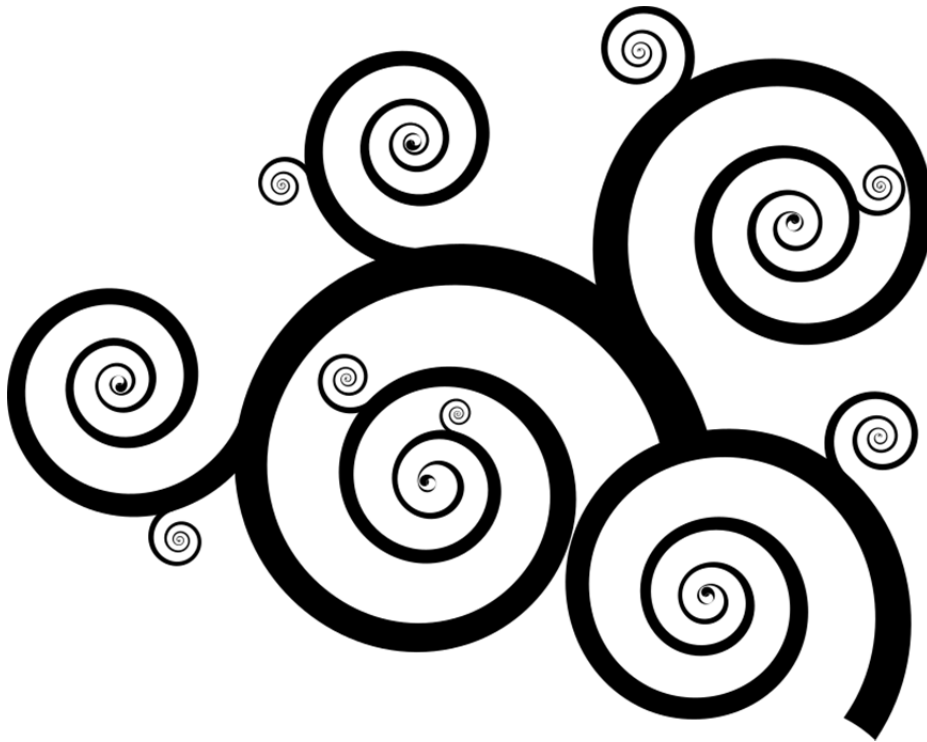


City of Lafayette
Final Budget
& Workplan
FY 17-18



CITY OF LAFAYETTE

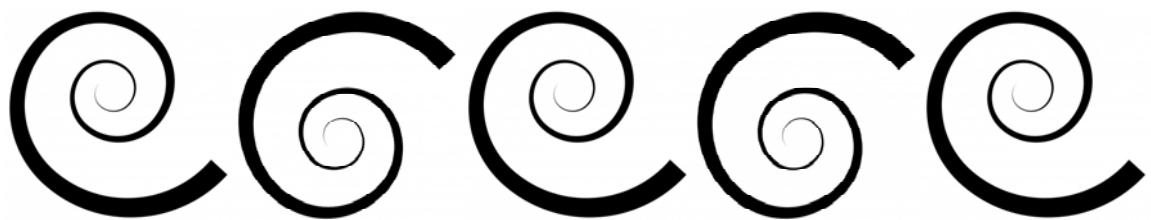
2017-18 FINAL BUDGET

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City Manager's Memo





City of Lafayette
Staff Report
 City Council

Meeting Date: December 13, 2017

Staff: Steven Falk, City Manager
Tracy Robinson, Administrative Services Director

Subject: FY2017/18 Final Municipal Budget and Workplan

Introduction and Summary

This Final Budget refines the Proposed Budget adopted by the Lafayette City Council in June. The City remains in excellent financial health with General Fund balance of \$9.9M at the end of the fiscal year, June 30, 2017. This is equal to 73% of annual general fund expenditures, well above the 60% target. That said, the \$2M needed for the Police Department improvements will drop the reserve to 59% -- just a hair below the Council target -- in FY17-18.

The financial audit is complete and the auditor’s numbers suggest that for FY 16/17, actual expenses were \$1.1M less than budgeted and revenue was \$1.3M more than budgeted. The primary differences from the budgeted amounts are detailed in the tables below:

Expenses Below Budget FY16-17	
Police Services	400,000
Road & Drain Maintenance	225,000
Unspent 999	225,000
Public Art (deferred)	200,000
TOTAL	1,050,000

Revenue Above Budget FY16-17	
Planning Fees	866,000
Property Tax / Transfer Fees	160,000
Motor Vehicle In Lieu	107,000
Grants	85,000
Franchise Fees	50,000
Miscellaneous	32,000
TOTAL	1,200,000

Property taxes increased by 6.3% compared to the prior year while sales taxes decreased by 5.7% due to the unwinding of the State’s complicated “triple flip” funding scheme for cities. In addition, increased property development activity pushed Engineering, Planning and Public Works fees significantly above their budgeted amounts as well. In particular, Planning Fees include \$475K from PG&E for tree mitigation and \$145K for in-lieu fees per a development agreement with Lafayette Park Terraces. All of these funds have been placed in sinking funds pending decisions on their use.

Expenses for police services came in below budget due primarily to vacant positions being filled by overtime. Therefore, while this practice may continue intermittently, this current budget reflects the full staffing of 17

officers. Most other expense variances were due to timing issues for projects and unspent money from prior year savings.

Revenue

Revenues have been increased from the Proposed Budget by \$800K as follows:

- \$45K – Real Property Transfer tax revenue increased to match expected increases in Property Tax (5.5%)
- \$571K – Reimbursements from FEMA and the State for storm-related damage on St. Mary’s Road.
- \$141K – Revenue related to SB1 which has been reserved in a sinking fund for future Pavement Management Programs.
- \$50K – Increased investment earnings to reflect slightly higher earnings on the portfolio.

Personnel Changes

- In addition to finding ways to solicit more and varied feedback from residents on policy issues, the City Council has indicated it would like the City to deliver a more robust approach to public engagement. The demise of print journalism and the rise of social media create new challenges to which the City needs to respond. The Personnel Subcommittee has therefore endorsed adding a full-time position in Administrative Services to manage the City’s social media accounts, write the *Vistas* quarterly newsletter, and coordinate the new *LafayetteListens!* public opinion gathering website. The fully loaded cost of the position is approximately \$110K annually, however this budget includes only ½ of that amount to cover the period Jan-Jun 2018.
- The City Engineer has announced that he will retire in February 2018 and as a result, management has taken the opportunity to restructure the department. Public Works and Engineering will be combined into a single department under the Public Works Director; the old City Engineer position will be eliminated; and two existing employees will be reclassified into new mid-management positions: Engineering Services Manager and Public Works Superintendent. In addition, a new Administrative Assistant will be added (see the Organization Chart, page 34), with the new person sitting at the Public Works Yard. The new structure will not add any additional FTEs and will save about \$140K annually in the first year. Given, however, that costs are allocated across a number of departments, savings for 2018 (approximately 3 months) will not be significant in any one cost center. These changes have also been reviewed and endorsed by the City Council’s Personnel Subcommittee.

Changes to Expenditures Compared to Proposed Budget

General Fund

- Added \$30K to Police Services (11-210) for additional traffic enforcement on Reliez Valley Road.
- Added \$25K to Police Services (11-210) for furniture and fixtures for new Police Station.

- Added \$560K to Emergency Response (11-360) to fix the slide on St. Mary's Road. FEMA and State funds are expected to cover about 94% of this cost.
- Added \$70K to Administrative Services (11-540) for Communications Analyst position for 6 months.

Other Funds

- Public Facilities (Fund 16) – Shifted \$840K in unused construction budget for Police Station from prior fiscal year to current fiscal year; no change in total cost.
- Stormwater Pollution (Fund 53) – Added \$20K for street sweeping contract increases.
- Insurance (Fund 75) – Increased expenses by \$13K for retiree health care which is offset entirely by reimbursements.

Capital Improvement Programs

The 2018 construction year Capital Improvement project budgets adopted by the Council last June remain unchanged, except to include carry-overs of projects that were not completed in the last fiscal year. Total project costs are \$3.9M with \$1.4M from the General Fund of which \$141K will be put into a sinking fund for future PMP.

Projects for the 2018 construction year include:

- 2018 Surface Seal Program
- 2018 Road & Drain Rehabilitation
- 2018 Storm Drain Repair
- Olympic/Reliez Station Corridor Improvements
- Pleasant Hill Road Resurfacing
- Completion of 2017 Road & Drain Projects

Sinking Funds

- \$475K from the PG&E tree mitigation fee has been split between accounts for In-Lieu Tree Payments (\$216K) and Tree Planting in Medians (\$259K).
- \$11.2K released from Environmental Task Force fund to offset increases in energy costs due to opting into Deep Green services.
- \$141K added to Pavement Management Program reserve.
- \$100K released from Police Transition fund to offset double lease costs while the Police Station is being constructed and additional FF&E expenses for the Police Station. This release still leaves over \$150K in the Police sinking fund for vehicles and equipment.

Five-Year Forecast & General Fund Reserve

It is a signal of the City's fiscal strength that it is able to (re)build a new \$2M police station essentially from cash, without the need for loans or a bond issuance. Costs for constructing the new police station, however, will result in a net annual deficit of \$837K for FY17-18, thus dropping the General Fund Reserve to 59% and slightly missing the reserve target by \$175K. Note also the calculation for the Reserve Target has been adjusted to account for the one-time expenses related to the St. Mary's Road slide project.

Given conservative estimates for both revenue and expense increases over the next five years, the 5-year forecast estimates that the City will be able to maintain a 60% reserve. However, there will be few if any extra funds available for other significant projects during this period.

Challenges for the upcoming five-year period include putting aside money to purchase the new police station property when it becomes available via the firm option agreement, and managing the Core Area Maintenance budget now that all fund balances are exhausted.

Recommendation

Receive the Final FY2017-18 Municipal Budget and Workplan and adopt Resolution 2017-38.



Summary Pages



CITY OF LAFAYETTE

2017-2018 FINAL BUDGET

SUMMARY OF FUND BALANCES AND CHANGES

FUND #	FUND	Estimated Fund Balance 7/1/2017	Estimated Revenue FY2017-18	Transfer In	Transfer Out	Estimated Expenditures, FY2017-18	Sinking Funds and Special Reserves	Estimated Fund Balance 6/30/2018	Change in Fund Balance	Loans (Assets) & Liabilities	Cash Position
11	General Fund	\$15,847,556	\$16,833,300	\$25,000	\$3,645,249	\$13,821,592	\$3,652,758	\$11,586,257	(\$4,261,299)	(\$6,201,538)	\$5,384,719
12	Parks Facilities	(\$139,700)	394,894	25,179	0	40,179	135,000	105,194	244,894	0	\$105,194
14	Capital Improvement Projects	\$1,038,566	649,400	2,805,648	0	3,096,000	311,560	1,086,054	47,488	0	\$1,086,054
16	Public Facilities	\$1,149,145	50,248	1,073,544	0	2,137,861	135,000	76	(1,149,069)	0	\$76
17	Parkland Acquisition	\$2,424,568	378,853	36,789	0	1,876,789	0	963,421	(1,461,147)	0	\$963,421
31	Recreation Programs	\$477,651	1,285,525	0	30,000	1,221,531	0	511,645	33,994	0	\$511,645
32	Parking Fund	\$392,523	509,891	0	0	351,766	286,443	264,205	(128,318)	(820,123)	(\$555,918)
34	Vehicle Abatement	\$38,503	12,030	0	0	8,841	0	41,692	3,189	0	\$41,692
36	Senior Transportation	\$215,123	117,118	40,000	0	179,501	91,900	100,840	(114,283)	0	\$100,840
37	Library Operations	\$98,844	839,681	149,774	0	989,455	0	98,844	0	0	\$98,844
51	Street Lighting	\$162,654	21,302	0	0	26,263	0	157,693	(4,961)	0	\$157,693
52	Core Area Maintenance	\$44,999	225,500	246,030	0	454,972	60,000	1,557	(43,442)	0	\$1,557
53	Stormwater Pollution	\$133,788	367,453	0	0	486,491	0	14,750	(119,038)	0	\$14,750
71	Gas Tax	\$358,162	720,206	0	601,648	0	0	476,720	118,558	0	\$476,720
72	Meas.J Return-to-Source	\$626,262	456,950	0	804,000	93,283	110,902	75,027	(551,235)	0	\$75,027
73	Supp. Law Enf. Services	\$84,094	115,000	367,658	0	547,428	0	19,324	(64,770)	0	\$19,324
74	School Bus Program	\$563,138	1,939,108	0	0	2,207,209	0	295,037	(268,101)	0	\$295,037
75	City Office Development	\$3,115,933	4,000	0	0	0	0	3,119,933	4,000	0	\$3,119,933
76	Insurance	\$3,536,639	6,600	311,276	0	311,276	500,000	3,043,239	(493,400)	0	\$3,043,239
78	General Obligation Bond Payments	\$592,265	670,000	0	0	728,667	0	533,598	(58,667)	0	\$533,598
38	Housing Successor Agency	\$1,500,731	0	0	0	0	0	1,500,731	0	(195,985)	\$1,304,746
87	Successor Agency	(\$6,754,260)	3,740,385	0	0	76,795	0	(3,090,670)	3,663,590	7,217,646	\$4,126,976
90	Redevelopment Debt	(\$36,166,540)	0	0	0	2,548,088	0	(38,714,628)	(2,548,088)	34,374,118	(\$4,340,510)
	GRAND TOTAL	(\$10,659,357)	\$29,337,445	\$5,080,897	\$5,080,897	\$31,203,988	\$5,283,563	(\$17,809,463)	(\$7,150,106)		

Discretionary Funds Balances: **\$15,141,141** Discretionary Cash Balances: **\$8,939,603**

CITY OF LAFAYETTE

2017-2018 FINAL BUDGET

RESERVE STANDARD & CASH POSITION

Effective Fiscal Year 2013-14, the City Council voted to maintain a targeted minimum reserve balance equivalent to 60% of total General Fund operations. This reserve signals the City Council's intention to maintain the City's strong fiscal position, ensures that a significant buffer exists to fund unforeseen events, and bolsters the City's creditworthiness.

CALCULATION OF TARGET RESERVE BALANCE	Actual for June 30, 2016	Estimated for June 30, 2017	Proposed for June 30, 2018
General Fund Expenditures	\$10,923,959	\$11,688,858	\$13,821,592
Ongoing General Fund Transfers			
<i>Pavement Management</i>	<i>1,000,000</i>	<i>1,000,000</i>	<i>1,000,000</i>
<i>Core Area Maintenance</i>	<i>100,000</i>	<i>100,000</i>	<i>100,000</i>
<i>Supplementary Law Enforcement</i>	<i>400,538</i>	<i>432,810</i>	<i>367,658</i>
<i>Additional Library Hours</i>	<i>144,424</i>	<i>147,023</i>	<i>149,774</i>
<i>Insurance</i>	<i>229,382</i>	<i>260,407</i>	<i>311,276</i>
<i>One time adjustments (emergency slide repairs)</i>			<i>(560,000)</i>
Subtotal Transfers	1,820,952	\$1,940,240	1,368,708
TOTAL EXPENDITURES + TRANSFERS	12,744,911	13,629,099	15,190,300
Multiply total by goal:	60%	60%	60%
TARGET RESERVE:	\$7,646,946	\$8,177,459	\$9,114,180

ESTIMATED CASH POSITION	Actual for June 30, 2016	Estimated for June 30, 2017	Proposed for June 30, 2018
Fund # Core Operations Funds (net of sinking funds)			
11 General Fund	\$12,703,207	\$12,498,924	\$11,586,257
31 Recreation Programs	432,688	477,651	511,645
76 Insurance	3,117,999	3,136,639	3,043,239
Net Core Operations Fund Balance	16,253,894	16,113,214	15,141,141
Less Accrued RDA Interest & Loans	(6,097,447)	(6,143,177)	(6,201,538)
Total Core Cash Position	10,156,447	9,970,037	8,939,603
% of General Fund Expenditures	80%	73%	59%
Excess Total Cash Position Over GF Reserve Target:	2,509,501	1,792,578	(174,578)

Fund # Project Funds		
32 Parking Programs		264,205
75 City Offices		3,119,933
Net Project Fund Balance		3,384,138
Less Loans from Parking Programs		(820,123)
Total Cash Position of Project Funds		2,564,015

FINANCIAL DASHBOARD			
Days Cash Available	291	267	215
Budget to Actual Performance			
Expenses	94%	92%	N/A
Revenue	104%	109%	N/A
Working Capital	N/A	N/A	192%
Retirement Payments as % of General Fund Revenue	4.1%	4.0%	3.8%

5-YEAR BUDGET FORECAST

	Actual 2016/17	Change	Final 2017/18	Change/ Multiplier	Projected 2018/19	Projected Multiplier	Projected 2019/20	Projected Multiplier	Projected 2020/21	Projected Multiplier	Projected 2021/22
Estimated Beginning Fund Balance	10,156,447		9,970,037		8,939,603		9,140,544		9,304,485		9,776,966
Sources											
Property Tax	4,721,526	5%	4,981,210	4%	5,180,459	4%	5,387,677	4%	5,603,184	4%	5,827,312
Sales Tax	3,008,076	3%	3,084,000	1%	3,108,776	2%	3,175,086	2%	3,245,055	2%	3,317,995
Revenue From State	2,792,557	27%	3,555,156	3%	2,983,050	3%	3,057,626	3%	3,134,067	3%	3,212,419
Franchise Tax	2,222,041	2%	2,267,370	2%	2,312,717	2%	2,358,972	2%	2,406,151	2%	2,454,274
Investments	290,147	3%	300,000	2%	306,000	2%	312,120	2%	318,362	2%	324,730
Hotel Tax	733,429	0%	735,000	2%	749,700	2%	764,694	2%	779,988	2%	795,588
Property Transfer Tax	379,208	5%	400,064	3%	412,066	3%	424,428	3%	437,161	3%	450,275
Misc. Fees, Fines, Revenue, COPS Grant	646,258	-10%	580,500	2%	592,110	2%	603,952	2%	616,031	2%	628,352
Planning Fees	1,766,680	-43%	1,000,000	3%	1,025,000	3%	1,050,625	3%	1,076,891	3%	1,103,813
Total Sources	16,559,921	2%	16,903,300	2%	16,669,878	3%	17,135,180	3%	17,616,890	3%	18,114,757
Uses											
Police	5,469,108	13.7%	6,219,078	4.5%	6,448,936	4.5%	6,739,139	4.5%	7,042,400	4.5%	7,359,308
Public Works	1,696,373	66%	2,816,815	3%	2,341,319	3%	2,411,559	3%	2,483,906	3%	2,558,423
Administration	2,222,349	-1%	2,195,981	3%	2,261,860	3%	2,329,716	3%	2,399,608	3%	2,471,596
Council /Commissions	1,409,827	17%	1,649,578	3%	1,499,066	3%	1,544,038	3%	1,590,359	3%	1,638,069
Planning & Engineering	1,100,499	23%	1,355,236	3%	1,350,894	3%	1,391,420	3%	1,433,163	3%	1,476,158
Expenses	323,512	-59%	132,332	3%	136,302	3%	140,391	3%	144,603	3%	148,941
Potential Savings			(250,000)		(250,000)		(250,000)		(250,000)		(250,000)
Subtotal	12,221,668	16%	14,119,020	-2%	13,788,377	4%	14,306,262	4%	14,844,037	4%	15,402,495
General Fund Transfers to:											
Public Facilities	1,415,000	-20%	1,130,512	0%	10,000	0%	10,000	0%	10,000	0%	10,000
Capital Improvement Program	1,504,995	-7%	1,400,000	0%	1,400,000	0%	1,400,000	0%	1,000,000	0%	1,000,000
Library Operations	147,073	2%	149,774	2%	152,770	2%	155,825	2%	158,942	2%	162,120
Core Area Maintenance	186,308	32%	246,030	2%	250,950	2%	255,970	2%	261,089	2%	266,311
Senior Transportation	70,000	-43%	40,000	3%	40,000	0%	40,000	0%	40,000	0%	40,000
Insurance	250,362	24%	311,276	5%	326,840	5%	343,182	5%	360,341	5%	378,358
Library Maintenance Sinking Fund	200,000	0%	200,000	0%	200,000	0%	200,000	0%	200,000	0%	200,000
Stormwater Pollution Sinking Fund	80,000	13%	90,000	11%	100,000	10%	110,000	9%	120,000	8%	130,000
Insurance Reserve	50,000	0%	50,000	0%	50,000	0%	-	0%	-	0%	-
General Plan Revise 2020	(263,336)	-64%	(93,875)	0%	100,000	0%	100,000	0%	100,000	0%	100,000
Sinking Funds	3,640,402		3,623,717	-26%	2,680,560	-1%	2,664,976	-14%	2,300,371	2%	2,336,789
Subtotal	15,862,070	12%	17,742,737	-7%	16,468,937	3%	16,971,239	1%	17,144,409	3%	17,739,283
Total Uses											
Surplus or (Deficit)?:	697,851		(839,437)		200,941		163,941		472,481		375,473
Projected Ending Fund Balance	9,970,037		8,939,603	2%	9,140,544	2%	9,304,485	5%	9,776,966	4%	10,152,440
% of General Fund Expenditures	73%		59%		60%		59%		61%		61%

*Note that figures for revenue and transfers may differ due to adjustments made for accounting purposes (e.g. to net out capitalized interest and consolidate revenue from other sources such as COPS grants).

CITY OF LAFAYETTE

2017-2018 FINAL BUDGET

SINKING FUNDS AND RESERVE RESTRICTIONS

Funds are reserved for specific purposes as follows:		<i>Actual for June 30, 2015</i>	<i>Actual for June 30, 2016</i>	<i>Actual for June 30, 2017</i>	<i>Proposed for June 30, 2018</i>	<i>Fiscal Year Difference</i>
11	General Fund					
341.2	Youth Committee Fund Raising Efforts	23,829	15,059	18,467	18,466	(\$1)
341.3	Environmental Task Force	8,800	9,700	11,200	0	(\$11,200)
341.4	Bikeways Plan Update	14,000	14,000	14,000	14,000	\$0
341.5	Stormwater Pollution	110,000	180,000	260,000	350,000	\$90,000
341.6	PMP Reserve	691,250	0	0	141,000	\$141,000
341.7	BART Pathway Project	290,683	273,455	253,490	253,490	\$0
341.8	CalRecycle Grant	8,145	12,517	15,048	15,048	\$0
342.1	Public Art	4,000	104,000	107,018	7,018	(\$100,000)
342.2	In Lieu Tree Payments	71,634	107,066	252,317	280,117	\$27,800
342.4	Library Maintenance	250,000	300,000	500,000	700,000	\$200,000
342.5	Accrued vacation liability	638,019	670,846	670,517	704,043	\$33,526
342.6	PEG Fees	0	23,847	32,107	40,107	\$8,000
343.2	Rehab of Medians	125,000	125,000	125,000	125,000	\$0
343.4	Traffic Calming Programs	1,100	101,100	101,100	101,100	\$0
343.5	EMBUD Pathway Woodbury Maintenance	25,000	25,000	25,000	25,000	\$0
344.0	Replacement fund for public works vehicles	60,000	60,000	60,000	60,000	\$0
344.1	Replacement fund for Planning & Engineering vehicles	70,000	49,000	28,001	3,001	(\$25,000)
344.2	Purchase/Replacement of police vehicles & equipment	274,304	278,304	281,427	151,427	(\$130,000)
344.3	Computer Replacement	40,000	60,000	48,827	18,827	(\$30,000)
344.5	Retiree Medical Benefits (GASB45)	18,600	18,600	18,600	18,600	\$0
344.7	Ballfield Rehabilitation	80,000	90,000	100,000	110,000	\$10,000
343.6	Tree Planting & Landscaping in Median Islands (PG&E)			258,805	258,805	\$0
343.7	In-Lieu for Public Benefit per DA for Lafayette Park Terraces			145,000	145,000	\$0
343.8	General Plan Revision 2020				100,000	\$100,000
342.9	Senior Services Bequest		23,534	22,709	12,709	(\$10,000)
	Subtotal	\$2,804,364	\$2,541,028	\$3,348,633	\$3,652,758	\$304,125
12	Parks Facilities					
384.0	Playground Equipment sinking fund	90,000	105,000	120,000	135,000	\$15,000
	Subtotal	\$90,000	\$105,000	\$120,000	\$135,000	\$15,000
14	Capital Improvement Projects					
340.0	Drainage Impact Fees	144,545	137,466	90,097	5,097	(\$47,369)
348.0	Reliez Valley Traffic Control Funding	37,440	37,440	37,440	37,440	\$0
348.1	EBMUD Fresh Connection Pathway Install	25,000	25,000	25,000	25,000	\$0
348.2	City Share LFFA Fee	287,965	997,945	550,892	189,650	(\$447,053)
348.3	EBMUD Pathway - Merrill Gardens	15,000	15,000	15,000	15,000	\$0
352.0	Walkway Development Fees	\$75,594	\$16,453	\$29,373	\$39,373	\$12,920
	Subtotal	585,544	1,229,304	747,802	311,560	(\$481,502)
16	Public Facilities					
351.1	Public Works Yard Sinking Maintenance Fund	35,000	40,000	45,000	50,000	\$5,000
351.3	Community Center Sinking Maintenance Fund (Roof Replacement)	\$55,000	\$65,000	\$75,000	\$85,000	\$10,000
	Subtotal	\$90,000	\$105,000	\$120,000	\$135,000	\$15,000
31	Recreation Programs					
342.5	Vacation/Sick Liability			28,686	30,120	\$28,686
	Subtotal	\$0	\$0	\$28,686	\$30,120	\$28,686
32	Parking Fund					
341.55	Plaza Way Parking Overlay	164,348	\$253,671	\$269,443	\$286,443	\$15,772

36 Senior Transportation

342.70	Bequest	\$0	\$77,500	\$77,500	\$77,500	\$0
342.80	Taxi Program		\$22,500	\$20,000	\$14,400	(\$2,500)
	Subtotal	\$0	\$100,000	\$97,500	\$91,900	\$0

52 Core Area Maintenance

340	Street Light Replacement and Maintenance Fund	\$15,000	\$30,000	\$45,000	\$60,000	\$15,000
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72 Meas.J Return-to-Source

348.4	Program 28C	\$31,347	\$57,002	\$83,952	\$110,902	\$26,950
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76 Insurance

341.0	Insurance Reserve	\$350,000	\$400,000	\$450,000	\$500,000	\$50,000
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TOTAL - RESTRICTED RESERVES		\$4,130,603	\$4,821,005	\$5,311,016	\$5,313,683	\$690,402
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**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
SCHEDULE OF FUND TRANSFERS**

FUND #	FUND	TRANSFER FROM:							TOTAL
		11 General Fund	31 Recreation Programs	71 Gas Tax	72 Measure J- Return to Source	91 Tax Increment Debt			
11	General Fund		25,000						25,000
12	Parks Facilities	25,179							25,179
14	Capital Improvement Projects	1,400,000		601,648	804,000				2,805,648
16	Public Facilities	1,068,544	5,000						1,073,544
17	Parkland Acquisition	36,789							36,789
31	Recreation Programs								-
32	Parking Fund								-
34	Vehicle Abatement								-
36	Senior Transportation	40,000							40,000
37	Library Operations	149,774							149,774
51	Street Lighting								-
52	Core Area Maintenance	246,030							246,030
53	Stormwater Pollution								-
71	Gas Tax								-
72	Meas. J Return-to-Source								-
73	Supp. Law Enf. Services	367,658							367,658
74	School Bus Program								-
75	City Office Development								-
76	Insurance	311,276							311,276
78	General Obligation Bond Payments								-
79	Road & Drain Bond Proceeds								-
90	Successor Agency								-
90	Redevelopment Debt							2,153,988	2,153,988
	TOTAL	3,645,249	30,000	601,648	804,000			2,153,988	7,234,885

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
SUMMARY OF CAPITAL IMPROVEMENT PROGRAM**

21-Nov-17

CY	Project Name / Funding Source	State and Federal Grants & Measures	Reimbursable Revenue	SB-1 RMRA	Measure J	Gas Tax	General Fund	LFFA Regional Fee	Drainage Impact Fees	Total
FUND 12 - PARKS FACILITIES										
	Overhead						10,179			\$10,179
	Subtotal	\$0	\$0	\$0	\$0	\$0	\$10,179		\$0	\$10,179

CY	Project Name / Funding Source	State and Federal Grants & Measures	Reimbursable Revenue	SB-1 RMRA	Measure J	Gas Tax	General Fund	LFFA Regional Fee	Drainage Impact Fees	Total
FUND 14 - CAPITAL IMPROVEMENT PROJECTS										
9707	Olympic-Reliez Station Corridor Improvements							421,242		421,242
9711	2017 Road & Drain Rehab		26,000			25,400				51,400
9712	Pleasant Hill Road Resurfacing	516,000				120,000				636,000
9713	2018 Road & Drain Rehab			141,000	39,000	456,248	483,752			1,120,000
9714	2018 Storm Drain Repair						160,000		140,000	300,000
9715	2018 Surface Seal Program				765,000		141,000			765,000
***	Capital Projects Reserve						615,248			615,248
	Overhead						\$1,400,000	\$421,242	\$140,000	\$4,049,890
	Subtotal	516,000	\$26,000	\$141,000	\$804,000	\$601,648	\$1,400,000	\$421,242	\$140,000	\$4,049,890

State and Federal Grants & Measures	Reimbursable Revenue	SB-1 RMRA	Measure J	Gas Tax	General Fund	LFFA Regional Fee	Drainage Impact Fees	GRAND TOTAL
\$516,000	\$26,000	\$141,000	\$804,000	\$601,648	\$1,410,179	\$421,242	\$140,000	\$4,060,069
GRAND TOTAL:								\$4,060,069

CITY OF LAFAYETTE
 2017-2018 FINAL BUDGET
 EXPENDITURE SUMMARY - GENERAL FUND

		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$2,432,619	\$2,625,809	\$2,718,070	\$2,777,113	\$2,699,380	-0.7%
705	Temporary Personnel	36,058	68,561	122,185	110,200	178,128	45.8%
708	Overtime	15,720	13,011	25,523	16,248	16,500	-35.4%
711	Social Security	169,103	185,660	207,662	200,582	221,392	6.6%
714	Worker's Compensation	62,534	70,302	69,048	74,863	81,162	17.5%
721	Fringe Benefits	782,512	815,891	868,395	873,863	954,654	9.9%
Subtotal PERSONNEL		\$3,498,546	\$3,779,233	\$4,010,883	\$4,052,869	\$4,151,216	3.5%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$18,634	\$20,126	\$20,662	\$25,359	\$19,455	-5.8%
743	Postage	8,109	8,446	11,649	7,102	9,596	-17.6%
745	Printing & Binding	17,112	9,551	16,000	11,046	16,457	2.9%
746	Books & Software	27,626	9,487	24,000	25,779	23,550	-1.9%
748	Special Departmental Supplies	80,855	82,759	84,975	82,881	87,500	3.0%
751	Maintenance of Vehicles	172,059	165,773	138,400	177,977	138,400	0.0%
761	Maintenance of Equipment	10,486	10,697	25,770	19,513	26,920	4.5%
771	Maintenance of Buildings	23,437	23,262	26,372	26,705	32,572	23.5%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	15,487	20,527	18,100	20,922	18,787	3.8%
801	Utilities-Water	69,122	59,001	82,000	68,958	96,400	17.6%
805	Utilities-Sewer	7,903	3,377	3,640	3,006	4,764	30.9%
811	Utilities-Gas & Electric	38,239	38,452	45,000	42,707	56,705	26.0%
821	Utilities-Telephones	65,456	79,058	66,270	69,965	79,657	20.2%
825	Utilities-Garbage Disposal	0	0	0	0	570	N/A
831	Utilities-Street Lighting	179	143	0	0	0	0.0%
835	Utilities-Traffic Signals	13,235	12,859	15,000	13,872	16,295	8.6%
841	Rental Expense	266,158	269,029	404,164	339,537	461,623	14.2%
843	Training	47,902	83,360	80,600	91,383	99,705	23.7%
850	Contingency	0	0	0	148	138	N/A
851	Advertising/Legal Notices	17,393	8,145	8,800	12,134	10,300	17.0%
853	Community Promotion	51,839	62,358	64,461	62,929	53,350	-17.2%
861	Contractual Services	1,598,599	2,084,454	2,265,644	2,271,393	2,925,953	29.1%
862	Reimbursable Emergency Response	39,525	73,457	55,085	56,268	49,000	-11.0%
862	Contract Sheriff Services	3,383,178	3,503,752	4,211,028	3,683,009	4,476,524	6.3%
866	Contractual-Recreation	6,947	20,945	12,500	10,010	13,500	8.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	204,644	0	0	N/A
892	Debt Service	0	0	23,688	37,645	0	N/A
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$5,979,478	\$6,649,017	\$7,908,452	\$7,160,248	\$8,717,720	10.2%

CAPITAL OUTLAY							
902	Land	\$0	\$10,000	\$0	\$0	\$0	0.0%
906	Improvements	39,310	189,076	338,750	82,384	483,000	42.6%
907	Equipment	429,948	296,632	251,916	393,358	297,048	17.9%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$469,258	\$495,709	\$590,666	\$475,741	\$780,048	32.1%

BASE PROGRAM COST	\$9,947,282	\$10,923,959	\$12,510,002	\$11,688,858	\$13,648,984	9.1%
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999	Total Savings Carried Forward	\$0	\$0	\$224,711	\$0	\$172,608	-23.2%
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TOTAL G.F. EXPENDITURES	\$9,947,282	\$10,923,959	\$12,734,713	\$11,688,858	\$13,821,592	8.5%
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CITY OF LAFAYETTE
 2017-2018 FINAL BUDGET
 EXPENDITURE SUMMARY - ALL DEPARTMENTS

22-Nov-17

PERSONNEL SERVICES		Actual 2014-2015 Expenditures	Actual 2015-2016 Expenditures	Final 2016-2017 Budget	Actual 2016-2017 Expenditures	Final 2017-2018 Budget	Increase Over Budget
702	Regular Personnel	\$3,712,567	\$4,025,568	\$4,144,521	\$4,192,651	\$4,032,830	-2.7%
705	Temporary Personnel	428,946	407,101	447,061	436,939	486,928	8.9%
708	Overtime	25,382	23,002	35,523	26,796	26,500	-25.4%
711	Social Security	292,157	314,837	340,778	330,385	347,789	2.1%
714	Worker's Compensation	104,884	115,375	114,290	119,926	127,499	11.6%
721	Fringe Benefits	1,213,639	1,285,607	1,415,218	1,376,835	1,426,773	0.8%
Subtotal PERSONNEL		\$5,777,575	\$6,171,490	\$6,497,390	\$6,483,533	\$6,448,319	-0.8%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$30,712	\$32,278	\$35,274	\$39,706	\$33,319	-5.5%
743	Postage	24,110	23,638	29,629	21,155	26,143	-11.8%
745	Printing & Binding	50,798	39,471	50,179	45,741	52,002	3.6%
746	Books & Software	27,912	9,795	27,815	26,961	26,850	-3.5%
748	Special Departmental Supplies	142,290	140,828	156,561	145,074	152,030	-2.9%
751	Maintenance of Vehicles	216,834	196,275	188,400	212,199	188,400	0.0%
761	Maintenance of Equipment	12,497	18,138	38,020	25,920	39,170	3.0%
771	Maintenance of Buildings	285,386	182,949	143,472	121,387	160,872	12.1%
781	Maintenance of Right of Way	0	0	350	0	350	0.0%
791	Miscellaneous Expenses Under \$500	15,504	26,581	18,600	21,232	19,787	6.4%
801	Utilities-Water	103,907	84,460	114,000	90,998	128,580	12.8%
805	Utilities-Sewer	14,265	8,680	10,240	7,749	11,694	14.2%
811	Utilities-Gas & Electric	143,736	139,015	156,800	140,576	173,157	10.4%
821	Utilities-Telephones	85,689	98,930	86,940	89,489	101,500	16.7%
825	Utilities-Garbage Disposal	0	0	2,000	0	600	-70.0%
831	Utilities-Street Lighting	62,118	61,529	62,500	67,395	68,487	9.6%
835	Utilities-Traffic Signals	13,235	12,859	15,000	13,872	16,295	8.6%
841	Rental Expense	342,608	338,745	501,682	412,234	564,309	12.5%
843	Travel and Training	51,089	98,870	90,170	98,460	108,016	19.8%
850	Contingency	0	0	278,192	148	200,138	-28.1%
851	Advertising/Legal Notices	19,802	8,630	10,495	12,392	12,495	19.1%
853	Community Promotion	216,081	265,984	308,261	252,528	292,150	-5.2%
861	Contractual Services	3,937,792	5,123,654	5,291,415	5,297,569	5,697,124	7.7%
861.5	Reimbursable Emergency Response	39,525	90,468	81,523	99,200	60,500	-25.8%
862	Contract Sheriff Services	3,881,952	4,004,290	4,743,838	4,215,819	5,023,952	5.9%
866	Contractual-Recreation	485,480	536,429	472,500	462,418	473,500	0.2%
881	Premium Payment-Liability	195,226	219,567	235,362	252,059	271,460	15.3%
885	Insurance and Surety Bonds	175	0	30,075	0	33,065	9.9%
891	Claims Payments	1,101,986	18,943	219,644	8,907	15,000	-93.2%
892	Debt Service	1,870,081	25,190,455	891,764	767,482	728,667	-18.3%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$13,370,792	\$36,971,459	\$14,297,701	\$12,948,668	\$14,686,611	2.7%

CAPITAL OUTLAY

902	Land	\$0	\$10,000	\$3,362,000	\$1,564,880	\$1,800,000	-46.5%
906	Improvements	4,944,593	3,999,444	9,276,072	7,046,428	5,194,313	-44.0%
907	Equipment	498,230	469,312	348,916	508,304	361,048	3.5%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$5,442,823	\$4,478,755	\$12,986,988	\$9,119,612	\$7,355,361	-43.4%

BASE PROGRAM COST	\$24,591,190	\$47,621,705	\$33,782,080	\$28,551,813	\$28,490,292	-15.7%
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999	Total Savings Carried Forward	\$0	\$0	\$224,711	\$0	\$172,608	-23.2%
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TOTAL EXPENDITURES	\$24,591,190	\$47,621,705	\$34,006,791	\$28,551,813	\$28,662,900	-15.7%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE SUMMARY - ALL DEPARTMENTS

GENERAL FUND		<i>Actual</i> <i>2014-2015</i> <i>Expenditures</i>	<i>Actual</i> <i>2015-2016</i> <i>Expenditures</i>	<i>Final</i> <i>2016-2017</i> <i>Budget</i>	<i>Actual</i> <i>2016-2017</i> <i>Expenditures</i>	<i>Final</i> <i>2017-2018</i> <i>Budget</i>	<i>Increase</i> <i>Over</i> <i>Budget</i>
<i>Council, Commissions, and Community Support</i>							
110	City Council	\$103,568	\$150,360	\$168,525	\$133,510	\$168,504	0.0%
115	Public Art	26,686	26,444	253,438	54,974	229,970	-9.3%
120	Circulation Commission	130,862	145,515	147,312	147,312	134,084	-9.0%
130	Crime Prevention Com.	9,764	26,555	80,990	80,371	67,427	-16.7%
140	Parks, Trails & RecCommission	73,746	105,094	142,534	127,838	164,650	15.5%
141	Senior Services	117,507	122,073	145,553	127,385	149,193	2.5%
142	Youth Commission	43,045	60,976	57,951	36,039	48,534	-16.3%
150	Planning Commission	388,043	361,474	371,649	371,467	334,213	-10.1%
151	Design Rev. Commission	305,181	311,157	319,228	318,957	337,567	5.7%
152	Environmental Task Force	59	9,737	11,073	11,973	15,436	39.4%
	Subtotal	\$1,198,461	\$1,319,386	\$1,698,254	\$1,409,827	\$1,649,578	-2.9%

Police Services

210	Police Services	\$3,985,394	\$4,022,387	\$4,732,298	\$4,326,297	\$5,026,289	6.2%
220	Emergency Prep. Comm.	25,416	29,640	28,050	27,191	28,550	1.8%
230	Crossing Guards	41,091	50,000	50,000	50,000	50,000	0.0%
215	Traffic Enforcement	498,774	500,538	532,810	532,810	566,811	6.4%
	Subtotal	\$4,550,674	\$4,602,565	\$5,343,158	\$4,936,298	\$5,671,650	6.1%

Public Works

310	Road & Drain Maintenance	\$649,145	\$798,844	\$857,888	\$680,247	\$1,049,136	22.3%
320	Traffic Maintenance	250,946	421,845	343,216	295,655	391,849	14.2%
340	Parks & Trails Maint.	313,317	323,298	379,063	377,887	405,772	7.0%
350	Comm. Ctr. Maint.	226,746	305,416	325,801	300,876	360,059	10.5%
360	Emergency Response	0	0	50,000	41,707	610,000	1120.0%
	Subtotal	\$1,440,154	\$1,849,402	\$1,955,968	\$1,696,373	\$2,816,815	44.0%

Planning and Engineering

410	Planning Services	\$476,265	\$507,423	\$643,542	\$631,294	\$796,547	23.8%
415	Code Enforcement	144,470	162,959	178,996	163,189	107,524	-39.9%
420	Engineering Services	249,096	373,981	318,830	306,017	451,166	41.5%
	Subtotal	\$869,831	\$1,044,362	\$1,141,369	\$1,100,499	\$1,355,236	18.7%

Administration

510	City Manager	\$469,931	\$474,130	\$504,798	\$500,025	\$512,607	1.5%
520	Legal Services	299,618	340,032	668,332	668,332	496,300	-25.7%
530	City Clerk	140,957	145,462	182,762	154,104	184,253	0.8%
540	Administrative Services	650,812	715,144	755,669	755,668	816,730	8.1%
560	Technology Services	156,635	131,923	160,891	144,220	186,090	15.7%
	Subtotal	\$1,717,952	\$1,806,691	\$2,272,452	\$2,222,349	\$2,195,981	-3.4%

Rent and Expenses

550	Rent and Expenses	\$170,211	\$301,552	\$323,512	\$323,512	\$132,332	-59.1%
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	Subtotal General Fund	\$9,947,282	\$10,923,959	\$12,734,713	\$11,688,858	\$13,821,592	8.5%
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**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE SUMMARY - ALL DEPARTMENTS**

<i>CAPITAL IMPROVEMENT FUNDS</i>		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
12	Parks Facilities	\$2,114,448	\$344,917	\$62,262	\$11,859	\$40,179	-35.5%
14	Capital Improvement Projects	3,584,829	4,194,252	8,384,387	7,318,498	3,096,000	-63.1%
16	Public Facilities	120,398	5,908	1,378,300	568,368	2,137,861	55.1%
17	Parkland Acquisition	0	42,336	1,844,676	46,371	1,876,789	1.7%
Subtotal		\$5,819,675	\$4,587,413	\$11,669,625	\$7,945,096	\$7,150,829	-38.7%

<i>ENTERPRISE FUNDS</i>							
31	Recreation Programs	\$1,190,758	\$1,281,232	\$1,272,203	\$1,200,761	\$1,221,531	-4.0%
32	Parking Fund	449,614	484,144	2,127,593	2,111,843	351,766	-83.5%
34	Vehicle Abatement	6,959	7,169	9,131	8,936	8,841	-3.2%
36	Senior Transportation	131,820	124,244	204,734	162,550	179,501	-12.3%
37	Library Operations	715,878	775,777	994,043	841,282	989,455	-0.5%
Subtotal		\$2,495,029	\$2,672,565	\$4,607,705	\$4,325,372	\$2,751,095	-40.3%

<i>ASSESSMENT DISTRICT FUNDS</i>							
51	Street Lighting	\$13,201	\$13,470	\$25,000	\$14,776	\$26,263	5.1%
52	Core Area Maintenance	383,990	397,375	427,258	371,429	454,972	6.5%
53	Stormwater Pollution	372,707	544,913	550,168	542,276	486,491	-11.6%
Subtotal		\$769,899	\$955,758	\$1,002,426	\$928,481	\$967,726	-3.5%

<i>GOVERNMENTAL FUNDS</i>							
71	Gas Tax	\$0	\$0	\$0	\$0	\$0	0.0%
72	Meas.J Return-to-Source	65,912	65,286	89,367	88,162	93,283	4.4%
73	Supp. Law Enf. Services	498,774	500,538	532,810	532,810	547,428	2.7%
74	School Bus Program	1,750,977	1,749,354	2,159,512	1,977,640	2,207,209	2.2%
75	City Office Development	601	0	0	0	0	0.0%
76	Insurance	173,343	218,927	260,408	260,407	311,276	19.5%
77	Police Services Special Fund	0	0	7,000	0	7,000	0.0%
78	General Obligation Bond Payments	765,939	764,939	868,076	729,837	728,667	-16.1%
Subtotal		\$3,255,546	\$3,299,045	\$3,917,172	\$3,588,856	\$3,894,863	-0.6%

<i>REDEVELOPMENT AGENCY</i>							
87	Successor Agency	\$1,188,839	\$14,524,189	\$75,150	\$75,150	\$76,795	2.2%
95	Redevelopment Debt	1,104,142	10,658,776	0	0	0	0.0%
Subtotal		\$2,292,981	\$25,182,965	\$75,150	\$75,150	\$76,795	2.2%

GRAND TOTAL OF ALL FUNDS		\$24,580,410	\$47,621,705	\$34,006,791	\$28,551,813	\$28,662,900	-15.7%
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City of Lafayette Investment Policy

I. Introduction

The purpose of this document is to identify various policies and procedures that control the investment of City funds.

