facility	806,596	-	-	305,000	250,000	(55,000)	751,596
4 Employee Compensated Leave	266,772	-	-	-	-	-	266,772
5 Employee Housing Assistance	-	-	-	-	-	-	-
6 OPEB Fund (GASB 45)	150,000	-	-	-	-	-	150,000
7 PW Corp Yard Improvement	1,501,172	-	-	160,000	-	(160,000)	1,341,172
8 Park Development	672,610	-	-	512,000	350,000	(162,000)	510,610
10 Self Insurance	101,456	-	-	-	-	-	101,456
11 Streets & Drainage	1,421,062	-	-	547,500	-	(547,500)	873,562
12 Storm Damage	100,000	-	-	-	-	-	100,000
13 Traffic System	450,000	-	-	-	-	-	450,000
14 Technology Fund	291,278	125,000	123,850	-	-	1,150	292,428
15 Open Space Management	100,000	-	-	60,000	-	-	50,000
<b>Total General Fund</b>	<b>\$ 9,279,619</b>	<b>7,695,434</b>	<b>7,702,512</b>	<b>1,654,500</b>	<b>612,500</b>	<b>(989,078)</b>	<b>\$ 8,240,541</b>
<b>OTHER RESTRICTED FUNDS</b>							
16 Belvedere/Tiburon Library Agency	\$ -	1,349,215	1,349,215	-	-	-	\$ -
17 Cypress Hollow District	72,791	20,100	15,980	59,000	-	(54,880)	17,911
18 Town Owned Housing Units	74,305	59,500	75,600	-	-	(16,100)	58,205
19 Heritage & Arts Project Fund	14,080	1,000	-	-	-	1,000	15,080
20 Low & Moderate Housing	1,317,257	52,000	24,725	-	-	27,275	1,344,532
21 Open Space Acquisition	185,334	5,200	-	-	-	5,200	190,534
22 Police Asset Forfeiture	88	-	-	-	-	-	88
23 Police Suppl Law Enforcement	12,604	-	-	-	-	-	12,604
24 Property Development Tax	4,283	-	-	-	-	-	4,283
25 State Gas Tax	309,287	200,000	-	230,000	-	(30,000)	279,287
26 State Traffic Congestion Relief	35,105	-	-	35,000	-	(35,000)	105
26 State Proposition 1B Funds	403,110	-	-	400,000	-	(400,000)	3,110
27 County Measure A Funds	92,084	-	-	87,000	-	(87,000)	5,084
28 Street Frontage Improvement	2,365	-	-	-	-	-	2,365
29 Tiburon Circ System Improvement	20,792	4,000	-	15,000	-	(11,000)	9,792
30 Tiburon Long Range Planning	115,229	45,000	25,000	-	-	20,000	135,229
31 Tiburon Bunch Grass Mitigation	125,889	3,500	-	-	-	3,500	129,389
32 Tiburon Parks In-Lieu	1,319	2,000	-	-	-	2,000	3,319
33 Tiburon Planning Area Mitigation	172,634	10,000	-	-	-	10,000	182,634
34 Tiburon Playground Improvement	53,281	-	-	165,000	75,000	(90,000)	(36,719)
35 Tiburon Street Impact	917,061	450,000	-	360,000	-	90,000	1,007,061
36 Police TECH	-	-	-	-	-	-	-
37 Downtown Art Project	2,042	-	-	-	-	-	2,042
38 Tiburon Drainage Impact	225,570	85,000	-	150,000	-	(65,000)	160,570
39 Lyford Cove Undergrounding	904,061	-	-	90,000	-	(90,000)	814,061
40 Del Mar Undergrounding	4,105,695	3,000,000	-	3,261,000	-	(261,000)	3,844,695
<b>Total Other Funds</b>	<b>9,166,266</b>	<b>5,286,515</b>	<b>1,490,520</b>	<b>4,852,000</b>	<b>75,000</b>	<b>(981,005)</b>	<b>\$ 8,185,261</b>
<b>REDEVELOPMENT AGENCY</b>							
41 General Increment	\$ 285,546	9,000	4,500	-	-	4,500	\$ 290,046
42 Housing Set-Aside	1,501,885	42,040	1,816	-	-	40,224	1,542,109
<b>Total Redevelopment</b>	<b>\$ 1,787,431</b>	<b>51,040</b>	<b>6,316</b>	<b>-</b>	<b>-</b>	<b>44,724</b>	<b>\$ 1,832,155</b>

# **OPERATING BUDGET PLAN**



**Overview of Revenues & Expenditures  
Fiscal Year 2008/2009**

Overview of Operating Revenues & Expenditures

REVENUE & SOURCES	AMOUNT	EXPENDITURES	AMOUNT
<b>GENERAL REVENUES</b>		<b>TOWN ADMINISTRATIVE SERVICES</b>	
Property Taxes	3,211,926	Town Administration	988,777
Other Taxes	1,245,000	Legal Services	311,772
Licenses & Permits	950,900	Legislative	42,500
Intergovernment & Agency	758,107	Town Hall Facility	213,300
Franchises	458,200		
Charges for Service	316,600	<b>NON DEPARTMENTAL</b>	<b>1,977,988</b>
Investment Earnings	240,000	<b>COMMUNITY DEVELOPMENT</b>	
Fines & Forfeitures	175,000	Planning & Design Review	538,163
Other Revenues	92,500	Building Inspection	554,442
		Advance Planning	25,000
Subtotal	\$ 7,448,233	<b>POLICE</b>	
		Police Services	2,867,037
<b>OTHER SOURCES</b>		Police/EOC Facility	83,000
Other Fund Sources	\$ 1,474,420	<b>PUBLIC WORKS</b>	
		Administration & Engineering	319,395
		Streets Maintenance	463,483
		Parks Maintenance	375,234
		Corporation Yard	90,600
		Street & Signal Light System	42,400
		Cypress Hollow	15,980
<b>TOTAL REVENUE &amp; SOURCES</b>	<b>\$ 8,922,653</b>	<b>TOTAL EXPENDITURES:</b>	<b>\$ 8,909,073</b>
<b>NET OPERATING SURPLUS (DEFICIENCY)</b>	<b>\$ 13,580</b>		

# **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

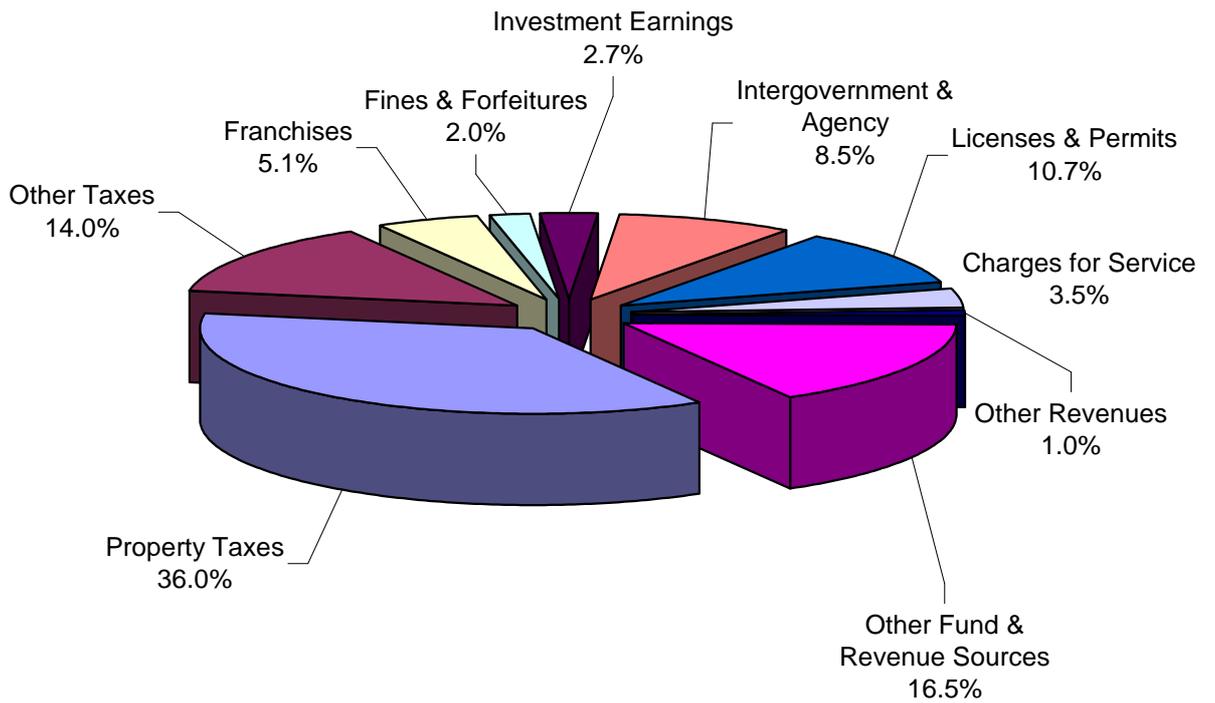
PERS Surplus Assets

Police COPS/SLESF Fund

Cypress Hollow Fund

Overview of Operating Revenue Plan

**Planned Operating Revenues  
& Sources of Funds for 2008/09  
\$8,922,563**



**OPERATING REVENUES & SOURCES OF FUNDING**

**FY 2008/09**

Summary of Operating Revenues

Description	FY 2005/06 Actual	FY 2006/07 Actual	FY 2007/08 Adopted	FY 2007/08 Actual	FY 2008-09 Adopted
<b>GENERAL FUND</b>					
Property Taxes	2,790,002	3,027,317	3,065,085	3,467,825	3,211,926
Other Taxes	922,269	1,275,886	1,233,250	1,331,471	1,245,000
Franchises	408,855	470,670	441,550	442,170	458,200
Fines & Forfeitures	174,793	227,549	169,400	199,893	175,000
Investment Earnings	275,379	443,483	375,000	404,772	240,000
Intergovernment & Agency	812,532	673,579	708,525	716,751	758,107
Licenses & Permits	1,089,236	1,147,948	989,700	1,140,401	950,900
Charges for Service	401,087	454,579	356,600	367,857	316,600
Other Revenues	199,908	104,844	92,997	88,968	92,500
<b>Subtotal General Fund</b>	<b>\$ 7,074,061</b>	<b>\$ 7,825,855</b>	<b>\$ 7,432,107</b>	<b>\$ 8,160,108</b>	<b>\$ 7,448,233</b>
<b>OTHER FUND &amp; RESERVE SOURCES</b>					
Employee Comp. Leave Reserve	61,922	47,197	20,000	-	-
Low/Moderate Income Housing Fund	7,799	7,260	4,375	15,649	24,725
Town Owned Housing	36,002	58,399	49,400	37,328	59,500
Belvedere-Tiburon Library JPA Fund	1,111,478	1,219,946	1,265,680	1,297,322	1,349,215
Long Range Planning Fund	-	15,000	15,000	7,000	25,000
PERS Surplus Assets	208,654	195,124	-	-	-
Police COPS/SLESF Fund	100,000	100,000	100,000	100,000	-
Cypress Hollow Fund	15,159	8,565	15,500	15,381	15,980
<b>Subtotal Other Sources</b>	<b>\$ 1,541,014</b>	<b>\$ 1,651,491</b>	<b>\$ 1,469,955</b>	<b>\$ 1,472,680</b>	<b>\$ 1,474,420</b>
	-	-	-	-	-
<b>Totals:</b>	<b>\$ 8,615,075</b>	<b>\$ 9,477,346</b>	<b>\$ 8,902,062</b>	<b>\$ 9,632,788</b>	<b>\$ 8,922,653</b>

**OPERATING REVENUES & SOURCES OF FUNDING**

**Fiscal Year 2008/09**

Operating Budget Revenues

Description	FY 2005/06 Actual	FY 2006/07 Actual	FY 2007/08 Adopted	FY 2007/08 Actual	FY 2008/09 Adopted
<b>GENERAL FUND</b>					
<b>PROPERTY TAXES</b>					
Secured	2,052,887	2,398,619	2,508,785	2,558,719	2,641,326
Unsecured	62,532	55,112	64,000	59,534	60,000
Supplemental	133,887	119,004	93,600	96,584	70,000
Other	5,537	8,478	5,500	28,276	5,500
HOPTR State	20,078	20,071	20,000	24,689	20,100
ERAF Rebate	546,086	472,860	422,000	755,960	465,000
County Fees	(31,005)	(46,827)	(48,800)	(55,937)	(50,000)
<b>Total:</b>	<b>\$ 2,790,002</b>	<b>\$ 3,027,317</b>	<b>\$ 3,065,085</b>	<b>3,467,825</b>	<b>\$ 3,211,926</b>
<b>OTHER TAXES</b>					
Sales Tax	464,418	521,014	540,000	569,429	550,000
Sales Tax-Public Safety	88,822	87,019	98,250	60,031	-
Transient Occupancy Tax	205,043	445,746	445,000	548,840	550,000
Real Property Transfer	163,986	222,107	150,000	153,171	145,000
<b>Total:</b>	<b>\$ 922,269</b>	<b>\$ 1,275,886</b>	<b>\$ 1,233,250</b>	<b>1,331,471</b>	<b>\$ 1,245,000</b>
<b>FRANCHISES</b>					
Energy-PG&E	107,740	125,106	128,800	124,671	132,000
Refuse-Mill Valley Refuse	174,897	183,749	185,650	177,914	189,200
Cable-AT&T	126,218	161,815	127,100	139,585	137,000
<b>Total:</b>	<b>\$ 408,855</b>	<b>\$ 470,670</b>	<b>\$ 441,550</b>	<b>442,170</b>	<b>\$ 458,200</b>
<b>FINES &amp; FORFEITURES</b>					
Vehicle Code	51,768	33,481	38,100	29,316	35,000
Parking Code	35,676	37,699	41,300	50,241	50,000
False Alarm Fines	2,060	4,370	5,000	5,000	5,000
Other Fines	85,289	151,999	85,000	115,336	85,000
<b>Total:</b>	<b>\$ 174,793</b>	<b>\$ 227,549</b>	<b>\$ 169,400</b>	<b>199,893</b>	<b>\$ 175,000</b>
<b>INVESTMENT EARNINGS</b>					
Interest-LAIF	263,474	443,483	335,000	374,080	200,000
Interest-Notes/Loans	11,905	-	40,000	30,692	40,000
Interest - Other	-	-	-	-	-
<b>Total:</b>	<b>\$ 275,379</b>	<b>\$ 443,483</b>	<b>\$ 375,000</b>	<b>404,772</b>	<b>\$ 240,000</b>
<b>INTERGOVERNMENT &amp; AGENCY</b>					
State Motor Vehicle License Fees	52,275	58,631	62,500	37,883	60,000
State Motor Vehicle Back-Fill	721,178	588,542	615,025	629,141	654,307
State Off Highway	331	-	300	-	300
State POST	7,410	3,094	10,000	9,664	15,000
State Abandoned Vehicle	636	198	1,000	5,343	1,000
Belvedere	665	308	700	-	-
Reed Union School District	3,731	60	-	-	-
Richardson Bay Sanitary District	4,314	-	-	-	-

**OPERATING REVENUES & SOURCES OF FUNDING**

**Fiscal Year 2008/09**

Operating Budget Revenues

Description	FY 2005/06 Actual	FY 2006/07 Actual	FY 2007/08 Adopted	FY 2007/08 Actual	FY 2008/09 Adopted
Tiburon Sanitary District	12,970	4,531	7,000	6,380	5,500
Tiburon Fire District	9,022	8,215	12,000	18,081	12,000
Private Gifts/Grants/Donations	-	10,000	-	10,000	-
Other Grants/Gifts (ABAG)	-	-	-	259	10,000
<b>Total:</b>	<b>\$ 812,532</b>	<b>\$ 673,579</b>	<b>\$ 708,525</b>	<b>716,751</b>	<b>\$ 758,107</b>
<b>LICENSES &amp; PERMITS</b>					
Business License-Regular	174,408	157,394	185,000	174,316	175,000
Business License-Construction	91,891	91,215	72,500	89,340	70,000
Building Permits	604,891	653,385	540,000	619,440	475,000
CEQA EIR Initial Study	(745)	1,400	500	2,350	1,200
Design Review	124,727	116,250	110,000	128,159	125,000
Home Occupation Permit	280	2,380	3,000	5,275	3,500
Lot Line Adjustment	2,200	1,400	1,400	900	1,400
Master & Precise Plan	1,640	19,753	5,000	14,383	7,500
Sign Permit	770	1,535	1,000	2,077	1,500
Subdivision Permit	-	-	-	2,072	-
Tree Permit	7,970	7,940	7,000	15,665	8,000
Use Permit	6,315	3,720	-	13,784	6,500
Variance Amendment	32,455	31,270	25,000	23,730	25,000
Other Planning Permits	6,668	-	1,000	250	1,000
Alarm System Permit	24,945	27,246	25,000	23,585	20,000
Encroachment Permit	6,015	30,455	8,000	21,989	25,000
Park Usage Permit	3,000	-	3,000	-	3,000
Drainage Review Fee	340	410	300	830	300
Parking Permit (Residential)	1,466	2,195	2,000	2,256	2,000
<b>Total:</b>	<b>\$ 1,089,236</b>	<b>\$ 1,147,948</b>	<b>\$ 989,700</b>	<b>1,140,401</b>	<b>\$ 950,900</b>
<b>CHARGES FOR SERVICE</b>					
Cost Recovery-Administration	33,071	78,762	10,000	3,718	5,000
Miscellaneous-Administraion Charges	3,592	205	1,500	411	500
Appeal	1,400	1,100	1,500	2,500	1,500
Plan Checking	246,074	256,734	240,000	224,076	210,000
Records & Document Storage	26,605	29,608	25,000	28,461	25,000
RBR Residential Resale Report	23,250	27,975	25,000	20,850	18,000
Staff Research	15	-	-	70	-
Street Name/Address Change	150	950	-	170	-
Noticing Of Applications	700	995	1,000	1,220	1,000
Sale Publications & Documents	1,868	1,636	1,500	763	1,500
Cost Recovery-Community Dev.	21,996	1,653	1,000	15,703	1,500
Miscellaneous-Planning Charges	1,163	6,708	2,000	2,091	2,000
Cost Recovery-Police (\$15K Em. Svsc.)	19,232	31,695	25,000	40,197	27,500
Miscellaneous-Police Charges	3,093	3,265	3,000	4,648	3,000
Sign Placement & Impound Fees	-	-	100	190	100
Cost Recovery-Public Works	18,878	13,293	20,000	22,789	20,000
<b>Total:</b>	<b>\$ 401,087</b>	<b>\$ 454,579</b>	<b>\$ 356,600</b>	<b>367,857</b>	<b>\$ 316,600</b>

**OPERATING REVENUES & SOURCES OF FUNDING**

**Fiscal Year 2008/09**

Operating Budget Revenues

Description	FY 2005/06 Actual	FY 2006/07 Actual	FY 2007/08 Adopted	FY 2007/08 Actual	FY 2008/09 Adopted
<b>OTHER REVENUES</b>					
Refunds & Reimbursements	20,408	27,955	25,497	16,715	20,000
Other Revenues	-	-		25	-
Administrative Fees-Assessment Dist	128,080	15,595	10,000	18,147	15,000
Rent-Antenna Site & Utility	45,335	47,052	50,000	46,466	50,000
Rent-Other	3,545	4,050	2,500	3,255	2,500
Sale-Property Equipment	2,540	10,192	5,000	4,360	5,000
<b>Total:</b>	<b>\$ 199,908</b>	<b>\$ 104,844</b>	<b>\$ 92,997</b>	<b>88,968</b>	<b>\$ 92,500</b>
<b>Total General Fund:</b>	<b>\$ 7,074,061</b>	<b>\$ 7,825,855</b>	<b>\$ 7,432,107</b>	<b>\$ 8,160,108</b>	<b>\$ 7,448,233</b>
<b>OTHER FUND SOURCES</b>					
<b>Restricted Fund Contributions</b>					
Employee Compensated Leave Reserve	61,922	47,197	20,000	-	-
Low/Moderate Income Housing Fund	7,799	7,260	4,375	15,649	24,725
Town Owned Housing Units	36,002	58,399	49,400	37,328	59,500
Peninsula Library JPA Fund	1,111,478	1,219,946	1,265,680	1,297,322	1,349,215
Long Range Planning Fund	-	15,000	15,000	7,000	25,000
PERS Surplus Asset Fund	208,654	195,124	-	-	-
Police COPS/SLESF Fund	100,000	100,000	100,000	100,000	-
Cypress Hollow Fund	15,159	8,565	15,500	15,381	15,980
<b>Total:</b>	<b>\$ 1,541,014</b>	<b>\$ 1,651,491</b>	<b>1,469,955</b>	<b>1,472,680</b>	<b>1,474,420</b>
<b>Total Revenues (All Funds):</b>	<b>\$ 8,615,075</b>	<b>\$ 9,477,346</b>	<b>\$ 8,902,062</b>	<b>9,632,788</b>	<b>\$ 8,922,653</b>

