

TOWN OF TIBURON
APPROVED
MUNICIPAL BUDGET
Fiscal Year 2021-22



PRESENTED TO:

Mayor Holli Thier

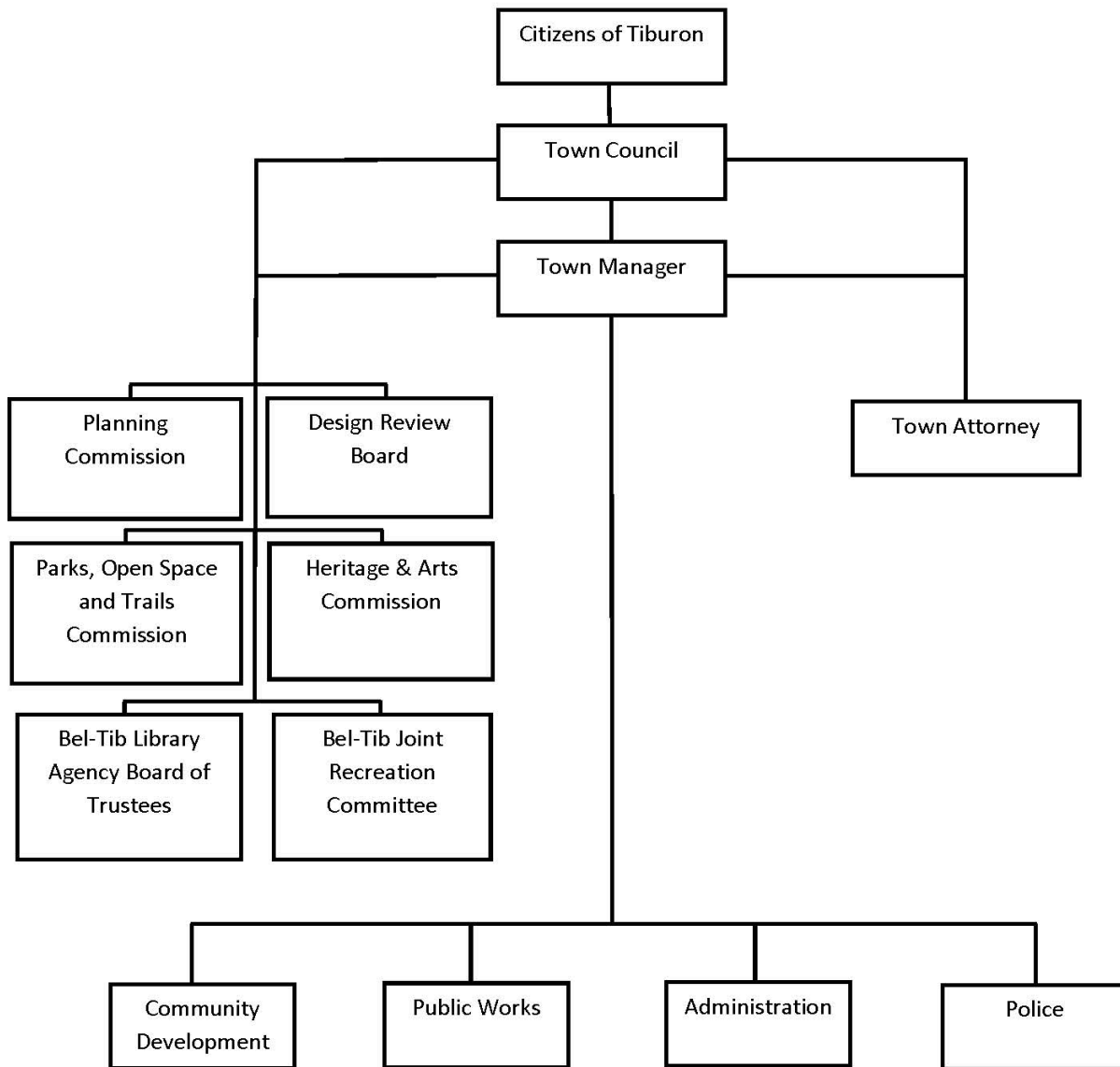
Vice Mayor Jon Welner

Councilmember Alice Fredericks

Councilmember Jack Ryan

One Vacant Seat

Town Organization Chart



Directory of Town Officials

TOWN MANAGER	Gregory Chanis
TOWN ATTORNEY	Benjamin Stock
CHIEF OF POLICE	Ryan Monaghan
DIRECTOR OF COMMUNITY DEVELOPMENT	Dina Tasini
DIRECTOR OF PUBLIC WORKS & TOWN ENGINEER	Steven Palmer
DIRECTOR OF ADMINISTRATIVE SERVICES	Suzanne Creekmore
TOWN CLERK	Lea Stefani
BUILDING OFFICIAL	Clay Salzman

Town Council, Commission & Board Members

TOWN COUNCIL

HOLLI THIER, MAYOR
JON WELNER, VICE-MAYOR
ALICE FREDERICKS
JACK RYAN
ONE VACANT SEAT

PLANNING COMMISSION

Kathleen Defever, Chair
Jeff Tsai, Vice Chair
Daniel Amir
Erica Williams
Eric Woodward

DESIGN REVIEW BOARD

Cedric Barringer, Chair
Bryan Chong, Vice Chair
Miles Berger
Suzanne Kim
One Vacant Seat

PARKS, OPEN SPACE & TRAILS COMMISSION

Isaac Nikfar, Chair
Chuck Hornbrook, Vice Chair
Park Allen
Tim Burr
Angela McInerney

HERITAGE & ARTS COMMISSION

Leonor Noguez, Chair
Jaleh Etemad, Vice Chair
Patricia Ferrin
Victoria Fong
Fran Hall
Kindra Lee
Azita Mujica-Beavers

Victoria Arnett, Commissioner Emeritus
Town Historian: David M. Gotz

BELVEDERE/TIBURON JOINT RECREATION COMMITTEE

Jason Rosell, Chair (Tiburon)
Chelsea Schlunt, Vice Chair (Belvedere)
Jon Welner (Tiburon Town Council)
Sally Wilkinson (Belvedere City Council)
Erin Burns (Tiburon)
Jerry Riessen (Tiburon)
Melissa Feder (Belvedere)
Julianne Schaefer (Belvedere)
Sherry Wangenheim
(Reed Union School District)

BELVEDERE/TIBURON LIBRARY AGENCY BOARD OF TRUSTEES

Bill Smith, Chair (Belvedere)
Niran Amir, Vice Chair (RUSD)
Larry Drew (Tiburon)
Ken Weil (Tiburon)
Jeff Slavitz (Tiburon)
Tom Cromwell (Belvedere)
Maureen Johnson (Belvedere)

BELVEDERE/TIBURON JOINT DISASTER ADVISORY COUNCIL

Tom Cromwell, Chair
Holli Thier (Tiburon Town Council)
Christopher Murphy (Tiburon)
James Sherman (Tiburon)
Jerry Butler (Belvedere)

FUND RESOURCES OVERVIEW

Overview of Total Appropriations

Statement of Fund Balances, June 30th Closing

Changes to Fund Balance

Fiscal Year 2021/22

Capital & Special Project Fund Descriptions

Overview of Total Appropriations

		Appropriation
Operating Program		
Town Administration		2,284,530
Community Development		1,728,201
Police		4,137,071
Public Works		2,723,011
Non-Departmental		3,472,571
Subtotal:		\$ 14,345,386
Capital & IT Outlay Program		\$ 381,200
Capital Improvement Program		
Street Improvements		1,863,945
Drainage Improvements		155,200
Community Development Improvements		657,900
Subtotal:		\$ 2,677,045
Debt Service Program		
2016 Consolidated Reassessment District		620,373
TPFA 2016 Refunding Revenue Bonds		619,790
Virginia Undergrounding District Series A		38,600
Virginia Undergrounding District Series B		40,228
Subtotal:		\$ 1,318,991
Total Appropriation		\$ 18,341,422

FUND RESOURCES OVERVIEW

Fiscal Year 2021/22

Statement of Fund Balances, June 30th Closing

FUND/ RESERVE	2018/19 Actual	2019/20 Actual	2020/21 Estimated	2021/22 Projected
GENERAL FUND				
Operating (Policy Requires 25% Reserve)	5,975,758	6,479,367	6,188,730	6,186,185
Employee Compensated Leave	171,952	250,000	195,000	195,000
Employee Housing Assistance	-	-	-	-
CalPERS Liability Reserve			-	-
OPEB Fund (GASB 45)			-	-
Self Insurance	250,004	250,004	223,190	98,190
Capital Equipment Replacement	484,177	530,083	584,946	604,516
Technology Fund	610,233	601,855	645,527	548,882
CalPERS Side Fund Repayment	-	-	-	-
Other Post Employment Benefits	-	-	-	-
Sub-Total	\$ 7,492,125	\$ 8,111,309	\$ 7,837,393	\$ 7,632,773
DISCRETIONARY SET-ASIDES				
PW Corp Yard Improvement	3,581,633	3,497,788	3,497,788	3,497,788
Park Development & ORT	603,766	525,921	480,170	368,270
Open Space Management	25,141	25,141	25,141	25,141
Emergency Repairs	47,277	99,560	99,560	99,560
Streets & Drainage	1,847,880	1,360,005	1,361,197	1,325,997
Infrastructure & Facility Replacement	1,151,126	1,151,126	1,398,960	900,960
Litigation Reserve				
Retirement Surplus Account				
Sub-total	\$ 7,256,823	\$ 6,659,540	\$ 6,862,815	\$ 6,217,715
Total General Fund:	\$ 14,748,948	\$ 14,770,849	\$ 14,700,208	\$ 13,850,488
OTHER RESTRICTED FUNDS				
Planning State Grant	-	-	-	160,000
COPS	37,234	-	-	-
Cypress Hollow District	22,402	19,038	(1,962)	(22,981)
Paula Little Flower	27,211	28,533	28,742	20,742
County Measure A Funds (Parks)	63,385	50,706	39,272	21,320
TAM Safe Routes to Schools	-	-	22,208	(332,000)
State Per Capita Grant (Parks)	-	-	-	(48)
State Gas Tax	1,747,613	1,481,523	1,025,190	1,618,865
County Measure A Transportation (Sales)	336,889	557,242	522,499	284,574
County Measure B Funds	113,532	115,384	32,503	32,828
RMRA (SB1 Funding)	152,565	333,799	340,873	518,192
Town Owned Housing Fund	179,109	220,855	288,076	268,698
Heritage & Arts Donation Fund	5,450	10,303	11,303	13,434
Low & Moderate Housing	1,221,450	1,205,125	1,064,766	1,069,489
Tiburon Playground Improvements	2,030	2,030	2,030	2,030
Tiburon Parks In-Lieu	39,433	40,562	41,170	41,582
Open Space Acquisition	203,538	206,859	209,962	212,061
Tiburon Planning Area Mitigation	194,474	197,643	200,608	202,614

Statement of Fund Balances, June 30th Closing

FUND/ RESERVE	2018/19 Actual	2019/20 Actual	2020/21 Estimated	2021/22 Projected
Tiburon Street Impact	2,683,891	2,505,578	2,311,364	2,534,478
Tiburon Drainage Impact	73,597	93,788	108,195	122,277
Tiburon Circ System Improvement	132,337	139,767	141,864	143,283
Tiburon Bunch Grass Mitigation	137,767	140,013	142,113	143,535
Tiburon Long Range Planning	363,268	411,324	450,258	144,012
Belvedere/Tiburon Library Agency	-	-	-	-
Total Restricted Funds:	\$ 7,737,176	\$ 7,760,074	\$ 6,981,033	\$ 7,198,983
Grand Total Funds	22,486,124	22,530,923	21,681,241	21,049,471

FUND RESOURCE OVERVIEW

Fiscal Year 2021/22

Changes to Fund Balance, projected June 30, 2022

FUND/RESERVE	Estimated Fund Balance 7/1/2021	Projected Revenues	Projected Operating Expenses	Projected Capital Project Expenses	Transfers In	Transfers Out	Projected Change to Fund Balance	PROJECTED FUND BALANCE 6/30/2022
GENERAL FUND RESERVES								
POLICY RESTRICTED								
Operating Reserve (25%)	\$ 6,188,730	11,153,681	11,056,226	-	-	100,000	(2,545)	\$ 6,186,185
Employee Compensated Leave	\$ 195,000	-	-	-	-	-	-	195,000
Employee Housing Assistance	\$ -	-	-	-	-	-	-	-
CalPERS Liability Reserve	\$ -	-	-	-	-	-	-	-
OPEB Fund (GASB 45)	\$ -	-	-	-	-	-	-	-
Self Insurance	\$ 223,190	-	125,000	-	-	-	(125,000)	98,190
Capital Equipment Replacement	\$ 584,946	149,570	130,000	-	-	-	19,570	\$ 604,516
Technology Fund	\$ 645,527	154,555	251,200	-	-	-	(96,645)	548,882
Sub-Total	7,837,393	11,457,806	11,562,426	-	-	100,000	(204,620)	7,632,773
DISCRETIONARY SET-ASIDES								
PW Corp Yard Improvement	\$ 3,497,788	-	-	-	-	-	-	3,497,788
Park Development & ORT	\$ 480,170	-	40,000	71,900	-	-	(111,900)	368,270
Open Space Management	\$ 25,141	-	-	-	-	-	-	25,141
Emergency Repairs	\$ 99,560	-	-	-	-	-	-	99,560
Streets & Drainage	\$ 1,361,197	70,000	-	105,200	-	-	(35,200)	1,325,997
Infrastructure & Facility Replacement	\$ 1,398,960	-	150,000	348,000	-	-	(498,000)	900,960
Litigation Reserve	\$ -	-	100,000	-	100,000	-	-	-
Retirement Surplus Assets	-	-	-	-	-	-	-	-
Sub-Total	6,862,815	70,000	290,000	525,100	100,000	-	(645,100)	6,217,715
Total General Fund	\$ 14,700,208	\$ 11,527,806	\$ 11,852,426	\$ 525,100	\$ 100,000	\$ 100,000	\$ (849,720)	\$ 13,850,488
RESTRICTED FUNDS								
Planning State Grant (SB-2)	\$ -	160,000	-	-	-	-	160,000	160,000
COPS	\$ -	-	-	-	-	-	-	-
Cypress Hollow District	\$ (1,962)	15,980	37,000	-	-	-	(21,020)	(22,981)
Paula Little Flower	\$ 28,742	-	8,000	-	-	-	(8,000)	20,742
County Measure A Funds (Parks)	\$ 39,272	57,048	75,000	-	-	-	(17,952)	21,320
TAM Safe Routes to School	\$ 22,208	-	-	354,208	-	-	(354,208)	(332,000)
State Per Capita Grant (Parks)	\$ -	177,952	-	178,000	-	-	(48)	(48)
State Gas Tax (HUTA)	\$ 1,025,190	1,281,676	110,000	578,000	-	-	593,676	1,618,865
County Measure A Transportation (Sales)	\$ 522,499	173,873	-	411,798	-	-	(237,925)	284,574
County Measure B Funds	\$ 32,503	325	-	-	-	-	325	32,828
RMRA (SB1 Funding)	\$ 340,873	527,259	-	349,939	-	-	177,320	518,192
Town Owned Housing Units	\$ 288,076	147,421	106,799	60,000	-	-	(19,378)	268,698
Heritage & Arts Project Fund	\$ 11,303	2,130	-	-	-	-	2,130	13,434
Low & Moderate Housing	\$ 1,064,766	15,971	11,249	-	-	-	4,723	1,069,489
Tiburon Playground Improvements	\$ 2,030	-	-	-	-	-	-	2,030
Tiburon Parks In-Lieu	\$ 41,170	412	-	-	-	-	412	41,582
Open Space Acquisition	\$ 209,962	2,100	-	-	-	-	2,100	212,061
Tiburon Planning Area Mitigation	\$ 200,608	2,006	-	-	-	-	2,006	202,614
Tiburon Street Impact	\$ 2,311,364	443,114	-	220,000	-	-	223,114	2,534,478
Tiburon Drainage Impact	\$ 108,195	14,082	-	-	-	-	14,082	122,277
Tiburon Circ System Improvement	\$ 141,864	1,419	-	-	-	-	1,419	143,283
Tiburon Bunch Grass Mitigation	\$ 142,113	1,421	-	-	-	-	1,421	143,535
Tiburon Long Range Planning	\$ 450,258	48,754	355,000	-	-	-	(306,246)	144,012
Belvedere/Tiburon Library Agency	\$ -	1,789,912	1,789,912	-	-	-	-	-
Total Restricted Funds	6,981,033	4,862,854	2,492,959	2,151,945	-	-	217,950	\$ 7,198,983
Total Town Funds	\$ 21,681,241	\$ 16,390,661	\$ 14,345,386	\$ 2,677,045	\$ 100,000	\$ 100,000	(431,770)	\$ 21,049,471

Capital & Special Projects Funds Descriptions

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

OPERATING BUDGET OVERVIEW



**Overview of Revenues & Expenditures
Fiscal Year 2021/22**

Overview of Operating Budget Revenues & Expenditures

REVENUE & SOURCES	AMOUNT	EXPENDITURES	AMOUNT
GENERAL FUND REVENUES		TOWN ADMINISTRATIVE SERVICES	
Property Taxes	6,741,495	Town Administration	1,487,530
Other Taxes	1,615,000	Legal Services	431,050
Licenses & Permits	893,250	Legislative	81,900
Intergovernment & Agency	299,595	Town Hall Facility	284,050
Franchises	745,000		
Charges for Service	422,090	NON DEPARTMENTAL	3,472,571
Investment Earnings	129,200	COMMUNITY DEVELOPMENT	
Fines & Forfeitures	105,250	Planning & Design Review	724,373
Other Revenues	202,802	Building Inspection	648,829
		Advance Planning	355,000
Subtotal	\$ 11,153,681	POLICE	
		Police Services	4,062,601
OTHER SOURCES		Police/EOC Facility	74,470
Other Fund Sources	\$ 3,289,159	PUBLIC WORKS	
		Administration & Engineering	678,383
		Streets Maintenance	886,768
		Parks Maintenance	955,640
		Street & Signal Light System	52,500
		Corporation Yard	112,720
		Cypress Hollow	37,000
TOTAL REVENUE & SOURCES	\$ 14,442,841	TOTAL EXPENDITURES:	\$ 14,345,386
NET OPERATING SURPLUS (DEFICIENCY)	\$97,455		

OPERATING REVENUES & SOURCES OF FUNDS

Overview of Operating Revenue Plan

Summary of Operating Revenues

Operating Budget Revenues

General Fund

Self Insurance Reserve

Employee Compensated Leave Reserve

Capital Equipment Replacement Reserve

Technology Fund Reserve

Park Development & ORT Reserve

Cypress Hollow Fund

Measure "A" Parks

State Gas Tax

Town Owned Housing Units

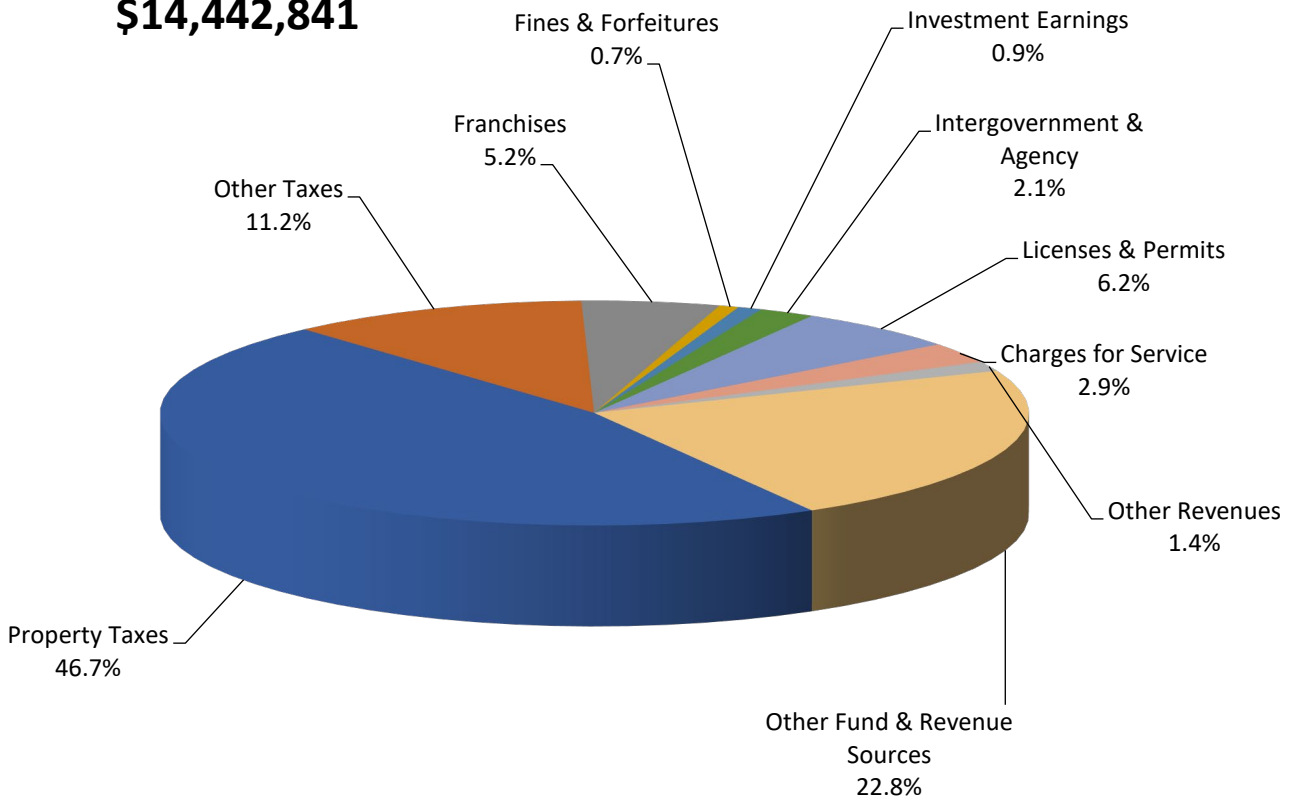
Low/Moderate Income Housing Fund

Peninsula Library JPA Fund

Long Range Planning Fund

Overview of Operating Budget Sources of Funding

**Planned Operating Revenues
& Sources of Funds for 2021/22**
\$14,442,841



Property Taxes	\$ 6,741,495
Other Taxes	\$ 1,615,000
Franchises	\$ 745,000
Fines & Forfeitures	\$ 105,250
Investment Earnings	\$ 129,200
Intergovernment & Agency	\$ 299,595
Licenses & Permits	\$ 893,250
Charges for Service	\$ 422,090
Other Revenues	\$ 202,802
Other Fund & Revenue Sources	<u>\$ 3,289,159</u>
	\$ 14,442,841

OPERATING REVENUES

Operating Budget Revenues - Summary

Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
<i>GENERAL FUND</i>					
Property Taxes	6,023,400	6,348,923	6,315,635	6,560,467	6,741,495
Other Taxes	1,746,561	1,522,588	1,110,136	1,212,392	1,615,000
Franchises	665,216	722,417	729,897	715,490	745,000
Fines & Forfeitures	408,687	208,342	100,000	106,968	105,250
Investment Earnings	329,964	242,164	285,000	150,000	129,200
Intergovernment & Agency	223,138	293,740	282,844	330,620	299,595
Licenses & Permits	991,374	880,721	873,250	904,724	893,250
Charges for Service	654,145	738,082	496,500	543,782	422,090
Other Revenues	90,763	118,241	97,005	279,486	202,802
<i>Subtotal General Fund</i>	\$ 11,133,249	\$ 11,075,219	\$ 10,290,268	\$ 10,803,929	\$ 11,153,681
<i>OTHER FUND & RESERVE SOURCES</i>					
Litigation Reserve	-	-	-	-	100,000
Employee Compensated Leave Reserve	92,623	-	-	44,397	-
Self Insurance Reserve	-	125,000	125,000	24,747	125,000
Capital Equipment Replacement	76,294	-	-	59,903	130,000
Technology Fund	139,469	-	-	95,524	251,200
Park Development & ORT	9,943	40,000	-	10,000	40,000
Disaster Response	680	-	-	-	-
Cypress Hollow Fund	20,124	16,500	16,500	23,802	37,000
Paula Little Flower	7,940	-	-	7,957	8,000
Measure "A" Parks	86,627	68,344	68,344	68,344	75,000
State Gas Tax	3,335	-	40,000	7,500	110,000
Town Owned Housing Units	78,989	113,700	113,700	79,319	106,799
Low/Moderate Income Housing Fund	35,848	23,552	23,552	23,552	11,249
Street Impact Fund	-	50,000	50,000	40,000	-
Long Range Planning Fund	-	355,000	355,000	355,000	355,000
Peninsula Library JPA Fund	1,980,433	1,730,219	1,730,219	1,730,219	1,789,912
Infrastructure & Facility Replacement	-	-	-	-	150,000
<i>Subtotal Other Sources</i>	\$ 2,532,307	\$ 2,522,315	\$ 2,522,314	\$ 2,570,264	\$ 3,289,159
Totals:	\$ 13,665,557	\$ 13,597,534	\$ 12,812,582	\$ 13,374,193	\$ 14,442,841

OPERATING REVENUES

Operating Budget Revenues - Detail

Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
GENERAL FUND					
PROPERTY TAXES					
Secured	4,180,494	4,231,593	4,423,743	4,423,743	4,603,458
Unsecured	77,342	82,586	85,610	86,142	91,488
Supplemental	53,662	95,520	75,000	75,000	75,000
Other	25,030	54,289	25,000	25,000	25,000
HOPTR State	16,337	19,106	18,890	18,809	18,634
ERAF Rebate	740,608	882,076	675,000	914,097	880,000
Property Tax In-Lieu of VLF	993,108	1,040,783	1,077,210	1,082,494	1,114,969
County Fees	(63,180)	(57,030)	(64,818)	(64,818)	(67,054)
Total:	6,023,400	6,348,923	6,315,635	6,560,467	6,741,495
OTHER TAXES					
Sales Tax	568,472	586,284	400,000	460,101	550,000
Sales Tax-Public Safety	88,856	84,202	63,450	88,396	80,000
Transient Occupancy Tax	907,773	638,638	466,686	342,256	750,000
TOT Seasonal Rentals	-	-	-	-	-
Real Property Transfer	181,460	213,463	180,000	321,640	235,000
Total:	1,746,561	1,522,588	1,110,136	1,212,392	1,615,000
FRANCHISES					
Energy-PG&E	120,907	127,978	127,397	132,699	132,500
Refuse-Mill Valley Refuse	379,153	390,931	410,000	410,000	425,000
Debris Boxes - Grange	14,029	7,407	17,500	-	15,000
Cable-AT&T	151,128	196,100	175,000	172,791	172,500
Total:	665,216	722,417	729,897	715,490	745,000
FINES & FORFEITURES					
Vehicle Code	16,161	9,184	12,000	3,262	12,000
Parking Code	45,753	55,169	45,000	62,444	50,000
False Alarm Fines	8,308	4,600	3,000	4,125	3,250
Permit Reactivate Fines	56,802	150	10,000	1,200	10,000
Other Fines	281,662	139,240	30,000	35,938	30,000
Total:	408,687	208,342	100,000	106,968	105,250
INVESTMENT EARNINGS					
Interest-LAIF	329,922	242,164	285,000	150,000	129,200
Interest-Notes/Loans	-	-	-	-	-
Interest - Investments	42	-	-	-	-
Interest - Other	-	-	-	-	-
Total:	329,964	242,164	285,000	150,000	129,200
INTERGOVERNMENT & AGENCY					
State Motor Vehicle License Fees	4,631	7,410	6,500	6,997	6,750
State POST	1,538	-	12,000	-	12,000
State Abandoned Vehicle	4,835	5,625	4,800	4,974	4,800
Police COPS/SLESF Fund	118,167	163,435	150,000	199,055	150,000
ISB 90 Reimbursements	-	-	-	-	-
Belvedere (Dairy Knoll Capital \$30K)	34,007	35,334	35,334	35,334	36,429
Belvedere-Tiburon Library Agency	-	-	-	-	-
Richardson Bay Sanitary District	-	-	-	-	-
Reed Union School District	-	6,487	5,000	7,692	6,487
Tiburon Sanitary District	13,422	9,993	7,210	11,718	9,993
Tiburon Fire District	12,254	22,475	12,000	24,190	22,475