The investment policies and practices of the City of Lafayette ("the City") are based on state law and prudent money management. All funds will be invested in accordance with this Policy, and California government Code Sections 53601, et seq. If the City issues bonds in the future, the investment of bond proceeds will be further restricted by the provisions of relevant bond documents.

II. Scope

This policy covers all funds (except retirement funds) and investment activities under the direction of the City.

III. Objectives

The primary objectives, in priority order, of the investment activities of the City shall be:

- 1) Safety. The first priority for the investment program shall be the safety of principal investment. Speculation or risky investment media will be avoided even though high interest rates might be offered.
- 2) Liquidity. Investments must be carefully coordinated with the City's periodic cash needs. It is urgent that current available cash not be assigned to an investment with a time commitment which will result in the shortage of cash for either operations or capital purposes at some future time.
- 3) Return on Investment. After exercising maximum safety in investment media and responsible spacing of maturity, every effort shall then be made to obtain the highest earnings from investments of City money within the limits prescribed by State law for local government investment.

IV. Delegation of Authority

The management responsibility for the investment program is hereby delegated to the City Manager or his/her designee who shall monitor and review all investments for consistency with this investment policy. No person may engage in an investment transaction except as provided under the limits of this policy. The City may delegate its investment decision making and execution authority to an investment advisor. The advisor shall follow the policy and such other written instructions as are provided.

V. Ethics and Conflict of Interest

City employees and officers involved in the investment process shall refrain from personal business activities that materially conflicts with proper execution of the investment program, or impairs their ability to make impartial decisions.

VI. Permitted Investment Instruments

1. Government obligations for which the full faith and credit of the United State are pledged for the payment of principal and interest.
2. Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises.
3. Commercial paper rated in the highest short-term rating category, as provided for by a nationally recognized statistical-rating organization (NRSRO). The entity that issues the commercial paper shall meet all of the following conditions in either paragraph (1) or paragraph (2):
 - (1) The entity meets the following criteria:
 - (A) Is organized and operating in the United States as a general corporation.
 - (B) Has total assets in excess of five hundred million dollars (\$500,000,000).
 - (C) Has debt other than commercial paper, if any, that is rated "A" or higher by a NRSRO.
 - (2) The entity meets the following criteria:
 - (A) Is organized within the United States as a special purpose corporation, trust, or limited liability company.
 - (B) Has program wide credit enhancements including, but not limited to, over collateralization, letters of credit, or surety bond.
 - (C) Has commercial paper that is rated "A-1" or higher, or the equivalent, by a NRSRO. Eligible commercial paper shall have a maximum maturity of 270 days or less. Purchases of eligible commercial paper may not exceed 25 percent of the City's investment portfolio, nor may purchases represent more than 10 percent of the outstanding paper of an issuing corporation.
4. FDIC insured or fully collateralized time certificates of deposit in financial institutions located in California.
5. Negotiable certificates of deposit or deposit notes issued by a nationally or state-chartered bank or a state or federal savings and loan association or by a state-licensed branch of a foreign bank; provided that the senior debt obligations of the issuing institution are rated "AA" or better by Moody's or Standard & Poor's.

Purchase of negotiable certificates of deposit may not exceed 30 percent of the City's investment portfolio.

6. State of California's Local Agency Investment Fund.

7. Fully FDIC insured savings account or money market account.
8. Shares of beneficial interest issued by diversified management companies, as defined in Section 23701m of the Revenue and Taxation Code, investing in the securities and obligations authorized by sections a through m of Government Code section 53601. To be eligible for investment pursuant to this subdivision these companies shall either: (1) attain the highest ranking letter or numerical rating provided by not less than two of the three largest nationally recognized rating services or (2) have an investment advisor registered with the Securities and Exchange Commission with not less than five years experience investing in securities and obligations authorized by Government Code Section 53601 and with assets under management in excess of \$500,000,000.

The purchase price of shares shall not exceed 15 percent of the investment portfolio of the City.

9. Medium-term corporate notes with a maximum maturity of five years, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. Securities eligible for investment shall be rated "AA" or better by a nationally recognized rating service. Purchases of medium term notes may not exceed 10% of the market value of the portfolio.
10. Bonds, notes, warrants, or other evidences of indebtedness of any local agency within this state. Eligible investments must be rated AA or better by a nationally recognized rating service.
11. Bankers Acceptances that are drawn on and accepted by a commercial bank. Purchases of bankers acceptances may not exceed 180 days' maturity nor exceed 20% of the market value of the City's portfolio.
12. Shares of beneficial interest issued by a joint powers authority organized pursuant to Section that invests in the securities and obligations authorized in subdivisions (a) to (n), inclusive. Each share shall represent an equal proportional interest in the underlying pool of securities owned by the joint powers authority. To be eligible under this section, the joint powers authority issuing the shares shall have retained an investment adviser that meets all of the following criteria:
 - (1) The adviser is registered or exempt from registration with the Securities and Exchange Commission.
 - (2) The adviser has not less than five years of experience investing in the securities and obligations authorized in subdivisions (a) to (n), inclusive.
 - (3) The adviser has assets under management in excess of five hundred million dollars (\$500,000,000).

Credit criteria listed in this section refers to the credit of the issuing organization at the time the security is purchased.

The following is a listing of the City's allowable investments relative to the investments permitted for California governmental entities under Government Code §53601.

Investment Type	City Minimum Quality Parameters	Code Minimum Quality Parameters	City Maximum % of Portfolio	Code Maximum % of Portfolio	City Maximum Maturity	Code Maximum Maturity
U.S. Treasury Obligations	None	None	None	None	5 Years	5 Years
Federal Agency Obligations	None	None	None	None	5 Years	5 Years
Commercial Paper	A1/P1	A1/P1	25%	25%	270 Days	270 Days
Collateralized Bank Deposits	None	None	None	None	5 Years	5 Years
Negotiable Certificates of Deposits	AA	None	30%	30%	5 Years	5 Years
Local Agency Investment Fund	None	None	\$40 million	\$40 million	N/A	N/A
Time Deposits	None	None	None	None	5 Years	5 Years
Money Market Mutual Funds	Multiple ¹	Multiple ¹	15%	20%	N/A	N/A
Medium-Term Notes	AA	A	10%	30%	5 Years	5 Years
CA Local Agency Obligations	AA	None	None	None	5 Years	5 Years
Bankers Acceptances	A1/P1	A1/P1	20%	40%	180 Days	180 Days

¹Must receive the highest rating by two of the three largest nationally recognized rating agencies or the fund must retain an investment advisor who is registered with the SEC and has not less than five years experience managing money market funds with assets under management in excess of \$500 million.

VII. Maximum Maturity

Investment maturities shall be based on a review of cash flow forecasts. Maturities will be scheduled so as to permit the City to meet all projected obligations.

Unless otherwise noted within this investment policy, the City may not invest in a security that exceeds five (5) years from the date of purchase.

VIII. Reporting Requirements

Quarterly investment reports shall be submitted to the City Council as a Consent Calendar item. The reports shall include, at a minimum, the following information for individual investment:

- Description of investment instrument
- Issuer name

- Yield to maturity
- Purchase date
- Maturity date
- Purchase price
- Par value
- Current market value for securities with maturity greater than 12 months

The quarterly report shall also (i) state compliance of the portfolio to the statement of investment policy, or manner in which the portfolio is not in compliance, (ii) include a description of any of the City's funds, investments or programs that are under the management of contracted parties, including lending programs, and (iii) include a statement denoting the ability of the City to meet its expenditure requirements for the next six months, or provide an explanation as to why sufficient money shall, or may, not be available.

This quarterly report shall be submitted within thirty days following the end of the quarter. The City shall not be required to submit a quarterly report to the Council if, during the entire reporting period, the City has maintained 100 percent of its investment portfolio in the Local Agency Investment Fund.

IX. Safekeeping and Custody

The assets of the City shall be secured through third-party custody and safekeeping procedures. Bearer instruments shall be held only through third-party institutions.

X. Annual Review of the Investment Policy

The City Manager and/or Administrative Services Director shall annually submit to the Council a statement of investment policy, which the Council shall consider at a public meeting. Any change in the policy shall also be reviewed by the Council at a public meeting.

CITY OF LAFAYETTE

2017-2018 FINAL BUDGET

MONTHLY SALARY RANGES FOR CITY POSITIONS

POSITION	NUMBER OF EMPLOYEES	MINIMUM	MAXIMUM
Accountant	1.00	5,937	7,809
Accounting Assistant	0.75	4,333	5,770
Administrative Assistant	2.12	4,364	5,740
Administrative Services Director	1.00	11,487	15,410
Assistant Engineer	1.00	6,446	8,479
Assistant Planner	1.00	5,497	7,232
Assistant Planning Director	1.00	9,083	11,948
City Clerk	1.00	7,738	10,179
City Engineer	1.00	11,685	15,371
City Manager	1.00	15,599	20,525
Construction Inspector	1.00	6,050	7,958
Engineering Tech II	1.00	5,744	7,556
Facilities Maintenance Worker	2.00	3,884	5,109
Financial Services Manager	1.00	9,327	12,269
Management Analyst	1.00	6,678	8,784
Maintenance Supervisor	2.00	6,346	8,347
Parking Enforcement Officer	1.00	4,247	5,587
Parks and Recreation Director	1.00	10,186	13,399
Planning & Building Director	1.00	11,354	14,935
Planning Technician	2.00	4,584	6,030
Police Records Supervisor	1.00	5,176	6,808
Police Services Assistant	2.00	4,757	6,257
Public Works Director	1.00	11,685	15,371
Recreation Coordinator	3.25	4,571	6,013
Recreation Supervisor	1.00	5,640	7,418
Senior Administrative Assistant	2.00	5,018	6,601
Senior Engineer	2.00	8,236	10,834
Senior Planner	2.00	7,025	9,240
Transportation Planner	1.00	7,025	9,240
Transportation Program Manager	1.00	8,201	10,787

TOTAL: 40.12

CITY OF LAFAYETTE

2017-2018 PROPOSED BUDGET

APPROPRIATION LIMITATION

DESCRIPTION

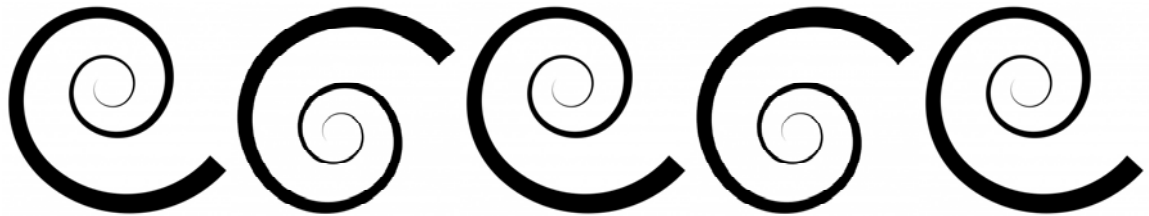
The Appropriations Limitation imposed on cities by Propositions 4 and 111 creates restrictions on the amount of revenue that can be appropriated in any fiscal year. The limit is based on actual appropriations during the 1978-79 fiscal year and is increased each year using the growth of population and inflation. Not all revenues are restricted by the limit, only those referred to as "proceeds of taxes."

In addition, proceeds of taxes can be spent on several types of appropriations that do not count against the limit. The law allows a city to spend tax proceeds on voter approved debt and the costs of complying with court orders and federal mandates, with certain restrictions. Proposition 111 expanded these exempt categories to include expenditures of "qualified capital outlay" beginning in 1990-91. Appropriations for these excludable categories do not count against the limit.

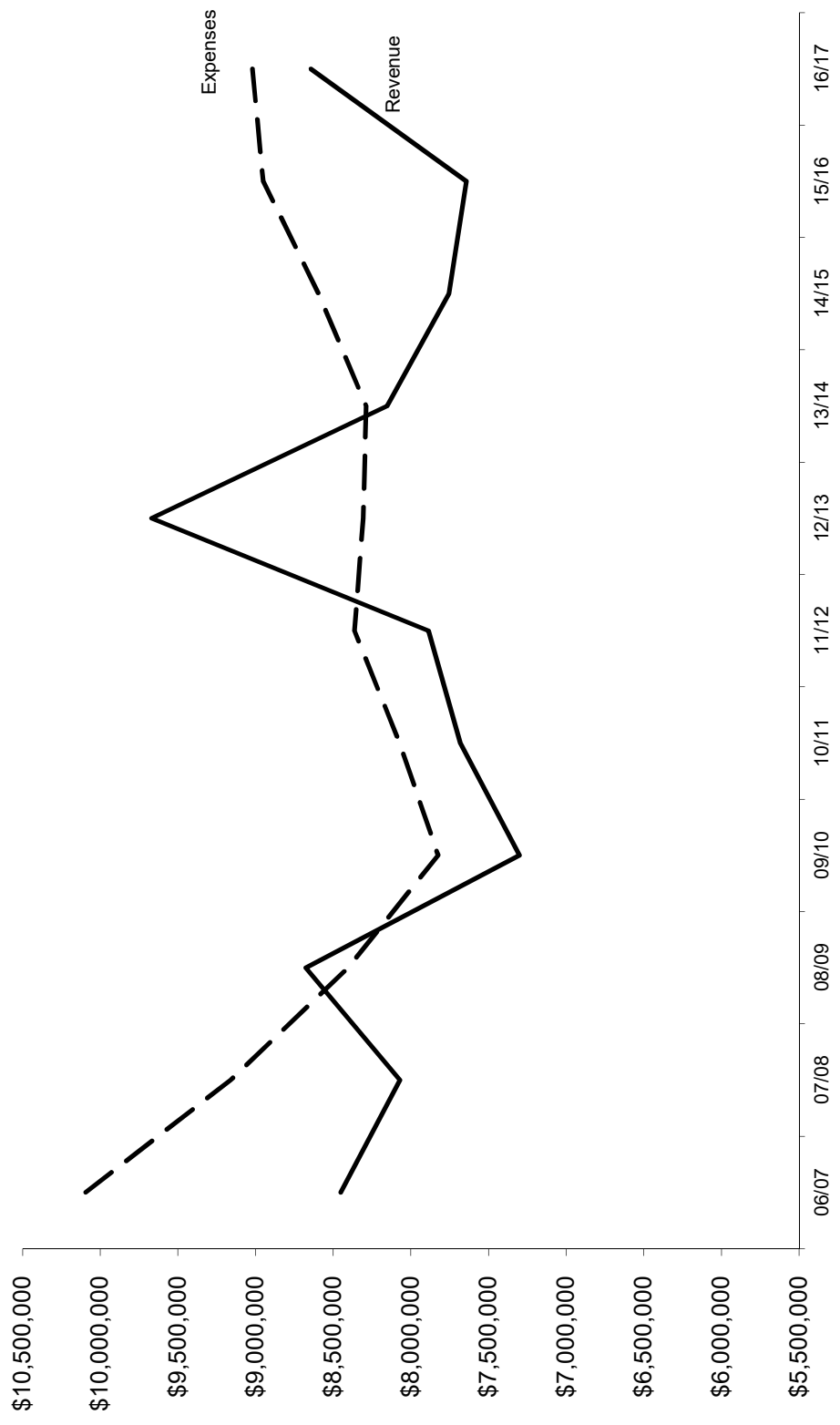
CALCULATION OF LIMIT						
Fiscal Year	Change in Population	Change in Per Capita Personal Income	Total Increase	Annual Appropriations Limitation	Current Anticipated Revenue	Amount Under / (Over) Limit
1978-79				\$2,678,911		
1979-80				3,027,206		
1980-81				3,367,050		
1981-82				3,677,799		
1982-83				3,927,753		
1983-84				4,064,276		
1984-85				4,346,318		
1985-86				4,494,093		
1986-87				4,623,972		
1987-88	1.0190	1.0347	1.0544	4,875,328		
1988-89	1.0233	1.0466	1.0710	5,221,407		
1989-90	1.0274	1.0519	1.0807	5,642,890		
1990-91	1.0316	1.0421	1.0750	6,066,278		
1991-92	1.0269	1.0414	1.0694	6,487,360		
1992-93	1.0205	0.9936	1.0140	6,577,981		
1993-94	1.0210	1.0272	1.0488	6,898,797		
1994-95	1.0162	1.0071	1.0234	7,060,332		
1995-96	1.0179	1.0472	1.0659	7,525,925		
1996-97	1.0087	1.0467	1.0558	7,945,919		
1997-98	1.0086	1.0467	1.0557	8,388,519		
1998-99	1.0161	1.0415	1.0583	8,877,303		
1999-00	1.0114	1.0453	1.0572	9,385,231		
2000-01	1.0061	1.0491	1.0555	9,906,106		
2001-02	1.0171	1.0782	1.0966	10,863,405		
2002-03	1.0176	0.9873	1.0047	10,914,207		
2003-04	1.0430	1.0231	1.0671	11,646,477		
2004-05	1.0120	1.0328	1.0452	\$12,172,824		
2005-06	1.0180	1.0526	1.0715	\$13,043,750		
2006-07	1.0000	1.0396	1.0396	\$13,560,283		
2007-08	1.0113	1.0442	1.0560	\$14,319,651		
2008-09	1.0136	1.0429	1.0571	\$15,137,066		
2009-10	1.0116	1.0062	1.0179	\$15,407,595		
2010-11	1.0110	0.9746	0.9853	\$15,181,420		
2011-12	1.0077	1.0330	1.0410	\$15,803,162		
2012-13	1.0068	1.0377	1.0448	\$16,510,454		
2013-14	1.0747	1.0595	1.1386	\$18,799,575		
2014-15	1.0128	0.9977	1.0105	\$18,996,417		
2015-16	1.0188	1.0382	1.0577	\$20,092,855		
2016-17	1.0078	1.0537	1.0619	\$21,336,982		
2017-18	1.0063	1.0369	1.0434	\$22,263,700	\$16,833,300	\$5,430,399



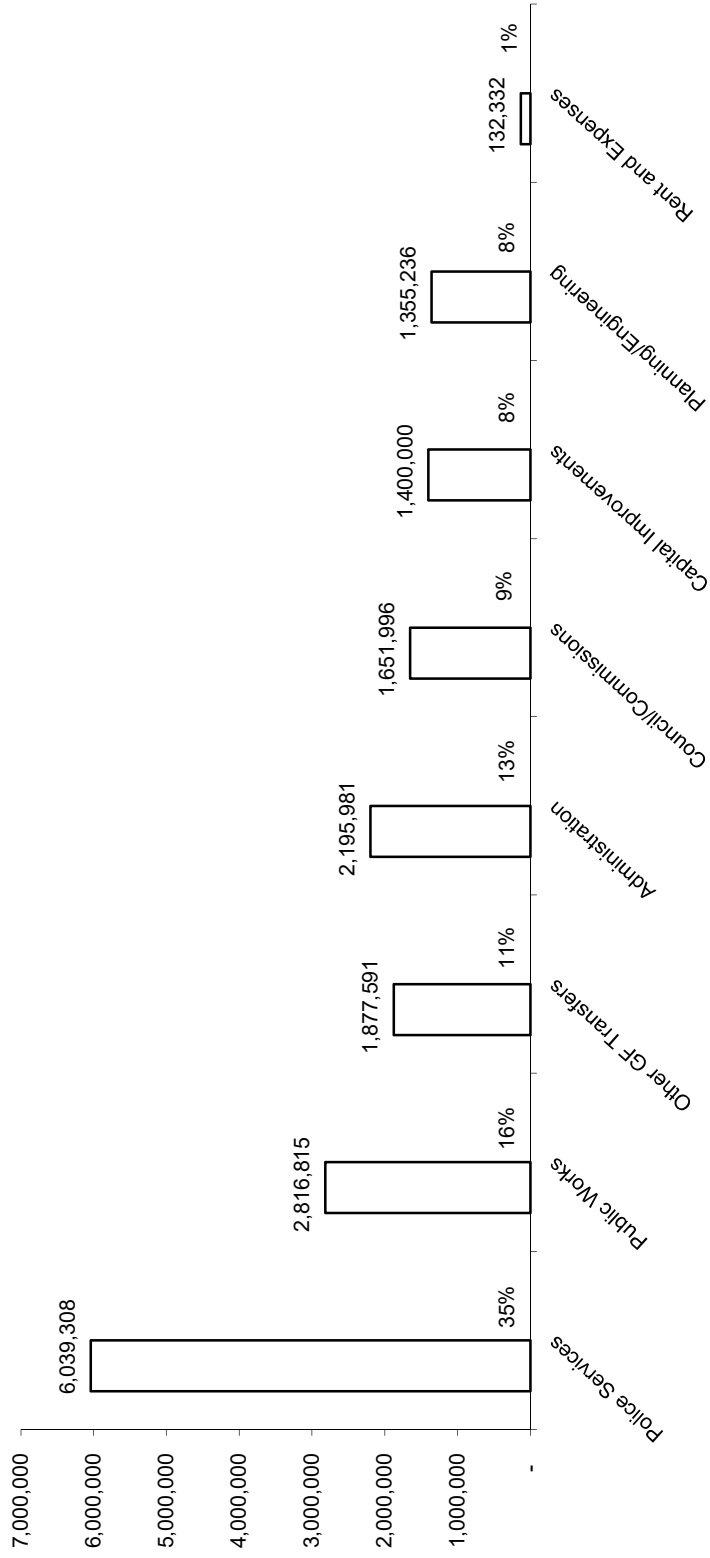
Graphs & Charts



**CITY OF LAFAYETTE
 2017-18 FINAL BUDGET
 GENERAL FUND REVENUE vs. EXPENDITURE TRENDS
 (Constant Dollars Including Net Transfers)**

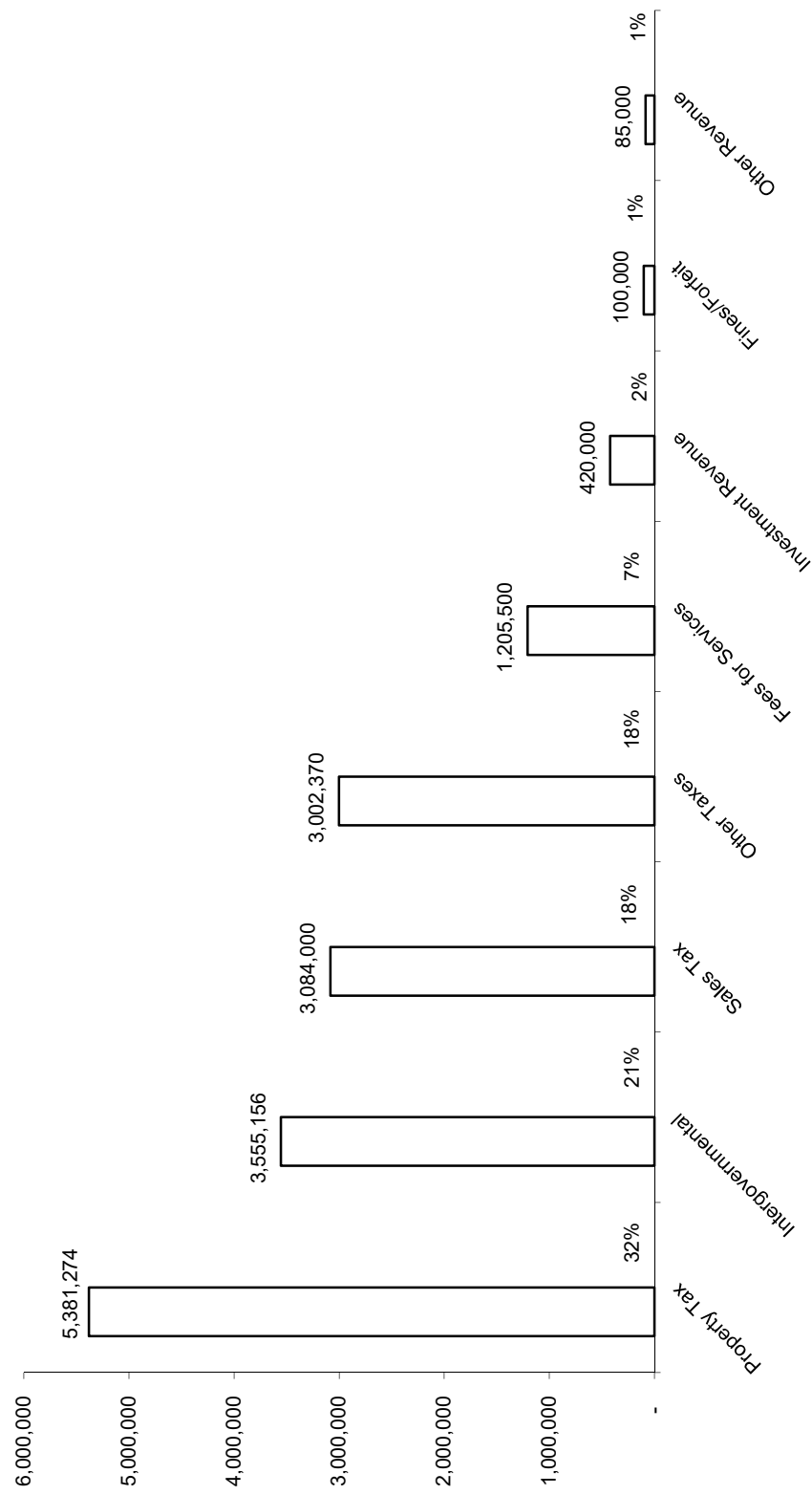


**CITY OF LAFAYETTE
 2017-18 FINAL BUDGET
 GENERAL FUND EXPENDITURES = \$17,469,259***

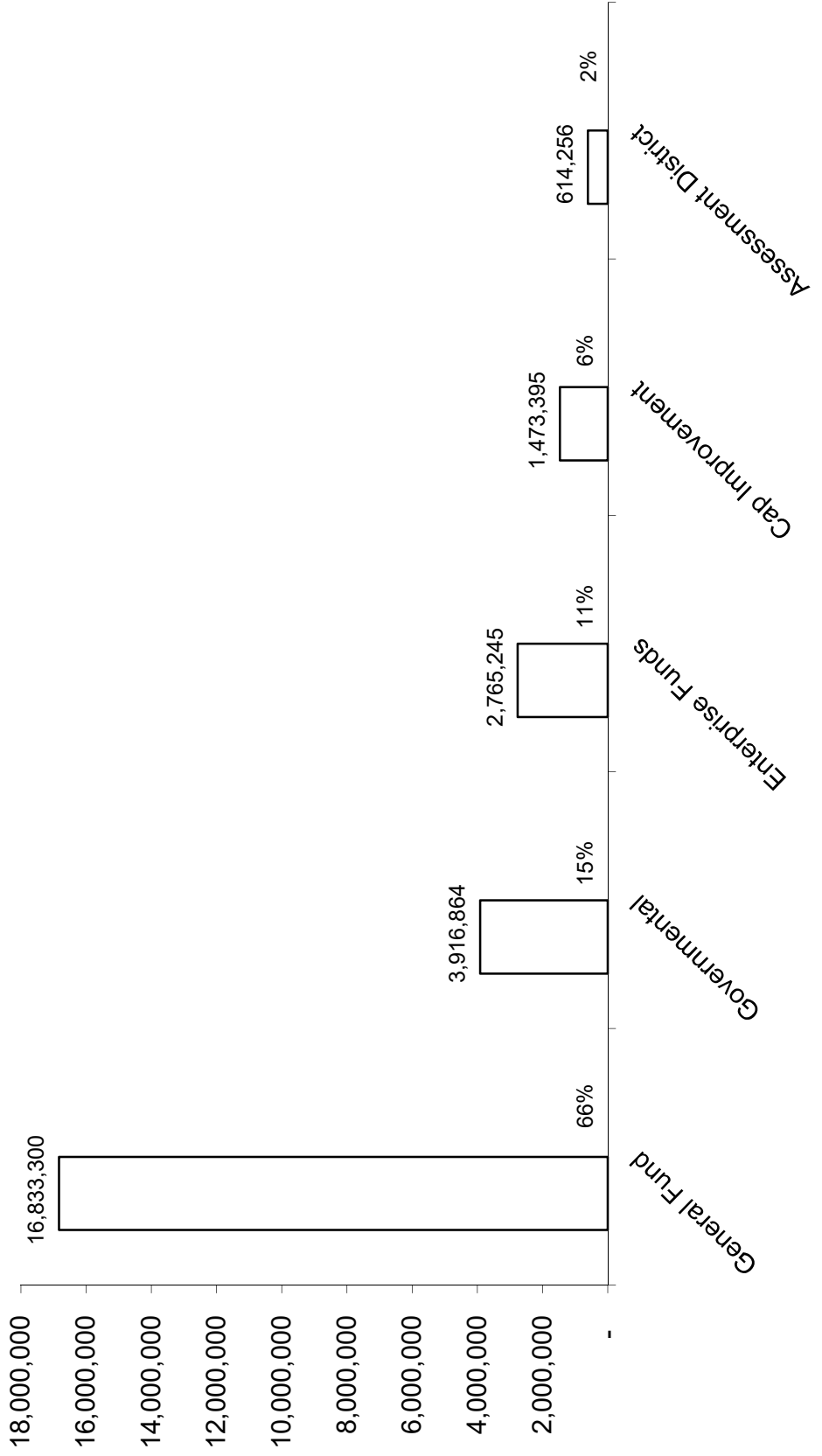


*includes General Fund transfers .

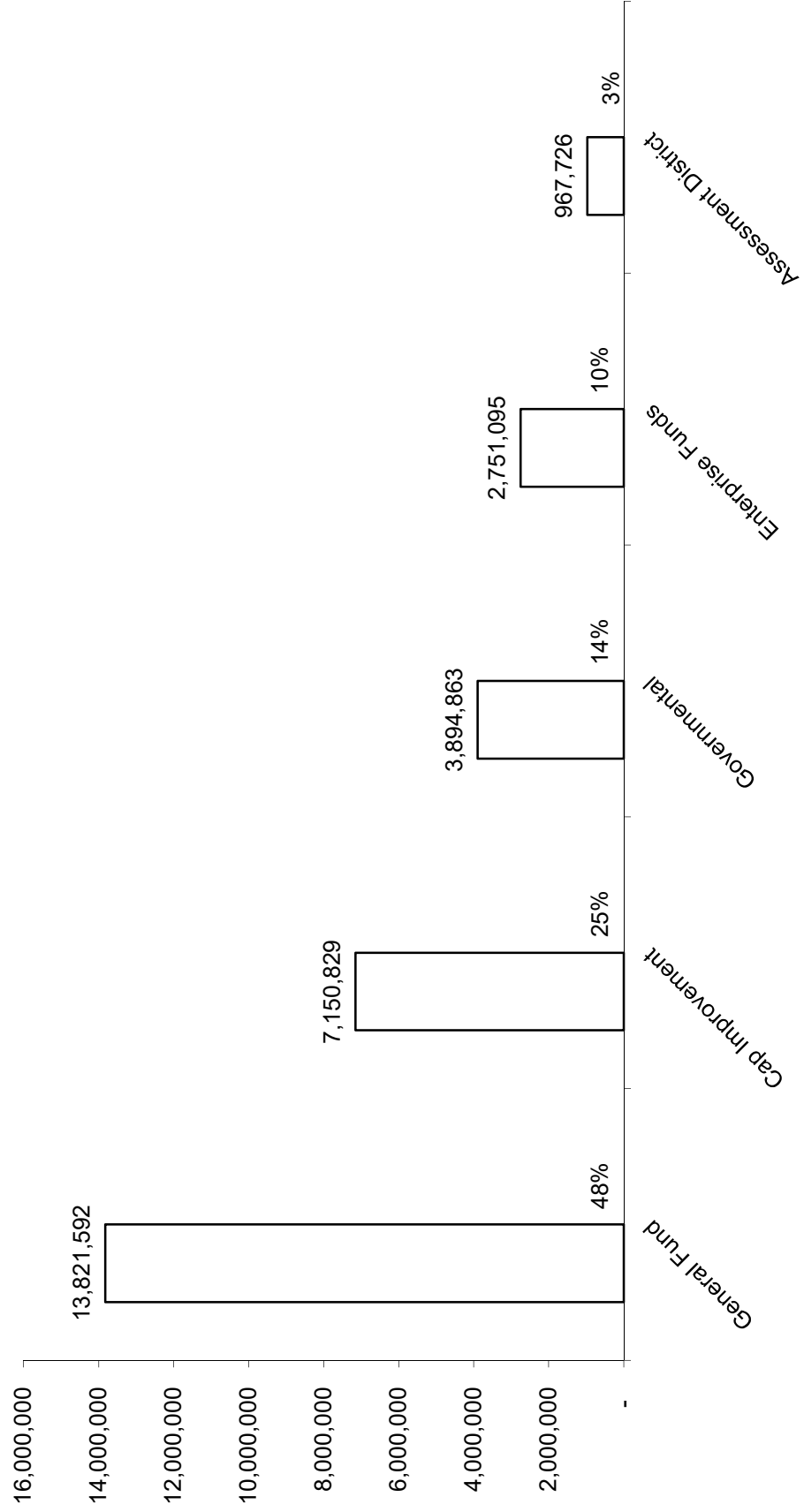
**CITY OF LAFAYETTE
 20117-18 FINAL BUDGET
 GENERAL FUND REVENUES = \$16,833,300**



**CITY OF LAFAYETTE
 2017-18 FINAL BUDGET
 ALL REVENUES = \$25,603,060**

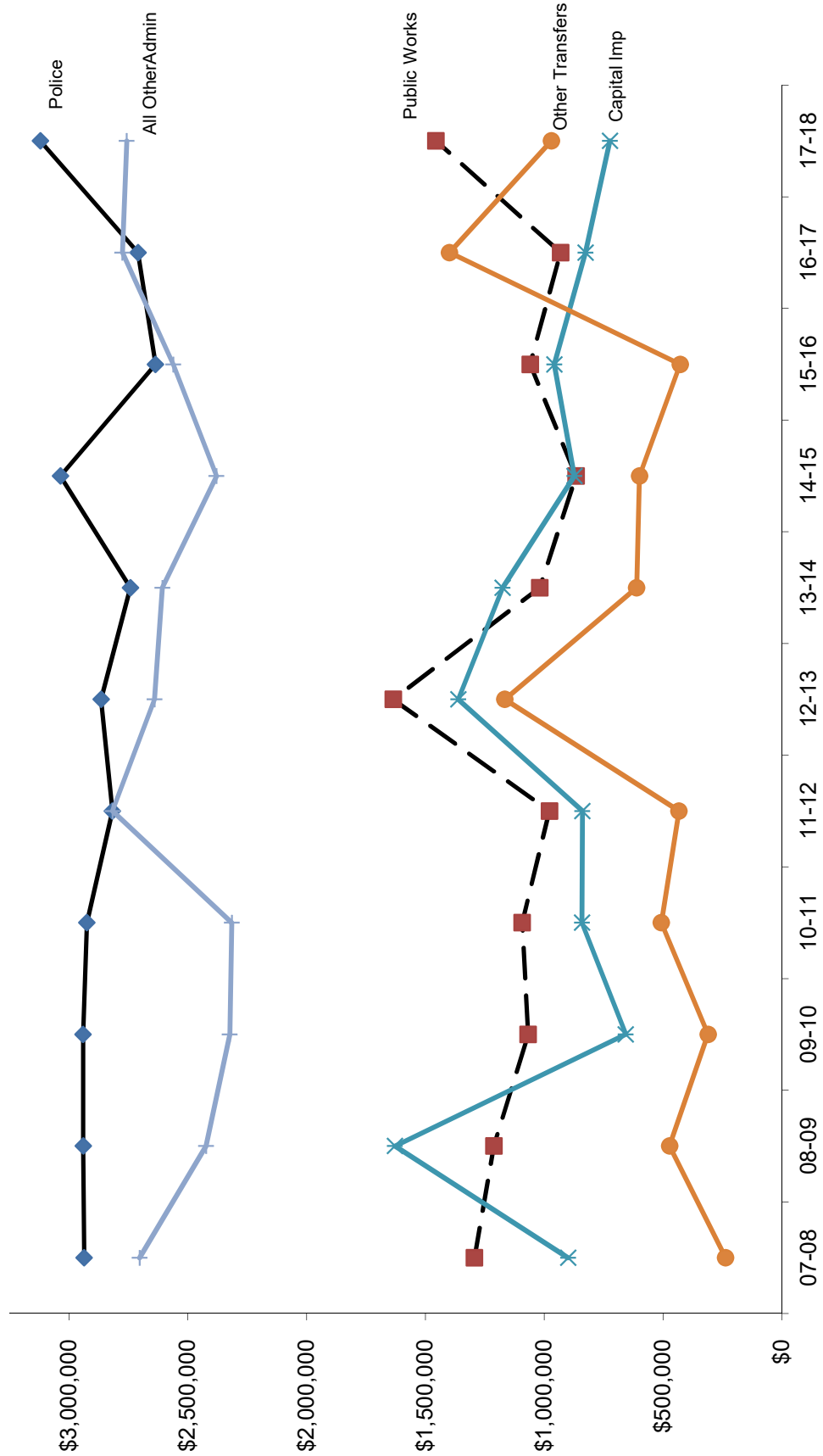


**CITY OF LAFAYETTE
2017-18 FINAL BUDGET
ALL EXPENDITURES = \$28,586,105**

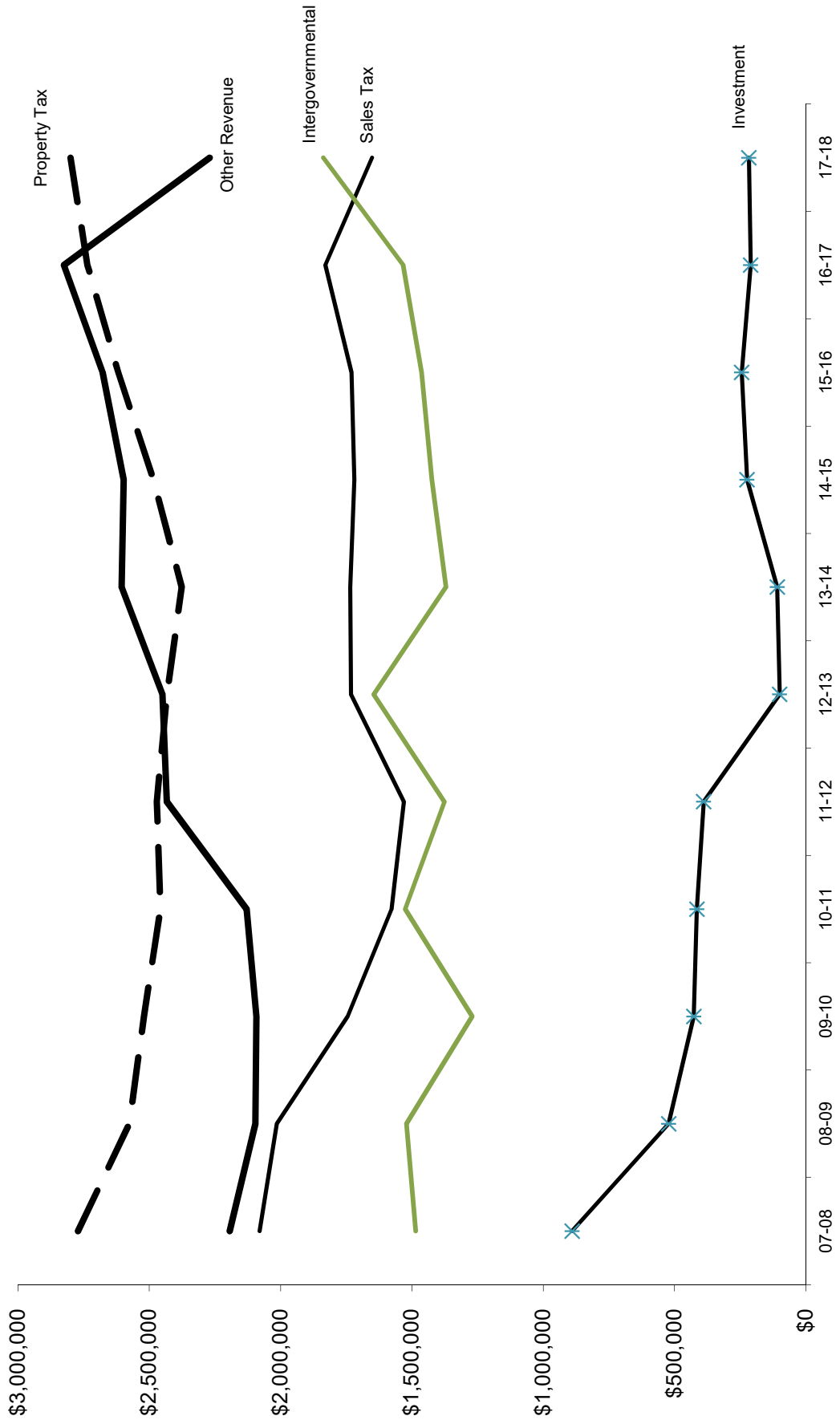


*General Fund expenditures do not include transfers; transfers from General Fund are included in other spending categories