# **OVERVIEW OF OPERATING EXPENDITURES**



**Expenditures by Department**

**Fund Sources for Expenditures**

**Expenditures by Object**

**OVERVIEW OF OPERATING EXPENDITURES**

**Fiscal Year 2008/09**

Overview Summary of Department Expenditures

Department/Division	FY 2005/06 Actual	FY 2006/07 Actual	FY 2007/08 Adopted	2008/09 Actual	2008/09 Adopted
<b>ALL DEPARTMENTS/DIVISIONS</b>					
<b>TOWN ADMINISTRATIVE SERVICES</b>					
Administration	936,293	951,206	949,791	848,013	988,777
Legal Services	372,515	531,474	405,932	604,846	311,772
Legislative	34,617	38,041	44,500	35,865	42,500
Town Hall Facility	49,819	43,021	179,300	125,109	213,300
<b>subtotal</b>	<b>1,393,244</b>	<b>1,563,742</b>	<b>1,579,523</b>	<b>1,613,833</b>	<b>1,556,349</b>
<b>NON-DEPARTMENTAL</b>					
All Sources of Funds	1,155,279	1,285,605	1,821,560	1,829,979	1,977,988
<b>subtotal</b>	<b>\$ 1,155,279</b>	<b>\$ 1,285,605</b>	<b>\$ 1,821,560</b>	<b>\$ 1,829,979</b>	<b>\$ 1,977,988</b>
<b>COMMUNITY DEVELOPMENT</b>					
Planning & Design Review	446,870	525,933	543,165	538,962	538,163
Building Inspection	514,296	547,903	580,389	516,312	554,442
Advance Planning	39,727	-	15,000	5,000	25,000
<b>subtotal</b>	<b>\$ 1,000,893</b>	<b>\$ 1,073,836</b>	<b>\$ 1,138,554</b>	<b>\$ 1,060,274</b>	<b>\$ 1,117,606</b>
<b>POLICE SERVICES</b>					
Police Department	2,505,888	2,677,573	2,758,539	2,634,592	2,867,037
Police EOC/Facility	49,659	74,249	60,800	59,383	83,000
<b>subtotal</b>	<b>\$ 2,555,547</b>	<b>\$ 2,751,822</b>	<b>\$ 2,819,339</b>	<b>\$ 2,693,975</b>	<b>\$ 2,950,037</b>
<b>PUBLIC WORKS &amp; ENGINEERING</b>					
Administration & Engineering	460,881	509,369	408,563	339,267	319,395
Streets Maintenance	449,373	428,769	455,671	433,034	463,483
Parks Maintenance	333,887	377,676	379,261	298,172	375,234
Street & Signal Light System	32,474	36,092	48,000	35,891	42,400
Corporation Yard	90,849	99,541	103,600	93,099	90,600
Cypress Hollow	16,336	8,565	15,500	15,711	15,980
<b>subtotal</b>	<b>\$ 1,383,800</b>	<b>\$ 1,460,011</b>	<b>\$ 1,410,595</b>	<b>\$ 1,215,174</b>	<b>\$ 1,307,093</b>
<b>TOTALS</b>	<b>\$ 7,488,763</b>	<b>\$ 8,135,016</b>	<b>\$ 8,769,571</b>	<b>\$ 8,413,235</b>	<b>\$ 8,909,073</b>

**OVERVIEW OF OPERATING EXPENDITURES**

**Fiscal Year 2008/09**

Overview Summary of Funding  
for Department Expenditures

	FY 2005/06 Actual	FY 2006/07 Actual	FY 2007/08 Adopted	FY 2007/08 Actual	2008/09 Adopted
<b>ALL FUNDS</b>					
General Fund	5,902,042	6,482,460	7,299,616	6,922,225	7,434,653
Employee Compensated Leave Reserve	61,922	47,197	20,000	20,000	-
Low & Moderate Income Housing	7,799	7,260	4,375	15,649	24,725
Town Owned Housing	36,002	58,399	49,400	37,328	59,500
Peninsula Library JPA	1,111,478	1,219,946	1,265,680	1,297,322	1,349,215
Long Range Planning	38,100	-	15,000	5,000	25,000
PERS Surplus Asset Fund	223,683	209,125	-	-	-
Police COPS/SLESF	91,401	102,064	100,000	100,000	-
Cypress Hollow Fund	16,336	8,565	15,500	15,711	15,980
<b>Totals</b>	<b>\$ 7,488,763</b>	<b>\$ 8,135,016</b>	<b>\$ 8,769,571</b>	<b>\$ 8,413,235</b>	<b>\$ 8,909,073</b>

Summary of Expenditures by Object

Expenditure Object	FY 2005/06 Actual	FY 2006/07 Actual	FY 2007/08 Adopted	FY 2007/08 Actual	FY 2008/09 Adopted
<i><b>EXPENDITURES</b></i>					
<b>SALARY &amp; WAGES</b>	\$ 3,122,597	\$ 3,296,114	\$ 3,596,555	\$ 3,406,486	\$ 3,690,353
<b>EMPLOYEE BENEFITS</b>	\$ 1,100,367	\$ 1,136,733	\$ 1,305,700	\$ 1,196,338	\$ 1,398,357
<b>SUPPLIES &amp; SERVICES</b>					
Department Supplies & Expenses	\$ 175,658	\$ 148,807	\$ 168,500	\$ 133,159	\$ 186,825
Conferences & Memberships	\$ 59,073	\$ 55,071	\$ 95,200	\$ 65,159	\$ 95,550
Contractual Services	\$ 567,584	\$ 657,454	\$ 630,121	\$ 798,210	\$ 458,950
Insurances	\$ 166,920	\$ 174,921	\$ 186,350	\$ 160,136	\$ 194,400
Intergovernmental & Agency	\$ 1,539,105	\$ 1,865,599	\$ 1,783,208	\$ 1,821,209	\$ 1,905,208
Equipment Supplies & Maintenance	\$ 391,555	\$ 391,704	\$ 451,450	\$ 415,940	\$ 436,000
Utility & Communication	\$ 154,406	\$ 170,759	\$ 178,000	\$ 178,000	\$ 182,250
Special Department Administrative	\$ 51,962	\$ 24,550	\$ 157,000	\$ 32,185	\$ 125,000
Allocated Costs	\$ (2,536)	\$ (4,071)	\$ (1,413)	\$ -	\$ -
<b>Total Supplies &amp; Services</b>	\$ 3,103,727	\$ 3,484,794	\$ 3,648,416	\$ 3,603,998	\$ 3,584,183
<b>CAPITAL OUTLAY EXPENSE</b>	\$ 3,950	\$ 823	\$ 10,000	\$ -	\$ 11,000
<b>CAPITAL OUTLAY ALLOWANCE</b>	\$ 150,504	\$ 182,624	\$ 197,400	\$ 197,400	\$ 184,600
<b>CAPITAL PROJECT EXPENSES</b>	\$ 7,618	\$ 33,929	\$ 11,500	\$ -	\$ 40,280
<b>TOTAL EXPENDITURES</b>	<b>\$ 7,488,763</b>	<b>\$ 8,135,016</b>	<b>\$ 8,769,571</b>	<b>\$ 8,404,222</b>	<b>\$ 8,908,773</b>

# TOWN ADMINISTRATION

## **Administrative Services**

## **Legal Services**

## **Legislative Support**

## **Town Hall Facility**

Town Administration comprises 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 total proposed appropriation for Town Administration is \$1,556,349. In FY 2008-09 all appropriations related to Joint Powers Authority's were transferred to the newly created Non-Departmental category. This operation functions with 6.75 FTE employees.

### **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 of the Town Hall into one funding source. Here, expenses for building utilities and maintenance, insurance costs, and operating supplies are reflected.

**Town Administration**

**All Funding Sources**

**ALL DIVISIONS**

OBJECT SUMMARY	2005/06	2006/07	2007/08		2008/09
	Actual	Actual	Adopted	Actual	Adopted
<b>EXPENDITURES</b>					
SALARY & WAGES	\$ 579,160	\$ 579,389	\$ 649,959	\$ 638,360	\$ 686,531
EMPLOYEE BENEFITS	182,308	193,167	230,414	238,264	237,018
SUPPLIES & SERVICES					
Department Supplies & Expenses	128,217	93,843	115,500	80,233	128,500
Conferences & Memberships	39,491	25,497	48,750	25,800	46,000
Contractual Services	308,370	452,953	339,100	505,612	247,000
Equipment Supplies & Maintenance	42,763	38,688	72,100	34,158	63,600
Utility & Communication	40,507	41,000	41,200	46,698	41,200
Special Department Administrative	34,936	16,420	54,500	16,708	72,500
Total Supplies & Services	594,284	668,401	671,150	709,209	598,800
CAPITAL OUTLAY EXPENSE	1,000	823	-	-	1,000
CAPITAL OUTLAY ALLOWANCE	15,600	33,024	28,000	28,000	28,000
CAPITAL PROJECT EXPENSES	933	8,948	-	-	5,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,373,285</b>	<b>\$ 1,483,752</b>	<b>\$ 1,579,523</b>	<b>\$ 1,613,833</b>	<b>\$ 1,556,349</b>
<b>SOURCE OF FUNDING</b>					
General Fund	1,321,234	1,446,192	1,579,523	1,613,833	1,556,349
Employee Compensated Leave Reserve	13,567	8,834	-	-	-
PERS Surplus Asset Fund	38,484	28,726	-	-	-
<b>TOTAL FUNDING</b>	<b>\$ 1,373,285</b>	<b>\$ 1,483,752</b>	<b>\$ 1,579,523</b>	<b>\$ 1,613,833</b>	<b>\$ 1,556,349</b>
<b>STAFFING LEVEL</b>					
Town Manager	1.00	1.00	1.00	1.00	1.00
Town Attorney	0.75	0.75	0.75	0.75	0.75
Director of Administrative Services	1.00	1.00	1.00	1.00	1.00
Financial & Administrative Analyst	1.00	1.00	-	-	-
Information Technology Coordinator	1.00	1.00	1.00	1.00	1.00
Town Clerk	1.00	1.00	1.00	1.00	1.00
Office Assistant	1.00	1.00	1.00	1.00	1.00
Account Clerk			1.00	1.00	1.00
<b>TOTAL STAFFING</b>	<b>6.75</b>	<b>6.75</b>	<b>6.75</b>	<b>6.75</b>	<b>6.75</b>

## ADMINISTRATIVE SERVICES

OBJECT SUMMARY	2005/06	2006/07	2007/08		2008/09
	Actual	Actual	Adopted	Actual	Adopted
<b>EXPENDITURES</b>					
SALARY & WAGES	\$ 467,455	\$ 464,912	\$ 529,856	\$ 522,742	\$ 559,864
EMPLOYEE BENEFITS	\$ 153,706	\$ 161,892	\$ 196,335	\$ 204,739	\$ 200,913
SUPPLIES & SERVICES					
Department Supplies & Expenses	8,524	8,896	8,500	6,345	7,500
Conferences & Memberships	30,621	14,680	31,000	16,226	30,500
Contractual Services	79,540	70,637	95,600	57,434	106,000
Equipment Supplies & Maintenance	10,358	6,138	12,500	1,427	10,000
Special Department Administrative	26,528	13,967	50,000	13,100	48,000
Total Supplies & Services	\$ 155,571	\$ 114,318	\$ 197,600	\$ 94,532	\$ 202,000
CAPITAL OUTLAY ALLOWANCE	\$ 13,150	\$ 31,024	\$ 26,000	\$ 26,000	\$ 26,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 789,882</b>	<b>\$ 772,146</b>	<b>\$ 949,791</b>	<b>\$ 848,013</b>	<b>\$ 988,777</b>
<b>STAFFING LEVEL</b>					
Positions	6.00	6.00	6.00	6.00	6.00
<b>TOTAL STAFFING</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>

## ADMINISTRATIVE SERVICES

Acct No.	Account Description	2005/06 Actual	2006/07 Actual	2007/08		2008/09 Adopted
				Adopted	Actual	
	<b>SALARY</b>					
511100	Town Manager	146,128	151,240	178,200	178,827	183,411
511350	Administrative Services Director	82,651	88,049	98,483	97,980	103,857
511400	Town Clerk	62,885	67,021	69,906	72,448	79,833
511550	Financial & Administrative Analyst	48,345		-		
511450	Information Technology Coordinator	73,269	77,996	84,434	83,211	86,086
511650	Account Clerk	-	6,988	39,391	39,217	43,432
511600	Office Assistant III	42,986	44,557	45,942	45,896	48,245
515100	Overtime	890	1,299	2,000	1,225	2,000
517100	Vacation Conversion			6,500	2,268	7,000
518100	Casual Hire	10,301	27,762	5,000	1,670	6,000
	Total:	\$ 467,455	\$ 464,912	\$ 529,856	\$ 522,742	\$ 559,864
	<b>EMPLOYEE BENEFITS</b>					
521100	Medical & Insurance	38,260	47,140	54,290	58,556	60,468
521200	Employee Accruing Fringe	23,672	13,080	14,710	12,015	13,382
521300	Retiree Health Benefits	7,183	7,278	7,500	6,061	8,400
522100	PERS-Employee (7%)	31,735	30,958	36,145	37,019	38,140
522200	PERS-Town (10.384%)	41,092	43,906	51,470	51,624	56,579
523100	FICA-Medicare	5,161	4,586	7,874	5,865	8,344
524100	Auto Allowance	6,000	4,685	4,200	5,954	6,600
524110	Auto (Fast Track)	603				
524200	Housing Allowance		6,404	9,000	9,000	9,000
524400	Relocation Expenses		3,855	11,145	11,145	
525200	Incentive Bonus Pay				7,500	
	Total:	\$ 153,706	\$ 161,892	\$ 196,335	\$ 204,739	\$ 200,913
	<b>SUPPLIES &amp; SERVICES</b>					
	<b>DEPARTMENT SUPPLIES &amp; EXPENSES</b>					
531050	Bank Charges & Fees	1,604	3,621	1,500	751	1,500
531060	Noticing & Publication	3,616	3,608	5,000	4,646	4,500
531130	Special Events, Awards, Functions	2,557	-	-		
531140	Publications & Subscriptions	747	1,667	2,000	948	1,500
	Subtotal:	\$ 8,524	\$ 8,896	\$ 8,500	\$ 6,345	\$ 7,500
	<b>CONFERENCES &amp; MEMBERSHIPS</b>					
532010	Conferences (Inc'd ICMA), Meetings, Travel	10,637	4,154	12,000	6,188	12,000
532020	Employee Development/Training/Retreat	11,287	600	10,000	199	8,000
532040	Memberships	8,697	9,926	9,000	9,839	10,500
	Subtotal:	\$ 30,621	\$ 14,680	\$ 31,000	\$ 16,226	\$ 30,500

## ADMINISTRATIVE SERVICES

Acct No.	Account Description	2005/06 Actual	2006/07 Actual	2007/08		2008/09 Adopted
				Adopted	Actual	
<b>CONTRACTUAL SERVICES</b>						
533010	Contractual Services	13,968	30,119	15,000	9,572	25,000
533020	Financial Audit	28,451	19,920	26,000	25,000	26,000
533050	Health & Benefit Plan Administration	919	1,546	2,100	1,029	
533060	Professional Consultant (IT \$5K)	111	-	32,500	-	35,000
533200	Systems/Technical Support	15,991	19,052	20,000	21,833	20,000
533400	Economic Development Program	20,100	-	-	-	
	Subtotal:	\$ 79,540	\$ 70,637	\$ 95,600	\$ 57,434	\$ 106,000
<b>INTERGOVERNMENT, AGENCY &amp; JPA</b>						
535010	Animal Control JPA			Moved to Non-Departmental FY 2008/09		
535020	Cable Telecommunication JPA (MTC)			Moved to Non-Departmental FY 2008/09		
535030	Chamber of Commerce TOT 1%			Moved to Non-Departmental FY 2008/09		
535220	Marin General Services Authority			Moved to Non-Departmental FY 2008/09		
535100	Marin Mediation Service			Moved to Non-Departmental FY 2008/09		
	Subtotal:	\$ -	\$ -	\$ -	\$ -	\$ -
<b>EQ SUPPLIES &amp; MAINTENANCE</b>						
536020	Equipment Maintenance	10,358	4,826	10,000	1,427	7,500
536025	System License & Maintenance	-	1,312	2,500	-	2,500
	Subtotal:	\$ 10,358	\$ 6,138	\$ 12,500	\$ 1,427	\$ 10,000
<b>SPECIAL DEPT. ADMINISTRATIVE</b>						
538010	Election	6,281	-	7,000	29	-
538030	Municipal Code Section Maintenance	2,412	1,402	3,500	2,204	3,500
538040	Newsletter Production & Mailing	10,402	10,677	12,000	6,945	2,000
538240	Records Management	7,433	1,888	17,500	3,922	17,500
538900	Contingency Provision	-	-	10,000		25,000
	Subtotal:	\$ 26,528	\$ 13,967	\$ 50,000	\$ 13,100	\$ 48,000
<b>ALLOCATED COSTS</b>						
539010	Insurance-Liability			Moved to Non-Department FY 2008-09		
539020	Insurance-Workers' Compensation			Moved to Non-Department FY 2008-09		
539040	Insurance-Public Official			Moved to Non-Department FY 2008-09		
539070	Risk Management			Moved to Non-Department FY 2008-09		
	Town Hall			Moved to Non-Department FY 2008-09		
	Subtotal:	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Supplies & Services:	\$ 155,571	\$ 114,318	\$ 197,600	\$ 94,532	\$ 202,000
<b>CAPITAL OUTLAY ALLOWANCE</b>						
543050	Downtown Video Camera		4,685			-
559010	Capital Equipment Allowance	10,000	-	-	-	-
559020	Technology Allowance	3,150	26,339	26,000	26,000	26,000
	Total:	\$ 13,150	\$ 31,024	\$ 26,000	\$ 26,000	\$ 26,000
	<b>TOTAL DEPARTMENT</b>	<b>\$ 789,882</b>	<b>\$ 772,146</b>	<b>\$ 949,791</b>	<b>\$ 848,013</b>	<b>\$ 988,777</b>

## LEGAL SERVICES

OBJECT SUMMARY	2005/06	2006/07	2007/08		2008/09
	Actual	Actual	Adopted	Actual	Adopted
<b>EXPENDITURES</b>					
SALARY & WAGES	\$ 98,138	\$ 105,643	\$ 120,103	\$ 115,618	\$ 126,667
EMPLOYEE BENEFITS	\$ 28,602	\$ 31,275	\$ 34,079	\$ 33,525	\$ 36,105
SUPPLIES & SERVICES					
Department Supplies & Expenses	6,953	3,454	4,000	4,992	4,500
Conferences & Memberships	1,749	1,668	3,250	1,533	2,500
Contractual Services	228,830	382,316	243,500	448,178	141,000
Total Supplies & Services	\$ 237,532	\$ 387,438	\$ 250,750	\$ 454,703	\$ 148,000
CAPITAL OUTLAY ALLOWANCE	\$ 1,450	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 365,722</b>	<b>\$ 525,356</b>	<b>\$ 405,932</b>	<b>\$ 604,846</b>	<b>\$ 311,772</b>
<b>STAFFING LEVEL</b>					
Positions	0.75	0.75	0.75	0.75	0.75
<b>TOTAL STAFFING</b>	<b>0.75</b>	<b>0.75</b>	<b>0.75</b>	<b>0.75</b>	<b>0.75</b>

## LEGAL SERVICES

Acct No.	Account Description	2005/06 Actual	2006/07 Actual	2007/08		2008/09 Adopted
				Adopted	Actual	
	<b>SALARY</b>					
511200	Town Attorney (75%)	96,419	104,900	113,603	115,618	122,667
517100	Vacation Conversion			6,500	-	4,000
518100	Casual / Temporary Hire	1,719	743			
	Total:	\$ 98,138	\$ 105,643	\$ 120,103	\$ 115,618	\$ 126,667
	<b>EMPLOYEE BENEFITS</b>					
521100	Medical & Insurance	1,607	1,234	1,009	993	1,037
521200	Employee Accruing Fringe	7,171	7,846	8,554	8,356	8,863
522100	PERS-Employee (7%)	6,749	7,343	8,407	8,093	8,587
522200	PERS-Town (10.384%)	8,739	10,470	11,324	11,525	12,738
523100	FICA-Medicare	1,336	1,382	1,785	1,558	1,880
524100	Auto Allowance	3,000	3,000	3,000	3,000	3,000
	Total:	\$ 28,602	\$ 31,275	\$ 34,079	\$ 33,525	\$ 36,105
	<b>SUPPLIES &amp; SERVICES</b>					
	<b>DEPARTMENT SUPPLIES &amp; EXPENSES</b>					
531140	Publications & Subscriptions	6,953	3,454	4,000	4,992	4,500
	Subtotal:	\$ 6,953	\$ 3,454	\$ 4,000	\$ 4,992	\$ 4,500
	<b>CONFERENCES &amp; MEMBERSHIPS</b>					
532010	Conferences, Meetings & Travel	1,221	1,193	2,500	1,133	2,500
532020	Employee Development/Training	133	-	250	-	
532040	Memberships	395	475	500	400	
	Subtotal:	\$ 1,749	\$ 1,668	\$ 3,250	\$ 1,533	\$ 2,500
	<b>CONTRACTUAL SERVICES</b>					
533500	Contract - Deputy Town Attorney	66,527	139,788	100,000	5,557	15,000
533510	Legal Services	-	4,463	3,500	-	4,000
533520	Litigation-ABAG PLAN	-	-	5,000	1,300	5,000
533530	Litigation-General	113,172	216,026	75,000	430,217	100,000
533540	Litigation-Martha Property	49,131	22,039	60,000	6,552	12,000
533590	Legal Settlements	-	-	-	4,552	5,000
	Subtotal:	\$ 228,830	\$ 382,316	\$ 243,500	\$ 448,178	\$ 141,000
	Total Supplies & Services:	237,532	387,438	250,750	454,703	148,000
	<b>CAPITAL OUTLAY ALLOWANCE</b>					
559010	Capital Equipment Allowance	1,000	-	-	-	-
559020	Technology Allowance	450	1,000	1,000	1,000	1,000
	Total:	1,450	1,000	1,000	1,000	1,000
	<b>TOTAL DEPARTMENT</b>	<b>\$ 365,722</b>	<b>\$ 525,356</b>	<b>\$ 405,932</b>	<b>\$ 604,846</b>	<b>\$ 311,772</b>