OPERATING REVENUES

Operating Budget Revenues - Detail

Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
TPSL McKegney Fees	8,715	22,308	35,000	25,000	30,000
State Grants	10,000	5,000	-	-	5,000
County Grants	15,569	15,672	15,000	15,660	15,660
Other Grants/Gifts (Risk Management)	-	-	-	-	-
Total:	223,138	293,740	282,844	330,620	299,595
LICENSES & PERMITS					
Business License-Regular	194,202	181,521	180,000	165,000	170,000
Business License-Construction	69,058	67,072	60,000	60,000	65,000
Dog Walker Permits	150	1,350	750	300	750
Solar Panel Permits	1,890	-	-	-	-
Film Permits	-	1,000	-	-	-
Building Permits	512,841	454,589	475,000	500,000	500,000
CEQA EIR Initial Study	14,177	400	-	250	-
Design Review	81,299	46,022	70,000	69,755	70,000
Home Occupation Permit	5,650	6,108	5,000	5,800	5,000
Lot Line Adjustment	180	720	-	-	-
Master & Precise Plan	1,300	1,300	-	-	-
Sign Permit	360	755	1,500	1,180	1,500
Subdivision Permit	-	13,680	-	-	-
Tree Permit	8,285	6,320	6,000	5,385	6,000
Use Permit	11,710	10,185	7,500	15,290	7,500
Variance Amendment	16,490	6,785	9,000	15,570	9,000
Zoning (Pre, Re)	-	-	-	-	-
Other Planning Permits	6,780	25,540	2,500	(6,791)	2,500
Alarm System Permit	15,975	17,065	14,000	11,627	14,000
Encroachment Permit - Staff Review	48,285	38,140	40,000	59,359	40,000
Park Usage Permit	-	-	-	-	-
Drainage Review Fee	-	-	-	-	-
Misc. Engineering Fees	150	-	-	-	-
Parking Permit (Residential)	2,590	2,170	2,000	2,000	2,000
Total:	991,374	880,721	873,250	904,724	893,250
CHARGES FOR SERVICE					
Cost Recovery - IT Services	35,965	33,840	35,000	15,300	-
Cost Recovery-Housing Administration	9,439	11,033	9,600	9,600	9,600
Refuse Franchise Admin. Fee	6,000	6,000	6,000	6,000	6,000
Miscellaneous-Administration Charges	3,687	2,573	2,000	1,310	2,000
Appeal	2,050	900	900	900	900
Plan Checking	401,948	490,610	275,000	372,617	280,000
Plan Checking-Outside	-	30,163	50,000	6,736	-
Records & Document Storage	41,815	30,730	30,000	46,461	31,590
RBR Residential Resale Report	39,970	40,500	27,500	46,433	35,000
Staff Research	-	-	-	-	-
Street Name/Address Change	680	-	-	340	-
Noticing Of Applications	500	900	500	667	500
Sale Publications & Documents	113	-	-	-	-
Cost Recovery-Community Dev.	18,828	-	-	-	-
Cost Recovery - Building	30,135	29,332	-	18,772	10,000
Certified Access Specialist Fee (CAS)	-	-	-	-	-

OPERATING REVENUES

Operating Budget Revenues - Detail

Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
Miscellaneous-Planning Charges	-	143	-	-	-
Cost Recovery-Police	24,456	46,444	38,000	13,841	25,000
Police Overtime Reimbursement	3,888	4,364	10,000	-	5,000
Miscellaneous-Police Charges	13,187	5,177	5,000	1,622	2,500
Sign Placement & Impound Fees	144	-	-	-	-
Sign Fees	-	-	-	-	-
Cost Recovery-Public Works	21,342	5,374	7,000	3,183	14,000
Total:	654,145	738,082	496,500	543,782	422,090
OTHER REVENUES					
Refunds & Reimbursements	5,893	2,532	1,000	64,355	1,000
Other Revenues	548	4,108	5,000	121,000	5,000
Administrative Fees-Assessment Dist	-	27,706	10,000	49,162	114,032
Rent-Antenna Site & Utility	73,976	76,935	78,005	79,756	80,270
Rent-Downtown Restroom	8,836	6,240	2,500	6,240	2,500
Rent-Other	460	720	500	-	-
Sale-Property Equipment	1,050	-	-	-	-
Total:	90,763	118,241	97,005	279,486	202,802
Total General Fund:	11,133,249	11,075,218	10,290,267	10,824,442	11,153,681
OTHER SOURCES OF FUNDS					
Restricted Fund Contributions/Transfers					
Litigation Reserve					100,000
Employee Compensated Leave Reserve	-	92,623	-	44,397	-
Self Insurance Reserve	-	-	125,000	24,747	125,000
Capital Equipment Replacement	-	76,294	-	59,903	130,000
Technology Fund	-	139,469	-	95,524	251,200
Park Development & ORT	-	9,943	40,000	10,000	40,000
Disaster Response	-	680	-	-	-
Cypress Hollow Fund	25,193	20,124	16,500	23,802	37,000
Paula Little Flower	-	7,940	-	7,957	8,000
Measure "A" Parks	-	86,627	68,344	68,344	75,000
State Gas Tax	-	3,335	-	7,500	110,000
Town Owned Housing Units	327,503	78,989	113,700	79,319	106,799
Low/Moderate Income Housing Fund	22,673	35,848	23,552	23,552	11,249
Street Impact Fund	-	-	50,000	40,000	-
Long Range Planning Fund	-	-	355,000	355,000	355,000
Peninsula Library JPA Fund	1,879,966	1,980,433	1,730,219	1,730,219	1,789,912
Infrastructure & Facility Replacement					150,000
PERS Surplus Asset Fund					
General Fund Operating Reserve					
Total:	2,255,335	2,532,307	2,522,315	2,570,264	3,289,159
Total Revenues (All Funds):	13,388,585	13,607,525	12,812,582	13,394,706	14,442,841

OVERVIEW OF OPERATING EXPENDITURES

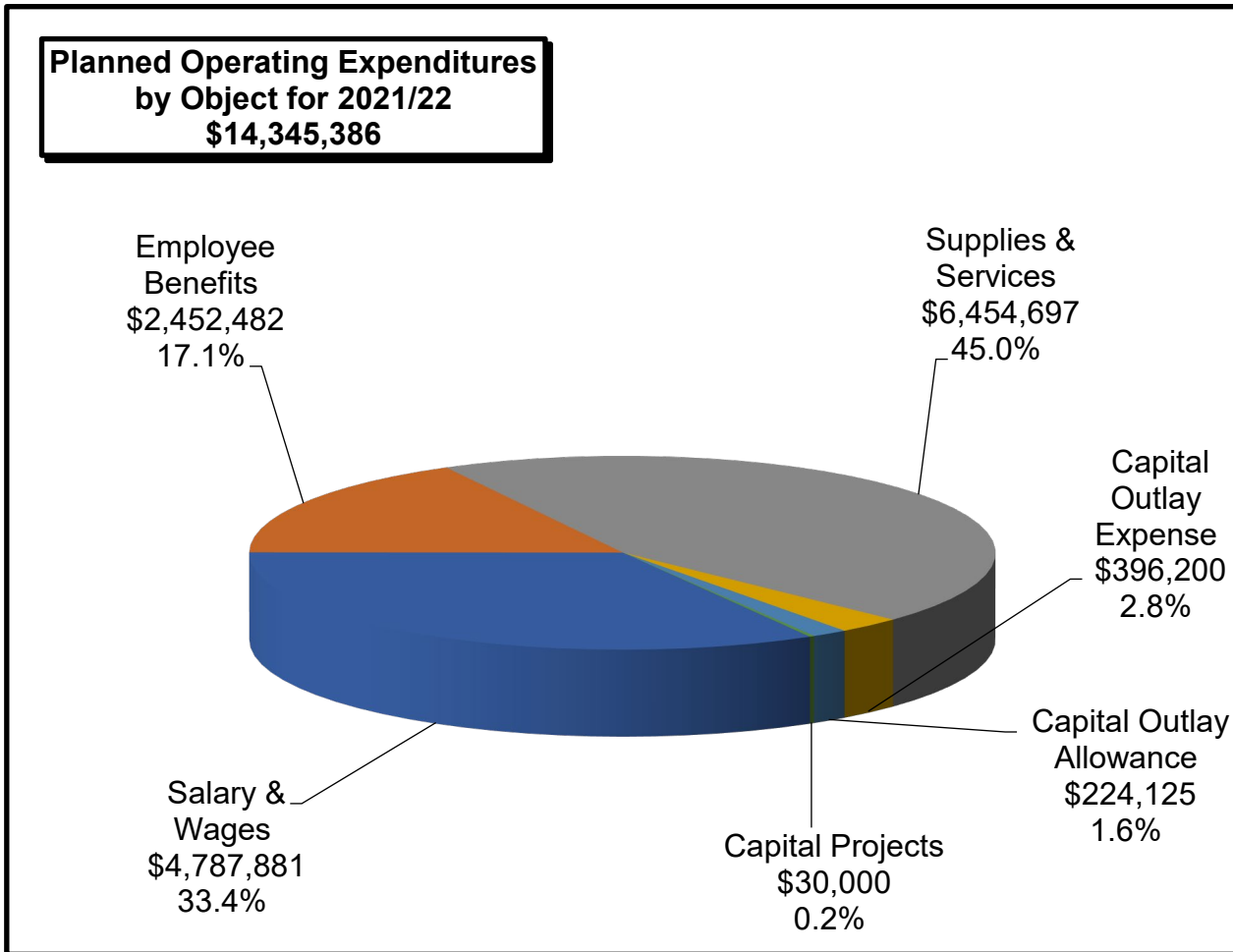


Expenditures by Object

Fund Sources for Expenditures

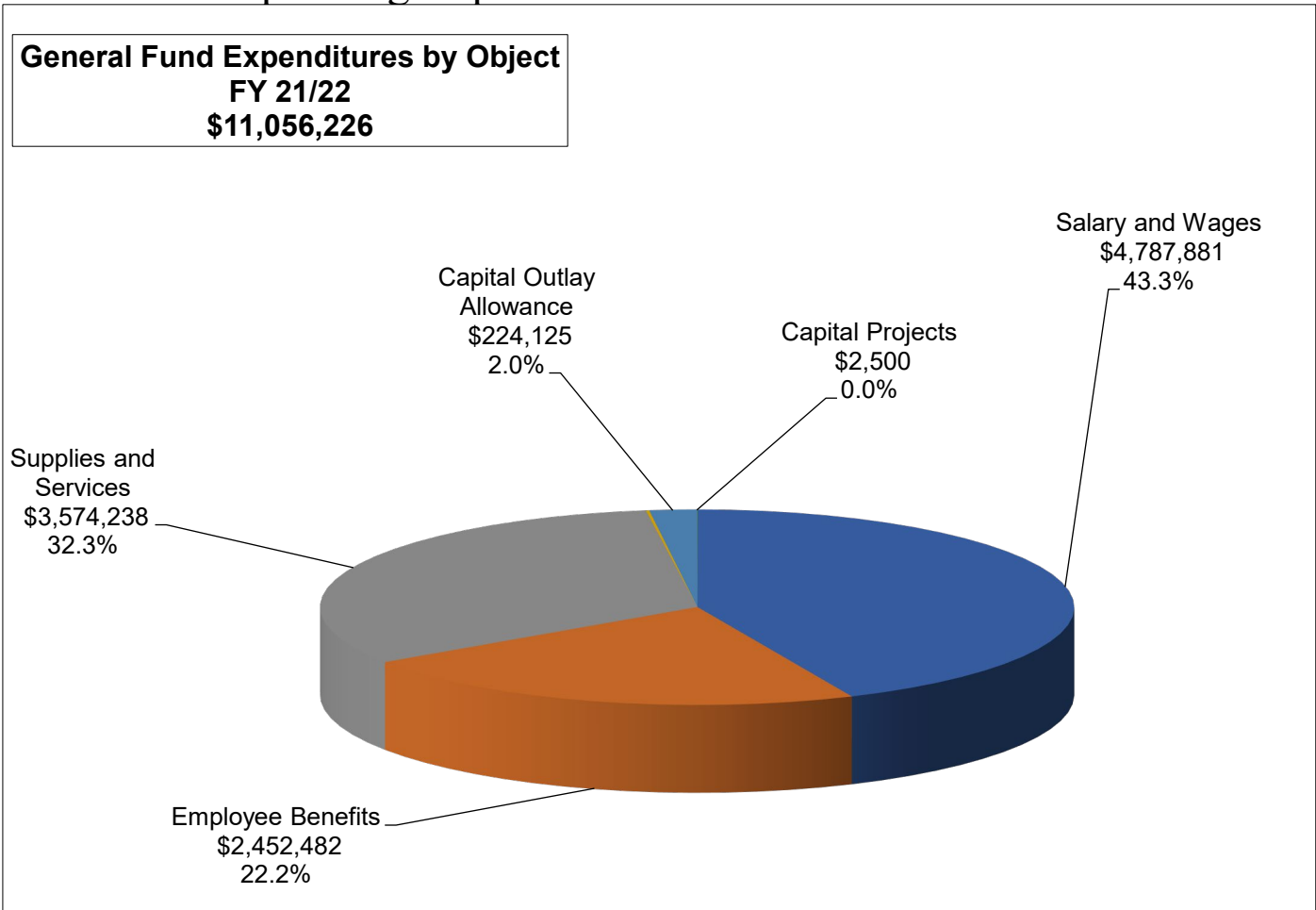
Expenditures by Department

Overview of Operating Expenditures by Object



Salary & Wages	\$	4,787,881
Employee Benefits	\$	2,452,482
Supplies & Services	\$	6,454,697
Capital Outlay Expense	\$	396,200
Capital Outlay Allowance	\$	224,125
Capital Projects	\$	30,000
Total Operating Expenditures		\$14,345,386

General Fund Operating Expenditures



Salary and Wages	\$	4,787,881
Employee Benefits	\$	2,452,482
Supplies and Services	\$	3,574,238
Capital Outlay EXPENSE	\$	15,000
Capital Outlay Allowance	\$	224,125
Capital Projects	\$	2,500
Total General Fund Operating Expenditures	\$	11,056,226

OPERATING EXPENDITURES

FY 2021/22

Summary of Department Expenditures

Department/Division	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
ALL DEPARTMENTS/DIVISIONS					
TOWN ADMINISTRATIVE SERVICES					
Administration	1,102,234	1,196,543	1,336,522	1,343,932	1,487,530
Legal Services	280,612	408,830	356,000	442,047	431,050
Legislative	75,656	53,619	80,550	58,224	81,900
Town Hall Facility	169,071	263,671	254,250	232,424	284,050
subtotal	\$ 1,627,573	\$ 1,922,663	\$ 2,027,323	\$ 2,076,628	\$ 2,284,531
NON-DEPARTMENTAL					
Insurances and Governmental Agreements	1,465,385	1,632,908	1,358,788	1,324,907	1,289,612
Self Insurance			-	24,747	125,000
Housing	22,673	35,848	23,552	23,552	11,249
Town Owned Housing	327,503	78,989	113,700	79,319	106,799
Infrastructure & Facility Replacement					150,000
Belvedere-Tiburon Library Agency	1,879,966	1,980,433	1,730,219	1,730,219	1,789,912
subtotal	\$ 3,695,527	\$ 3,728,179	\$ 3,226,259	\$ 3,182,745	\$ 3,472,571
COMMUNITY DEVELOPMENT					
Planning & Design Review	599,977	572,692	618,028	617,997	724,373
Building Inspection	611,856	736,758	659,793	621,514	648,829
Advance Planning	-	-	355,000	355,000	355,000
subtotal	\$ 1,211,832	\$ 1,309,450	\$ 1,632,821	\$ 1,594,510	\$ 1,728,201
POLICE SERVICES					
Police Department	3,104,928	3,568,152	3,679,767	3,732,008	4,062,601
Police EOC/Facility	55,049	75,245	70,600	65,651	74,470
subtotal	\$ 3,159,977	\$ 3,643,397	\$ 3,750,367	\$ 3,797,659	\$ 4,137,071
PUBLIC WORKS & ENGINEERING					
Administration & Engineering	358,353	620,807	586,885	627,701	678,383
Streets Maintenance	524,332	723,098	678,300	688,655	886,768
Parks Maintenance	655,807	673,291	768,077	759,579	955,640
Street & Signal Light System	44,592	30,899	36,000	30,209	52,500
Corporation Yard	101,454	127,001	89,100	129,713	112,720
Cypress Hollow	25,193	20,124	16,500	23,802	37,000
subtotal	\$ 1,709,730	\$ 2,195,221	\$ 2,174,862	\$ 2,259,658	\$ 2,723,011
TOTALS	\$ 11,404,640	\$ 12,798,910	\$ 12,811,630	\$ 12,911,200	\$ 14,345,387

OPERATING EXPENDITURES

FY 2021/22

Summary of Funding Sources
for Department Expenditures

	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
ALL FUNDS					
General Fund	\$ 9,149,305	\$ 10,266,603	\$ 10,289,315	\$ 10,340,935	\$ 11,056,226
Employee Compensated Leave Reserve	-	92,623	-	44,397	-
Self Insurance Reserve	-	-	125,000	24,747	125,000
Capital Equipment Replacement	-	76,294	-	59,903	130,000
Technology Fund	-	139,469	-	95,524	251,200
Park Development & ORT	-	9,943	40,000	10,000	40,000
Disaster Response	-	680	-	-	-
Infrastructure & Facility Replacement	-	-	-	-	150,000
Litigation Reserve	-	-	-	-	100,000
Cypress Hollow Fund	25,193	20,124	16,500	23,802	37,000
Paula Little Flower Fund	-	7,940	-	7,957	8,000
Measure "A" Parks	-	86,627	68,344	68,344	75,000
State Gas Tax Fund	-	3,335	-	7,500	110,000
Town Owned Housing	327,503	78,989	113,700	79,319	106,799
Low & Moderate Income Housing	22,673	35,848	23,552	23,552	11,249
Street Impact Fund	-	-	50,000	40,000	-
Long Range Planning	-	-	355,000	355,000	355,000
Belvedere-Tiburon Library Agency	1,879,966	1,980,433	1,730,219	1,730,219	1,789,912
Totals	\$ 11,404,640	\$ 12,798,910	\$ 12,811,630	\$ 12,911,199	\$ 14,345,386

OPERATING EXPENDITURES

FY 2021/22

Summary of Expenditures by Object

Expenditure Object	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
EXPENDITURES					
SALARY & WAGES	\$ 4,229,077	\$ 4,504,012	\$ 4,730,793	\$ 4,704,840	\$ 4,787,881
EMPLOYEE BENEFITS	\$ 1,830,853	\$ 2,094,466	\$ 2,138,739	\$ 2,008,469	\$ 2,452,482
SUPPLIES & SERVICES		\$ -	\$ -	\$ -	\$ -
Department Supplies & Expenses	168,374	174,500	208,810	162,850	\$ 208,949
Conferences & Memberships	45,191	40,112	82,305	55,744	76,275
Contractual Services	556,766	809,777	686,219	849,590	1,009,941
Insurances	403,210	337,636	495,578	376,233	508,345
Intergovernmental & Agency	2,860,063	3,232,898	2,802,936	2,815,860	\$ 2,837,498
Equipment Supplies & Maintenance	488,329	766,485	858,250	794,181	\$ 999,555
Utility & Communication	280,601	317,789	316,950	374,690	\$ 374,635
Special Department Administrative	72,906	127,958	457,250	456,424	439,500
Allocated Costs	0	0	300	0	\$ -
Total Supplies & Services	\$ 4,875,440	\$ 5,807,155	\$ 5,711,098	\$ 5,885,573	\$ 6,454,697
CAPITAL OUTLAY EXPENSE	\$ 9,973	\$ 211,694	\$ 17,500	\$ 125,567	\$ 396,200
CAPITAL OUTLAY ALLOWANCE	\$ 177,600	\$ 177,900	\$ 183,500	\$ 190,500	\$ 224,125
CAPITAL PROJECT EXPENSES	\$ 260,239	\$ 3,684	\$ 30,000	\$ 3,250	\$ 30,000
TOTAL EXPENDITURES	\$ 11,383,180	\$ 12,798,910	\$ 12,811,630	\$ 12,918,199	\$ 14,345,386

TOWN ADMINISTRATION

Administrative Services

Legal Services

Legislative Support

Town Hall Facility

Town Administration is comprised of a series of support-related activities and functions. The activities are performed by the Town Manager, Town Attorney, Director of Administrative Services and other personnel. The Department remains staffed with 6.7 full-time equivalent employees in FY 21-22. The total proposed appropriation for Town Administration is \$2,288,622.

Administrative Services

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

Legal Services

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

Legislative Support

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

Town Hall Facility

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

Town Administration

DEPARTMENT SUMMARY

	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
DEPARTMENT FUNDING					
General Fund	1,627,573	1,852,040	2,027,322	2,011,152	2,065,030
Employee Compensated Leave Reserve	-	-	-	1,146	-
Legal Services Reserve					100,000
Capital Equipment Replacement	-	-	20,000	-	20,000
Technology Fund		68,926	56,525	64,329	99,500
State Gas Tax	-	1,697	-	-	-
Total Department Funding	\$ 1,627,573	\$ 1,922,663	\$ 2,103,847	\$ 2,076,627	\$ 2,284,530
DIVISION FUNDING					
<u>Administration</u>					
General Fund	1,102,234	1,125,920	1,336,522	1,278,457	1,388,030
Employee Compensated Leave	-	-	-	1,146	-
Technology Fund		68,926	56,525	64,329	99,500
State Gas Tax		1,697			
Total Administration	\$ 1,102,234	\$ 1,196,543	\$ 1,393,047	\$ 1,343,932	\$ 1,487,530
<u>Legal Services</u>					
General Fund	280,612	408,830	356,000	442,047	331,050
Legal Services Reserve					100,000
PERS Surplus Asset Fund	-	-	-	-	-
Total Legal Services	\$ 280,612	\$ 408,830	\$ 356,000	\$ 442,047	\$ 431,050
<u>Town Hall Facility</u>					
General Fund	169,071	263,671	254,250	232,424	264,050
Capital Equipment Replacement	-	-	20,000	-	20,000
Total Town Hall	\$ 169,071	\$ 263,671	\$ 274,250	\$ 232,424	\$ 284,050
<u>Legislative</u>					
General Fund	75,656	53,619	80,550	58,224	81,900
Total Legislative	\$ 75,656	\$ 53,619	\$ 80,550	\$ 58,224	\$ 81,900
Total Division Funding	\$ 1,627,573	\$ 1,922,663	\$ 2,103,847	\$ 2,076,627	\$ 2,284,530

Town Administration

ALL DIVISIONS

OBJECT SUMMARY	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
EXPENDITURES					
SALARY & WAGES	\$ 723,795	\$ 735,019	\$ 840,675	\$ 841,821	\$ 766,806
EMPLOYEE BENEFITS	\$ 248,542	\$ 271,758	308,097	286,506	307,372
SUPPLIES & SERVICES					
Department Supplies & Expenses	104,442	98,251	123,000	83,242	123,750
Conferences & Memberships	23,143	18,521	33,150	23,250	31,000
Contractual Services	341,526	471,557	449,500	533,861	667,302
Insurances	-	-	-	-	-
Intergovernmental & Agency	-	-	-	-	-
Equipment Supplies & Maintenance	54,561	129,422	112,200	111,888	116,200
Utility & Communication	63,762	71,181	75,950	77,060	74,750
Special Department Administrative	35,632	33,798	49,250	28,663	29,500
Allocated Costs	-	-	-	-	-
Total Supplies & Services	\$ 623,067	\$ 822,730	\$ 843,050	\$ 857,965	1,042,502
CAPITAL OUTLAY EXPENSE	\$ 4,169	64,856	84,025	62,335	124,500
CAPITAL OUTLAY ALLOWANCE	\$ 28,000	28,300	28,000	28,000	43,350
CAPITAL PROJECT EXPENSES	\$ -	-	-	-	-
DEBT SERVICE EXPENSES	\$ -	-	-	-	-
TOTAL EXPENDITURES	\$ 1,627,573	\$ 1,922,663	\$ 2,103,847	\$ 2,076,627	\$ 2,284,530
SOURCE OF FUNDING					
General Fund	1,627,573	1,853,737	2,027,322	2,012,298	2,065,030
Employee Compensation Leave	-	-	-	1,146	-
Legal Services Reserve	-	-	-	-	100,000
Capital Equipment Replacement	-	-	20,000	-	20,000
Technology Fund	-	68,926	56,525	64,329	99,500
State Gas Tax	-	1,697	-	-	-
TOTAL FUNDING	\$ 1,627,573	\$ 1,924,360	\$ 2,103,847	\$ 2,077,773	\$ 2,284,530
STAFFING LEVEL					
Town Manager	1.00	1.00	1.00	1.00	1.00
Town Attorney	-	-	-	-	-
Director of Administrative Services	1.00	1.00	1.00	1.00	1.00
Accounting & Finance Manager	-	1.00	1.00	1.00	1.00
Information Technology Coordinator	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
Finance & HR Clerk	-	0.70	0.70	-	0.70
TOTAL STAFFING	6.80	6.70	6.70	5.00	5.70

Town Administration

ADMINISTRATIVE SERVICES

OBJECT SUMMARY	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
EXPENDITURES					
SALARY & WAGES	\$ 723,795	\$ 735,019	\$ 840,675	\$ 841,821	\$ 766,806
EMPLOYEE BENEFITS	\$ 248,542	\$ 271,758	\$ 308,097	\$ 286,506	\$ 307,372
SUPPLIES & SERVICES					
Department Supplies & Expenses	\$ 3,009	\$ 2,755	\$ 6,000	\$ 5,168	\$ 5,750
Conferences & Memberships	\$ 11,493	\$ 16,787	\$ 24,250	\$ 18,750	\$ 22,000
Contractual Services	\$ 57,833	\$ 67,438	\$ 91,500	\$ 90,663	\$ 233,802
Insurances					
Intergovernmental & Agency					
Equipment Supplies & Maintenance	\$ -	\$ 1,734	\$ -	\$ 2,188	\$ -
Utility & Communication	\$ -	\$ -	\$ -	\$ -	\$ -
Special Department Administrative Allocated Costs	\$ 31,562	\$ 12,133	\$ 40,000	\$ 15,000	\$ 20,000
Total Supplies & Services	\$ 103,897	\$ 100,848	\$ 161,750	\$ 131,770	\$ 281,552
CAPITAL OUTLAY EXPENSE	\$ -	\$ 62,618	\$ 56,525	\$ 57,835	\$ 99,500
CAPITAL OUTLAY ALLOWANCE	\$ 26,000	\$ 26,300	\$ 26,000	\$ 26,000	\$ 32,300
CAPITAL PROJECT EXPENSES					
DEBT SERVICE EXPENSES					
TOTAL EXPENDITURES	\$ 1,102,234	\$ 1,196,543	\$ 1,393,047	\$ 1,343,932	\$ 1,487,530
Positions	7.80	6.70	6.70	5.00	5.70
TOTAL STAFFING	7.80	6.70	6.70	5.00	5.70

Town Administration

ADMINISTRATIVE SERVICES

Account Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
SALARY					
Town Manager	212,807	216,288	222,777	222,777	229,463
Dir. of Admin. Services	139,150	130,130	143,886	143,886	164,560
Town Clerk	86,596	95,454	104,850	104,850	111,219
IT Coordinator	87,138	96,173	104,764	104,764	-
Administrative Analyst	70,526	-	-	-	-
Administrative Assistant	64,051	67,880	69,995	69,995	71,396
Accounting/Finance Manager	51,692	101,431	127,113	127,113	132,248
Finance/HR Assistant (Part Time)	7,597	27,663	46,790	46,790	57,920
Overtime	-	-	500	500	-
Vacation Leave Compensation	-	-	-	1,146	-
Casual/Temporary Hire	4,238	-	20,000	20,000	-
Subtotal:	\$ 723,795	\$ 735,019	\$ 840,675	\$ 841,821	\$ 766,806
EMPLOYEE BENEFITS					
Medical & Insurance	80,960	98,166	124,944	92,828	121,424
Employee Accruing Fringe	28,077	21,644	18,928	29,453	19,060
PERS-Town Normal Cost & Survivor Ben.	45,948	45,449	60,172	60,172	54,116
PERS AAUL Payment	52,417	56,858	67,477	67,477	69,621
PST-Parttime 3.75%	534	1,134	1,583	1,583	2,164
OPEB - GASB 45/75 Allowanc	7,700	14,267	-	-	7,668
FICA-Medicare Tax	9,538	11,089	11,893	11,893	11,119
Automobile Allowance	9,192	9,050	9,000	9,000	7,200
Housing Allowance	12,000	12,000	12,000	12,000	12,000
Cell Phone Allowance	2,175	2,100	2,100	2,100	3,000
Subtotal:	\$ 248,542	\$ 271,758	\$ 308,097	\$ 286,506	\$ 307,372
SUPPLIES & SERVICES					
DEPARTMENT SUPPLIES & EXPENSES					
Bank Charges & Fees	1,151	539	1,500	1,706	1,750
Noticing & Publication	1,858	1,603	3,500	2,500	3,000
Recruiting & Background	-	355	-	-	-
Publications & Subscriptions	-	259	1,000	963	1,000
Subtotal:	\$ 3,009	\$ 2,755	\$ 6,000	\$ 5,168	\$ 5,750
CONFERENCES & MEMBERSHIPS					
Conferences, Meetings & Travel	2,844	7,905	9,000	6,750	9,000
Employee Development	275	-	3,000	2,000	3,000
Memberships	8,374	8,882	12,250	10,000	10,000
Subtotal:	\$ 11,493	\$ 16,787	\$ 24,250	\$ 18,750	\$ 22,000
CONTRACTUAL SERVICES					
Contractual Services	5,822	3,503	12,500	12,500	17,500
Minutes Services (Temporary Hire)	-	-	-	-	5,000
Contractual Services	-	6,307	-	6,494	-
Financial Services Audit	31,900	33,600	36,000	36,000	36,000
Financial Services Audit	-	1,697	-	-	-