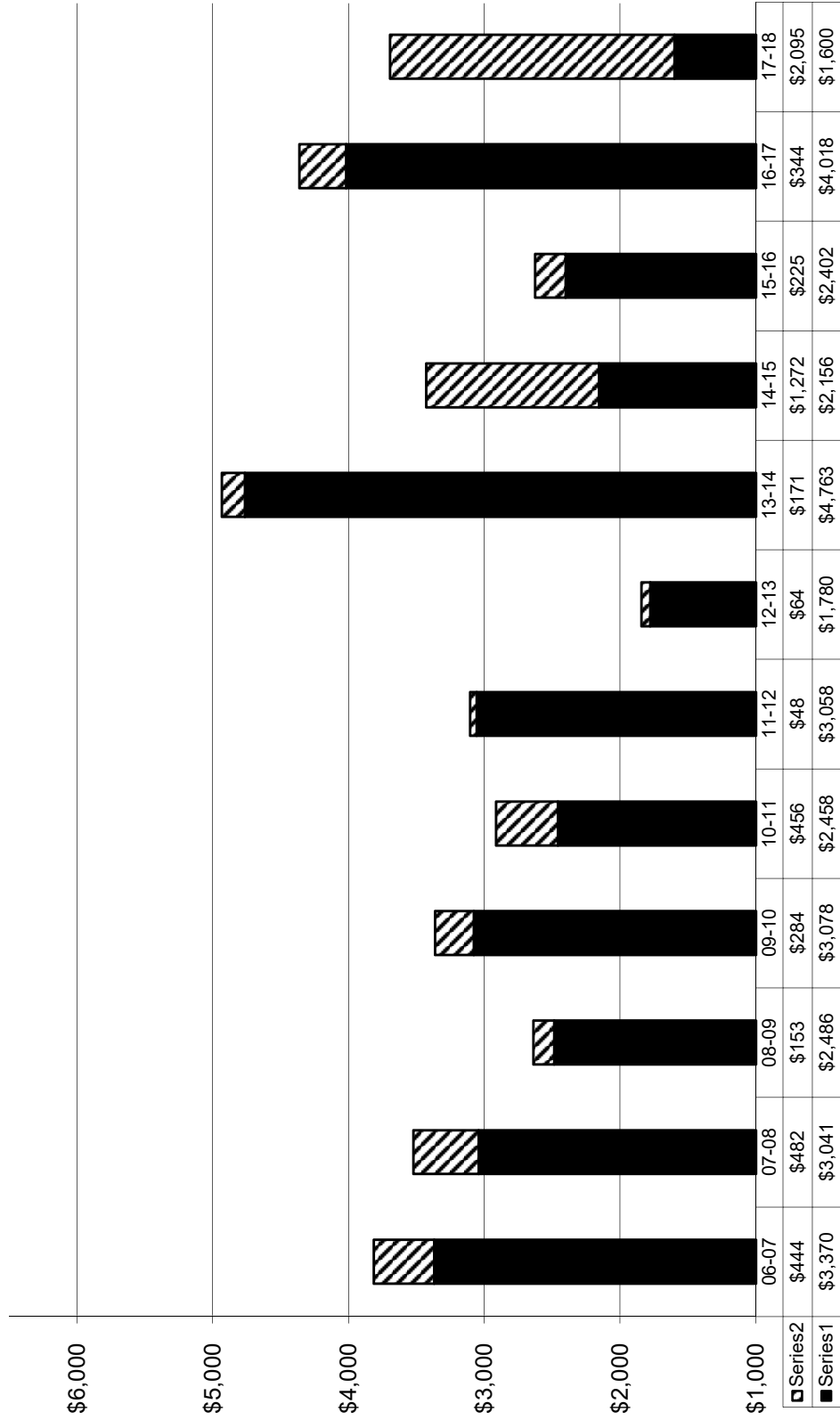
**CITY OF LAFAYETTE
2017-18 FINAL BUDGET
GENERAL FUND EXPENDITURE TRENDS (Constant Dollars)**

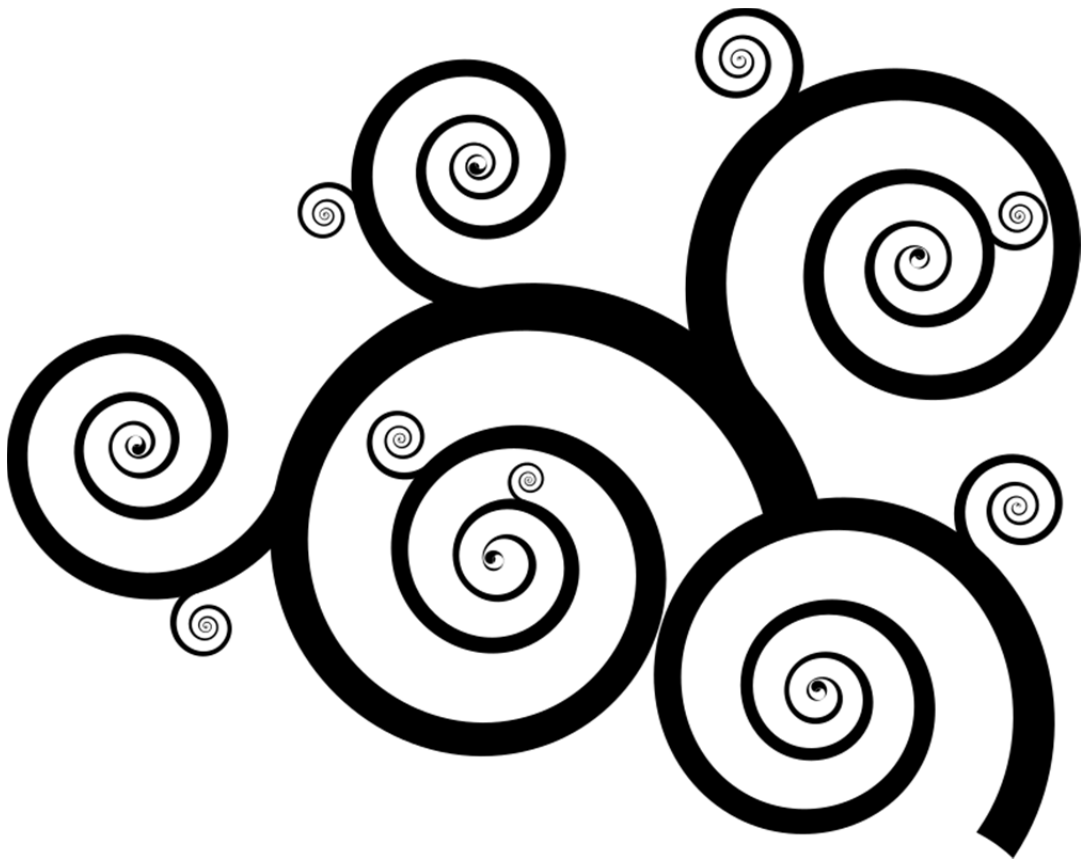


**CITY OF LAFAYETTE
2017-18 FINAL BUDGET
GENERAL FUND REVENUE TRENDS (Constant Dollars)**

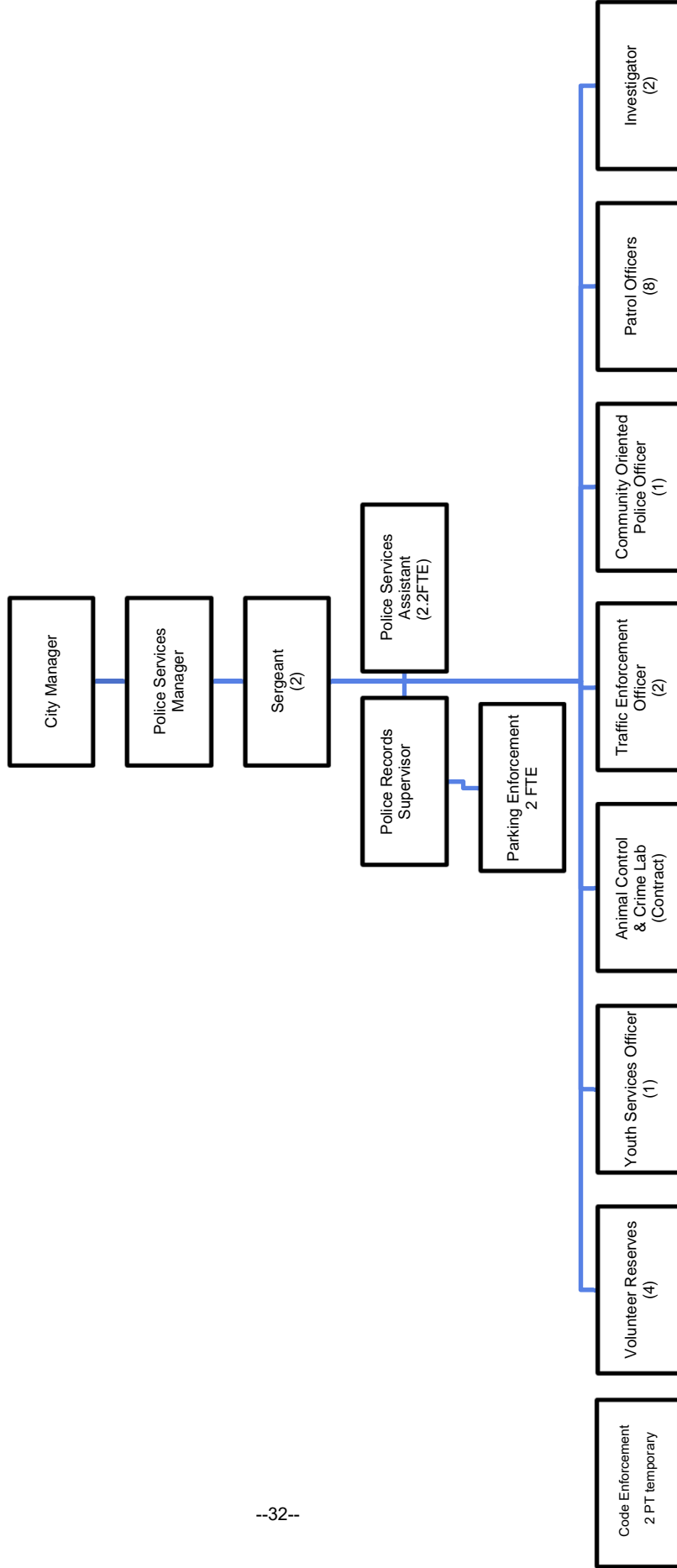


**CITY OF LAFAYETTE
2017-18 FINAL BUDGET
CIP EXPENDITURE TRENDS (Constant Dollars in 000's)**

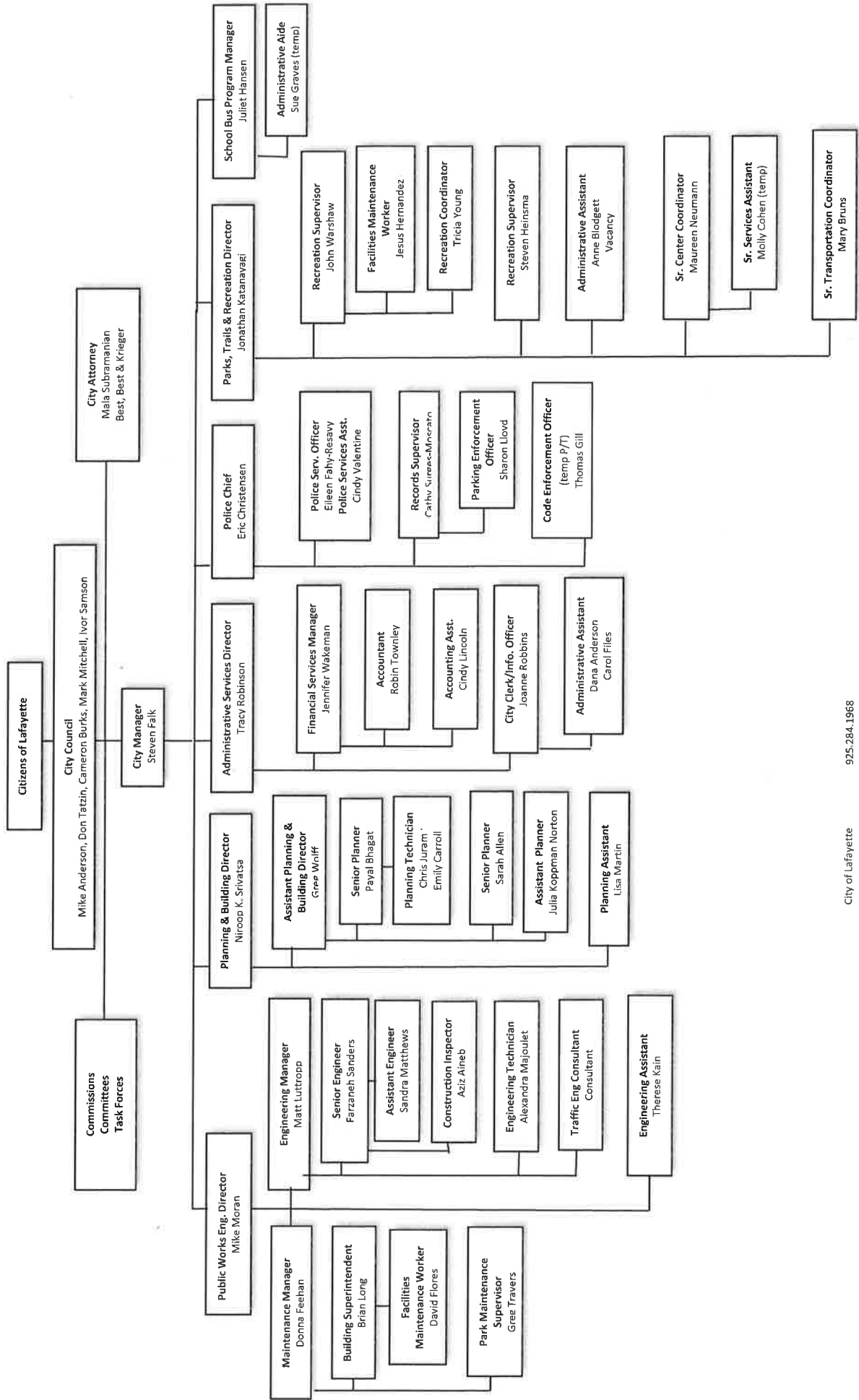




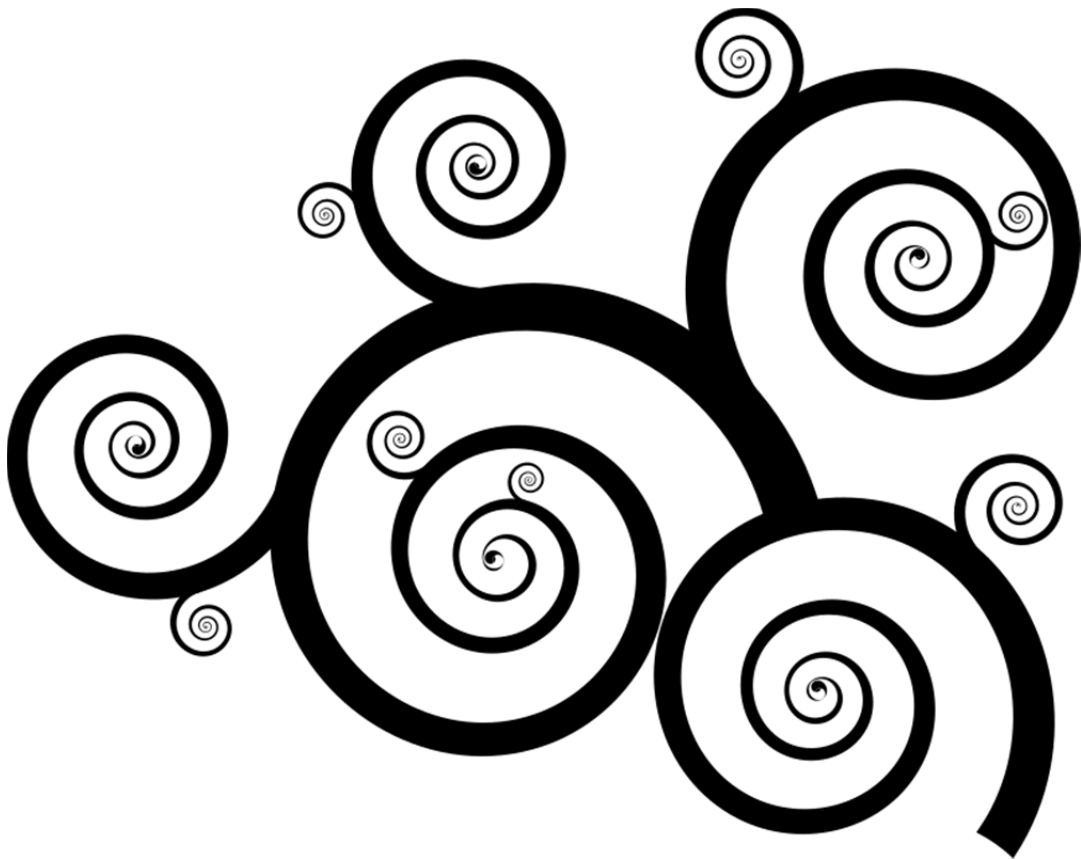
CITY OF LAFAYETTE
 2017-18 FINAL BUDGET
 ORGANIZATION CHART POLICE
 DIVISION DETAIL



City of Lafayette Organization Chart

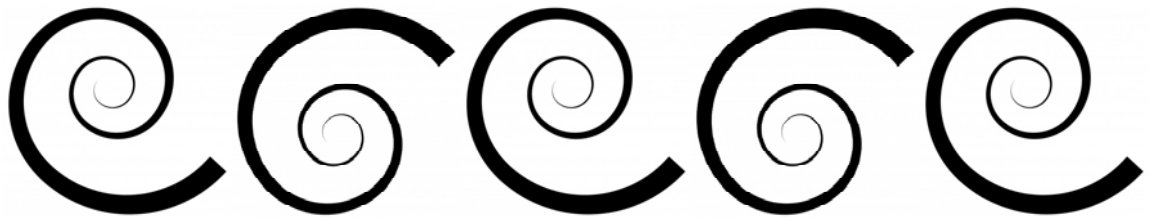


City of Lafayette
 Planning Department 925.284.1968
 Engineering Department 925.284.1976
 Public Works Department 925.284.1951
 Parks & Recreation 925.934.3908
 925.284.2232
 Email: FirstInitialLastName@bovelafayette.org



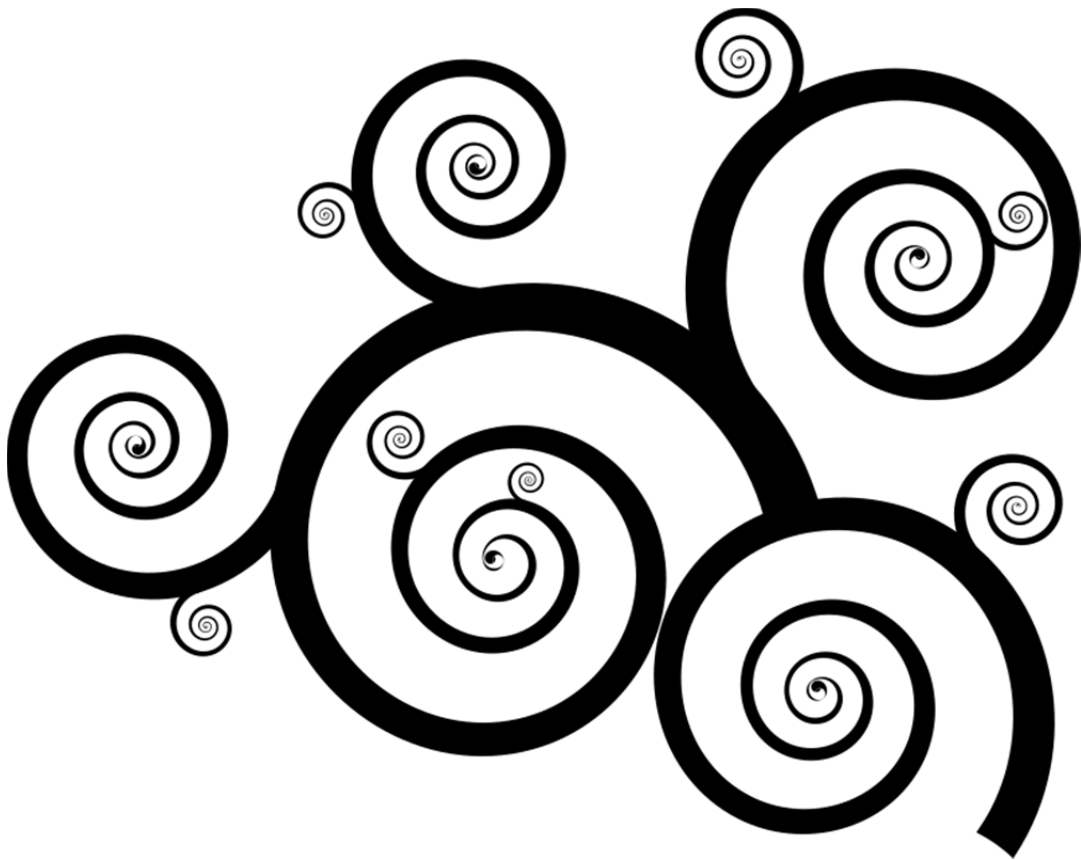


Revenue



CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
REVENUE ESTIMATE - General Fund

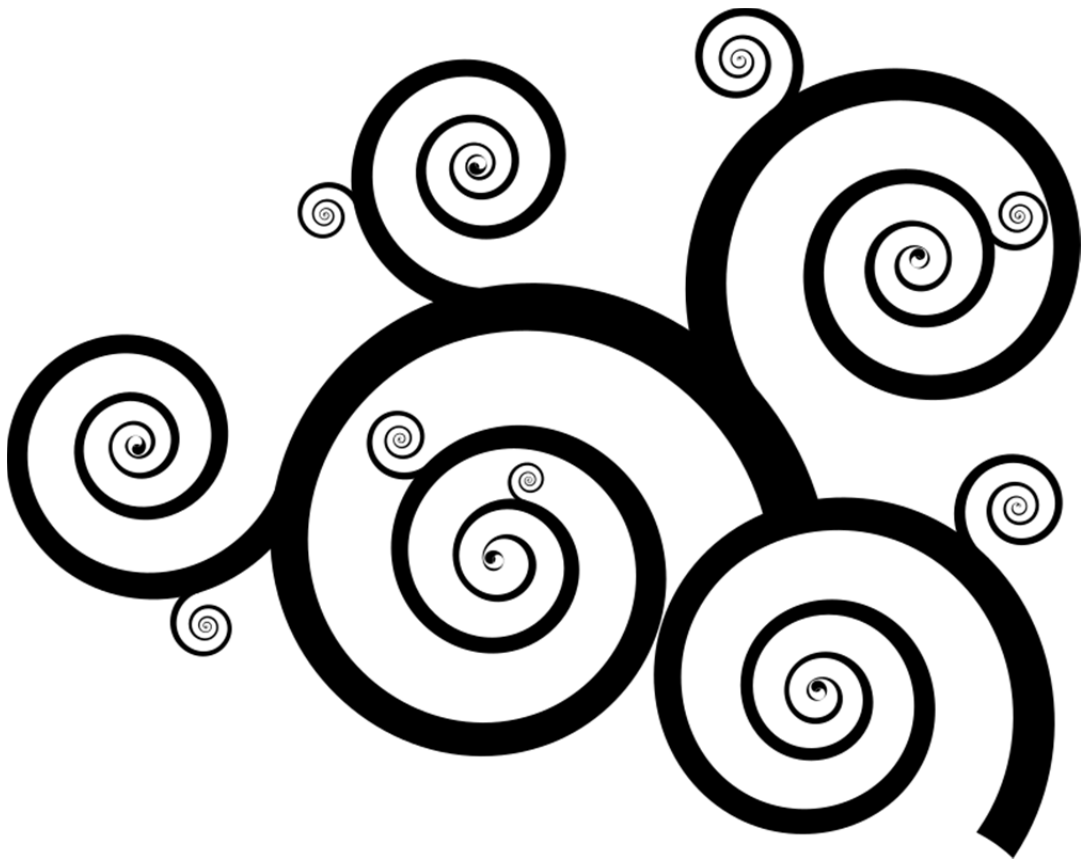
<i>GENERAL FUND REVENUES</i>		<i>Actual 2014-2015 Revenues</i>	<i>Actual 2015-2016 Revenues</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Revenues</i>	<i>Final 2017-20118 Budget</i>	<i>Increase Over Budget</i>
400 TAXES							
401	Sales and Use Tax	2,876,935	3,193,914	3,038,456	3,008,076	3,084,000	1.5%
402	Property Taxes and Subventions	4,004,653	4,441,434	4,596,884	4,721,526	4,981,210	8.4%
403.1	Franchise Tax - PG&E	331,223	350,158	350,158	356,187	350,000	0.0%
403.2	Franchise Tax - Cable Television	515,359	534,249	530,000	548,944	550,000	3.8%
403.3	Franchise Tax - Waste Disposal	454,045	478,118	480,000	491,384	510,213	6.3%
03.31	Additional Fees - Solid Waste	535,402	803,236	810,000	825,525	857,157	5.8%
404	Real Property Transfer Tax	349,633	333,647	345,325	379,208	400,064	15.9%
405	Transient Occupancy Tax	701,718	745,707	725,000	733,429	735,000	1.4%
	TAXES	\$9,768,968	\$10,880,464	\$10,875,823	\$11,064,280	\$11,467,644	5.4%
410 REVENUE FROM OTHER GOVERNMENT AGENCIES							
410	Misc Revenues	0	0	0	0	141,000	N/A
411	State Motor Vehicle In-Lieu Tax	2,343,990	2,523,771	2,599,484	2,706,631	2,841,962	9.3%
415	Reimbursement for Emergency Response	0	0	0	0	114,439	N/A
419	Federal & State Grants	24,587	31,144	0	85,926	457,755	N/A
	GOVERNMENT REVENUE	\$2,368,578	\$2,554,915	\$2,599,484	\$2,792,557	\$3,555,156	36.8%
420 FEES FOR SERVICE							
421	Administrative Fees	147	470	2,000	437	500	-75.0%
422	Police Fees	27,844	22,799	25,000	26,508	25,000	0.0%
423	Engineering Fees	280,954	180,861	150,000	172,775	150,000	0.0%
424	Planning Fees	1,011,427	1,086,820	900,000	1,766,680	1,000,000	11.1%
425	Public Works Fees	27,905	73,509	20,000	26,286	20,000	0.0%
426	Other Fees for Service	14,911	9,320	8,000	11,102	10,000	25.0%
	FEES FOR SERVICE	\$1,363,188	\$1,373,779	\$1,105,000	\$2,003,787	\$1,205,500	9.1%
430 INVESTMENT REVENUE							
431	Investment Earnings	287,578	316,134	250,000	290,147	300,000	20.0%
	RDA Earnings		25,804	45,730		45,000	-1.6%
432	Rental of Property	84,729	84,173	75,000	92,998	75,000	0.0%
	INVESTMENT REVENUE	\$372,306	\$426,111	\$370,730	\$383,146	\$420,000	13.3%
440 FINES AND FORFEITURES							
441	Vehicle Code Fines	115,171	97,991	120,000	62,244	100,000	-16.7%
	FINES AND FORFEITURES	\$115,171	\$97,991	\$120,000	\$62,244	\$100,000	-16.7%
450 OTHER REVENUE							
451	Reimbursements	65,604	65,532	35,000	65,037	60,000	71.4%
453	Senior Services Revenue	8,101	30,507	5,000	10,068	5,000	0.0%
454	Revenue from Sale of Property	5,495	4,095	5,000	0	5,000	0.0%
458	Youth Activity Revenue	9,400	12,175	10,000	13,417	10,000	0.0%
459	Other Revenue	215,073	179,461	10,000	36,063	5,000	-50.0%
	OTHER REVENUE	\$303,674	\$291,770	\$65,000	\$124,584	\$85,000	30.8%
	TOTAL GENERAL FUND REVENUE	\$14,291,884	\$15,625,030	\$15,136,038	\$16,430,598	\$16,833,300	11.2%



CITY OF LAFAYETTE
2017-2018 FINAL BUDGET

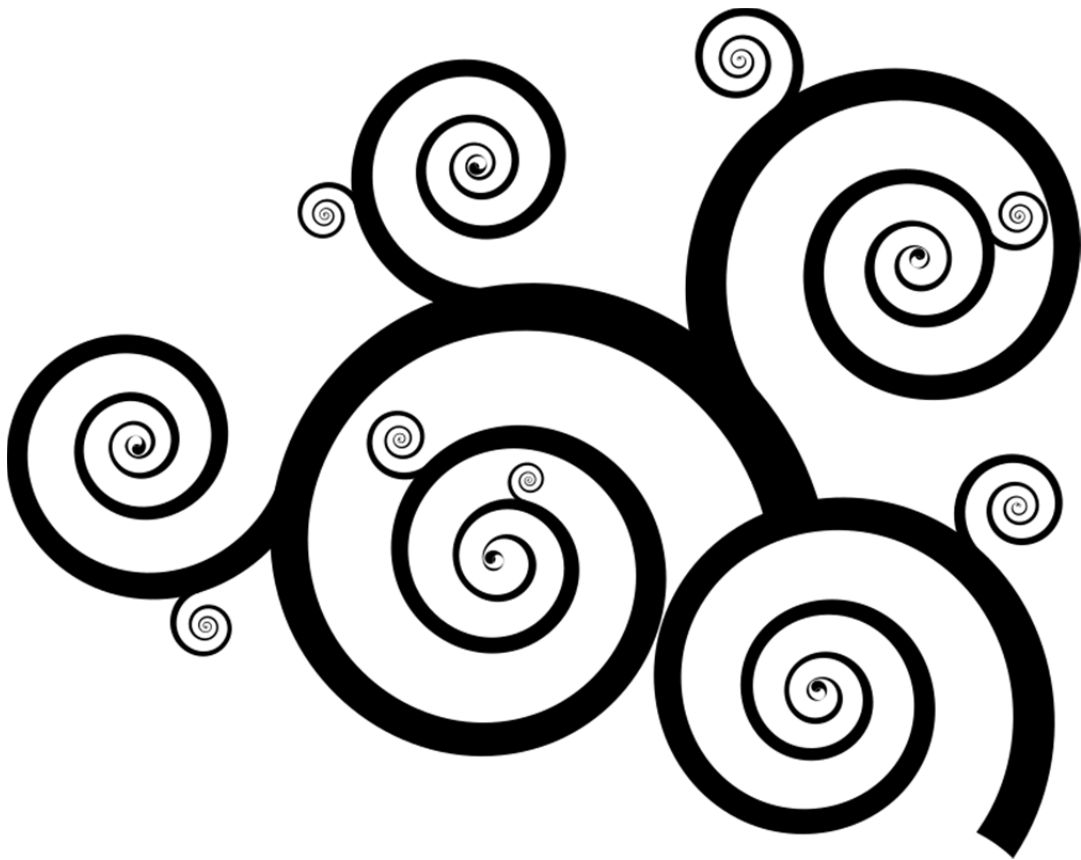
REVENUE ESTIMATE - Capital Improvement Funds

	<i>Actual 2014-2015 Revenues</i>	<i>Actual 2015-2016 Revenues</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Revenues</i>	<i>Final 2017-20118 Budget</i>	<i>Increase Over Budget</i>
12 Parks Facilities						
419	State and Federal Grants	193,001	48,250	0	0	0.0%
426	Parkland Dedication Fees -Facilities	443,214	295,732	274,689	394,894	43.8%
431	Investment Earnings	888	1,445	0	803	0.0%
453	Donations, Gifts, and Grants	50,000	0	0	0	0.0%
459	Other Revenue	0	0	50,000	0	N/A
	Subtotal	\$687,103	\$345,427	\$324,689	\$271,277	21.6%
14 Capital Improvement Projects						
410	Revenues from Government Agencies	0	0	0	0	0.0%
419	State and Federal Grants	580,286	512,803	641,350	88,950	-19.5%
420.1	Walkways Fee	75,231	6,537	50,000	12,801	0.0%
420.3	Drainage Impact Fees	62,107	57,969	50,000	89,595	10.0%
424	RegionalFees	272,639	440,509	210,000	71,108	N/A
429	Measure J	0	0	2,005,201	2,060,201	N/A
431	Investment Earnings	2,103	2,479	2,400	2,021	0.0%
451	Reimbursable Revenue	78,015	216,601	642,239	706,045	-96.0%
459	Other Revenue	15,000	0	0	0	0.0%
	Subtotal	\$1,085,381	\$1,236,897	\$3,601,190	\$3,030,722	-82.0%
16 Public Facilities						
431	Investment Earnings	223	363	250	202	0.0%
451	Reimbursable Revenue	7,966	0	0	0	0.0%
432	Rental Income	0	75,000	74,700	100,000	-33.1%
	Subtotal	\$8,189	\$75,362	\$74,950	\$100,202	-33.0%
17 Parkland Aquisition						
426	Parkland Dedication Fees	434,753	269,192	265,710	258,778	41.5%
419	State and Federal Grants	0	0	0	0	0.0%
431	Investment Earnings	1,677	2,727	2,000	1,517	50.0%
	Subtotal	\$436,430	\$271,920	\$267,710	\$260,294	41.5%
TOTAL CAPITAL IMPROVEMENT FUND REVENUE						
		\$2,217,104	\$1,929,606	\$4,268,539	\$3,662,494	-65.5%



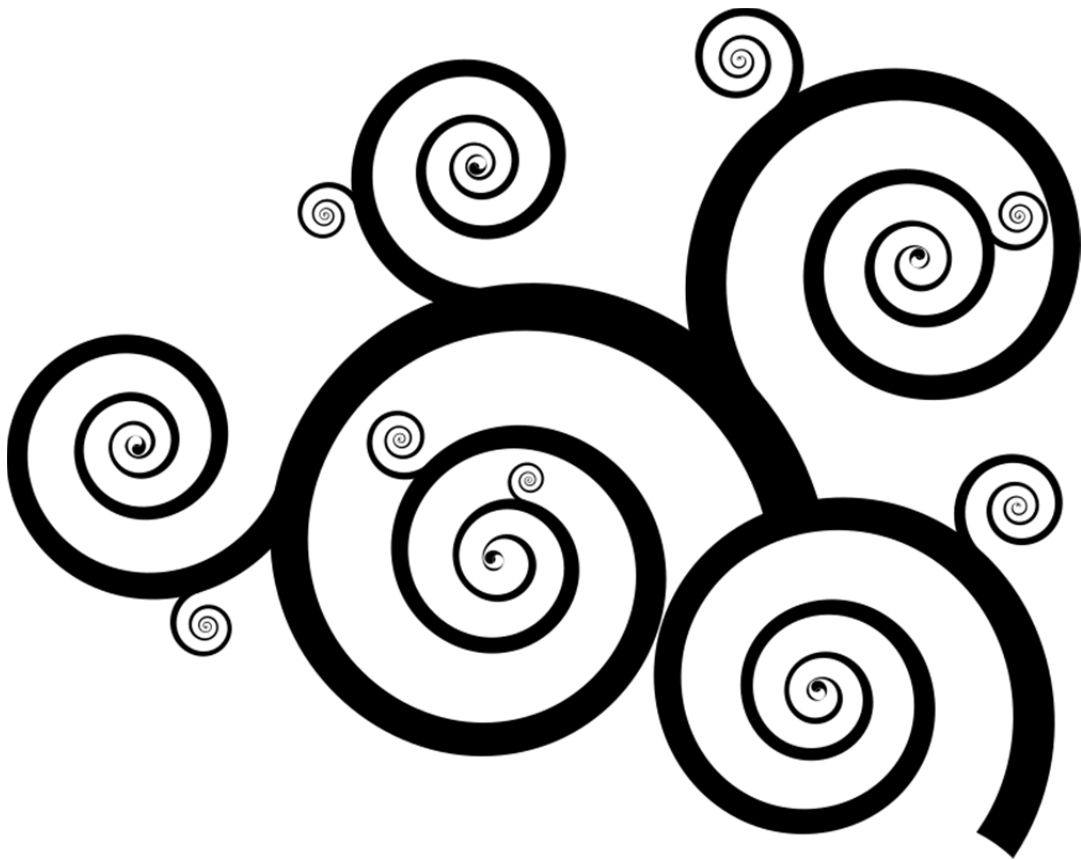
CITY OF LAFAYETTE
 2017-2018 FINAL BUDGET
 REVENUE ESTIMATE - Enterprise Funds

		<i>Actual 2014-2015 Revenues</i>	<i>Actual 2015-2016 Revenues</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Revenues</i>	<i>Final 2017-20118 Budget</i>	<i>Increase Over Budget</i>
31 Recreation Programs							
431	Investment Earnings	468	762	525	424	525	0.0%
432	Rental of Buildings	92,533	117,608	90,000	133,295	125,000	38.9%
453	Donations, Gifts, and Grants	0	400	0	0	0	0.0%
459	Other Revenue	12,559	3,660	0	0	0	0.0%
642.5	Tiny Tots	224,036	151,950	213,000	190,524	200,000	-6.1%
642.6	Tea Dances	0	0	0	0	0	0.0%
649	Non-Summer Program Fees	525,450	525,024	520,000	532,641	530,000	1.9%
648	Summer Program Fees	445,445	594,136	445,000	443,841	430,000	-3.4%
	Subtotal	\$1,300,491	\$1,393,540	\$1,268,525	\$1,300,724	\$1,285,525	1.3%
32 Parking Fund							
431	Investment Earnings	34,638	32,188	28,483	416	25,291	-11.2%
441	Parking Citation Fines	178,920	134,404	150,000	181,898	160,000	6.7%
459	Other Revenue	33,454	33,000	0	(250)	0	0.0%
631.1	Lockboxes	0	4,633	12,000	19,228	15,000	25.0%
631.2	Parking Meters	221,561	233,234	233,234	293,265	280,000	20.1%
631.3	Parking Permits -- City Lots	24,314	22,874	22,500	25,804	25,000	11.1%
631.4	Parking Permits -- Residential	1,443	1,584	1,500	5,649	4,600	206.7%
	Subtotal	\$494,330	\$461,916	\$447,717	\$526,010	\$509,891	13.9%
34 Vehicle Abatement							
422	Abandoned Vehicle Fees	11,245	8,526	12,000	12,321	12,000	0.0%
431	Investment Earnings	19	31	0	17	30	N/A
	Subtotal	\$11,264	\$8,557	\$12,000	\$12,339	\$12,030	0.2%
36 Senior Transportation							
419	Revenues from Gov't Agency	65,474	72,598	0	109,864	0	#N/A
431	Investment Earnings	0	0	0	0	0	0.0%
433	Fares & Rental	29,192	32,736	22,000	19,902	19,000	-13.6%
434	Advertising	758	427	500	107	500	0.0%
451	Reimbursable Revenue	6,519	3,901	5,000	4,317	3,000	-40.0%
459	Other Income	0	0	6,000	2,070	5,600	-6.7%
453	Gifts & Grants	8,274	107,214	86,520	12,408	89,018	2.9%
	Subtotal	\$110,216	\$216,876	\$120,020	\$148,668	\$117,118	-2.4%
37 Library Operations							
432	Lease Income	39,882	39,830	34,855	43,633	34,855	0.0%
453	Gifts & Grants (LLLC Foundation)	533,009	566,688	812,115	650,576	804,826	-0.9%
459	Other Income	0	44,960	0	0	0	0.0%
	Subtotal	\$572,891	\$651,477	\$846,970	\$694,209	\$839,681	-0.9%
TOTAL ENTERPRISE FUND REVENUE		\$2,489,192	\$2,732,367	\$2,695,232	\$2,681,950	\$2,764,245	2.6%