**LEGISLATIVE**

OBJECT SUMMARY	2005/06	2006/07	2007/08		2008/09
	Actual	Actual	Adopted	Actual	Adopted
<b>EXPENDITURES</b>					
SUPPLIES & SERVICES					
Department Supplies & Expenses	17,504	22,982	23,000	23,216	23,000
Conferences & Memberships	7,121	9,149	14,500	8,041	13,000
Equipment Supplies & Maintenance	584	-	1,500	-	1,000
Special Department Administrative	8,408	2,453	4,500	3,608	4,500
Total Supplies & Services	\$ 33,617	\$ 34,584	\$ 43,500	\$ 34,865	\$ 41,500
CAPITAL OUTLAY ALLOWANCE	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 34,617</b>	<b>\$ 35,584</b>	<b>\$ 44,500</b>	<b>\$ 35,865</b>	<b>\$ 42,500</b>
<b>STAFFING LEVEL</b>					
Positions	-	-	-	-	-
<b>TOTAL STAFFING</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## LEGISLATIVE SUPPORT

Acct No.	Account Description	2005/06 Actual	2006/07 Actual	2007/08		2008/09 Adopted
				Adopted	Actual	
	<b>SUPPLIES &amp; SERVICES</b>					
	<b>DEPARTMENT SUPPLIES &amp; EXPENSES</b>					
531130	Special Events, Awards, Functions	14,396	16,020	15,000	19,362	15,000
531150	Council/Commission Functions	2,610	6,661	7,500	3,854	7,500
531990	Department Expenses	498	301	500	-	500
	Subtotal:	\$ 17,504	\$ 22,982	\$ 23,000	\$ 23,216	\$ 23,000
	<b>CONFERENCES &amp; MEMBERSHIPS</b>					
532010	Conferences, Meetings & Travel	4,545	7,718	10,000	6,401	10,000
532030	MCCMC Functions	2,426	681	3,500	890	2,000
532040	Memberships	150	750	1,000	750	1,000
	Subtotal:	\$ 7,121	\$ 9,149	\$ 14,500	\$ 8,041	\$ 13,000
	<b>INTERGOVERNMENTAL, AGENCY &amp; JPA</b>					
535180	MCCMC Lobbyist			Moved to Non-Departmental FY 2008/09		
	Subtotal:	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>EQUIP, SUPPLIES &amp; MAINTENANCE</b>					
536010	Operating Supplies	584	-	1,500	-	1,000
	Subtotal:	\$ 584	\$ -	\$ 1,500	\$ -	\$ 1,000
	<b>SPECIAL DEPT ADMINISTRATION</b>					
538050	Walking Guide Brochure (Heritage & Arts)	5,373	-	-	-	-
538510	Planning Commission	983	162	1,000	297	1,000
538520	Design Review Board	22		250	-	250
538530	Parks, Open Space & Trails Commission	-	322	250	288	250
538540	Heritage & Arts Commission	2,030	1,969	3,000	3,023	3,000
538900	Contingency Provision	-	-			
	Subtotal:	\$ 8,408	\$ 2,453	\$ 4,500	\$ 3,608	\$ 4,500
	Total Supplies & Services:	\$ 33,617	\$ 34,584	\$ 43,500	\$ 34,865	\$ 41,500
	<b>CAPITAL OUTLAY ALLOWANCE</b>					
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
	<b>TOTAL DEPARTMENT</b>	<b>\$ 34,617</b>	<b>\$ 35,584</b>	<b>\$ 44,500</b>	<b>\$ 35,865</b>	<b>\$ 42,500</b>

**TOWN HALL FACILITY**

OBJECT SUMMARY	2005/06	2006/07	2007/08		2008/09
	Actual	Actual	Adopted	Actual	Adopted
<b>EXPENDITURES</b>					
SUPPLIES & SERVICES					
Department Supplies & Expenses	95,236	58,511	80,000	45,680	93,500
Equipment Supplies & Maintenance	31,821	32,550	58,100	32,731	52,600
Utility & Communication	40,507	41,000	41,200	46,698	41,200
Special Department Administrative					20,000
Total Supplies & Services	\$ 167,564	\$ 132,061	\$ 179,300	\$ 125,109	\$ 207,300
CAPITAL OUTLAY EXPENSE	\$ 1,000	\$ 823	\$ -	\$ -	\$ 1,000
CAPITAL PROJECT EXPENSES	\$ 933	\$ 8,948	\$ -	\$ -	\$ 5,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 169,497</b>	<b>\$ 141,832</b>	<b>\$ 179,300</b>	<b>\$ 125,109</b>	<b>\$ 213,300</b>
<b>STAFFING LEVEL</b>					
Positions	-	-	-	-	-
<b>TOTAL STAFFING</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## TOWN HALL FACILITY

Acct No.	Account Description	2005/06 Actual	2006/07 Actual	2007/08		2008/09 Adopted
				Adopted	Actual	
	<b>SUPPLIES &amp; SERVICES</b>					
	<b>DEPARTMENT SUPPLIES &amp; EXPENSES</b>					
531010	Office & Copier Supplies	25,550	22,666	26,000	18,766	28,000
531080	Postage	8,728	15,600	17,500	6,240	19,000
531090	Printing & Reproduction	2,691	5,345	7,000	10,414	8,000
531120	Recruiting & Background	38,002	10,000	10,000	4,590	10,000
531130	Special Events, Awards, Functions	16,065	700	15,000	3,900	15,000
533070	Parking Lease	4,200	4,200	4,500	1,770	13,500
	Subtotal:	\$ 95,236	\$ 58,511	\$ 80,000	\$ 45,680	\$ 93,500
	<b>EQ SUPPLIES &amp; MAINTENANCE</b>					
536020	Equipment Maintenance	5,973	10,096	7,500	14,321	9,000
536030	Building/Facility Supplies	8,691	6,182	10,000	5,359	8,500
536060	Inspection & Testing	1,709	1,453	2,000	-	1,500
536070	Janitorial Services	12,140	11,112	20,000	10,979	15,000
536080	Landscape Grounds Materials	235	640	500	150	500
536100	Pest Control	440	265	600	327	600
536290	Misc. Facility Improvements	-	-	10,000	1,160	10,000
536280	Special Maintenance	2,633	2,802	7,500	435	7,500
	Subtotal:	\$ 31,821	\$ 32,550	\$ 58,100	\$ 32,731	\$ 52,600
	<b>UTILITY &amp; COMMUNICATION</b>					
537100	Energy-PG&E	25,086	20,000	20,000	24,974	20,000
537200	Water-MMWD	801	1,000	1,200	-	1,200
537300	Telecommunications	14,620	20,000	20,000	21,724	20,000
	Subtotal:	\$ 40,507	\$ 41,000	\$ 41,200	\$ 46,698	\$ 41,200
	<b>SPECIAL DEPT. ADMINISTRATIVE</b>					
NEW	MIDAS Network Charges					\$ 20,000
	Subtotal					\$ 20,000
	Total Supplies & Services:	\$ 167,564	\$ 132,061	\$ 179,300	\$ 125,109	\$ 207,300
	<b>CAPITAL OUTLAY EXPENSES</b>					
543030	Office Furniture/Equipment	1,000	823	-	-	1,000
	Total:	\$ 1,000	\$ 823	\$ -	\$ -	\$ 1,000
	<b>CAPITAL PROJECT EXPENSES</b>					
561140	Facility Alteration & Improvement	933	8,948	-	-	5,000
	Total:	\$ 933	\$ 8,948	\$ -	\$ -	\$ 5,000
	<b>TOTAL DEPARTMENT</b>	<b>\$ 169,497</b>	<b>\$ 141,832</b>	<b>\$ 179,300</b>	<b>\$ 125,109</b>	<b>\$ 213,300</b>

# COMMUNITY DEVELOPMENT

## **Planning & Design Review**

### **Advance Planning**

### **Building Inspection**

The Community Development Department is responsible for managing the orderly planning, development and implementation of the overall community in accordance with the General Plan, Zoning Ordinance, Town codes, Town Council policies as well as State and Federal regulations.

The total proposed appropriation for the Community Development Department is \$1,117,606, primarily with resources of the General Fund. Staffing of the Department totals nine employees.

#### 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, Town codes, 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 update, the Advance Planning Division will be updating the various underlying elements of the General Plan.

#### 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**

**All Divisions**

**ALL DIVISIONS**

OBJECT SUMMARY	2005/06	2006/07	2007/08		2008/09
	Actual	Actual	Adopted	Actual	Adopted
<b>EXPENDITURES</b>					
SALARY & WAGES	\$ 567,423	\$ 621,237	\$ 664,594	\$ 634,098	\$ 682,709
EMPLOYEE BENEFITS	\$ 180,746	\$ 206,638	\$ 218,560	\$ 213,346	\$ 236,297
SUPPLIES & SERVICES					
Department Supplies & Expenses	12,753	8,936	8,500	12,212	10,000
Conferences & Memberships	3,576	6,049	9,700	3,473	7,600
Contractual Services	102,955	120,654	110,000	154,568	105,000
Equipment Supplies & Maintenance	11,449	11,829	10,700	12,706	9,500
Special Department Administrative	12,044	2,016	95,500	8,871	45,500
Total Supplies & Services	\$ 142,777	\$ 149,484	\$ 234,400	\$ 191,830	\$ 177,600
CAPITAL OUTLAY ALLOWANCE	\$ 18,850	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 909,796</b>	<b>\$ 998,359</b>	<b>\$ 1,138,554</b>	<b>\$ 1,060,274</b>	<b>\$ 1,117,606</b>
<b>SOURCE OF FUNDING</b>					
General Fund	827,918	959,731	1,123,554	1,055,274	1,092,606
Employee Compensated Leave Reserve	5,477	7,524	-	-	-
PERS Surplus Asset Fund	38,301	31,104	-	-	-
Long Range Planning Fund	38,100	-	15,000	5,000	25,000
<b>TOTAL FUNDING</b>	<b>\$ 909,796</b>	<b>\$ 998,359</b>	<b>\$ 1,138,554</b>	<b>\$ 1,060,274</b>	<b>\$ 1,117,606</b>
<b>STAFFING LEVEL</b>					
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
Advance Planner	0.50	-	-	-	-
Associate Planner	1.00	1.00	1.00	1.00	1.00
Assistant Planner	-	1.00	1.00	1.00	1.00
Planning Secretary	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	-	-	-	-
Assistant to Building Official	-	1.00	1.00	1.00	1.00
Building Permit Technician	-	1.00	1.00	1.00	1.00
Records Management Coordinator	1.00	-	-	-	-
<b>TOTAL STAFFING</b>	<b>8.50</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>

## PLANNING &amp; DESIGN REVIEW

OBJECT SUMMARY	2005/06 Actual	2006/07 Actual	2007/08		2008/09 Adopted
			Adopted	Actual	
<b>EXPENDITURES</b>					
SALARY & WAGES	\$ 278,810	\$ 323,935	\$ 361,975	\$ 358,463	\$ 373,916
EMPLOYEE BENEFITS	\$ 92,432	\$ 116,450	\$ 124,690	\$ 125,039	\$ 132,547
SUPPLIES & SERVICES					
Department Supplies & Expenses	8,936	8,827	7,500	9,215	9,000
Conferences & Memberships	1,910	3,995	5,900	3,078	4,600
Contractual Services	8,024	24,537	35,000	35,235	10,000
Equipment Supplies & Maintenance	1,077	1,319	1,500	1,736	1,500
Special Department Administrative	60	70	500	96	500
Total Supplies & Services	\$ 20,007	\$ 38,748	\$ 50,400	\$ 49,360	\$ 25,600
CAPITAL OUTLAY ALLOWANCE	\$ 8,000	\$ 6,100	\$ 6,100	\$ 6,100	\$ 6,100
<b>TOTAL EXPENDITURES</b>	<b>\$ 399,249</b>	<b>\$ 485,233</b>	<b>\$ 543,165</b>	<b>\$ 538,962</b>	<b>\$ 538,163</b>
<b>STAFFING LEVEL</b>					
Positions	4.00	5.00	5.00	5.00	5.00
<b>TOTAL STAFFING</b>	<b>4.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>

## PLANNING &amp; DESIGN REVIEW

Acct No.	Account Description	2005/06 Actual	2006/07 Actual	2007/08		2008/09 Adopted
				Adopted	Actual	
	<b>SALARY</b>					
512100	Director of Community Development	101,168	107,742	114,929	113,635	117,758
512200	Planning Manager	74,739	79,559	82,983	82,087	83,879
512300	Associate Planner	50,674	50,155	54,225	54,704	58,017
512400	Assistant Planner	-	35,538	49,896	49,291	52,233
512600	Planning Secretary	42,986	44,557	45,942	45,896	48,245
515100	Overtime	-	711	-	-	-
517100	Vacation Conversion			4,000	4,430	4,784
518100	Casual Hire (DRB Minutes, Coverage)	9,243	5,673	10,000	8,420	9,000
	Total:	\$ 278,810	\$ 323,935	\$ 361,975	\$ 358,463	\$ 373,916
	<b>EMPLOYEE BENEFITS</b>					
521100	Medical & Insurance	32,864	40,987	43,128	43,373	44,592
521200	Employee Accruing Fringe	10,726	15,756	15,672	16,299	18,258
522100	PERS-Employee (7%)	18,870	22,229	24,358	24,503	25,209
522200	PERS-Town (10.384%)	24,433	31,263	34,686	34,057	37,396
523100	FICA-Medicare	3,739	4,415	5,046	5,007	5,291
524100	Auto Allowance	1,800	1,800	1,800	1,800	1,800
	Total:	\$ 92,432	\$ 116,450	\$ 124,690	\$ 125,039	\$ 132,547
	<b>SUPPLIES &amp; SERVICES</b>					
	<b>DEPARTMENT SUPPLIES &amp; EXPENSES</b>					
531060	Noticing & Publication	8,739	8,785	7,000	8,905	8,500
531140	Publications & Subscriptions	197	42	500	310	500
	Subtotal:	\$ 8,936	\$ 8,827	\$ 7,500	\$ 9,215	\$ 9,000
	<b>CONFERENCES &amp; MEMBERSHIPS</b>					
532010	Conferences, Meetings & Travel	884	2,523	4,000	2,296	3,000
532020	Employee Development/Training	1,026	1,084	1,400	394	1,000
532040	Memberships	-	388	500	388	600
	Subtotal:	\$ 1,910	\$ 3,995	\$ 5,900	\$ 3,078	\$ 4,600
	<b>CONTRACTUAL SERVICES</b>					
533010	Contractual Services (Zoning Ord.)	8,024	24,537	35,000	35,235	10,000
	Subtotal:	\$ 8,024	\$ 24,537	\$ 35,000	\$ 35,235	\$ 10,000
	<b>INTERGOVERNMENTAL, AGENCY &amp; JPA</b>					
535200	LAFCO Agency Fee			Moved to Non-Departmental FY 2008/09		
	Subtotal:	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>EQ SUPPLIES &amp; MAINTENANCE</b>					
536050	Fuel & Oil	845	768	800	1,167	800
536250	Vehicle Maintenance	232	551	700	569	700
	Subtotal:	\$ 1,077	\$ 1,319	\$ 1,500	\$ 1,736	\$ 1,500

## PLANNING &amp; DESIGN REVIEW

Acct No.	Account Description	2005/06 Actual	2006/07 Actual	2007/08		2008/09 Adopted
				Adopted	Actual	
	<b>SPECIAL DEPT. ADMINISTRATIVE</b>					
538250	Resource Map Maintenance	-	70	500	96	500
538280	Zoning Ordinance Maintenance	60	-	-	-	-
	Subtotal:	\$ 60	\$ 70	\$ 500	\$ 96	\$ 500
	Total Supplies & Services:	\$ 20,007	\$ 38,748	\$ 50,400	\$ 49,360	\$ 25,600
	<b>CAPITAL OUTLAY ALLOWANCE</b>					
559010	Capital Equipment Allowance	6,200	2,000	2,000	2,000	2,000
559020	Technology Allowance	1,800	4,100	4,100	4,100	4,100
	Total:	\$ 8,000	\$ 6,100	\$ 6,100	\$ 6,100	\$ 6,100
	<b>TOTAL DEPARTMENT</b>	<b>\$ 399,249</b>	<b>\$ 485,233</b>	<b>\$ 543,165</b>	<b>\$ 538,962</b>	<b>\$ 538,163</b>

## BUILDING INSPECTION

OBJECT SUMMARY	2005/06	2006/07	2007/08		2008/09
	Actual	Adopted	Adopted	Actual	Adopted
<b>EXPENDITURES</b>					
SALARY & WAGES	\$ 259,889	\$ 289,778	\$ 302,619	\$ 275,635	\$ 308,792
EMPLOYEE BENEFITS	\$ 80,611	\$ 90,188	\$ 93,870	\$ 88,307	\$ 103,750
SUPPLIES & SERVICES					
Department Supplies & Expenses	419	109	1,000	2,997	1,000
Conferences & Memberships	1,666	2,054	3,800	395	3,000
Contractual Services	94,716	96,117	75,000	119,333	95,000
Equipment Supplies & Maintenance	10,372	10,510	9,200	10,970	8,000
Special Department Administrative	6,820	1,946	80,000	3,775	20,000
Total Supplies & Services	\$ 113,993	\$ 110,736	\$ 169,000	\$ 137,470	\$ 127,000
CAPITAL OUTLAY ALLOWANCE	\$ 10,850	\$ 14,900	\$ 14,900	\$ 14,900	\$ 14,900
<b>TOTAL EXPENDITURES</b>	<b>\$ 465,343</b>	<b>\$ 505,602</b>	<b>\$ 580,389</b>	<b>\$ 516,312</b>	<b>\$ 554,442</b>
<b>STAFFING LEVEL</b>					
Positions	4.00	4.00	4.00	4.00	4.00
<b>TOTAL STAFFING</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

## BUILDING INSPECTION

Acct No.	Account Description	2005/06 Actual	2006/07 Actual	2007/08		2008/09 Adopted
				Adopted	Actual	
	<b>SALARY</b>					
512700	Building Official	80,675	86,946	94,167	92,809	98,339
512800	Building Inspector	71,941	74,574	76,892	63,743	80,741
512900	Building Technician	51,994	56,694	58,500	40,833	52,416
212920	Records Management Coordinator	49,729	-			-
512920	Assistant to Building Official		56,694	61,560	61,517	65,221
515100	Overtime	748	-	-	-	
517100	Vacation Conversion			4,000	4,217	4,575
518100	Casual Hire	4,802	14,870	7,500	12,516	7,500
	Total:	\$ 259,889	\$ 289,778	\$ 302,619	\$ 275,635	\$ 308,792
	<b>EMPLOYEE BENEFITS</b>					
521100	Medical & Insurance	18,092	19,328	20,000	19,087	23,544
521200	Employee Accruing Fringe	19,108	21,453	21,100	21,123	24,256
521300	Retiree Medical Allowance	-	-	-	587	-
522100	PERS-Employee (7%)	17,804	19,244	20,378	18,475	20,770
522200	PERS-Town (10.384%)	23,053	27,439	29,019	25,456	30,811
523100	FICA-Medicare	2,554	2,725	3,373	3,579	4,369
	Total:	\$ 80,611	\$ 90,188	\$ 93,870	\$ 88,307	\$ 103,750
	<b>SUPPLIES &amp; SERVICES</b>					
	<b>DEPARTMENT SUPPLIES &amp; EXPENSES</b>					
531140	Publications & Subscriptions	419	109	1,000	2,997	1,000
	Subtotal:	\$ 419	\$ 109	\$ 1,000	\$ 2,997	\$ 1,000
	<b>CONFERENCES &amp; MEMBERSHIPS</b>					
532010	Conferences, Meetings & Travel	401	902	1,500	-	1,500
532020	Employee Development/Training	950	1,052	1,800	-	1,000
532040	Memberships	315	100	500	395	500
	Subtotal:	\$ 1,666	\$ 2,054	\$ 3,800	\$ 395	\$ 3,000
	<b>CONTRACTUAL SERVICES</b>					
533010	Contractual (Outside Plan Check 02)	76,893	96,117	75,000	119,333	95,000
533060	Professional Consultants (Audit)	17,823	-	-	-	-
	Subtotal:	\$ 94,716	\$ 96,117	\$ 75,000	\$ 119,333	\$ 95,000
	<b>INTERGOVERNMENTAL, AGENCY &amp; JPA</b>					
535210	County Mapping Project (Marin Map)			Moved to Non-Departmental FY 2008-09		
	Subtotal:	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>EQ SUPPLIES &amp; MAINTENANCE</b>					
536020	Equipment Maintenance	3,956	5,131	4,500	4,530	4,500
536050	Fuel & Oil	2,564	2,324	2,700	3,502	2,000
536250	Vehicle Maintenance	3,852	3,055	2,000	2,938	1,500
	Subtotal:	\$ 10,372	\$ 10,510	\$ 9,200	\$ 10,970	\$ 8,000