Town Administration

ADMINISTRATIVE SERVICES

Account Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
Professional Consultants	8,075	9,975	20,000	20,000	52,500
Systems/Technical Support	11,942	6,074	13,000	3,545	7,500
IT Consulting Services	94	6,281	10,000	12,125	115,302
Subtotal:	\$ 57,833	\$ 67,438	\$ 91,500	\$ 90,663	\$ 233,802
EQ SUPPLIES & MAINTENANCE					
System License & Maint		\$ 1,734	\$ -	\$ 2,188	-
Subtotal:	\$ -	\$ 1,734	\$ -	\$ 2,188	\$ -
SPECIAL DEPT. ADMINISTRATIVE					
Election	96	5,621	20,000	-	-
Municipal Code Section Maintenance	3,940	1,891	5,000	5,000	5,000
Newsletter Production & Mailing	367	-	2,500	2,500	2,500
Records Management	7,931	972	2,500	2,500	2,500
Contingency Provision	19,227	3,650	10,000	5,000	10,000
Subtotal:	\$ 31,562	\$ 12,133	\$ 40,000	\$ 15,000	\$ 20,000
Total Supplies & Services:	\$ 103,897	\$ 100,848	\$ 161,750	\$ 131,770	\$ 281,552
CAPITAL OUTLAY EXPENSES					
Computer & Peripheral		968	3,000	2,000	3,000
Software & Licenses		20,362	16,000	25,000	27,000
Computer Monitor		1,502	-		
Misc. Computer Parts		180	2,000		2,000
Printer Maintenance					14,000
Lap Top Computers		1,581	-		
LaserFische Ann. Maint.		4,521	5,500	5,500	5,500
Financial Software Purchase		24,820	2,000	2,000	18,000
e-Trak Software			4,525	-	6,500
Incode 10 Maintenance			23,500	23,335	23,500
Battery Back Up - Server		8,685	-		
Subtotal:	\$ -	\$ 62,618	\$ 56,525	\$ 57,835	\$ 99,500
CAPITAL OUTLAY ALLOWANCE					
Capital Equipment Allowance					5,000
Technology Allowance	26,000	26,300	26,000	26,000	27,300
Subtotal:	\$ 26,000	\$ 26,300	\$ 26,000	\$ 26,000	\$ 32,300
TOTAL DEPARTMENT	\$ 1,102,234	\$ 1,196,543	\$ 1,393,047	\$ 1,343,932	\$ 1,487,530

Town Administration

LEGAL SERVICES

OBJECT SUMMARY	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
EXPENDITURES					
SALARY & WAGES	\$ -	\$ -	\$ -	\$ -	\$ -
EMPLOYEE BENEFITS	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES & SERVICES					
Department Supplies & Expenses	-	-	-	-	-
Conferences & Memberships	-	-	-	-	-
Contractual Services	279,612	398,357	355,000	438,992	430,000
Insurances					
Intergovernmental & Agency					
Equipment Supplies & Maintenance					
Utility & Communication					
Special Department Administrative	-	9,473	-	2,055	-
Allocated Costs					
Total Supplies & Services	\$ 279,612	\$ 407,830	\$ 355,000	\$ 441,047	\$ 430,000
CAPITAL OUTLAY EXPENSE					
CAPITAL OUTLAY ALLOWANCE	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,050
CAPITAL PROJECT EXPENSES					
DEBT SERVICE EXPENSES					
TOTAL EXPENDITURES	\$ 280,612	\$ 408,830	\$ 356,000	\$ 442,047	\$ 431,050
STAFFING LEVEL					
Positions	Contract	Contract	Contract	Contract	Contract
TOTAL STAFFING	Contract	Contract	Contract	Contract	Contract

Town Administration

LEGAL SERVICES

Account Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
CONTRACTUAL SERVICES					
Contract - Town Attorney	252,545	377,397	250,000	325,000	275,000
Legal Services - Other	27,067	500	50,000	61,561	
Legal Services - Other					100,000
Legal Services - Employment	-	-	25,000	25,000	25,000
Litigation - Contingency	-	-	25,000	25,000	25,000
Litigation - General	-	20,461	-	-	-
Legal Settlements	-	-	5,000	2,431	5,000
Subtotal:	\$ 279,612	\$ 398,357	\$ 355,000	\$ 438,992	\$ 430,000
Total Supplies & Services:	\$ 279,612	\$ 398,357	\$ 355,000	\$ 438,992	\$ 430,000
SPECIAL DEPT ADMINISTRATION					
Emergency/Disaster	-	9,473	-	2,055	-
Subtotal:	\$ -	\$ 9,473	\$ -	\$ 2,055	\$ -
CAPITAL OUTLAY EXPENSES					
Office Furniture/Equipment					
Subtotal:	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY ALLOWANCE					
Capital Equipment Allowance	-	-	-	-	-
Technology Allowance	1,000	1,000	1,000	1,000	1,050
Total:	1,000	1,000	1,000	1,000	1,050
TOTAL DEPARTMENT	\$ 280,612	\$ 408,830	\$ 356,000	\$ 439,992	\$ 431,050

Town Administration

LEGISLATIVE SUPPORT

OBJECT SUMMARY	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
EXPENDITURES					
SALARY & WAGES					
EMPLOYEE BENEFITS					
SUPPLIES & SERVICES					
Department Supplies & Expenses	58,935	48,329	61,000	45,074	63,000
Conferences & Memberships	11,650	1,734	8,900	4,500	9,000
Contractual Services					
Insurances					
Intergovernmental & Agency					
Equipment Supplies & Maintenance	-	94	400	400	400
Utility & Communication					
Special Department Administrative	4,071	2,462	9,250	7,250	9,500
Allocated Costs					
Total Supplies & Services	\$ 74,656	\$ 52,619	\$ 79,550	\$ 57,224	\$ 81,900
CAPITAL OUTLAY EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY ALLOWANCE	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
CAPITAL PROJECT EXPENSES					
DEBT SERVICE EXPENSES					
TOTAL EXPENDITURES	\$ 75,656	\$ 53,619	\$ 80,550	\$ 58,224	\$ 81,900

Town Administration

LEGISLATIVE SUPPORT

Account Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
SUPPLIES & SERVICES					
DEPARTMENT SUPPLIES & EXPENSES					
Special Events, Awards, Functions	56,630	46,184	25,000	10,000	25,000
Holiday Festival & Lights	-	-	30,000	29,574	32,000
Council/Commission Functions	2,305	1,925	5,500	5,500	5,500
Department Expenses	-	220	500	-	500
Subtotal:	\$ 58,935	\$ 48,329	\$ 61,000	\$ 45,074	\$ 63,000
CONFERENCES & MEMBERSHIPS					
Conferences, Meetings & Travel	2,871	424	3,500	2,000	3,500
MCCMC Functions	7,284	275	4,000	2,500	4,000
Memberships	1,495	1,035	1,400	-	1,500
Subtotal:	\$ 11,650	\$ 1,734	\$ 8,900	\$ 4,500	\$ 9,000
EQUIPMENT, SUPPLIES & MAINTENANCE					
Operating Supplies	-	94	400	400	400
Subtotal:	\$ -	\$ 94	\$ 400	\$ 400	\$ 400
SPECIAL DEPT ADMINISTRATION					
Walking Guide Brochure (Heritage & Arts)	2,085	-	-	-	-
Emergency/Disaster	-	482	-	-	-
Planning Commission	325	-	500	500	750
Design Review Board	-	-	250	250	250
Parks, Open Space & Trails Commission	-	-	1,000	1,000	1,000
Heritage & Arts Commission	1,661	1,980	3,500	3,500	3,500
Contingency	-	-	4,000	2,000	4,000
Subtotal:	\$ 4,071	\$ 2,462	\$ 9,250	\$ 7,250	\$ 9,500
Total Supplies & Services:	\$ 74,656	\$ 52,619	\$ 79,550	\$ 57,224	\$ 81,900
CAPITAL OUTLAY EXPENSES					
Capital Equipment Allowance	-	-	-	-	-
Subtotal:	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY ALLOWANCE					
Capital Equipment Allowance	1,000	1,000	1,000	1,000	-
Technology Allowance	-	-	-	-	-
Subtotal:	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
TOTAL DEPARTMENT	\$ 75,656	\$ 53,619	\$ 80,550	\$ 58,224	\$ 81,900

Town Administration

TOWN HALL FACILITY

OBJECT SUMMARY	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
EXPENDITURES					
SALARY & WAGES					
EMPLOYEE BENEFITS					
SUPPLIES & SERVICES					
Department Supplies & Expenses	42,498	47,167	56,000	33,000	55,000
Conferences & Memberships					
Contractual Services	4,081	5,762	3,000	4,207	3,500
Insurances	-	-			-
Intergovernmental & Agency	-	-			-
Equipment Supplies & Maintenance	54,561	127,593	111,800	109,300	115,800
Utility & Communication	63,762	71,181	75,950	77,060	74,750
Special Department Administrative	-	9,730	-	4,358	-
Allocated Costs					
Total Supplies & Services	164,902	261,433	246,750	227,924	249,050
CAPITAL OUTLAY EXPENSE	4,169	2,237	27,500	4,500	25,000
CAPITAL OUTLAY ALLOWANCE	-	-	-	-	10,000
CAPITAL PROJECT EXPENSES	-	-	-	-	-
DEBT SERVICE EXPENSES					
TOTAL EXPENDITURES	\$ 169,071	\$ 263,671	\$ 274,250	\$ 232,424	\$ 284,050
STAFFING LEVEL					
Positions	-	-			-
TOTAL STAFFING	-	-			-

Town Administration

TOWN HALL FACILITY

Account Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
SUPPLIES & SERVICES					
DEPARTMENT SUPPLIES & EXPENSES					
Office & Copier Supplies	24,668	20,423	26,000	15,000	25,000
Postage	6,068	7,612	10,000	5,000	10,000
Printing & Reproduction	914	756	5,000	2,500	5,000
Recruiting & Background	2,844	2,868	5,000	3,000	5,000
Special Events, Awards, Functions	8,004	15,508	10,000	7,500	10,000
Subtotal:	\$ 42,498	\$ 47,167	\$ 56,000	\$ 33,000	\$ 55,000
CONTRACTUAL SERVICES					
Contractual Services	481	762	500	1,707	1,000
Parking Lease	3,600	5,000	2,500	2,500	2,500
Subtotal:	\$ 4,081	\$ 5,762	\$ 3,000	\$ 4,207	\$ 3,500
EQ SUPPLIES & MAINTENANCE					
Equipment Maintenance	16,510	85,417	35,000	35,000	35,000
Building/Facility Supplies	5,357	9,010	7,200	7,200	7,200
Inspection & Testing	-	-	500	500	500
Janitorial Services	18,951	22,284	27,500	25,000	27,500
Landscape Grounds Materials	-	-	1,000	1,000	2,500
Pest Control	170	-	600	600	600
Dairy Knoll Expenses	2,239	10,883	30,000	30,000	32,500
Misc. Facility Improvements	11,335	-	10,000	10,000	10,000
Subtotal:	\$ 54,561	\$ 127,593	\$ 111,800	\$ 109,300	\$ 115,800
UTILITY & COMMUNICATION					
Energy-PG&E	26,573	33,142	35,000	45,000	35,000
Water-MMWD	2,385	3,698	4,000	2,742	3,500
Telecommunications	16,681	17,575	19,000	11,611	17,500
Cable Communication Services	1,132	1,174	1,250	1,006	1,250
MIDAS Network Charges	16,991	15,591	16,700	16,700	17,500
Subtotal:	\$ 63,762	\$ 71,181	\$ 75,950	\$ 77,060	\$ 74,750
Total Supplies & Services:	\$ 164,902	\$ 251,703	\$ 246,750	\$ 223,566	\$ 249,050
SPECIAL DEPT. ADMINISTRATIVE					
Emergency/Disaster		9,730	-	4,358	-
Subtotal	\$ -	\$ 9,730	\$ -	\$ 4,358	\$ -

Town Administration**TOWN HALL FACILITY**

Account Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
CAPITAL OUTLAY EXPENSES					
Office Furniture/Equipment (General Fund)	4,169	2,237	7,500	4,500	5,000
Office Furniture/Equipment (Reserve Fund Capit	-	-	20,000	-	20,000
Subtotal:	\$ 4,169	\$ 2,237	\$ 27,500	\$ 4,500	\$ 25,000
CAPITAL OUTLAY ALLOWANCE					
Capital Equipment Allowance	-	-	-	-	5,000
Technology Allowance	-	-	-	-	5,000
Subtotal:	\$ -	\$ -	\$ -	\$ -	\$ 10,000
TOTAL DEPARTMENT	\$ 169,071	\$ 263,671	\$ 274,250	\$ 232,424	\$ 284,050

COMMUNITY DEVELOPMENT

Planning & Design Review

Advance Planning

Building Inspection

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

The total proposed appropriation of \$1,736,8481 for the Community Development Department is primarily funded with resources of the General Fund. Staffing of the Department remains at eight employees; four in the Planning Division and four in the Building Division. The FY 2021/22 budget includes an appropriation of \$355,000 for the General Plan Update, funded entirely by the Long Range Planning Fund.

Planning & Design Review

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

Advance Planning

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

Building Inspection

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

Community Development

DEPARTMENT SUMMARY

	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
DEPARTMENT FUNDING					
General Fund	1,211,832	1,270,003	1,277,821	1,239,510	1,301,701
Employee Compensated Leave Reserve	-	12,513	-	-	-
Technology Fund	-	26,934	51,500	-	71,500
Long Range Planning Fund	-	-	355,000	355,000	355,000
Total Department Funding	\$ 1,211,832	\$ 1,309,450	\$ 1,684,321	\$ 1,594,510	\$ 1,728,201
DIVISION FUNDING					
<u>Planning & Design Review</u>					
General Fund	599,977	533,245	618,028	617,997	652,873
Employee Compensated Leave	-	12,513	-	-	-
Technology Fund	-	26,934	51,500	-	71,500
Total Planning & Design Review	\$ 599,977	\$ 572,692	\$ 669,528	\$ 617,997	\$ 724,373
<u>Building Inspection</u>					
General Fund	611,856	736,758	659,793	621,514	648,829
Total Building Inspection	\$ 611,856	\$ 736,758	\$ 659,793	\$ 621,514	\$ 648,829
<u>Advance Planning</u>					
Long Range Planning Fund	-	-	355,000	355,000	355,000
Total Advance Planning	\$ -	\$ -	\$ 355,000	\$ 355,000	\$ 355,000
Total Division Funding	\$ 1,211,832	\$ 1,309,450	\$ 1,684,321	\$ 1,594,510	\$ 1,728,201

Community Development

ALL DIVISIONS

OBJECT SUMMARY	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
EXPENDITURES					
SALARY & WAGES	\$ 813,777	\$ 741,015	\$ 833,028	\$ 825,528	\$ 805,024
EMPLOYEE BENEFITS	\$ 253,235	\$ 264,721	\$ 315,143	\$ 291,047	\$ 362,582
SUPPLIES & SERVICES					
Department Supplies & Expenses	4,446	10,852	8,500	6,653	6,300
Conferences & Memberships	7,579	5,818	13,000	9,250	13,200
Contractual Services	71,021	212,599	62,500	53,304	40,000
Insurances	-	-	-	-	-
Intergovernmental & Agency	-	-	-	-	-
Equipment Supplies & Maintenance	4,393	6,657	6,250	6,829	6,350
Utility & Communication	-	-	-	-	-
Special Department Administrative	36,381	19,855	375,000	375,000	395,000
Allocated Costs	-	-	-	-	-
Total Supplies & Services	\$ 123,820	\$ 255,781	\$ 465,250	\$ 451,035	\$ 460,850
CAPITAL OUTLAY EXPENSE		\$ 26,934	\$ 44,000	\$ -	\$ 71,500
CAPITAL OUTLAY ALLOWANCE	\$ 21,000	\$ 21,000	\$ 26,900	\$ 26,900	\$ 28,245
CAPITAL PROJECT EXPENSES		\$ -	\$ -	\$ -	\$ -
DEBT SERVICE EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 1,211,832	\$ 1,309,450	\$ 1,684,321	\$ 1,594,510	\$ 1,728,201
SOURCE OF FUNDING					
General Fund	1,211,832	1,270,003	1,277,821	1,239,510	1,301,701
Employee Compensated Leave Reserve	-	12,513	-	-	-
Technology Fund	-	26,934	51,500	-	71,500
Long Range Planning Fund	-	-	355,000	355,000	355,000
TOTAL FUNDING	\$ 1,211,832	\$ 1,309,450	\$ 1,684,321	\$ 1,594,510	\$ 1,728,201
STAFFING LEVEL					
Community Development Director	1.00	1.00	1.00	1.00	1.00
Planning Manager	1.00	1.00	1.00	-	-
Senior Planner	-	-	-	1.00	1.00
Assistant Planner	1.00	-	-	-	-
Community Development Aide	1.00	1.00	1.00	1.00	1.00
Building Official	1.00	1.00	1.00	1.00	1.00
Building Inspector	1.00	1.00	1.00	1.00	1.00
Permits Clerk	1.00	1.00	1.00	1.00	1.00
Permit Technician	1.00	1.00	1.00	1.00	1.00
Planning Technician	-	1.00	1.00	1.00	1.00
TOTAL STAFFING	8.00	8.00	8.00	8.00	8.00

Community Development

PLANNING & DESIGN REVIEW

OBJECT SUMMARY	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
EXPENDITURES					
SALARY & WAGES	\$ 445,690	\$ 358,778	\$ 428,097	\$ 428,097	\$ 413,864
EMPLOYEE BENEFITS	\$ 128,447	\$ 121,825	\$ 161,431	\$ 144,243	\$ 184,624
SUPPLIES & SERVICES					
Department Supplies & Expenses	4,301	8,308	6,300	5,653	6,300
Conferences & Memberships	3,843	2,307	5,000	4,250	5,200
Contractual Services	10,713	47,596	12,500	23,304	20,000
Insurances	-	-	-	-	-
Intergovernmental & Agency	-	-	-	-	-
Equipment Supplies & Maintenance	884	836	500	750	600
Utility & Communication	-	-	-	-	-
Special Department Administrative	-	8	-	-	10,000
Allocated Costs	-	-	-	-	-
Total Supplies & Services	\$ 19,740	\$ 59,055	\$ 24,300	\$ 33,956	\$ 42,100
CAPITAL OUTLAY EXPENSE	\$ -	\$ 26,934	\$ 44,000	\$ -	\$ 71,500
CAPITAL OUTLAY ALLOWANCE	\$ 6,100	\$ 6,100	\$ 11,700	\$ 11,700	\$ 12,285
CAPITAL PROJECT EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
DEBT SERVICE EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 599,977	\$ 572,692	\$ 669,528	\$ 617,997	\$ 724,373
STAFFING LEVEL					
Positions	4.00	4.00	4.00	4.00	4.00
TOTAL STAFFING	4.00	4.00	4.00	4.00	4.00

Community Development

PLANNING & DESIGN REVIEW

Account Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
SALARY					
Director of Community Development	80,285	115,598	169,243	169,243	172,384
Senior Planner	114,408	50,714	102,489	102,489	106,080
Associate Planner	83,430	3,329	3,406	3,406	-
Assistant Planner	-	-	-	-	74,101
Planning Technician	42,535	58,460	68,113	68,113	-
Community Development Aide	18,251	52,813	56,846	56,846	60,299
Planning Intern (PST)	4,670	-	-	-	-
Overtime	138	279	1,000	1,000	1,000
Vacation Leave Compensation	-	12,513	-	-	-
Casual Hire	101,974	65,071	27,000	27,000	-
Subtotal:	\$ 445,690	\$ 358,778	\$ 428,097	\$ 428,097	\$ 413,864
EMPLOYEE BENEFITS					
Medical & Insurance	51,141	42,358	66,312	44,852	75,167
Employee Accruing Fringe	9,567	8,662	5,100	7,872	4,800
PERS-Employer Normal Cost	26,507	20,337	37,433	37,433	35,534
PERS-Employer Unfunded Liability Pmt.	29,952	37,905	44,985	44,985	55,697
PST 3.75% Employer Contribution	175	-	-	-	-
OPEB - GASB 45/75 Allowanc	3,960	6,997	-	-	4,139
FICA-Medicare	5,346	4,320	5,801	5,801	5,987
Auto Allowance	1,800	1,246	1,800	1,800	1,800
Cell Phone Allowance	-	-	-	1,500	1,500
Subtotal:	\$ 128,447	\$ 121,825	\$ 161,431	\$ 144,243	\$ 184,624
SUPPLIES & SERVICES					
DEPARTMENT SUPPLIES & EXPENSES					
Office & Copier Supplies	-	1,239	-	353	-
Noticing & Publication	4,301	7,068	6,000	5,000	6,000
Publications & Subscriptions	-	-	300	300	300
Subtotal:	\$ 4,301	\$ 8,308	\$ 6,300	\$ 5,653	\$ 6,300
CONFERENCES & MEMBERSHIPS					
Conferences, Meetings & Travel	2,806	1,311	3,000	2,500	2,500
Employee Development/Training	390	160	1,000	1,000	1,000
Memberships	647	836	1,000	750	1,700
Subtotal:	\$ 3,843	\$ 2,307	\$ 5,000	\$ 4,250	\$ 5,200
CONTRACTUAL SERVICES					
Contractual Services	10,713	47,596	5,000	23,304	10,000
Minutes Services	-	-	-	-	10,000
Contractual Services	-	-	7,500	-	-
Subtotal:	\$ 10,713	\$ 47,596	\$ 12,500	\$ 23,304	\$ 20,000

Community Development

PLANNING & DESIGN REVIEW

Account Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
EQ SUPPLIES & MAINTENANCE					
Equipment Maintenance	-	16	-	-	-
Fuel & Oil	505	473	-	-	-
Vehicle Maintenance	379	347	500	750	600
Subtotal:	\$ 884	\$ 836	\$ 500	\$ 750	\$ 600
SPECIAL DEPT. ADMINISTRATIVE					
Zoning Ordinance Maintenance					10,000
Subtotal:	\$ -	\$ 8	\$ -	\$ -	\$ 10,000
Total Supplies & Services:	\$ 19,740	\$ 59,055	\$ 24,300	\$ 33,956	\$ 42,100
CAPITAL OUTLAY EXPENSES					
Computer & Peripheral		4,056	6,000	0	5,000
Misc. Computer Parts		419	2,000	0	1,500
Permit Soft Ann. Maint.		16,914	16,000	0	32,500
e-Trak Software					12,500
iTrak Software CDD		5,545	20,000	0	20,000
Subtotal:	\$ -	\$ 26,934	\$ 44,000	\$ -	\$ 71,500
CAPITAL OUTLAY ALLOWANCE					
Capital Equipment Allowance	2,000	2,000	4,200	4,200	4,410
Technology Allowance	4,100	4,100	7,500	7,500	7,875
Subtotal:	\$ 6,100	\$ 6,100	\$ 11,700	\$ 11,700	\$ 12,285
TOTAL DEPARTMENT	\$ 599,977	\$ 572,692	\$ 669,528	\$ 617,997	\$ 724,373

Community Development

BUILDING INSPECTION

OBJECT SUMMARY	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
EXPENDITURES					
SALARY & WAGES	\$ 368,088	\$ 382,237	\$ 404,931	\$ 397,431	\$ 391,160
EMPLOYEE BENEFITS	\$ 124,788	\$ 142,895	\$ 153,712	\$ 146,804	\$ 177,959
SUPPLIES & SERVICES					
Department Supplies & Expenses	145	2,544	2,200	1,000	-
Conferences & Memberships	3,736	3,511	8,000	5,000	8,000
Contractual Services	60,308	165,002	50,000	30,000	20,000
Insurances	-	-	-	-	-
Intergovernmental & Agency	-	-	-	-	-
Equipment Supplies & Maintenance	3,510	5,822	5,750	6,079	5,750
Utility & Communication	-	-	-	-	-
Special Department Administrative	36,381	19,846	20,000	20,000	30,000
Allocated Costs					
Total Supplies & Services	\$ 104,080	\$ 196,726	\$ 85,950	\$ 62,079	\$ 63,750
CAPITAL OUTLAY EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY ALLOWANCE	\$ 14,900	\$ 14,900	\$ 15,200	\$ 15,200	\$ 15,960
CAPITAL PROJECT EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
DEBT SERVICE EXPENSES					
TOTAL EXPENDITURES	\$ 611,856	\$ 736,758	\$ 659,793	\$ 621,514	\$ 648,829
STAFFING LEVEL					
Positions	4.00	4.00	4.00	4.00	4.00
TOTAL STAFFING	4.00	4.00	4.00	4.00	4.00

Community Development

BUILDING INSPECTION

Account Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
SALARY					
Building Official	131,892	136,874	141,139	141,139	143,967
Building Inspector	100,951	104,151	107,396	107,396	109,548
Building Permit Technician	49,232	65,073	69,902	69,902	72,724
Building Permits Clerk	64,095	56,852	62,994	62,994	64,921
Overtime	251	451	1,000	1,000	-
Casual/Temporary Hire	21,667	18,835	22,500	15,000	-
Subtotal:	\$ 368,088	\$ 382,237	\$ 404,931	\$ 397,431	\$ 391,160
EMPLOYEE BENEFITS					
Medical & Insurance	47,841	52,104	63,917	52,209	73,139
Employee Accruing Fringe	14,400	14,400	9,600	14,400	9,600
PERS-Employer Normal Cost	23,891	25,748	29,679	29,679	29,939
PERS-Unfunded Liability	29,952	37,905	44,985	44,985	55,697
OPEB - GASB 45/75 Allowanc	3,524	7,311	-	-	3,912
FICA-Medicare	5,180	5,427	5,531	5,531	5,672
Subtotal:	\$ 124,788	\$ 142,895	\$ 153,712	\$ 146,804	\$ 177,959
SUPPLIES & SERVICES					
DEPARTMENT SUPPLIES & EXPENSES					
Publications & Subscriptions	145	2,544	2,200	1,000	
Subtotal:	\$ 145	\$ 2,544	\$ 2,200	\$ 1,000	\$ -
CONFERENCES & MEMBERSHIPS					
Conferences, Meetings & Travel	3,091	3,186	4,500	2,500	4,500
Employee Development/Training	645	-	2,500	2,000	2,500
Memberships	-	325	1,000	500	1,000
Subtotal:	\$ 3,736	\$ 3,511	\$ 8,000	\$ 5,000	\$ 8,000
CONTRACTUAL SERVICES					
Contractual (Marin Builders Survey)	60,308	165,002	50,000	30,000	
Minutes Services					20,000
Subtotal:	\$ 60,308	\$ 165,002	\$ 50,000	\$ 30,000	\$ 20,000
EQ SUPPLIES & MAINTENANCE					
Equipment Maintenance	1,306	3,213	2,500	2,500	2,500
System License & Maintenance					
Fuel & Oil	1,514	2,247	1,750	2,079	1,750
Vehicle Maintenance	690	362	1,500	1,500	1,500
Subtotal:	\$ 3,510	\$ 5,822	\$ 5,750	\$ 6,079	\$ 5,750

Community Development

BUILDING INSPECTION

Account Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
SPECIAL DEPT. ADMINISTRATIVE					
Records Management-Outside Scanning	36,381	18,101	20,000	20,000	30,000
Emergency/Disaster		1,745	-	-	
Subtotal:	\$ 36,381	\$ 19,846	\$ 20,000	\$ 20,000	\$ 30,000
Total Supplies & Services:	\$ 104,080	\$ 196,726	\$ 85,950	\$ 62,079	\$ 63,750
CAPITAL OUTLAY EXPENSES					
Subtotal:	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY ALLOWANCE					
Capital Equipment Allowance	4,200	4,200	4,200	4,200	4,410
Technology Allowance	10,700	10,700	11,000	11,000	11,550
Subtotal:	\$ 14,900	\$ 14,900	\$ 15,200	\$ 15,200	\$ 15,960
TOTAL DEPARTMENT	\$ 611,856	\$ 736,758	\$ 659,793	\$ 621,514	\$ 648,829

Community Development

ADVANCE PLANNING

OBJECT SUMMARY	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
EXPENDITURES					
SALARY & WAGES	\$ -	\$ -	\$ -	\$ -	\$ -
EMPLOYEE BENEFITS	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES & SERVICES					
Department Supplies & Expenses	-	-	-	-	-
Conferences & Memberships	-	-	-	-	-
Contractual Services	-	-	-	-	-
Insurances	-	-	-	-	-
Intergovernmental & Agency	-	-	-	-	-
Equipment Supplies & Maintenance	-	-	-	-	-
Utility & Communication	-	-	-	-	-
Special Department Administrative	-	-	355,000	355,000	355,000
Allocated Costs	-	-	-	-	-
Total Supplies & Services	\$ -	\$ -	\$ 355,000	\$ 355,000	\$ 355,000
CAPITAL OUTLAY EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY ALLOWANCE	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL PROJECT EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
DEBT SERVICE EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ -	\$ -	\$ 355,000	\$ 355,000	\$ 355,000

Community Development

ADVANCE PLANNING

Account Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
SALARY					
Advance Planner					
Subtotal:	\$ -	\$ -	\$ -		\$ -
Associate Planner					
Medical & Insurance					
Employee Accruing Fringe					
PERS-Employee (7%)					
PERS-Town (11.776%)					
FICA-Medicare					
Subtotal:	\$ -	\$ -	\$ -		\$ -
SUPPLIES & SERVICES					
DEPARTMENT SUPPLIES & EXPENSES					
Noticing & Publication					
Printing & Reproduction					
Subtotal:	\$ -	\$ -	\$ -		\$ -
CONFERENCES & MEMBERSHIPS					
Conferences, Meetings & Travel					
Memberships					
Subtotal:	\$ -	\$ -	\$ -		\$ -
CONTRACTUAL SERVICES					
Contractual Services					
Subtotal:	\$ -	\$ -	\$ -		\$ -
SPECIAL DEPT. ADMINISTRATIVE					
Housing Element Update	-	-	-		-
General Plan Update (Misc.)	-	-	355,000	355,000	355,000
Subtotal:	\$ -	\$ -	\$ 355,000	\$ 355,000	\$ 355,000
ALLOCATED COSTS					
Insurance-Liability	-	-	-		-
Insurance-Workers' Compensation	-	-	-		-
Town Hall Facility	-	-	-		-
Subtotal:	\$ -	\$ -	\$ -	\$ -	\$ -
Total Supplies & Services:	\$ -	\$ -	\$ 355,000	\$ 355,000	\$ 355,000
CAPITAL OUTLAY ALLOWANCE					
Capital Equipment Allowance	-	-	-		-
Technology Allowance	-	-	-		-
Subtotal:	\$ -	\$ -	\$ -		\$ -
TOTAL DEPARTMENT	\$ -	\$ -	\$ 355,000	\$ 355,000	\$ 355,000

POLICE

Police Services **Police/EOC Facility**

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

The total proposed appropriation for the Police Department is \$4,155,207. Staffing is comprised of 13 sworn personnel, 4 civilian personnel and approximately 4 volunteer and reserve police officers.