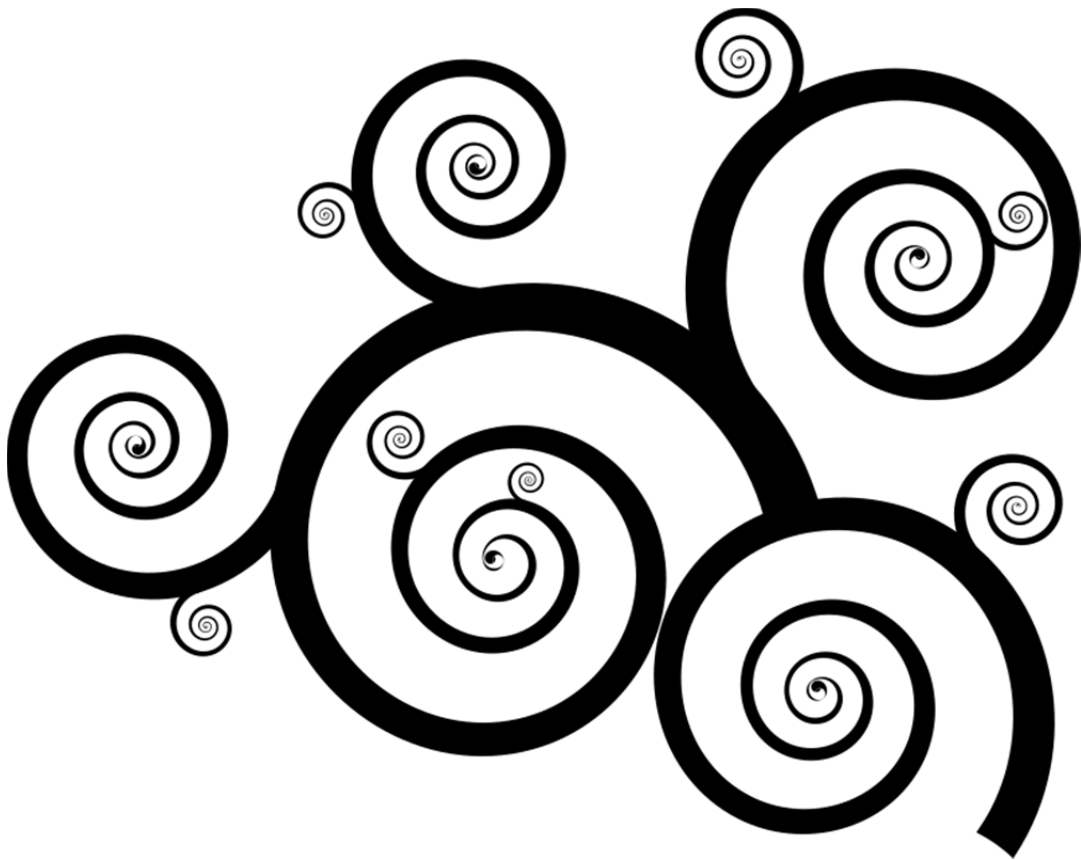
CITY OF LAFAYETTE
 2017-2018 FINAL BUDGET
 REVENUE ESTIMATE - Assessment District Funds

*****		<i>Actual 2014-2015 Revenues</i>	<i>Actual 2015-2016 Revenues</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Revenues</i>	<i>Final 2017-20118 Budget</i>	<i>Increase Over Budget</i>
51 Street Lighting							
402	Property Taxes / Assessments	20,078	20,703	20,703	21,162	21,162	2.2%
431	Investment Earnings	123	200	140	111	140	0.0%
	Subtotal	\$20,201	\$20,903	\$20,843	\$21,274	\$21,302	2.2%
52 Core Area Maintenance							
402	Property Taxes / Assessments	221,589	222,560	221,000	226,075	225,000	1.8%
431	Investment Earnings	460	732	500	407	500	0.0%
459	Other Revenue	2,101	(284)	(284)	16,014	0	N/A
	Subtotal	\$224,150	\$223,007	\$221,216	\$242,497	\$225,500	1.9%
53 Stormwater Pollution							
402	Property Taxes / Assessments	366,663	373,930	373,930	324,184	324,184	-13.3%
451	Reimbursement for Emergency Response	0	0	0	4,818	4,818	N/A
431	Investment Earnings	257	363	363	202	202	-44.4%
459	Other Revenue	5,470	(1,516)	(1,516)	38,249	38,249	N/A
	Subtotal	\$372,390	\$372,777	\$372,777	\$367,453	\$367,453	-1.4%
TOTAL ASSESSMENT DISTRICT FUND REVENUE		\$616,741	\$616,687	\$614,835	\$631,224	\$614,256	-0.1%



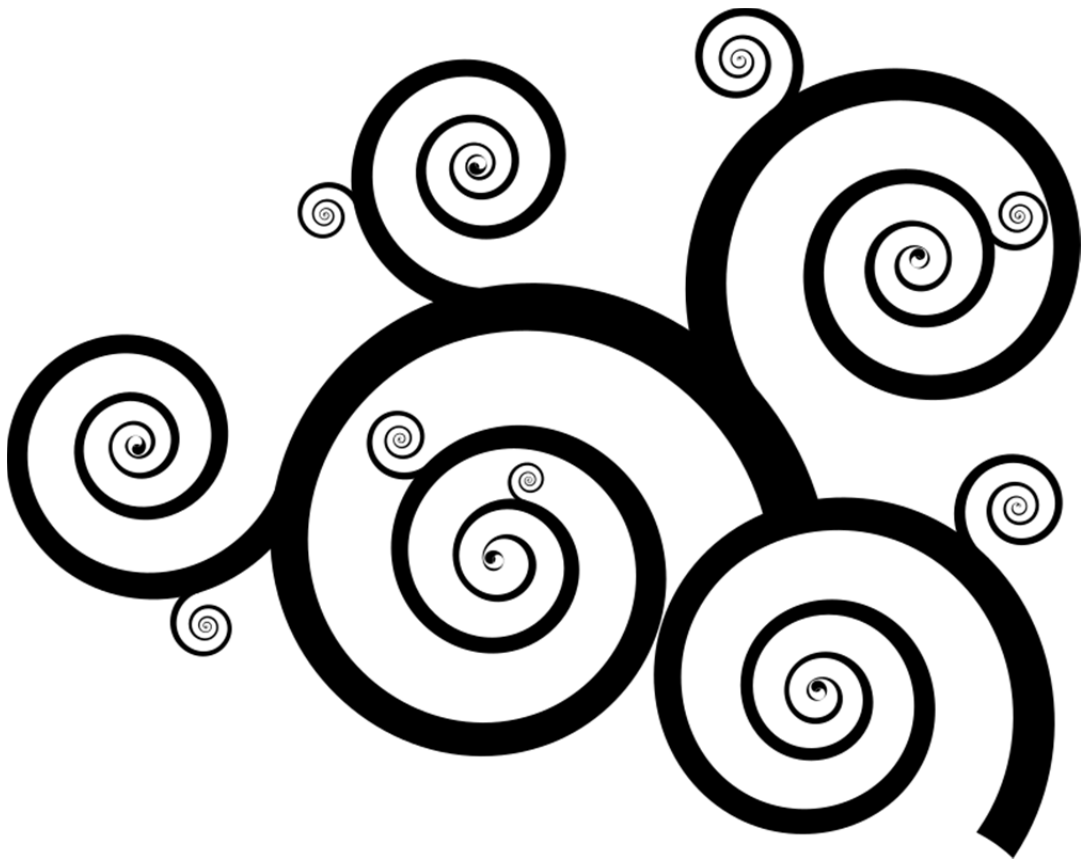
CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
REVENUE ESTIMATE - Governmental Funds

		<i>Actual 2014-2015 Revenues</i>	<i>Actual 2015-2016 Revenues</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Revenues</i>	<i>Final 2017-20118 Budget</i>	<i>Increase Over Budget</i>
71 Gas Tax							
410.1	State Gas Tax 2105	146,173	141,227	157,103	140,046	148,249	-5.6%
410.2	State Gas Tax 2106	98,268	93,044	81,484	94,904	94,378	15.8%
410.3	State Gas Tax 2107 & 2107.5	198,234	189,897	223,163	182,556	196,656	-11.9%
410.4	State Gas Tax 2103	260,919	129,215	59,329	66,523	110,082	85.5%
431	Investment Earnings	1,287	2,093	1,500	1,164	1,500	0.0%
459	Other Revenue	0	0	133,419	0	169,341	26.9%
	Subtotal	\$704,880	\$555,476	\$655,998	\$485,193	\$720,206	9.8%
72 Meas.J Return-to-Source							
410.6	Measure J Return-to-Source Funds	399,536	583,448	450,000	501,625	430,000	-4.4%
10.65	Measure J Program 28C	116,272	25,655	25,000	26,950	26,950	0.0%
459	Investment Earnings	15,141	0	0	0	0	0.0%
	Subtotal	\$530,949	\$609,103	\$475,000	\$528,575	\$456,950	-3.8%
73 Supp. Law Enforcement Services							
419	COPS Grant	113,973	114,618	100,000	129,324	115,000	15.0%
431	Investment Earnings	0	0	0	0	0	0.0%
	Subtotal	\$113,973	\$114,618	\$100,000	\$129,324	\$115,000	15.0%
74 Bus Program							
429.5	Measure J & C	1,095,133	1,268,973	1,096,388	1,208,302	1,296,747	18.3%
429.1	Contributions from Parents	579,164	595,524	605,160	608,893	594,720	-1.7%
429.2	State DOE	32,102	29,749	32,102	30,515	29,749	-7.3%
429.3	One Trip Passes	18,570	19,339	18,570	16,026	17,000	-8.5%
431	Investment Earnings	708	1,152	908	640	892	-1.8%
	Subtotal	\$1,725,677	\$1,914,737	\$1,753,128	\$1,864,376	\$1,939,108	10.6%
75 City Office Development							
431	Investment Earnings	3,528	5,739	4,000	3,191	4,000	0.0%
454	Revenue from the Sale of Property	0	0	0	0	0	0.0%
	Subtotal	\$3,528	\$5,739	\$4,000	\$3,191	\$4,000	0.0%
76 Insurance							
431	Investment Earnings	5,908	9,610	6,600	5,344	6,600	0.0%
459	Other Revenue	2,523	5,256	5,000	23,214	5,000	0.0%
	Subtotal	\$8,431	\$14,866	\$11,600	\$28,558	\$11,600	0.0%
78 General Obligation Bond Fund							
402	Taxes / Assessments	814,333	664,048	670,000	636,615	670,000	0.0%
431	Investment Earnings	1,690	2,750	1,890	1,529	0	N/A
	Subtotal	\$816,023	\$666,798	\$671,890	\$638,144	\$670,000	-0.3%
TOTAL GOVERNMENTAL FUND REVENUE		\$3,903,461	\$3,881,338	\$3,671,616	\$3,677,360	\$3,916,864	6.7%



CITY OF LAFAYETTE
 2017-2018 FINAL BUDGET
 REVENUE ESTIMATE - Successor Agency Funds

	<i>Actual 2014-2015 Revenues</i>	<i>Actual 2015-2016 Revenues</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Revenues</i>	<i>Final 2017-20118 Budget</i>	<i>Increase Over Budget</i>
87 Successor Agency (formerly RDA)						
402 Tax Increment Revenue - General Account	3,095,952	3,630,112	2,228,988	3,562,271	3,740,385	67.8%
431 Investment Earnings - General Account	134	45	0	0	0	0.0%
459 Other Revenue	0	28,842	0	0	0	0.0%
Subtotal	\$3,096,086	\$3,658,999	\$2,228,988	\$3,562,271	\$3,740,385	67.8%
90 Redevelopment Debt Service						
431 Investment Earnings & Dividends	562	307	0	0	0	0.0%
459 Other Revenue	0	0	0	0	0	0.0%
Subtotal	\$562	\$307	\$0	\$0	\$0	0.0%
TOTAL REDEVELOPMENT REVENUE	\$3,096,086	\$3,658,999	\$2,228,988	\$3,562,271	\$3,740,385	67.8%
TOTAL ALL FUNDS REVENUE	\$26,614,467	\$26,614,467	\$26,614,467	\$26,614,467	\$26,614,467	0.0%





Rates & Fees



CITY OF LAFAYETTE
FEE SCHEDULE

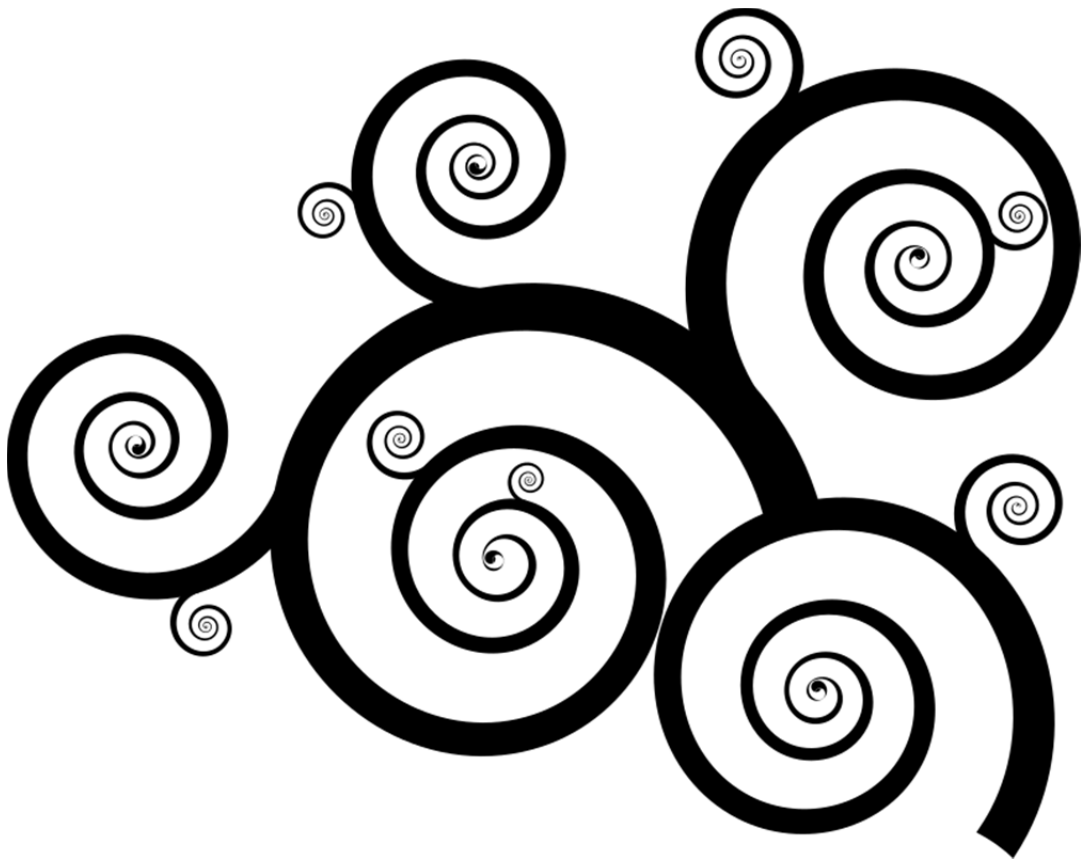
Revenue Code		Administrative Fees	Fee	Per Unit
11-42	1.000	Hourly Rate	100.00	Per Hour
11-42	1.010	Agenda Service - Mailed Out for One Year	50.00	Per Year
11-42		Bill Collection Service	Actual Cost	
11-42	1.020	Bingo License	50.00	Application Fee, \$10 Renewal Fee
11-42	1.030	Bingo License Renewal	10.00	Per Year
11-42	1.040	Copies of Printed Materials (up to 11" x 17" - large format copies = outside reproduction cost)	0.10	Per Copy
11-42	1.050	Dishonored/Returned Check Fee	50.00	Per check
11-42	1.060	Filing a Notice of Intent to Circulate an Initiative	200.00	Per Filing
11-42	1.070	Fortunetelling License	100.00	Application Fee, \$10 Renewal Fee
11-42	1.080	Gun Shop Permit	150.00	Per Permit
11-42	1.090	Lafayette Municipal Budget	25.00	Per Copy
11-42	1.100	Lafayette Municipal Code	100.00	Per Copy
11-42	1.110	Late Payment on City Invoices (after 30 days)	50.00	Per invoice, plus 9% annual interest
11-42	1.120	Permit to Use City Property for a Film Project	500.00	Plus All Hourly Fees Incurred Above Minimum Hours
Revenue Code		Police Fees	Fee	Per Unit
11-42	2.000	Hourly Rate	150.00	Per Hour
11-42	2.010	Abandoned Vehicle/Tow/Release	150.00	Plus All Hourly Fees Incurred Above Minimum Hours
11-42	2.020	Bicycle License Fee	1.00	Per License
11-42	2.030	Copies of Printed Materials	0.10	Per Page
11-42	2.040	Copy of Speed Survey for City Street	37.50	Per Report
11-42	2.050	Crime Reports	75.00	Per Report
11-42	2.060	Driving-Under-Influence Charges	150.00	Plus All Hourly Fees Incurred Above Minimum Hours
11-42	2.070	False Alarm Fee (After Second Annual Violation)	250.00	Flat Fee
11-42	2.080	False Alarm Fee (First Annual Violation)	50.00	Flat Fee
11-42	2.090	False Alarm Fee (Second Annual Violation)	100.00	Flat Fee
11-42	2.100	Fingerprinting-Resident	25.00	Flat Fee + \$5 per additional card
11-42	2.100	Fingerprinting Non-Resident	35.00	Flat Fee + \$5 per additional card
11-42	2.120	Interstate Truck Terminal Fee	250.00	Per Application
11-42	2.130	Off-Road Motor Vehicle Permit	150.00	Flat Fee
11-42	2.180	Police Authorization Letters (e.g., VISA letters)	75.00	Plus All Hourly Fees Incurred Above Minimum Hours
11-42	2.190	Special Events Permit	75.00	Per Permit plus all other applicable fees
11-42	2.200	Traffic Collision Reports	75.00	Per Report
11-42		Private Parking Registration Processing Fee	250.00	Per Registration
Revenue Code		Engineering Fees	Fee	Per Unit
11-42	3.000	Hourly Rate	165.00	Per Hour
11-42	3.010	Certificate of Compliance	165.00	Plus All Hourly Fees Incurred Above Minimum Hours
11-42	3.020	Creek Setback Conformance Review	165.00	Plus All Hourly Fees Incurred Above Minimum Hours
11-42	3.030	Creek Setback Variance Request	660.00	Plus All Hourly Fees Incurred Above Minimum Hours
11-42	3.040	Encroachment Permit - Inspection	165.00	Plus All Hourly Fees Incurred Above Minimum Hours

Revenue Code		Engineering Fees (cont'd.)	Fee	Per Unit
11-42	3.050	Encroachment Permit - Processing	247.50	Plus All Hourly Fees Incurred Above Minimum Hours
11-42	3.052	Encroachment Permit - Parking Spaces	27.00	Per Day
11-42	3.053	Encroachment Permit - Sidewalk, Bike Lane, Other Public ROW		
		Public Improvements		
		Calendar Days 31-60	100.00	Per Day
		Calendar Days 61-90	200.00	Per Day
		After 90 Calendar Days	300.00	Per Day
		All Other Improvements		
		First 60 days	100.00	Per Day
		Calendar Days 61-90	200.00	Per Day
		After 90 Calendar Days	300.00	Per Day
11-42	3.054	Encroachment Permit - Vehicle Traffic Lanes	<i>Note: public improvements are exempt for the first 30 days</i>	
		One Direction		
		First 2 hours	150.00	Per Day
		2-4 hours	300.00	Per Day
		Greater than 4 hours	600.00	Per Day
		Both Directions		
		First 2 hours	300.00	Per Day
		2-4 hours	600.00	Per Day
		Greater than 4 hours	1,200.00	Per Day
11-42	3.060	Engineering Review on Referral from Planning	165.00	Plus All Hourly Fees Incurred Above Minimum Hours
11-42	3.070	Equipment Storage and Stagn in Right-of-Way	82.50	Processing Fee
11-42	3.080	Failure to Meet Repaving Deadline	107.00	Per Day
11-42	3.100	Final or Parcel Map Filing	1,650.00	Plus \$125 per lot
11-42	3.120	Inspection of Improvements	0.05	of Total Project Cost
11-42	3.130	Oversize/Overweight Loads	16.00	Per Move
11-42	3.160	Plan Check	0.03	of Total Project Cost
11-42	3.170	Reinspection Due to Delay	165.00	Plus All Hourly Fees Incurred Above Minimum Hours
11-42	3.180	Replacem. of Curb, Gutter, Sidewalk by Prop. Owner	330.00	Flat Fee
11-42	3.190	Review by Outside Consultant	165.00	Plus Actual Fees Charged by Consultant
11-42	3.230	Storage or Staging of Materials / Equipment in ROW	27.00	Per Day per Parking Space plus \$250 Deposit
11-42	3.240	Work without Permit	165.00	Per Day, Plus All Hourly Fees Incurred Above Minimum Hours
Revenue Code		Planning Fees	Fee	Per Unit
11-424	0.000	Hourly Rate	\$175.00	per hour
11-424	0.550	Address Assignment/Change of Address	525.00	Flat Fee
11-424	0.510	Annexation	\$9,500 + \$100/acre	Flat Fee
11-424	0.520	Appeals or Reconsiderations	50%	of initial fee
11-424	0.525	Appeal of Staff Determination	\$175.00	Flat Fee
11-424	0.528	Bee Keeping Permit	\$175.00	Flat Fee
11-424	0.530	Building & Grading Permit Surcharge (County)	50%	of permit fee
11-424	0.540	Certificate of Compliance	3,650.00	Flat Fee
11-424	0.560	Change of Conditions	50%	of initial fee
11-424	0.565	Code Enforcement Appeal Fee	525.00	Flat Fee

Revenue Code		Planning Fees (cont'd)	Fee	Per Unit
11-424	0.570	Design Review: Major (new houses, houses > 6,000 sq.ft. and new commercial buildings)	5,700.00	Flat Fee
11-424	0.580	Design Review: Minor (all projects not classified as "Major")	3,800.00	Flat Fee
11-424	0.590	Design Review Commission Study Session***	700.00	Flat Fee
11-424	0.595	Development Agreement, Regulatory Agreement	175.00	per hour + attorneys fees
11-424	0.750	Environmental Review - Notice of Exemption /Notice of Determination	175.00	Flat Fee
11-424	0.600	Environmental Review - by consultant (IS, ND, MND, EIR)	15%	admin fee
11-424	0.660	Environmental Review - by staff (IS, ND, MND, EIR)	\$2,625	Amount is a deposit; billed at an hourly rate
11-424	0.601	Film Shoot (not subject to Land Use Permit)	525.00	Flat Fee
11-424	0.605	Final Inspection Failure / Follow Up	350.00	Flat Fee
11-424	0.620	General Plan Amendment/ Specific Plan Amendment	9,500.00	Flat Fee
11-424	0.630	Grading (Design Review Commission and/or Planning Commission)	3,800.00	Flat Fee
11-424	0.640	Hillside Development Permit: Major (within 100' of a ridgeline protected area: DRC & PC review)	5,700.00	Flat Fee
11-424	0.650	Hillside Development Permit: Minor (requiring review only by the DRC; siting determination by PC)	3,800.00	Flat Fee
11-424	0.675	Land Use Permit (recreation court)	2,250.00	Flat Fee
11-424	0.680	Land Use Permit (existing building or structure)	3,800.00	Flat Fee
11-424	0.690	Land Use Permit (new building or structure)	5,700.00	Flat Fee
11-424	0.710	Lot Line Adjustment (Planning Commission)	5,400.00	Flat Fee
11-424	0.720	Lot Line Adjustment (Zoning Administrator)	1,200.00	Flat Fee
11-424	0.751	Performance Bond Processing	350.00	Flat Fee
11-424	0.752	Plan Revisions (Construction Drawings)	175.00	Flat Fee
11-427	0.753	Pre-Application Meeting	175.00	Flat Fee (no charge for 1st meeting)
11-424	0.755	Public Art Permit	875.00	Flat Fee
11-424	0.757	Re-approval (PC or DRC) within one year of approval expiration	875.00	Flat Fee
11-424	0.758	Re-approval (ZA) within one year of approval expiration	525.00	Flat Fee
11-424	0.760	Rezoning	\$9,500 + \$100/acre	Flat Fee
11-424	0.770	Right-of-Way Abandonment	1,900.00	Flat Fee
11-424	0.790	Second Unit (Zoning Administrator)*	700.00	Flat Fee
11-424	0.800	Sign (Design Review Commission)*	525.00	Flat Fee
11-424	0.810	Sign (Planning Director)*	400.00	Flat Fee
11-425	0.811	Sign (Conformance with Master Sign Plan)	175.00	Flat Fee
11-424	0.815	Stormwater Quality Implementation	175.00	Flat Fee
11-424	0.816	Stormwater Quality Control Plan	625.00	Flat Fee
11-424	0.730	Subdivision - Major (Tract of 5 or more lots)	\$8,750 + \$200/lot	Flat Fee
11-424	0.735	Subdivision - Major (Tract in the Hillside Overlay District)	\$12,250 + \$200/lot	Flat Fee
11-424	0.740	Subdivision - Minor (2-4 lots)	\$5,250 + \$200/lot	Flat Fee
11-424	0.745	Subdivision - Minor (2-4 lots in Hillside Overlay District)	\$8,750 + \$200/lot	Flat Fee
11-424	0.820	Subdivision - Map extension	1,400.00	Flat Fee
11-424	0.830	Temporary Land Use Permits	600.00	Flat Fee
11-424	0.840	Tree Permit – Category I (not associated with development app)	350.00	Flat Fee
11-424	0.850	Tree Permit – Category II (associated with development app)	350.00	Flat Fee
11-424	0.855	Tree Permit Appeal	350.00	Flat Fee

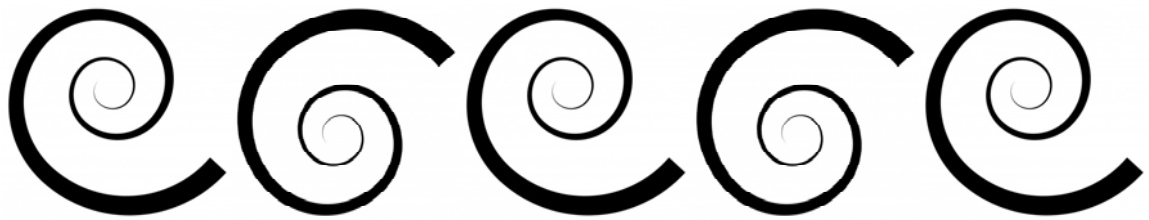
Revenue Code		Planning Fees (cont'd)	Fee	Per Unit
11-424	0.860	Variance or Exception (Design Review, Planning Commission or City Council)	4,375.00	Flat Fee
11-424	0.870	Variance or Exception (Zoning Administrator)	1,750.00	Flat Fee
11-424	0.875	Waste Management Review	80.00	Flat Fee
11-424	0.874	Waste Management Non-Compliance Fine	1% of project cost	or \$1000 whichever is less
11-424	0.876	Wireless Communications Facility Permit - Major (Planning Commission Review)	5,700.00	Flat Fee
11-424	0.877	Wireless Communications Facility Permit - Minor (Planning Director Review)	3,800.00	Flat Fee
11-424	0.878	Wireless Communications Facility Permit - Modification (Major and Minor)	2,250.00	Flat Fee
11-424	0.879	Wireless Communications Facility Permit - Administrative Review (post-approval)	700.00	Flat Fee
11-424	0.880	Zoning Administrator Action – No Hearing (hillside development permits, design review, grading permits)	700.00	Flat Fee
11-424	0.885	Zoning Administrator Review and Determination	350.00	Flat Fee
11-424	0.890	Zoning Administrator Hearing (hillside development permits, design review, grading permits)	2,250.00	Flat Fee
11-424	0.910	Zoning Map	20.00	Per Copy
11-424	0.920	Zoning Text Amendment	5,250.00	Flat Fee
11-424	0.930	Zoning Verification	350.00	Flat Fee
Revenue Code		Public Works	Fee	Per Unit
11-42	5.000	Hourly Rate	150.00	Per Hour
11-42	5.010	Damage to City Property	150.00	Plus Materials; Plus Hours Incurred Above Minimum Hours
Revenue Code		Parking Fees	Fee	Per Unit
32-63	1.000	Parking Lockboxes-First Street	1.00	Per Day
		Parking Lockboxes-All Other City Locations	5.00	Per Day
32-63	1.010	Parking Meters	1.00	Per Hour
32-63	1.020	Parking Permits - City Lot (Pac Bell)	60.00	Per Month
	1.030	Parking Permits - City Lot (Gazebo)	40.00	Per Month
32-63	1.030	Parking Permits - Residential	51.00	Per Year
Revenue Code		Development Fees	Fee	Per Unit
17-42		Parkland Dedication Fees (revision effective 7/1/2017)		
17-42	0.074	Additions	1.70	Per Square Foot
17-42	0.075	Single Family Residence-	7,480.00	Per Unit
17-42	0.076	Duplex/Townhouse-	5,194.00	Per Unit
17-42	0.077	Apartments/Condominiums-	4,522.00	Per Unit
17-42	0.078	Mobile Homes-	4,417.00	Per Unit
17-42	0.079	Second Units-	2,677.00	Per Unit
12-42		Parkland Facilities Fees (revision effective 7/1/2017)		
12-42	0.080	Additions	1.73	Per Square Foot
12-42	0.081	Single Family Residence-	7,575.00	Per Unit
12-42	0.082	Duplex/Townhouse-	5,260.00	Per Unit
12-42	0.083	Apartments/Condominiums-	4,579.00	Per Unit
12-42	0.084	Mobile Homes-	4,474.00	Per Unit
12-42	0.085	Second Units-	2,661.00	Per Unit
11-426	0.090	Park Fees Program Administration Fee	1%	of Parkland Fee + Park Facilities Fee
11-42	0.940	Tree Removal Mitigation In-Lieu Fee	\$260/15 gal \$363/24" box	Flat Fee

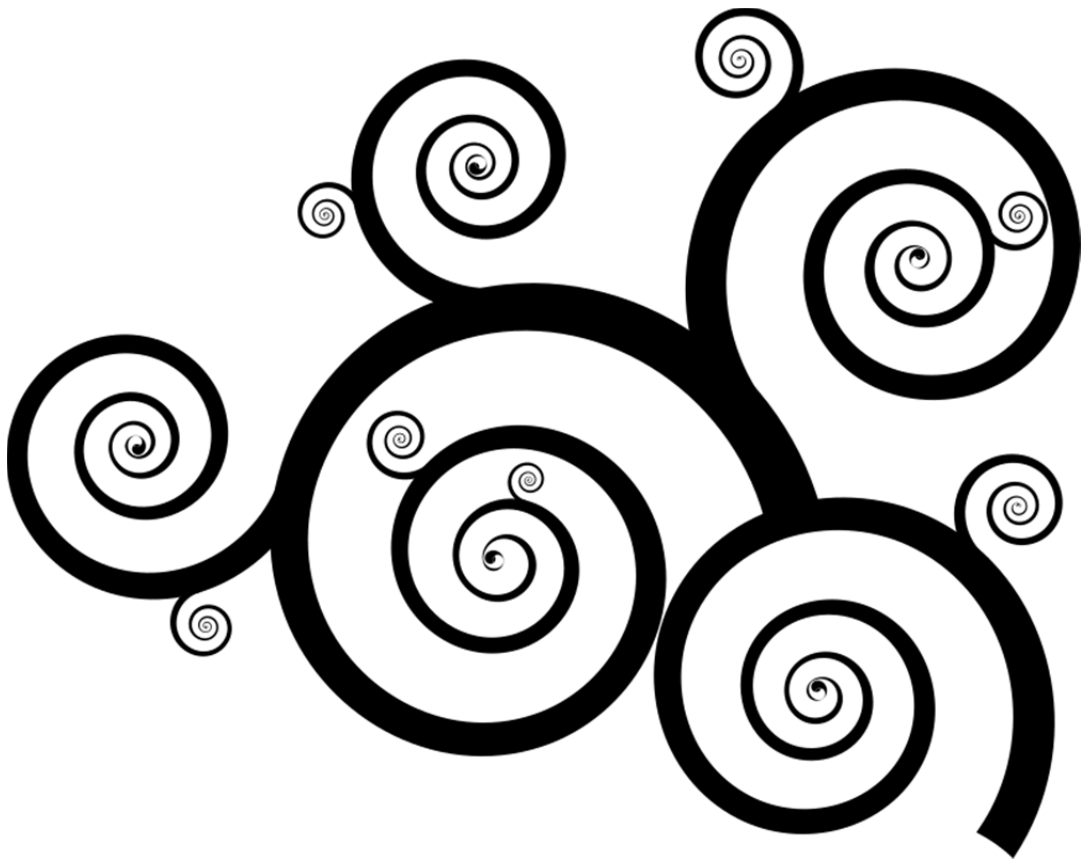
Revenue Code		Development Fees (cont'd)	Fee	Per Unit
		Walkways Fee (revision effective 7/25/2009)		
14-42	0.101	Single Family Residence-	1,076.22	Per Unit
14-42	1.020	Duplex-	747.27	Per Unit
14-42	0.103	Apartments-	650.59	Per Unit
14-42	0.104	Mobile Homes-	635.56	Per Unit
14-42	0.105	Second Units-	385.19	Per Unit
		Walkways Fee Program Administration Fee		
11-428	0.000	Single Family Residence-	53.81	Per Unit
11-428	0.000	Duplex-	37.36	Per Unit
11-428	0.000	Apartments-	32.53	Per Unit
11-428	0.000	Mobile Homes-	31.78	Per Unit
11-428	0.000	Second Units-	19.26	Per Unit
		Lamorinda Regional Transportation Fee (effective 7/1/2017)		
	0.020	Single Fam. Residential Use: Individ. Unit, Duet Home With One Shared Wall, Townhouse-	7,540.97	Per dwelling unit
	0.030	Multiple Family Residential: Second Unit, Apartments, Condominium-	5,278.37	Per dwelling unit
	0.040	Multiple Family: Transit Oriented Development	2,797.91	Per dwelling unit
	0.050	Commercial, office, retail, or industrial use-	8.07	Per square foot of gross floor area
	0.060	Other	829.93	Per peak hour trip generated per traffic study
14-42	0.300	Drainage Impact Fee	0.52	Per sq. ft. of impervious surface added
11-427	0.000	Drainage Impact Program Administration Fee	0.03	Per sq. ft. of impervious surface added
32-42	0.010	Parking Development Payment (effective 1/15/2006)		
		Structured parking in downtown core (Mountain View Dr. to First St.) -	36,900.00	Per space
		Surface parking in East End (First St. to Pleasant Hill Rd.) and West End (Risa Rd. to Mountain View Dr.)	19,200.00	Per space
11-424756		Public Art (in lieu fee)	1%	of total project cost





General Fund





**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	City Council
FUND	11
PROGRAM	110

		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$0	\$0	\$0	\$0	\$0	0.0%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	0	0	0	0	0	0.0%
714	Worker's Compensation	0	0	0	0	0	0.0%
721	Fringe Benefits	0	0	0	0	0	0.0%
Subtotal PERSONNEL		\$0	\$0	\$0	\$0	\$0	0.0%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$312	\$299	\$300	\$454	\$454	51.2%
743	Postage	154	127	200	643	643	221.7%
745	Printing & Binding	444	706	500	357	357	-28.7%
746	Books & Software	0	49	0	0	0	0.0%
748	Special Departmental Supplies	0	41	25	131	50	100.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	0	0	0	0	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	2,883	3,827	3,000	5,694	3,000	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	0	0	0	0	0	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	179	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	220	0	0	0	0	0.0%
843	Training	5,384	9,419	11,500	8,118	16,500	43.5%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	5,120	4,315	5,000	6,871	6,000	20.0%
853	Community Promotion	39,541	47,039	47,500	45,653	44,000	-7.4%
861	Contractual Services	49,332	84,538	100,500	65,589	97,500	-3.0%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$103,568	\$150,360	\$168,525	\$133,510	\$168,504	0.0%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	0	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$0	\$0	\$0	\$0	\$0	0.0%

BASE PROGRAM COST	\$103,568	\$150,360	\$168,525	\$133,510	\$168,504	0.0%
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TOTAL PROGRAM COST	\$103,568	\$150,360	\$168,525	\$133,510	\$168,504	0.0%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	City Council
FUND	11
PROGRAM	110

PROGRAM

The Lafayette City Council consists of five members, elected at large, who constitute the legislative body of the City. The City Council is responsible for formulating policies that govern the municipal corporation and for approving actions by which operating programs are implemented through the City Manager.

WORKPLAN

- Complete downtown congestion study
- Complete Pleasant Hill Road congestion study
- Complete downtown parking strategy
- Complete the master plan for downtown creeks
- Complete and implement the study and recommendadtions for the City's Commission system
- Complete and implement the study and recommendadtions for the Sales Tax Study Committee
- Complete and adopt the inclusionary housing ordinance

ACCOUNT DESCRIPTIONS

843	LOCC Annual Conference	\$500	861	Commissions Day	\$3,500
	Mayor's Conference Membership and Attendance	4,300		Council minutes	20,000
	Lamorinda Project Management Committee membership	5,000		Employee Appreciation Event	1,000
	Miscellaneous Meetings	1,200		50th Anniversary	35,000
	Travel & Car Mileage Reimbursement	500		Annual Financial Audits / CAFR	38,000
	Host Mayor's Conference	5,000			<u>\$97,500</u>
		<u>\$16,500</u>			
853	Ribbon cutting and other ceremonies	\$2,500			
	Support for:				
	Dogtown Downtown	\$1,000			
	July 4th Celebration in Moraga	500			
	Chamber of Commerce Support	40,000			
		<u>\$44,000</u>			

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Public Art
FUND	11
PROGRAM	115

PERSONNEL SERVICES		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
702	Regular Personnel	\$18,458	\$18,577	\$18,555	\$18,712	\$19,416	4.6%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	1,288	1,293	1,419	1,354	1,485	4.6%
714	Worker's Compensation	459	472	482	477	545	12.9%
721	Fringe Benefits	5,500	5,729	5,823	5,623	6,338	8.8%
Subtotal PERSONNEL		\$25,707	\$26,071	\$26,280	\$26,165	\$27,783	5.7%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$145	\$180	\$145	\$188	\$200	37.9%
743	Postage	56	51	56	22	56	0.0%
745	Printing & Binding	0	79	100	43	100	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	25	63	350	48	350	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	0	0	0	0	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	714	0	500	149	1,000	100.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	0	0	0	0	0	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	39	0	558	282	281	-49.6%
843	Training	0	0	200	13	200	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	561	0	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	0	0	0	754	0	0.0%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$979	\$373	\$1,909	\$2,059	\$2,187	14.6%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	225,250	10,500	200,000	-11.2%
907	Equipment	0	0	0	16250	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$0	\$0	\$225,250	\$26,750	\$200,000	-11.2%

BASE PROGRAM COST	\$26,686	\$26,444	\$253,438	\$54,974	\$229,970	-9.3%
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TOTAL PROGRAM COST	\$26,686	\$26,444	\$253,438	\$54,974	\$229,970	-9.3%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Public Art
FUND	11
PROGRAM	115

PROGRAM

This Committee is composed of Lafayette residents that by experience, training, education, occupation or avocation, have demonstrated knowledge of and interest in the visual arts.

WORKPLAN

- Establish a public art program and its administration
- Establish the City of Lafayette public art collection
- Contribute to the cultural enrichment of the community by adding public art that is of the highest quality, visually stimulating, and of enduring value
- Ensure that public art is incorporated into project planning at the earliest planning stage
- Establish public art gift policies and procedures
- Advise the City Council on art acquisitions and gifts
- Review public art proposals in development project
- Select exhibits for the Library Gallery at the Lafayette Library and Learning Center and other public locations in the community
- Serve as stewards of the City's art collection, including the art at the Lafayette Library and Learning Center
- Advise the City Council on maintenance of the City's collection, and, when necessary, artwork de-accession

STAFFING REQUIREMENTS

	Position Title	Full-Time Equivalent
702	Transportation Program Manager - Bus	15%
	Total Full Time Equivalent	0.15
906	Roundabout Art	200,000
		\$200,000

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Circulation Commission
FUND	11
PROGRAM	120

		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$68,746	\$68,941	\$75,469	\$77,685	\$73,465	-2.7%
705	Temporary Personnel	0	0	0	108	0	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	4,784	4,621	5,773	5,436	5,620	-2.7%
714	Worker's Compensation	1,664	1,780	1,962	2,014	2,060	5.0%
721	Fringe Benefits	19,936	20,086	23,872	24,409	24,728	3.6%
Subtotal PERSONNEL		\$95,131	\$95,427	\$107,076	\$109,651	\$105,873	-1.1%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$283	\$230	\$492	\$371	\$382	-22.3%
743	Postage	821	867	308	747	193	-37.4%
745	Printing & Binding	58	0	300	225	300	0.0%
746	Books & Software	3,834	0	0	0	0	0.0%
748	Special Departmental Supplies	367	638	500	93	500	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	0	0	0	0	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	0	0	0	23	0	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	137	137	0	136	0	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	6,503	6,938	8,852	7,081	10,036	13.4%
843	Training	831	540	1,300	520	1,300	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	701	396	500	50	500	0.0%
853	Community Promotion	0	0	4,985	4,222	0	N/A
861	Contractual Services	8,011	40,341	23,000	24,193	15,000	-34.8%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$21,547	\$50,088	\$40,236	\$37,661	\$28,211	-29.9%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	14,184	0	0	0	0	0.0%
907	Equipment	0	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$14,184	\$0	\$0	\$0	\$0	0.0%

BASE PROGRAM COST	\$130,862	\$145,515	\$147,312	\$147,312	\$134,084	-9.0%
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TOTAL PROGRAM COST	\$130,862	\$145,515	\$147,312	\$147,312	\$134,084	-9.0%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Circulation Commission
FUND	11
PROGRAM	120

PROGRAM

The Circulation Commission reviews matters that affect the City's right-of-way, promote traffic safety in the City, and administer the the Circulation Element of the General Plan. The Commission advises the City Council on matters pertaining to traffic safety, on-street parking, walkways and bikeways. The Bicycle and Pedestrian Advisory Committee also conducts its business in coordination with the Circulation Commission by advising the Commission on issues and matters related to non-motorized modes of transportation. The Commission apportions a share of its staffing and other resource allocation to support BPAC activities.