## BUILDING INSPECTION

Acct No.	Account Description	2005/06 Actual	2006/07 Actual	2007/08		2008/09 Adopted
				Adopted	Actual	
	<b>SPECIAL DEPT. ADMINISTRATIVE</b>					
538240	Records Management-Outside Scanning	6,820	1,946	80,000	3,775	20,000
	Subtotal:	\$ 6,820	\$ 1,946	\$ 80,000	\$ 3,775	\$ 20,000
	Total Supplies & Services:	\$ 113,993	\$ 110,736	\$ 169,000	\$ 137,470	\$ 127,000
	<b>CAPITAL OUTLAY ALLOWANCE</b>					
559010	Capital Equipment Allowance	8,600	4,200	4,200	4,200	4,200
559020	Technology Allowance	2,250	10,700	10,700	10,700	10,700
	Total:	\$ 10,850	\$ 14,900	\$ 14,900	\$ 14,900	\$ 14,900
	<b>TOTAL DEPARTMENT</b>	<b>\$ 465,343</b>	<b>\$ 505,602</b>	<b>\$ 580,389</b>	<b>\$ 516,312</b>	<b>\$ 554,442</b>

**ADVANCE PLANNING**

OBJECT SUMMARY	2005/06 Actual	2006/07 Actual	2007/08		2008/09 Adopted
			Adopted	Actual	
<b>EXPENDITURES</b>					
SALARY & WAGES	\$ 23,247	\$ -	\$ -	\$ -	\$ -
EMPLOYEE BENEFITS	\$ 7,703	\$ -	\$ -	\$ -	\$ -
SUPPLIES & SERVICES					
Department Supplies & Expenses	3,398	-	-	-	-
Special Department Administrative	5,164	-	15,000	5,000	25,000
Total Supplies & Services	\$ 8,777	\$ -	\$ 15,000	\$ 5,000	\$ 25,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 39,727</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ 5,000</b>	<b>\$ 25,000</b>
<b>STAFFING LEVEL</b>					
Positions	0.50	-	-	-	-
<b>TOTAL STAFFING</b>	<b>0.50</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## ADVANCE PLANNING

Acct No.	Account Description	2005/06 Actual	2006/07 Actual	2007/08		2008/09 Adopted
				Adopted	Actual	
	<b>SALARY</b>					
512210	Advance Planner	23,247	-	-	-	-
	Total:	\$ 23,247	\$ -	\$ -	\$ -	\$ -
	<b>EMPLOYEE BENEFITS</b>					
521100	Medical & Insurance	3,709	-	-	-	-
522100	PERS-Employee (7%)	1,627	-	-	-	-
522200	PERS-Town (9.064%)	2,107	-	-	-	-
523100	FICA-Medicare	260	-	-	-	-
	Total:	\$ 7,703	\$ -	\$ -	\$ -	\$ -
	<b>SUPPLIES &amp; SERVICES</b>					
	<b>DEPARTMENT SUPPLIES &amp; EXPENSES</b>					
531060	Noticing & Publication	418	-	-	-	-
531090	Printing & Reproduction	2,980	-	-	-	-
	Subtotal:	\$ 3,398	\$ -	\$ -	\$ -	\$ -
	<b>CONTRACTUAL SERVICES</b>					
533010	Contractual Services	215	-	-	-	-
	Subtotal:	\$ 215	\$ -	\$ -	\$ -	\$ -
	<b>SPECIAL DEPT. ADMINISTRATIVE</b>					
538220	Housing Element Update	-	-	15,000	5,000	25,000
538230	General Plan Update	5,164	-	-	-	-
	Subtotal:	\$ 5,164	\$ -	\$ 15,000	\$ 5,000	\$ 25,000
	Total Supplies & Services:	\$ 8,777	\$ -	\$ 15,000	\$ 5,000	\$ 25,000
	<b>TOTAL DEPARTMENT</b>	<b>\$ 39,727</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ 5,000</b>	<b>\$ 25,000</b>

# POLICE

## Police Services Police/EOC Facility

The Police Department provides a comprehensive system of law enforcement services for the purposes of 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 insures 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 \$2,950,037 all of which is funded from the General Fund. Staffing is comprised of 15 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. In short, the philosophy of Community Oriented Policing has only recently received an official title during the past several years; however this concept has been in place in the Town of Tiburon since the Department's inception in 1972, and continues to exist to this date.

### Police Services

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

### Police/Emergency Operations Center (EOC) Facility

The Police/Emergency Operations Center Facility Division captures the cost connected with operating and maintaining the police facility which also serves as the primary Emergency Operation Center for the entire Tiburon Peninsula. All costs related to maintaining the police facility which also serves as the primary Emergency Operation Center for the entire Tiburon Peninsula. All costs related to maintaining the EOC and other emergency preparedness activities are reflected in this section.

**Police Department**

**All Funding Sources**

**COMBINING SUMMARY TOTALS**

OBJECT SUMMARY	2005/06	2006/07	2007/08		2008/09
	Actual	Actual	Adopted	Actual	Adopted
<b>EXPENDITURES</b>					
SALARY & WAGES	\$ 1,397,887	\$ 1,391,329	\$ 1,648,910	\$ 1,567,100	\$ 1,676,098
EMPLOYEE BENEFITS	\$ 545,436	\$ 532,939	\$ 633,769	\$ 570,824	\$ 692,175
SUPPLIES & SERVICES					
Department Supplies & Expenses	26,641	39,786	34,350	31,928	38,350
Conferences & Memberships	12,573	16,304	27,000	31,648	32,800
Contractual Services	21,266	21,271	20,500	28,061	29,550
Intergovernmental & Agency	194,014	351,014	195,960	188,969	198,964
Equipment Supplies & Maintenance	102,234	130,192	122,550	139,123	127,800
Utility & Communication	43,621	36,847	43,300	43,716	41,300
Special Department Administrative	4,982	6,114	7,000	6,606	7,000
Total Supplies & Services	\$ 405,331	\$ 601,528	\$ 450,660	\$ 470,051	\$ 475,764
CAPITAL OUTLAY ALLOWANCE	\$ 79,500	\$ 86,000	\$ 86,000	\$ 86,000	\$ 86,000
CAPITAL PROJECT EXPENSES	\$ -	\$ 1,500	\$ -	\$ -	\$ 20,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,428,154</b>	<b>\$ 2,613,296</b>	<b>\$ 2,819,339</b>	<b>\$ 2,693,975</b>	<b>\$ 2,950,037</b>
<b>SOURCE OF FUNDING</b>					
General Fund	2,189,839	2,382,087	2,719,339	2,593,975	2,950,037
Employee Compensated Leave Reserve	39,367	21,568	-	-	-
PERS Surplus Asset Fund	107,901	107,577	-	-	-
Police COPS/SLESF Fund	91,401	102,064	100,000	100,000	-
<b>TOTAL FUNDING</b>	<b>\$ 2,428,508</b>	<b>\$ 2,613,296</b>	<b>\$ 2,819,339</b>	<b>\$ 2,693,975</b>	<b>\$ 2,950,037</b>
<b>STAFFING LEVEL</b>					
Chief	1.00	1.00	1.00	1.00	1.00
Captain	1.00	1.00	1.00	1.00	1.00
Sergeant	4.00	4.00	4.00	4.00	4.00
Investigator	1.00	1.00	1.00	1.00	1.00
Patrol Officers	8.00	8.00	8.00	8.00	8.00
Police Service Aide	2.40	2.00	2.40	2.40	2.40
Emergency Services Coordinator	-	1.00	1.00	1.00	1.00
Secretary	1.00	1.00	1.00	1.00	1.00
<b>TOTAL STAFFING</b>	<b>18.40</b>	<b>19.00</b>	<b>19.40</b>	<b>19.40</b>	<b>19.40</b>

**POLICE SERVICES**

OBJECT SUMMARY	2005/06	2006/07	2007/08		2008/09
	Actual	Actual	Adopted	Actual	Adopted
<b>EXPENDITURES</b>					
SALARY & WAGES	\$ 1,287,795	\$ 1,293,321	\$ 1,570,556	\$ 1,505,469	\$ 1,595,752
EMPLOYEE BENEFITS	\$ 518,882	\$ 501,090	\$ 599,933	\$ 546,486	\$ 654,641
SUPPLIES & SERVICES					
Department Supplies & Expenses	26,641	39,786	34,350	31,928	38,350
Conferences & Memberships	12,573	16,304	27,000	31,648	32,800
Contractual Services	21,266	21,271	20,500	28,061	29,550
Intergovernmental & Agency	194,014	351,014	195,960	188,969	198,964
Equipment Supplies & Maintenance	73,808	99,798	83,850	103,877	88,100
Utility & Communication	-	-	27,000	26,185	25,000
Allocated Costs					
Total Supplies & Services	\$ 328,302	\$ 528,173	\$ 388,660	\$ 410,668	\$ 412,764
CAPITAL OUTLAY ALLOWANCE	\$ 79,500	\$ 86,000	\$ 86,000	\$ 86,000	\$ 86,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,214,479</b>	<b>\$ 2,408,584</b>	<b>\$ 2,645,149</b>	<b>\$ 2,548,623</b>	<b>\$ 2,749,157</b>
<b>STAFFING LEVEL</b>					
Positions	17.40	18.00	19.40	19.40	19.40
<b>TOTAL STAFFING</b>	<b>17.40</b>	<b>18.00</b>	<b>19.40</b>	<b>19.40</b>	<b>19.40</b>

**Police Department**

**General Fund**

**POLICE SERVICES**

Acct No.	Account Description	2005/06 Actual	2006/07 Actual	2007/08		2008/09 Adopted
				Adopted	Actual	
	<b>SALARY</b>					
513100	Police Chief	119,144	87,541	126,690	128,408	135,985
513200	Captain	93,675	102,427	107,970	110,805	117,580
513400	Sergeants (4)	300,109	312,899	361,103	340,456	352,243
513500	Patrol Officer (8)	458,216	413,681	562,091	474,044	552,864
513600	Secretary	50,652	53,308	56,083	56,987	60,389
531650	Emergency Services Coordinator	-	49,039	53,550	54,411	64,189
513950	Police Service Aide (2.4 FTE)	100,879	93,792	117,185	102,283	131,043
515100	Overtime	90,949	116,007	85,000	160,348	65,000
515200	Overtime (Special Events)	18,322	9,314	20,000	12,710	12,000
516200	Education Incentive Pay	15,277	11,635	12,480	11,568	19,200
516300	Holiday Pay	30,501	33,422	39,504	34,913	47,359
516400	Special Pay	1,267	1,764	3,600	4,180	3,600
516600	Longevity Pay	8,804	8,492	15,300	9,000	15,300
516700	Shift Differential	-	-	-	-	9,000
517100	Vacation Conversion	-	-	10,000	5,356	10,000
	<b>Total:</b>	<b>\$ 1,287,795</b>	<b>\$ 1,293,321</b>	<b>\$ 1,570,556</b>	<b>\$ 1,505,469</b>	<b>\$ 1,595,752</b>
	<b>EMPLOYEE BENEFITS</b>					
521100	Medical & Insurance	154,369	137,319	143,037	146,338	194,200
521200	Employee Accruing Fringe	14,142	20,951	23,165	24,677	21,500
521300	Retiree Medical Insurance	138	1,652	1,656	3,730	1,625
521400	Legal Defense Fund	-	625	1,200	-	-
522100	PERS-Employee (9% Sworn, 7% Misc.)	102,023	100,746	126,140	111,106	129,541
522200	PERS-Town (20.402%, 10.384%)	224,948	223,627	276,213	238,387	279,637
522300	PST-Parttime (3.75%)	953	316	749	2,245	1,000
523100	FICA-Medicare	15,915	15,494	22,773	18,892	23,138
524300	Medical Allowance (PSA)	3,720	148	-	-	-
525300	Tuition Reimbursement	2,674	212	5,000	1,111	4,000
	<b>Total:</b>	<b>\$ 518,882</b>	<b>\$ 501,090</b>	<b>\$ 599,933</b>	<b>\$ 546,486</b>	<b>\$ 654,641</b>
	<b>SUPPLIES &amp; SERVICES</b>					
	<b>DEPARTMENT SUPPLIES &amp; EXPENSES</b>					
531010	Office & Copier Supplies	9,419	12,054	11,000	10,600	11,000
531040	Evidence Supplies	899	1,600	900	2,839	6,500
531080	Postage	2,482	2,753	3,000	5,272	3,000
531090	Printing & Reproduction	3,257	5,029	5,500	3,961	5,500
531110	Range & Weapons	1,296	1,128	3,000	816	3,000
531120	Recruiting & Investigation	7,414	15,094	5,000	4,296	5,000
531121	Special Investigation	-	-	2,000	2,425	2,500
531140	Publications & Subscriptions	1,514	1,838	1,200	2,426	1,850
531160	Evidence - Photo, Film & Video Supplies	360	290	2,750	(707)	-
	<b>Subtotal:</b>	<b>\$ 26,641</b>	<b>\$ 39,786</b>	<b>\$ 34,350</b>	<b>\$ 31,928</b>	<b>\$ 38,350</b>

**Police Department**

**General Fund**

**POLICE SERVICES**

Acct No.	Account Description	2005/06 Actual	2006/07 Actual	2007/08		2008/09 Adopted
				Adopted	Actual	
<b>CONFERENCES &amp; MEMBERSHIPS</b>						
532010	Conferences, Meetings & Travel	3,460	3,506	3,800	3,592	2,500
532020	Employee Development/Training	686	1,664	2,000	2,580	3,000
532040	Memberships	1,555	1,265	1,200	1,885	1,800
532060	POST-Reimbursed Training	5,109	7,253	15,000	19,857	20,000
532070	POST-Non Reimbursed Training	1,459	2,260	4,500	2,795	4,500
532090	Special Meal Allowance (MOU)	304	356	500	939	1,000
	<b>Subtotal:</b>	<b>\$ 12,573</b>	<b>\$ 16,304</b>	<b>\$ 27,000</b>	<b>\$ 31,648</b>	<b>\$ 32,800</b>
<b>CONTRACTUAL SERVICES</b>						
533010	Contractual Services (Reimbursement)	2,507	-	-	-	-
533080	Records Management System (Tech)	9,000	11,569	12,500	8,980	18,250
533090	Lexipol Policy Manual Maintenance	-	1,950	2,000	1,950	2,000
533200	Systems Support (MIDAS)	9,759	7,752	6,000	17,131	9,300
	<b>Subtotal:</b>	<b>\$ 21,266</b>	<b>\$ 21,271</b>	<b>\$ 20,500</b>	<b>\$ 28,061</b>	<b>\$ 29,550</b>
<b>INTERGOVERNMENT, AGENCY &amp; JPA</b>						
535050	MERA Radio Acquisition JPA (Bond)			Moved to Non-department FY 2008/09		
535060	Emergency Management Planning JPA			Moved to Non-department FY 2008/09		
535080	Marin County Jail Booking	7,508	8,250	7,500	-	-
535090	Marin County Major Crimes Task Force	43,679	41,805	43,500	48,214	50,500
535085	Marin County Booking Repayment	-	171,947	-	-	-
535130	Southern Marin Dispatch JPA	3,362	1,853	-	-	-
535131	Marin County Dispatch	136,377	124,032	141,600	137,628	144,964
535170	Marin County DA-MDIT Program	3,088	3,127	3,360	3,127	3,500
	<b>Subtotal:</b>	<b>\$ 194,014</b>	<b>\$ 351,014</b>	<b>\$ 195,960</b>	<b>\$ 188,969</b>	<b>\$ 198,964</b>
<b>EQ SUPPLIES &amp; MAINTENANCE</b>						
536020	Equipment Maintenance	560	1,581	3,000	1,495	3,000
536050	Fuel & Oil	31,081	28,041	32,000	42,344	30,000
536120	Radar Maintenance	131	168	750	450	500
536130	Radio Maintenance	5,948	8,170	6,000	4,852	6,000
536210	Safety Equipment	7,201	9,832	8,000	10,377	10,000
536220	Uniform Maintenance	6,312	5,957	7,000	7,582	7,500
536230	Uniform Purchase/Replacement	3,919	7,687	6,000	3,608	5,000
536240	Vehicle Supplies	270	344	500	512	500
536250	Vehicle Maintenance	17,791	23,753	20,000	32,247	25,000
536270	Safety Equipment (MOU)	595	14,265	600	410	600
	<b>Subtotal:</b>	<b>\$ 73,808</b>	<b>\$ 99,798</b>	<b>\$ 83,850</b>	<b>\$ 103,877</b>	<b>\$ 88,100</b>

## POLICE SERVICES

Acct No.	Account Description	2005/06 Actual	2006/07 Actual	2007/08		2008/09 Adopted
				Adopted	Actual	
	<b>UTILITY &amp; COMMUNICATION</b>					
537300	Telecommunication	-	-	27,000	26,185	25,000
	<b>Subtotal:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 27,000</b>	<b>\$ 26,185</b>	<b>\$ 25,000</b>
	Total Supplies & Services:	\$ 328,302	\$ 528,173	\$ 388,660	\$ 410,668	\$ 412,764
	<b>CAPITAL OUTLAY ALLOWANCE</b>					
559010	Capital Equipment Allowance	75,000	75,000	75,000	75,000	75,000
559020	Technology Allowance	4,500	11,000	11,000	11,000	11,000
	<b>Total:</b>	<b>\$ 79,500</b>	<b>\$ 86,000</b>	<b>\$ 86,000</b>	<b>\$ 86,000</b>	<b>\$ 86,000</b>
	<b>TOTAL DEPARTMENT</b>	<b>\$ 2,214,479</b>	<b>\$ 2,408,584</b>	<b>\$ 2,645,149</b>	<b>\$ 2,548,623</b>	<b>\$ 2,749,157</b>

**POLICE SERVICES/COPS**

OBJECT SUMMARY	2005/06	2006/07	2007/08		2008/09
	Actual	Actual	Adopted	Actual	Adopted
<b>EXPENDITURES</b>					
SALARY & WAGES	\$ 70,725	\$ 76,440	\$ 78,354	\$ 61,631	\$ 80,346
EMPLOYEE BENEFITS	\$ 26,554	\$ 31,849	\$ 33,836	\$ 24,338	\$ 37,534
SUPPLIES & SERVICES					
Equipment Supplies & Maintenance	-	606	1,200	-	-
Total Supplies & Services	\$ -	\$ 606	\$ 1,200	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 97,279</b>	<b>\$ 108,895</b>	<b>\$ 113,390</b>	<b>\$ 85,969</b>	<b>\$ 117,880</b>
<b>STAFFING LEVEL</b>					
Positions	1.00	1.00	1.00	1.00	1.00
<b>TOTAL STAFFING</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

## POLICE SERVICES/COPS

Acct No.	Account Description	2005/06 Actual	2006/07 Actual	2007/08		2008/09 Adopted
				Adopted	Actual	
	<b>SALARY</b>					
513510	Investigator	59,320	68,569	72,374	56,060	73,361
515100	Overtime	6,670	2,179	-	1,440	
516200	Education Incentive Pay	1,936	2,220	2,640	1,750	1,800
516300	Holiday Pay	2,799	3,276	3,340	1,145	3,385
516600	Longevity Pay	-	196	-	1,236	1,800
	<b>Total:</b>	<b>\$ 70,725</b>	<b>\$ 76,440</b>	<b>\$ 78,354</b>	<b>\$ 61,631</b>	<b>\$ 80,346</b>
	<b>EMPLOYEE BENEFITS</b>					
521100	Medical & Insurance	5,058	6,445	7,120	4,586	12,600
521200	Employee Accruing Fringe	1,258	1,650	2,400	969	
522100	PERS-Employee (9%)	5,878	6,831	7,052	5,504	7,231
522200	PERS-Town (21.269%)	13,334	15,792	16,128	12,390	16,538
523100	FICA-Medicare	1,026	1,131	1,136	889	1,165
	<b>Total:</b>	<b>\$ 26,554</b>	<b>\$ 31,849</b>	<b>\$ 33,836</b>	<b>\$ 24,338</b>	<b>\$ 37,534</b>
	<b>SUPPLIES &amp; SERVICES</b>					
	<b>DEPARTMENT SUPPLIES &amp; EXPENSES</b>					
531020	Computer Supplies	-	-	-	-	-
	<b>Subtotal:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>CONTRACTUAL SERVICES</b>					
533200	Systems/Technical Support	-	-	-	-	-
new	Records Management System (Tech)	-	-	-	-	-
	<b>Subtotal:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>INTERGOVERNMENT, AGENCY &amp; JPA</b>					
535050	MERA Radio Acquisition JPA (COPS)	-	-	-	-	-
	<b>Subtotal:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>EQ SUPPLIES &amp; MAINTENANCE</b>					
536220	Uniform Maintenance	-	606	1,200	-	-
	<b>Subtotal:</b>	<b>\$ -</b>	<b>\$ 606</b>	<b>\$ 1,200</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Total Supplies &amp; Services:</b>	<b>\$ -</b>	<b>\$ 606</b>	<b>\$ 1,200</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>ALLOCATED COSTS</b>					
539010	Insurance-Liability	-	-	-	-	-
539020	Insurance-Workers' Compensation	-	-	-	-	-
	<b>Subtotal:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>TOTAL DEPARTMENT</b>	<b>\$ 97,279</b>	<b>\$ 108,895</b>	<b>\$ 113,390</b>	<b>\$ 85,969</b>	<b>\$ 117,880</b>