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

Police Services

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

Police/Emergency Operations Center (EOC) Facility

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

Police Department

DEPARTMENT SUMMARY

	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
DEPARTMENT FUNDING					
General Fund	3,159,977	3,552,145	3,750,367	3,698,308	4,024,871
Employee Compensated Leave	-	44,037	-	43,251	-
Capital Equipment Replacement	-	18,794	25,000	25,000	45,000
Technology Fund	-	28,421	67,200	31,100	67,200
Total Department Funding	\$ 3,159,977	\$ 3,643,397	\$ 3,842,567	\$ 3,797,659	\$ 4,137,071
DIVISION FUNDING					
<u>Police Services</u>					
General Fund	3,104,928	3,476,900	3,679,767	3,632,657	3,950,401
Employee Compensated Leave	-	44,037	-	43,251	-
Capital Equipment Replacement	-	18,794	25,000	25,000	45,000
Technology Fund	-	28,421	67,200	31,100	67,200
Total Police Services	\$ 3,104,928	\$ 3,568,152	\$ 3,771,967	\$ 3,732,008	\$ 4,062,601
<u>Police Facility</u>					
General Fund	55,049	75,245	70,600	65,651	74,470
Total Facility	\$ 55,049	\$ 75,245	\$ 70,600	\$ 65,651	\$ 74,470
Total Division Funding	\$ 3,159,977	\$ 3,643,397	\$ 3,842,567	\$ 3,797,659	\$ 4,137,071

Police Department

ALL DIVISIONS

OBJECT SUMMARY	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
EXPENDITURES					
SALARY & WAGES	\$ 1,883,568	\$ 2,091,863	\$ 2,142,422	\$ 2,115,973	\$ 2,208,593
EMPLOYEE BENEFITS	\$ 682,994	\$ 844,442	\$ 947,499	\$ 885,580	\$ 1,054,657
SUPPLIES & SERVICES					
Department Supplies & Expenses	49,751	52,445	63,500	58,830	63,500
Conferences & Memberships	9,130	10,978	24,000	14,144	19,500
Contractual Services	28,172	6,572	53,924	100,176	128,924
Insurances	-	-	-	-	-
Intergovernmental & Agency	251,068	297,652	244,122	294,046	235,627
Equipment Supplies & Maintenance	102,648	135,035	110,600	108,275	130,185
Utility & Communication	62,425	67,249	65,800	66,044	66,085
Special Department Administrative	893	3,946	5,000	8,740	15,000
Allocated Costs	-	-	-	-	-
Total Supplies & Services	\$ 504,086	\$ 573,877	\$ 566,946	\$ 650,256	\$ 658,821
CAPITAL OUTLAY EXPENSE	\$ 3,328	\$ 47,216	\$ 97,200	\$ 58,600	\$ 117,200
CAPITAL OUTLAY ALLOWANCE	\$ 86,000	\$ 86,000	\$ 86,000	\$ 86,000	\$ 95,300
CAPITAL PROJECT EXPENSES	\$ -	\$ -	\$ 2,500	\$ 1,250	\$ 2,500
DEBT SERVICE EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 3,159,977	\$ 3,643,397	\$ 3,842,567	\$ 3,797,659	\$ 4,137,071
SOURCE OF FUNDING					
General Fund	3,159,977	3,552,145	3,750,367	3,698,308	4,024,871
Employee Compensated Leave	-	44,037	-	43,251	-
Capital Equipment Replacement	-	18,794	25,000	25,000	45,000
Technology Fund	-	28,421	67,200	31,100	67,200
TOTAL FUNDING	\$ 3,159,977	\$ 3,643,397	\$ 3,842,567	\$ 3,797,659	\$ 4,137,071
STAFFING LEVEL					
Chief	1.00	1.00	1.00	1.00	1.00
Sergeant	4.00	4.00	4.00	4.00	4.00
Patrol Officers	8.00	8.00	8.00	8.00	8.00
Police Service Aide	3.00	3.00	3.00	3.00	3.00
Emergency Services Coordinator	1.00	1.00	1.00	1.00	1.00
TOTAL STAFFING	17.00	17.00	17.00	17.00	17.00

Police Department

POLICE SERVICES

OBJECT SUMMARY	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
EXPENDITURES					
SALARY & WAGES	\$ 1,883,568	\$ 2,091,863	\$ 2,142,422	\$ 2,115,973	\$ 2,208,593
EMPLOYEE BENEFITS	\$ 682,994	\$ 844,442	\$ 947,499	\$ 885,580	\$ 1,054,657
SUPPLIES & SERVICES					
Department Supplies & Expenses	49,751	52,445	63,500	58,830	63,500
Conferences & Memberships	9,130	10,978	24,000	14,144	19,500
Contractual Services	28,172	6,572	53,924	100,176	128,924
Insurances					
Intergovernmental & Agency	251,068	297,652	244,122	294,046	235,627
Equipment Supplies & Maintenance	73,280	85,481	76,000	75,090	97,000
Utility & Communication	40,966	43,402	42,300	42,370	42,300
Special Department Administrative	-	2,102	-	3,697	10,000
Allocated Costs					
Total Supplies & Services	\$ 452,366	\$ 498,632	\$ 503,846	\$ 588,355	\$ 596,851
CAPITAL OUTLAY EXPENSE	\$ -	\$ 47,216	\$ 92,200	\$ 56,100	\$ 112,200
CAPITAL OUTLAY ALLOWANCE	\$ 86,000	\$ 86,000	\$ 86,000	\$ 86,000	\$ 90,300
CAPITAL PROJECT EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
DEBT SERVICE EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 3,104,928	\$ 3,568,152	\$ 3,771,967	\$ 3,732,008	\$ 4,062,601
STAFFING LEVEL					
Positions	17.00	17.00	17.00	17.00	17.00
TOTAL STAFFING	17.00	17.00	17.00	17.00	17.00

Police Department

POLICE SERVICES

Account Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
SALARY					
Police Chief	189,663	195,357	202,700	150,000	204,369
Sergeants (4)	410,159	469,459	505,232	505,232	515,343
Patrol Officer (8)	773,528	753,784	805,245	805,245	845,318
Emergency/Admin Services Coordinator	81,856	88,574	94,934	94,934	98,784
Police Service Aide (3)	179,663	206,498	221,189	221,189	228,934
Overtime	150,903	158,572	145,055	145,055	145,000
Overtime-Emergency		48,592			-
Overtime-Special Svcs	2,266	4,076	10,000	5,000	10,000
ORT Patrol		13,834	25,000	15,000	25,000
Education Incentive Pay	24,093	27,575	30,300	30,300	30,300
Holiday Pay	43,939	50,005	63,487	63,487	66,265
Special Pay	2,305	7,409	6,000	6,000	6,000
Bilingual Pay		-	4,500	2,500	4,500
Longevity Pay	12,529	11,616	10,780	10,780	10,780
Shift Differential	12,665	12,473	18,000	18,000	18,000
Vacation Leave Compensation		34,284	-	43,251	-
Sick Leave Compensation		9,753	-	-	-
Subtotal:	\$ 1,883,568	\$ 2,091,863	\$ 2,142,422	\$ 2,115,973	\$ 2,208,593
EMPLOYEE BENEFITS					
Medical & Insurance	159,710	210,073	272,089	204,688	296,940
Employee Accruing Fringe	29,406	22,779	9,600	15,082	14,400
PERS-Employer Normal Cost	215,239	236,841	280,631	280,631	278,309
PERS-Employer Unfunded Liability Pmt.	216,455	287,341	340,297	340,297	408,388
OPEB - GASB 45/75 Allowanc	19,497	41,817	-	-	22,086
FICA-Medicare	25,272	30,353	28,444	28,444	29,434
Automobile Allowance	2,400	2,400	2,400	2,400	2,400
Cell Phone Allowance					1,500
Medical Allowance	12,838	12,838	12,838	12,838	-
Tuition Reimbursement	1,200	-	1,200	1,200	1,200
Unemployment Insurance	977	-	-	-	-
Subtotal:	\$ 682,994	\$ 844,442	\$ 947,499	\$ 885,580	\$ 1,054,657
SUPPLIES & SERVICES					
DEPARTMENT SUPPLIES & EXPENSES					
Office & Copier Supplies	12,783	15,758	14,000	12,000	14,000
Evidence Supplies	756	644	1,500	1,600	1,500
Postage	737	239	1,000	730	1,000
Printing, Reproduction	3,330	5,754	4,000	5,000	4,000
Range & Weapons	9,908	2,834	10,000	9,500	10,000
Recruiting & Investigation	7,970	13,898	12,000	12,000	12,000
Special Investigation	768	2,804	6,000	6,000	6,000
DOJ Live Scan	8,697	3,445	8,000	5,000	8,000
Publications & Subscriptions	4,801	7,068	7,000	7,000	7,000
Evidence - Photo, Film & Video Supplies					
Subtotal:	\$ 49,751	\$ 52,445	\$ 63,500	\$ 58,830	\$ 63,500

Police Department

POLICE SERVICES

Account Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
CONFERENCES & MEMBERSHIPS					
Conferences, Meetings & Travel	2,115	2,516	3,000	3,000	3,000
Employee Development		1,721	-	5,137	-
Memberships	1,499	348	2,000	1,500	1,500
POST-Reimbursed Training	557	-	12,000	-	12,000
POST-Non Reimbursed Training	3,154	5,084	5,000	4,000	1,000
Special Meal Allowance (MOU)	1,805	1,309	2,000	507	2,000
Subtotal:	\$ 9,130	\$ 10,978	\$ 24,000	\$ 14,144	\$ 19,500
CONTRACTUAL SERVICES					
Contractual Services-Consultant		6,572	-	50,189	75,000
Records Management System (Tech)	23,512	-	38,487	38,487	38,487
Lexipol Policy Manual Maintenance		-	4,000	4,000	4,000
Systems Support (MDC, CAD Maint)	4,660	-	11,437	7,500	11,437
Subtotal:	\$ 28,172	\$ 6,572	\$ 53,924	\$ 100,176	\$ 128,924
INTERGOVERNMENT, AGENCY & JPA					
Marin County Major Crimes Task Force	49,555	50,994	52,063	52,063	37,500
Marin County Dispatch	198,386	243,531	188,932	238,856	195,000
Marin County DA-Prandi Center	3,127	3,127	3,127	3,127	3,127
Subtotal:	\$ 251,068	\$ 297,652	\$ 244,122	\$ 294,046	\$ 235,627
EQ SUPPLIES & MAINTENANCE					
Equipment Maintenance	2,103	1,605	2,500	2,500	2,500
Fuel & Oil	17,979	26,586	25,000	25,000	26,000
Radio Maintenance	4,076	846	2,000	1,500	2,000
Safety Equipment	2,290	3,556	5,000	5,381	20,000
Uniform Maintenance	3,993	7,343	7,000	5,000	7,000
Uniform Purchase/Replacement	14,604	28,432	15,000	15,000	15,000
Vehicle Supplies	1,061	3,336	1,000	1,000	1,000
Vehicle Maintenance	16,997	12,644	15,000	15,000	17,500
Safety Equipment (MOU)	183	218	1,000	1,189	1,000
License Plate Camera Maintenance	9,994	915	2,500	3,521	5,000
Subtotal:	\$ 73,280	\$ 85,481	\$ 76,000	\$ 75,090	\$ 97,000
UTILITY & COMMUNICATION					
Telecommunication	26,516	25,655	25,000	25,000	25,000
Cable Communication Services	601	472	600	670	600
MIDAS Internet Connection	13,849	17,275	16,700	16,700	16,700
Subtotal:	\$ 40,966	\$ 43,402	\$ 42,300	\$ 42,370	\$ 42,300
SPECIAL DEPT. ADMINISTRATIVE					
Emergency & Disaster Planning		2,102	-	3,697	10,000
Subtotal:	\$ -	\$ 2,102	\$ -	\$ 3,697	\$ 10,000
Total Supplies & Services:	\$ 452,366	\$ 498,632	\$ 503,846	\$ 588,355	\$ 596,851

Police Department**POLICE SERVICES**

Account Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
CAPITAL OUTLAY EXPENSES					
License Plate Reader Ca	-	-	3,600	-	3,600
Vehicles & Setup		18,794	25,000	25,000	45,000
Computer & Peripheral		-	3,000	3,000	3,000
Misc. Computer Parts		-	2,500	-	2,500
Telecommunication Equipment		-	30,000	-	30,000
Body Cameras		28,421	28,100	28,100	28,100
Subtotal:	\$ -	\$ 47,216	\$ 92,200	\$ 56,100	\$ 112,200
CAPITAL OUTLAY ALLOWANCE					
Capital Equipment Allowance	75,000	75,000	75,000	75,000	78,750
Technology Allowance	11,000	11,000	11,000	11,000	11,550
Subtotal:	\$ 86,000	\$ 86,000	\$ 86,000	\$ 86,000	\$ 90,300
TOTAL DEPARTMENT	\$ 3,104,928	\$ 3,568,152	\$ 3,771,967	\$ 3,732,008	\$ 4,062,601

Police Department

POLICE FACILITY

OBJECT SUMMARY	2018/19 Actual	2019/20 Actual	2020/21 Adopted	Actuals 2/2/2021	2020/21 Estimated	2021/22 Proposed
EXPENDITURES						
SALARY & WAGES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EMPLOYEE BENEFITS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES & SERVICES						
Department Supplies & Expenses	-	-	-	-	-	-
Conferences & Memberships	-	-	-	-	-	-
Contractual Services	-	-	-	-	-	-
Insurances	-	-	-	-	-	-
Intergovernmental & Agency	-	-	-	-	-	-
Equipment Supplies & Maintenance	29,368	49,554	34,600	24,756	33,185	33,185
Utility & Communication	21,459	23,847	23,500	13,478	23,674	23,785
Special Department Administrative	893	1,844	5,000	5,042	5,042	5,000
Allocated Costs	-	-	-	-	-	-
Total Supplies & Services	\$ 51,720	\$ 75,245	\$ 63,100	\$ 43,276	\$ 61,901	\$ 61,970
CAPITAL OUTLAY EXPENSE	\$ 3,328	\$ -	\$ 5,000	\$ -	\$ 2,500	\$ 5,000
CAPITAL OUTLAY ALLOWANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
CAPITAL PROJECT EXPENSES	\$ -	\$ -	\$ 2,500	\$ -	\$ 1,250	\$ 2,500
DEBT SERVICE EXPENSES						
TOTAL EXPENDITURES	\$ 55,049	\$ 75,245	\$ 70,600	\$ 43,276	\$ 65,651	\$ 74,470
STAFFING LEVEL						
Positions						
TOTAL STAFFING						

Police Department

POLICE FACILITY

Account Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
SUPPLIES & SERVICES					
EQ SUPPLIES & MAINTENANCE					
Equipment Maintenance	9,946	17,848	10,000	10,000	10,000
Building/Facility Supplies	6,141	7,391	8,000	8,000	8,000
Fuel & Oil	-	-	500	500	500
Inspection & Testing		-	500	500	500
Janitorial Services	13,071	17,193	15,000	13,000	13,000
Pest Control Service	210	-	600	600	600
Vehicle Maintenance		7,122	-	585	585
Subtotal:	\$ 29,368	\$ 49,554	\$ 34,600	\$ 33,185	\$ 33,185
UTILITY & COMMUNICATION					
Energy-PG&E	20,462	22,723	22,500	22,889	23,000
Water-MMWD	997	1,124	1,000	785	785
Subtotal:	\$ 21,459	\$ 23,847	\$ 23,500	\$ 23,674	\$ 23,785
SPECIAL DEPT. ADMINISTRATIVE					
Emergency & Disaster Planning	893	1,844	5,000	5,042	5,000
Subtotal:	\$ 893	\$ 1,844	\$ 5,000	\$ 5,042	\$ 5,000
Total Supplies & Services:	\$ 51,720	\$ 75,245	\$ 63,100	\$ 61,901	\$ 61,970
CAPITAL OUTLAY EXPENSES					
Office Furniture	3,328	-	5,000	2,500	5,000
Subtotal:	\$ 3,328	\$ -	\$ 5,000	\$ 2,500	\$ 5,000
CAPITAL OUTLAY ALLOWANCE					
Capital Equipment Allowance	-	-	-		2,500
Technology Allowance	-	-	-		2,500
Subtotal:	\$ -	\$ -	\$ -	\$ -	\$ 5,000
CAPITAL PROJECT EXPENSES					
Facility Alteration/Improvement	-	-	2,500	1,250	2,500
Subtotal:	\$ -	\$ -	\$ 2,500	\$ 1,250	\$ 2,500
TOTAL DEPARTMENT	\$ 55,049	\$ 75,245	\$ 70,600	\$ 65,651	\$ 74,470

PUBLIC WORKS

Administration & Engineering

Streets Maintenance

Parks Maintenance

Cypress Hollow

Corporation Yard

Street & Signal Light System

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

The total proposed appropriation for Public Works is \$2,723,038 primarily from the General Fund. The Department operates with 9.0 FTE employees. Streets Resurfacing and Drainage Improvement projects, as well as some other projects, are authorized in the Capital Improvement Program budget and are not a cost to the Public Works Department budget.

Administration & Engineering

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

Street Maintenance

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

Parks Maintenance

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

Cypress Hollow

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

Corporation Yard

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

Street & Signal Light System

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

Public Works

DEPARTMENT SUMMARY

	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
DEPARTMENT FUNDING					
General Fund	1,684,537	1,959,506	2,000,017	2,067,057	2,375,011
Employee Compensated Leave	-	36,074	-	-	-
Capital Equipment Replacement	-	57,500	40,000	34,903	65,000
Technology Fund	-	15,188	16,970	95	13,000
Park Development & ORT	-	9,943	40,000	10,000	40,000
Disaster Response	-	680	-	-	-
Cypress Hollow Fund	25,193	20,124	16,500	23,802	37,000
Paula Little Flower Fund	-	7,940	-	7,957	8,000
Measure "A" Parks	-	86,627	68,344	68,344	75,000
State Gas Tax	-	1,638	-	7,500	110,000
Street Impact Fund	-	-	50,000	40,000	-
Total Department Funding	\$ 1,709,730	\$ 2,195,221	\$ 2,231,832	\$ 2,259,658	\$ 2,723,011
DIVISION FUNDING					
<u>Administration & Engineering</u>					
General Fund	358,353	502,069	518,541	551,857	603,383
Employee Compensated Leave	-	26,938	-	-	-
Technology Fund	-	2,856	-	-	-
Disaster Response	-	680	-	-	-
Measure "A" Parks	-	86,627	68,344	68,344	75,000
State Gas Tax	-	1,638	-	7,500	-
Total Administration & Engineering	\$ 358,353	\$ 620,807	\$ 586,885	\$ 627,701	\$ 678,383
<u>Streets Maintenance</u>					
General Fund	524,332	644,130	628,300	644,023	698,768
Employee Compensated Leave	-	9,135	-	-	-
Capital Equipment Replacement	-	57,500	-	4,537	65,000
Technology Fund	-	12,333	16,970	95	13,000
State Gas Tax	-	-	-	-	110,000
Street Impact Fund	-	-	50,000	40,000	-
Total Streets Maintenance	\$ 524,332	\$ 723,098	\$ 695,270	\$ 688,655	\$ 886,768
<u>Parks Maintenance</u>					
General Fund	655,807	655,408	728,077	711,255	907,640
Employee Compensated Leave	-	-	40,000	30,366	-
Capital Equipment Replacement	-	-	40,000	10,000	40,000
Park Development & ORT	-	9,943	40,000	10,000	40,000
Paula Little Flower Fund	-	7,940	-	7,957	8,000
Total Parks Maintenance	\$ 655,807	\$ 673,291	\$ 808,077	\$ 759,579	\$ 955,640
<u>Street & Signal Light Maintenance</u>					
General Fund	44,592	30,899	36,000	30,209	52,500
Total Street & Signal Light Maintenance	\$ 44,592	\$ 30,899	\$ 36,000	\$ 30,209	\$ 52,500
<u>Cypress Hollow</u>					
Cypress Hollow Fund	25,193	20,124	16,500	23,802	37,000

Public Works**DEPARTMENT SUMMARY**

	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
Total Cypress Hollow	\$ 25,193	\$ 20,124	\$ 16,500	\$ 23,802	\$ 37,000
<u>Corporation Yard</u>					
General Fund	101,454	127,001	89,100	129,713	112,720
Total Corporation Yard	\$ 101,454	\$ 127,001	\$ 89,100	\$ 129,713	\$ 112,720
Total Division Funding	\$ 1,709,730	\$ 2,195,221	\$ 2,231,832	\$ 2,259,658	\$ 2,723,011

Public Works

ALL DIVISIONS

OBJECT SUMMARY	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
EXPENDITURES					
SALARY & WAGES	\$ 807,936	\$ 936,115	\$ 914,668	\$ 921,518	\$ 1,007,458
EMPLOYEE BENEFITS	\$ 294,735	\$ 342,021	\$ 373,529	\$ 355,752	\$ 489,748
SUPPLIES & SERVICES					
Department Supplies & Expenses	4,037	6,316	5,510	4,709	5,700
Conferences & Memberships	5,339	4,795	12,155	9,100	12,255
Contractual Services	103,176	104,666	97,000	136,853	147,000
Insurances					
Intergovernmental & Agency	-	-	-	-	-
Equipment Supplies & Maintenance	273,559	436,301	561,200	508,886	686,820
Utility & Communication	154,414	179,359	175,200	231,586	233,800
Special Department Administrative		70,359	28,000	44,021	-
Allocated Costs	-	-	-	-	-
Total Supplies & Services	561,984	801,796	879,065	935,156	1,085,575
CAPITAL OUTLAY EXPENSE	2,475	72,688	21,970	4,632	83,000
CAPITAL OUTLAY ALLOWANCE	42,600	42,600	42,600	49,600	57,230
CAPITAL PROJECT EXPENSES	-	-	-	-	-
DEBT SERVICE EXPENSES					
TOTAL EXPENDITURES	\$ 1,709,730	\$ 2,195,221	\$ 2,231,832	\$ 2,266,658	\$ 2,723,011
SOURCE OF FUNDING					
General Fund	1,684,537	1,959,506	2,000,017	2,067,057	2,375,011
Employee Compensated Leave	-	36,074	-	-	-
Capital Equipment Replacement	-	57,500	40,000	34,903	65,000
Technology Fund	-	15,188	16,970	95	13,000
Park Development & ORT	-	9,943	40,000	10,000	40,000
Disaster Response	-	680	-	-	-
Cypress Hollow Fund	25,193	20,124	16,500	23,802	37,000
Paula Little Flower Fund	-	7,940	-	7,957	8,000
Measure "A" Parks	-	86,627	68,344	68,344	75,000
State Gas Tax	-	1,638	-	7,500	110,000
Street Impact Fund	-	-	50,000	40,000	-
TOTAL FUNDING	\$ 1,709,730	\$ 2,195,221	\$ 2,231,832	\$ 2,259,658	\$ 2,723,011
STAFFING LEVEL					
Public Works Director/ Town Engineer	1.00	1.00	1.00	1.00	1.00
Associate Engineer	1.00	1.00	1.00	1.00	1.00
Superintendent	1.00	1.00	1.00	1.00	1.00
Senior Maintenance Worker	2.00	2.00	2.00	2.00	2.00
Maintenance Worker I	4.00	4.00	4.00	3.00	4.00
TOTAL STAFFING	9.00	9.00	9.00	8.00	9.00

Public Works

ADMINISTRATION & ENGINEERING

OBJECT SUMMARY	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
EXPENDITURES					
SALARY & WAGES	\$ 263,218	\$ 349,071	\$ 307,812	\$ 312,812	\$ 346,043
EMPLOYEE BENEFITS	\$ 71,095	\$ 95,546	\$ 101,608	\$ 108,810	\$ 133,055
SUPPLIES & SERVICES					
Department Supplies & Expenses	540	1,150	810	79	500
Conferences & Memberships	1,636	1,778	6,055	5,400	6,055
Contractual Services	7,460	37,795	15,000	37,500	50,000
Insurances	-	-	-	-	-
Intergovernmental & Agency	-	-	-	-	-
Equipment Supplies & Maintenance	11,804	130,011	125,000	132,500	140,000
Utility & Communication	-	-	-	-	-
Special Department Administrative	-	-	28,000	28,000	-
Allocated Costs	-	-	-	-	-
Total Supplies & Services	\$ 21,440	\$ 170,735	\$ 174,865	\$ 203,479	\$ 196,555
CAPITAL OUTLAY EXPENSE	\$ -	\$ 2,856	\$ -	\$ -	\$ -
CAPITAL OUTLAY ALLOWANCE	\$ 2,600	\$ 2,600	\$ 2,600	\$ 2,600	\$ 2,730
CAPITAL PROJECT EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
DEBT SERVICE EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 358,353	\$ 620,807	\$ 586,885	\$ 627,701	\$ 678,383
STAFFING LEVEL					
Positions	2.00	2.00	2.00	2.00	2.00
TOTAL STAFFING	2.00	2.00	2.00	2.00	2.00

Public Works

ADMINISTRATION & ENGINEERING

Account Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
SALARY					
Public Works Director/Town Engineer	173,565	215,421	192,816	192,816	201,185
Associate Engineer	88,993	105,718	114,996	114,996	118,858
Project Coordinitor	-	-	-	-	26,000
Vacation Leave Compensation	-	26,938	-	-	-
Casual Hire	660	994	-	5,000	-
Subtotal:	\$ 263,218	\$ 349,071	\$ 307,812	\$ 312,812	\$ 346,043
EMPLOYEE BENEFITS					
Medical & Insurance	20,250	26,949	42,840	50,042	63,228
Employee Accruing Fringe	4,800	4,154	-	-	-
PERS-Town Normal Cost	21,286	28,604	26,432	26,432	27,138
PST - Part time (3.75%)					962
PERS-Unfunded Liability Payment	14,476	18,953	22,492	22,492	27,849
OPEB - GASB 45/75 Allowanc	2,848	6,697	-	-	3,460
FICA-Medicare	3,834	5,026	4,444	4,444	5,018
Auto Allowance	3,600	3,738	2,400	2,400	2,400
Cell Phone Allowance	-	1,425	3,000	3,000	3,000
Subtotal:	\$ 71,095	\$ 95,546	\$ 101,608	\$ 108,810	\$ 133,055
SUPPLIES & SERVICES					
DEPARTMENT SUPPLIES & EXPENSES					
Noticing and Publication	471	1,150	810	79	500
Subtotal:	\$ 540	\$ 1,150	\$ 810	\$ 79	\$ 500
CONFERENCES & MEMBERSHIPS					
Conferences, Meetings & Travel	582	1,068	3,900	2,500	3,900
Employee Development/Training	255	189	900	900	900
Memberships	800	521	1,255	2,000	1,255
Subtotal:	\$ 1,636	\$ 1,778	\$ 6,055	\$ 5,400	\$ 6,055
CONTRACTUAL SERVICES					
Contract - Engineering Services	7,460	1,313	15,000	7,500	15,000
Encroachment Inspections		36,483	-	30,000	35,000
Subtotal:	\$ 7,460	\$ 37,795	\$ 15,000	\$ 37,500	\$ 50,000
EQUIP, SUPPLIES & MAINTENANCE					
Open Space Management	3,193	25,792	56,656	56,656	65,000
Open Space Management (Measure A)		86,627	68,344	68,344	75,000
Storm Drain Flushing	-	15,275	-	-	-
Slide Repairs	(1,780)	-	-	-	-
Slide Repairs		680	-	-	-
Curb/Sidewalk Improvements		1,638	-	7,500	-
Street Striping	10,390	-	-	-	-
Subtotal:	\$ 11,804	\$ 130,011	\$ 125,000	\$ 132,500	\$ 140,000