WORKPLAN

- Participate in Downtown Congestion Study via Steering Committee
- Facilitate communication between the community and police on matters of traffic and pedestrian safety.
- Review land development proposals from the standpoint of traffic, pedestrian, and bicycle safety as well as parking impacts.
- Work with BPAC on bicycle and pedestrian issues, including education models funded by Transportation Development grant.
- Review school area traffic safety plans on request basis.

STAFFING REQUIREMENTS

	Position Title	Full-Time Equivalent
702	Transportation Planner	50%
702	Engineering Assistant	10%
702	City Engineer	15%
	Total Full Time Equivalent	0.75

ACCOUNT DESCRIPTIONS

841	Allocated cost of office space rental	\$8,631
	Pro-rata share of City computer expenses	1,406
		\$10,036
861	Contract Services for traffic counts & surveys	5,000
	Consultant traffic engineer	10,000
		\$15,000

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Crime Prevention Com.
FUND	11
PROGRAM	130

		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$0	\$0	\$0	\$367	\$0	0.0%
705	Temporary Personnel	0	14,327	30,114	30,114	28,000	-7.0%
708	Overtime	0	0	0	380	0	N/A
711	Social Security	0	1,096	1,836	2,361	2,142	-57.2%
714	Worker's Compensation	0	375	624	799	785	N/A
721	Fringe Benefits	0	0	0	0	0	0.0%
Subtotal PERSONNEL		\$0	\$15,798	\$32,574	\$34,020	\$30,927	-5.1%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$0	\$0	\$0	\$0	\$0	0.0%
743	Postage	0	0	0	0	0	0.0%
745	Printing & Binding	0	0	500	577	500	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	4,422	2,421	0	2,969	0	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	2,047	5,000	3,905	5,000	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	0	6	0	48	0	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	0	0	0	0	0	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	0	0	0	0	0	0.0%
843	Training	455	0	500	301	2,000	300.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	1,337	3,211	2,000	1,625	2,000	0.0%
861	Contractual Services	940	1,968	2,000	0	2,000	0.0%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$7,154	\$9,653	\$10,000	\$9,423	\$11,500	15.0%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	699	0	0	0	N/A
907	Equipment	2,610	406	38,416	36,928	25,000	N/A
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$2,610	\$1,105	\$38,416	\$36,928	\$25,000	-34.9%

BASE PROGRAM COST	\$9,764	\$26,555	\$80,990	\$80,371	\$67,427	-16.7%
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TOTAL PROGRAM COST	\$9,764	\$26,555	\$80,990	\$80,371	\$67,427	-16.7%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Crime Prevention Com.
FUND	11
PROGRAM	130

PROGRAM

The Crime Prevention Commission exists to educate the community regarding crime prevention measures.

WORKPLAN

- Develop and coordinate neighborhood watch meetings and the neighborhood watch sign program.
- Coordinate community forums on general and specific crime prevention subject areas
- Implement neighborhood crime prevention adoption program targeting the reduction of specific crime trends
- Continue to support and coordinate Child I.D. Program in conjunction with the Chamber of Commerce.
- Coordinate a Community Safety Day in coordination with the Emergency Preparedness Commission.
- Provide crime prevention education material to local media - general and seasonal/theme-specific
- Organize National Night Out
- Engage at various community events to provide remarks and educational material on crime prevention best practices
- Liaise with public and private school groups to provide parents and students with crime prevention guidance
- Deliver crime prevention awareness material in commercial areas of downtown Lafayette (CPC booth, etc)
- Implement the Community Camera Program

ACCOUNT DESCRIPTIONS

705	Surveillance Camera Technician	\$28,000
745	Flyers, brochures and educational pamphlets	\$500
761	Surveillance camera maintenance	\$5,000
843	Neighborhood Watch	\$2,000
853	Child I.D. program supplies	500
	Community Forums	1,500
		<hr/>
		\$2,000
907	New powered camera system	\$25,000

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Parks, Trails & Rec Commission
FUND	11
PROGRAM	140

		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$43,947	\$52,428	\$68,916	\$68,872	\$55,040	-20.1%
705	Temporary Personnel	0	0	0	1,385	14,000	N/A
708	Overtime	0	0	0	4	0	0.0%
711	Social Security	2,794	3,498	5,272	4,517	5,282	0.2%
714	Worker's Compensation	1,112	1,332	1,792	1,590	1,936	8.1%
721	Fringe Benefits	13,353	15,191	21,541	21,853	19,826	-8.0%
Subtotal PERSONNEL		\$61,206	\$72,449	\$97,521	\$98,220	\$96,083	-1.5%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$347	\$299	\$350	\$0	\$350	0.0%
743	Postage	200	200	200	200	200	0.0%
745	Printing & Binding	777	816	1,500	1,106	2,000	33.3%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	400	518	1,000	665	1,000	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	240	120	0	120	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	0	0	0	0	0	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	903	1,264	660	440	660	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	300	300	1,183	724	1,237	4.6%
843	Training	219	219	2,000	1,218	2,000	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	568	1,000	N/A
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	9,393	18,790	38,000	24,698	60,000	57.9%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$12,540	\$22,646	\$45,013	\$29,619	\$68,567	52.3%

CAPITAL OUTLAY

902	Land	\$0	\$10,000	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	0	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$0	\$10,000	\$0	\$0	\$0	0.0%

BASE PROGRAM COST	\$73,746	\$105,094	\$142,534	\$127,838	\$164,650	15.5%
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TOTAL PROGRAM COST	\$73,746	\$105,094	\$142,534	\$127,838	\$164,650	15.5%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Parks, Trails & Rec Commission
FUND	11
PROGRAM	140

PROGRAM

The Parks, Trails and Recreation Commission supports the development of city parks, trails, and recreation areas and makes recommendations to the City Council and staff. This budget also supports non-revenue generating services, including:

- Staff time to impart general recreation information to the public
- Staff time to write and administer park, trail, and open space grants
- Staff time to prepare agendas and attend PT&R Commission meetings
- Staff time to assist consultants and task forces on Master Plans, surveys and studies

WORKPLAN

The Commission is divided into the following 3 subcommittees with duties as indicated:

Parks

- Review and support effective management and operations of existing park facilities to maximize public enjoyment.
- Continue to seek funding and develop the Community Park and other City parks.
- Participate in the development of City policies that affect parks and encourage public awareness and use of park facilities.

Trails

- Continue to pursue easements for trails as shown on the Trails Master Plan.
- Construct, maintain, and upgrade trails over easements already obtained.
- Increase public awareness of trails
- Work with EBMUD and EBRPD and neighboring communities to achieve trail connections
- Pursue outside sources of funding and volunteer efforts.

Community Center

- Continue supporting the self-sufficiency of recreation programs.
- Continue maintaining and up-grading the Community Center facilities.

STAFFING REQUIREMENTS

	<u>Position Title</u>	<u>Full-Time Equivalent</u>
702	Parks, Trails and Recreation Director	40%
	Administrative Assistant - P&R - A	5%
	Administrative Assistant - P&R - B	5%
	Total Full Time Equivalent	0.50

ACCOUNT DESCRIPTIONS

705	Trails Master Plan Update	\$10,000
	Minute Taker	4,000
		\$14,000
745	Trails pamphlets and park design plans	\$1,500
748	Community Service project supplies	\$1,000
821	Share of basic phone and Internet expenses	\$660
841	Copier lease and postage meter	\$300
	Computer Support	937
		\$1,237
843	CPRS Conference	\$2,000
861	Park Fee Update	40,000
	Trails Master Plan Update	2,000
	Trail Easements - surveying and recording	18,000
		\$60,000

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Senior Services
FUND	11
PROGRAM	141

PERSONNEL SERVICES		Actual 2014-2015 Expenditures	Actual 2015-2016 Expenditures	Final 2016-2017 Budget	Actual 2016-2017 Expenditures	Final 2017-2018 Budget	Increase Over Budget
702	Regular Personnel	\$52,092	\$54,501	\$57,352	\$57,094	\$58,606	2.2%
705	Temporary Personnel	20,608	22,907	22,724	23,716	24,000	5.6%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	4,168	4,734	6,126	5,537	6,319	3.2%
714	Worker's Compensation	1,853	2,022	2,082	2,086	2,317	11.3%
721	Fringe Benefits	21,876	23,847	25,983	23,111	27,059	4.1%
Subtotal PERSONNEL		\$100,597	\$108,011	\$114,266	\$111,545	\$118,301	3.5%

OPERATIONS AND MAINTENANCE		Actual 2014-2015 Expenditures	Actual 2015-2016 Expenditures	Final 2016-2017 Budget	Actual 2016-2017 Expenditures	Final 2017-2018 Budget	Increase Over Budget
741	Office Supplies	\$1,027	\$798	\$700	\$870	\$900	28.6%
743	Postage	1,618	2,126	2,300	1,593	2,300	0.0%
745	Printing & Binding	6,005	4,087	4,800	4,853	4,900	2.1%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	1,590	1,917	4,200	2,570	4,200	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	0	250	0	250	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	0	0	0	0	0	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	1,038	974	850	797	850	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	995	1,581	3,287	1,130	5,642	71.6%
843	Training	0	0	0	0	500	N/A
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	70	94	200	475	200	0.0%
861	Contractual Services	4,047	2,362	14,700	3,003	11,150	-24.1%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$16,390	\$13,939	\$31,287	\$15,290	\$30,892	-1.3%

CAPITAL OUTLAY		Actual 2014-2015 Expenditures	Actual 2015-2016 Expenditures	Final 2016-2017 Budget	Actual 2016-2017 Expenditures	Final 2017-2018 Budget	Increase Over Budget
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	520	123	0	550	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$520	\$123	\$0	\$550	\$0	0.0%

BASE PROGRAM COST	\$117,507	\$122,073	\$145,553	\$127,385	\$149,193	2.5%
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TOTAL PROGRAM COST	\$117,507	\$122,073	\$145,553	\$127,385	\$149,193	2.5%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Senior Services
FUND	11
PROGRAM	141

PROGRAM

It is the mission of the Lafayette Senior Services Commission to enhance the well being of Lafayette's older adults by identifying their concerns, and needs; providing information about resources; and promoting community programs and services that enable them to live meaningful lives.

WORKPLAN

- Assist in the development, coordination, and promotion of the Lafayette Senior Services Center programs.
- Maintain representation on County Committees to monitor and advocate for County services for older adults.
- Continue promotion and support of accessible transportation for seniors.
- Explore development of additional senior housing.

STAFFING REQUIREMENTS

	<u>Position Title</u>	<u>Full-Time Equivalent</u>
702	Parks, Trails and Recreation Director	5%
	Senior Center Coordinator	75%
	Total Full Time Equivalent	0.80

ACCOUNT DESCRIPTIONS

705	Temporary Employees (19 hours per week)	24,000	
743	Rec Guide	\$1,906	
	Misc	394	
		<u>\$2,300</u>	
745	Recreation Guide	\$4,900	
821	Internet connection & phones	\$850	
841	Copier lease, postage meter, Community Hall rental	\$1,800	
	Computer Support	3,842	
		<u>\$5,642</u>	
861	Active Transaction & Credit Card Fees	\$150	
	One on one computer training	10,000	paid out of bequest sinking fund
	Program Facilitation (contract presenters)	1,000	
		<u>\$11,150</u>	

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Youth Commission
FUND	11
PROGRAM	142

		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$19,279	\$21,159	\$19,014	\$14,121	\$13,033	-31.5%
705	Temporary Personnel	4,303	6,085	12,000	3,931	12,000	0.0%
708	Overtime	0	0	0	2	0	0.0%
711	Social Security	1,732	2,024	2,373	1,377	1,915	-19.3%
714	Worker's Compensation	602	699	806	466	702	-12.9%
721	Fringe Benefits	8,188	8,626	8,194	5,712	4,219	-48.5%
Subtotal PERSONNEL		\$34,104	\$38,593	\$42,387	\$25,609	\$31,870	-24.8%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$64	\$81	\$64	\$0	\$64	0.0%
743	Postage	0	0	0	0	0	0.0%
745	Printing & Binding	250	250	250	15	250	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	0	0	0	0	0	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	240	50	0	450	800.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	0	0	0	0	0	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	348	252	200	89	200	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	215	215	200	0	200	0.0%
843	Training	0	0	500	0	1,500	200.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	1,118	400	1,800	315	500	-72.2%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	6,947	20,945	12,500	10,010	13,500	8.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$8,941	\$22,383	\$15,564	\$10,429	\$16,664	7.1%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	0	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$0	\$0	\$0	\$0	\$0	0.0%

BASE PROGRAM COST	\$43,045	\$60,976	\$57,951	\$36,039	\$48,534	-16.3%
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TOTAL PROGRAM COST	\$43,045	\$60,976	\$57,951	\$36,039	\$48,534	-16.3%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Youth Commission
FUND	11
PROGRAM	142

PROGRAM

The Youth Commission was formed to advise the City Council on issues pertaining to Youth in Lafayette. The Commission will coordinate activities for youth and become involved in community functions that benefit both the youth and the community-at-large.

GOALS

- Perform various community services.
- Promote and support community services for youth.
- Promote, implement, and support activities for youth.
- Consider involvement in other programs outside the City.
- Maintain and enhance cooperative activities with local schools.

STAFFING REQUIREMENTS

	Position Title	Full-Time Equivalent
702	Recreation Coordinator - B	20.0%
	Administrative Assistant - P&R - A	2.5%
	Administrative Assistant - P&R - B	2.5%
Total Full Time Equivalent		0.25

ACCOUNT DESCRIPTIONS

705	Teen Program meeting & event staff	\$12,000
761	Software Maintenance	\$450
841	Copier lease and postage meter	\$200
843	Strategic planning & team building retreat	\$1,500
861	Credit card fees	\$500

DESCRIPTION OF NET REVENUES

	Budget 2016/17	Actual 2016/17	Final 2017/18
Revenue	\$13,500	\$13,417	\$13,500
Event Expenses	\$7,500	\$4,480	\$7,500
Net Revenue	\$6,000	\$8,937	\$6,000
Sinking Fund Beginning Balance	\$17,640	\$15,059	\$18,466
Add Net Revenue	6,000	8,937	6,000
Less Donations*	(6,000)	(5,530)	(6,000)
Less Release from Sinking Fund			
Sinking Fund Ending Balance	17,640	18,466	18,466

NOTES:

Youth activities are treated as an enterprise. Any surplus generated by youth activities, after deducting expenditures for the events, is placed in a General Fund reserve account (sinking fund) for Teen activities. This surplus will be used to make donations to various causes that benefit youth and the community.

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Planning Commission
FUND	11
PROGRAM	150

PERSONNEL SERVICES		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
702	Regular Personnel	\$243,972	\$229,562	\$230,304	\$237,124	\$ 201,665	-12.4%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	1,649	558	2,000	136	2,000	0.0%
711	Social Security	17,377	16,429	17,771	16,888	15,580	-12.3%
714	Worker's Compensation	6,108	6,013	6,040	6,069	5,712	-5.4%
721	Fringe Benefits	82,977	75,292	74,700	77,302	71,297	-4.6%
Subtotal PERSONNEL		\$352,083	\$327,853	\$330,815	\$337,519	\$296,254	-10.4%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$1,208	\$729	\$1,410	\$1,349	\$ 891	-36.8%
743	Postage	596	449	882	342	449	-49.1%
745	Printing & Binding	0	870	500	44	500	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	0	0	200	129	200	0.0%
751	Maintenance of Vehicles	90	0	0	0	0	0.0%
761	Maintenance of Equipment	0	0	0	0	0	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	760	706	500	457	500	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	782	566	0	365	0	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	22,746	18,593	24,842	19,131	23,418	-5.7%
843	Training	140	1,750	2,000	170	2,000	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	500	0	0	N/A
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	9,639	9,958	10,000	11,960	10,000	0.0%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$35,961	\$33,621	\$40,834	\$33,948	\$37,959	-7.0%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	0	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$0	\$0	\$0	\$0	\$0	0.0%

BASE PROGRAM COST	\$388,043	\$361,474	\$371,649	\$371,467	\$334,213	-10.1%
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TOTAL PROGRAM COST	\$388,043	\$361,474	\$371,649	\$371,467	\$334,213	-10.1%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Planning Commission
FUND	11
PROGRAM	150

PROGRAM

The Planning Commission was established to implement the planning and zoning regulations of the City of Lafayette.

WORKPLAN

- Implement the General Plan and Downtown Specific Plan
- Exercise the powers and duties prescribed by statute and ordinance and as assigned by the City Council.
- Hear and decide land use permits, variances, design review, hillside permits, and subdivision approvals.
- Advise the City Council on administration of the laws governing approval of rezonings, planned developments, and ordinance changes.
- Evaluate planning procedures to provide services in the most expeditious fashion without sacrificing quality of review.
- Evaluate the existing level of review for new development and where necessary to implement General Plan goals, recommend changes to the City Council.

STAFFING REQUIREMENTS

	Position Title	Full-Time Equivalent
702	Planning & Building Director	35%
	Assistant Planning Director	25%
	Senior Planner - B	35%
	Planning Technician - B	0%
	Senior Planner - A	30%
	Assistant Planner	20%
	Planning Technician - A	0%
	Planning Assistant	30%
	Total Full Time Equivalent	1.75

ACCOUNT DESCRIPTIONS

841	Allocated cost of office space rental	\$20,139
	Pro-rata share of City computer expenses	3,280
		<u>\$23,418</u>
843	Workshops, conferences, seminars and other training (Center for Urban Planning, Cal APA, Planner Institute)	\$2,000
861	Planning Commission Minutes	\$10,000

NOTE: \$100K per year in sinking fund for General Plan Revision 2020

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Design Rev. Commission
FUND	11
PROGRAM	151

PERSONNEL SERVICES		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
702	Regular Personnel	\$183,671	\$189,034	\$190,628	\$194,871	\$199,415	4.6%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	2,062	776	2,000	290	2,000	0.0%
711	Social Security	13,658	14,248	14,736	14,901	15,408	4.6%
714	Worker's Compensation	4,618	4,956	5,008	4,983	5,649	12.8%
721	Fringe Benefits	63,980	61,854	63,991	65,455	71,092	11.1%
Subtotal PERSONNEL		\$267,989	\$270,867	\$276,363	\$280,501	\$293,563	6.2%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$936	\$1,017	\$1,443	\$1,405	\$1,044	-27.6%
743	Postage	516	460	903	350	526	-41.7%
745	Printing & Binding	90	0	0	227	0	0.0%
746	Books & Software	0	257	0	522	0	0.0%
748	Special Departmental Supplies	0	4	0	0	0	0.0%
751	Maintenance of Vehicles	0	0	0	266	0	0.0%
761	Maintenance of Equipment	0	0	0	0	0	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	306	853	500	874	500	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	242	626	0	377	0	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	19,710	19,025	25,419	19,577	27,433	7.9%
843	Training	0	575	1,000	68	1,000	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	15,391	17,473	13,600	14,791	13,500	-0.7%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$37,192	\$40,290	\$42,865	\$38,456	\$44,003	2.7%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	0	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$0	\$0	\$0	\$0	\$0	0.0%

BASE PROGRAM COST	\$305,181	\$311,157	\$319,228	\$318,957	\$337,567	5.7%
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TOTAL PROGRAM COST	\$305,181	\$311,157	\$319,228	\$318,957	\$337,567	5.7%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Design Rev. Commission
FUND	11
PROGRAM	151

PROGRAM

The Design Review Commission was established to advise the Planning Commission and City Council on matters relating to aesthetics and the physical appearance of the City of Lafayette, as well as on those matters for which it is the designated decision making body.

WORKPLAN

- Hear and decide applications for design review and hillside development permits.
- Serve as a referral body to the Planning Commission on land use, subdivision and variance applications
- Process and review applications in a timely and professional manner.
- Support the Downtown Street Improvement Master Plan Implementation Committee.

STAFFING REQUIREMENTS

	Position Title	Full-Time Equivalent
702	Planning & Building Director	15%
	Assistant Planning Director	35%
	Senior Planner - B	20%
	Planning Technician - B	15%
	Senior Planner - A	40%
	Assistant Planner	35%
	Planning Technician - A	15%
	Planning Assistant	30%
	Total Full Time Equivalent	2.05

ACCOUNT DESCRIPTIONS

841	Allocated cost of office space rental	\$23,591
	Pro-rata share of City computer expenses	3,842
		<u>\$27,433</u>
861	Design Review Commission Minutes	\$10,000
	Downtown Street Improvement Master Plan Committee (DSIMPC) Support	3,500
		<u>\$13,500</u>

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Environmental Task Force
FUND	11
PROGRAM	153

		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$50	\$6,610	\$6,901	\$6,820	\$ 9,897	43.4%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	152	152	26	0	N/A
711	Social Security	4	517	540	530	757	40.3%
714	Worker's Compensation	1	177	183	176	278	51.3%
721	Fringe Benefits	3	1,989	2,035	2,062	3,234	59.0%
Subtotal PERSONNEL		\$59	\$9,445	\$9,811	\$9,614	\$14,165	44.4%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$0	\$48	\$66	\$50	\$76	16.5%
743	Postage	0	21	41	16	39	-6.2%
745	Printing & Binding	0	0	0	0	0	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	0	0	0	0	0	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	0	0	0	0	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	0	0	0	0	0	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	0	0	0	0	0	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	0	87	1,155	642	1,155	0.0%
843	Training	0	0	0	0	0	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	0	135	0	1,652	0	0.0%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$0	\$292	\$1,262	\$2,359	\$1,270	0.7%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	0	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$0	\$0	\$0	\$0	\$0	0.0%

BASE PROGRAM COST	\$59	\$9,737	\$11,073	\$11,973	\$15,436	39.4%
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TOTAL PROGRAM COST	\$59	\$9,737	\$11,073	\$11,973	\$15,436	39.4%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Environmental Task Force
FUND	11
PROGRAM	153

PROGRAM

The City is committed to developing and implementing environmental policies and programs that will enable the City and its residents to meet their present needs without sacrificing the ability of future generations to meet their needs. The Environmental Task Force advises the City Council on environmental programs and policies that help to fulfill that vision.

WORKPLAN

- Complete the Environmental Action Plan
- Prepare water efficient landscape regulations

STAFFING REQUIREMENTS

	Position Title	Full-Time Equivalent
702	Assistant Planner	15%
	Total Full Time Equivalent	0.15

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Police Services
FUND	11
PROGRAM	210

PERSONNEL SERVICES		Actual 2014-2015 Expenditures	Actual 2015-2016 Expenditures	Final 2016-2017 Budget	Actual 2016-2017 Expenditures	Final 2017-2018 Budget	Increase Over Budget
702	Regular Personnel	\$151,303	\$150,106	\$195,209	\$205,745	\$182,953	-6.3%
705	Temporary Personnel	3,959	13,935	5,000	712	5,000	0.0%
708	Overtime	7,584	9,954	8,000	14,274	8,000	0.0%
711	Social Security	13,604	14,373	15,928	18,506	14,990	-5.9%
714	Worker's Compensation	4,120	4,427	5,413	5,711	5,495	1.5%
721	Fringe Benefits	47,480	46,538	56,541	63,273	58,691	3.8%
Subtotal PERSONNEL		\$228,051	\$239,332	\$286,092	\$308,221	\$275,129	-3.8%

OPERATIONS AND MAINTENANCE		Actual 2014-2015 Expenditures	Actual 2015-2016 Expenditures	Final 2016-2017 Budget	Actual 2016-2017 Expenditures	Final 2017-2018 Budget	Increase Over Budget
741	Office Supplies	\$7,534	\$8,632	\$7,000	\$10,149	\$7,000	0.0%
743	Postage	277	353	400	359	400	0.0%
745	Printing & Binding	157	0	0	0	0	0.0%
746	Books & Software	1,318	2,382	2,000	2,080	2,000	0.0%
748	Special Departmental Supplies	12,795	17,572	10,000	19,467	10,000	0.0%
751	Maintenance of Vehicles	122,758	125,496	95,000	127,355	95,000	0.0%
761	Maintenance of Equipment	6,025	4,322	7,000	4,291	7,000	0.0%
771	Maintenance of Buildings	2,205	1,228	5,000	444	5,000	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	4,207	4,306	5,000	5,797	5,000	0.0%
801	Utilities-Water	0	0	0	102	3,400	N/A
805	Utilities-Sewer	0	0	0	0	570	N/A
811	Utilities-Gas & Electric	0	0	0	271	11,400	N/A
821	Utilities-Telephones	19,290	25,540	20,000	27,303	33,690	68.5%
825	Utilities-Garbage Disposal	0	0	0	0	570	N/A
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	97,767	105,272	180,066	167,037	189,899	5.5%
843	Training	15,121	42,149	25,000	31,245	25,000	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	2,882	5,901	3,000	8,009	3,000	0.0%
861	Contractual Services	199,740	210,603	248,522	220,196	277,518	11.7%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	2,884,404	3,003,214	3,678,218	3,150,199	3,909,713	6.3%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$3,376,480	\$3,556,970	\$4,286,206	\$3,774,304	\$4,586,160	7.0%

CAPITAL OUTLAY		Actual 2014-2015 Expenditures	Actual 2015-2016 Expenditures	Final 2016-2017 Budget	Actual 2016-2017 Expenditures	Final 2017-2018 Budget	Increase Over Budget
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	2,022	0	0	0	0.0%
907	Equipment	380,863	224,063	135,000	243,773	140,000	3.7%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$380,863	\$226,085	\$135,000	\$243,773	\$140,000	3.7%

BASE PROGRAM COST	\$3,985,394	\$4,022,387	\$4,707,298	\$4,326,297	\$5,001,289	6.2%
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999	Prior Year Savings	\$0	\$0	\$25,000	\$0	\$25,000
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TOTAL PROGRAM COST	\$3,985,394	\$4,022,387	\$4,732,298	\$4,326,297	\$5,026,289	6.2%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Police Services
FUND	11
PROGRAM	210

PROGRAM

This program provides contract law enforcement services to the community via the Contra Costa Sheriff's Department. Services include crime suppression, investigation, traffic enforcement, youth services, and community education.

WORKPLAN

- Continue liaison with and participation in city commissions and community groups to ensure that community standards are enforced and an open line of communication is maintained between the Police Department and the public they serve.
- Increase driver safety and compliance with traffic laws through an aggressive enforcement policy, education, citations and warnings.
- Establish a team approach to criminal investigation so that our Youth Services Officer, Detective, beat officers and the community all work together to jointly solve crimes and aggressively prosecute lawbreakers.
- Ensure continuation of the neighborhood patrol plan so that all city streets are patrolled on a regular basis.
- Continue to use the Bicycle Patrol Officer to patrol the core downtown area and function as the primary liaison to the Lafayette business community.
- Encourage the use of volunteers to supplement and assist the department in its duties. Explore the feasibility of joining the Sheriff's Senior Volunteer Program.
- Monitor and update fleet the management plan and ensure the cost effective and safe use of city owned patrol vehicles.

STAFFING REQUIREMENTS

	Position Title	Full-Time Equivalent
702	Police Records Supervisor	60%
	Police Services Assistant - A	100%
	Police Services Assistant - C	100%
	Total Full Time Equivalent	2.60

ACCOUNT DESCRIPTIONS

748	Uniforms, badges, logs, business cards.	\$8,500	861	Animal Control Services	\$148,048
	Additional office supplies	1,500		California ID Program	32,000
		<u>\$10,000</u>		Fingerprinting	15,000
				Booking fees	6,500
751	Police vehicle repairs & gas	\$95,000		A.C.C. Justice Info. Network cnxn	10,000
761	Maintenance of portable radios and MDT's	\$7,000		Aries / LE Databases	22,700
771	Janitorial Services	\$5,000		Crisis resolution	250
				Service contract for office equip.	5,000
841	Rent for 3675 Mt. Diablo Blvd (9 months)	\$69,300		CLETS Fees	1,000
	Rental for 3471 Mt. Diablo	117,600		Crime reports / Child Interview	4,000
	Pro-rata share of City computer equipment	2,999		Misc	1,300
		<u>\$189,899</u>		Microwave Communication	6,720
				Office Moving Costs	<u>25,000</u>
907	Police Vehicles (\$30K from sinking)	\$140,000			<u>\$277,518</u>
	Drone (\$16K), BWC (\$19K), Furniture (\$25K)				

POLICE CONTRACT DETAIL		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2014-2015 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Percent Increase</i>
862.1	Officers	\$2,672,977	\$2,791,468	\$3,244,758	\$2,926,215	\$3,426,246	5.6%
862.2	Overtime	-	-	159,100	-	189,100	18.9%
862.4	Investigation	9,664	5,934	5,000	6,245	5,000	0.0%
862.6	Services/Supply	15,649	12,750	19,500	17,125	19,500	0.0%
862.7	Communications/EBRCS	106,195	108,987	159,700	115,071	179,707	12.5%
862.8	Liability Insurance	19,325	12,727	30,160	26,486	30,160	0.0%
862.9	Crime Laboratory / Property	60,594	26,348	60,000	59,077	60,000	0.0%
	Subtotal	\$2,884,404	\$2,958,214	\$3,678,218	\$3,150,219	\$3,909,713	6.3%

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Traffic Enforcement
FUND	11
PROGRAM	215

		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$0	\$0	\$0	\$0	\$0	0.0%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	0	0	0	0	0	0.0%
714	Worker's Compensation	0	0	0	0	0	0.0%
721	Fringe Benefits	0	0	0	0	0	0.0%
Subtotal PERSONNEL		\$0	\$0	\$0	\$0	\$0	0.0%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$0	\$0	\$0	\$0	\$0	0.0%
743	Postage	0	0	0	0	0	0.0%
745	Printing & Binding	0	0	0	0	0	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	0	0	0	0	0	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	0	0	0	0	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	0	0	0	0	0	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	0	0	0	0	0	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	0	0	0	0	0	0.0%
843	Training	0	0	0	0	0	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	0	0	0	0	0	0.0%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	498,774	500,538	532,810	532,810	566,811	6.4%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$498,774	\$500,538	\$532,810	\$532,810	\$566,811	6.4%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	0	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$0	\$0	\$0	\$0	\$0	0.0%

BASE PROGRAM COST	\$498,774	\$500,538	\$532,810	\$532,810	\$566,811	6.4%
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TOTAL PROGRAM COST	\$498,774	\$500,538	\$532,810	\$532,810	\$566,811	6.4%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Traffic Enforcement
FUND	11
PROGRAM	215

PROGRAM

This program provides contract law enforcement services to the community via the Contra Costa Sheriff's Department. Services include traffic enforcement and accident investigation. While all officers have the responsibility to enforce traffic rules, this budget includes costs for two officers whose primary responsibility is ensuring roadway safety within the City of Lafayette. The traffic enforcement unit will utilize plice cars and police motorcycles in order to focus on traffic violations, hazards, collisions and unsafe conditions.

ACCOUNT DESCRIPTIONS

POLICE CONTRACT DETAIL		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Percent Increase</i>
862.1	Officers	\$433,993	\$473,798	\$505,170	\$505,170	\$539,171	6.7%
862.2	Overtime	-	0	0	0	0	0.0%
862.4	Investigation	0	0		0	0	0.0%
862.6	Services/Supply	3,000	3,000	3,000	3,000	3,000	0.0%
862.7	Communications	20,000	20,000	20,000	20,000	20,000	0.0%
862.8	Liability Insurance	3,700	3,740	4,640	4,640	4,640	0.0%
	Subtotal	\$460,693	\$500,538	\$532,810	\$532,810	\$566,811	6.4%

REVENUES

Vehicle Code Fines	\$115,171	\$97,991	\$120,000	\$62,244	\$100,000
SURPLUS/(DEFICIT)	(\$345,522)	(\$402,547)	(\$412,810)	(\$470,566)	(\$466,811)

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Emergency Prep. Comm.
FUND	11
PROGRAM	220

		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$0	\$0	\$0	\$0	\$0	0.0%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	0	0	0	0	0	0.0%
714	Worker's Compensation	0	0	0	0	0	0.0%
721	Fringe Benefits	0	0	0	0	0	0.0%
Subtotal PERSONNEL		\$0	\$0	\$0	\$0	\$0	0.0%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$0	\$0	\$0	\$487	\$500	N/A
743	Postage	0	0	0	0	0	0.0%
745	Printing & Binding	844	399	1,000	592	1,000	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	2,158	199	2,000	2,779	2,000	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	496	1,000	117	1,000	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	0	0	0	0	0	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	775	845	1,200	2,310	1,200	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	0	257	0	298	0	0.0%
843	Training	1,293	0	1,250	1,268	1,250	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	1,983	634	1,000	17	1,000	0.0%
861	Contractual Services	16,600	24,808	18,600	18,000	18,600	0.0%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$23,653	\$27,639	\$26,050	\$25,868	\$26,550	1.9%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	1,763	2,001	2,000	1,323	2,000	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$1,763	\$2,001	\$2,000	\$1,323	\$2,000	0.0%

BASE PROGRAM COST	\$25,416	\$29,640	\$28,050	\$27,191	\$28,550	1.8%
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TOTAL PROGRAM COST	\$25,416	\$29,640	\$28,050	\$27,191	\$28,550	1.8%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Emergency Prep. Comm.
FUND	11
PROGRAM	220

PROGRAM

This activity describes expenses relating to preparation and planning to mitigate the effects of natural and man-made disasters.

WORKPLAN

- Increase outreach to neighborhoods, businesses and vulnerable populations regarding need to be personally prepared
- Increase the amount of materials available to residents regarding disaster preparation
- Continue development of municipal codes sections that support emergency preparedness in the community
- Conduct emergency drill using EOC at the Lafayette Library & Learning Center.
- Develop annexes for emergency operations plan (EOP)
- Test EOP annually

ACCOUNT DESCRIPTIONS

745	Flyers (earthquake safety, neighborhood watch, etc.)	\$1,000	
861	Radio technician services	\$600	
	Contract services for emergency services coordinator	<u>18,000</u>	(shared with Orinda and Moraga offset by \$16K EMPG grant)
		\$18,600	
907	Emergency equipment for trailer	\$2,000	

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Crossing Guards
FUND	11
PROGRAM	230

		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$0	\$0	\$0	\$0	\$0	0.0%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	0	0	0	0	0	0.0%
714	Worker's Compensation	0	0	0	0	0	0.0%
721	Fringe Benefits	0	0	0	0	0	0.0%
Subtotal PERSONNEL		\$0	\$0	\$0	\$0	\$0	0.0%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$0	\$0	\$0	\$0	\$0	0.0%
743	Postage	0	0	0	0	0	0.0%
745	Printing & Binding	0	0	0	0	0	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	0	0	0	0	0	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	0	0	0	0	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	0	0	0	0	0	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	0	0	0	0	0	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	0	0	0	0	0	0.0%
843	Training	0	0	0	0	0	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	41,091	50,000	50,000	50,000	50,000	0.0%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$41,091	\$50,000	\$50,000	\$50,000	\$50,000	0.0%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	0	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$0	\$0	\$0	\$0	\$0	0.0%

BASE PROGRAM COST	\$41,091	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	0.0%
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TOTAL PROGRAM COST	\$41,091	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	0.0%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Crossing Guards
FUND	11
PROGRAM	230

PROGRAM

The purpose of this program is to provide crossing guard services to Stanley and Lafayette Elementary.
The cost of the program is shared with the school district.
Prior to the 2002-2003 fiscal year, the cost of this program was included with Police Services (11-210)

ACCOUNT DESCRIPTIONS

861 School District Contract with All City Management Services \$50,000 Flat amount paid annually by the City

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Road & Drain Maintenance
FUND	11
PROGRAM	310

		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$106,693	\$99,233	\$101,823	\$103,676	\$118,011	15.9%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	523	0	0	0	0	0.0%
711	Social Security	7,262	7,575	7,789	7,579	9,028	15.9%
714	Worker's Compensation	2,685	2,581	2,647	2,698	3,310	25.0%
721	Fringe Benefits	32,513	34,517	34,429	33,592	41,784	21.4%
Subtotal PERSONNEL		\$149,675	\$143,906	\$146,689	\$147,545	\$172,132	17.3%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$175	\$47	\$100	\$76	\$100	0.0%
743	Postage	632	366	600	233	600	0.0%
745	Printing & Binding	26	0	0	0	0	0.0%
746	Books & Software	1,500	0	0	0	0	0.0%
748	Special Departmental Supplies	26,661	22,313	30,000	14,926	30,000	0.0%
751	Maintenance of Vehicles	20,502	28,821	24,000	39,528	24,000	0.0%
761	Maintenance of Equipment	1,643	1,159	3,600	6,018	3,600	0.0%
771	Maintenance of Buildings	5,605	7,687	6,000	8,580	6,000	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	0	0	0	0	0	0.0%
801	Utilities-Water	30,508	18,640	36,000	20,765	36,000	0.0%
805	Utilities-Sewer	1,335	1,114	1,200	504	1,200	0.0%
811	Utilities-Gas & Electric	5,462	4,573	6,000	3,598	6,000	0.0%
821	Utilities-Telephones	5,735	6,086	7,200	8,424	7,599	5.5%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	7,450	3,732	6,000	4,923	8,155	35.9%
843	Training	2,645	2,295	3,000	203	3,000	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	300	0	300	0.0%
853	Community Promotion	0	200	250	1,704	250	0.0%
861	Contractual Services	369,403	494,516	512,500	396,257	511,200	-0.3%
861.5	Reimbursable Emergency Response	13,994	28,447	14,000	19,396	14,000	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$493,275	\$619,996	\$650,750	\$525,134	\$652,004	0.2%

CAPITAL OUTLAY

902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	33,985	36,000	6,723	200,000	455.6%
907	Equipment	6,194	958	0	845	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$6,194	\$34,943	\$36,000	\$7,568	\$200,000	455.6%

BASE PROGRAM COST	\$649,145	\$798,844	\$833,439	\$680,247	\$1,024,136	22.9%
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999	Prior Year Savings	\$0	\$0	\$24,449	\$0	\$25,000
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TOTAL PROGRAM COST	\$649,145	\$798,844	\$857,888	\$680,247	\$1,049,136	22.3%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Road & Drain Maintenance
FUND	11
PROGRAM	310

PROGRAM

This program is responsible for the supervision and delivery of minor street, curb, sidewalk, gutter, storm drain and shoulder maintenance services, tree and shrub pruning and weed abatement within the public right-of-way and on City property. Services include cleaning storm drains and roadside ditches, storm damage cleanup and minor mud slide control.

WORKPLAN

- Undertake pavement and guard rail repairs, large tree trimming and removal, street reconstruction, installation of berms and curbs, shrub clearing and landscape maintenance.
- Identify defective storm drain facilities and perform repairs and upgrades; Perform annual pre-rainy season inspection of drainage systems.
- Respond to storm drain failures during storms, using both internal resources and consultants / contractors.
- Implement repair projects (street, curb, gutter, sidewalk, slope and storm drains) not included in near term CIP.

STAFFING REQUIREMENTS

	Position Title	Full-Time Equivalent
702	Public Works Director	45%
	Administrative Assistant - PW	25%
	Engineering Tech II	20%
	Management Analyst	25%
Total Full Time Equivalent		1.15

ACCOUNT DESCRIPTIONS

748	Equipment and materials for inventory	\$30,000
841	Allocated cost of office space rental / computer equipment	\$2,155
	Equipment rentals	6,000
		\$8,155
906	Reliez Station Road Pathway, Glenside Road Repair Moraga Road, St. Mary's Road Repairs	\$200,000

PUBLIC WORKS CONTRACT DETAIL		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
861.01	MCE Hourly	\$50,485	\$47,851	\$60,000	\$54,244	\$60,000	0.0%
861.02	Building Maintenance	4,830	10,459	6,000	3,937	6,000	0.0%
861.05	Catch Basin Repairs	6,048	2,643	5,000	-	5,000	0.0%
861.06	Community Events	2,207	940	1,500	1,895	2,000	33.3%
861.08	Curb and Gutter Repairs	1,119	5,915	5,500	-	5,500	0.0%
861.15	Fencing	4,940	-	5,000	4,682	5,000	0.0%
861.18	Irrigation Repairs/Maintenance	24,555	20,483	31,500	16,299	31,500	0.0%
861.19	Landscape Maintenance	85,954	62,757	80,000	81,042	80,000	0.0%
861.20	Machine Discing	2,450	1,280	4,000	1,480	4,000	0.0%
861.25	Road Repairs	67,550	168,159	143,000	101,887	143,000	0.0%
861.26	Retaining Walls	0	-	2,800	2,800	6,000	114.3%
861.27	Slope Repair/Stabilization	0	11,256	10,000	7,214	10,000	0.0%
861.28	Sidewalk Repairs	6,988	20,478	20,000	6,435	20,000	0.0%
861.34	Storm Drain Repairs	15,206	12,642	31,000	11,969	31,000	0.0%
861.42	Tree/Brush Maintenance	22,967	68,460	45,000	32,153	40,000	-11.1%
861.43	Weed Control (manual)	15,886	13,302	15,000	23,308	15,000	0.0%
861.44	Weed Control (spraying)	18,092	8,029	14,000	4,926	14,000	0.0%
861.45	Unanticipated Repairs/Maintenance	34,732	26,103	25,000	28,780	25,000	0.0%
861.46	Professional Services	0	1,648	5,000	6,856	5,000	0.0%
861.61	Safety Compliance	4,195	4,644	3,200	3,905	3,200	0.0%
Subtotal		\$368,204	\$487,049	\$512,500	\$393,812	\$511,200	-0.3%

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Traffic Maintenance
FUND	11
PROGRAM	320

		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$48,484	\$46,834	\$48,211	\$49,048	\$59,333	23.1%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	392	0	0	0	0	0.0%
711	Social Security	3,306	3,564	3,688	3,579	4,539	23.1%
714	Worker's Compensation	1,225	1,219	1,253	1,278	1,664	32.7%
721	Fringe Benefits	14,845	16,653	16,752	16,065	22,081	31.8%
Subtotal PERSONNEL		\$68,254	\$68,270	\$69,904	\$69,969	\$87,617	25.3%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$43	\$35	\$75	\$57	\$75	0.0%
743	Postage	280	255	500	194	500	0.0%
745	Printing & Binding	0	0	0	0	0	0.0%
746	Books & Software	0	53	0	0	0	0.0%
748	Special Departmental Supplies	16,160	12,370	21,000	18,155	21,000	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	0	0	0	0	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	0	0	0	0	0	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	318	412	400	408	450	12.5%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	13,235	12,859	15,000	13,872	16,295	8.6%
841	Rental Expense	356	0	836	482	1,312	56.8%
843	Training	0	0	0	316	0	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	120,717	201,624	168,000	157,459	194,600	15.8%
861.5	Reimbursable Emergency Response	25,531	45,010	30,000	25,787	35,000	16.7%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$176,639	\$272,618	\$235,811	\$216,731	\$269,232	14.2%

CAPITAL OUTLAY

902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	4,937	80,957	12,500	8,956	10,000	-20.0%
907	Equipment	1,117	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$6,054	\$80,957	\$12,500	\$8,956	\$10,000	-20.0%

BASE PROGRAM COST	\$250,946	\$421,845	\$318,216	\$295,655	\$366,849	15.3%
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999	Prior Year Savings	\$0	\$0	\$25,000	\$0	\$25,000
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TOTAL PROGRAM COST	\$250,946	\$421,845	\$343,216	\$295,655	\$391,849	14.2%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Traffic Maintenance
FUND	11
PROGRAM	320

PROGRAM

This program is responsible for the supervision and delivery of traffic signal maintenance, street and traffic sign installation and maintenance, traffic striping and pavement marking maintenance, and curb painting.