**POLICE FACILITY**

OBJECT SUMMARY	2005/06	2006/07	2007/08		2008/09
	Actual	Actual	Adopted	Actual	Adopted
<b>EXPENDITURES</b>					
SUPPLIES & SERVICES					
Equipment Supplies & Maintenance	28,426	29,788	37,500	35,246	39,700
Utility & Communication	43,621	36,847	16,300	17,531	16,300
Special Department Administrative	4,982	6,114	7,000	6,606	7,000
Allocated Costs	354	-	-	-	-
Total Supplies & Services	\$ 77,383	\$ 72,749	\$ 60,800	\$ 59,383	\$ 63,000
CAPITAL PROJECT EXPENSES	\$ -	\$ 1,500	\$ -	\$ -	\$ 20,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 77,383</b>	<b>\$ 74,249</b>	<b>\$ 60,800</b>	<b>\$ 59,383</b>	<b>\$ 83,000</b>
<b>STAFFING LEVEL</b>					
Positions	-	-	-	-	-
<b>TOTAL STAFFING</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## POLICE FACILITY

Acct No.	Account Description	2005/06 Actual	2006/07 Actual	2007/08		2008/08 Adopted
				Adopted	Actual	
	<b>SUPPLIES &amp; SERVICES</b>					
	<b>EQ SUPPLIES &amp; MAINTENANCE</b>					
536020	Equipment Maintenance	3,189	8,149	11,600	8,511	11,600
536030	Building/Facility Supplies	10,818	10,201	10,000	13,724	12,000
536050	Fuel & Oil (Generator)	-	-	700	-	600
536060	Inspection & Testing (Generator)	1,048	-	700	-	500
536070	Janitorial Services	12,015	11,143	13,000	12,675	13,500
536080	Landscape, Grounds & Materials	49	-	-	-	-
536100	Pest Control	325	295	500	336	500
536280	Special Maintenance	982	-	1,000	-	1,000
	<b>Subtotal:</b>	<b>\$ 28,426</b>	<b>\$ 29,788</b>	<b>\$ 37,500</b>	<b>\$ 35,246</b>	<b>\$ 39,700</b>
	<b>UTILITY &amp; COMMUNICATION</b>					
537100	Energy-PG&E	15,513	16,974	16,000	17,531	16,000
537200	Water-MMWD	-	-	300	-	300
537300	Telecommunication	28,108	19,873	-	-	-
	<b>Subtotal:</b>	<b>\$ 43,621</b>	<b>\$ 36,847</b>	<b>\$ 16,300</b>	<b>\$ 17,531</b>	<b>\$ 16,300</b>
	<b>SPECIAL DEPT. ADMINISTRATIVE</b>					
538020	Emergency & Disaster Planning	4,982	6,114	7,000	6,606	7,000
	<b>Subtotal:</b>	<b>\$ 4,982</b>	<b>\$ 6,114</b>	<b>\$ 7,000</b>	<b>\$ 6,606</b>	<b>\$ 7,000</b>
	<b>ALLOCATED COSTS</b>					
539040	Insurance-Property	354	-	-	-	-
	<b>Subtotal:</b>	<b>\$ 354</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	Total Supplies & Services:	\$ 77,383	\$ 72,749	\$ 60,800	\$ 59,383	\$ 63,000
	<b>CAPITAL PROJECT EXPENSES</b>					
561140	EOC Equipment Upgrades (\$10k ABAG)	-	1,500	-	-	20,000
	<b>Total:</b>	<b>\$ -</b>	<b>\$ 1,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,000</b>
	<b>TOTAL DEPARTMENT</b>	<b>\$ 77,383</b>	<b>\$ 74,249</b>	<b>\$ 60,800</b>	<b>\$ 59,383</b>	<b>\$ 83,000</b>

# 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.

The total proposed appropriation for Public Works is \$1,307,093, primarily from the General Fund. The Department operates with 9.0 FTE employees. Streets Resurfacing and Drainage Improvement projects are authorized in the Capital Improvement Program budget.

### **Administration & Engineering**

This division oversees the entire public works operation, providing administrative and engineering oversight for Town's Capital Improvement Program (CIP) projects (totaling over \$12 million this year), 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 and the Town's contribution toward Tiburon Boulevard traffic signal maintenance can be found here.

## Public Works

## All Funding Sources

## ALL DIVISIONS

OBJECT SUMMARY	2005/06	2006/07	2007/08		2008/09
	Actual	Actual	Adopted	Actual	Adopted
<b>EXPENDITURES</b>					
SALARY & WAGES	\$ 578,127	\$ 704,159	\$ 633,092	\$ 566,928	\$ 645,015
EMPLOYEE BENEFITS	\$ 191,877	\$ 203,989	\$ 222,957	\$ 192,209	\$ 217,098
SUPPLIES & SERVICES					
Department Supplies & Expenses	3,662	1,997	4,875	3,633	4,600
Conferences & Memberships	3,433	7,221	9,750	4,238	9,150
Contractual Services	131,393	59,576	160,521	109,969	72,000
Intergovernmental & Agency	-	-	-	-	-
Equipment Supplies & Maintenance	206,716	180,062	213,000	197,953	199,100
Utility & Communication	70,269	92,912	93,500	84,105	99,750
Allocated Costs	-	31,831	-	-	-
Total Supplies & Services	\$ 415,473	\$ 373,599	\$ 481,646	\$ 399,898	\$ 384,600
CAPITAL OUTLAY EXPENSE	\$ 2,950	\$ -	\$ 10,000	\$ -	\$ 10,000
CAPITAL OUTLAY ALLOWANCE	\$ 36,554	\$ 42,600	\$ 62,400	\$ 56,139	\$ 49,600
CAPITAL PROJECT EXPENSES	\$ 3,210	\$ -	\$ 500	\$ -	\$ 780
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,228,191</b>	<b>\$ 1,324,347</b>	<b>\$ 1,410,595</b>	<b>\$ 1,215,174</b>	<b>\$ 1,307,093</b>
<b>SOURCE OF FUNDING</b>					
General Fund	1,169,347	1,264,793	1,375,095	1,179,463	1,291,113
Cypress Hollow Fund	16,336	8,565	15,500	15,711	15,980
Employee Compensated Leave Reserve	3,511	9,271	20,000	20,000	-
PERS Surplus Asset Fund	38,997	41,718	-	-	-
<b>TOTAL FUNDING</b>	<b>\$ 1,228,191</b>	<b>\$ 1,324,347</b>	<b>\$ 1,410,595</b>	<b>\$ 1,215,174</b>	<b>\$ 1,307,093</b>
<b>STAFFING LEVEL</b>					
Public Works Director/ Town Engineer	1.00	1.00	1.00	1.00	1.00
Engineer Technician	-	-	-	-	1.00
Administrative Aide	1.00	1.00	1.00	1.00	-
Project Coordinator	1.00	1.00	-	-	-
Deputy Director of Public Works	1.00	1.00	1.00	-	-
Superintendent	-	-	-	1.00	1.00
Assistant Superintendent	1.00	1.00	1.00	-	-
Senior Maintenance Worker	-	-	-	1.00	1.00
Foreman	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I	3.00	3.00	3.00	3.00	3.00
<b>TOTAL STAFFING</b>	<b>10.00</b>	<b>10.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>

## ADMINISTRATION &amp; ENGINEERING

OBJECT SUMMARY	2005/06	2006/07	2007/08		2008-09
	Actual	Actual	Adopted	Actual	Adopted
<b>EXPENDITURES</b>					
SALARY & WAGES	\$ 173,234	\$ 280,003	\$ 180,684	\$ 172,780	\$ 212,998
EMPLOYEE BENEFITS	\$ 60,183	\$ 61,390	\$ 70,733	\$ 60,382	\$ 57,647
SUPPLIES & SERVICES					
Department Supplies & Expenses	1,948	470	1,775	964	1,900
Conferences & Memberships	2,217	3,074	4,250	3,646	4,250
Contractual Services	112,430	38,003	128,521	78,895	40,000
Intergovernmental & Agency	-	-	-	-	-
Allocated Costs	-	-	-	-	-
Total Supplies & Services	\$ 116,595	\$ 41,547	\$ 134,546	\$ 83,505	\$ 46,150
CAPITAL OUTLAY ALLOWANCE	\$ 3,850	\$ 2,600	\$ 2,600	\$ 2,600	\$ 2,600
<b>TOTAL EXPENDITURES</b>	<b>\$ 353,862</b>	<b>\$ 385,540</b>	<b>\$ 388,563</b>	<b>\$ 319,267</b>	<b>\$ 319,395</b>
<b>STAFFING LEVEL</b>					
Positions	3.00	3.00	2.00	2.00	2.00
<b>TOTAL STAFFING</b>	<b>3.00</b>	<b>3.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

## Public Works

## General Fund

## ADMINISTRATION &amp; ENGINEERING

Acct No.	Account Description	2005/06 Actual	2006/07 Actual	2007/08		2008/09 Adopted
				Adopted	Actual	
	<b>SALARY</b>					
514100	Public Works Director/Town Engineer	72,565	120,000	129,600	128,327	135,998
New	Project Coordinator (Undergrounding)	63,128	21,623	-	-	-
514800	Administrative Aide	36,893	41,005	44,084	44,453	-
New	Engineering Technician	-	-	-	-	72,000
517100	Vacation Conversion	-	-	7,000	-	5,000
518100	Casual Hire (Project Coord FY 2007)	648	97,375	-	-	-
	Total:	\$ 173,234	\$ 280,003	\$ 180,684	\$ 172,780	\$ 212,998
	<b>EMPLOYEE BENEFITS</b>					
521100	Medical & Insurance	9,879	8,224	13,002	7,375	15,740
521200	Employee Accruing Fringe	15,636	16,098	21,498	14,959	11,360
521300	Retiree Medical Insurance				2,587	
522100	PERS-Employee (7%)	11,143	12,784	12,648	12,095	9,520
522200	PERS-Town (10.384%)	14,428	18,228	17,313	17,223	14,122
523100	FICA-Medicare	2,425	2,456	2,672	2,543	3,305
524300	Medical Allowance	-	-	-	-	-
524100	Auto Allowance	1,672	3,600	3,600	3,600	3,600
524400	Relocation Expense	5,000	-	-	-	-
	Total:	\$ 60,183	\$ 61,390	\$ 70,733	\$ 60,382	\$ 57,647
	<b>SUPPLIES &amp; SERVICES</b>					
	<b>DEPARTMENT SUPPLIES &amp; EXPENSES</b>					
531060	Noticing & Publication	1,579	168	1,500	905	1,500
531140	Publications & Subscriptions	369	302	275	59	400
	Subtotal:	\$ 1,948	\$ 470	\$ 1,775	\$ 964	\$ 1,900
	<b>CONFERENCES &amp; MEMBERSHIPS</b>					
532010	Conferences, Meetings & Travel	1,094	1,889	2,500	2,599	2,500
532020	Employee Development/Training	1,123	549	1,250	363	1,250
532040	Memberships	-	636	500	684	500
	Subtotal:	\$ 2,217	\$ 3,074	\$ 4,250	\$ 3,646	\$ 4,250
	<b>CONTRACTUAL SERVICES</b>					
533010	Contractual Services	82,995	-	108,521	57,535	-
533060	Professional Consultants (Soil eng/Audit)	-	17,168	-	-	-
533700	Contract - Engineering Services	29,435	20,835	20,000	21,360	40,000
	Subtotal:	\$ 112,430	\$ 38,003	\$ 128,521	\$ 78,895	\$ 40,000
	<b>INTERGOVERNMENT, AGENCY &amp; JPA</b>					
535040	Transportation Authority of Marin JPA			Moved to Non-Departmental FY 2008/09		
535050	MERA Radio Acquisition JPA (Operating)			Moved to Non-Departmental FY 2008/09		
535070	Hazardous Materials JPA			Moved to Non-Departmental FY 2008/09		
535120	Richardson Bay Regional Agency JPA			Moved to Non-Departmental FY 2008/09		
535140	Stormwater Runoff (MCSTOPP) JPA			Moved to Non-Departmental FY 2008/09		

## ADMINISTRATION &amp; ENGINEERING

Acct No.	Account Description	2005/06 Actual	2006/07 Actual	2007/08		2008/09 Adopted
				Adopted	Actual	
	Total Supplies & Services:	\$ 116,595	\$ 41,547	\$ 134,546	\$ 83,505	\$ 46,150
	<b>CAPITAL OUTLAY ALLOWANCE</b>					
559010	Depreciation Allowance	2,500	-	-	-	-
559020	Technology Allowance	1,350	2,600	2,600	2,600	2,600
	Total:	\$ 3,850	\$ 2,600	\$ 2,600	\$ 2,600	\$ 2,600
	<b>TOTAL DEPARTMENT</b>	<b>\$ 353,862</b>	<b>\$ 385,540</b>	<b>\$ 388,563</b>	<b>\$ 319,267</b>	<b>\$ 319,395</b>

**STREETS MAINTENANCE**

OBJECT SUMMARY	2005/06	2006/07	2007/08		2008/09
	Actual	Adopted	Adopted	Actual	Adopted
<b>EXPENDITURES</b>					
SALARY & WAGES	\$ 242,934	\$ 253,000	\$ 258,133	\$ 258,921	\$ 267,489
EMPLOYEE BENEFITS	\$ 74,459	\$ 84,776	\$ 88,238	\$ 88,283	\$ 94,944
SUPPLIES & SERVICES				\$ -	\$ -
Department Supplies & Expenses	50	100	100	\$ -	\$ 100
Conferences & Memberships	478	2,100	3,100	\$ 27	\$ 2,100
Contractual Services	-	-	-	\$ 17,459	\$ 18,549
Insurances	-	-	-	\$ 25,075	\$ 27,516
Intergovernmental & Agency	-	-	-	\$ 3,547	\$ 3,879
Equipment Supplies & Maintenance	98,886	101,200	101,100	\$ 85,803	\$ 93,850
Utility & Communication	-	-	-	\$ -	\$ -
Special Department Administrative	-	-	-	\$ -	\$ -
Allocated Costs	-	-	-	\$ -	\$ -
Total Supplies & Services	\$ 99,414	\$ 31,831	\$ 104,300	\$ 85,830	\$ 96,050
CAPITAL OUTLAY EXPENSE	\$ 1,475	\$ 3,000	\$ 5,000	\$ -	\$ 5,000
CAPITAL OUTLAY ALLOWANCE	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL PROJECT EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
DEBT SERVICE EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 418,282</b>	<b>\$ 372,607</b>	<b>\$ 455,671</b>	<b>\$ 433,034</b>	<b>\$ 463,483</b>
<b>STAFFING LEVEL</b>					
Positions	4.00	4.00	4.00	4.00	4.00
<b>TOTAL STAFFING</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

## Public Works

## General Fund

## STREETS MAINTENANCE

Acct No.	Account Description	2005/06 Actual	2006/07 Actual	2007/08		2008/09 Adopted
				Adopted	Actual	
	<b>SALARY</b>					
514200	Superintendent of Public Works	84,358	88,828	93,753	84,514	84,560
514400	Foreman	59,732	61,927	63,852	65,070	70,276
514500	Maintenance Worker II	49,521	51,342	52,938	52,873	57,103
514600	Maintenance Worker I	46,018	47,698	46,090	49,121	53,051
515100	Overtime	3,305	-	1,500	-	1,500
516990	Special Compensation	-	-	-	6,558	-
517100	Vacation Leave Conversion	-	-	-	785	1,000
	Total:	\$ 242,934	\$ 249,795	\$ 258,133	\$ 258,921	\$ 267,489
	<b>EMPLOYEE BENEFITS</b>					
521100	Medical & Insurance	21,163	22,363	24,852	29,752	29,820
521200	Employee Accruing Fringe	11,321	14,798	16,098	12,450	15,180
522100	PERS-Employee (7%)	16,774	17,485	17,964	17,459	18,549
522200	PERS-Town (10.384%)	21,720	24,721	25,581	25,075	27,516
523100	FICA-Medicare	3,216	3,308	3,743	3,547	3,879
524100	Auto Allowance	-	-	-	1,385	-
525300	Tuition Reimbursement	265	-	-	-	200
	Total:	\$ 74,459	\$ 82,675	\$ 88,238	\$ 88,283	\$ 94,944
	<b>SUPPLIES &amp; SERVICES</b>					
	<b>DEPARTMENT SUPPLIES &amp; EXPENSES</b>					
531140	Publications & Subscriptions	50	87	100	-	100
	Subtotal:	\$ 50	\$ 87	\$ 100	\$ -	\$ 100
	<b>CONFERENCES &amp; MEMBERSHIPS</b>					
532010	Conferences, Meetings & Travel	365	27	1,500	27	1,000
532020	Employee Development/Training	113	2,190	1,500	-	1,000
532040	Memberships	-	-	100	-	100
	Subtotal:	\$ 478	\$ 2,217	\$ 3,100	\$ 27	\$ 2,100
	<b>EQUIP, SUPPLIES &amp; MAINTENANCE</b>					
536010	Operating Supplies	10,156	2,714	10,000	1,945	6,500
536020	Equipment Maintenance	2,964	2,988	4,000	563	3,500
536050	Fuel & Oil	36,062	30,871	32,000	47,343	28,000
536100	Pest Control Downtown	1,375	1,375	2,000	1,500	2,000
536140	Downtown Cleanup & Restrooms	2,491	2,083	3,000	2,292	2,850
536150	Small Tools-Lift Gate/Generator	-	-	1,500	-	4,500
536160	Storm Drain & Culvert Maintenance	4,430	544	7,500	4,852	7,500
536180	Street Materials & Signs	15,627	15,670	15,000	12,235	15,000
536190	Street Painting	19,650	393	20,000	8,550	15,000
536210	Safety Equipment & Apparel	2,253	983	800	150	2,000
536220	Uniform Maintenance Service	3,246	4,205	3,800	5,093	4,000
536230	Uniform Purchase/Replacement	632	188	500	815	2,000
536270	Safety Equipment (MOU)	-	150	1,000	465	1,000
	Subtotal:	\$ 98,886	\$ 62,164	\$ 101,100	\$ 85,803	\$ 93,850

<b>Public Works</b>	<b>General Fund</b>
---------------------	---------------------

**STREETS MAINTENANCE**

Acct No.	Account Description	2005/06 Actual	2006/07 Actual	2007/08 Adopted	2007/08 Actual	2008/09 Adopted
	Total Supplies & Services:	\$ 99,414	\$ 64,468	\$ 104,300	\$ 85,830	\$ 96,050
	<b>OTHER EQUIPMENT</b>					
549010	Street Light Pole Replacement	1,475	-	5,000	-	5,000
	Total:	\$ 1,475	\$ -	\$ 5,000	\$ -	\$ 5,000
	<b>TOTAL DEPARTMENT</b>	<b>\$ 418,282</b>	<b>\$ 396,938</b>	<b>\$ 455,671</b>	<b>\$ 433,034</b>	<b>\$ 463,483</b>

## PARKS MAINTENANCE

OBJECT SUMMARY	2005/06	2006/07	2007/08		2008/09
	Actual	Actual	Adopted	Actual	Adopted
<b>EXPENDITURES</b>					
SALARY & WAGES	\$ 158,448	\$ 165,090	\$ 174,275	\$ 115,227	\$ 164,528
EMPLOYEE BENEFITS	\$ 57,235	\$ 59,924	\$ 63,986	\$ 43,544	\$ 64,506
SUPPLIES & SERVICES					
Department Supplies & Expenses	-	-	-	-	-
Conferences & Memberships	738	1,930	2,400	565	2,800
Contractual Services	6,510	14,176	20,000	17,015	20,000
Insurances	-	-	-	-	-
Intergovernmental & Agency	-	-	-	-	-
Equipment Supplies & Maintenance	48,159	51,919	33,800	50,716	45,400
Utility & Communication	41,337	63,530	65,000	57,566	71,000
Special Department Administrative	-	-	-	-	-
Allocated Costs	-	-	-	-	-
Total Supplies & Services	\$ 96,744	\$ 131,555	\$ 121,200	\$ 125,862	\$ 139,200
CAPITAL OUTLAY EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY ALLOWANCE	\$ 450	\$ -	\$ 19,800	\$ 13,539	\$ 7,000
CAPITAL PROJECT EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
DEBT SERVICE EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 312,877</b>	<b>\$ 356,569</b>	<b>\$ 379,261</b>	<b>\$ 298,172</b>	<b>\$ 375,234</b>
<b>STAFFING LEVEL</b>					
Positions	3.00	3.00	3.00	3.00	3.00
<b>TOTAL STAFFING</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>