Public Works**ADMINISTRATION & ENGINEERING**

Account Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
SPECIAL DEPT. ADMINISTRATIVE					
Street Speed Survey		-	28,000	28,000	-
Subtotal:	\$ -	\$ -	\$ 28,000	\$ 28,000	\$ -
Total Supplies & Services:	\$ 21,440	\$ 170,735	\$ 174,865	\$ 203,479	\$ 196,555
CAPITAL OUTLAY EXPENSES					
Computer & Peripheral	-	131	-	-	-
Computer Monitor	-	349	-	-	-
Lap Top Computers	-	2,375	-	-	-
Subtotal:	\$ -	\$ 2,856	\$ -	\$ -	\$ -
CAPITAL OUTLAY ALLOWANCE					
Depreciation Allowance	-	-	-	-	-
Technology Allowance	2,600	2,600	2,600	2,600	2,730
Total:	\$ 2,600	\$ 2,600	\$ 2,600	\$ 2,600	\$ 2,730
TOTAL DEPARTMENT	\$ 358,353	\$ 620,807	\$ 586,885	\$ 627,701	\$ 678,383

Public Works

STREETS MAINTENANCE

OBJECT SUMMARY	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
EXPENDITURES					
SALARY & WAGES	\$ 323,179	\$ 366,307	\$ 364,391	\$ 366,241	\$ 360,697
EMPLOYEE BENEFITS	\$ 132,525	\$ 144,994	\$ 152,809	\$ 156,248	\$ 194,171
SUPPLIES & SERVICES					
Department Supplies & Expenses	\$ -	\$ -	\$ -	\$ 239	\$ 500
Conferences & Memberships	\$ 2,177	\$ 1,972	\$ 4,000	\$ 2,000	\$ 4,000
Contractual Services	\$ -	\$ -	\$ -	\$ -	\$ -
Insurances	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental & Agency	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment Supplies & Maintenance	\$ 63,976	\$ 83,131	\$ 152,100	\$ 156,587	\$ 244,400
Utility & Communication	\$ -	\$ -	\$ -	\$ -	\$ -
Special Department Administrative	\$ -	\$ 56,862	\$ -	\$ 2,708	\$ -
Allocated Costs	\$ -	\$ -	\$ -	\$ -	\$ -
Total Supplies & Services	\$ 66,153	\$ 141,965	\$ 156,100	\$ 161,534	\$ 248,900
CAPITAL OUTLAY EXPENSE	\$ 2,475	\$ 69,833	\$ 21,970	\$ 4,632	\$ 83,000
CAPITAL OUTLAY ALLOWANCE	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL PROJECT EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
DEBT SERVICE EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 524,332	\$ 723,098	\$ 695,270	\$ 688,655	\$ 886,768
STAFFING LEVEL					
Positions	4.00	4.00	4.00	4.00	4.00
TOTAL STAFFING	4.00	4.00	4.00	4.00	4.00

Public Works

STREETS MAINTENANCE

Account Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
SALARY					
Superintendent of Public Works	113,516	120,416	131,197	131,197	133,890
Maintenance Worker (2)	132,934	153,317	144,316	144,316	137,178
Senior Maintenance Worker	71,468	76,546	82,878	82,878	84,529
Overtime	1,660	1,689	2,400	3,500	1,500
Overtime-Emergency		1,603	-	750	-
Special Shift Pay	3,600	3,600	3,600	3,600	3,600
Vacation Leave Compensation		9,135			-
Subtotal:	\$ 323,179	\$ 366,307	\$ 364,391	\$ 366,241	\$ 360,697
EMPLOYEE BENEFITS					
Medical & Insurance	50,505	44,472	63,840	52,879	84,815
Employee Accruing Fringe	20,289	23,506	9,600	24,001	14,400
PERS-Employee (7%)					
PERS-Town Normal Cost	21,928	24,946	27,478	27,478	28,696
PERS-Unfunded Liability	29,952	37,905	44,985	44,985	55,697
OPEB - GASB 45/75 Allowanc	3,125	6,761	-	-	3,607
FICA-Medicare	4,976	5,604	5,106	5,106	5,156
Cell Phone Allowance	550	600	600	600	600
Tuition Reimbursement	1,200	1,200	1,200	1,200	1,200
Subtotal:	\$ 132,525	\$ 144,994	\$ 152,809	\$ 156,248	\$ 194,171
SUPPLIES & SERVICES					
DEPARTMENT SUPPLIES & EXPENSES					
Publications & Subscriptions	-	-	-	239	500
Subtotal:	\$ -	\$ -	\$ -	\$ 239	\$ 500
CONFERENCES & MEMBERSHIPS					
Conferences, Meetings & Travel	1,787	1,733	1,500	500	1,500
Employee Development/Training	390	239	2,500	1,500	2,500
Subtotal:	\$ 2,177	\$ 1,972	\$ 4,000	\$ 2,000	\$ 4,000
EQUIP, SUPPLIES & MAINTENANCE					
Operating Supplies	1,297	2,149	2,900	2,900	500
Equipment Maintenance	78	725	1,100	1,100	15,000
Library Expansion		2,344	-	-	-
Fuel & Oil	20,190	30,083	14,000	28,000	15,000
Pest Control Downtown	1,500	1,500	1,500	1,500	1,500
Downtown Cleanup & Restrooms					
Small Tools	1,130	1,948	1,000	1,000	1,000
Storm Drain & Culvert Maintenance	6,689	3,650	30,000	30,000	30,000
Pavement/Sidewalk Maint and Repair	26,513	33,569	35,000	35,000	56,000
Pavement/Sidewalk Maint and Repair					60,000

Public Works

STREETS MAINTENANCE

Account Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
Street Painting (Moved Dept 430 FY 2014)					
Safety Equipment & Apparel	2,230	807	1,200	2,135	1,500
Uniform Maintenance Service	1,598	-	4,200	171	4,200
Uniform Purchase/Replacement	2,391	4,979	-	3,581	-
Vehicle Maintenance		364	10,000	10,000	8,500
Safety Equipment (MOU)	359	1,013	1,200	1,200	1,200
Contingency (Streets)		-	50,000	40,000	-
Contingency (Streets)	-	-	-		50,000
Subtotal:	\$ 63,976	\$ 83,131	\$ 152,100	\$ 156,587	\$ 244,400
SPECIAL DEPT. ADMINISTRATIVE					
Emergency & Disaster Planning		36,194	-	2,678	-
Emergency PG&E PSPS		20,667	-	30	-
Subtotal:	\$ -	\$ 56,862	\$ -	\$ 2,708	\$ -
Total Supplies & Services:	\$ 66,153	\$ 141,965	\$ 156,100	\$ 161,534	\$ 248,900
CAPITAL OUTLAY EXPENSES					
Vehicles & Setup	-	40,000	-	-	65,000
Video/Camera Equipment		17,500	-	4,537	
Computer & Peripheral		1,945	1,500	95	1,500
Misc. Computer Parts		-	1,250	-	
Maint.Schedule SW Maint		9,958	9,220	-	11,500
Telecommunication Equipment		430	5,000	-	
Subtotal:	\$ -	\$ 69,833	\$ 16,970	\$ 4,632	\$ 78,000
CAPITAL OUTLAY ALLOWANCE					
Subtotal:	\$ -	\$ -	\$ -	\$ -	\$ -
OTHER EQUIPMENT					
Street Light Pole Replacement	2,475	-	5,000	-	5,000
Subtotal:	\$ 2,475	\$ -	\$ 5,000	\$ -	\$ 5,000
TOTAL DEPARTMENT	\$ 524,332	\$ 723,098	\$ 695,270	\$ 688,655	\$ 886,768

Public Works

PARKS MAINTENANCE

OBJECT SUMMARY	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
EXPENDITURES					
SALARY & WAGES	\$ 221,539	\$ 220,737	\$ 242,465	\$ 242,465	\$ 300,718
EMPLOYEE BENEFITS	\$ 91,116	\$ 101,482	\$ 119,112	\$ 90,694	\$ 162,522
SUPPLIES & SERVICES					
Department Supplies & Expenses	-	-	-	-	-
Conferences & Memberships	1,525	1,045	2,100	1,700	2,200
Contractual Services	91,372	66,697	75,000	82,957	83,000
Insurances	-	-	-	-	-
Intergovernmental & Agency	-	-	-	-	-
Equipment Supplies & Maintenance	136,212	141,170	234,400	150,183	219,500
Utility & Communication	114,043	133,256	135,000	179,074	182,700
Special Department Administrative	-	8,904	-	12,506	-
Allocated Costs	-	-	-	-	-
Total Supplies & Services	\$ 343,152	\$ 351,072	\$ 446,500	\$ 426,420	\$ 487,400
CAPITAL OUTLAY EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY ALLOWANCE	\$ -	\$ -	\$ -	\$ -	\$ 5,000
CAPITAL PROJECT EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
DEBT SERVICE EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 655,807	\$ 673,291	\$ 808,077	\$ 759,579	\$ 955,640
STAFFING LEVEL					
Positions	3.00	3.00	3.00	3.00	3.00
TOTAL STAFFING	3.00	3.00	3.00	3.00	3.00

Public Works

PARKS MAINTENANCE

Account Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
SALARY					
Maintenance Worker (3)	122,895	131,154	128,285	128,285	196,513
Senior Maintenance Worker	77,945	63,507	78,180	78,180	78,205
Seasonal Maintenance Worker-PST	20,299	25,080	35,000	35,000	25,000
Overtime	400	681	1,000	1,000	1,000
Overtime-Emergency		316	-	-	-
Subtotal:	\$ 221,539	\$ 220,737	\$ 242,465	\$ 242,465	\$ 300,718
EMPLOYEE BENEFITS					
Medical & Insurance	46,803	48,267	53,011	34,193	78,730
Employee Accruing Fringe		-	9,600	-	9,600
PERS-Town Normal Cost	15,835	16,433	17,948	17,948	22,829
PERS-Unfunded Liability	22,464	28,429	33,739	33,739	41,773
PST 3.75% Employer Contribution	761	941	1,313	1,313	1,875
OPEB - GASB 45/75 Allowanc	2,059	4,221	-	-	3,007
FICA-Medicare Tax	3,194	3,192	3,501	3,501	4,708
Subtotal:	\$ 91,116	\$ 101,482	\$ 119,112	\$ 90,694	\$ 162,522
SUPPLIES & SERVICES					
CONFERENCES & MEMBERSHIPS					
Conferences, Meetings & Travel	-	25	400	-	500
Employee Development/Training	1,115	710	1,200	1,200	1,200
Memberships	410	310	500	500	500
Subtotal:	\$ 1,525	\$ 1,045	\$ 2,100	\$ 1,700	\$ 2,200
CONTRACTUAL SERVICES					
Contractual Services (Medians & Restrooms)	84,693	57,630	70,000	70,000	70,000
Contractual Services (flower baskets)		7,940		7,957	8,000
Downtown Fountain Maint	6,679	1,128	5,000	5,000	5,000
Subtotal:	\$ 91,372	\$ 66,697	\$ 75,000	\$ 82,957	\$ 83,000
EQUIP, SUPPLIES & MAINTENANCE					
Equipment Maintenance	4,218	19,943	10,000	16,712	10,000
Building/Facility Supplies	-	249	-	-	-
ORT Special Maintenance	5,100	-	-	-	-
Building/Facility Supplies		-	40,000	30,366	-
Fuel & Oil	-	-	14,000	-	15,000
Fuel & Oil	-	5,820	-	1,625	-
Janitorial Services	-	600	5,400	-	18,000
Landscape Grounds & Materials	39,769	53,412	30,000	62,746	63,000
McKegney Green Maintenance	6,791	25,110	30,000	15,951	19,000
Small Tools & Implements		720		-	-
Street Materials & Signs	4,431	226	1,000	593	11,000
Tree Maintenance	71,615	20,110	40,000	8,250	30,000
Fencing		-	10,000	-	-

Public Works

PARKS MAINTENANCE

Account Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
Safety Equipment & Apparel	-	-	-	-	1,000
Uniform Maintenance Service	1,897	378	4,000	-	4,000
Uniform Purchase/Replacement	2,391	4,657	-	3,746	-
Vehicle Maintenance	-	-	10,000	194	8,500
ORT Maint. DG/Pavemen	-	-	-	-	-
Fencing	-	9,943	-	10,000	-
Contingency (Parks)	-	-	40,000	-	40,000
Subtotal:	\$ 136,212	\$ 141,170	\$ 234,400	\$ 150,183	\$ 219,500
UTILITY & COMMUNICATION					
Energy-PG&E	8,509	9,547	10,000	7,760	10,000
Water-MMWD	90,472	123,709	125,000	170,852	172,000
Water-RBSD Reclaimed	15,062	-	-	-	-
Telecommunication	-	-	-	461	700
Subtotal:	\$ 114,043	\$ 133,256	\$ 135,000	\$ 179,074	\$ 182,700
SPECIAL DEPT. ADMINISTRATIVE					
Emergency & Disaster Planning	-	8,904	-	12,506	-
Subtotal:	\$ -	\$ 8,904	\$ -	\$ 12,506	\$ -
Total Supplies & Services:	\$ 343,152	\$ 351,072	\$ 446,500	\$ 426,420	\$ 487,400
CAPITAL OUTLAY EXPENSES					
Subtotal:	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY ALLOWANCE					
Capital Equipment Allowance	-	-	-	-	5,000
Technology Allowance	-	-	-	-	-
Subtotal:	\$ -	\$ -	\$ -	\$ -	\$ 5,000
TOTAL DEPARTMENT	\$ 655,807	\$ 673,291	\$ 808,077	\$ 759,579	\$ 955,640

Public Works

CORPORATION YARD

OBJECT SUMMARY	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
EXPENDITURES					
SALARY & WAGES	\$ -	\$ -	\$ -	\$ -	\$ -
EMPLOYEE BENEFITS	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES & SERVICES					
Department Supplies & Expenses	3,497	5,166	4,700	4,391	4,700
Conferences & Memberships	-	-	-	-	-
Contractual Services	-	-	-	-	-
Insurances	-	-	-	-	-
Intergovernmental & Agency	-	-	-	-	-
Equipment Supplies & Maintenance	38,132	52,578	25,700	53,593	32,920
Utility & Communication	19,825	24,664	18,700	30,922	28,100
Special Department Administrative	-	4,593	-	807	-
Allocated Costs	-	-	-	-	-
Total Supplies & Services	\$ 61,454	\$ 87,001	\$ 49,100	\$ 89,713	\$ 65,720
CAPITAL OUTLAY EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY ALLOWANCE	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 47,000
CAPITAL PROJECT EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
DEBT SERVICE EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 101,454	\$ 127,001	\$ 89,100	\$ 129,713	\$ 112,720
STAFFING LEVEL					
Positions					
TOTAL STAFFING					

Public Works

CORPORATION YARD

Account Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
SUPPLIES & SERVICES					
DEPARTMENT SUPPLIES & EXPENSES					
Office & Copier Supplies	1,602	3,089	1,500	1,539	1,500
Permit/Application Fees	1,895	2,077	3,200	2,852	3,200
Subtotal:	\$ 3,497	\$ 5,166	\$ 4,700	\$ 4,391	\$ 4,700
EQUIP, SUPPLIES & MAINTENANCE					
Operating Supplies	785	4,325	6,000	9,479	7,500
Equipment Maintenance	2,604	177	3,000	4,214	4,220
Building/Facility Supplies	4,666	5,590	5,000	5,491	5,500
Fuel & Oil	10,348	15,885	2,500	12,269	7,000
Janitorial Services	2,580	2,580	2,600	2,633	2,600
Small Tools/Implements	1,862	401	3,500	2,926	3,000
Vehicle Maintenance	15,265	17,051	-	12,072	2,000
Facility - Alteration/Improvements	22	3,882	600	-	-
Rental-Equipment & Tools	-	2,687	2,500	1,009	1,100
Corporation Yard Fuel Pump Rebuild		-	-	3,500	-
Subtotal:	\$ 38,132	\$ 52,578	\$ 25,700	\$ 53,593	\$ 32,920
UTILITY & COMMUNICATION					
Energy-PG&E	3,690	4,345	4,300	4,332	5,000
Water-MMWD	1,928	4,184	3,200	3,303	3,700
Telecommunication	11,473	13,335	8,000	21,047	16,000
Cable Communication Services	2,734	2,800	3,200	2,239	3,400
Subtotal:	\$ 19,825	\$ 24,664	\$ 18,700	\$ 30,922	\$ 28,100
SPECIAL DEPT. ADMINISTRATIVE					
Emergency & Disaster Planning		4,593	-	807	-
Subtotal:	\$ -	\$ 4,593	\$ -	\$ 807	\$ -
Total Supplies & Services:	\$ 61,454	\$ 87,001	\$ 49,100	\$ 89,713	\$ 65,720
CAPITAL OUTLAY EXPENSES					
Subtotal:	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY ALLOWANCE					
Capital Equipment Allowance	40,000	40,000	40,000	40,000	42,000
Technology Allowance	-	-	-	-	5,000
Subtotal:	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 47,000
TOTAL DEPARTMENT	\$ 101,454	\$ 127,001	\$ 89,100	\$ 129,713	\$ 112,720

Public Works

STREET & SIGNAL LIGHT SYSTEM

OBJECT SUMMARY	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
EXPENDITURES					
SALARY & WAGES					
EMPLOYEE BENEFITS					
SUPPLIES & SERVICES					
Department Supplies & Expenses					
Conferences & Memberships					
Contractual Services					
Insurances					
Intergovernmental & Agency					
Equipment Supplies & Maintenance	25,447	12,267	16,000	11,551	30,000
Utility & Communication	19,145	18,632	20,000	18,658	20,000
Special Department Administrative	-	-	-	-	-
Allocated Costs	-	-	-	-	-
Total Supplies & Services	\$ 44,592	\$ 30,899	\$ 36,000	\$ 30,209	\$ 50,000
CAPITAL OUTLAY EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY ALLOWANCE	\$ -	\$ -	\$ -	\$ -	\$ 2,500
CAPITAL PROJECT EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
DEBT SERVICE EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 44,592	\$ 30,899	\$ 36,000	\$ 30,209	\$ 52,500
STAFFING LEVEL					
Positions					
TOTAL STAFFING					

Public Works

STREET & SIGNAL LIGHT SYSTEM

Account Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
SUPPLIES & SERVICES					
EQUIP SUPPLIES & MAINTENANCE					
Street/Signal Light Maint. (Cal/TRANS)	25,447	12,267	16,000	11,551	30,000
Subtotal:	\$ 25,447	\$ 12,267	\$ 16,000	\$ 11,551	\$ 30,000
UTILITY & COMMUNICATION					
Energy-PG&E	19,145	18,632	20,000	18,658	20,000
Subtotal:	\$ 19,145	\$ 18,632	\$ 20,000	\$ 18,658	\$ 20,000
Total Supplies & Services:	\$ 44,592	\$ 30,899	\$ 36,000	\$ 30,209	\$ 50,000
CAPITAL OUTLAY EXPENSES					
Subtotal:	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY ALLOWANCE					
Capital Equipment Allowance					2,500
Technology Allowance	-	-	-	-	-
Subtotal:	\$ -	\$ -	\$ -	\$ -	\$ 2,500
TOTAL DEPARTMENT	\$ 44,592	\$ 30,899	\$ 36,000	\$ 30,209	\$ 52,500

Public Works

CYPRESS HOLLOW SPECIAL DISTRICT

OBJECT SUMMARY	2018/19 Actual	2019/20 Actual	2020/21 Adopted	Actuals 3/30/2021	2020/21 Estimated	2021/22 Proposed
EXPENDITURES						
SALARY & WAGES						
EMPLOYEE BENEFITS						
SUPPLIES & SERVICES						
Department Supplies & Expenses						
Conferences & Memberships						
Contractual Services	14,000	173	7,000	9,396	16,396	14,000
Insurances	-	-	-	-	-	-
Intergovernmental & Agency	-	-	-	-	-	-
Equipment Supplies & Maintenance	9,793	17,144	8,000	2,982	4,473	20,000
Utility & Communication	1,400	2,808	1,500	1,956	2,933	3,000
Special Department Administrative	-	-	-	-	-	-
Allocated Costs	-	-	-	-	-	-
Total Supplies & Services	\$ 25,193	\$ 20,124	\$ 16,500	\$ 14,333	\$ 23,802	\$ 37,000
CAPITAL OUTLAY EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY ALLOWANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL PROJECT EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DEBT SERVICE EXPENSES	\$ 1	\$ 2	\$ 3	\$ 4	\$ 5	\$ 6
TOTAL EXPENDITURES	\$ 25,193	\$ 20,124	\$ 16,500	\$ 14,333	\$ 23,802	\$ 37,000
STAFFING LEVEL						
Positions						
TOTAL STAFFING						

Public Works**CYPRESS HOLLOW SPECIAL DISTRICT**

Account Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2021/22 Proposed
SUPPLIES & SERVICES				
CONTRACTUAL SERVICES				
Contractual Services (Cost Recovery)	14,000	173	7,000	14,000
Subtotal:	\$ 14,000	\$ 173	\$ 7,000	\$ 14,000
EQUIP SUPPLIES & MAINTENANCE				
Landscape Grounds & Materials	9,793	17,144	8,000	5,000
Tree Maintenance		-	-	15,000
Subtotal:	\$ 9,793	\$ 17,144	\$ 8,000	\$ 20,000
UTILITY & COMMUNICATION				
Water-MMWD	1,400	2,808	1,500	3,000
Subtotal:	\$ 1,400	\$ 2,808	\$ 1,500	\$ 3,000
Total Supplies & Services:	\$ 25,193	\$ 20,124	\$ 16,500	\$ 37,000
TOTAL DEPARTMENT	\$ 25,193	\$ 20,124	\$ 16,500	\$ 37,000

NON-DEPARTMENTAL

Insurances and Joint Power Authorities

Low-Moderate Income Housing

Town Owned Housing

Belvedere-Tiburon Library Agency

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

Insurances and Joint Power Authorities

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

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

Town Owned Housing

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

Low-Moderate Income Housing

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

Tiburon Peninsula Library Agency

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

NON-DEPARTMENTAL**COMBINING SUMMARY TOTALS**

	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
DEPARTMENT FUNDING					
General Fund	1,465,385	1,632,908	1,383,788	1,324,907	1,289,612
Infrastructure & Facility Replacement					150,000
Low/Moderate Housing Fund	22,673	35,848	23,552	23,552	11,249
Town Owned Housing	327,503	78,989	113,700	79,319	106,799
Self Insurance Reserve	-	-	125,000	24,747	125,000
Peninsula Library JPA Fund	1,879,966	1,980,433	1,730,219	1,730,219	1,789,912
Total Department Funding	\$ 3,695,527	\$ 3,728,179	\$ 3,376,258	\$ 3,182,745	\$ 3,472,571

Non-Departmental

ALL DIVISIONS

OBJECT SUMMARY	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
EXPENDITURES					
SALARY & WAGES	\$ -	\$ -	\$ -	\$ -	\$ -
EMPLOYEE BENEFITS	\$ 351,346	\$ 371,524	\$ 194,472	\$ 189,583	\$ 238,122
SUPPLIES & SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -
Department Supplies & Expenses	5,698	6,635	8,300	9,416	9,699
Conferences & Memberships	-	-	-	-	320
Contractual Services	12,872	14,384	23,295	25,396	26,715
Insurances	403,210	337,636	495,578	376,233	508,345
Intergovernmental & Agency	2,608,995	2,935,245	2,558,814	2,521,814	2,601,871
Equipment Supplies & Maintenance	53,167	59,070	68,000	58,303	60,000
Utility & Communication	-	-	-	-	-
Special Department Administrative	-	-	-	-	-
Allocated Costs	-	-	300	-	-
Total Supplies & Services	\$ 3,083,942	\$ 3,352,971	\$ 3,154,287	\$ 2,991,162	\$ 3,206,949
CAPITAL OUTLAY EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY ALLOWANCE	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL PROJECT EXPENSES	\$ 260,239	\$ 3,684	\$ 27,500	\$ 2,000	\$ 27,500
DEBT SERVICE EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 3,695,527	\$ 3,728,179	\$ 3,376,258	\$ 3,182,745	\$ 3,472,571
SOURCE OF FUNDING					
General Fund	1,465,385	1,632,908	1,383,788	1,324,907	1,289,612
Infrastructure & Facility Replacement					150,000
Low/Moderate Housing Fund	22,673	35,848	23,552	23,552	11,249
Town Owned Housing	327,503	78,989	113,700	79,319	106,799
Self Insurance Reserve	-	-	125,000	24,747	125,000
Peninsula Library JPA Fund	1,879,966	1,980,433	1,730,219	1,730,219	1,789,912
TOTAL FUNDING	\$ 3,695,527	\$ 3,728,179	\$ 3,376,258	\$ 3,182,745	\$ 3,472,571

Non-Departmental

INSURANCES AND INTER-GOVERNMENTAL AGREEMENTS

OBJECT SUMMARY	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
EXPENDITURES					
SALARY & WAGES	0				
EMPLOYEE BENEFITS	\$ 351,346	\$ 371,524	\$ 194,472	\$ 189,583	\$ 238,122
SUPPLIES & SERVICES					
Department Supplies & Expenses					
Conferences & Memberships	-	-	-	-	320
Contractual Services	4,472	4,784	13,695	15,796	17,115
Insurances	403,210	337,636	495,578	376,233	508,345
Intergovernmental & Agency	706,357	918,964	805,043	768,043	800,711
Equipment Supplies & Maintenance					
Utility & Communication					
Special Department Administrative					
Allocated Costs					
Total Supplies & Services	\$ 1,114,039	\$ 1,261,384	\$ 1,314,316	\$ 1,160,072	\$ 1,326,490
CAPITAL OUTLAY EXPENSE					
CAPITAL OUTLAY ALLOWANCE					
CAPITAL PROJECT EXPENSES					
DEBT SERVICE EXPENSES					
TOTAL EXPENDITURES	\$ 1,465,385	\$ 1,632,908	\$ 1,508,788	\$ 1,349,655	\$ 1,564,612
STAFFING LEVEL					
Positions	-	-	-		-
TOTAL STAFFING	-	-	-		-

Non-Departmental

INSURANCES AND INTERGOVERNMENTAL

Account Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
EMPLOYEE BENEFITS					
Retiree Health Benefits	151,346	163,852	183,122	178,840	183,122
PERS AAUL Extra Payment	200,000	200,000	0	0	50,000
Unemployment Insurance (EDD)	0	7,672	11,350	10,743	5,000
Subtotal:	\$ 351,346	\$ 371,524	\$ 194,472	\$ 189,583	\$ 238,122
SUPPLIES & EXPENSES					
CONFERENCES & MEMBERSHIPS					
Memberships	-	-	-	-	320
Subtotal:	\$ -	\$ -	\$ -	\$ -	\$ 320
CONTRACTUAL SERVICES					
Contractual Services		750			
Health Benefit Plan Administration	1,568	1,857	4,195	4,195	5,115
Downtown Restroom Lease	2,904	2,177	9,500	11,601	12,000
Subtotal:	\$ 4,472	\$ 4,784	\$ 13,695	\$ 15,796	\$ 17,115
INSURANCE					
Liability Premium (PLAN JPA)	146,637	127,827	149,023	134,505	155,883
Workers Compensation Premium (Bay Cities)	244,920	179,373	177,025	177,312	177,584
Worker's Compensation SIR			125,000	24,747	125,000
Property Premium (PLAN JPA)	-4,360	13,318	24,160	18,414	24,435
Public Officials EO (PLAN JPA)	-	-	1,000.00	1,000.00	1,000
Employment Practices Liability (ERMA/Bay Cities)	16,013	17,118	19,370	20,255	24,443
Risk Management					
Subtotal:	\$ 403,210	\$ 337,636	\$ 495,578	\$ 376,233	\$ 508,345
INTERGOVERNMENT, AGENCY & JPA					
Animal Control JPA (MGSA)	95,640	125,299	110,000	110,000	110,000
Cable Telecom JPA-Media Center	-	0	0	0	0
Chamber of Commerce TOT 5%	28,053	27,963	27,500	11,623	37,500
Destination:Tiburon TOT 5%	28,053	27,963	27,500	11,623	37,500
Transportation Authority of Marin JPA	19,348	19,348	18,500	17,306	17,306
MERA Radio Acquisition JPA (Bond)	44,378	44,275	44,275	44,304	21,000
MERA Radio Acquisition JPA (Operating)	43,584	44,923	44,923	47,225	53,945
Emergency Management Planning JPA	-	0	5,000	965	965
Hazardous Materials JPA	2,805	2,805	2,945	2,945	2,945
Marin Mediation Services (MGSA)	2,909	0	3,144	3,144	3,144
Richardson Bay Regional Agency JPA	70,940	70,334	89,000	88,333	91,000
Stormwater Runoff (MCSTOPP) JPA	32,801	28,118	28,430	28,430	28,430
Street Light Acquisition Dues (MGSA)	198	0	500	500	500
MCCMC Lobbyist & Legislative Support	3,738	4,100	4,250	4,250	4,250
LAFCO	5,961	0	7,500	5,819	5,900
Marin Map (MGSA)	-	6,320	6,000	6,000	6,500
Marin General Services Authority (General)	8,615	0	9,076	9,076	9,076
Marin Clean Energy JPA (MGSA)	11,500	0	1,500	1,500	1,500
Cal Fire Contract (Angel Island)	23,925	25,361	30,000	30,000	29,250