WORKPLAN

- Implement the City's traffic signal maintenance, sign installation and maintenance, and pavement marking deficiencies program, and continue a program of corrective action.
- Maintain striping and pavement markings maintenance inventory program.
- Implement actions recommended by the Circulation Commission and directed by the City Council.
- Encourage citizen involvement and input into matters concerning vehicle, bicycle and pedestrian safety and convenience.
- Perform ongoing inspection for vegetation encroachment on sight distances and the administration of appropriate trim notices.
- Develop program and recommendations for new sign reflectivity standards.

STAFFING REQUIREMENTS

	Position Title	Full-Time Equivalent
702	Management Analyst	10%
	Administrative Assistant - PW	25%
	Public Works Director	20%
	Engineering Tech II	15%
	Total Full Time Equivalent	0.70

ACCOUNT DESCRIPTIONS

748	Sign posts, panels, hardware, power and small tools and city purchased materials; fuel	\$21,000
841	Pro-rata share of City computer equipment	\$1,312
906	Private Signs	\$10,000

PUBLIC WORKS CONTRACT DETAIL		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
861.01	MCE Hourly	\$4,965	\$4,782	\$6,000	\$6,159	\$6,000	0.0%
861.09	Curb Painting	200	10,555	3,000	4,574	5,000	66.7%
861.15	Fencing & Guardrails	0	5,331	5,000	2,250	5,000	0.0%
861.29	Sign Installation, Repairs, Repl.	23,232	24,718	22,000	15,641	22,000	0.0%
861.39	Striping & Stenciling	4,772	64,443	40,000	41,400	45,000	12.5%
861.4	Signal Maintenance (Cal Trans - 4 sig)	14,819	13,276	15,000	14,017	15,000	0.0%
861.41	Signal Maintenance (City - 19 + 2 ped)	61,054	71,964	70,000	71,382	90,000	28.6%
861.45	Unanticipated Repairs	264	609	2,000	114	2,000	0.0%
861.46	Professional Services	0	0	0	1,223	0	0.0%
861.47	Street Light / Parking Light Maintenance	11,257	5,070	4,600	591	4,600	0.0%
861.61	Safety Compliance	0	0	400	123	0	N/A
	Subtotal	\$106,131	\$200,748	\$168,000	\$157,473	\$194,600	15.8%

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Parks & Trails Maint.
FUND	11
PROGRAM	340

		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$100,693	\$93,250	\$92,007	\$93,559	\$108,180	17.6%
705	Temporary Personnel	2,517	0	5,000	1,800	5,000	0.0%
708	Overtime	0	0	0	5	0	0.0%
711	Social Security	7,496	7,151	7,421	7,625	8,658	16.7%
714	Worker's Compensation	2,567	2,438	2,522	2,497	3,174	25.8%
721	Fringe Benefits	29,330	28,608	27,843	28,948	36,868	32.4%
Subtotal PERSONNEL		\$142,602	\$131,447	\$134,793	\$134,433	\$161,881	20.1%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$58	\$163	\$100	\$97	\$100	0.0%
743	Postage	0	69	40	16	40	0.0%
745	Printing & Binding	25	42	50	0	50	0.0%
746	Books & Software	0	0	300	0	300	0.0%
748	Special Departmental Supplies	2,986	2,011	2,000	2,964	3,000	50.0%
751	Maintenance of Vehicles	11,761	2,799	5,000	2,998	5,000	0.0%
761	Maintenance of Equipment	152	315	2,000	3,827	2,000	0.0%
771	Maintenance of Buildings	0	763	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	0	0	0	0	0	0.0%
801	Utilities-Water	33,441	33,944	40,000	41,060	50,000	25.0%
805	Utilities-Sewer	5,201	960	1,000	1,008	1,500	50.0%
811	Utilities-Gas & Electric	6,439	5,933	7,000	6,794	7,725	10.4%
821	Utilities-Telephones	1,300	1,186	1,300	944	1,500	15.4%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	215	215	1,980	600	2,000	1.0%
843	Training	0	205	1,000	0	500	-50.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	92,167	120,696	134,500	163,458	146,000	8.6%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$153,746	\$169,301	\$196,270	\$223,764	\$219,715	11.9%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	16,969	11,355	18,000	9,205	18,000	0.0%
907	Equipment	0	11,195	5,000	10,486	5,000	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$16,969	\$22,550	\$23,000	\$19,691	\$23,000	0.0%

BASE PROGRAM COST	\$313,317	\$323,298	\$354,063	\$377,887	\$404,596	14.3%
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999	Prior Year Savings	\$0	\$0	\$25,000	\$0	\$1,176
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TOTAL PROGRAM COST	\$313,317	\$323,298	\$379,063	\$377,887	\$405,772	7.0%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Parks & Trails Maint.
FUND	11
PROGRAM	340

PROGRAM

This program is responsible for the maintenance of parks and trails. Emphasis is on appearance and user safety. Some maintenance of the Buckeye Fields and facilities at the Lafayette Community Park will be provided by contract and volunteer labor under the supervision of the Parks Maintenance Specialist.

WORKPLAN

- Implement maintenance requirements and track costs of the individual parks and trails for annual maintenance.
- Administer park maintenance contracts.
- Maintain ongoing communications between the public works department, Consolidated Fire District, and Park, Trails and Recreation Subcommittees, and the various park users for the purpose of developing realistic maintenance needs and costs.
- Maintain Brook Street park, Mildred Lane Observation park, Community Park, Leigh Creekside Park & Buckeye Fields.
- Monitor and repair erosion and slides at Community Park.
- Inspect and maintain the seven City trails and the network of trails in the Community Park.
- Create maintenance program for Deerhill Park / dog park

STAFFING REQUIREMENTS

	Position Title	Full-Time Equivalent
702	Parks Maintenance Supervisor	100%
	Administrative Assistant - PW	25.0%
	Administrative Assistant - P&R - A	6.5%
	Administrative Assistant - P&R - B	6.5%
	Total Full Time Equivalent	1.32

705 Intern \$5,000

DESCRIPTION OF CAPITAL OUTLAY

906	Water fountain	\$5,000
	Trail repairs	13,000
		<u>\$18,000</u>

PUBLIC WORKS CONTRACT DETAIL		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
861.01	MCE Hourly	\$377	0	\$25,000	24,375	\$3,000	-88.0%
861.02	Building Maintenance	1,270	6,464	2,000	1,764	2,000	0.0%
861.03	Ballfield Maintenance	35,215	26,413	40,000	30,409	40,000	0.0%
861.15	Fencing	2,881	9,344	5,000	13,519	7,500	50.0%
861.16	Firebreak Maintenance	6,696	6,837	6,000	12,768	7,000	16.7%
861.18	Irrigation Repairs	6,929	2,723	4,000	1,961	4,000	0.0%
861.19	Landscape Maintenance	7,654	9,307	10,000	715	14,500	45.0%
861.21	Park & Play Equipment & Furnishings	2,858	8,899	4,000	8,098	9,000	125.0%
861.22	Parking Lot Maintenance	-	0	1,000	416	1,500	50.0%
861.24	Restroom Maintenance	1,124	9,837	2,000	2,879	10,000	400.0%
861.25	Road Repairs	3,613	214	2,000	717	2,000	0.0%
861.27	Slope Repairs/Stabilization	-	0	2,000	1,057	2,000	0.0%
861.28	Trail Maintenance & Repair	16,903	12,754	12,000	6,770	12,000	0.0%
861.42	Tree Maintenance	1,326	6,000	6,000	30,356	10,000	66.7%
861.43	Weed Control (manual)	-	420	1,000	0	5,000	400.0%
861.44	Weed Control (spraying)	-	0	1,000	390	5,000	400.0%
861.45	Unanticipated Repairs	2,355	13,123	10,000	23,720	10,000	0.0%
861.47	Streetlight / Parking Light Maint.	0	6,893	1,500	1,500	1,500	0.0%
861.48	Transaction Fees	0	0	0	1,337	0	0.0%
	Subtotal	\$89,201	\$119,228	\$134,500	\$162,751	\$146,000	8.6%

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Comm. Ctr. Maint.
FUND	11
PROGRAM	350

PERSONNEL SERVICES		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
702	Regular Personnel	\$64,484	\$73,004	\$62,217	\$62,314	\$59,065	-5.1%
705	Temporary Personnel	2,396	2,462	2,000	2,841	2,800	40.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	4,798	5,559	4,913	4,664	4,733	-3.7%
714	Worker's Compensation	1,684	1,925	1,670	1,612	1,735	3.9%
721	Fringe Benefits	24,334	27,351	26,559	25,530	27,040	1.8%
Subtotal PERSONNEL		\$97,696	\$110,301	\$97,358	\$96,962	\$95,372	-2.0%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$0	\$0	\$75	\$53	\$75	0.0%
743	Postage	0	0	0	0	0	0.0%
745	Printing & Binding	0	0	0	0	0	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	9,581	11,064	10,000	11,311	11,500	15.0%
751	Maintenance of Vehicles	417	67	400	83	400	0.0%
761	Maintenance of Equipment	670	1,197	2,250	1,356	3,000	33.3%
771	Maintenance of Buildings	13,518	13,512	15,300	17,585	21,500	40.5%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	6	0	0	0	0	0.0%
801	Utilities-Water	5,173	6,416	6,000	7,032	7,000	16.7%
805	Utilities-Sewer	1,368	1,304	1,440	1,494	1,494	3.8%
811	Utilities-Gas & Electric	26,198	27,947	32,000	32,044	31,580	-1.3%
821	Utilities-Telephones	362	264	720	469	250	-65.3%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	215	326	558	2,040	562	0.8%
843	Training	307	204	400	279	400	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	57,128	73,861	80,800	71,743	106,000	31.2%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$114,942	\$136,160	\$149,943	\$145,489	\$183,761	22.6%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	8,276	58,229	47,000	47,000	55,000	17.0%
907	Equipment	5,832	725	6,500	11,426	1,000	-84.6%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$14,108	\$58,954	\$53,500	\$58,426	\$56,000	4.7%

BASE PROGRAM COST	\$226,746	\$305,416	\$300,801	\$300,876	\$335,134	11.4%
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999	Prior Year Savings	\$0	\$0	\$25,000	\$0	\$24,925
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TOTAL PROGRAM COST	\$226,746	\$305,416	\$325,801	\$300,876	\$360,059	10.5%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Comm. Ctr. Maint.
FUND	11
PROGRAM	350

PROGRAM

This program is responsible for maintaining the Community Center.

WORKPLAN

- Maintain a clean, safe environment suitable for public access at the Lafayette Community Center.
- Deter vandalism and property damage through a combination of public awareness, adequate lighting and program supervision and police services.
- Inspect roof, electrical, heating, and plumbing systems and project long-term repairs and costs.

STAFFING REQUIREMENTS

Position Title	Full-Time Equivalent
702 Parks, Trails and Recreation Director	10%
Recreation Coordinator - B	5%
Recreation Supervisor	15%
Community Center Caretaker	50%
Total Full Time Equivalent	0.80

ACCOUNT DESCRIPTIONS

761	Maintenance of kitchen equipment, fire extinguishers, HVAC, irrigation, lighting & playground	\$3,000
748	Cleaning and consumable items	\$11,500
771	Alarm Monitoring	\$5,500
	Ceiling tiles, locks, switches	16,000
		\$21,500
841	Computer support	\$562
861	Landscape maintenance	\$25,000
	Contract custodial	35,000
	Carpet cleaning	3,000
	Painting hallways and restrooms	38,000
	Electrical repairs / improvements	2,500
	Plumbing repairs	2,500
		\$106,000
906	Flooring	\$10,000
	HVAC Upgrade - 2 Rooms	45,000
		\$55,000
907	Tables	\$1,000

TRANSFERS:

Transfer to Community Center Sinking Maint. Fund 16	(\$10,000)
Transfer from Recreation Programs Fund 31	\$20,000

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Emergency Response
FUND	11
PROGRAM	360

		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$0	\$0	\$0	\$0	\$0	0.0%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	0	0	0	0	0	0.0%
714	Worker's Compensation	0	0	0	0	0	0.0%
721	Fringe Benefits	0	0	0	0	0	0.0%
Subtotal PERSONNEL		\$0	\$0	\$0	\$0	\$0	0.0%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$0	\$0	\$0	\$0	\$0	0.0%
743	Postage	0	0	0	0	0	0.0%
745	Printing & Binding	0	0	0	0	0	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	0	0	0	0	0	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	0	0	0	0	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	0	0	0	0	0	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	0	0	0	0	0	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	0	0	0	0	0	0.0%
843	Training	0	0	0	0	0	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	0	0	50,000	41,707	610,000	1120.0%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$0	\$0	\$50,000	\$41,707	\$610,000	1120.0%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	0	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$0	\$0	\$0	\$0	\$0	0.0%

BASE PROGRAM COST	\$0	\$0	\$50,000	\$41,707	\$610,000	1120.0%
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TOTAL PROGRAM COST	\$0	\$0	\$50,000	\$41,707	\$610,000	1120.0%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Emergency Response
FUND	11
PROGRAM	360

PROGRAM

This program is used to track expenses incurred by the City while responding to natural and man-made emergency events.

FUNDS FROM THIS PROGRAM CAN ONLY BE SPENT WITH EXPLICIT APPROVAL FROM THE LAFAYETTE CITY COUNCIL.

WORKPLAN

- Keep the roadways clear.
- Track expenses to be reimbursed by the Federal Emergency Management Agency.
- Activate Emergency Operations Center during major emergency events.

ACCOUNT DESCRIPTIONS

861 Contingency for local emergencies \$50,000

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Planning Services
FUND	11
PROGRAM	410

		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$223,511	\$267,384	\$272,945	\$282,988	\$351,203	28.7%
705	Temporary Personnel	0	0	20,000	19,922	20,000	0.0%
708	Overtime	3,236	1,497	4,000	856	4,000	0.0%
711	Social Security	16,370	19,618	22,716	22,673	28,703	26.4%
714	Worker's Compensation	5,703	7,021	7,721	7,846	10,523	36.3%
721	Fringe Benefits	77,378	83,132	92,356	94,592	122,313	32.4%
Subtotal PERSONNEL		\$326,197	\$378,652	\$419,738	\$428,878	\$536,742	27.9%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$2,169	\$2,938	\$2,197	\$3,655	\$1,910	-13.1%
743	Postage	770	720	1,375	614	963	-30.0%
745	Printing & Binding	1,039	233	3,000	669	3,000	0.0%
746	Books & Software	2,996	0	500	168	0	N/A
748	Special Departmental Supplies	306	5,685	500	2,561	500	0.0%
751	Maintenance of Vehicles	607	1,462	1,000	1,257	1,000	0.0%
761	Maintenance of Equipment	0	0	0	0	0	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	649	563	500	974	500	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	1,480	1,706	1,500	1,411	1,500	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	143	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	26,918	29,400	38,707	30,317	50,182	29.6%
843	Training	8,366	5,320	5,000	12,859	10,000	100.0%
850	Contingency	0	0	0	10	0	0.0%
851	Advertising/Legal Notices	3,976	3,097	1,000	1,997	1,000	0.0%
853	Community Promotion	80	26	26	0	0	N/A
861	Contractual Services	100,152	73,756	108,500	123,132	107,000	-1.4%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$149,507	\$125,049	\$163,805	\$179,624	\$177,555	8.4%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	560	3,722	35,000	22,791	70,000	100.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$560	\$3,722	\$35,000	\$22,791	\$70,000	100.0%

BASE PROGRAM COST	\$476,265	\$507,423	\$618,542	\$631,294	\$784,298	26.8%
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999	Prior Year Savings	\$0	\$0	\$25,000	\$0	\$12,249
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TOTAL PROGRAM COST	\$476,265	\$507,423	\$643,542	\$631,294	\$796,547	23.8%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Planning Services
FUND	11
PROGRAM	410

PROGRAM

This program provides current and future physical planning for the community consistent with the General Plan and the policy direction of the City Council. Strong emphasis is placed on physical preservation of neighborhoods, revitalization and enhancement of the downtown commercial area with respect for the community's semi-rural residential character, and the overall service needs and vitality of the City's economic base.

WORKPLAN

- Staff and provide professional recommendations to the City Council, Planning Commission, Design Review Commission, DSIMPIC, Public Art Committee, Environmental Task Force, Senior Housing Task Force and subcommittees.
- Provide quality assistance to the public in the areas of zoning, planning, building, and other related activities.
- Hear and decide discretionary approvals administered by the Zoning Administrator.
- Process and review applications in a timely and professional manner.
- Complete the tasks in the approved work plan.
- Implement the goals of the General Plan and the Downtown Specific Plan.

STAFFING REQUIREMENTS

	Position Title	Full-Time Equivalent
702	Planning & Building Director	50%
	Assistant Planning Director	40%
	Senior Planner - B	40%
	Planning Technician - B	70%
	Senior Planner - A	30%
	Assistant Planner	30%
	Planning Technician - A	75%
	Planning Assistant	40%
	Total Full-Time Equivalent:	3.75

ACCOUNT DESCRIPTIONS

705	Interns	20,000		
745	Printing long-range studies	\$3,000		
841	Allocated cost of office space rental	\$43,154		
	Pro-rata share of City computer equipment	7,028		
		<u>\$50,182</u>		
843	Staff Training	\$10,000		
861	American Planning Association Dues	\$2,000	861.10	Contract Planners
	Landscape Architect Review Services	2,500		(reimbursed by applicants)
	Housing Element Implementation	40,000		
	Traffic Consultation Services	1,000		
	Remove and weatherize parklets	1,500		
	Downtown Specific Plan Implementation	20,000		
		<u>\$67,000</u>		
907	2 Electric Vehicles for Planning Staff	\$70,000		

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Code Enforcement
FUND	11
PROGRAM	415

PERSONNEL SERVICES		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
702	Regular Personnel	\$79,892	\$92,151	\$96,632	\$80,492	\$19,642	-79.7%
705	Temporary Personnel	0	0	0	0	55,328	N/A
708	Overtime	168	74	500	3	500	0.0%
711	Social Security	6,097	6,787	7,431	5,648	5,773	-22.3%
714	Worker's Compensation	2,011	2,416	2,525	2,107	2,117	-16.2%
721	Fringe Benefits	42,274	44,890	43,264	39,390	6,419	-85.2%
Subtotal PERSONNEL		\$130,442	\$146,318	\$150,352	\$127,640	\$89,779	-40.3%

OPERATIONS AND MAINTENANCE		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
741	Office Supplies	\$461	\$367	\$787	\$594	\$153	-80.6%
743	Postage	275	250	492	191	77	-84.4%
745	Printing & Binding	20	184	0	0	0	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	146	0	0	0	0	0.0%
751	Maintenance of Vehicles	0	0	2,000	0	2,000	0.0%
761	Maintenance of Equipment	0	0	0	0	0	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	0	0	0	0	0	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	902	900	0	663	0	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	10,406	10,377	13,865	10,679	4,015	-71.0%
843	Training	0	1,072	1,500	0	1,500	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	17	0	0	0	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	1,818	3,472	10,000	16,963	10,000	0.0%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$14,028	\$16,640	\$28,645	\$29,090	\$17,744	-38.1%

CAPITAL OUTLAY		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	0	0	0	6,459	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$0	\$0	\$0	\$6,459	\$0	0.0%

BASE PROGRAM COST	\$144,470	\$162,959	\$178,996	\$163,189	\$107,524	-39.9%
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TOTAL PROGRAM COST	\$144,470	\$162,959	\$178,996	\$163,189	\$107,524	-39.9%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Code Enforcement
FUND	11
PROGRAM	415

PROGRAM

This program provides funding to enforce codes and ordinances in downtown and the neighborhoods as well as ensure that conditions imposed on new construction are implemented.

WORKPLAN

- Enforce City codes and ordinances.
- Ensure that conditions imposed for new construction are being properly implemented.

STAFFING REQUIREMENTS

	<u>Position Title</u>	<u>Full-Time Equivalent</u>
702	Planning Technician - B	15%
	Senior Planner - B	5%
	Planning Technician - A	10%
	Total Full-Time Equivalent:	0.30

ACCOUNT DESCRIPTIONS

705	Temporary Code Enforcement	\$55,328
841	Allocated cost of office space rental	\$3,452
	Pro-rata share of City computer equipment	562
		<u>\$4,015</u>
861	Abatement of nuisances* <i>(*Upfront costs that may be reimbursed)</i>	\$10,000

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Engineering Services
FUND	11
PROGRAM	420

		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$132,579	\$139,211	\$149,511	\$156,923	\$238,424	59.5%
705	Temporary Personnel	0	0	0	324	0	0.0%
708	Overtime	106	0	0	228	0	0.0%
711	Social Security	8,446	8,998	11,438	10,468	18,239	59.5%
714	Worker's Compensation	3,345	3,580	3,887	4,022	6,687	72.0%
721	Fringe Benefits	49,454	53,623	52,077	55,668	93,205	79.0%
Subtotal PERSONNEL		\$193,930	\$205,412	\$216,912	\$227,632	\$356,555	64.4%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$446	\$428	\$918	\$693	\$1,223	33.1%
743	Postage	313	640	574	517	616	7.2%
745	Printing & Binding	114	652	500	663	500	0.0%
746	Books & Software	1,600	15	500	0	500	0.0%
748	Special Departmental Supplies	3,049	1,852	1,500	1,936	1,500	0.0%
751	Maintenance of Vehicles	7,099	4,144	5,000	3,710	5,000	0.0%
761	Maintenance of Equipment	0	0	0	0	0	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	87	43	0	187	187	N/A
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	2,857	2,799	3,500	3,018	3,018	-13.8%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	10,463	12,351	16,805	12,837	32,117	91.1%
843	Training	789	1,131	1,000	848	2,000	100.0%
850	Contingency	0	0	0	138	138	N/A
851	Advertising/Legal Notices	200	65	0	0	0	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	28,150	98,376	43,825	42,753	35,000	-20.1%
861.5	Reimbursable Emergency Response	0	0	11,085	11,085	0	N/A
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$55,166	\$122,498	\$85,208	\$78,384	\$81,798	-4.0%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	0	46,071	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$0	\$46,071	\$0	\$0	\$0	0.0%

BASE PROGRAM COST	\$249,096	\$373,981	\$302,120	\$306,017	\$438,353	45.1%
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999	Prior Year Savings	\$0	\$0	\$16,710	\$0	\$12,813
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TOTAL PROGRAM COST	\$249,096	\$373,981	\$318,830	\$306,017	\$451,166	41.5%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Engineering Services
FUND	11
PROGRAM	420

PROGRAM

City engineering services are provided by a professional staff. Design and major project work for engineering projects are provided through contracts with consultants. Services provided by in-house staff include:

- Administration of the Capital Improvement Program, including project development and contract administration.
- Facilitation of community involvement in project development.
- Engineering review of development proposals including incorporation of NPDES development regulations.
- Processing improvement plans and subdivision maps for private development.
- Providing input to other agencies, commissions, departments, and the public on engineering, maintenance, and development matters.
- Coordinating with the Public Works Services Manager regarding maintenance, operations, and repair of public facilities.
- Representing the City's interests in regional transportation and funding issues.
- Administering encroachment permit program.

WORKPLAN

- Administer the Capital Improvement Program, from project development through final construction, including contract administration.
- Administer transportation planning functions.
- Perform engineering review of development proposals including conformance review of new NPDES regulations.
- In coordination with the Planning Division, process improvement plans and subdivision maps for private development.
- Perform special studies to facilitate long-range planning in the areas of capital improvements, downtown redevelopment, and traffic / pedestrian circulation.
- Provide input to other agencies, commissions, departments, and the public on engineering, maintenance, and development matters.
- Provide customer service to the community by responding to questions and requests regarding infrastructure maintenance and improvements.
- Coordinate with the Public Works Services Manager regarding maintenance, operations, and repair of public facilities.
- Represent the City's interests in regional transportation and funding issues.
- Administer the encroachment permit program including inspection of major public improvements by private developers.
- Staff the Capital Projects Assessment Committee and the Public Works Services subcommittee.

STAFFING REQUIREMENTS

	Position Title	Full-Time Equivalent
702	City Engineer	30%
	Assistant Engineer	50%
	Senior Engineer - A	30%
	Construction Inspector	100%
	Engineering Assistant	30%
	Total Full Time Equivalent	2.40

ACCOUNT DESCRIPTIONS

841	Allocated cost of office space rental	\$27,619
	Pro-rata share of City computer equipment	4,498
		<u>\$32,117</u>
861	Misc. consultant services (survey/traffic/geotech/landscape)	\$5,000
	Construction testing services for public improvements by private developers	10,000
	Pre-engineering studies for construction year 2019 capital projects	20,000
		<u>\$35,000</u>

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	City Manager
FUND	11
PROGRAM	510

PERSONNEL SERVICES		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
702	Regular Personnel	\$302,067	\$311,851	\$294,705	\$323,146	\$311,543	5.7%
705	Temporary Personnel	0	0	0	0	0	0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	15,039	15,380	22,545	16,756	23,833	5.7%
714	Worker's Compensation	7,855	8,309	7,662	8,568	8,737	14.0%
721	Fringe Benefits	100,851	100,534	109,001	107,213	112,021	2.8%
Subtotal PERSONNEL		\$425,812	\$436,074	\$433,914	\$455,683	\$456,135	5.1%

OPERATIONS AND MAINTENANCE		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
741	Office Supplies	\$788	\$1,244	\$1,390	\$851	\$1,080	-22.3%
743	Postage	486	443	870	330	544	-37.4%
745	Printing & Binding	27	126	200	0	200	0.0%
746	Books & Software	80	869	1,000	70	1,000	0.0%
748	Special Departmental Supplies	120	400	500	0	500	0.0%
751	Maintenance of Vehicles	8,824	2,985	6,000	2,780	6,000	0.0%
761	Maintenance of Equipment	0	0	0	0	0	0.0%
771	Maintenance of Buildings	2,012	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	81	119	500	686	500	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	1,041	1,054	1,200	945	1,200	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	21,280	19,986	26,124	20,378	28,370	8.6%
843	Training	4,054	5,299	6,400	6,975	10,605	65.7%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	486	1,410	1,700	400	1,700	0.0%
861	Contractual Services	4,840	4,122	0	10,927	0	0.0%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$44,119	\$38,056	\$45,885	\$44,342	\$51,699	12.7%

CAPITAL OUTLAY		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	0	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$0	\$0	\$0	\$0	\$0	0.0%

BASE PROGRAM COST	\$469,931	\$474,130	\$479,798	\$500,025	\$507,834	5.8%
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999	Prior Year Savings	\$0	\$0	\$25,000	\$0	\$4,773
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TOTAL PROGRAM COST	\$469,931	\$474,130	\$504,798	\$500,025	\$512,607	1.5%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	City Manager
FUND	11
PROGRAM	510

PROGRAM

The City Manager's office provides general administrative direction of City operations and program implementation as set forth by policy direction of the City Council. The City Manager is appointed by the City Council as chief executive officer of the municipal corporation and is charged with providing professional leadership.

WORKPLAN

- Provide sound and objective policy recommendations and responsive staff support to the City Council.
- Monitor and report the fiscal condition of the City government to the City Council and recommend programs and policies that ensure the City's stable and healthy fiscal condition at all times.
- Provide the direction, motivation, supervision, and training of City staff as needed to achieve program objectives.
- Be responsive to citizens in a timely fashion and develop user friendly procedures including prompt and efficient responses to citizen requests for services.
- Develop procedures and training that protect the City's resources through sound management of claims, suits, and litigation.
- Promote the Team Standards and Customer Service Standards to City staff.
- Track and analyze State legislation.

STAFFING REQUIREMENTS

	Position Title	Full-Time Equivalent
702	City Manager	100%
	Administrative Assistant - Admin A	56%
	Administrative Assistant - Admin B	56%
	Total Full Time Equivalent	2.12

ACCOUNT DESCRIPTIONS

841	Allocated cost of office space rental	\$24,397
	Pro-rata share of City computer equipment	3,973
		<u>\$28,370</u>
843	LOCC Annual Conference	\$2,000
	CCMF	\$400
	Contract Cities Association Conference	2,000
	East Bay Economic Development Alliance	4,205
	ICMA Membership & Conference	2,000
		<u>\$10,605</u>
853	Rotary Club Membership	\$1,200
	Chamber of Commerce	500
		<u>\$1,700</u>

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Legal Services
FUND	11
PROGRAM	520

		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$0	\$0	\$0	\$0	\$0	0.0%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	0	0	0	0	0	0.0%
714	Worker's Compensation	0	0	0	0	0	0.0%
721	Fringe Benefits	0	0	0	0	0	0.0%
Subtotal PERSONNEL		\$0	\$0	\$0	\$0	\$0	0.0%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$0	\$0	\$0	\$0	\$0	0.0%
743	Postage	0	0	0	0	0	0.0%
745	Printing & Binding	0	0	0	0	0	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	0	0	0	0	0	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	0	0	0	0	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	0	0	0	0	0	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	0	0	0	0	0	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	0	0	0	0	0	0.0%
843	Training	0	0	0	0	0	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	299,618	340,032	440,000	630,687	496,300	12.8%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	204,644	0	0	N/A
892	Debt Service	0	0	23,688	37,645	0	N/A
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$299,618	\$340,032	\$668,332	\$668,332	\$496,300	-25.7%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	0	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$0	\$0	\$0	\$0	\$0	0.0%

BASE PROGRAM COST	\$299,618	\$340,032	\$668,332	\$668,332	\$496,300	-25.7%
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TOTAL PROGRAM COST	\$299,618	\$340,032	\$668,332	\$668,332	\$496,300	-25.7%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Legal Services
FUND	11
PROGRAM	520

PROGRAM

This program represents various legal services provided by the City Attorney and special legal counsel.

The City Attorney, a contract employee, is legal advisor to the City Council, the administrative staff, and, upon authorization, City Commissions. Responsibilities of the City Attorney include drafting ordinances, resolutions, leases, contracts, agreements, and other documents; researching and preparing legal opinions on various legal issues; attending City Council and Planning Commission meetings for the purpose of giving legal advice; investigating and settling certain civil claims; appearing in court and in administrative proceedings on behalf of the City; prosecuting certain ordinance/code violations; recovering damages to public property; condemning property for public purposes and performing other legal services as requested. The City Attorney's focus is to practice preventative law and provide legal advice leading to the adoption of practices and policies which will prevent or minimize litigation.

Special counsel is engaged when the nature of legal matters requires unique or special expertise to represent the City. The City Council determines, in matters of civil litigation, who shall represent the City. The City Attorney supervises and coordinates with such outside counsel at the Council's request.

City Attorney services are provided by Best, Best & Krieger.

ACCOUNT DESCRIPTIONS

863.1 The City pays a retainer of \$20,425 per month for general legal services. Special litigation by the City Attorney is billed at \$291/hour for partners and of counsel, associates \$256/hour, and paralegal/clerks \$160/hour.

<i>LEGAL SERVICES DETAIL</i>		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
863.1	Legal Services Retainer	\$226,904	\$233,064	\$240,000	\$239,124	\$246,300	2.6%
863.2	Special Services (outside retainer)	70,204	9,318	100,000	328,418	150,000	50.0%
863.3	Litigation	2,345	97,650	100,000	38,285	100,000	0.0%
	Subtotal	\$299,453	\$340,032	\$440,000	\$605,827	\$496,300	12.8%

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	City Clerk
FUND	11
PROGRAM	530

PERSONNEL SERVICES		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
702	Regular Personnel	\$86,310	\$94,973	\$94,133	\$98,242	\$91,837	-2.4%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	6,325	6,980	7,201	7,115	7,026	-2.4%
714	Worker's Compensation	2,147	2,417	2,447	2,508	2,576	5.2%
721	Fringe Benefits	25,710	28,488	29,093	29,546	29,979	3.0%
Subtotal PERSONNEL		\$120,492	\$132,858	\$132,875	\$137,411	\$131,417	-1.1%

OPERATIONS AND MAINTENANCE		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
741	Office Supplies	\$279	\$230	\$492	\$426	\$382	-22.3%
743	Postage	212	181	308	120	193	-37.4%
745	Printing & Binding	5,899	0	200	0	200	0.0%
746	Books & Software	0	54	200	0	200	0.0%
748	Special Departmental Supplies	0	0	200	0	200	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	0	3,000	0	3,000	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	0	45	100	184	100	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	686	686	500	681	500	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	6,503	6,486	8,666	6,674	10,036	15.8%
843	Training	820	713	5,050	1,268	5,050	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	1,500	0	1,500	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	6,064	4,208	6,475	7,342	6,475	0.0%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$20,464	\$12,603	\$26,690	\$16,693	\$27,836	4.3%

CAPITAL OUTLAY		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	0	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$0	\$0	\$0	\$0	\$0	0.0%

BASE PROGRAM COST	\$140,957	\$145,462	\$159,565	\$154,104	\$159,253	-0.2%
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999	Prior Year Savings	\$0	\$0	\$23,197	\$0	\$25,000
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TOTAL PROGRAM COST	\$140,957	\$145,462	\$182,762	\$154,104	\$184,253	0.8%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	City Clerk
FUND	11
PROGRAM	530

PROGRAM

The City Clerk is responsible for the maintenance and distribution of City Council records, rosters, activities, and transactions; i.e., agendas, minutes, resolutions, ordinances, recordation with the County Recorder's Office; providing for Administration of City elections in accordance with State law; preparing, posting, and publishing all City Council official notices; administering Political Reform Act filing. The Clerk also maintains the Lafayette Municipal Code and is custodian of the City Seal.

WORKPLAN

- Continue timely preparation of agendas and minute transcriptions, and distribution of certified resolutions and ordinances.
- Provide for records management of City documents including safe and secure storage, as well as off-site back-up. Keep current the optical disk scanning of all City historical and legal documents.
- Continue timely advertising, legal publishing, and updates of Municipal Code.
- Continue administration of oaths, economic interest, and campaign statements consistent with State laws.
- Continue with educational training.
- Continue to handle the processing of claims filed against the City.

STAFFING REQUIREMENTS

	<u>Position Title</u>	<u>Full-Time Equivalent</u>
702	City Clerk & Municipal Information Officer	75%
	Total Full Time Equivalent	0.75

ACCOUNT DESCRIPTIONS

761	Questys annual maintenance	\$3,000
		<u>\$3,000</u>
791	Notary Errors and Omissions insurance	\$100
841	Allocated cost of office space rental	\$8,631
	Pro-rata share of City computer equipment	1,406
		<u>\$10,036</u>
843	Bimonthly No. Cal. City Clerks Association Meetings	\$250
	CMC Training - New Laws & Elections	3,500
	Annual CCAC Conference	700
	Mileage Reimbursement	600
		<u>\$5,050</u>
851	Publication of legal notices (public hearings / ordinances)	\$1,500
861	CCAC dues	\$125
	IIMC dues	250
	National Notary Assn. dues	100
	Municode Annual Update	5,000
	Muni codes on-line	1,000
		<u>\$6,475</u>

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Administrative Services
FUND	11
PROGRAM	540

PERSONNEL SERVICES		Actual 2014-2015 Expenditures	Actual 2015-2016 Expenditures	Final 2016-2017 Budget	Actual 2016-2017 Expenditures	Final 2017-2018 Budget	Increase Over Budget
702	Regular Personnel	\$426,915	\$435,758	\$440,378	\$440,378	\$488,795	11.0%
705	Temporary Personnel	0	876	16,432	16,432	12,000	-27.0%
708	Overtime	0	0	0	45	0	0.0%
711	Social Security	29,882	30,376	33,167	31,317	38,311	15.5%
714	Worker's Compensation	10,713	11,214	11,272	11,781	14,045	24.6%
721	Fringe Benefits	111,226	126,616	141,896	141,895	163,450	15.2%
Subtotal PERSONNEL		\$578,736	\$604,840	\$643,146	\$641,848	\$716,600	11.4%

OPERATIONS AND MAINTENANCE		Actual 2014-2015 Expenditures	Actual 2015-2016 Expenditures	Final 2016-2017 Budget	Actual 2016-2017 Expenditures	Final 2017-2018 Budget	Increase Over Budget
741	Office Supplies	\$2,249	\$2,270	\$2,361	\$3,388	\$2,343	-0.8%
743	Postage	814	782	1,477	568	1,181	-20.1%
745	Printing & Binding	946	636	1,500	1,084	1,500	0.0%
746	Books & Software	243	320	250	294	250	0.0%
748	Special Departmental Supplies	90	1,223	500	0	500	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	0	0	0	0	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	100	761	1,000	286	1,000	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	1,972	1,998	2,000	1,827	2,000	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	31,257	31,133	41,595	32,035	61,557	48.0%
843	Training	6,339	7,309	7,500	6,510	6,400	-14.7%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	5,553	0	0	1,113	0	0.0%
853	Community Promotion	60	2,279	0	0	0	0.0%
861	Contractual Services	22,451	61,491	54,339	65,919	22,600	-58.4%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$72,076	\$110,202	\$112,523	\$113,022	\$99,331	-11.7%

CAPITAL OUTLAY		Actual 2014-2015 Expenditures	Actual 2015-2016 Expenditures	Final 2016-2017 Budget	Actual 2016-2017 Expenditures	Final 2017-2018 Budget	Increase Over Budget
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	0	102	0	798	798	N/A
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$0	\$102	\$0	\$798	\$798	N/A

BASE PROGRAM COST	\$650,812	\$715,144	\$755,668	\$755,668	\$816,729	8.1%
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999	Prior Year Savings	\$0	\$0	\$1	\$0	\$1
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TOTAL PROGRAM COST	\$650,812	\$715,144	\$755,669	\$755,668	\$816,730	8.1%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Administrative Services
FUND	11
PROGRAM	540

PROGRAM

The Administrative Services program is responsible for the administration of the City's fiscal and human resource operations, office technology and facilities, risk management, TCI and PG&E franchise oversight, Vistas newsletter publication, and the webpage. Finance is comprised of six principal areas of responsibility: financial administration, accounting, payroll, capital projects, treasury, and purchasing. Human Resources is responsible for recruiting, training, and retaining employees of the highest caliber. The Administrative Services Director functions as the Finance Director and the Human Resources Director.

WORKPLAN

Finance, Purchasing, and Treasury

- Maintain financial integrity of City and assure that adequate internal controls are in place.
- Maintain the accounting system and financial management practices in conformance with generally accepted accounting practices.
- Maximize interest earnings by investing 99% of all available funds daily.
- Implement Purchasing Ordinance and policy.
- Oversee parking lot leases and income, Transient Occupancy Tax audits, and TCI and PG&E franchise payments.
- Review and adjust user rates and fees to reflect the cost of providing services.
- Continue to pursue federal and state reimbursement for the cost of mandated programs.

Personnel

- Continue to recruit the highest quality personnel to fill vacancies as they occur or are created.
- Continue to implement City training programs.
- Manage worker's compensation claims, grievances, disciplinary matters and employee benefits.
- Maintain personnel database.

Office Technology, Real and Personal Property, Risk Management, and Franchises

- Manage office facilities and office technologies; telephone, voice mail, copiers, faxes, and computer systems.
- Implement an efficient system of City fixed assets inventory and disposal of surplus fixed assets.
- Continue to serve as the JPA Risk Management Board representative. Review all City property for proper insurance coverage.

Vistas and Web Page

- Continue to edit and coordinate the publication and distribution of Vistas newsletter.
- Design and implement changes to the City webpage as an on-going, work-in-progress.