## PARKS MAINTENANCE

Acct No.	Account Description	2005/06 Actual	2006/07 Actual	2007/08		2008/09 Adopted
				Adopted	Actual	
	<b>SALARY</b>					
514300	Assistant Superintendent	66,245	69,694	75,414	-	-
514600	Maintenance Worker I (2)	92,036	95,396	98,361	97,888	103,028
514700	Senior Maintenance Worker				16,287	60,000
515100	Overtime	167	-	500	267	500
517100	Vacation Conversion				785	1,000
	Total:	\$ 158,448	\$ 165,090	\$ 174,275	\$ 115,227	\$ 164,528
	<b>EMPLOYEE BENEFITS</b>					
521100	Medical & Insurance	25,025	25,020	26,034	16,655	22,320
521200	Employee Accruing Fringe	4,694	4,823	5,316	5,764	10,860
522100	PERS-Employee (7%)	11,080	11,449	12,164	7,992	11,412
522200	PERS-Town (10.384%)	14,347	16,478	17,344	11,381	16,929
523100	FICA-Medicare	2,089	2,154	2,527	1,694	2,386
525300	Tuition Reimbursement	-	-	600	58	600
	Total:	\$ 57,235	\$ 59,924	\$ 63,986	\$ 43,544	\$ 64,506
	<b>SUPPLIES &amp; SERVICES</b>					
	<b>CONFERENCES &amp; MEMBERSHIPS</b>					
532010	Conferences, Meetings & Travel	625	855	1,000	205	1,000
532020	Employee Development/Training	113	1,075	1,200	360	1,500
532040	Memberships		-	200	-	300
	Subtotal:	\$ 738	\$ 1,930	\$ 2,400	\$ 565	\$ 2,800
	<b>CONTRACTUAL SERVICES</b>					
533010	Contractual Services	6,510	14,176	20,000	17,015	20,000
	Subtotal:	\$ 6,510	\$ 14,176	\$ 20,000	\$ 17,015	\$ 20,000
	<b>EQUIP, SUPPLIES &amp; MAINTENANCE</b>					
536020	Equipment Maintenance	6,976	9,412	4,000	4,531	4,000
536080	Landscape Grounds & Materials	19,025	19,919	17,000	13,589	16,000
536180	Street Materials & Signs	1,486	1,657	1,400	1,282	1,400
536200	Tree Maintenance	18,696	19,376	10,000	29,430	22,000
536220	Uniform Maintenance Service	1,201	1,555	1,400	1,884	2,000
536310	Rental-Facility (Portable Restroom)	775	-	-	-	-
	Subtotal:	\$ 48,159	\$ 51,919	\$ 33,800	\$ 50,716	\$ 45,400

## PARKS MAINTENANCE

Acct No.	Account Description	2005/06 Actual	2006/07 Actual	2007/08		2008/09 Adopted
				Adopted	Actual	
	<b>UTILITY &amp; COMMUNICATION</b>					
537100	Energy-PG&E	503	5,498	5,000	6,578	6,000
537200	Water-MMWD	33,824	45,251	45,000	35,465	50,000
537210	Water-RBSA Reclaimed	7,010	12,781	15,000	15,523	15,000
	Subtotal:	\$ 41,337	\$ 63,530	\$ 65,000	\$ 57,566	\$ 71,000
	Total Supplies & Services:	\$ 96,744	\$ 131,555	\$ 121,200	\$ 125,862	\$ 139,200
	<b>CAPITAL OUTLAY EXPENSES</b>					
559020	Technology Allowance	450	-	-	-	-
559010	Replace Park Benches (10)			19,800	13,539	7,000
	Subtotal:	450	-	19,800	13,539	7,000
	<b>TOTAL DEPARTMENT</b>	<b>\$ 312,877</b>	<b>\$ 356,569</b>	<b>\$ 379,261</b>	<b>\$ 298,172</b>	<b>\$ 375,234</b>

## CORPORATION YARD

OBJECT SUMMARY	2005/06	2006/07	2007/08		2008/09
	Actual	Actual	Adopted	Actual	Adopted
<b>EXPENDITURES</b>					
SALARY & WAGES	\$ -	\$ -	\$ -	\$ -	\$ -
EMPLOYEE BENEFITS	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES & SERVICES					
Department Supplies & Expenses	1,664	1,440	3,000	2,669	2,600
Conferences & Memberships	-	-	-	-	-
Contractual Services	-	-	-	-	-
Insurances	-	-	-	-	-
Intergovernmental & Agency	-	-	-	-	-
Equipment Supplies & Maintenance	44,890	46,115	51,100	43,545	39,300
Utility & Communication	12,041	11,986	9,500	6,885	8,700
Special Department Administrative	-	-	-	-	-
Allocated Costs	-	-	-	-	-
Total Supplies & Services	\$ 58,595	\$ 59,541	\$ 63,600	\$ 53,099	\$ 50,600
CAPITAL OUTLAY EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY ALLOWANCE	\$ 32,254	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
CAPITAL PROJECT EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
DEBT SERVICE EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 90,849</b>	<b>\$ 99,541</b>	<b>\$ 103,600</b>	<b>\$ 93,099</b>	<b>\$ 90,600</b>

## CORPORATION YARD

Acct No.	Account Description	2005/06 Actual	2006/07 Actual	2007/08		2008/09 Adopted
				Adopted	Actual	
	<b>SUPPLIES &amp; SERVICES</b>					
	<b>DEPARTMENT SUPPLIES &amp; EXPENSES</b>					
531010	Office & Copier Supplies	1,062	363	2,000	1,583	1,500
531070	Permit/Application Fees	602	1,077	1,000	1,086	1,100
	Subtotal:	\$ 1,664	\$ 1,440	\$ 3,000	\$ 2,669	\$ 2,600
	<b>EQUIP, SUPPLIES &amp; MAINTENANCE</b>					
536010	Operating Supplies	565	2,364	2,500	418	2,500
536020	Equipment Maintenance	(761)	5,592	5,000	2,040	3,500
536030	Building/Facility Supplies	8,707	6,617	7,500	10,390	10,500
536050	Fuel & Oil	17,384	16,422	16,000	23,932	13,000
536070	Janitorial Services	-	-	-	-	-
536100	Pest Control	-	-	600	-	600
536150	Small Tools/Implements	1,720	2,181	1,500	1,008	1,500
536250	Vehicle Maintenance	11,881	11,410	15,000	5,273	5,000
536290	Facility - Alteration/Improvements	4,315	-	1,000	431	700
536300	Rental-Equipment & Tools	1,079	1,529	2,000	53	2,000
	Subtotal:	\$ 44,890	\$ 46,115	\$ 51,100	\$ 43,545	\$ 39,300
	<b>UTILITY &amp; COMMUNICATION</b>					
537100	Energy-PG&E	4,027	3,289	4,500	2,645	4,500
537200	Water-MMWD	-	-	-	-	-
537300	Telecommunication	8,014	8,697	5,000	4,240	4,200
	Subtotal:	\$ 12,041	\$ 11,986	\$ 9,500	\$ 6,885	\$ 8,700
	Total Supplies & Services:	\$ 58,595	\$ 59,541	\$ 63,600	\$ 53,099	\$ 50,600
	<b>CAPITAL OUTLAY ALLOWANCE</b>					
559010	Depreciation Allowance	32,254	40,000	40,000	40,000	40,000
	Total:	\$ 32,254	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
	<b>TOTAL DEPARTMENT</b>	<b>\$ 90,849</b>	<b>\$ 99,541</b>	<b>\$ 103,600</b>	<b>\$ 93,099</b>	<b>\$ 90,600</b>

## STREET &amp; SIGNAL LIGHT SYSTEM

OBJECT SUMMARY	2005/06	2006/07	2007/08		2008/09
	Actual	Actual	Adopted	Actual	Adopted
<b>EXPENDITURES</b>					
SUPPLIES & SERVICES					
Equipment Supplies & Maintenance	14,261	19,344	25,000	17,827	19,300
Utility & Communication	16,738	16,748	18,000	18,064	18,100
Total Supplies & Services	\$ 30,999	\$ 36,092	\$ 43,000	\$ 35,891	\$ 37,400
CAPITAL OUTLAY EXPENSE	\$ 1,475	\$ -	\$ 5,000	\$ -	\$ 5,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 32,474</b>	<b>\$ 36,092</b>	<b>\$ 48,000</b>	<b>\$ 35,891</b>	<b>\$ 42,400</b>
<b>STAFFING LEVEL</b>					
Positions	-	-	-	-	-
<b>TOTAL STAFFING</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## STREET &amp; SIGNAL LIGHT SYSTEM

Acct No.	Account Description	2005/06 Actual	2006/07 Actual	2007/08		2008/09 Adopted
				Adopted	Actual	
	<b>SUPPLIES &amp; SERVICES</b>					
	<b>EQUIP SUPPLIES &amp; MAINTENANCE</b>					
536170	Street/Signal Light Maint. (Cal/TRANS)	14,261	19,344	25,000	17,827	19,300
	Subtotal:	\$ 14,261	\$ 19,344	\$ 25,000	\$ 17,827	\$ 19,300
	<b>UTILITY &amp; COMMUNICATION</b>					
537100	Energy-PG&E	16,738	16,748	18,000	18,064	18,100
	Subtotal:	\$ 16,738	\$ 16,748	\$ 18,000	\$ 18,064	\$ 18,100
	Total Supplies & Services:	\$ 30,999	\$ 36,092	\$ 43,000	\$ 35,891	\$ 37,400
	<b>CAPITAL OUTLAY ALLOWANCE</b>					
	<b>TOTAL DEPARTMENT</b>	<b>\$ 32,474</b>	<b>\$ 36,092</b>	<b>\$ 43,000</b>	<b>\$ 35,891</b>	<b>\$ 42,400</b>

**Public Works**

**Cypress Hollow Fund**

**CYPRESS HOLLOW SPECIAL DISTRICT**

OBJECT SUMMARY	2005/06	2006/07	2007/08		2008/09
	Actual	Actual	Adopted	Actual	Adopted
<b>EXPENDITURES</b>					
SUPPLIES & SERVICES					
Contractual Services	12,453	7,397	12,000	14,059	12,000
Equipment Supplies & Maintenance	520	520	2,000	62	1,250
Utility & Communication	153	648	1,000	1,590	1,950
Total Supplies & Services	\$ 13,126	\$ 8,565	\$ 15,000	\$ 15,711	\$ 15,200
CAPITAL PROJECT EXPENSES	\$ 3,210	\$ -	\$ 500	\$ -	\$ 780
<b>TOTAL EXPENDITURES</b>	<b>\$ 16,336</b>	<b>\$ 8,565</b>	<b>\$ 15,500</b>	<b>\$ 15,711</b>	<b>\$ 15,980</b>
<b>STAFFING LEVEL</b>					
Positions	-	-	-	-	-
<b>TOTAL STAFFING</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## CYPRESS HOLLOW SPECIAL DISTRICT

Acct No.	Account Description	2005/06 Actual	2006/07 Actual	2007/08		2008/09 Adopted
				Adopted	Actual	
	<b>SUPPLIES &amp; SERVICES</b>					
	<b>CONTRACTUAL SERVICES</b>					
533010	Contractual Services (Cost Recovery)	12,453	7,397	12,000	14,059	12,000
	Subtotal:	\$ 12,453	\$ 7,397	\$ 12,000	\$ 14,059	\$ 12,000
	<b>EQUIP SUPPLIES &amp; MAINTENANCE</b>					
536080	Landscape Grounds & Materials	-	520	1,500	62	750
536200	Tree Maintenance	520	-	500	-	500
	Subtotal:	\$ 520	\$ 520	\$ 2,000	\$ 62	\$ 1,250
	<b>UTILITY &amp; COMMUNICATION</b>					
537200	Water-MMWD	153	648	1,000	1,590	1,950
	Subtotal:	\$ 153	\$ 648	\$ 1,000	\$ 1,590	\$ 1,950
	Total Supplies & Services:	\$ 13,126	\$ 8,565	\$ 15,000	\$ 15,711	\$ 15,200
	<b>CAPITAL PROJECT EXPENSES</b>					
559010	Facility - Alteration/Improvements	3,210	-	500	-	780
	Total:	\$ 3,210	\$ -	\$ 500	\$ -	\$ 780
	<b>TOTAL DEPARTMENT</b>	<b>\$ 16,336</b>	<b>\$ 8,565</b>	<b>\$ 15,500</b>	<b>\$ 15,711</b>	<b>\$ 15,980</b>

# NON-DEPARTMENTAL

## **Insurances and Joint Power Authorities**

### **Low-Moderate Income Housing**

### **Town Owned Housing**

### **Tiburon Peninsula Library Agency**

This section comprises items that involve Town oversight and monitoring, but which the Town has very little control over the costs.

#### **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**

**All Funding Sources**

**ALL DIVISIONS**

OBJECT SUMMARY	2005/06	2006/07	2007/08		2008/09
	Actual	Actual	Adopted	Actual	Adopted
<b>EXPENDITURES</b>					
SALARY & WAGES					
EMPLOYEE BENEFITS					\$ 15,769
SUPPLIES & SERVICES					
Department Supplies & Expenses	\$ 4,385	\$ 4,245	\$ 5,275	\$ 5,153	\$ 5,375
Conferences & Memberships	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ 3,600	\$ 3,000	\$ -	\$ -	\$ 5,400
Insurances	\$ 166,920	\$ 174,921	\$ 189,867	\$ 160,136	\$ 194,400
Intergovernmental & Agency	\$ 1,345,697	\$ 1,519,571	\$ 1,582,018	\$ 1,632,240	\$ 1,706,244
Equipment Supplies & Maintenance	\$ 28,393	\$ 30,933	\$ 33,100	\$ 32,000	\$ 36,000
Utility & Communication	\$ 9	\$ -	\$ -	\$ -	\$ -
Special Department Administrative	\$ -	\$ -	\$ -	\$ -	\$ -
Allocated Costs	\$ -	\$ -	\$ 300	\$ 300	\$ 300
Total Supplies & Services	\$ 1,549,004	\$ 1,732,670	\$ 1,810,560	\$ 1,829,829	\$ 1,947,719
CAPITAL OUTLAY EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY ALLOWANCE	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL PROJECT EXPENSES	\$ 3,475	\$ 23,481	\$ 11,000	\$ 150	\$ 14,500
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,552,479</b>	<b>\$ 1,756,151</b>	<b>\$ 1,821,560</b>	<b>\$ 1,829,979</b>	<b>\$ 1,977,988</b>
<b>SOURCE OF FUNDING</b>					
General Fund	397,200	470,546	490,749	479,680	544,548
Low/Moderate Housing Fund	7,799	7,260	15,731	15,649	24,725
Town Owned Housing	36,002	58,399	49,400	37,328	59,500
Peninsula Library JPA Fund	1,111,478	1,219,946	1,265,680	1,297,322	1,349,215
<b>TOTAL FUNDING</b>	<b>\$ 1,552,479</b>	<b>\$ 1,756,151</b>	<b>\$ 1,821,560</b>	<b>\$ 1,829,979</b>	<b>\$ 1,977,988</b>
<b>STAFFING LEVEL</b>					
None					

Non-Departmental			General Fund		
<b>Insurance &amp; Joint Power Authorities</b>					
OBJECT SUMMARY	2005/06	2006/07	2007/08		2008/09
	Actual	Actual	Adopted	Actual	Adopted
<b>EXPENDITURES</b>					
EMPLOYEE BENEFITS					15,769
SUPPLIES & SERVICES					
Department Supplies & Expenses	-	-	-	-	-
Conferences & Memberships	-	-	-	-	-
Contractual Services	-	-	-	-	1,800
Insurances	166,920	174,921	189,867	160,136	194,400
Intergovernmental & Agency	230,280	295,625	300,882	319,544	332,579
Equipment Supplies & Maintenance	-	-	-	-	-
Utility & Communication	-	-	-	-	-
Special Department Administrative	-	-	-	-	-
Allocated Costs	-	-	-	-	-
Total Supplies & Services	\$ 397,200	\$ 470,546	\$ 490,749	\$ 479,680	\$ 528,779
<b>TOTAL EXPENDITURES</b>	<b>\$ 397,200</b>	<b>\$ 470,546</b>	<b>\$ 490,749</b>	<b>\$ 479,680</b>	<b>\$ 544,548</b>
<b>STAFFING LEVEL</b>					
Positions	-	-	-	-	-
<b>TOTAL STAFFING</b>	-	-	-	-	-

<b>Non-Departmental</b>	<b>General Fund</b>
-------------------------	---------------------

**Insurance & Joint Power Authorities**

Acct No.	Account Description	2005/06 Actual	2006/07 Actual	2007/08		2008/09 Adopted
				Adopted	Actual	
	<b>EMPLOYEE BENEFITS</b>					
521300	Retiree Health Benefits					15,769
	Subtotal:					15,769
	<b>SUPPLIES &amp; SERVICES</b>					
	<b>SUPPLIES &amp; EXPENSES</b>					
	<b>CONTRACTUAL SERVICES</b>					
533050	Health Benefit Plan Administration	919	1,546	2,100	1,070	1,800
	Subtotal:	919	1,546	2,100	1,070	1,800
	<b>INSURANCE</b>					
534010	Liability (ABAG PLAN)	90,873	83,810	101,500	65,532	90,000
534020	Worker's Compensation (Bay Cities)	68,770	86,841	76,800	88,946	95,000
534030	Property (ABAG PLAN)	2,940	3,500	3,700	4,888	5,000
534040	Public Officials EO (ABAG PLAN)	737	770	750	770	800
534070	Risk Management	3,600	-	7,117	-	3,600
	Subtotal:	\$ 166,920	\$ 174,921	\$ 189,867	\$ 160,136	\$ 194,400
	<b>INTERGOVERNMENT, AGENCY &amp; JPA</b>					
535010	Animal Control JPA	65,135	80,000	79,965	83,100	85,000
535020	Cable Telecommunication JPA	6,065	12,500	18,737	18,500	21,098
535030	Chamber of Commerce TOT 1%	24,405	30,000	30,423	32,500	37,008
535040	Transportation Authority of Marin JPA	14,878	14,011	14,000	14,011	14,000
535050	MERA Radio Acquisition JPA (Bond)	39,443	39,304	44,342	44,342	45,672
	MERA Radio Acquisition JPA (Operating)	25,239	36,628	39,293	38,729	40,278
535060	Emergency Management Planning JPA	-	5,118	5,120	5,118	5,120
535070	Hazardous Materials JPA	974	876	950	1,385	1,400
535120	Richardson Bay Regional Agency JPA	12,875	16,363	17,863	17,863	20,763
535140	Stormwater Runoff (MCSTOPP) JPA	23,061	23,461	24,000	23,461	25,000
535180	MCCMC Lobbyist	2,212	2,500	2,457	2,500	2,500
535200	LAFCO	5,193	4,064	4,500	7,235	7,300
535210	Marin Map	9,000	9,000	9,000	9,000	9,000
535220	Marin General Services Authority	-	20,000	8,432	20,000	12,040
535100	Marin Mediation Services	1,800	1,800	1,800	1,800	1,800
535240	ICLEI Contribution	-	-	-	-	2,600
535250	Marin Clean Energy JPA					2,000
		\$ 230,280	\$ 295,625	\$ 300,882	\$ 319,544	332,579
	<b>TOTAL DEPARTMENT</b>	<b>\$ 398,119</b>	<b>\$ 472,092</b>	<b>\$ 492,849</b>	<b>\$ 480,750</b>	<b>\$ 544,548</b>

**Non-Departmental Low-Moderate Income Housing Fund**

**Affordable Housing**

OBJECT SUMMARY	2005/06	2006/07	2007/08		2008/09
	Actual	Actual	Adopted	Actual	Adopted
<b>EXPENDITURES</b>					
SUPPLIES & SERVICES					
Department Supplies & Expenses	260	260	275	275	275
Contractual Services	3,600	3,000	-	-	-
Intergovernmental & Agency	3,939	4,000	15,456	15,374	24,450
Equipment Supplies & Maintenance	-	-	-	-	-
Total Supplies & Services	\$ 7,799	\$ 7,260	\$ 15,731	\$ 15,649	\$ 24,725
CAPITAL PROJECT EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 7,799</b>	<b>\$ 7,260</b>	<b>\$ 15,731</b>	<b>\$ 15,649</b>	<b>\$ 24,725</b>
<b>STAFFING LEVEL - None</b>					

**NON-DEPARTMENTAL**

**Low-Moderate Income Housing Fund**

**Affordable Housing**

Acct No.	Account Description	2005/06 Actual	2006/07 Actual	2007/08		2008/09 Adopted
				Adopted	Actual	
	<b>SUPPLIES &amp; SERVICES</b>					
	<b>DEPARTMENT SUPPLIES &amp; EXPENSES</b>					
531050	Bank Charges & Fees	260	260	275	275	275
531100	Property Tax Payments	-	-	-	-	-
	Subtotal:	\$ 260	\$ 260	\$ 275	\$ 275	\$ 275
	<b>CONTRACTUAL SERVICES</b>					
533010	Contractual services (Cost Recovery)	3,600	3,000	-	-	-
	Subtotal:	\$ 3,600	\$ 3,000	\$ -	\$ -	\$ -
	<b>INTERGOVERNMENT, AGENCY &amp; JPA</b>					
535110	Marin Renters Rebate (MHA)	3,939	4,000	4,100	4,018	4,100
535230	Marin Housing Authority JPA	-	-	11,356	11,356	11,500
535260	Homeward Bound Contribution					8,850
	Subtotal:	\$ 3,939	\$ 4,000	\$ 15,456	\$ 15,374	\$ 24,450
	<b>EQ SUPPLIES &amp; MAINTENANCE</b>					
536110	Property Management (HOA)	-	-	-	-	-
	Subtotal:	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Supplies & Services:	\$ 7,799	\$ 7,260	\$ 15,731	\$ 15,649	\$ 24,725
	<b>CAPITAL EXPENSES</b>					
561140-	Facility Alteration/Improvement	-	-	-	-	-
-640120	Unit-2	-	-	-	-	-
-640114	Unit-14	-	-	-	-	-
-640118	Unit-18	-	-	-	-	-
-640132	Unit-32	-	-	-	-	-
	Total:	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>TOTAL DEPARTMENT</b>	<b>\$ 7,799</b>	<b>\$ 7,260</b>	<b>\$ 15,731</b>	<b>\$ 15,649</b>	<b>\$ 24,725</b>