Non-Departmental**INSURANCES AND INTERGOVERNMENTAL**

Account Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
Marin Fire Chiefs Disaster Preparedness	-	3,500	0	0	
Yellow School Bus Contribution	283,908	169,973	175,000	175,000	170,000
Contributions/Donations (Welcome Center)		10,000	20,000	20,000	20,000
Contributions/Donations (Ranch)		158,682			
Contributions/Donations		150,000	150,000		
Contributions/Donations (Library)				150,000	150,000
Subtotal:	\$ 706,357	\$ 918,964	\$ 805,043	\$ 768,043	\$ 800,711
CAPITAL OUTLAY					
Peninsula Siren System Contribution					
Subtotal:	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL DEPARTMENT	\$ 1,465,385	\$ 1,632,908	\$ 1,508,788	\$ 1,349,655	\$ 1,564,612

Non-Departmental

NON-DEPARTMENTAL-LOW-MOD HOUSING

OBJECT SUMMARY	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
EXPENDITURES					
SALARY & WAGES					
EMPLOYEE BENEFITS					
SUPPLIES & SERVICES					
Department Supplies & Expenses	-	-	-	-	-
Conferences & Memberships					
Contractual Services	-	-	-	-	-
Insurances					
Intergovernmental & Agency	22,673	35,848	23,552	23,552	11,249
Equipment Supplies & Maintenance	-	-	-	-	-
Utility & Communication					
Special Department Administrative					
Allocated Costs	-	-	-	-	-
Total Supplies & Services	\$ 22,673	\$ 35,848	\$ 23,552	\$ 23,552	\$ 11,249
CAPITAL OUTLAY EXPENSE					
CAPITAL OUTLAY ALLOWANCE					
CAPITAL PROJECT EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
DEBT SERVICE EXPENSES					
TOTAL EXPENDITURES	\$ 22,673	\$ 35,848	\$ 23,552	\$ 23,552	\$ 11,249
STAFFING LEVEL - None					

Non-Departmental

Fun

NON-DEPARTMENTAL-LOW-MOD HOUSING

Account Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
SUPPLIES & SERVICES					
DEPARTMENT SUPPLIES & EXPENSES					
Bank Charges & Fees	-	-	-	-	-
Property Tax Payments	-	-	-	-	-
Subtotal:	\$ -	\$ -	\$ -		\$ -
CONTRACTUAL SERVICES					
Contractual services (Cost Recovery)	-	-	-	-	-
Subtotal:	\$ -	\$ -	\$ -		\$ -
INTERGOVERNMENT, AGENCY & JPA					
Marin Housing Authority JPA	10,149	10,800	11,028	11,028	11,249
Marin Homelessness Contribution	12,524	25,048	12,524	12,524	-
Subtotal:	\$ 22,673	\$ 35,848	\$ 23,552	\$ 23,552	\$ 11,249
Total Supplies & Services:	\$ 22,673	\$ 35,848	\$ 23,552	\$ 23,552	\$ 11,249
TOTAL DEPARTMENT	\$ 22,673	\$ 35,848	\$ 23,552	\$ 23,552	\$ 11,249

Non-Departmental				Town-Owned Housing Fund		
NON-DEPARTMENTAL-TOWN OWNED HOUSING						
OBJECT SUMMARY	2018/19 Actual	2019/20 Actual	2020/21 Adopted	Actuals 3/30/2021	2020/21 Estimated	2021/22 Proposed
EXPENDITURES						
SALARY & WAGES						
EMPLOYEE BENEFITS						
SUPPLIES & SERVICES						
Department Supplies & Expenses	5,698	6,635	8,300	9,416	9,416	9,699
Conferences & Memberships						
Contractual Services	8,400	9,600	9,600	-	9,600	9,600
Insurances	-	-	-	-	-	-
Intergovernmental & Agency	-	-	-	-	-	-
Equipment Supplies & Maintenance	53,167	59,070	68,000	43,824	58,303	60,000
Utility & Communication	-	-	-	-	-	-
Special Department Administrative	-	-	-	-	-	-
Allocated Costs	-	-	300	-	-	-
Total Supplies & Services	\$ 67,265	\$ 75,306	\$ 86,200	\$ 53,240	\$ 77,319	\$ 79,299
CAPITAL OUTLAY EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY ALLOWANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL PROJECT EXPENSES	\$ 260,239	\$ 3,684	\$ 27,500	\$ 593	\$ 2,000	\$ 27,500
DEBT SERVICE EXPENSES						
TOTAL EXPENDITURES	\$ 327,503	\$ 78,989	\$ 113,700	\$ 53,833	\$ 79,319	\$ 106,799
STAFFING LEVEL						
None		-	-			-
TOTAL STAFFING		-	-			-

Non-Departmental

NON-DEPARTMENTAL-TOWN OWNED HOUSING

Account Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
SUPPLIES & SERVICES					
DEPARTMENT SUPPLIES & EXPENSES					
Property Tax Payments	5,698	6,635	8,300	9,416	9,699
Subtotal:	\$ 5,698	\$ 6,635	\$ 8,300	\$ 9,416	\$ 9,699
CONTRACTUAL SERVICES					
Contractual services (Cost Recovery)	8,400	9,600	9,600	9,600	9,600
Subtotal:	\$ 8,400	\$ 9,600	\$ 9,600	\$ 9,600	\$ 9,600
EQ SUPPLIES & MAINTENANCE					
Property Management (HOA)	53,167	59,070	68,000	58,303	60,000
Subtotal:	\$ 53,167	\$ 59,070	\$ 68,000	\$ 58,303	\$ 60,000
ALLOCATED COSTS					
Insurance-Property	-	-	300	-	-
Subtotal:	\$ -	\$ -	\$ 300	\$ -	\$ -
Total Supplies & Services:	\$ 67,265	\$ 75,306	\$ 86,200	\$ 77,319	\$ 79,299
CAPITAL EXPENSES					
PROPERTY ACQUISITION					
Purchase Real Property	232,218	-	-	-	-
Facility Alteration/Improvement		-			
Facility Alteration/Improvement /Renovation	28,021	3,684		-	7,500
Unit 2			2,500	2,000	2,500
Unit 3			2,500		2,500
Unit 4			2,500		2,500
Unit 6			2,500		2,500
Unit 7			2,500		2,500
Unit 11			10,000		2,500
Unit 14			2,500		2,500
Unit 18			2,500		2,500
Subtotal:	\$ 260,239	\$ 3,684	\$ 27,500	\$ 2,000	\$ 27,500
TOTAL DEPARTMENT	\$ 327,503	\$ 78,989	\$ 113,700	\$ 79,319	\$ 106,799

Non-Departmental

BELVEDERE-TIBURON LIBRARY AGENCY

OBJECT SUMMARY	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
EXPENDITURES					
SALARY & WAGES					
EMPLOYEE BENEFITS					
SUPPLIES & SERVICES					
Department Supplies & Expenses					
Conferences & Memberships					
Contractual Services					
Insurances					
Intergovernmental & Agency	1,879,966	1,980,433	1,730,219	1,730,219	1,789,912
Equipment Supplies & Maintenance					
Utility & Communication					
Special Department Administrative					
Allocated Costs					
Total Supplies & Services	\$ 1,879,966	\$ 1,980,433	\$ 1,730,219	\$ 1,730,219	\$ 1,789,912
CAPITAL OUTLAY EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY ALLOWANCE	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL PROJECT EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
DEBT SERVICE EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 1,879,966	\$ 1,980,433	\$ 1,730,219	\$ 1,730,219	\$ 1,789,912

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

Account Description	2018/19 Actual	2019/20 Actual	2020/21 Adopted	2020/21 Estimated	2021/22 Proposed
SUPPLIES & SERVICES					
INTERGOVERNMENT, AGENCY & JPA					
Payment to Library Agency (Property Tax proceeds)	1,879,966	1,980,433	1,730,219	1,730,219	1,789,912
Subtotal:	\$ 1,879,966	\$ 1,980,433	\$ 1,730,219	\$ 1,730,219	\$ 1,789,912
Total Supplies & Services:	\$ 1,879,966	\$ 1,980,433	\$ 1,730,219	\$ 1,730,219	\$ 1,789,912
TOTAL DEPARTMENT	\$ 1,879,966	\$ 1,980,433	\$ 1,730,219	\$ 1,730,219	\$ 1,789,912

CAPITAL OUTLAY & ALLOWANCE

Planned Capital Outlay Purchases

Planned Technology Outlay Purchases

Depreciation Allowance Schedule

Total proposed Department capital outlay purchases equal \$130,000. This amount is \$19,570 more than the proposed total Depreciation Allowance charged to the Departments. \$19,570 amount will be held in the Reserve for years when the allowance is less than the proposed purchases. There are sufficient funds to cover the planned purchases, which includes upgrades to the Town Hall lobby, replacements Police Department Vehicle Patrol Car and Public Works dump truck.

Total proposed Department technology outlay purchases equal \$251,200. This amount is approximately \$96,645 more than the total amount of revenues anticipated for the Technology Fund. Periodically the depreciation allowance and technology fees are more than the planned purchases and excess funds are held in the Reserve for years when the allowance is less than the proposed purchases. There are sufficient funds to cover the planned purchases.

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

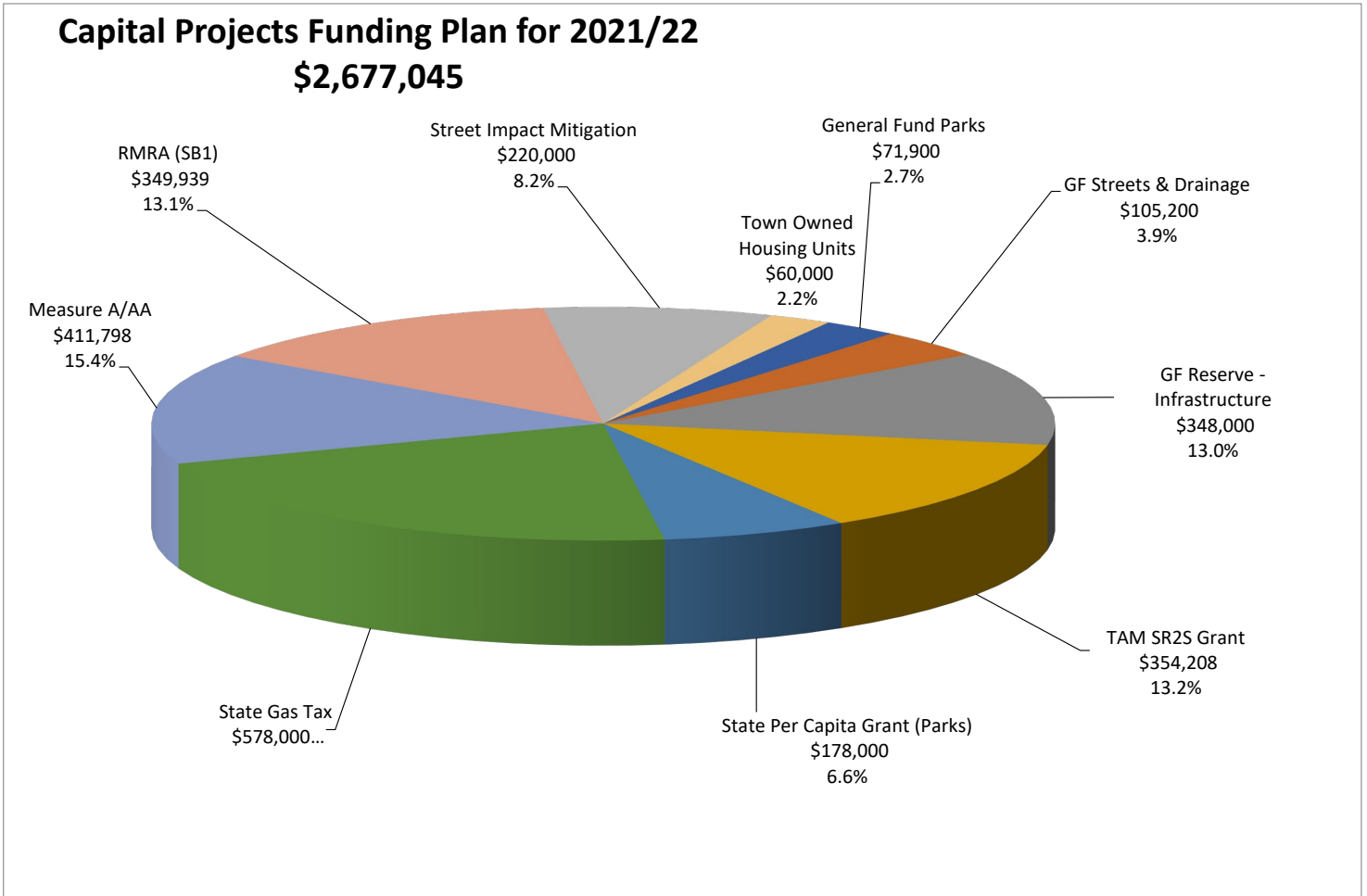
Planned Capital Outlay Purchases

DEPARTMENT & ITEM DESCRIPTION	AMOUNT
TOWN ADMINISTRATION	
Town Hall Lobby Upgrades	20,000
Total Town Administration	\$ 20,000
COMMUNITY DEVELOPMENT	
Total Community Development	\$ -
POLICE	
Police Department Vehicle replacement-Patrol Car	45,000
Total Police	\$ 45,000
PUBLIC WORKS	
New dump truck to replace 2006 model	65,000
Total Public Works	\$ 65,000
<hr/>	
Total Planned Capital Outlay Purchases:	\$ 130,000

Planned Technology Outlay Purchases

DEPARTMENT & ITEM DESCRIPTION	AMOUNT
TOWN ADMINISTRATION	
Desktop Computer Replacement (2)	3,000
Licenses (Unidata, Progressive, Granicus, CivicPlus, Antispam)	27,000
Miscellaneous Computer Parts (8)	2,000
Printer Maintenance	14,000
Laserfiche Annual Maintenance & Licenses	5,500
GovInvest 2 Year Agreement	18,000
EK: Office 365 \$527.5 monthly	6,500
Financial Accounting Software - Annual Maintenance (Tyler Incode)	23,500
Total Town Administration	99,500
COMMUNITY DEVELOPMENT	
Computer & Peripheral	5,000
Misc. Computer Parts	1,500
Central Square Vendor where are the dollars? (PermitTrak)	32,500
Voice Trak- new implementation	12,500
implementation of I Trak- SB2 Funds	20,000
Total Community Development	71,500
POLICE	
Miscellaneous Computer Parts (10)	2,500
Desktop Computer Replacements (2)	3,000
Body Camera - 5 Year Contract Including Maintenance (FY 19-20 through FY 24-25)	28,100
License Plate Camera Software Support	3,600
Phone System Upgrade	30,000
Total Police	67,200
PUBLIC WORKS	
Desktop Computer Replacements (1)	1,500
Maintenance Scheduling Software - Annual Fee	11,500
Total Public Works	13,000
Total Planned Technology Outlay Purchases:	251,200

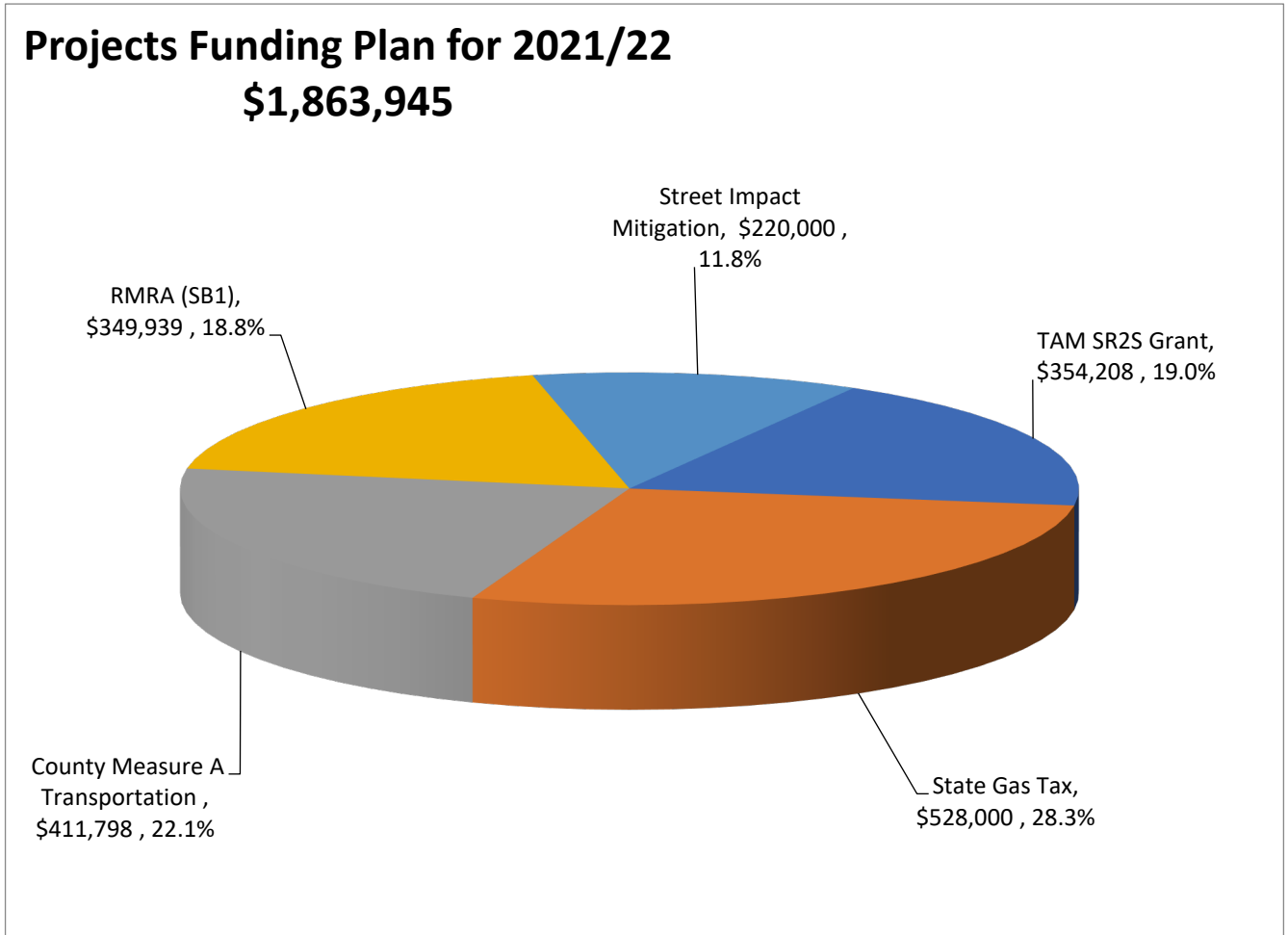
CAPITAL PROJECTS FUNDING - ALL CATEGORIES



Planned Capital Projects Funding

General Fund	\$	-
General Fund Parks	\$	71,900
GF Streets & Drainage	\$	105,200
GF Reserve - Infrastructure	\$	348,000
TAM SR2S Grant	\$	354,208
State Per Capita Grant (Parks)	\$	178,000
State Gas Tax	\$	578,000
Measure A/AA	\$	411,798
RMRA (SB1)	\$	349,939
Street Impact Mitigation	\$	220,000
Town Owned Housing Units	\$	60,000
Total Funding All Sources:	\$	2,677,045

Overview of Streets Project Funding



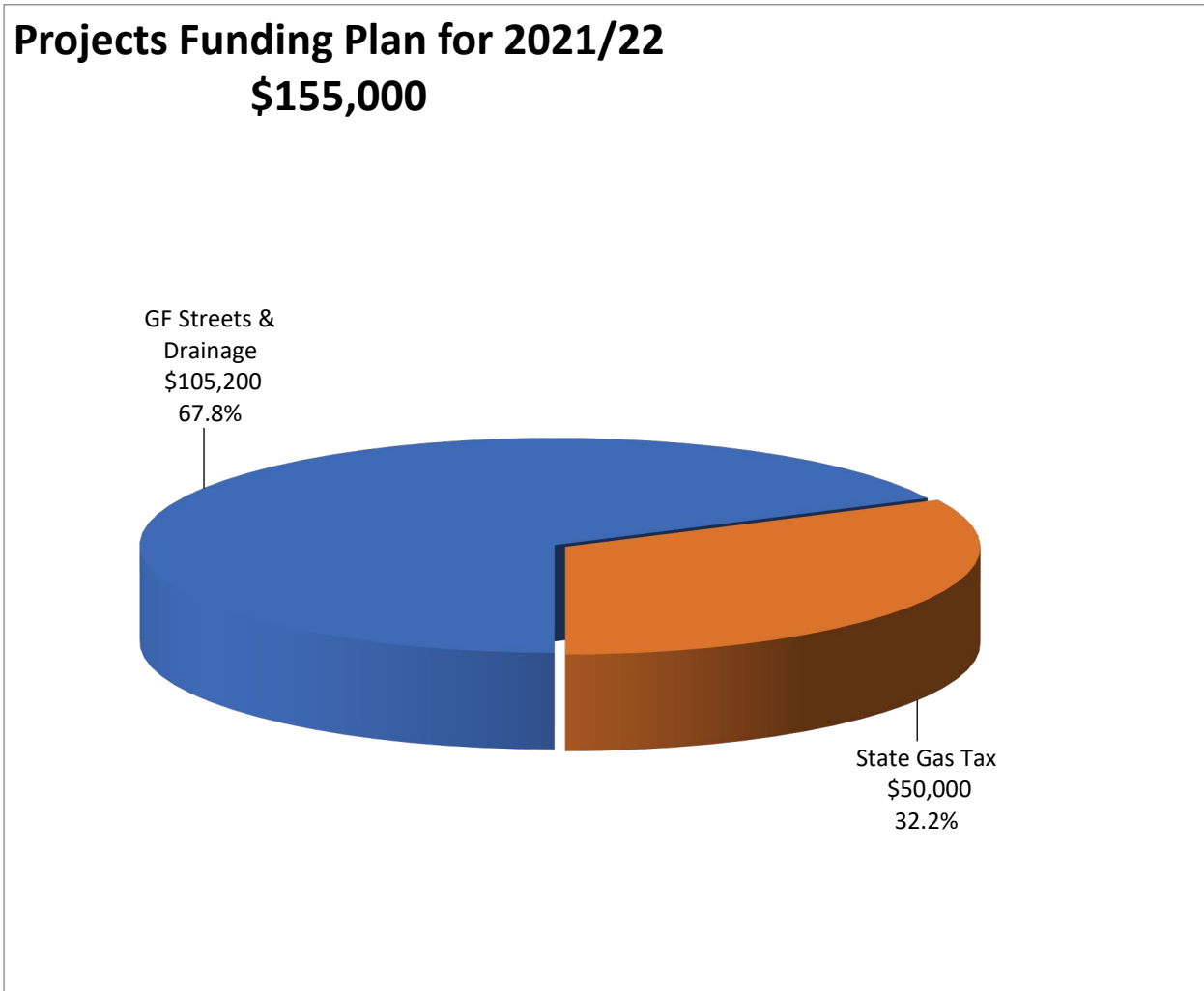
Planned Streets Projects Funding

General Fund	\$	-
TAM SR2S Grant	\$	354,208
State Gas Tax	\$	528,000
County Measure A Transportation	\$	411,798
RMRA (SB1)	\$	349,939
Street Impact Mitigation	\$	220,000
Total Funding:	\$	1,863,945

Street Improvement Projects

Project	Project Notes	Status	Proposed Funding Source	AMOUNT
Streets Resurfacing & Improvement				
Pedestrian Improvements	Various Improvements	Annual	County Measure A Transportation	25,000
Bicycle Improvements	Various Improvements	Annual	County Measure A Transportation	25,000
Hawthorne Resurfacing	Resurfacing	Annual	RMRA (SB1)	177,439
Hawthorne Resurfacing	Resurfacing	Annual	County Measure A Transportation	186,798
Class III Bikeway-Greenwood Beach	Maintenance - Striping & Signs	Carry-over	State Gas Tax	10,000
Safe Routes to School-Del Mar	Construction	Carry-over	TAM SR2S Grant	354,208
Pavement Maintenance & Rehabilitation	Construction Phase II	Carry-forward	State Gas Tax	518,000
Pavement Maintenance & Rehabilitation	Construction Phase II	Carry-forward	RMRA (SB1)	172,500
Pavement Maintenance & Rehabilitation	Construction Phase II	Carry-forward	County Measure A Transportation	175,000
Pavement Maintenance & Rehabilitation	Construction Phase II	Carry-forward	Street Impact Mitigation	220,000
Total Proposed Streets Projects				\$ 1,863,945

Overview of Drainage Project Funding



Planned Drainage Project Funding

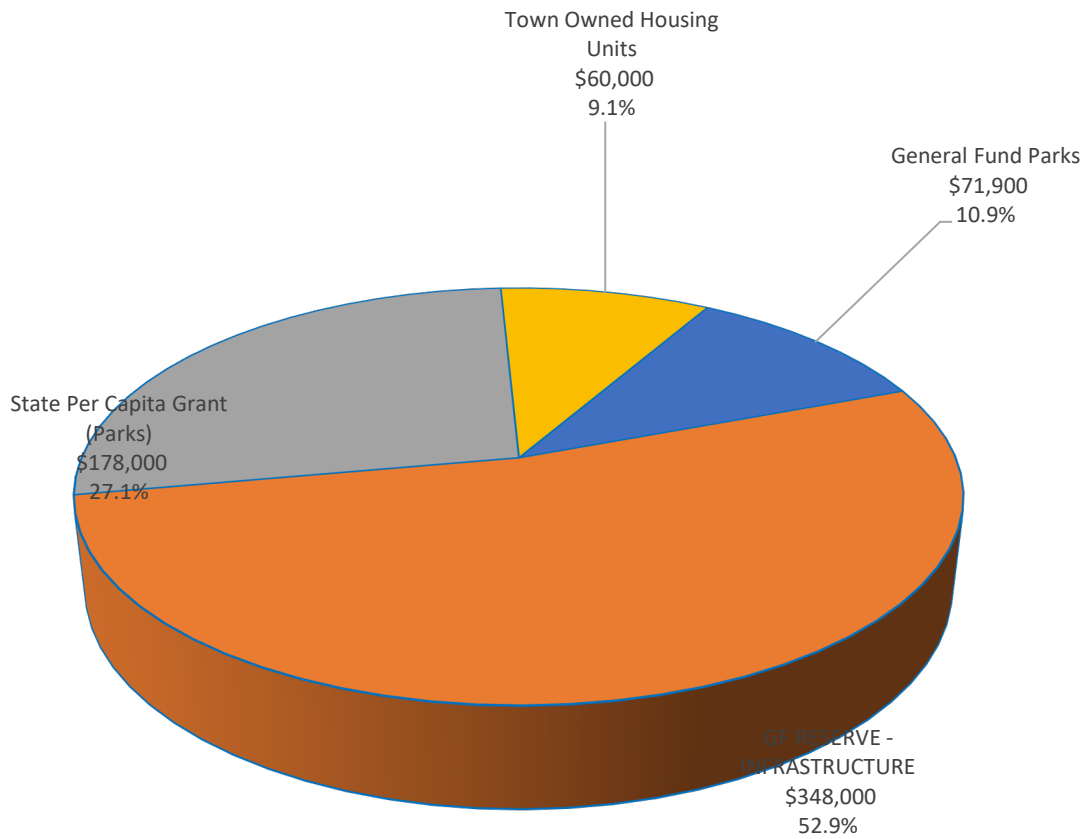
GF Streets & Drainage	\$	105,200
State Gas Tax	\$	50,000
Total Funding:	\$	155,200

Drainage Improvement Projects

Project	Project Notes	Status	Proposed Funding Source	AMOUNT
Storm Drain Maintenance & Rehabilitiaton	Storm Drain Replacement Project	Carry-over	State Gas Tax	50,000
Railroad Marsh Basin Rehabilitation	Railroad Marsh Rehabilitation	Carry-over	GF Streets & Drainage	75,200
Old Rail Trail Culvert Replacement	Old Rail Trail at San Rafael Avenue; Design phase	Carry-over	GF Streets & Drainage	30,000
Total Proposed Drainage Projects				\$ 155,200

Overview of Community Project Funding

Projects Funding Plan for FY 2021/22
\$837,900



Planned Community Development Project Funding

General Fund	\$	-
General Fund Parks	\$	71,900
GF RESERVE - INFRASTRUCTURE	\$	348,000
State Per Capita Grant (Parks)	\$	178,000
Town Owned Housing Units	\$	60,000
Total Funding:	\$	657,900

Community & Miscellaneous Projects

Project	Project Notes	Status	Proposed Funding Source	AMOUNT
Buildings & Facilities				
Improve Town Condominiums	Improvements	New	GF RESERVE - INFRASTRUCTURE	60,000
Town Hall HVAC Rehabilitation	Construction	Carry-over	GF RESERVE - INFRASTRUCTURE	323,000
Recreation Building Transfer Switch	Electrical modifications	New	GF RESERVE - INFRASTRUCTURE	25,000
Park Facilities				
Elephant Rock Rehabilitation	Design	Carry-over	General Fund Parks	27,900
Elephant Rock Rehabilitation	Design	Carry-over	State Per Capita Grant (Parks)	139,500
Open Space Trailhead Improvements	Improve existing trailheads on Gilmartin	New	General Fund Parks	7,700
Open Space Trailhead Improvements	Improve existing trailheads on Gilmartin	New	State Per Capita Grant (Parks)	38,500
Lyford Tower Repairs	Design & Installation	New	General Fund Parks	15,000
Teather Park Tennis Court Rehabilitation	Resurfacing	Carry-over	General Fund Parks	21,300
Total Proposed Projects				\$ 657,900