STAFFING REQUIREMENTS

	Position Title	Full-Time Equivalent
702	Administrative Services Director	95%
	Financial Services Manager	100%
	Communications Analyst	100%
	Accounting Assistant	75%
	Accountant	90%
	Total Full Time Equivalent	4.60

ACCOUNT DESCRIPTIONS

745	Checks, forms, budgets, HR manuals	\$1,500	843	CSMFO	\$1,000
				Leadership Training	2,500
841	Allocated cost of office space rental	\$52,936		LOCC Financial Mgmt Seminar	1,000
	Pro-rata share of City computer equipment	<u>8,621</u>		CCMF	400
		\$61,557		LOCC Annual Conference	<u>1,500</u>
					\$6,400
			861	Accounting Software Support	\$7,500
				State Reporting	5,000
				Actuarial	5,100
				Fees & Services	<u>5,000</u>
					\$22,600

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Rent and Expenses
FUND	11
PROGRAM	550

		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$41,484	\$140,312	\$162,948	\$162,948	\$0	N/A
705	Temporary Personnel	2,275	7,970	8,915	8,915	0	N/A
708	Overtime	0	0	8,871	0	0	N/A
711	Social Security	2,080	8,003	4,503	8,871	0	N/A
714	Worker's Compensation	1,114	3,885	0	4,503	0	0.0%
721	Fringe Benefits	0	0	0	0	0	0.0%
Subtotal PERSONNEL		\$46,954	\$160,170	\$185,237	\$185,237	\$0	N/A

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$0	\$0	\$0	\$0	\$0	0.0%
743	Postage	0	0	0	0	0	0.0%
745	Printing & Binding	391	471	1,000	591	1,000	0.0%
746	Books & Software	0	0	500	112	500	0.0%
748	Special Departmental Supplies	0	2,441	0	2,044	0	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	1,378	681	1,500	0	1,500	0.0%
771	Maintenance of Buildings	96	72	72	96	72	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	5,693	9,297	5,500	5,552	5,500	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	140	0	0	0	0	0.0%
821	Utilities-Telephones	20,695	26,018	20,000	13,790	20,000	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	0	162	0	0	0	0.0%
843	Training	1,139	5,158	3,500	19,204	6,000	71.4%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	1,842	255	0	974	0	0.0%
853	Community Promotion	5,400	1,565	3,800	823	1,200	-68.4%
861	Contractual Services	86,482	93,434	102,403	92,079	96,560	-5.7%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$123,257	\$139,552	\$138,275	\$135,266	\$132,332	-4.3%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	1,830	0	0	0	0.0%
907	Equipment	0	0	0	3,009	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$0	\$1,830	\$0	\$3,009	\$0	0.0%

BASE PROGRAM COST	\$170,211	\$301,552	\$323,512	\$323,512	\$132,332	-59.1%
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TOTAL PROGRAM COST	\$ 170,211	\$ 301,552	\$ 323,512	\$ 323,512	\$ 132,332	-59.1%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Rent and Expenses
FUND	11
PROGRAM	550

PROGRAM

This program includes those expenses which are not attributable to any specific department(s) and which are general in nature, such as rent for City offices, general office equipment and maintenance, community promotion, and membership fees.

ACCOUNT DESCRIPTIONS

761	Maintenance for office machines	\$1,500	
791	Employee Recognition	\$4,500	
	Misc office expenses	<u>1,000</u>	
		\$5,500	
841	Rent of City Offices at Desco Plaza	\$223,740	does not include police services
	Coffee machine and supplies	2,400	
	Phone System Support	8,004	
	Lease of postage machine	8,100	
	Lease of Copy Machines (2)	<u>20,940</u>	
		\$263,184	allocated back to departments
843	Lafayette University	\$6,000	
853	City of Lafayette Commute Alternative Program	\$1,200	
861	Credit Card Fees	3,000	
	Property Tax Audits	2,500	
	Sales Tax Audits	2,000	
	Economic Development Consulting Services	5,000	
	LAFCO Membership	4,500	
	Contract Cities Association Membership	2,150	
	ABAG Membership	5,000	
	League of California Cities Membership	10,115	
	Chamber of Commerce Membership	650	
	Security alarms	300	
	Trust Administrators (Benefits Administration)	2,445	
	Contribution to OPEB Trust (GASB 45)	28,900	
	Lafayette Vistas Newsletter	<u>30,000</u>	
		\$96,560	

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Technology Services
FUND	11
PROGRAM	560

		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$37,990	\$40,932	\$40,214	\$41,989	\$39,858	-0.9%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	2,592	2,835	3,076	2,881	3,049	-0.9%
714	Worker's Compensation	945	1,042	1,046	1,072	1,118	6.9%
721	Fringe Benefits	11,303	12,327	12,445	12,625	13,010	4.5%
Subtotal PERSONNEL		\$52,830	\$57,136	\$56,780	\$58,567	\$57,035	0.4%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$112	\$92	\$197	\$149	\$153	-22.3%
743	Postage	88	87	123	48	77	-37.4%
745	Printing & Binding	0	0	100	0	100	0.0%
746	Books & Software	16,054	5,488	18,750	22,533	18,800	0.3%
748	Special Departmental Supplies	0	27	500	135	500	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	619	0	0	0	0	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	0	0	1,000	12	1,000	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	4,591	5,745	5,040	5,569	5,040	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	2,601	2,594	3,466	2,670	4,015	15.8%
843	Training	0	0	1,000	0	1,000	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	54,308	53,489	33,580	15,819	28,450	-15.3%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$78,372	\$67,520	\$63,756	\$46,934	\$59,134	-7.2%

CAPITAL OUTLAY

902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	(5,056)	0	0	0	0	0.0%
907	Equipment	30,488	7,267	30,000	38,719	53,250	77.5%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$25,433	\$7,267	\$30,000	\$38,719	\$53,250	77.5%

BASE PROGRAM COST	\$156,635	\$131,923	\$150,536	\$144,220	\$169,419	12.5%
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999	Prior Year Savings	\$0	\$0	\$10,354	\$0	\$16,671
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TOTAL PROGRAM COST	\$156,635	\$131,923	\$160,891	\$144,220	\$186,090	15.7%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Technology Services
FUND	11
PROGRAM	560

PROGRAM

The City contracts for most Technology Services including server maintenance, repair and upgrades.

WORKPLAN

- Maintain and operate a local area network at the City offices including individual workstations and software.
- Maintain City website.
- Improve transparency and public access to City documents, information and resources.

STAFFING REQUIREMENTS

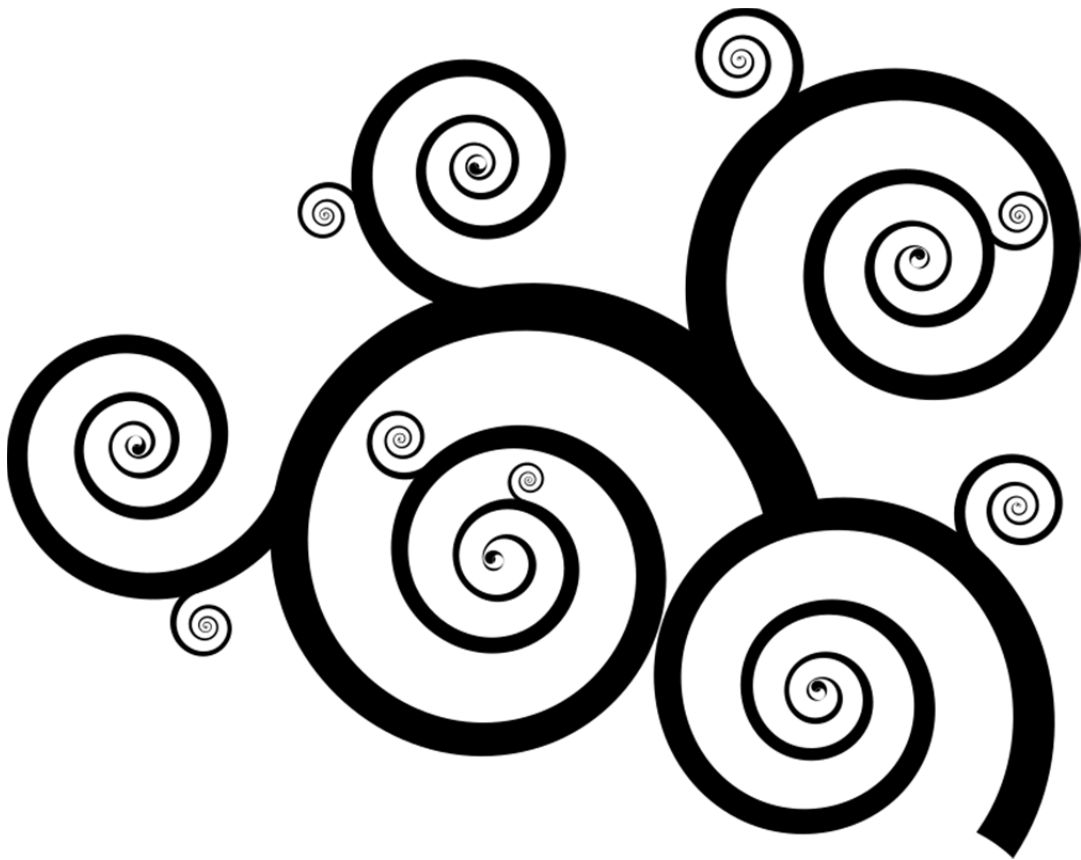
	<u>Position Title</u>	<u>Full-Time Equivalent</u>
702	City Clerk & Municipal Information Officer	25%
	Administrative Services Director	5%
		<u>0.30</u>

ACCOUNT DESCRIPTIONS

746	City Geographical Information System (GIS)	\$14,000	
	Engineering Computer Assisted (CAD) Software	1,800	
	Misc Software	3,000	
		<u>\$18,800</u>	
821	T1 Lines for Parks & Rec and Public Works	\$5,040	
841	Allocated cost of office space rental	\$3,452	
	Pro-rata share of City computer equipment	562	
		<u>\$4,015</u>	
861	Computer Support	\$76,596	allocated back to departments
861	Web hosting	\$2,400	
	Vision Subscription	7,300	
	PeopleTrak	700	
	Website QA Tool	3,250	
	OpenGov	4,500	
	NeoGov	2,500	
	Granicus (online access to public meetings)	7,800	
		<u>\$28,450</u>	

DESCRIPTION OF CAPITAL OUTLAY

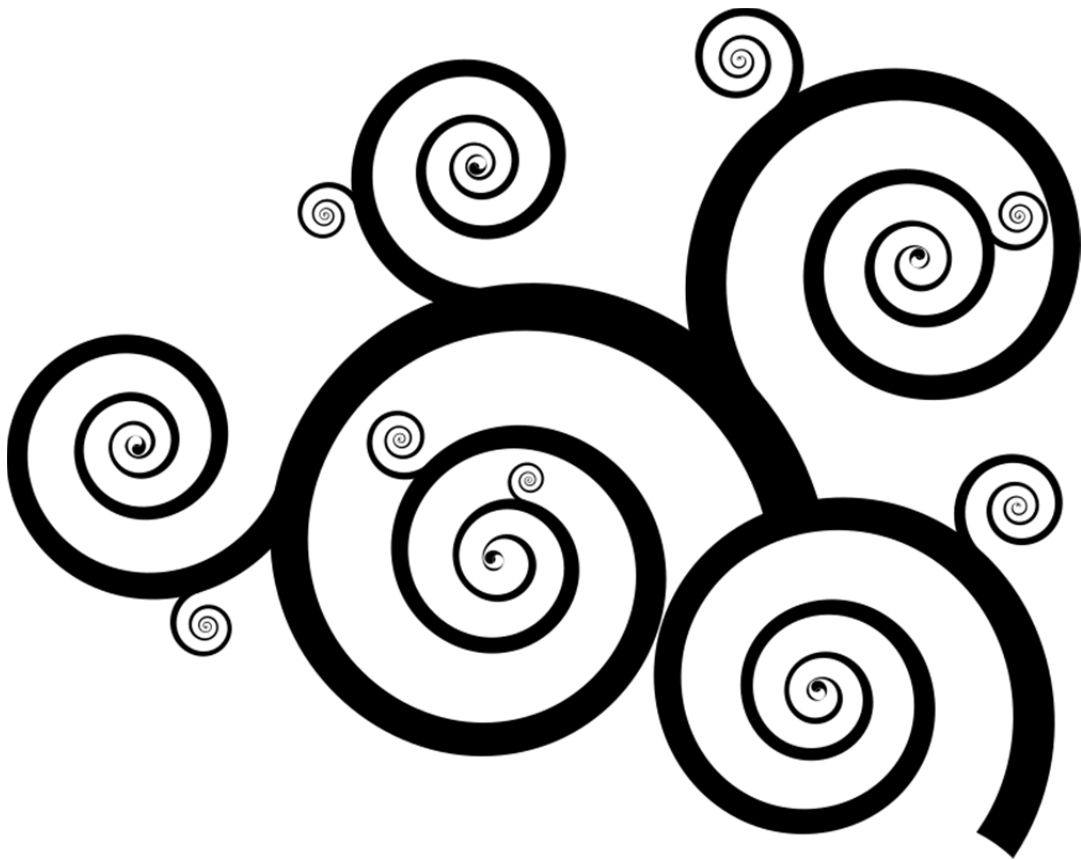
907	Computers	\$50,000
	Misc hardware	3,250
		<u>\$53,250</u>





Capital Improvement Fund





**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Parks Facilities
FUND	12
PROGRAM	600

		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$97,418	\$15,041	\$7,822	\$8,110	\$6,112	-21.9%
705	Temporary Personnel	31,450	0	0	0	0	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	8,660	967	598	507	468	-21.9%
714	Worker's Compensation	3,235	384	203	181	171	-15.7%
721	Fringe Benefits	32,479	4,569	2,453	2,572	2,240	-8.7%
Subtotal PERSONNEL		\$173,243	\$20,962	\$11,076	\$11,371	\$8,991	-18.8%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$309	\$250	\$250	\$189	\$250	0.0%
743	Postage	209	200	200	78	200	0.0%
745	Printing & Binding	0	0	0	0	0	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	0	36	0	0	0	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	0	0	0	0	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	0	0	0	0	0	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	100	0	100	32	100	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	5,461	53	636	53	637	0.2%
843	Training	0	0	0	0	0	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	0	0	0	136	30,000	N/A
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$6,080	\$539	\$1,186	\$488	\$31,187	2529.9%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	1,935,126	323,416	50,000	0	0	N/A
907	Equipment	0	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$1,935,126	\$323,416	\$50,000	\$0	\$0	N/A

BASE PROGRAM COST	\$2,114,448	\$344,917	\$62,262	\$11,859	\$40,179	-35.5%
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TOTAL PROGRAM COST	\$ 2,114,448	\$ 344,917	\$ 62,262	\$ 11,859	\$ 40,179	-35.5%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Parks Facilities
FUND	12
PROGRAM	600

PROGRAM

This program tracks costs associated with parks and recreation capital projects. The Parks, Trails and Recreation Commission submits a 5-year CIP that reflects fund activity by fiscal year.

WORKPLAN

See account descriptions below and CIP Summary for specific projects.

STAFFING REQUIREMENTS

Position Title	Full-Time Equivalent
702 Parks, Trails and Recreation Director	5%
Total Full Time Equivalent	0.05

ACCOUNT DESCRIPTIONS

841 Share of office equipment leases	\$544
Computer Support	94
	<u>\$637</u>
861 Leigh Creekside EIR	30,000

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Parkland Acquisition
FUND	17
PROGRAM	650

		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$7,854	\$30,459	\$31,287	\$32,441	\$24,448	-21.9%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	470	1,964	2,393	2,030	1,870	-21.9%
714	Worker's Compensation	193	775	813	725	686	-15.7%
721	Fringe Benefits	2,263	9,138	9,810	10,290	9,410	-4.1%
Subtotal PERSONNEL		\$10,780	\$42,336	\$44,304	\$45,486	\$36,414	-17.8%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$0	\$0	\$0	\$0	\$0	0.0%
743	Postage	0	0	0	0	0	0.0%
745	Printing & Binding	0	0	0	0	0	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	0	0	0	0	0	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	0	0	0	0	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	0	0	0	0	0	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	0	0	0	128	0	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	0	0	372	214	375	0.8%
843	Training	0	0	0	0	0	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	0	0	0	544	0	0.0%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$0	\$0	\$372	\$885	\$375	0.8%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$1,800,000	\$0	\$1,800,000	0.0%
906	Improvements	0	0	0	0	40,000	N/A
907	Equipment	0	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$0	\$0	\$1,800,000	\$0	\$1,840,000	2.2%

BASE PROGRAM COST	\$10,780	\$42,336	\$1,844,676	\$46,371	\$1,876,789	1.7%
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TOTAL PROGRAM COST	\$ 10,780	\$ 42,336	\$ 1,844,676	\$ 46,371	\$ 1,876,789	1.7%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Parkland Acquisition
FUND	17
PROGRAM	650

PROGRAM

This program tracks costs associated with purchasing parkland. Note that revenues to this fund are primarily collected via the Quimby Act and used for parkland acquisition only. Other revenue will be reserved in a restricted sinking fund as they are received.

STAFFING REQUIREMENTS

	Position Title	Full-Time Equivalent
702	Parks, Trails and Recreation Director	20%
	Total Full Time Equivalent	0.20

843 Computer Support \$375

902 Purchase Deerhill Park \$1,800,000

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Capital Improvement Projects
FUND	14
PROGRAM	620

PERSONNEL SERVICES		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
702	Regular Personnel	\$423,305	\$461,667	\$464,554	\$476,426	\$361,107	-22.3%
705	Temporary Personnel	36,790	29,960	0	540	0	0.0%
708	Overtime	106	0	0	228	0	0.0%
711	Social Security	31,774	33,925	35,538	33,359	27,625	-22.3%
714	Worker's Compensation	11,520	12,610	12,078	12,257	10,127	-16.2%
721	Fringe Benefits	156,196	163,840	159,650	163,922	125,730	-21.2%
Subtotal PERSONNEL		\$659,691	\$702,003	\$671,821	\$686,732	\$524,589	-21.9%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$1,412	\$1,255	\$2,689	\$2,030	\$1,579	-41.3%
743	Postage	872	856	1,682	653	796	-52.7%
745	Printing & Binding	0	0	0	0	0	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	0	0	0	0	0	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	0	0	0	0	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	0	0	0	0	0	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	1,286	1,443	0	1,294	1,300	N/A
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	33,008	35,519	48,373	37,077	41,484	-14.2%
843	Training	0	0	0	0	0	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	35,390	39,124	45,500	30,079	45,500	0.0%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$71,968	\$78,197	\$98,245	\$71,134	\$90,659	-7.7%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	2,853,170	3,414,053	7,614,322	6,560,633	2,480,752	-67.4%
907	Equipment	0	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$2,853,170	\$3,414,053	\$7,614,322	\$6,560,633	\$2,480,752	-67.4%

BASE PROGRAM COST	\$3,584,829	\$4,194,252	\$8,384,387	\$7,318,498	\$3,096,000	-63.1%
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TOTAL PROGRAM COST	\$ 3,584,829	\$ 4,194,252	\$ 8,384,387	\$ 7,318,498	\$ 3,096,000	-63.1%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Capital Improvement Projects
FUND	14
PROGRAM	620

PROGRAM

This program tracks costs associated with the capital improvements.

STAFFING REQUIREMENTS

	<u>Position Title</u>	<u>Full-Time Equivalent</u>
702	City Engineer	40%
	Senior Engineer - B	100%
	Assistant Engineer	50%
	Construction Inspector	0%
	Senior Engineer - A	70%
	Engineering Assistant	50%
	Total Full Time Equivalent	3.10

ACCOUNT DESCRIPTIONS

841	Allocated cost of office space rental	\$35,674
	Pro-rata share of City computer equipment	5,810
		<u>\$41,484</u>
861	Contractual design and construction inspection services	\$40,000
	Single Audit for fed funds over \$500K	5,500
		<u>\$45,500</u>

DESCRIPTION OF CAPITAL OUTLAY

906	TBD	2,480,752
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REVENUE

General Fund	\$1,400,000
Gas Tax	725,000
Measure J	335,000
Grants	636,000
	<u>\$3,096,000</u>

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Public Facilities
FUND	16
PROGRAM	640

		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$0	\$0	\$0	\$0	\$0	0.0%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	0	0	0	0	0	0.0%
714	Worker's Compensation	0	0	0	0	0	0.0%
721	Fringe Benefits	0	0	0	0	0	0.0%
Subtotal PERSONNEL		\$0	\$0	\$0	\$0	\$0	0.0%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$0	\$0	\$0	\$0	\$0	0.0%
743	Postage	0	0	0	0	0	0.0%
745	Printing & Binding	0	0	0	0	0	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	0	0	0	0	0	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	0	0	0	0	0.0%
771	Maintenance of Buildings	360	360	300	360	300	0.0%
781	Maintenance of Right of Way	0	0	350	0	350	0.0%
791	Miscellaneous Expenses Under \$500	0	0	0	0	0	0.0%
801	Utilities-Water	434	640	0	927	0	0.0%
805	Utilities-Sewer	456	480	600	504	600	0.0%
811	Utilities-Gas & Electric	898	888	700	938	700	0.0%
821	Utilities-Telephones	319	500	350	449	350	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	0	0	0	0	0	0.0%
843	Training	0	0	0	0	0	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	7,547	3,040	406,000	405,000	0	N/A
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$10,014	\$5,908	\$408,300	\$408,179	\$2,300	-99.4%

CAPITAL OUTLAY

902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	110,383	0	970,000	160,189	2,135,561	120.2%
907	Equipment	0	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$110,383	\$0	\$970,000	\$160,189	\$2,135,561	120.2%

BASE PROGRAM COST	\$120,398	\$5,908	\$1,378,300	\$568,368	\$2,137,861	55.1%
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TOTAL PROGRAM COST	\$120,398	\$5,908	\$1,378,300	\$568,368	\$2,137,861	55.1%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Public Facilities
FUND	16
PROGRAM	640

PROGRAM

This program tracks costs associated with the purchase and repair of public buildings and construction of landscaping projects.

906 Build out of new police station

Building Renovation

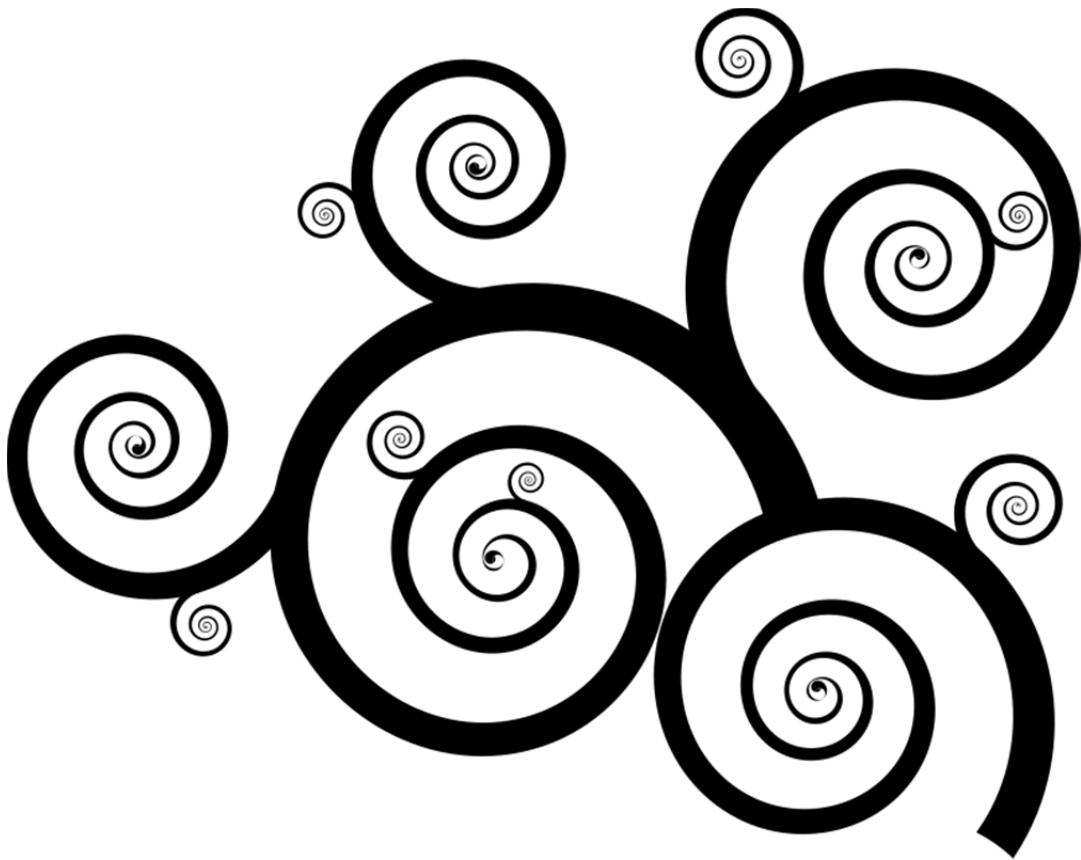
Contract Work	\$1,220,000
Design Contingency	305,000
Construction Contingency	305,000
Architect's Fees	142,000
Subtotal	1,972,000

Sitework

Reconfigure Frontage	50,000
New Sewer Connection	20,000
EMBUD Fire Service Install	22,000
Motorcycle Barn	15,000
Car Stackers	66,000
Retaining Wall	10,000
Regrade & Level Parking Lot	26,000
PG&E Transformer	10,000
Design Fee	20,000
Construction Contingency	59,750
Subtotal	298,750

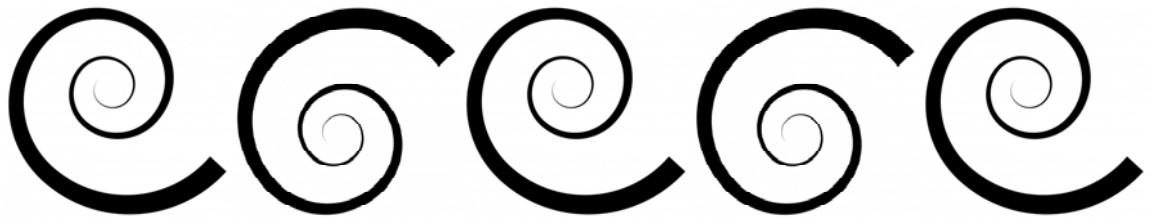
County Permits 25,000

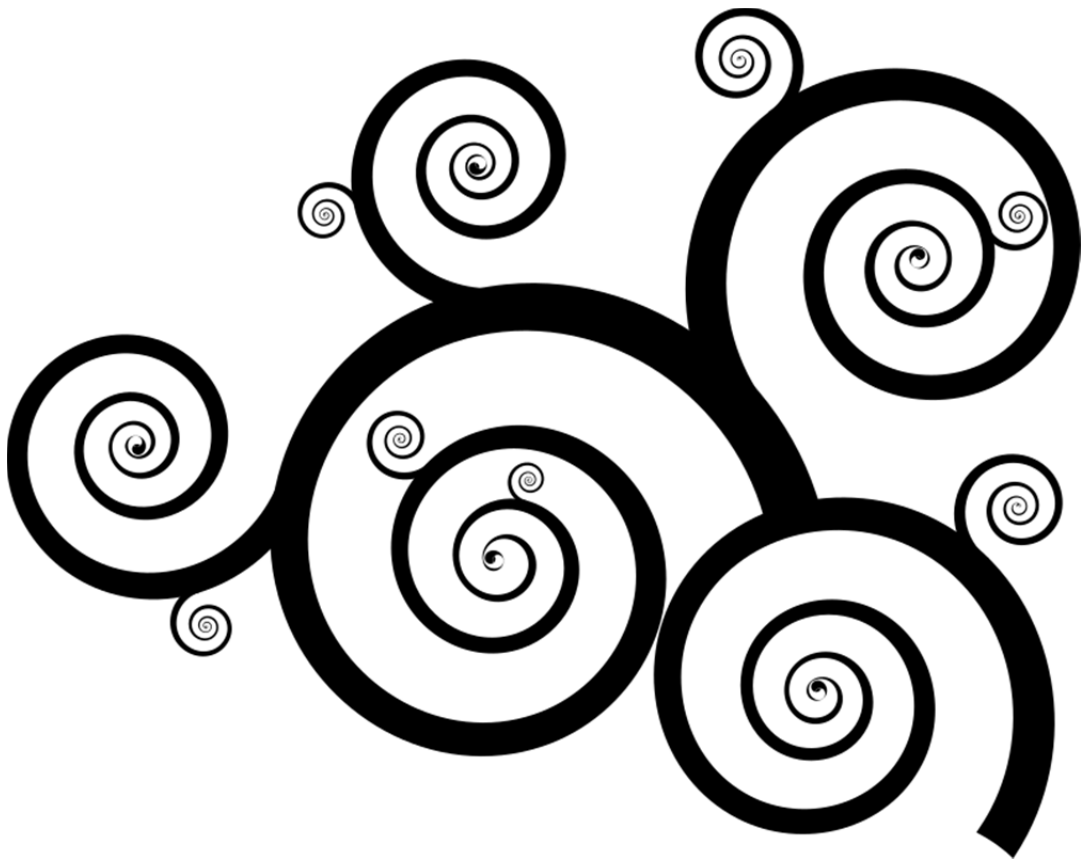
GRAND TOTAL \$2,295,750





Enterprise Fund





**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Recreation Programs
FUND	31
PROGRAM	700

PERSONNEL SERVICES		Actual 2014-2015 Expenditures	Actual 2015-2016 Expenditures	Final 2016-2017 Budget	Actual 2016-2017 Expenditures	Final 2017-2018 Budget	Increase Over Budget
702	Regular Personnel	\$237,748	\$268,296	\$292,214	\$260,535	\$266,983	-8.6%
705	Temporary Personnel	204,763	179,182	185,025	172,659	185,000	0.0%
708	Overtime	0	16	0	27	0	0.0%
711	Social Security	33,971	34,567	36,509	33,210	34,577	-5.3%
714	Worker's Compensation	11,240	11,559	12,408	11,117	12,676	2.2%
721	Fringe Benefits	83,098	95,838	132,547	85,385	96,094	-27.5%
Subtotal PERSONNEL		\$570,821	\$589,458	\$658,703	\$562,934	\$595,329	-9.6%

OPERATIONS AND MAINTENANCE		Actual 2014-2015 Expenditures	Actual 2015-2016 Expenditures	Final 2016-2017 Budget	Actual 2016-2017 Expenditures	Final 2017-2018 Budget	Increase Over Budget
741	Office Supplies	\$1,886	\$2,743	\$2,800	\$3,058	\$2,800	0.0%
743	Postage	11,756	11,177	11,500	10,948	11,500	0.0%
745	Printing & Binding	32,051	27,583	31,000	32,164	32,000	3.2%
746	Books & Software	254	308	300	761	300	0.0%
748	Special Departmental Supplies	19,846	26,886	23,500	25,093	22,800	-3.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	586	0	0	0	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	(3)	3,978	0	83	0	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	6,999	5,552	5,800	4,520	4,500	-22.4%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	14,367	11,406	15,000	9,669	20,297	35.3%
843	Training	540	14,501	3,000	2,965	3,000	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	1,808	0	500	0	500	0.0%
853	Community Promotion	997	1,294	800	1,358	800	0.0%
861	Contractual Services	49,853	62,007	54,300	70,464	60,705	11.8%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	478,534	515,483	460,000	452,408	460,000	0.0%
881	Premium Payment-Liability	0	(116)	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$618,889	\$683,389	\$608,500	\$613,492	\$619,202	1.8%

CAPITAL OUTLAY		Actual 2014-2015 Expenditures	Actual 2015-2016 Expenditures	Final 2016-2017 Budget	Actual 2016-2017 Expenditures	Final 2017-2018 Budget	Increase Over Budget
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	1,049	8,385	5,000	24,335	7,000	40.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$1,049	\$8,385	\$5,000	\$24,335	\$7,000	40.0%

BASE PROGRAM COST	\$1,190,758	\$1,281,232	\$1,272,203	\$1,200,761	\$1,221,531	-4.0%
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TOTAL PROGRAM COST	\$1,190,758	\$1,281,232	\$1,272,203	\$1,200,761	\$1,221,531	-4.0%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Recreation Programs
FUND	31
PROGRAM	700

PROGRAMS

The Recreation Department provides a variety of recreation activities that enhance the quality of life for all Lafayette citizens. Pending availability of space, the Department also administers rentals at the Lafayette Community Center and the Buckeye Fields building. The Lafayette Community Center is the primary facility used by these activities, but schools and other public and private facilities also are used. A Community Center Foundation assists the department with fundraising activities which go toward building and landscaping improvements. The City Council expects the programs to be self-supporting which has prompted the development of the goals below. The Parks and Recreation Director has full profit and loss responsibility for this budget program.

WORKPLAN

- Limit Community Center activities to those that are revenue neutral or otherwise subsidized from the general fund.
- Provide high quality recreation programs to the residents of Lafayette.

STAFFING REQUIREMENTS

	Position Title	Full-Time Equivalent
702	Parks, Trails and Recreation Director	20%
	Recreation Coordinator - B	75%
	Recreation Supervisor	85%
	Recreation Coordinator - A	85%
	Administrative Assistant - P&R - A	36%
	Administrative Assistant - P&R - B	36%
	Community Center Caretaker	50%
	Total Full Time Equivalent	3.87

705 Temporary recreation teachers and leaders \$185,000

ACCOUNT DESCRIPTIONS

743	Postage for mailing brochures	\$11,500	
745	Printing P&R brochures	\$32,000	
748	Class materials for City run recreation classes	\$22,800	(reimbursed via class fees)
821	Telephone (\$5100) & Internet (\$700)	\$4,500	
841	Rental of school district facilities, copier & postage lease, computer support	\$20,297	
843	CPRS Conference	\$3,000	
861	Credit card fees (\$30305), transaction Fees \$18900 temp office help (\$2000) Summer Entertainers (\$9500)	\$60,705	
866	Payments to recreation teachers and specialized program related personnel	\$460,000	
907	Gymnastics Mats / Office Ergonomics	\$7,000	

DESCRIPTION OF REVENUES

	Budget 16/17	Actual 16/17	Final 17/18
Investment Earnings & Building Rental	\$90,000	\$133,295	\$125,000
Non-Summer Program Fees	520,000	532,641	530,000
Summer Program Fees	445,000	443,841	430,000
Tiny Tots	213,000	190,524	200,000
Other	525	424	525
	\$1,268,525	\$1,300,725	\$1,285,525

PROJECTED ENTERPRISE SURPLUS/(DEFICIT)	(\$3,678)	\$99,964	\$63,994
Transfer to Community Center Sinking Fund			(\$5,000)
Transfer to General Fund for Field Use			(\$5,000)
Transfer to Com. Ctr. Main. Fund for Utilities			(\$20,000)
Contribution from Prior Year's Recreation Fund Balance			\$477,651
Projected Ending Fund Balance			\$511,645

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Parking Fund
FUND	32
PROGRAM	710

PERSONNEL SERVICES		Actual 2014-2015 Expenditures	Actual 2015-2016 Expenditures	Final 2016-2017 Budget	Actual 2016-2017 Expenditures	Final 2017-2018 Budget	Increase Over Budget
702	Regular Personnel	\$125,358	\$121,854	\$103,788	\$107,193	\$105,005	1.2%
705	Temporary Personnel	58,737	62,039	46,800	63,997	46,800	0.0%
708	Overtime	7,154	9,594	10,000	9,761	10,000	0.0%
711	Social Security	14,975	15,043	12,285	13,938	12,378	0.8%
714	Worker's Compensation	4,856	4,968	4,175	4,681	4,538	8.7%
721	Fringe Benefits	39,182	37,290	33,937	32,932	36,762	8.3%
Subtotal PERSONNEL		\$250,262	\$250,787	\$210,985	\$232,502	\$215,483	2.1%

OPERATIONS AND MAINTENANCE		Actual 2014-2015 Expenditures	Actual 2015-2016 Expenditures	Final 2016-2017 Budget	Actual 2016-2017 Expenditures	Final 2017-2018 Budget	Increase Over Budget
741	Office Supplies	\$3,018	\$3,558	\$3,000	\$5,508	\$3,500	16.7%
743	Postage	285	255	500	254	500	0.0%
745	Printing & Binding	397	0	1,000	695	1,000	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	2,191	2,036	2,200	2,760	2,200	0.0%
751	Maintenance of Vehicles	22,322	13,824	20,000	13,632	20,000	0.0%
761	Maintenance of Equipment	913	3,626	5,000	3,679	5,000	0.0%
771	Maintenance of Buildings	0	0	1,000	0	1,000	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	0	209	0	0	0	0.0%
801	Utilities-Water	409	252	0	0	180	N/A
805	Utilities-Sewer	456	480	0	504	30	N/A
811	Utilities-Gas & Electric	300	(15)	3,500	7	600	-82.9%
821	Utilities-Telephones	62	0	1,500	279	1,770	18.0%
825	Utilities-Garbage Disposal	0	0	2,000	0	30	-98.5%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	4,531	4,756	5,709	4,415	9,273	62.4%
843	Training	1,752	270	2,000	2,400	2,000	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	200	0	200	0.0%
853	Community Promotion	1,132	0	0	0	0	0.0%
861	Contractual Services	93,959	44,231	54,000	55,008	44,000	-18.5%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$131,726	\$73,481	\$101,609	\$89,141	\$91,283	-10.2%

CAPITAL OUTLAY		Actual 2014-2015 Expenditures	Actual 2015-2016 Expenditures	Final 2016-2017 Budget	Actual 2016-2017 Expenditures	Final 2017-2018 Budget	Increase Over Budget
902	Land	\$0	\$0	\$1,562,000	\$1,564,880	\$0	N/A
906	Improvements	3,174	650	178,000	154,830	0	N/A
907	Equipment	64,452	159,226	75,000	70,490	45,000	-40.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$67,626	\$159,876	\$1,815,000	\$1,790,200	\$45,000	-97.5%

BASE PROGRAM COST	\$449,614	\$484,144	\$2,127,593	\$2,111,843	\$351,766	-83.5%
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TOTAL PROGRAM COST	\$ 449,614	\$ 484,144	\$ 2,127,593	\$ 2,111,843	\$ 351,766	-83.5%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Parking Fund
FUND	32
PROGRAM	710

PROGRAM

This enterprise program is responsible for all aspects of the City's parking program, including installation, enforcement and collection. In addition, to enforce city codes and ordinances in the downtown and in neighborhoods as well as ensure that conditions imposed on new construction are implemented.

WORKPLAN

- Enforce parking regulations in Lafayette
- Collect revenue from parking meters and lockboxes
- Make best efforts to develop off street parking in downtown Lafayette
- Provide backup for crossing guard program.
- Enforce City codes and ordinances in the downtown and in neighborhoods.
- Ensure that conditions imposed for new construction are being properly implemented.

STAFFING REQUIREMENTS

Position Title	Full-Time Equivalent
702 Accountant	10%
Parking Enforcement Officer - A	100%
Police Records Supervisor	35%
Total Full Time Equivalent	1.45

ACCOUNT DESCRIPTIONS

705 Meter collector / Parking Enforcement Officers	\$46,800
745 Printing of parking citations	\$1,000
748 Badges, uniforms, other special supplies	\$2,200
751 Maintenance of two parking and one code enforcement vehicles	\$20,000
761 Meter vandalism and maintenance	\$5,000
841 Pro-rata share of City computer equipment	843
Allocated cost of office space rental	8,430
	<u>\$9,273</u>
861 IPS Meter costs	\$24,000
Install meters	20,000
	<u>\$44,000</u>

DESCRIPTION OF CAPITAL OUTLAY

907 Misc Equip	20,000
Meter Replacement Project	25,000
	<u>\$45,000</u>

REVENUES

	Budget 16/17	Estimated 16/17	Budget 17/18
Parking Citations	\$150,000	\$181,898	\$160,000
Parking Meters (\$1/hour)	233,234	233,234	233,234
Rental Income from lots	24,000	25,804	25,000
Investment Earnings & Other Revenue	40,483	25,043	44,891
TOTAL Revenue	\$447,717	\$465,979	\$463,125
Expenses	(\$2,127,593)	(\$2,111,843)	(\$351,766)
Net Revenue	(\$1,679,876)	(\$1,645,863)	\$111,359

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Vehicle Abatement
FUND	34
PROGRAM	730

PERSONNEL SERVICES		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
702	Regular Personnel	\$3,856	\$3,962	\$3,996	\$4,234	\$4,085	2.2%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	343	381	0	533	0	0.0%
711	Social Security	321	332	306	361	313	2.2%
714	Worker's Compensation	105	108	104	123	115	10.3%
721	Fringe Benefits	1,306	1,342	1,525	1,358	1,685	10.5%
Subtotal PERSONNEL		\$5,929	\$6,125	\$5,930	\$6,609	\$6,197	4.5%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$417	\$440	\$300	\$469	\$300	0.0%
743	Postage	0	0	0	0	0	0.0%
745	Printing & Binding	0	0	0	0	0	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	0	0	0	0	0	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	0	250	0	250	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	0	0	0	0	0	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	0	0	0	0	0	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	524	507	650	504	94	-85.6%
843	Training	0	0	1,000	1,050	1,000	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	89	97	1,000	304	1,000	0.0%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$1,030	\$1,044	\$3,200	\$2,327	\$2,644	-17.4%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	0	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$0	\$0	\$0	\$0	\$0	0.0%

BASE PROGRAM COST	\$6,959	\$7,169	\$9,131	\$8,936	\$8,841	-3.2%
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TOTAL PROGRAM COST	\$ 6,959	\$ 7,169	\$ 9,131	\$ 8,936	\$ 8,841	-3.2%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Vehicle Abatement
FUND	34
PROGRAM	730

PROGRAM

This program tracks the expenditures of the program to remove and dispose of abandoned vehicles.

STAFFING REQUIREMENTS

	<u>Position Title</u>	<u>Full-Time Equivalent</u>
702	Police Records Supervisor	5%
	Total Full Time Equivalent	0.05

ACCOUNT DESCRIPTIONS

841	Allocated cost of office space rental	\$0
	Pro-rata share of City computer equipment	94
		<u>\$94</u>
861	Vehicle Towing Charges	\$1,000

DESCRIPTION OF REVENUES

Abandoned Vehicle Fees	\$12,000
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PROJECTED ENTERPRISE SURPLUS/(DEFICIT)	\$3,159
Contribution from Prior Year's Fund Balance	38,503
Projected Ending Fund Balance	\$41,662

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Senior Transportation
FUND	36
PROGRAM	750

		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$43,551	\$44,181	\$50,041	\$47,951	\$54,116	8.1%
705	Temporary Personnel	40,977	39,501	46,800	43,856	52,000	11.1%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	6,491	6,402	7,408	7,023	8,118	9.6%
714	Worker's Compensation	2,161	2,192	2,518	2,390	2,976	18.2%
721	Fringe Benefits	6,930	7,034	41,302	32,588	6,878	-83.3%
Subtotal PERSONNEL		\$100,111	\$99,309	\$148,069	\$133,809	\$124,088	-16.2%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$1,911	\$2,132	\$2,400	\$1,086	\$2,400	0.0%
743	Postage	1,209	882	1,500	400	1,500	0.0%
745	Printing & Binding	347	617	1,000	0	1,000	0.0%
746	Books & Software	0	0	3,000	141	3,000	0.0%
748	Special Departmental Supplies	194	264	2,000	344	2,000	0.0%
751	Maintenance of Vehicles	22,454	16,678	30,000	20,589	30,000	0.0%
761	Maintenance of Equipment	143	400	500	0	500	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	0	1,597	0	0	0	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	732	857	1,040	761	1,040	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	504	215	1,000	445	3,748	274.8%
843	Training	282	483	500	0	500	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	600	0	850	0	850	0.0%
853	Community Promotion	1,965	810	2,500	2,107	2,500	0.0%
861	Contractual Services	1,193	0	6,200	2,868	6,200	0.0%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	175	0	175	0	175	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$31,709	\$24,934	\$52,665	\$28,742	\$55,413	5.2%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	0	0	4,000	0	0	N/A
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$0	\$0	\$4,000	\$0	\$0	N/A

BASE PROGRAM COST	\$131,820	\$124,244	\$204,734	\$162,550	\$179,501	-12.3%
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TOTAL PROGRAM COST	\$ 131,820	\$ 124,244	\$ 204,734	\$ 162,550	\$ 179,501	-12.3%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Senior Transportation
FUND	36
PROGRAM	750

PROGRAM

Provide transportation options for senior and the disabled in Lafayette, Moraga and Orinda.