**Non-Departmental Town Owned Housing Fund**

**Affordable Housing**

OBJECT SUMMARY	2005/06	2006/07	2007/08		2008/09
	Actual	Actual	Adopted	Actual	Adopted
<b>EXPENDITURES</b>					
SUPPLIES & SERVICES					
Department Supplies & Expenses	4,125	3,985	5,000	4,878	5,100
Conferences & Memberships	-	-	-	-	-
Contractual Services	-	-	-	-	3,600
Insurances	-	-	-	-	-
Intergovernmental & Agency	-	-	-	-	-
Equipment Supplies & Maintenance	28,393	30,933	33,100	32,000	36,000
Utility & Communication	9	-	-	-	-
Allocated Costs	-	-	300	300	300
Total Supplies & Services	\$ 32,527	\$ 34,918	\$ 38,400	\$ 37,178	\$ 45,000
CAPITAL PROJECT EXPENSES	\$ 3,475	\$ 23,481	\$ 11,000	\$ 150	\$ 14,500
<b>TOTAL EXPENDITURES</b>	<b>\$ 36,002</b>	<b>\$ 58,399</b>	<b>\$ 49,400</b>	<b>\$ 37,328</b>	<b>\$ 59,500</b>
<b>STAFFING LEVEL</b>					
None	-	-	-	-	-
<b>TOTAL STAFFING</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

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

**Affordable Housing**

Acct No.	Account Description	2005/06	2006/07	2007/08		2008/09
		Actual	Actual	Adopted	Actual	Adopted
	<b>SUPPLIES &amp; SERVICES</b>					
	<b>DEPARTMENT SUPPLIES &amp; EXPENSES</b>					
531100	Property Tax Payments	4,125	3,985	5,000	4,878	5,100
	Subtotal:	\$ 4,125	\$ 3,985	\$ 5,000	\$ 4,878	\$ 5,100
	<b>CONTRACTUAL SERVICES</b>					
533010	Contractual services (Cost Recovery)	-	-	3,000	3,000	3,600
	Subtotal:	\$ -	\$ -	\$ 3,000	\$ 3,000	\$ 3,600
	<b>EQ SUPPLIES &amp; MAINTENANCE</b>					
536110	Property Management (HOA)	28,393	30,933	33,100	32,000	36,000
	Subtotal:	\$ 28,393	\$ 30,933	\$ 33,100	\$ 32,000	\$ 36,000
	<b>ALLOCATED COSTS</b>					
539010	Insurance-Property	-	-	300	300	300
	Subtotal:	\$ -	\$ -	\$ 300	\$ 300	\$ 300
	Total Supplies & Services:	\$ 32,527	\$ 34,918	\$ 41,400	\$ 40,178	\$ 45,000
	<b>CAPITAL EXPENSES</b>					
561140-	Facility Alteration/Improvement	-	-	-	-	-
-640120	Unit-2	-	9,708	2,000	-	2,500
-640103	Unit-3	955	5,663	2,000	-	2,500
-640106	Unit 6	-	-	-	-	2,500
-640111	Unit-11	-	2,281	2,500	-	2,500
-640114	Unit-14	-	943	2,500	150	2,500
-640118	Unit-18	-	4,886	2,000	-	2,000
-640132	Unit-32 (Sold 2005)	2,520	-	-	-	-
	Total:	\$ 3,475	\$ 23,481	\$ 11,000	\$ 150	\$ 14,500
	<b>TOTAL DEPARTMENT</b>	<b>\$ 36,002</b>	<b>\$ 58,399</b>	<b>\$ 49,400</b>	<b>\$ 37,328</b>	<b>\$ 59,500</b>

## Non-Departmental

### BELVEDERE-TIBURON LIBRARY AGENCY

OBJECT SUMMARY	2005/06	2006/07	2007/08		2008/09
	Actual	Actual	Adopted	Actual	Adopted
<b>EXPENDITURES</b>					
SUPPLIES & SERVICES					
Intergovernmental & Agency	1,111,478	1,219,946	1,265,680	1,297,322	1,349,215
Total Supplies & Services	\$ 1,111,478	\$ 1,219,946	\$ 1,265,680	\$ 1,297,322	\$ 1,349,215
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,111,478</b>	<b>\$ 1,219,946</b>	<b>\$ 1,265,680</b>	<b>\$ 1,297,322</b>	<b>\$ 1,349,215</b>
<b>STAFFING LEVEL</b>					
None	-	-	-	-	-
<b>TOTAL STAFFING</b>	-	-	-	-	-

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

Acct No.	Account Description	2005/06 Actual	2006/07 Actual	2007/08		2008/09 Adopted
				Adopted	Actual	
	<b>SUPPLIES &amp; SERVICES</b>					
	<b>INTERGOVERNMENT, AGENCY &amp; JPA</b>					
535900	Payment to Library Agency	1,111,478	1,219,946	1,265,680	1,265,680	1,316,307
	(Property Tax proceeds) Subtotal:	\$ 1,111,478	\$ 1,219,946	\$ 1,265,680	\$ 1,265,680	\$ 1,316,307
	Total Supplies & Services:	\$ 1,111,478	\$ 1,219,946	\$ 1,265,680	\$ 1,265,680	\$ 1,316,307
	<b>TOTAL DEPARTMENT</b>	<b>\$ 1,111,478</b>	<b>\$ 1,219,946</b>	<b>\$ 1,265,680</b>	<b>\$ 1,265,680</b>	<b>\$ 1,316,307</b>

# **CAPITAL OUTLAY & ALLOWANCE**

## **Planned Capital Outlay Purchases**

## **Planned Technology Outlay Purchases**

## **Depreciation Allowance Schedule**

Total proposed Department capital outlay purchases equal \$156,000. This amount is \$34,000 more than the total Depreciation Allowance charged to the Departments. On occasion the depreciation allowance is less than the planned purchases and there are sufficient funds to cover the planned purchases.

Total proposed Department technology outlay purchases equal \$123,500. This amount is less 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. The Depreciation Allowance represents an estimate of the annual amount that Departments are to be assessed in order to fund future equipment purchases. Planned Department Capital Outlay purchases are made from the Capital Equipment Replacement Reserve.

# CAPITAL OUTLAY

Fiscal Year 2008/09

## Planned Capital Outlay Purchases

DEPARTMENT & ITEM DESCRIPTION	AMOUNT
<b>TOWN ADMINISTRATION</b>	
Total Town Administration	\$ -
<b>COMMUNITY DEVELOPMENT</b>	
Replace Building Inspector Vehicle with Hybrid	30,000
Total Community Development	\$ 30,000
<b>POLICE</b>	
Replace Patrol Vehicle and Set Up	\$40,000
Portable Radios (2)	8,000
Video Cameras at Tiburon Blvd. & Paradise Drive @ Trestle Glen	30,000
Total Police	\$ 78,000
<b>PUBLIC WORKS</b>	
2008 Toyota Tacoma Pick Up	\$23,000
Vehicle Light Bars (6)	\$3,000
New Brush Chipper	10,000
Total Public Works	\$ 36,000
<b>Total Planned Capital Outlay Purchases:</b>	<b>\$ 144,000</b>

## CAPITAL OUTLAY

Fiscal Year 2008/09

### Planned Technology Outlay Purchases

DEPARTMENT & ITEM DESCRIPTION	AMOUNT
<b>TOWN ADMINISTRATION</b>	
Replacement of Accounting Server (Including Consultation w/Software Vendor)	9000
Miscellaneous Computer Parts (7)	1750
2 Computer Replacements (Town Manager & IT Coordinator)	3500
UPS Battery Upgrades	600
Digital Camera	200
Outside Consultant for Special Projects	4000
Upgrade License Microsoft Office 2007/Windows Vista (IT Coordinator)	400
Total Town Administration	<u>\$ 19,450</u>
<b>COMMUNITY DEVELOPMENT</b>	
1 Computer Replacment (Building Official)	1000
3 Printers (Building Permits & 2 Receipt)	1400
Miscellaneous Computer Parts (9)	2250
Scanner for LaserFische Program	2500
Digital Cameras (1)	300
Permit Tracking Software (Carry Forward from FY 2007/08)	80,000
LaserFische Annual License	3,000
Total Community Development	<u>\$ 90,450</u>
<b>POLICE</b>	
Miscellaneous Computer Parts (10)	2500
4 Desktop Computer Replacements (Chief, Captain, Sergeants, Patrol)	4000
2 UPS Battery Upgrades	600
Replacement Laptop Computer	1400
Replace Color Laser Printer	800
Total Police	<u>\$ 9,300</u>
<b>PUBLIC WORKS</b>	
Miscellaneous Computer Parts (5)	1,250
Replace Department's Ruggedised Nextel Phones (10)	1,000
1 Desktop Computer (Foreman & Group Shared)	1,400
Printer - Fuel System	500
Upgrade Corporation Yard Internet Access (Roll Over from FY 2006-07)	500
Total Public Works	<u>\$ 4,650</u>
<b>Total Planned Capital Outlay Purchases:</b>	<b><u>\$ 123,850</u></b>

*Program:* **CAPITAL IMPROVEMENTS**

*Schedules:* **Overview of Project Funding**  
**Street Improvements**  
**Drainage Improvements**  
**Community Development Improvements**

The Town's proposed Capital Improvement Plan is funded with a blend of Town resources, grants, and improvement bond financing. Total planned improvements are \$6,416,500, of which about 50% or \$3,261,000 will be funded by assessment district funds. A total of \$2,410,500 will be allocated from Town reserves and restricted funds, \$687,500 in grant and other funding will be allocated, and the remaining \$57,500 being allocated from the General Fund.

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 anticipated to receive \$350,000 in Fiscal Year 2008/09. A total of \$1,295,000 is allocated for planned street improvements in Fiscal Year 2008/09.

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 \$245,000 is allocated for planned drainage improvements in Fiscal Year 2008/09.

Community Development Improvements

The Del Mar Undergouning Utility project comprise the major portion of the Community Development Improvement funding in FY 2008/09. In addition other funding sources include the General Fund Infrastructure & Facility Fund, Public Works Corporation Yard Improvemnet Fund, Park Development, Streets and Drainge, and the General Fund. A total of \$4,876,500 is allocated for planned community development improvements in Fiscal Year 2008/09.

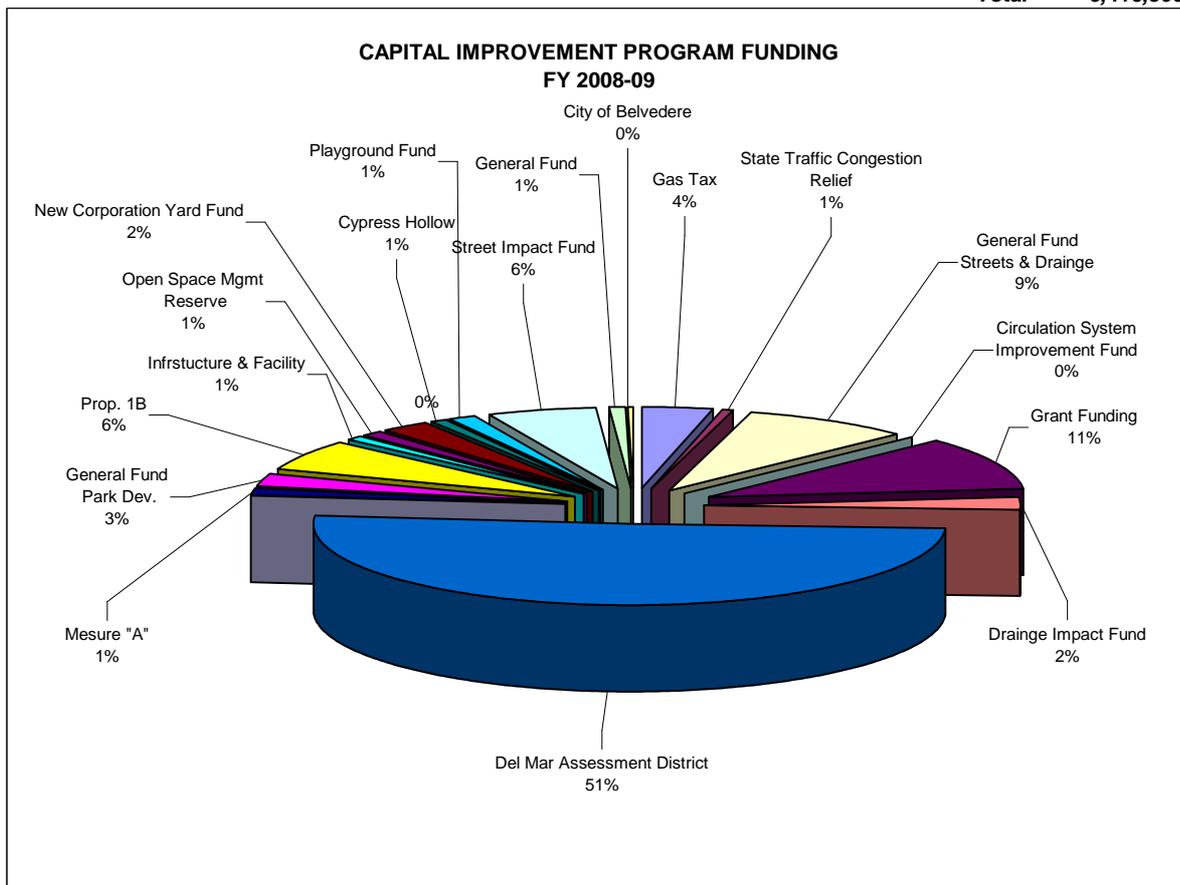
# Capital Improvement Program

FY 2008/09

## Planned Capital Projects Funding

Gas Tax	230,000	Measure "A"	87,000
State Traffic Congestion Relief	35,000	General Fund Park Development Reserve	162,000
General Fund Streets & Drainage Reserve	547,500	General Fund Infrstructure & Facility Reserve	55,000
Circulation System Improvement Fund	15,000	General Fund Open Space Management Reserve	60,000
Safe Routes to School Grant	250,000	New Corporation Yard Fund	160,000
Drainage Impact Fund	150,000	Cypress Hollow LLD	59,000
Del Mar Assessment District	3,261,000	Land and Water Conservation Grant	75,000
Non-Motorized Transportation Grant	350,000	Tiburon Playground Fund	90,000
General Fund	57,500	Street Impact Fund	360,000
Prop 1B Funds	400,000	City of Belvedere	12,500

**Total 6,416,500**



# Capital Improvement Program

FY 2008/09

Project	Notes	Status	Funding Source	Carry Over Funding	Amount
<b>Street Improvements</b>					
Mar West Phase II	Esperanza to Paradise Drive - Construction & Inspection	New	State Prop. 1B		300,000
Pavement Management Program	Selected Streets from PMS - Engineering & Construction	Annual Program	Gas Tax - \$230,000; Prop. 1B - \$100,000; Traffic Congestion Relief - \$20,000		350,000
Failed Street Program	Selected Streets - Engineering & Construction	Annual Program	Street Impact Fund		360,000
Safe Routes to School - Del Mar	Striping, Signage and Curb Enhancements	Carry Forward	Safe Routes to School Grant	250,000	250,000
Contingency Street Repairs	Emergency Non-Scheduled Repairs	Annual Program	Traffic Congestion Relief		15,000
Stewart Drive @ Tiburon Blvd. Intersection	Contribution to CalTrans for In-ground Pavement Flashing Beacons	Carry Forward	Circulation System Improvement Fund	15,000	15,000
Traffic Calming	Various Locations - Signage	Annual Program	GF Streets & Drainage Reserve		5,000
<b>Street Improvements</b>					<b>\$1,295,000</b>

<b>Drainage Improvements</b>					
Drainage Management Program	Selected Improvements from Drainage Master Plan	New	Drainage Impact Fund \$150,000; GF Streets and Drainage \$50,000		200,000
Beach Road/Tiburon Blvd. Drainage Improvements	Initial Analysis	New	GF Streets & Drainage		30,000
Culvert/Inlet Improvements	Various Locations	Annual Program	GF Streets & Drainage		15,000
<b>Drainage Improvements</b>					<b>\$245,000</b>

<b>Community Improvements</b>					
<b>Miscellaneous</b>					
Del Mar Utility Underground District	District Construction	Carry Forward	Special Assessment	3,261,000	3,261,000
Multi-Use Path @ Pine Terrace	Improvements to path between Tiburon Blvd. and MUP	Carry Forward	Measure A - \$87,000; GF Park Development \$113,000	Measure A \$87,000; GF Park Dev \$113,000	200,000
Paths, Lanes and Steps	Cayford; Lower Raccoon; Jefferson to Reed Ranch	Carry Forward	NMTTP Grant	350,000	350,000
Paradise Drive Foundation Repair	Engineering & Construction	New	GF Streets & Drainage		165,000
San Rafael Avenue Seawall	Tiburon portion of Belvedere seawall project	New	GF Park Development		49,000

# Capital Improvement Program

FY 2008/09

Project	Notes	Status	Funding Source	Carry Over Funding	Amount
Parking Improvements at Lyford Drive	Engineering & Construction	New	GF Streets & Drainage		275,000
Way Finding Signage Program	Continuation of logo and signage program	Carry Forward	GF Infrastructure & Facilities	10,000	50,000
Open Space Management	Vegetation Clearance	New	GF Open Space Management		20,000
Open Space Management Plan	Outside consultant services	New	GF Open Space Management		40,000
Paradise Drive Maintenance Agreement	Consultant Services for Financial Analysis	New	General Fund		20,000
Recreation Master Plan	Contingent upon BTJRC participation (Second half of FY)	New	General Fund \$37,500; Belvedere \$12,500		50,000
<b>Subtotal Miscellaneous</b>					<b>4,480,000</b>
<b>Accessibility</b>					
Curb Ramps & Sidewalk Improvements	Various Locations	Annual	GF Streets & Drainage		7,500
<b>Subtotal Accessibility</b>					<b>\$7,500</b>
<b>Buildings/Facilities</b>					
Council Chamber Floors	Refinish Wood Floors	New	GF Infrastructure & Facility		5,000
New Public Works Corp Yard	Next Phase Detailed Design Drawings	Carry Forward/	GF PW Corp Yard	25,000	160,000
<b>Subtotal Building/Facilities</b>					<b>165,000</b>
<b>Park Facilities</b>					
Cypress Hollow Playground	Renovation of Playground Structure	New	Special Assessment		50,000
Cypress Hollow Park Fence	Replacement	New	Special Assessment		9,000
Zelinsky Playground	Renovation of Playground Structure	New	Donations - \$90,000 Land & Water Conservation Grant - \$75,000		165,000
<b>Subtotal Park Facilities</b>					<b>224,000</b>
<b>Community Improvements</b>					<b>\$4,876,500</b>
<b>TOTAL ALL CAPITAL IMPROVEMENTS</b>					<b>\$6,416,500</b>

## Five Year Capital Improvement Program

FY 2009 - 2013

	Proposed FY 2008/09	Anticipated FY 2009/10	Anticipated FY 2010/11	Anticipated FY 2011/12	Anticipated FY 2012/13
<b>Street Improvements</b>					
Mar West - Esperanza to Paradise	300,000				
Annual Pavement Management Program	350,000	650,000	650,000	650,000	650,000
Annual Failed Street Program	360,000	360,000	0	0	0
Del Mar A/D Overlay			500,000	500,000	
Contingency Street Repairs	15,000	15,000	15,000	15,000	15,000
Reed School Bridge on Tiburon Blvd.		80,000			
Stewart Drive @ Tiburon Blvd. Intersection	15,000				
Annual Traffic Calming	5,000	5,000	5,000	5,000	5,000
Safe Routes to School - Del Mar	250,000				
<b>Street Improvements</b>	<b>\$1,295,000</b>	<b>\$1,110,000</b>	<b>\$1,170,000</b>	<b>\$1,170,000</b>	<b>\$670,000</b>

### Drainage Improvements

Beach Road Drainage Improvement	30,000				
Annual Drainage Improvements	200,000	200,000	200,000	250,000	250,000
Annual Culvert/Inlet Improvements	15,000	15,000	15,000	15,000	15,000
<b>Drainage Improvements</b>	<b>\$245,000</b>	<b>\$215,000</b>	<b>\$215,000</b>	<b>\$265,000</b>	<b>\$265,000</b>

### Community Improvements

#### Miscellaneous

Del Mar Utility Underground District	3,261,000	3,500,000			
Multi-Use Path @ Pine Terrace	200,000				
Path Improvements - Teather Park to Judge Field; Lower Raccoon; Cayford; Jefferson to Reed Ranch	350,000				
Paradise Drive Foundation Repair	165,000				
Shoreline Park Rip Rap Restoration		50,000			
San Rafael Avenue Seawall (Contribution)	49,000				
Rehab Pedestrian Bridge on MUP			15,000		
Formalized Parking Lot @ Lyford Dr.	275,000				
Town Wide Signage	50,000				
Open Space Master Plan	20,000				
Open Space Maintenance Program	40,000				
Paradise Drive Maintenance Agreement	20,000				
Recreation Master Plan	50,000				

#### Accessibility

Curb Ramps/Misc Sidewalk Improvements	7,500	7,500	7,500	7,500	7,500
---------------------------------------	-------	-------	-------	-------	-------