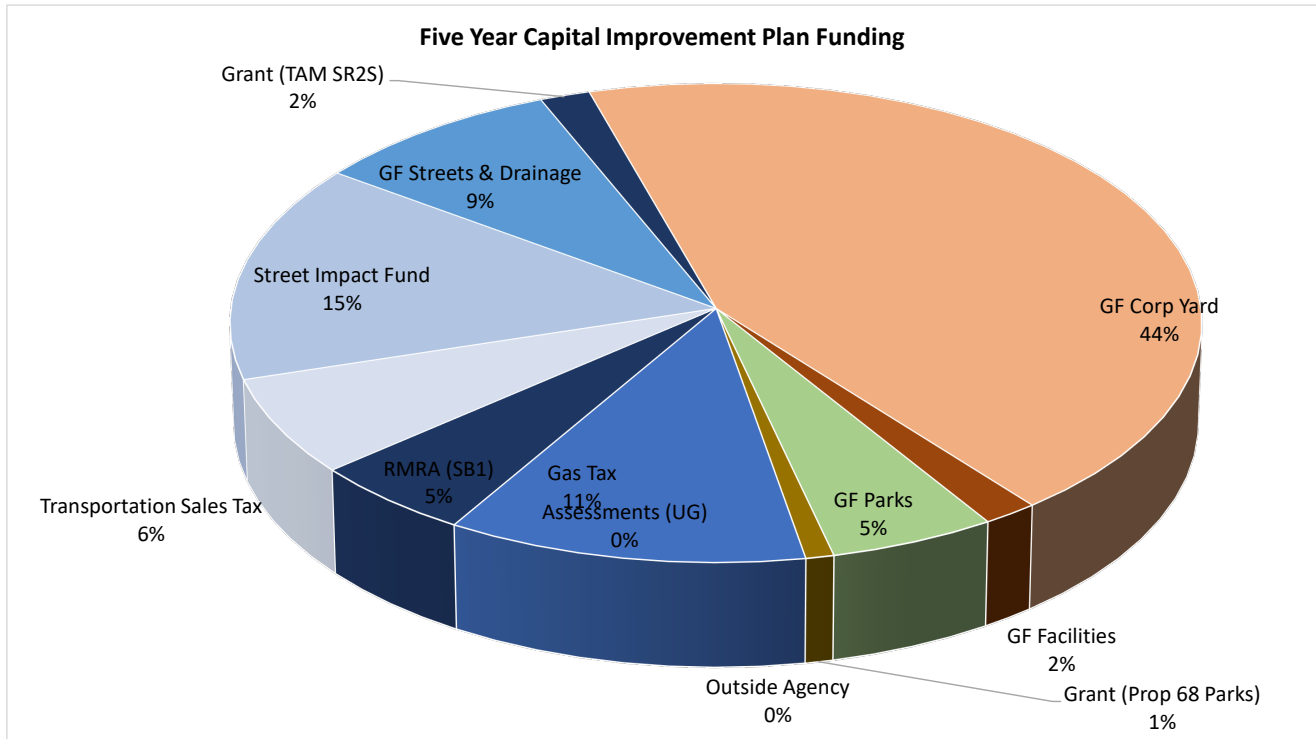
Five Year Capital Improvement Plan Projects

Project	2021-22	2022-23	2023-24	2024-25	2025-26	Five Year Total
Pavement Maintenance & Rehabilitation	\$ 1,085,500	\$ 1,547,500	\$ 997,500	\$ 1,447,500	\$ 997,500	\$ 6,075,500
Paradise Drive Stabilization	\$ -	\$ 290,000	\$ -	\$ -	\$ -	\$ 290,000
Greenwood Beach Road Class III Bikeway	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Del Mar Safe Routes to School	\$ 354,208	\$ -	\$ -	\$ -	\$ -	\$ 354,208
Hawthorne Resurfacing	\$ 364,237	\$ -	\$ -	\$ -	\$ -	\$ 364,237
Brick Crosswalk Rehabilitation	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000
Main Street Seawall	\$ -	\$ 185,000	\$ -	\$ -	\$ -	\$ 185,000
Brick Sidewalk Installation	\$ -	\$ 40,000	\$ 150,000	\$ -	\$ -	\$ 190,000
Annual Pedestrian Improvements	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 125,000
Annual Bicycle Improvements	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 125,000
Storm Drain Maintenance & Rehabilitation	\$ 50,000	\$ 350,000	\$ 50,000	\$ 350,000	\$ 50,000	\$ 850,000
ORT Culvert Rehabilitation	\$ 30,000	\$ 125,000	\$ -	\$ -	\$ -	\$ 155,000
Beach Road Drainage Improvements	\$ -	\$ 120,000	\$ 590,000	\$ -	\$ -	\$ 710,000
Railroad Marsh Basin Rehabililitation	\$ 75,200	\$ 60,000	\$ 60,000	\$ -	\$ -	\$ 195,200
Corporation Yard Rehabilitation	\$ -	\$ 115,000	\$ 371,000	\$ 4,156,500	\$ 4,156,500	\$ 8,799,000
Town Hall HVAC Rehabilitation	\$ 323,000	\$ -	\$ -	\$ -	\$ -	\$ 323,000
Greenwood Beach Restoration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Elephant Rock Rehabilitation	\$ 167,400	\$ 80,000	\$ 900,000	\$ -	\$ -	\$ 1,147,400
Open Space Trailhead Improvements	\$ 46,200	\$ -	\$ -	\$ -	\$ -	\$ 46,200
Teather Park Tennis Court Rehabilitation	\$ 21,300	\$ -	\$ -	\$ -	\$ -	\$ 21,300
Lyford Tower Repairs	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
Recreation Building Transfer Switch	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Improve Town Condominiums	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
Hawthorne Undergrounding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Total \$ 2,677,045 \$ 3,032,500 \$ 3,168,500 \$ 6,004,000 \$ 5,254,000 \$ 20,136,045

Five Year Capital Improvement Plan Funding

Source of Funds	2021-22	2022-23	2023-24	2024-25	2025-26	Five Year Total
State/Regional						
Gas Tax	\$ 578,000	\$ 585,000	\$ 630,000	\$ -	\$ 480,000	\$ 2,273,000
RMRA (SB1)	\$ 349,939	\$ 172,500	\$ 172,500	\$ 172,500	\$ 172,500	\$ 1,039,939
Transportation Sales Tax	\$ 411,798	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 1,311,798
Town						
Street Impact Fund	\$ 220,000	\$ 1,200,000	\$ 220,000	\$ 1,100,000	\$ 220,000	\$ 2,960,000
GF Corp Yard	\$ -	\$ 115,000	\$ 371,000	\$ 4,156,500	\$ 4,156,500	\$ 8,799,000
GF Parks	\$ 71,900	\$ 80,000	\$ 900,000	\$ -	\$ -	\$ 1,051,900
GF Streets & Drainage	\$ 105,200	\$ 655,000	\$ 650,000	\$ 350,000	\$ -	\$ 1,760,200
Town Owned Housing Uni	\$ 60,000					
GF Facilities	\$ 348,000	\$ -	\$ -	\$ -	\$ -	\$ 348,000
Other						
Grant (TAM SR2S)	\$ 354,208	\$ -	\$ -	\$ -	\$ -	\$ 354,208
Grant (Prop 68 Parks)	\$ 178,000	\$ -	\$ -	\$ -	\$ -	\$ 178,000
Assessments (UG)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Outside Agency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 2,677,045	\$ 3,032,500	\$ 3,168,500	\$ 6,004,000	\$ 5,254,000	\$ 20,136,045
	2,677,045	3,032,500	3,168,500	6,004,000	5,254,000	20,076,045
	GOOD	GOOD	GOOD	GOOD	GOOD	BAD
	0	0	0	0	0	(60,000)



Tiburon Project Data Sheet



Project Name	Various Pedestrian Improvements		
Category	Street		
Department	Public Works		
Start Date	TBD	End Date	TBD

Project Number

Description

Various pedestrian improvements. Includes improvements identified in 2016 Bicycle/Pedestrian Masterplan: improve mid-block crossing on Tiburon Blvd 161' west of Juanita, improve path between Esperanza Way & Vistazo West, Tiburon Ridge Trail Gap closures, improve trail at Las Lomas Lane & Centro West Street, and priority curb ramp replacements.

Status

Net Impact on Operating Budget

Funding

Source of Funds	Prior	2021-22	2022-23	2023-24	2024-25	2025-26	Total
Gas Tax							
RMRA (SB1)							
Measure A Trans		25,000	25,000	25,000	25,000	25,000	125,000
Street Impact Fund							0
GF Corp Yard							0
GF Parks							
GF Streets & Drainage							
Other							0
TOTAL	0	25,000	25,000	25,000	25,000	25,000	125,000

Estimated Project Costs	
Preliminary	
Acquisition Costs	
Design	
Construction	125,000
Other	
Total Cost	125,000

Tiburon Project Data Sheet



Project Name	Hawthorne Undergrounding Resurfacing		
Category	Street		
Department	Public Works		
Start Date	TBD	End Date	TBD

Project Number



Description

Because of the extensive trenching required as part of the proposed Hawthorne undergrounding project, a significant portion of the street will require restoration. This presents an opportunity for the Town to resurface the entire street by contributing the cost difference between patching, and fully resurfacing the street. Current policy provides that Town-maintained streets with a Pavement Condition Index (PCI) of 70 or greater will receive a slurry seal fully funded solely by the Town. This would include Hilary, Palmer Ct and the upper parts of Rock Hill. Current policy also provides that projects on the CIP list will receive an overlay. This includes Hawthorne and the lower part of Rock Hill. Streets with a PCI of 20 or less are paid for solely by the Town. That would include part of Hawthorne. The remainder of the street segments are on a cost share basis where the trench restoration costs are put toward the overlay, with the remainder paid by the Town.

Status

This work is being completed as part of the Hawthorne Undergrounding project.

Net Impact on Operating Budget

None

<u>Funding</u>							
Source of Funds	Prior	2021-22	2022-23	2023-24	2024-25	2025-26	Total
Gas Tax							0
RMRA (SB1)		177,439					177,439
Measure A Trans		186,798					
Street Impact Fund	3,385						3,385
GF Corp Yard							
GF Parks							
GF Streets & Drainage							
Other							
TOTAL	3,385	364,237	0	0	0	0	180,824



<u>Estimated Project Costs</u>	
Preliminary	
Acquisition Costs	
Design	47,000
Construction	428,000
Total C	475,000

Tiburon Project Data Sheet



Project Name	Class 3 Bike Lane on Greenwood Beach Road		
Category	Street		
Department	Public Works		
Start Date	TBD	End Date	TBD

Project Number

Description

This is a Class III bicycle lane along Greenwood Beach Road as included in the Bicycle Pedestrian Master Plan. Class III bike route signs should be changed to advise bicyclists of a neighborhood 'slow zone'; signs should direct faster bicyclists to use Tiburon Boulevard.; and explore the use of different pavement textures to help slow bicycle traffic on Greenwood Beach Road or alert bicyclist to slow zone signs. Install Safe Routes to School signage and pavement markings along Greenwood Beach Road.

(Additional Information Provided on Other Side of Sheet)

Status

Included as a concept in the Bicycle Pedestrian Master Plan. County and Town agreed to do the project next year with signs only using school bike route signs.

Net Impact on Operating Budget

Small increase maintaining striping and or signs

Funding							
Source of Funds	Prior	2021-22	2022-23	2023-24	2024-25	2025-26	Total
Gas Tax		10,000					10,000
RMRA (SB1)							0
Measure A Trans							0
Street Impact Fund							0
GF Corp Yard							0
GF Parks							0
GF Streets & Drainage							0
Private Funding							0
TOTAL	0	10,000	0	0	0	0	10,000



Estimated Project Costs	
Preliminary	
Acquisition Costs	
Design	
Construction	10,000
Other	
Total Cost	10,000

Tiburon Project Data Sheet



Project Name	Del Mar Safe Pathways to School		
Category	Street		
Department	Public Works		
Start Date	7/1/2020	End Date	6/30/2022

Project Number	

Description

The Project will install improvements intended to improve pedestrian safety at the following intersections: Howard Drive and Hillary Drive, Howard Drive and Rowley Circle, Rowley Circle and Gelder Court, Hillary Drive and Rowley Circle, Avenida Miraflores and Hillary Drive, Avenida Miraflores and Felipa Court. Improvements vary by intersection, and include improved pavement striping, markings, and signage; curb ramps; pedestrian bulb outs; and median refuge islands. The Project is 100% funded by a grant from the Transportation Authority of Marin Safe Pathways to School Funding Program.

Status

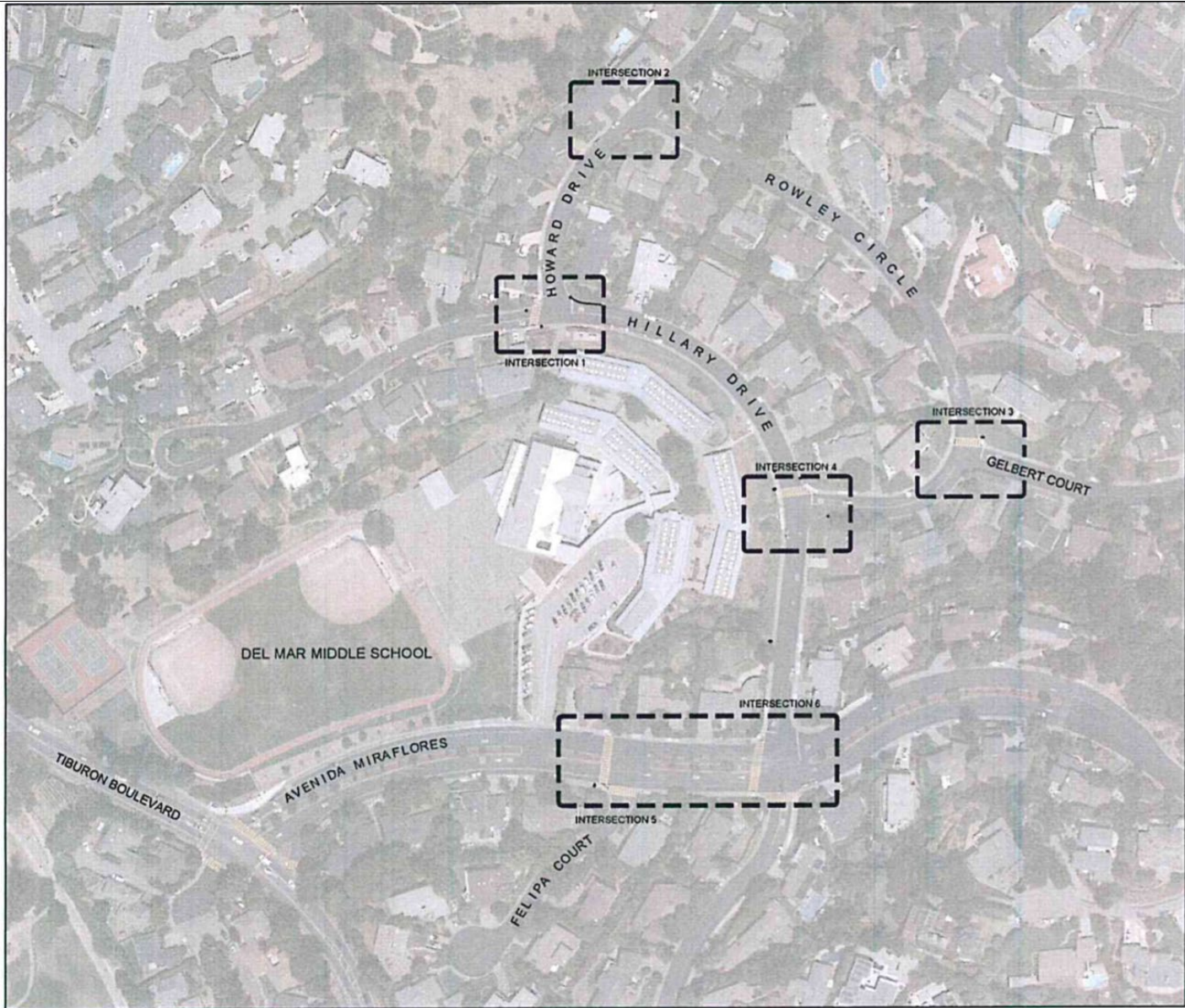
Grant awarded by TAM in October 2019. Town Council approved agreement in April 2020. Funding for Design in FY20/21 and Construction in FY21/22

Net Impact on Operating Budget

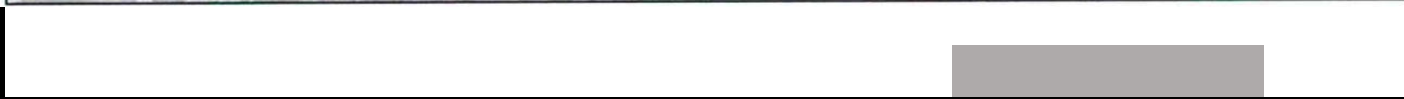
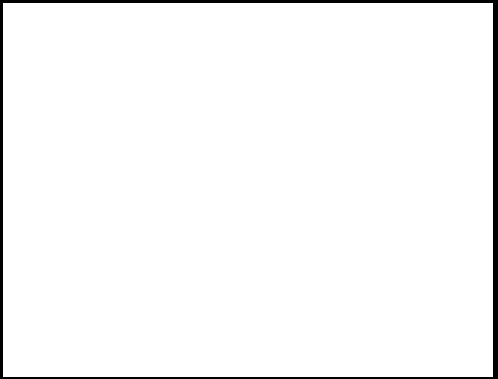
Small increase maintaining striping and or signs

Funding							
Source of Funds	Prior	2021-22	2022-23	2023-24	2024-25	2025-26	Total
Gas Tax							
RMRA (SB1)							
Measure A Trans							
Street Impact Fund							
GF Corp Yard							
GF Parks							
GF Streets & Drainage							0
Grant (TAM)	45,792	354,208					400,000
TOTAL	45,792	354,208	0	0	0	0	400,000

Estimated Project Costs	
Preliminary	
Acquisition Costs	
Design	68,000
Construction	332,000
Other	
Total Cost	400,000



Sea Level Rise



Tiburon Project Data Sheet



Project Name	Pavement Maintenance			Project Number	
Category	Street				
Department	Public Works				
Start Date	Ongoing	End Date	Ongoing		

Description

This project is the annual pavement maintenance program. The program performs maintenance activities such as slurry seal and asphalt overlay as recommended in the town's pavement management plan. Streets and treatments are determined annually. This is part of the commitment made by Council to maintain town roadways to increase the Pavement Condition Index (PCI) in Tiburon.



Status

Design in August 2021 for Construction in June 2022



Net Impact on Operating Budget

Avoid Consequences of Deferred Maintenance

Funding

Source of Funds	Prior	2021-22	2022-23	2023-24	2024-25	2025-26	Total
Gas Tax		518,000		430,000		430,000	1,378,000
RMRA (SB1)	160,000	172,500	172,500	172,500	172,500	172,500	862,500
Measure A Trans	214,862	175,000	175,000	175,000	175,000	175,000	875,000
Street Impact Fund	1,525,630	220,000	1,200,000	220,000	1,100,000	220,000	2,960,000
GF Corp Yard							0
GF Parks							0
GF Streets & Drainage				0		0	0
Other							0
TOTAL	1,900,492	1,085,500	1,547,500	997,500	1,447,500	997,500	6,075,500

Estimated Project Costs

Preliminary	
Design	1,100,000
Acquisition Costs	
Construction	4,975,500
Other	
Total Cost	6,075,500

Tiburon Project Data Sheet



Project Name	Storm Drain Replacement Project		
Category	Storm Drain		
Department	Public Works		
Start Date	Ongoing	End Date	Ongoing

Project Number



Description

The Storm Drain Replacement Project consists of repair or replacement of storm drain pipes. The purpose of the construction is to replace or repair damaged and worn storm drain lines and bring those lines up to an appropriate capacity, preferably the 25-year storm capacity.



Status

Need design to start new project

Net Impact on Operating Budget

Repairing these now could avoid damage to roadways.

Funding

Source of Funds	Prior	2021-22	2022-23	2023-24	2024-25	2025-26	Total
Gas Tax		50,000		50,000		50,000	150,000
RMRA (SB1)							
Measure A Trans							
Street Impact Fund							
GF Corp Yard							
GF Parks							
GF Streets & Drainage	592,519		350,000		350,000		1,292,519
Other							
Total	592,519	50,000	350,000	50,000	350,000	50,000	1,442,519

Estimated Project Costs

Preliminary	
Acquisition Costs	
Design	802,715
Construction	589,804
Other	50,000
Total Cost	1,442,519

Tiburon Project Data Sheet



Project Name	Railroad Marsh Rehabilitation		
Category	Park		
Department	Public Works		
Start Date	TBD	End Date	TBD

Project Number	

Description

In 2016 the Town completed a three year project to remove biomass as an alternative to a much more expensive dredging project. This project helped to maintain the detention capabilities of Railroad Marsh at a cost of about \$40,000 per year. The Town continues to do in-house maintenance to the detention basin but cattail biomass has grown significantly since the last cutting. This project is for another three year round of biomass removal. The first year includes permitting (JARPA permit).



Status



Net Impact on Operating Budget

Funding

Source of Funds	Prior	2021-22	2022-23	2023-24	2024-25	2025-26	Total
Gas Tax							
RMRA (SB1)							
Measure A Trans							
Street Impact Fund							
GF Corp Yard							
GF Parks							
GF Streets & Drainage	59,800	75,200	60,000	60,000			255,000
Other							
TOTAL	59,800	75,200	60,000	60,000	0	0	255,000

Estimated Project Costs

Preliminary	
Acquisition Costs	
Design	15,000
Construction	180,000
Other	
Total Cost	195,000

Tiburon Project Data Sheet



Project Name	Old Rail Trail Culvert Replacement		
Category	Storm Drain		
Department	Public Works		
Start Date	7/1/2020	End Date	6/30/2022

Project Number
Project Rank Score



Description

The culvert under the Old Rail Trail carries a 5-year storm event and has minor damage that needs repair. It is part of a system that includes a channel across private property and a culvert in the City of Belvedere. Both of these other elements carry less water than the culvert in Tiburon under the Old Rail Trail. Flooding of roadways occurs in heavy rain event. A 100 year event in 2014 caused minor flooding to three residences. Belvedere wishes to increase the capacity of the system.



Status

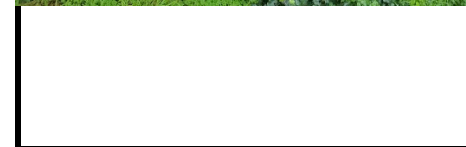
A pre-design study has been done. Enlarging the downstream channel requires cooperation of the private property owner.



Net Impact on Operating Budget

Funding

Source of Funds	Prior	2021-22	2022-23	2023-24	2024-25	2025-26	Total
Gas Tax							
RMRA (SB1)							
Measure A Trans							
Street Impact Fund							
GF Corp Yard							
GF Parks							
GF Streets & Drainage		30,000	125,000				155,000
Other							
TOTAL	0	30,000	125,000	0	0	0	155,000



Estimated Project Costs	
Preliminary	
Acquisition Costs	
Design	30,000
Construction	125,000
Other	
Total Cost	155,000

Description (continued)	NOTES
<p>An aerial photograph of a coastal area with several infrastructure features highlighted. On the left is Richardson Bay. A road, Tiburon Blvd, runs diagonally from the top center towards the bottom right. Along this road, there are three culverts: San Rafael Ave Culvert (yellow box), Tiburon Blvd Culvert (yellow box), and Bike Trail Culvert (yellow box). A drainage system, Rock Hill Drainage G (red text), is shown as a blue line connecting these culverts. A channel, 6 San Rafael Channel (red text), is shown as a red line near the bay. Tiburon Linear Park is labeled at the bottom right.</p>	
	<u>Sea Level Rise</u>
	<p>This project will not be affected by sea level rise. The downstream area will flood in a 200 cm rise scenario, which could affect flows.</p>

Tiburon Project Data Sheet



Project Name	Town Hall HVAC Rehabilitation		
Category	Facility		
Department	Public Works		
Start Date	TBD	End Date	TBD

Project Number	
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Description

This project replaces the HVAC system in Town Hall. Seven of the eight mechanical/electrical components are over their median service life. Improvements are needed to bring the system in compliance with current code, and accomodate changes in the floor plan.

Recently, Staff has replaced the sensors, controllers, outside air dampers and one condenser fan. Despite this the system is still working poorly with some staff bringing in heaters and other opening windows.



Status

In 2015, the Town had a pre-design study completed for the HVAC system. The least expensive and most efficient system is the basis for the cost estimate.

Net Impact on Operating Budget

Funding

Source of Funds	Prior	2021-22	2022-23	2023-24	2024-25	2025-26	Total
Gas Tax							
RMRA (SB1)							
Measure A Trans							
Street Impact Fund							
GF Corp Yard							
GF Parks							
GF Streets & Drainage							
GF Facilities	40,000	323,000					363,000
TOTAL	40,000	323,000	0	0	0	0	363,000



Estimated Project Costs

Preliminary	
Acquisition Costs	
Design	53,000
Construction	310,000
Other	
Total Cost	363,000

Tiburon Project Data Sheet



Project Name	Recreation Building Transfer Switch							Project Number	
Category	Facility								
Department	Public Works								
Start Date	TBD	End Date	TBD						
Description									
Facility and electrical modifications to make building able to utilize a portable generator as backup power.									
Status									
Not started									
Net Impact on Operating Budget									
Funding									
Source of Funds	Prior	2021-22	2022-23	2023-24	2024-25	2025-26	Total		
Gas Tax									
RMRA (SB1)									
Measure A Trans									
Street Impact Fund									
GF Corp Yard									
GF Parks									
GF Streets & Drainage									
GF Facilities		25,000					25,000		
TOTAL	0	25,000	0	0	0	0	25,000		
								Estimated Project Costs	
								Preliminary	
								Acquisition Costs	
								Design	5,000
								Construction	20,000
								Other	
								Total Cost	25,000

Tiburon Project Data Sheet



Project Name	Elephant Rock Rehabilitation		
Category	Park		
Department	Public Works		
Start Date	TBD	End Date	TBD

Project Number



Description

The pier at Elephant Rock was built in 1961. It was declared structurally unsafe in 1985 and rehabilitated in 1986. On December 11, 1995 the pier was damaged in a storm. It was rebuilt in 1999. Some elements such as the timber piles beneath the walkway structure date from the 1986 rehabilitation and are now over 30 years old. A preliminary structural evaluation was completed in 2016. The following aspects were observed and need to be addressed:

- Deteriorating wood members; especially the posts supported by concrete footing.
- Corroding post and beam brackets.
- Corroding fasteners.
- Cantilevered tube steel and supported bracket with extensive corrosion.
- Improper joist hangers for skewed conditions and improper protective finish.
- Spalling concrete with exposed reinforcing steel at the rock formation.

Status

A structural evaluation was completed in 2016. Project cost estimate was provided as part of evaluation. No design work has been completed on this project. Funding in 2021/2022 is for replacement of metal railings.



Net Impact on Operating Budget

Funding

Source of Funds	Prior	2021-22	2022-23	2023-24	2024-25	2025-26	Total
Gas Tax							
RMRA (SB1)							
Measure A Trans							
Street Impact Fund							
GF Corp Yard							
GF Parks		27,900	80,000	900,000			1,007,900
GF Streets & Drainage							
Prop 68 Grant (280)		139,500					
TOTAL	0	167,400	80,000	900,000	0	0	1,007,900

Estimated Project Costs

Preliminary	
Acquisition Costs	
Design	80,000
Construction	900,000
Other	
Total Cost	980,000

Tiburon Project Data Sheet



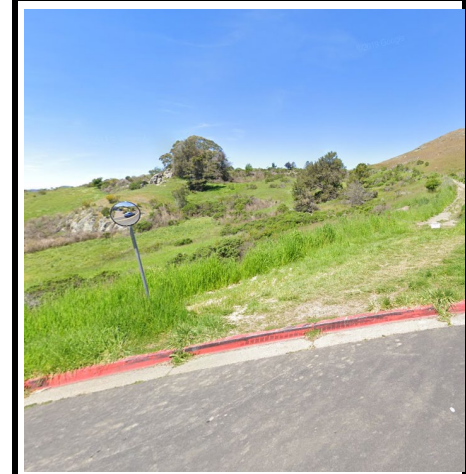
Project Name	Open Space Trailhead Improvements		
Category	Park		
Department	Public Works		
Start Date	TBD	End Date	TBD

Project Number

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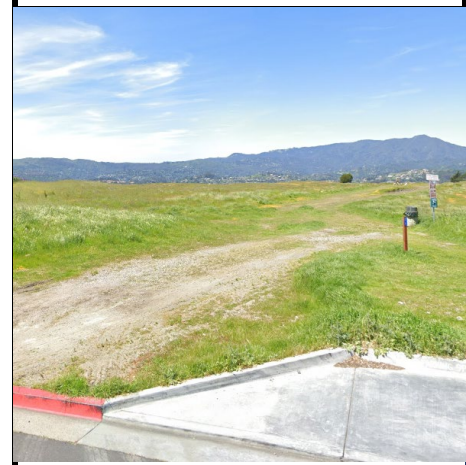
Description

Improve existing trailheads on Gilmartin by installing post and rail fencing and enhanced signage for maps, open space etiquette, and habitat education.



Status

Not started



Net Impact on Operating Budget

Funding

Source of Funds	Prior	2021-22	2022-23	2023-24	2024-25	2025-26	Total
Gas Tax							
RMRA (SB1)							
Measure A Trans							
Street Impact Fund							
GF Corp Yard							
GF Parks		7,700					7,700
GF Streets & Drainage							
Prop 68 Grant (280)		38,500					38,500
TOTAL	0	46,200	0	0	0	0	46,200

Estimated Project Costs

Preliminary	
Acquisition Costs	
Design	10,000
Construction	71,600
Other	
Total Cost	81,600

Tiburon Project Data Sheet



Project Name	Lyford Tower Repairs		
Category	Park		
Department	Public Works		
Start Date	Jul-20	End Date	Jun-21

Project Number	
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Description

Evaluation and possible repairs of masonry and concrete at Lyford Tower to address any critical issues.



Status

Evaluation



Net Impact on Operating Budget

Funding

Source of Funds	Prior	2021-22	2022-23	2023-24	2024-25	2025-26	Total
Gas Tax							
RMRA (SB1)							
Measure A Trans							
Street Impact Fund							
GF Corp Yard							
GF Parks		15,000					15,000
GF Streets & Drainage							
Other							
TOTAL	0	15,000	0	0	0	0	15,000

Estimated Project Costs	
Preliminary	
Acquisition Costs	
Design	5,000
Construction	10,000
Other	
Total Cost	15,000

Tiburon Project Data Sheet



Project Name	Teather Park Tennis Park Resurfacing		
Category	Park		
Department	Public Works		
Start Date	Jul-20	End Date	Jun-21

Project Number	
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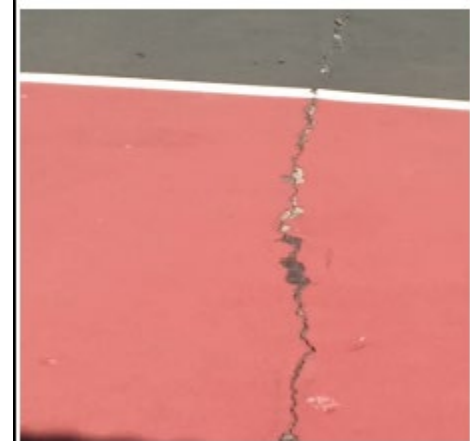
Description

Tape cracks and resurface tennis courts at Tether Park.



Status

Cost estimate received from contractor



Net Impact on Operating Budget

Funding							
Source of Funds	Prior	2021-22	2022-23	2023-24	2024-25	2025-26	Total
Gas Tax							
RMRA (SB1)							
Measure A Trans							
Street Impact Fund							
GF Corp Yard							
GF Parks		21,300					21,300
GF Streets & Drainage							
Other							
TOTAL	0	21,300	0	0	0	0	21,300

Estimated Project Costs	
Preliminary	
Acquisition Costs	
Design	
Construction	20,000
Other	
Total Cost	20,000

Tiburon Project Data Sheet



Project Name	Paradise Drive Stabilization		
Category	Street		
Department	Public Works		
Start Date	TBD	End Date	TBD

Project Number	

Description

About 2007 suspected problems were discovered in the retaining wall near #2002 Paradise Drive. In 2008, borings were done on the road to look for suspected problems. A design was completed in 2009 and included drilling and installing "soil nails" in the slope embankment, installing drainage facilities, and applying a shotcrete wall over the embankment to stabilize the slope. The estimated cost of this work was \$65,000. The property owner would not allow the Town to encroach on his property so the Town could not complete the work.

The Town requested a proposal from Miller Pacific utilizing a CIDH (cast-in drilled-hole) solution that could be implemented without needing adjacent property encroachment. This proposal was not executed by the Town.



Status

Project is currently on hold.

Net Impact on Operating Budget

None

Funding							
Source of Funds	Prior	2021-22	2022-23	2023-24	2024-25	2025-26	Total
Gas Tax	0		290,000				290,000
RMRA (SB1)							0
Measure A Trans							0
Street Impact Fund							0
GF Corp Yard							0
GF Parks							0
GF Streets & Drainage							0
Other							0
TOTAL	0	0	290,000	0	0	0	290,000

Estimated Project Costs	
Preliminary	
Acquisition Costs	
Design	30,000
Construction	260,000
Other	
Total Cost	290,000

Description (continued)				NOTES
<p>In 2014 Miller Pacific updated the cost for a soil nail wall to \$112,000. The cost for a CIDH solution was estimated at \$102,000 with the condition that the existing dead man anchors in Paradise Drive would need to be located and avoided in the construction of the CIDH retaining wall. This option would need design.</p> <p>This project has been on the project list for over a decade. It was put on the list because it was felt that it was a potential long term safety problem, yet the project has not received permission to move forward. It was originally delayed because of site access problems. An alternative design to avoid these access problems was not funded even though it would be a lower cost construction project. If there is a need for this project it should be done. If there is not a need, it should be removed from the project list.</p>				
				Sea Level Rise
				This project will not be affected by sea level rise

Tiburon Project Data Sheet



Project Name	Brick Crosswalk Rehabilitation		
Category	Street		
Department	Public Works		
Start Date	TBD	End Date	TBD

Project Number

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Description

Over the years, the Town has installed twelve brick crosswalks. The older of these crosswalks are experiencing some distress in isolated locations. This includes cracking, broken and missing bricks as well as depressions similar to "potholes". This project would fix these isolated locations.

Status

Net Impact on Operating Budget

Funding							
Source of Funds	Prior	2021-22	2022-23	2023-24	2024-25	2025-26	Total
Gas Tax			70,000				70,000
RMRA (SB1)							
Measure A Trans							0
Street Impact Fund							0
GF Corp Yard							
GF Parks							
GF Streets & Drainage							
Other							
TOTAL	0	0	70,000	0	0	0	70,000

Estimated Project Costs

Preliminary	
Acquisition Costs	
Design	10,000
Construction	60,000
Other	
Total Cost	70,000

Tiburon Project Data Sheet



Project Name	Main Street Seawall		
Category	Street		
Department	Public Works		
Start Date	TBD	End Date	TBD

Project Number

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Description

The seawall at Main Street has deteriorating concrete and exposed rebar and structural flanges. This seawall holds up the sidewalk and part of Main Street. Maintenance is needed to assure the continued structural capacity of the seawall. An evaluation was done by Moffet and Nichols in 2018. They recommend protecting the steel beam from saltwater exposure by installing protective anodes and coating it with a marine epoxy or replacing the concrete cover. This will slow the steel corrosion and further extend the life of the structure. This procedure will likely need to be repeated over time (every 20-40 years) as the coating will wear.

Status

Net Impact on Operating Budget

<u>Funding</u>							
Source of Funds	Prior	2021-22	2022-23	2023-24	2024-25	2025-26	Total
Gas Tax			185,000				185,000
RMRA (SB1)							
Measure A Trans							0
Street Impact Fund							0
GF Corp Yard							
GF Parks							
GF Streets & Drainage							
Other							0
TOTAL	0	0	185,000	0	0	0	185,000



Estimated Project Costs

Preliminary	
Acquisition Costs	
Design	60,000
Construction	125,000
Other	
Total Cost	185,000

Tiburon Project Data Sheet



Project Name	Replace Concrete Sidewalk near Ark Row with Brick Sidewalk		
Category	Street		
Department	Public Works		
Start Date	TBD	End Date	TBD

Project Number	
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Description

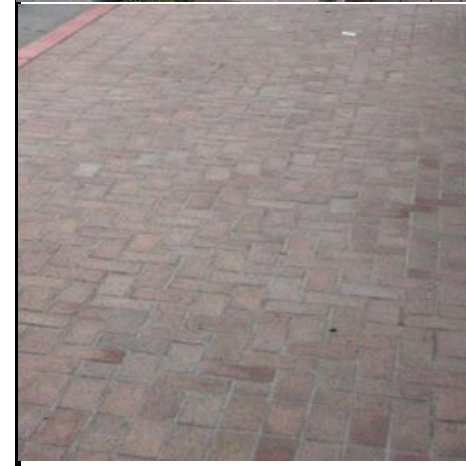
In 2014 the Town extended the brick sidewalk from Downtown Main Street up towards ARK Row about 140 feet. The ARK Row businesses have requested that the Town extend this further. To make the sidewalk ADA compliant most of the curb and gutter will need to be replaced as well.



Status

Net Impact on Operating Budget

Funding							
Source of Funds	Prior	2021-22	2022-23	2023-24	2024-25	2025-26	Total
Gas Tax			40,000	150,000			190,000
RMRA (SB1)							
Measure A Trans							0
Street Impact Fund							0
GF Corp Yard							
GF Parks							
GF Streets & Drainage							
Other							
TOTAL	0	0	40,000	150,000	0	0	190,000



Estimated Project Costs	
Preliminary	
Acquisition Costs	
Design	40,000
Construction	150,000
Other	
Total Cost	190,000

Tiburon Project Data Sheet



Project Name	Beach Road Drainage Improvements		
Category	Storm Drain		
Department	Public Works		
Start Date	TBD	End Date	TBD

Project Number



Description

The intersection of Beach Road and Tiburon Boulevard experiences regular flooding, particularly when heavy prolonged rainfall coincides with extreme high tides. In 2018, the Town completed a Drainage Study for this area which identified options for mitigating the recurring flooding. The construction would include reconstructing existing culverts on Beach Road and constructing a new outfall and 4,000 gpm pump station. Four options were presented for meeting this capacity ranging from a portable pump to a pump station with both pump and electrical redundancy. Additional information regarding the life of the project (given sea-level rise), life cycle costs and costs per flood event has been requested by Council.

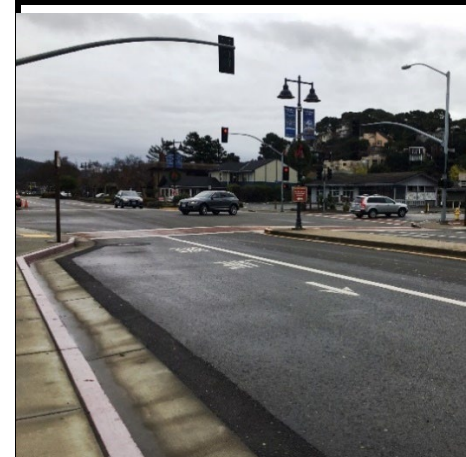
Status

Net Impact on Operating Budget

Estimated at \$13,000 per year over the life of the system.

Funding

Source of Funds	Prior	2021-22	2022-23	2023-24	2024-25	2025-26	Total
Gas Tax							0
RMRA (SB1)							
Measure A Trans							
Street Impact Fund							
GF Corp Yard							
GF Parks							
GF Streets & Drainage			120,000	590,000			710,000
Other							
TOTAL	0	0	120,000	590,000	0	0	710,000



Estimated Project Costs

Preliminary	
Acquisition Costs	
Design	120,000
Construction	590,000
Other	
Total Cost	710,000

Tiburon Project Data Sheet



Project Name	Public Works Corp Yard		
Category	Facility		
Department	Public Works		
Start Date	TBD	End Date	TBD

Project Number

Description

The Public Works Corporation yard is on the site of the former Hilarita Dairy, and still utilizes the Dairy residence originally built in 1939. In 1969, the Town of Tiburon signed a lease agreement with the Reed Union School District to establish a joint corporation yard for use by the town and the school district. In 1979, the town acquired parcel containing the corporation yard from the school district. The 1939 era residence was converted to an office and garage/workshop. Town hall was replaced in 1997 and the Police Department Building shortly thereafter. However, the plans to reconstruct the Public Works Corporation Yard stalled.



Status

A scoping study was done and Council decided to look at a less expensive option to replace the existing buildings at current size.



Net Impact on Operating Budget

Funding

Source of Funds	Prior	2021-22	2022-23	2023-24	2024-25	2025-26	Total
Gas Tax							
RMRA (SB1)							
Measure A Trans							
Street Impact Fund							
GF Corp Yard	30,000		115,000	371,000	4,156,500	4,156,500	8,829,000
GF Parks							
GF Streets & Drainage							
Other							
TOTAL	30,000	0	115,000	371,000	4,156,500	4,156,500	8,829,000

Estimated Project Costs

Preliminary	30,000
Acquisition Costs	
Design	486,000
Construction	8,313,000
Other	
Total Cost	8,829,000

NOTES

Tiburon Project Data Sheet



Project Name	Improve Town Owned Condominiums		
Category	Facility		
Department	Public Works		
Start Date	TBD	End Date	TBD

Project Number

Description

Improve three (3) Town owned condominiums by adding mini-split or similar heating and cooling units.

Status

Not started

Net Impact on Operating Budget

Funding

Source of Funds	Prior	2021-22	2022-23	2023-24	2024-25	2025-26	Total
Gas Tax							
RMRA (SB1)							
Measure A Trans							
Street Impact Fund							
GF Corp Yard							
GF Parks							
GF Streets & Drainage							
Town Owned Housing Units		60,000					60,000
TOTAL	0	60,000	0	0	0	0	60,000

Estimated Project Costs

Preliminary	
Acquisition Costs	
Design	5,000
Construction	45,000
Other	
Total Cost	50,000

Tiburon Project Data Sheet



Project Name	Hawthorne Undergrounding		
Category	Utility		
Department	Public Works		
Start Date	TBD	End Date	TBD

Project Number



Description

Property owners on portions of Rock Hill Drive, Hawthorne Drive, Hillary Drive, Hillary Court, Mara Vista Court, Del Mar Drive, Palmer Court and Tiburon Boulevard have filed petitions to form a utility undergrounding district. The project undergrounds utility poles and lines on these roads and along the Old Rail Trail. The Town has agreed to pay up to \$500,000 towards this project.

Status

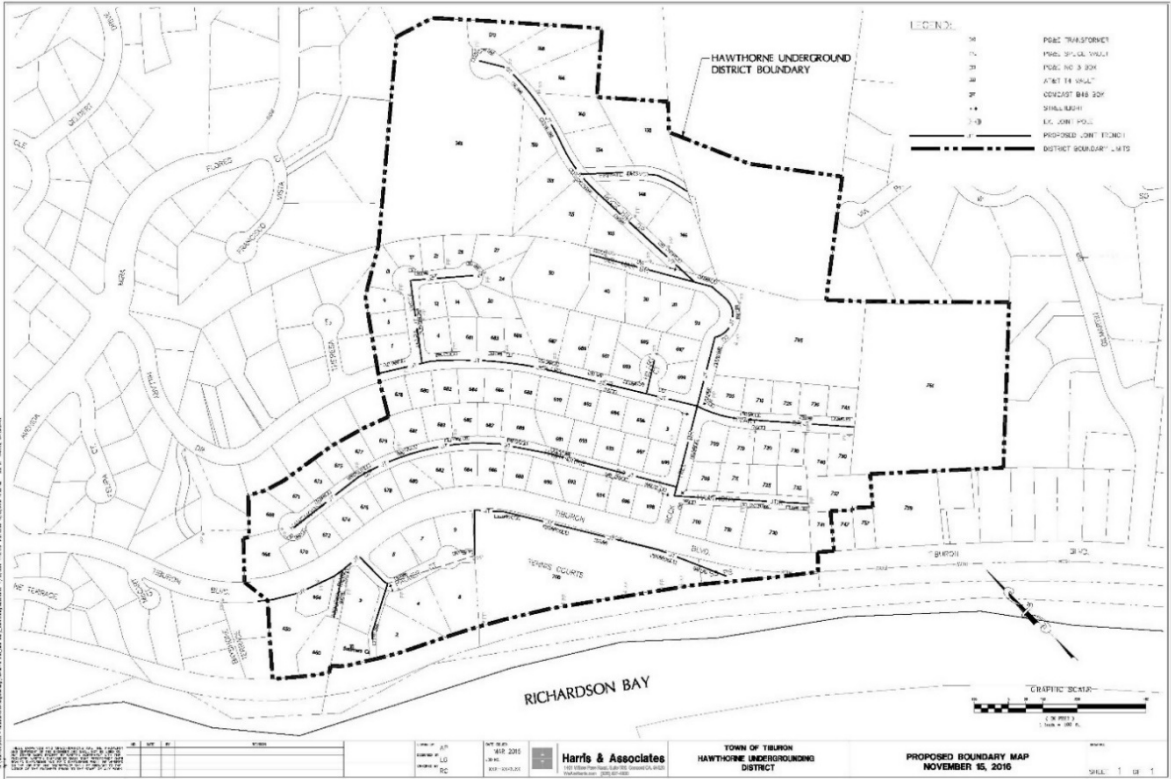
Construction planned to start in June 2021

Net Impact on Operating Budget

Funding							
Source of Funds	Prior	2021-22	2022-23	2023-24	2024-25	2025-26	Total
Gas Tax							
RMRA (SB1)							
Measure A Trans							
Street Impact Fund							
GF Corp Yard							
GF Parks							
GF Streets & Drainage	406,803						406,803
Assessments	2,717,867	0					2,717,867
TOTAL	3,124,670	0	0	0	0	0	3,124,670

Estimated Project Costs

Preliminary	
Acquisition Cost	275,000
Design	615,000
Construction	7,541,937
Other	(5,307,267)
Total Cost	3,124,670



Sea Level Rise

This project will not be affected by sea level rise.

Program: **DEBT SERVICE PROGRAM**

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

Commentary: The Town's Debt Service Program is comprised of a consolidated municipal bond associated with the financing of public improvements in specific neighborhood, subdivision or development areas. Such issues have generally included 1915 Act, Mello-Roos Community Facilities Act, and Marks-Roos Local Bond Pooling Act bonds.

Principal, Interest & Fees

Bond Issue	Principal	Interest	Administration Fees	TOTAL	fund
2016 Consolidated Reassessment District Refunding Bonds ¹	303,892	316,481	-	620,373	
TPFA 2016 Refunding Revenue Bonds ¹	370,000	249,790	-	619,790	420
Virginia Underground District, Series A	30,000	8,600	-	38,600	475
Virginia Underground District, Series B	-	40,228	-	40,228	475
Total Debt Service:	\$ 703,892	\$ 615,099	\$ -	\$ 1,318,991	

Bond Issue Information

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

1. Assessments on properties within the 2016 Consolidated Reassessment District are based upon the annual debt service due on the 2016 Consolidated Reassessment District Refunding Bonds. Those assessments are then funneled up to pay the annual debt service on the TPFA 2016 Refunding Revenue Bonds.

Bond Issue Information

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

Section

SUPPLEMENTAL INFORMATION

Schedules:

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

Assessed Value of Property

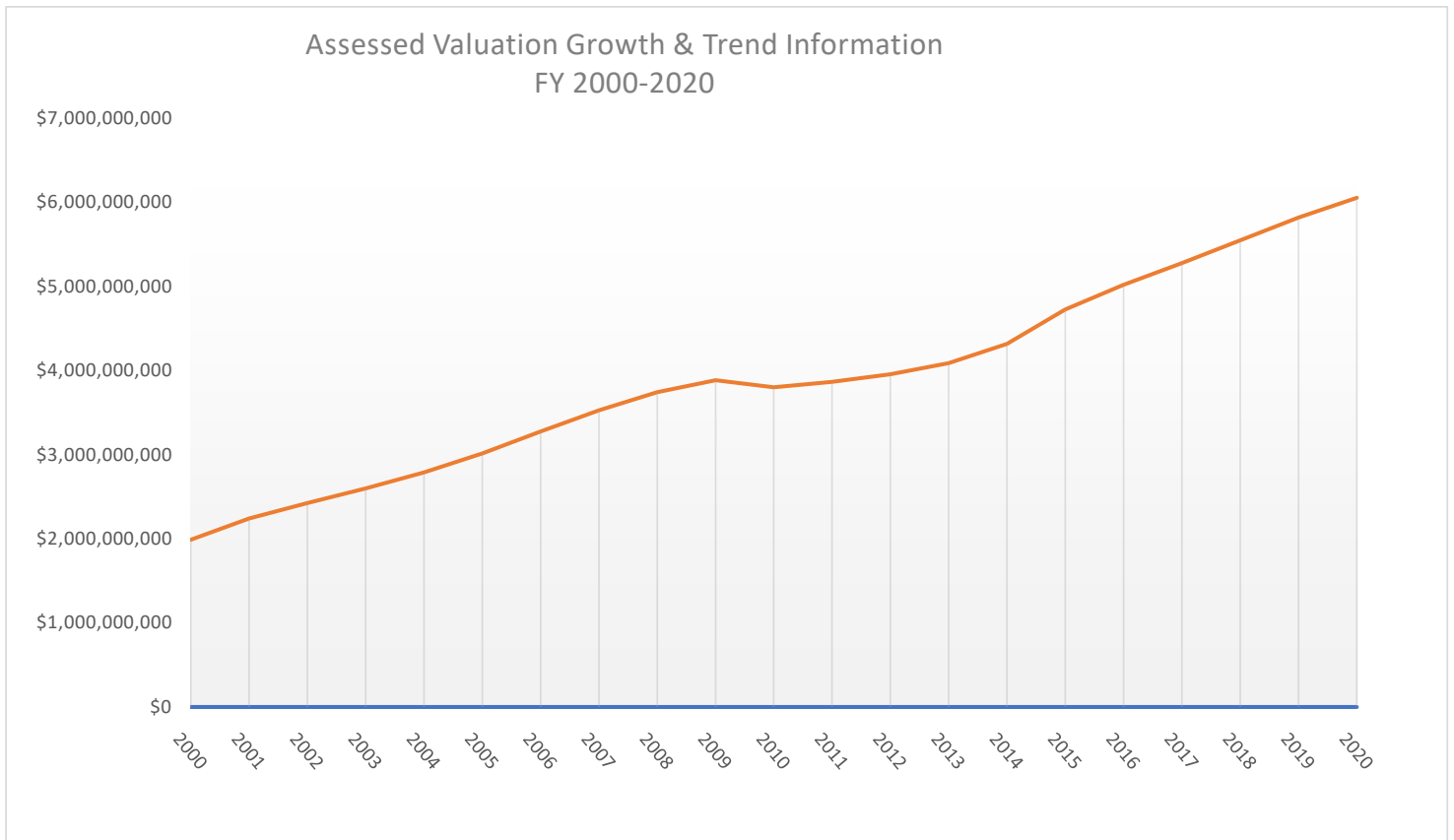
	Land	Improvements	Personal Property & Equipment	Less: Exemptions	Total Taxable Secured Assessed Value (AV)	Percent Change v. Prior Year
1991	513,803,322	579,753,663	910,956	(20,015,563)	\$ 1,074,452,378	11.7%
1992	550,974,479	633,661,850	960,511	(20,382,515)	\$ 1,165,214,325	8.4%
1993	580,036,634	685,964,198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

Assessed Value of Property

The Town of Tiburon has 3713 parcels of which 3,224 are Single-Family, 183 are Multiple-Family, and 57 are Commercial, the remainder are exempt or subject to exemption from regular tax assessments.

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

Current Assessed Valuation	\$	5,819,084,326
Assessed Valuation on July 1, 1983	\$	395,258,102
Average Annual Growth Since 1983		8.03%



Assessor's Tax Roll Parcel Data

Use Code	Use Status	Parcel Count	As Percent of Total Parcels	Total Assessed Value	As Percent of Assessed Value	Average Assessed Value Per Parcel
SINGLE FAMILY RESIDENTIAL	Vacant - Unimproved	115	3.1%	48,763,904	0.8%	424,034
	Improved - Detached	2,467	66.5%	4,970,477,007	81.1%	2,014,786
	Improved - Attached	643	17.3%	617,129,277	10.1%	959,766
MULTIPLE RESIDENTIAL	Unimproved	7	0.2%	1,682,142	0.0%	240,306
	Improved	169	4.6%	288,321,425	4.7%	1,706,044
COMMERCIAL	Unimproved	9	0.2%	893,270	0.0%	99,252
	Improved	48	1.3%	134,475,691	2.2%	2,801,577
INDUSTRIAL LAND	Unimproved	1	0.03%	2,451	0.0000%	2,451
SUBJECT TO EXEMPTION	Unimproved	11	0.3%	306,836	0.0%	27,894
	Improved	37	1.0%	68,896,391	1.1%	1,862,065
TAX EXEMPT		176	4.7%	0	0.0%	0
COMMON AREA PARCEL	Homeowner's Association	27	0.7%	9,964	0.0%	369
Column Totals:		3710	100.0%	\$ 6,130,958,358	100.0%	\$ 1,652,549

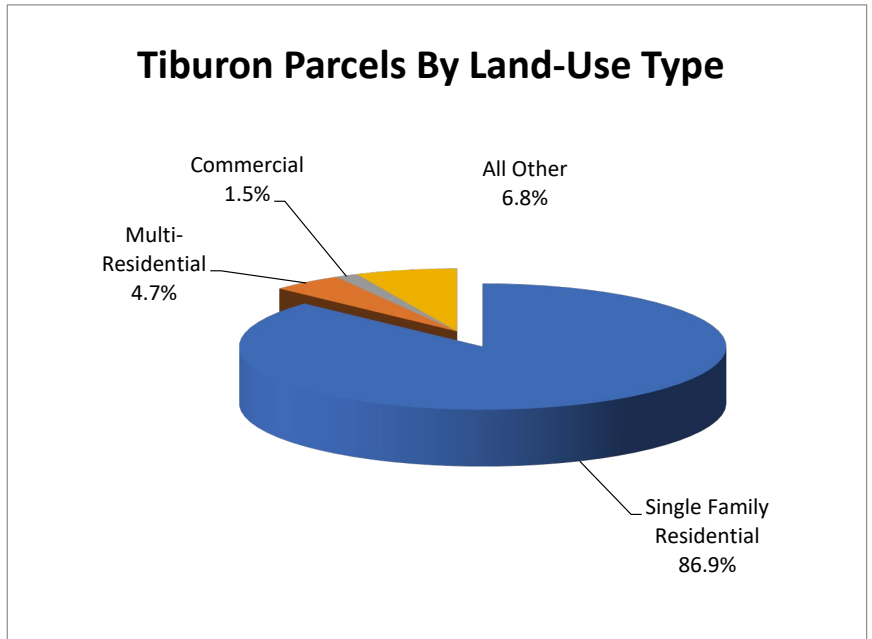
Source: Marin County Office of Assessor-Recorder

Assessor's Tax Roll Parcel Data

The Town of Tiburon has 3710 parcels of which 3,225 are Single-Family, 176 are Multiple-Family, and 57 are Commercial, the remainder are exempt or subject to exemption from regular tax assessments.

A total of 115 Single-Family parcels are unimproved, some of which are "scraps or "strips" and are undevelopable.

The Town-wide average assessed value per parcel is \$1,652,549. The average assessed value for an improved detached Single-Family parcel is \$2,014,786 for an attached townhouse-type unit it is \$959,766



<i>Parcel Type</i>	<i>Number</i>	<i>Total AV</i>
Single Family Residential	3,225	\$ 5,636,370,188
Multi-Residential	176	290,003,567
Commercial	57	135,368,961
All Other	252	69,215,642
Total Parcels:	3,710	\$ 6,130,958,358

Staff Positions

Position	2018/19	2019/20	2020/21	2021/22	Position	2018/19	2019/20	2020/21	2021/22
TOWN ADMINISTRATIVE SERVICES					POLICE DEPARTMENT				
Town Manager	1.00	1.00	1.00	1.00					
Town Attorney	-	-	-	-	Chief of Police	1.00	1.00	1.00	1.00
Town Clerk	1.00	1.00	1.00	1.00	Captain	-	-	-	-
Office Assistant	1.00	1.00	1.00	1.00	Sergeant	4.00	4.00	4.00	4.00
Admin. Services Director	1.00	1.00	1.00	1.00	Patrol Officers	8.00	8.00	8.00	8.00
Finance & Accounting Manager	-	1.00	1.00	1.00	Investigator/Detective	-	-	-	-
IT Coordinator	1.00	1.00	1.00	-	Secretary	-	-	-	-
Accounting & HR Technician	-	0.70	0.70	0.70	Police Service Aide	3.00	3.00	3.00	3.00
Management Assistant	0.86	-	-	-	Emergency Services Coordinator	1.00	1.00	1.00	1.00
Management Analyst	1.00	-	-	-	Subtotal:	17.00	17.00	17.00	17.00
Subtotal:	6.86	6.70	6.70	5.70					
COMMUNITY DEVELOPMENT					PUBLIC WORKS				
Community Dev. Director	1.00	1.00	1.00	1.00	Director & Town Engineer	1.00	1.00	1.00	1.00
Planning Manager	1.00	-	-	-	Engineering Technician	-	-	-	-
Senior Planner	-	1.00	1.00	1.00	Associate Civil Engineer	1.00	1.00	1.00	1.00
Associate Planner	1.00	-	-	-	Superintendent of Public Works	1.00	1.00	1.00	1.00
Assistant Planner	-	-	-	-	Assistant Supt. of Public Works	-	-	-	-
Community Development Aide	-	1.00	1.00	1.00	Senior Maintenance Worker	2.00	2.00	2.00	2.00
Planning Technician	1.00	1.00	1.00	1.00	Maintenance Worker	4.00	4.00	4.00	4.00
Building Official	1.00	1.00	1.00	1.00	Subtotal:	9.00	9.00	9.00	9.00
Building Inspector	1.00	1.00	1.00	1.00					
Permit Technician	1.00	1.00	1.00	1.00					
Permit Clerk	1.00	1.00	1.00	1.00					
Subtotal:	8.00	8.00	8.00	8.00					