#### Buildings/Facilities

Town Hall Interior Painting and Woodwork Refinish Council Chamber Floors	5,000		30,000		
Town Hall Carpet Replacement					12,000
Replace Tower Clocks		16,000			
Repairs to Lyford's Tower		35,000			
Repave Donahue Building Parking Lot			12,000		
Public Works Corp Yard Design	160,000				
Public Works Corporation Yard Construction		2,100,000	500,000		

## Five Year Capital Improvement Program

FY 2009 - 2013

	Proposed FY 2008/09	Anticipated FY 2009/10	Anticipated FY 2010/11	Anticipated FY 2011/12	Anticipated FY 2012/13
<b>Park Facilities</b>					
Cypress Hollow Playground Renovation	50,000				
Replace Cypress Hollow Park Fence	9,000				
Zelinsky Park Renovation	165,000				
MUP Path Renovation			30,000		
Belveron Mini-Park Renovation		20,000			
Blackie's Pasture Parking Lot Repavement			30,000		
Blackie's Pasture Garden Irrigation Upgrade		12,000			
Restore Blackie's Pasture Road Bridge		8,000			
<b>Community Improvements</b>	<b>\$4,876,500</b>	<b>\$5,748,500</b>	<b>\$624,500</b>	<b>\$7,500</b>	<b>\$19,500</b>
<b>TOTAL ALL CAPITAL IMPROVEMENTS</b>	<b>\$6,416,500</b>	<b>\$7,073,500</b>	<b>\$2,009,500</b>	<b>\$1,442,500</b>	<b>\$954,500</b>

*Program:* **DEBT SERVICE PROGRAM**

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

*Commentary:* The Town's Debt Service Program is comprised largely 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 2008/09****Principal, Interest & Fees**

<b>Bond Issue</b>	<b>Principal</b>	<b>Interest</b>	<b>Fiscal Fees</b>	<b>TOTAL</b>
Linda Vista Undergrounding District	5,100	372	1,700	7,172
Main Street Assessment District	17,000	19,562	3,200	39,762
Pt. Tiburon Community Facilities District	118,000	2,980	9,200	130,180
Stewart Drive Assessment District	35,000	63,825	7,000	105,825
Tiburon Public Facilities Financing Authority	125,000	8,850	4,000	137,850
Via Capistrano Assessment District	10,000	4,747	2,100	16,847
Lyford Cove Assessment District	75,000	278,899	12,000	365,899
Del Mar Valley Assessment District	80,000	182,223	14,000	276,223
<b>Total Debt Service:</b>	<b>\$ 465,100</b>	<b>\$ 561,458</b>	<b>\$ 53,200</b>	<b>\$ 1,079,758</b>

## Debt Service Program

Fiscal Year 2008/09

### 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
Linda Vista Undergrounding Assessment District	Dated May 1996. 1915 Act Improvement Bonds. Amount \$62,661, at 4.25% to 6.50%. Term 1996 to 2011. The bonds were issued to finance the relocation of utility services to below ground locations.
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.
Point Tiburon Community Facilities District	1985 Special Tax Bonds of Community Facilities District. Authority for issuance of the was with the Mello-Roos Community Facilities Act. The bond's principal, interest and associated fiscal charges are payable from the combined proceeds of an annual Spec
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
Tiburon Public Facilities Financing Authority - Marks-Roos Revenue Bonds	Dated May 1990. Marks-Roos Local Bond Pooling Act Bonds. Amount \$7,948,000, at 6.60% to 7.90%. Term 1991 to 2015. The Marks-Roos bonds are secured with special assessment and tax revenues of the Via Capistrano, Hillhaven, Cibrian Drive, and Point Tiburon
Via Capistrano Assessment District	Dated July 1990. 1915 Act Improvement Bonds. Amount \$225,000, at 7.70% to 7.90%. Term 1991 to 2015. The bonds were issued to finance the widening of Via Capistrano and for changing the street from one-way to two-way access. Special assessment revenues of

# TIBURON REDEVELOPMENT AGENCY

## Fund Statements

### General Tax Increment Fund

### Housing Set-Aside Fund

The Redevelopment Project Area comprises approximately fifty-five (55) acres of land in downtown Tiburon, including the thirty-eight (38) acre Southern Pacific property, the Town Hall and Reed School sites, and portions of the Tiburon Peninsula Club property and Tiburon Boulevard.

The objective of the Agency was to stimulate development of the former downtown Southern Pacific property in a manner consistent with the Tiburon Downtown Plan, and maintain a balance of uses for residential, office and commercial, open space and public facilities in keeping with the goals of the Town's General Plan. The Redevelopment Agency was to assist in financing a portion of the cost of the public infrastructure improvements and site preparation activities essential to the full development of the property.

In April 1985, the Town of Tiburon formed a Community Facilities District for the purpose of assisting in the financing of the Point Tiburon public improvements. The District authorizes the Town Council to annually levy a Special Tax, within specified limits, solely to service bonded indebtedness. The annual Special Tax represents the difference in the amount of funds available from general tax increment proceeds and the annual debt service requirement cost.

In any year in which the Redevelopment Agency receives the full amount of annual tax increment to which it is entitled pursuant to the Fiscal Agreement, the Agency shall pay \$472,500 to the Point Tiburon Community Facilities District. In Fiscal Year 2001-02 the Agency made its final payment in the amount of \$379,863.

The Fiscal Agreement provides that the Agency will receive general tax increment revenue until a total of \$7,987,500 is allocated to the General Increment Fund. During Fiscal Year 2001-2002, the Town satisfied its financial obligations to the Point Tiburon Community Facilities District. Originally, reaching this goal would have effectively sunset the Redevelopment Agency.

However, State law requires that the Town also achieve its Redevelopment Agency housing goals. The Agency is required to create an additional four Very Low Income housing units. Given the local cost of developing housing and the current fund balance in the Housing Set-Aside fund, the Agency it is uncertain when the Town will have sufficient revenues to fund its housing obligation.

Agency General Increment Fund  
 Overview of Revenues, Expenditures & Changes in Fund Balance

	2005/06 Actual	2006/07 Actual	2007/08 Adopted	2007/08 Actual	2008/09 Adopted
<b>REVENUES</b>					
Tax Increment	-	-	-	30,039	-
Investment Earnings	10,294	13,142	9,000	10,387	7,500
Other Revenue	-	-	-	-	-
Total Revenue:	\$ 10,294	\$ 13,142	\$ 9,000	\$ 40,426	\$ 7,500
<b>EXPENDITURES</b>					
Salary & Wages	-	-	-	-	-
Employee Benefits	-	-	-	-	-
Supplies & Services	-	-	-	-	-
Legal Services	-	-	-	-	-
Financial Services	2,000	2,000	1,000	-	1,000
ERAF Shift	-	-	-	-	-
Administrative Charge	-	-	2,000	2,000	-
Debt Service Pmt CFD	-	-	-	-	-
Capital Outlay Allowance	-	-	-	-	-
Capital Outlay Equipment	-	-	-	-	-
Capital Projects	-	-	-	-	-
Total Expenditures:	\$ 2,000	\$ 2,000	\$ 3,000	\$ 2,000	\$ 1,000
<b>OPERATING NET</b>	8,294	11,142	6,000	38,426	6,500
<b>OTHER SOURCES (USES)</b>					
Advances to Other Fund	-	-	-	-	-
Total Sources (Uses):	\$ -	\$ -	\$ -	\$ -	\$ -
<b>FUND BALANCE</b>					
Opening, July 1	\$ 227,683	\$ 235,977	\$ 247,119	\$ 247,119	\$ 253,119
Closing, June 30	\$ 235,977	\$ 247,119	\$ 253,119	\$ 285,545	\$ 259,619

Agency Housing Set-Aside Fund  
 Overview of Revenues, Expenditures & Changes in Fund Balance

	2005/06 Actual	2006/07 Actual	2007/08 Budget	2007/08 Actual	2008/09 Adopted
<b>REVENUES</b>					
Tax Increment	-	-	-	10,793	-
Investment Earnings	32,495	42,040	25,000	34,772	21,000
Other Revenue					
Total Revenue:	\$ 32,495	\$ 42,040	\$ 25,000	\$ 45,565	\$ 21,000
<b>EXPENDITURES</b>					
Salary & Wages					
Employee Benefits					
Supplies & Services					
Legal Services	379	1,816	1,500	-	1,500
Financial Services	40	-	1,000	-	1,000
Administrative Charge	-	-	-	-	-
Other - Special Deposit					
Capital Outlay Allowance					
Capital Outlay Equipment					
Capital Projects	-	-	-	-	-
Total Expenditures:	\$ 419	\$ 1,816	\$ 2,500	\$ -	\$ 2,500
<b>OPERATING NET</b>	<b>32,076</b>	<b>40,224</b>	<b>22,500</b>	<b>45,565</b>	<b>18,500</b>
<b>OTHER SOURCES (USES)</b>					
Advances to Other Fund	-	-	-	-	-
Total Sources (Uses):	\$ -	\$ -	\$ -	\$ -	\$ -
<b>FUND BALANCE</b>					
Opening, July 1	\$ 1,384,020	\$ 1,416,096	\$ 1,456,320	\$ 1,456,320	\$ 1,478,820
Closing, June 30	\$ 1,416,096	\$ 1,456,320	\$ 1,478,820	\$ 1,501,885	\$ 1,497,320

*Section*

**SUPPLEMENTAL INFORMATION**

*Schedules:*

**Population, Tax Rate & Indebtedness**

**Assessed Value of Property**

**Assessor's Tax Roll Parcel Data**

**Staff Positions**

**SUPPLEMENTAL INFORMATION**

**Fiscal Year 2008/09**

Assessed Value of Property

	Land	Improvements	Personal Property & Equipment	Less: Exemptions	Total Taxable Secured Assessed Value (AV)	Percent Change v. Prior Year
1983	166,936,948	242,463,733	380,865	(14,523,444)	\$ 395,258,102	7.8%
1984	190,515,476	258,720,189	572,135	(14,860,295)	\$ 434,947,505	10.0%
1985	230,900,314	301,076,888	595,709	(16,348,654)	\$ 516,224,257	18.7%
1986	274,837,304	388,870,988	851,904	(16,985,388)	\$ 647,574,808	25.4%
1987	285,890,121	390,609,559	455,629	(17,310,156)	\$ 659,645,153	1.9%
1988	320,184,575	432,507,135	524,738	(17,925,195)	\$ 735,291,253	11.5%
1989	350,210,541	491,295,359	550,331	(18,687,835)	\$ 823,368,396	12.0%
1990	463,137,436	517,193,716	981,113	(19,451,034)	\$ 961,861,231	16.8%
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)	<b>\$ 3,744,776,066</b>	6.2%
------	---------------	---------------	-----------	--------------	-------------------------	------

---

# SUPPLEMENTAL INFORMATION

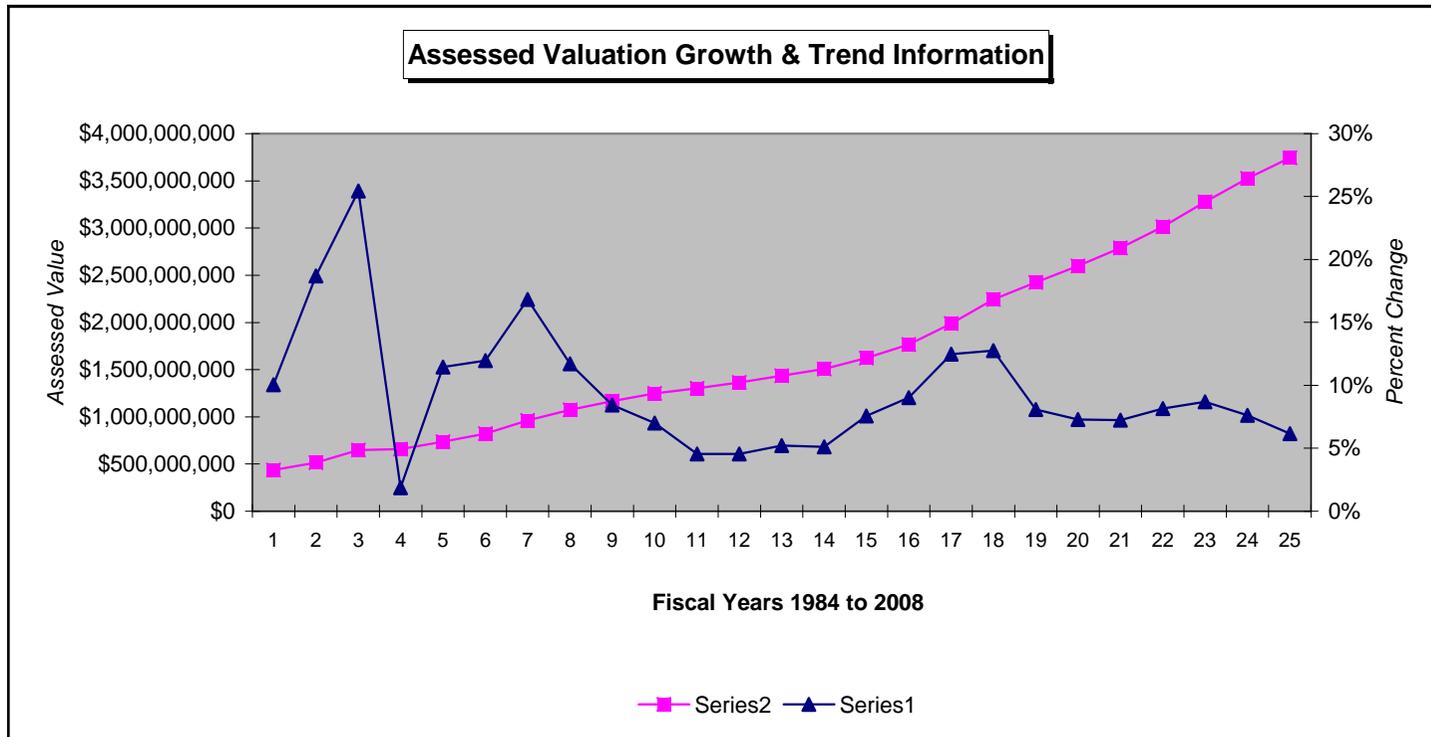
Fiscal Year 2008/09

## Assessed Value of Property

The Town of Tiburon has 3739 parcels of which 3,241 are Single-Family, 205 are Multiple-Family, and 59 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 9.58%. 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	\$	3,744,776,066
Assessed Valuation on July 1, 1983	\$	395,258,102
Average Annual Growth Since 1983		9.52%



**SUPPLEMENTAL INFORMATION**

**Fiscal Year 2008/09**

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	163	4.4%	44,739,074	1.2%	274,473
	Improved - Detached	2,441	65.4%	2,993,568,982	79.7%	1,226,370
	Improved - Attached	637	17.1%	407,872,647	10.9%	640,302
MULTIPLE RESIDENTIAL	Unimproved	13	0.3%	832,991	0.0%	64,076
	Improved	187	5.0%	208,811,439	5.6%	1,116,639
COMMERCIAL	Unimproved	9	0.2%	369,912	0.0%	41,101
	Improved	49	1.3%	96,428,801	2.6%	1,967,935
INDUSTRIAL LAND	Unimproved	1	0.03%	2,041	0.0001%	2,041
SUBJECT TO EXEMPTION	Unimproved	11	0.3%	0	0.0%	0
	Improved	36	1.0%	5,241,615	0.1%	145,600
TAX EXEMPT		173	4.6%	0	0.0%	0
COMMON AREA PARCEL	Homeowner's Association	14	0.4%	1,322	0.0%	94
<b>Column Totals:</b>		<b>3734</b>	<b>100.0%</b>	<b>\$ 3,757,868,824</b>	<b>100.0%</b>	<b>\$ 1,006,392</b>

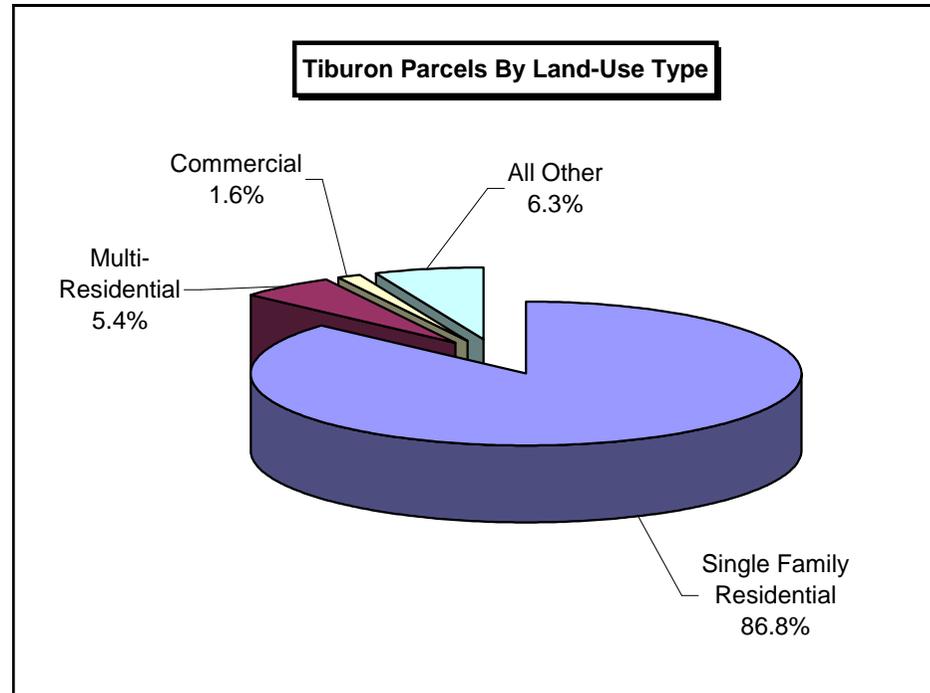
Source: Marin County Office of Assessor-Recorder

**Assessor's Tax Roll Parcel Data**

The Town of Tiburon has 3734 parcels of which 3,241 are Single-Family, 200 are Multiple-Family, and 58 are Commercial, the remainder are exempt or subject to exemption from regular tax assessments.

A total of 172 Single-Family parcels are unimproved, some of which are "scraps or "strips" and are undevelopable.

The Town-wide average assessed value per parcel is \$1,006,392. The average assessed value for an improved detached Single-Family parcel is \$1,226,370, for an attached townhouse-type unit it is \$640,302.



<i>Parcel Type</i>	<i>Number</i>	<i>Total AV</i>
Single Family Residential	3,241	\$ 3,446,180,703
Multi-Residential	200	209,644,430
Commercial	58	96,798,713
All Other	235	5,244,978
<b>Total Parcels:</b>	<b>3,734</b>	<b>\$ 3,757,868,824</b>

## SUPPLEMENTAL INFORMATION

### Staff Positions

Position	2005/06	2006/07	2007/08	2008/09	Position	2005/06	2006/07	2007/08	2008/09
<b>TOWN ADMINISTRATIVE SERVICES</b>					<b>POLICE DEPARTMENT</b>				
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	0.75	Captain	1.00	1.00	1.00	1.00
Town Clerk	1.00	1.00	1.00	1.00	Lieutenant	-	-	-	-
Office Assistant	1.00	1.00	1.00	1.00	Sergeant	4.00	4.00	4.00	4.00
Admin. Services Direrctor	1.00	1.00	1.00	1.00	Patrol Officers	8.00	8.00	8.00	8.00
IT Coordinator	1.00	1.00	1.00	1.00	Investigator/Detective	1.00	1.00	1.00	1.00
Admin & Financial Analyst	1.00	1.00	-	-	Secretary	1.00	1.00	1.00	1.00
Account Clerk	-	-	1.00	1.00	Police Service Aide	2.40	2.00	2.40	2.40
<b>Subtotal:</b>	<b>6.75</b>	<b>6.75</b>	<b>6.75</b>	<b>6.75</b>	Emergency Services Coordinator	-	1.00	1.00	1.00
<b>COMMUNITY DEVELOPMENT</b>					<b>Subtotal:</b>	<b>18.40</b>	<b>19.00</b>	<b>19.40</b>	<b>19.40</b>
Community Dev. Director	1.00	1.00	1.00	1.00	<b>PUBLIC WORKS</b>				
Planning Manager	1.00	1.00	1.00	1.00	Director & Town Engineer	1.00	1.00	1.00	1.00
Advance Planner	0.50	-	-	-	Deputy Director of Public Works	1.00	1.00	-	-
Associate Planner	1.00	1.00	1.00	1.00	Supt. of Public Works	-	-	1.00	1.00
Assistant Planner	-	1.00	1.00	1.00	Assistant Superintendent	1.00	1.00	-	-
Planning Secretary	1.00	1.00	1.00	1.00	Senior Maintenance Worker	-	-	1.00	1.00
Building Official	1.00	1.00	1.00	1.00	Foreman	1.00	1.00	1.00	1.00
Building Inspector	1.00	1.00	1.00	1.00	Maintenance II	1.00	1.00	1.00	1.00
Permits Clerk	1.00	1.00	1.00	1.00	Maintenance I	3.00	3.00	3.00	3.00
Assistant to Building Official	1.00	1.00	1.00	1.00	Administrative Aide	1.00	1.00	1.00	-
<b>Subtotal:</b>	<b>8.50</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	Project Coordinator	1.00	1.00	-	-
					Engineering Technician	-	-	-	1.00
					<b>Subtotal:</b>	<b>10.00</b>	<b>10.00</b>	<b>9.00</b>	<b>9.00</b>
					<b>TOTAL ALL POSITIONS</b>	<b>43.65</b>	<b>44.75</b>	<b>44.15</b>	<b>44.15</b>