STAFFING REQUIREMENTS

Position Title	Full-Time Equivalent
702 Transportation Coordinator	75%
Total Full Time Equivalent	0.75

ACCOUNT DESCRIPTIONS

705 Clerk/Dispatcher (5hrs/wk, \$20/hr)	\$5,200	841 Computer Support	\$3,748
Clerk/Dispatcher (15hrs/wk, \$18/hr)	14,040		
Program Assistant (10hrs/wk, \$23/hr)	11,960		
Van Driver (20 hrs/wk, \$20/hr)	20,800	861 Contract Drivers	\$600
	<u>\$52,000</u>	Taxi Service	<u>5,600</u>
			\$6,200

REVENUES	Actual	Actual	Budget	Actual	Budget
	FY14-15	FY15-16	FY 16-17	FY 16-17	FY 17-18
Van Maintenance Reimbursement	6,519		5,000	4,317	3,000
Fares @ \$5 per ride / Rentals	23,192	32,735	22,000	19,902	19,000
Advertising & Other Income	758	4,328	500	107	500
New Freedom Funds/5310 Funds	65,474	32,309	58,520	109,984	56,518
CDBG Grant or Alternative	-	22,500	9,000		10,000
Gifts, Grants & Donations	8,274	107,214	5,500	14,478	10,000
Moraga Town Contribution	-		9,000		10,000
Orinda City / Orinda Comm. Foundation	-		3,500		
Lafayette Community Foundation	-		1,000		2,500
Lafayette Contribution (transfer from GF)	40,000	60,000	45,000	45,000	40,000
Belle Terre	6,000		6,000		-
Bequest (Taxi Service)			5,600	-	5,600
TOTAL	150,217	259,086	170,620	193,788	157,118
ENTERPRISE SURPLUS/(DEFICIT)	18,397	134,842	(34,114)	31,238	(22,383)
Prior Year Fund Balance	36	49,161	84,003	49,889	81,127
Sinking Fund Balance	-	100,000	100,000	97,500	91,900
Cash Balance	36	84,003	49,889	81,127	58,743

	Actual	Actual	Budget	Actual	Budget
	FY14-15	FY15-16	FY 16-17	FY 16-17	FY 17-18
Discrete Passengers	107	145	145	105	145
Total Rides	4,203	4,171	4,000	3,183	4,000
Total Miles	35,177	31,246	30,000	31,348	30,000
Total Cost per Passenger	\$1,231.96	\$856.85	\$1,411.96	\$1,548.10	\$1,237.94
Total Cost per Ride	\$31.36	\$29.79	\$51.18	\$51.07	\$44.88
Total Cost per Mile	\$3.75	\$3.98	\$6.82	\$5.19	\$5.98
General Fund Cost per Passenger	\$373.83	\$413.79	\$310.34	\$428.57	\$275.86
General Fund Cost per Ride	\$5.95	\$5.99	\$6.25	\$7.85	\$6.25
General Fund Cost per Mile	\$0.71	\$0.80	\$0.83	\$0.80	\$0.83

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Library Operations
FUND	37
PROGRAM	770

		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$21,711	\$125,890	\$133,578	\$134,365	148,221	11.0%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	1,679	9,613	10,219	10,334	11,339	11.0%
714	Worker's Compensation	554	3,298	3,473	3,520	4,157	19.7%
721	Fringe Benefits	3,447	38,481	43,084	43,859	47,799	10.9%
Subtotal PERSONNEL		\$27,391	\$177,283	\$190,353	\$192,078	\$211,515	11.1%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$1,393	\$794	\$1,000	\$950	\$1,000	0.0%
743	Postage	100	202	500	227	500	0.0%
745	Printing & Binding	0	0	0	0	0	0.0%
746	Books & Software	32	0	0	0	0	0.0%
748	Special Departmental Supplies	15,299	14,220	15,000	13,583	15,000	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	955	2,583	5,000	2,727	5,000	0.0%
771	Maintenance of Buildings	261,589	159,327	115,800	94,323	127,000	9.7%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	0	131	0	0	0	0.0%
801	Utilities-Water	7,604	7,018	11,000	6,247	11,000	0.0%
805	Utilities-Sewer	5,450	4,343	6,000	3,735	6,300	5.0%
811	Utilities-Gas & Electric	103,416	99,141	107,000	96,381	114,500	7.0%
821	Utilities-Telephones	8,375	8,779	9,500	9,491	10,000	5.3%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	65	68	1,100	1,072	1,100	0.0%
843	Training	0	0	0	0	0	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	137,281	169,869	198,000	151,613	198,000	0.0%
861	Contractual Services	115,074	45,614	186,890	156,384	208,650	11.6%
861.5	Reimbursable Emergency Response	0	0	2,000	0	2,000	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	25,859	25,477	0	22,240	0	0.0%
885	Insurance and Surety Bonds	0	0	29,900	0	32,890	10.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$682,493	\$537,566	\$688,690	\$558,974	\$732,940	6.4%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	3,430	55,859	105,000	74,431	35,000	-66.7%
907	Equipment	2,564	5,069	10,000	15,799	10,000	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$5,994	\$60,928	\$115,000	\$90,231	\$45,000	-60.9%

BASE PROGRAM COST	\$715,878	\$775,777	\$994,043	\$841,282	\$989,455	-0.5%
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TOTAL PROGRAM COST	\$715,878	\$775,777	\$994,043	\$841,282	\$989,455	-0.5%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Library Operations
FUND	37
PROGRAM	770

PROGRAM

Operate the new Lafayette Library & Learning Center for 56 hours per week.

STAFFING REQUIREMENTS

Position Title	Full-Time Equivalent
702 Building Maintenance Supervisor	100%
Facilities Maintenance Worker	100%
Total Full Time Equivalent	2.00

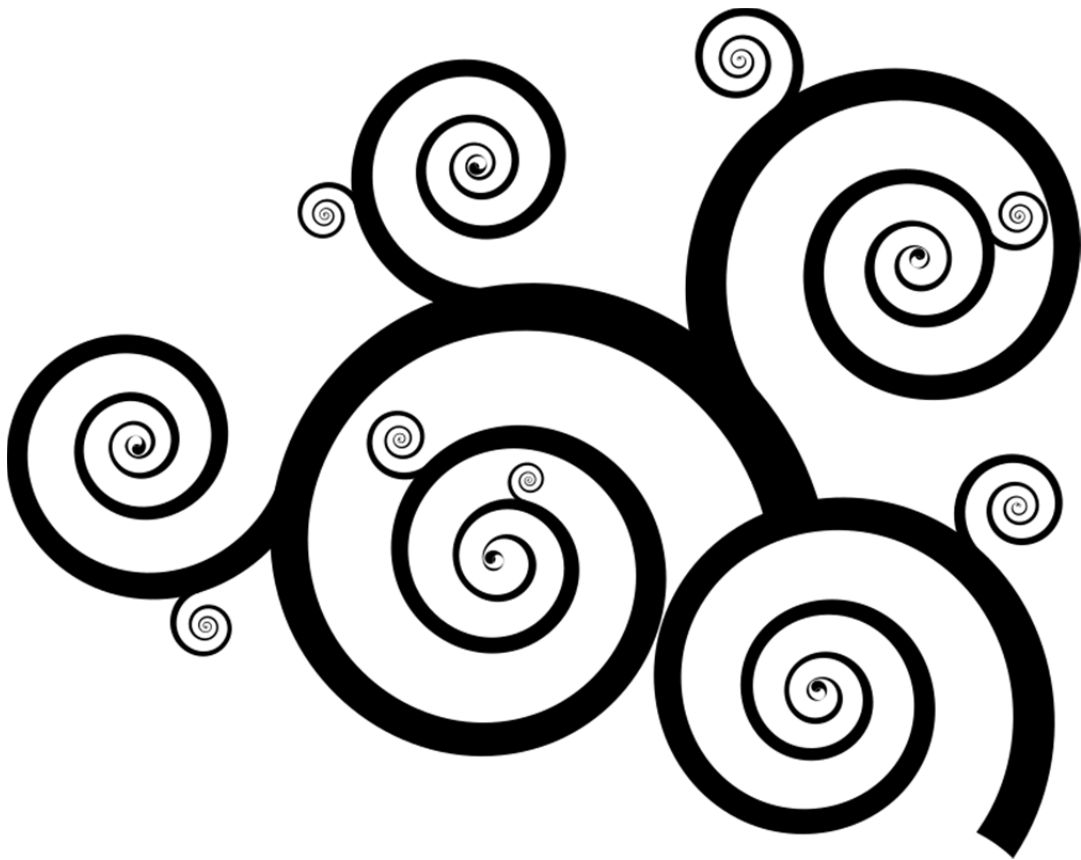
ACCOUNT DESCRIPTIONS

853	Additional Library Hours	\$198,000	861.18	Irrigation Repairs & Maintenance	1,000
			861.19	Landscape Maintenance	4,000
906	HVAC	\$35,000	861.45	Unanticipated Repairs	4,250
			861.61	Safety Requirements/Compliance	1,200
				HKA Contract	198,200
					<u>\$208,650</u>

BUILDING MAINTENANCE DETAIL		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
771.01	Audio Visual	11,320	6,570	18,000	5,363	16,000	-11.1%
771.02	Book Sorter Maintenance	30,954	0	10,000	0	0	N/A
771.05	Custodial (basic)	44,695	43,508	0	0	0	0.0%
771.061	City Events in Community Hall	8,976	4,210	0	0	0	0.0%
771.062	City Events in Arts & Science Center	4,272	1,866	0	0	0	0.0%
771.063	Community Events in Community Hall	5,890	4,602	0	0	0	0.0%
771.064	Community Events in Arts & Science Center	7,000	4,530	0	0	0	0.0%
771.065	Building Maintenance Community Hall	36,142	16,031	0	0	0	0.0%
771.07	Electrical	998	79	2,000	3,105	2,000	0.0%
771.08	Elevators	9,627	9,740	13,000	12,664	17,000	30.8%
771.09	Emergency Generator	1,916	661	3,000	2,240	3,000	0.0%
771.10	Exterior	6,567	9,309	12,000	11,855	13,000	8.3%
771.11	Floors	10,119	7,493	2,000	2,452	2,000	0.0%
771.13	HVAC	9,709	10,030	11,000	22,772	23,000	109.1%
771.14	Lighting (Interior)	3,309	3,302	2,500	3,645	3,500	40.0%
771.15	Lighting (Exterior)	3,244	1,876	2,500	261	1,500	-40.0%
771.16	Parking Garage (sweeping)	1,753	725	1,000	0	1,000	0.0%
771.17	Pest Control	1,440	602	1,000	780	1,000	0.0%
771.18	Photovoltaic	328	0	0	0	500	N/A
771.19	Plumbing	3,356	1,712	2,000	5,442	2,000	0.0%
771.20	Security & Fire Alarm	36,904	20,254	23,300	20,523	25,000	7.3%
771.21	Plaza, Stairways	8,279	3,192	1,000	0	1,000	0.0%
771.22	Telephone	2,358	2,235	3,200	2,049	7,200	125.0%
771.24	Window Cleaning	8,343	6,135	3,000	0	3,000	0.0%
771.25	Vandalism	62	0	2,000	0	2,000	0.0%
771.26	Restroom Maintenance	734	189	100	22	100	0.0%
771.27	Restroom Maintenance (City Events)	364	73	100	0	100	0.0%
771.28	Restroom Maintenance (Community Events)	2,236	400	100	0	100	0.0%
771.29	Parking/Garage Maintenance	691	0	3,000	1,149	3,000	0.0%
	TOTAL	261,586	159,324	115,800	94,322	127,000	9.7%

SOURCES OF REVENUE

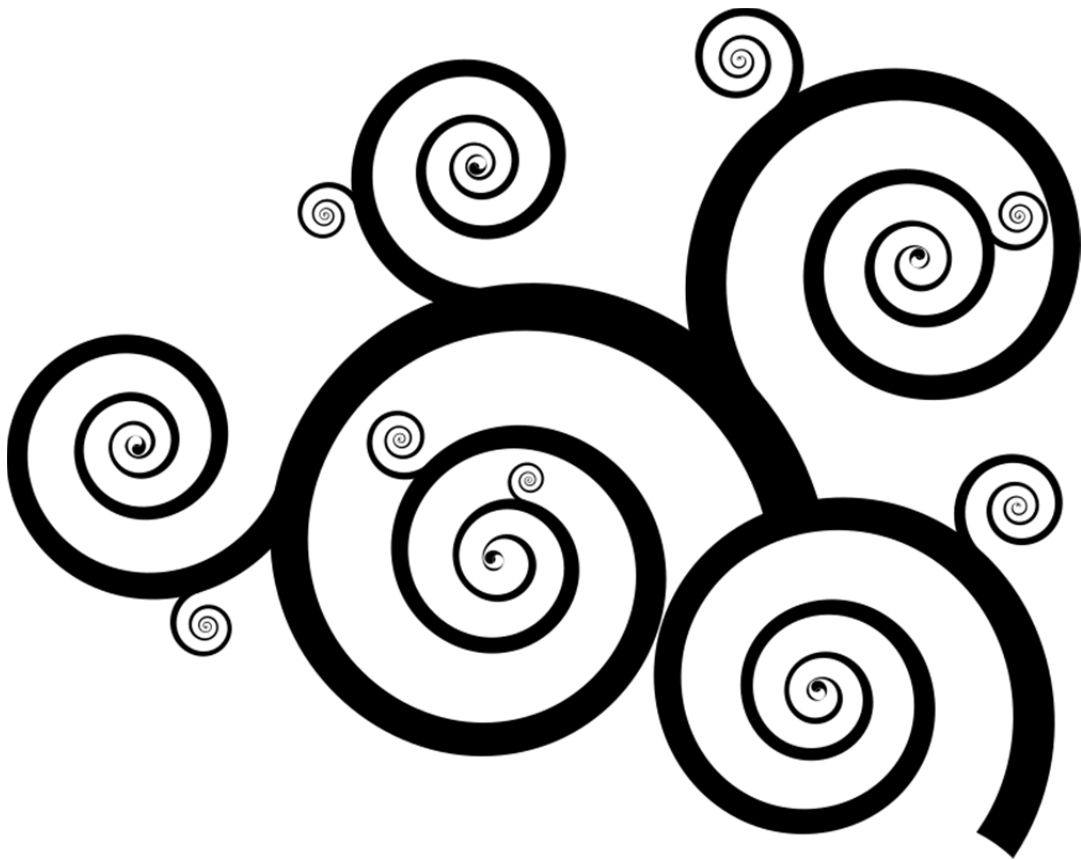
City	\$149,774	includes \$12K for City meetings
Building Leases	\$34,855	
LL&LC Foundation	\$804,826	
TOTAL	\$989,455	





Assessment District





**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Street Lighting
FUND	51
PROGRAM	800

		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$0	\$0	\$0	\$0	\$0	0.0%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	0	0	0	0	0	0.0%
714	Worker's Compensation	0	0	0	0	0	0.0%
721	Fringe Benefits	0	0	0	0	0	0.0%
Subtotal PERSONNEL		\$0	\$0	\$0	\$0	\$0	0.0%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$0	\$0	\$0	\$0	\$0	0.0%
743	Postage	0	0	0	0	0	0.0%
745	Printing & Binding	0	0	0	0	0	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	0	0	0	0	0	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	0	0	0	0	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	0	0	0	0	0	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	0	0	0	0	0	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	12,701	12,929	12,500	14,219	13,763	10.1%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	0	0	0	0	0	0.0%
843	Training	0	0	0	0	0	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	243	0	0	0	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	500	299	12,500	557	12,500	0.0%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$13,201	\$13,470	\$25,000	\$14,776	\$26,263	5.1%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	0	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$0	\$0	\$0	\$0	\$0	0.0%

BASE PROGRAM COST	\$13,201	\$13,470	\$25,000	\$14,776	\$26,263	5.1%
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TOTAL PROGRAM COST	\$13,201	\$13,470	\$25,000	\$14,776	\$26,263	5.1%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Street Lighting
FUND	51
PROGRAM	800

PROGRAM

This budget provides funds through a maintenance district assessment process to maintain 82 street lights in eleven zones. The budget expense for street lights is not distributed by zone, since the assessments are not based on this budget but rather on the rates charged by PG&E. Property assessments are collected and distributed to the City by the County.

ACCOUNT DESCRIPTIONS

831 There are eleven street lighting zones. They are grouped onto equal benefits for assessment purposes only.

- Zones 1,2,3,5,6,8 and 10 have 45 lights and are billed at the same monthly rate of \$10.00
- Zone 4 has four lights at \$10.00 per month
- Zone 7 has one light at \$10.00 per month
- Zone 9 has twenty lights at \$10.00 per month
- Zone 11 has eleven lights at \$10.00 per month
- Zone 12 has one light at \$10.00 per month

ACCOUNT DESCRIPTIONS

861	Professional Services for annual assessment district	2,500
	Streelight Replacement / Repairs	10,000
		\$12,500

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Core Area Maintenance
FUND	52
PROGRAM	810

		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$53,448	\$51,869	\$53,293	\$54,172	\$64,867	21.7%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	392	0	0	0	0	0.0%
711	Social Security	3,743	4,004	4,077	4,023	4,962	21.7%
714	Worker's Compensation	1,349	1,347	1,386	1,408	1,819	31.3%
721	Fringe Benefits	18,982	18,156	18,318	17,605	23,888	30.4%
Subtotal PERSONNEL		\$77,915	\$75,376	\$77,074	\$77,208	\$95,536	24.0%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$37	\$30	\$65	\$49	\$65	0.0%
743	Postage	80	73	144	56	144	0.0%
745	Printing & Binding	0	0	0	0	0	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	14,536	6,172	12,000	4,042	12,000	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	247	1,500	0	1,500	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	0	0	0	0	0	0.0%
801	Utilities-Water	26,248	17,548	21,000	14,865	21,000	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	529	548	600	542	652	8.7%
821	Utilities-Telephones	364	458	500	454	500	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	49,238	48,457	50,000	53,175	54,724	9.4%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	396	91	929	536	1,406	51.2%
843	Training	0	0	0	0	0	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	243	145	258	145	0.0%
853	Community Promotion	20,533	31,466	35,000	32,011	35,000	0.0%
861	Contractual Services	194,114	189,756	200,800	148,278	204,800	2.0%
861.5	Reimbursable Emergency Response	0	16,873	7,500	25,994	7,500	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$306,076	\$311,961	\$330,183	\$280,260	\$339,436	2.8%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	10,038	20,000	13,961	20,000	0.0%
907	Equipment	0	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$0	\$10,038	\$20,000	\$13,961	\$20,000	0.0%

BASE PROGRAM COST	\$383,990	\$397,375	\$427,258	\$371,429	\$454,972	6.5%
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TOTAL PROGRAM COST	\$383,990	\$397,375	\$427,258	\$371,429	\$454,972	6.5%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Core Area Maintenance
FUND	52
PROGRAM	810

PROGRAM

The Core Area Maintenance District was formed to provide landscaping, street lighting, and general maintenance improvements. An assessment based on a benefit formula is levied against each parcel within the District for the maintenance provided.

WORKPLAN

- Accomplish maintenance, repairs, and improvements within the District in accordance with the guidelines of the Master Plan.
- Maintain park facilities within the Core Area.
- Develop and systematically implement a program to upgrade landscape and irrigation systems in the Core Area.
- Implement rotational tree pruning program.
- Maintain newly landscaped medians.
- Repair decorative brick pavers and repair sidewalk, curb, and gutter as needed.
- Implement final phases of Master Landscaping Plan as developed.

STAFFING REQUIREMENTS

Position Title	Full-Time Equivalent
702 Public Works Director	20%
Administrative Assistant - PW	25%
Engineering Tech II	15%
Management Analyst	15%
Total Full Time Equivalent	0.75

ACCOUNT DESCRIPTIONS

841 Pro-rata share of City computer equipment	\$1,406
853 Downtown Banners	\$35,000
906 Plant restoration	\$10,000
Creation of 2nd Community Events Board	10,000
	<u>\$20,000</u>

PUBLIC WORKS CONTRACT DETAIL		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
861.01	MCE Hourly	\$31,831	\$30,065	\$33,000	\$23,957	\$33,000	0.0%
861.06	Community Events	5,317	6,179	6,000	6,209	6,000	0.0%
861.12	Holiday Twinkle Lights	2,545	1,139	1,300	1,139	1,300	0.0%
861.18	Irrigation Repairs	20,852	21,193	22,000	13,960	20,000	-9.1%
861.19	Landscape Maintenance	69,140	68,802	80,000	55,460	80,000	0.0%
861.28	Sidewalk Repairs	0	12,909	15,000	5,015	15,000	0.0%
861.31	Safety Requirements/Compliance	0	0	0	31	0	0.0%
861.42	Tree Maintenance	5,216	1,948	10,000	6,033	10,000	0.0%
861.43	Weed Control (manual)	3,448	8,078	3,000	13,397	9,000	200.0%
861.44	Weed Control (spraying)	2,262	282	500	0	500	0.0%
861.45	Unanticipated Repairs	2,679	1,824	3,000	3,235	3,000	0.0%
861.46	Professional Services	1,229	1,068	2,000	1,073	2,000	0.0%
861.47	Street Light / Parking Light Repair	48,117	35,298	25,000	17,410	25,000	0.0%
	Subtotal	\$192,636	\$188,785	\$200,800	\$146,919	\$204,800	2.0%

ESTIMATED YEAR END FUND BALANCE

Contribution from Prior Year's Fund Balance	\$44,999
Revenue from Assessments and Interest Earnings	225,500
Expenditures	(454,972)
Transfer from General Fund	246,030
Streetlight Sinking Fund	(60,000)
ESTIMATED YEAR END BALANCE	\$1,557

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Stormwater Pollution
FUND	53
PROGRAM	820

		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$117,741	\$128,041	\$130,364	\$132,436	\$136,774	4.9%
705	Temporary Personnel	9,887	15,962	26,251	26,251	10,000	-61.9%
708	Overtime	1,667	0	0	0	0	0.0%
711	Social Security	9,618	11,034	10,738	11,994	11,228	4.6%
714	Worker's Compensation	3,245	3,716	3,649	4,103	4,116	12.8%
721	Fringe Benefits	40,873	44,150	45,763	43,047	45,729	-0.1%
	Subtotal PERSONNEL	\$183,031	\$202,903	\$216,765	\$217,830	\$207,847	-4.1%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$221	\$187	\$400	\$302	\$302	-24.5%
743	Postage	489	407	800	310	\$310	-61.2%
745	Printing & Binding	72	66	310	0	\$0	N/A
746	Books & Software	0	0	0	0	\$0	0.0%
748	Special Departmental Supplies	9,102	8,456	16,371	16,371	\$10,000	-38.9%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	0	0	0	0	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	0	107	0	23	0	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	870	1,144	900	1,134	1,150	27.8%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	2,644	2,630	4,634	3,119	4,832	4.3%
843	Training	570	211	2,040	228	750	-63.2%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	2,335	187	7,500	2,510	2,500	-66.7%
861	Contractual Services	173,373	322,128	283,510	283,510	256,800	-9.4%
861.5	Reimbursable Emergency Response	0	138	16,938	16,938	2,000	-88.2%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
	Subtotal OP'S AND MAINTENANCE	\$189,676	\$335,659	\$333,403	\$324,445	\$278,644	-16.4%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	6,351	0	0	0	0.0%
907	Equipment	0	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$0	\$6,351	\$0	\$0	\$0	0.0%

BASE PROGRAM COST	\$372,707	\$544,913	\$550,168	\$542,276	\$486,491	-11.6%
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TOTAL PROGRAM COST	\$372,707	\$544,913	\$550,168	\$542,276	\$486,491	-11.6%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Stormwater Pollution
FUND	53
PROGRAM	820

PROGRAM

This program tracks costs associated with stormwater pollution control programs.

WORKPLAN

- Comply with Federal and State mandated program requirements. Administer the stormwater pollution ordinance.
- Administer and upgrade program to meet requirements for storm water run-off quality and pollutant elimination.
- Provide public education program including the funding of one issue of Vistas.
- Comply with Grizzly Creek restoration project Federal maintenance requirements.
- Implement the creek abatement ordinance.
- Provide appropriate staff assistance to the Creeks Committee.

STAFFING REQUIREMENTS

	Position Title	Full-Time Equivalent
702	City Engineer	10%
	Public Works Director	15%
	Management Analyst	50%
	Engineering Tech II	50%
	Engineering Assistant	10%
	Total Full Time Equivalent	1.35

ACCOUNT DESCRIPTIONS

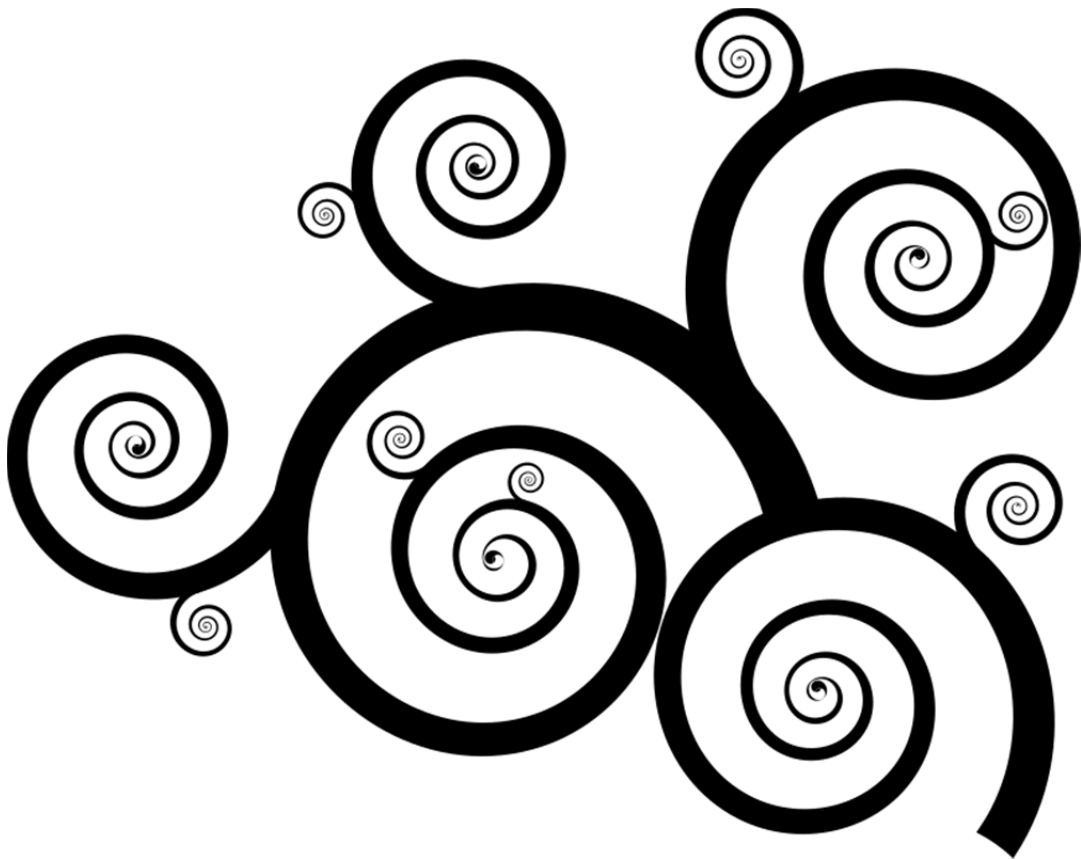
841	Allocated cost of office space rental	\$2,302
	Pro-rata share of City computer equip	\$2,530
		<u>\$4,832</u>
853	Creeks Committee operations	\$2,500

PUBLIC WORKS CONTRACT DETAIL		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
861.01	MCE Hourly	\$20,261	\$17,070	\$18,000	\$13,740	\$18,000	0.0%
861.04	Catch Basin Cleaning & Inspection	15,526	35,802	30,000	35,190	30,000	0.0%
861.1	Detention Pond Cleaning	2,395	2,708	5,300	13,413	5,300	0.0%
861.11	Litter Removal	9,850	13,200	13,000	19,177	17,000	30.8%
861.3	Storm Patrol & Cleanup	33,024	48,373	40,000	73,270	40,000	0.0%
861.32	Storm Drain Inspection (visual)	0	394	500	1,129	500	0.0%
861.33	Storm Drain Inspection (video)	1,610	0	6,000	0	3,000	-50.0%
861.37	Storm Drain Cleaning (mechanical)	12,438	18,351	25,000	9,778	25,000	0.0%
861.38	Street Sweeping	49,167	70,350	80,000	69,916	100,000	25.0%
861.45	Unanticipated Repairs & Maintenance	19,609	7,248	8,000	5,245	8,000	0.0%
861.46	Professional Services	8,740	6,869	7,500	9,030	9,000	20.0%
861.61	Safety Requirements / Compliance	62	1,263	1,000	388	1,000	0.0%
	Subtotal	\$172,682	\$221,628	\$234,300	\$250,276	\$256,800	9.6%

**Includes consultant for NPDES*

ESTIMATED YEAR END FUND BALANCE

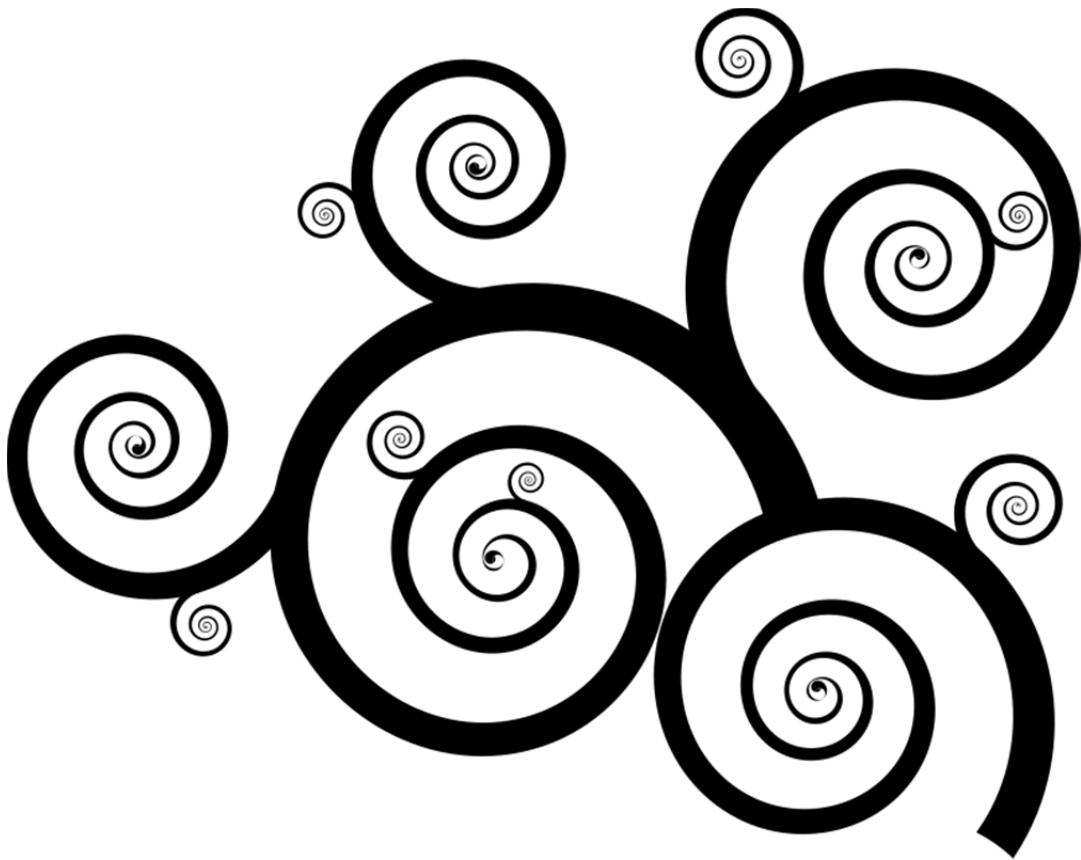
Contribution from Prior Year's Fund Balance	\$192,000
Revenue from Assessments and Interest Earnings	367,453
Expenditures	(486,491)
ESTIMATED YEAR END BALANCE	72,962





Governmental Fund





**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Meas.J Return-to-Source
FUND	72
PROGRAM	910

		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$43,361	\$43,229	\$50,371	\$51,641	\$51,710	2.7%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	3,263	3,090	3,853	3,864	3,956	2.7%
714	Worker's Compensation	1,028	1,126	1,310	1,346	1,450	10.7%
721	Fringe Benefits	12,281	11,638	15,392	15,870	16,886	9.7%
Subtotal PERSONNEL		\$59,933	\$59,083	\$70,925	\$72,721	\$74,002	4.3%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$205	\$168	\$361	\$273	\$280	-22.3%
743	Postage	126	163	226	141	141	-37.4%
745	Printing & Binding	0	0	0	0	0	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	0	0	0	0	0	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	0	0	0	0	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	0	0	0	0	0	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	46	46	0	45	0	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	4,769	4,757	6,355	4,894	7,360	15.8%
843	Training	0	0	0	0	0	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	833	1,069	11,500	10,088	11,500	0.0%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$5,979	\$6,203	\$18,441	\$15,441	\$19,281	4.6%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	0	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$0	\$0	\$0	\$0	\$0	0.0%

BASE PROGRAM COST	\$65,912	\$65,286	\$89,367	\$88,162	\$93,283	4.4%
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TOTAL PROGRAM COST	\$65,912	\$65,286	\$89,367	\$88,162	\$93,283	4.4%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Meas.J Return-to-Source
FUND	72
PROGRAM	910

PROGRAM

This program is used to track and analyze Measure J transportation issues and compliance with requirements to receive funding from the County sales tax measure

STAFFING REQUIREMENTS

<u>Position Title</u>	<u>Full-Time Equivalent</u>
702 City Engineer	5%
Transportation Planner	50%
Total Full Time Equivalent	0.55

ACCOUNT DESCRIPTIONS

841 Allocated cost of office space rental	\$6,329
Pro-rata share of City computer equipment	1,031
	<u>\$7,360</u>

861 Consulting services for Measure J checklist monitoring	\$3,500
Administrative & staffing consultant for SWAT (City share)	8,000
	<u>\$11,500</u>

REVENUE

Measure J Return-to-Source	\$430,000
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**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Supp. Law Enf. Services
FUND	73
PROGRAM	920

PERSONNEL SERVICES		Actual 2014-2015 Expenditures	Actual 2015-2016 Expenditures	Final 2016-2017 Budget	Actual 2016-2017 Expenditures	Final 2017-2018 Budget	Increase Over Budget
702	Regular Personnel	\$0	\$0	\$0	\$0	\$0	0.0%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	0	0	0	0	0	0.0%
714	Worker's Compensation	0	0	0	0	0	0.0%
721	Fringe Benefits	0	0	0	0	0	0.0%
Subtotal PERSONNEL		\$0	\$0	\$0	\$0	\$0	0.0%

OPERATIONS AND MAINTENANCE		Actual 2014-2015 Expenditures	Actual 2015-2016 Expenditures	Final 2016-2017 Budget	Actual 2016-2017 Expenditures	Final 2017-2018 Budget	Increase Over Budget
741	Office Supplies	\$0	\$0	\$0	\$0	\$0	0.0%
743	Postage	0	0	0	0	0	0.0%
745	Printing & Binding	0	0	0	0	0	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	0	0	0	0	0	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	0	0	0	0	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	0	0	0	0	0	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	0	0	0	0	0	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	0	0	0	0	0	0.0%
843	Training	0	0	0	0	0	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	0	0	0	0	0	0.0%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	498,774	500,538	532,810	532,810	547,428	2.7%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$498,774	\$500,538	\$532,810	\$532,810	\$547,428	2.7%

CAPITAL OUTLAY		Actual 2014-2015 Expenditures	Actual 2015-2016 Expenditures	Final 2016-2017 Budget	Actual 2016-2017 Expenditures	Final 2017-2018 Budget	Increase Over Budget
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	0	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$0	\$0	\$0	\$0	\$0	0.0%

BASE PROGRAM COST	\$498,774	\$500,538	\$532,810	\$532,810	\$547,428	2.7%
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TOTAL PROGRAM COST	\$ 498,774	\$ 500,538	\$ 532,810	\$ 532,810	\$ 547,428	2.7%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Supp. Law Enf. Services
FUND	73
PROGRAM	920

PROGRAM

This program provides supplemental law enforcement services to the City through funding provided by A.B. 3229. This bill was enacted in 1995-96 and appropriates \$100 million from the State's general fund. The city is required to use the revenue to provide front line municipal police services. The funds shall be appropriated only after the City Council has held a public hearing to consider options for disbursing the funds. Funding must be considered separate and apart from the general fund budget process.

WORKPLAN

- This program funds two officers. Approximately 25% of the funding is provided by the state via AB3229.

ACCOUNT DESCRIPTIONS

POLICE CONTRACT DETAIL		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Percent Increase</i>
862.1	Officers	\$433,993	\$433,993	\$505,170	\$505,170	\$529,788	4.9%
862.6	Services/Supply	\$3,000	\$3,000	3,000	\$3,000	3,000	0.0%
862.7	Communications	\$11,224	\$11,224	20,000	\$20,000	10,000	-50.0%
862.8	Liability Insurance	\$3,700	\$3,700	4,640	\$4,640	4,640	0.0%
	Subtotal	\$451,917	\$451,917	\$532,810	\$532,810	\$547,428	2.7%

REVENUE

COPS AB3229	\$115,000
Transfer from General Fund	367,658
TOTAL	<u>\$482,658</u>

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	School Bus Program
FUND	74
PROGRAM	930

		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$104,597	\$105,270	\$105,144	\$106,033	110,023	4.6%
705	Temporary Personnel	10,284	11,896	20,000	19,437	15,000	-25.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	8,088	8,236	9,191	9,160	9,564	4.1%
714	Worker's Compensation	2,865	2,990	3,124	3,211	3,506	12.2%
721	Fringe Benefits	31,568	32,461	32,996	31,862	34,203	3.7%
Subtotal PERSONNEL		\$157,400	\$160,853	\$170,455	\$169,703	\$172,296	1.1%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$1,270	\$596	\$1,347	\$433	\$1,387	3.0%
743	Postage	875	977	928	987	956	3.0%
745	Printing & Binding	819	1,654	869	1,837	1,545	77.8%
746	Books & Software	0	0	515	280	0	N/A
748	Special Departmental Supplies	267	0	515	0	530	2.9%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	0	0	0	0	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	20	31	500	204	1,000	100.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	924	1,095	980	938	1,133	15.6%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	10,181	9,715	12,760	10,699	12,080	-5.3%
843	Training	43	45	1,030	434	1,061	3.0%
850	Contingency	0	0	278,192	0	200,000	-28.1%
851	Advertising/Legal Notices	0	0	0	0	500	N/A
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	1,578,960	1,574,389	1,688,421	1,787,804	1,812,721	7.4%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$1,593,359	\$1,588,502	\$1,986,057	\$1,803,615	\$2,032,913	2.4%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	217	0	3,000	4,322	2,000	-33.3%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$217	\$0	\$3,000	\$4,322	\$2,000	-33.3%

BASE PROGRAM COST	\$1,750,977	\$1,749,354	\$2,159,512	\$1,977,640	\$2,207,209	2.2%
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TOTAL PROGRAM COST	\$1,750,977	\$1,749,354	\$2,159,512	\$1,977,640	\$2,207,209	2.2%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	School Bus Program
FUND	74
PROGRAM	930

PROGRAM

This program is used to track costs associated with the Lamorinda School Bus program.

STAFFING REQUIREMENTS

	<u>Position Title</u>	<u>Full-Time Equivalent</u>
702	Transportation Program Manager - Bus	85%
	Total Full Time Equivalent	0.85

DESCRIPTION OF ACCOUNTS

705	Administrative Aide (.5FTE)	\$15,000
841	Rental of Office Space	\$10,080
	Pro-rata share of office equipment	<u>2,000</u>
		\$12,080
861	First Student - Lamorinda	\$1,763,230
	Audit	3,824
	Insurance	11,078
	Transfer Charges to City	5,560
	VISA	12,360
	Website	1,624
	Computer Support	3,500
	Legal counsel	1,545
	Consulting fees	<u>10,000</u>
		\$1,812,721

DESCRIPTION OF REVENUES

Parent Contributions	\$594,720
Measure J (SWAT)	72,500
One Trip Passes	17,000
Interest Earnings	892
State DOE	29,749
Measure J	<u>1,224,247</u>
	\$1,939,108

NOTES

This budget is draft and not yet reviewed or approved by the Lamorinda School Bus Transportation Agency Board.

**CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Insurance
FUND	76
PROGRAM	950

		<i>Actual 2014-2015 Expenditures</i>	<i>Actual 2015-2016 Expenditures</i>	<i>Final 2016-2017 Budget</i>	<i>Actual 2016-2017 Expenditures</i>	<i>Final 2017-2018 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$0	\$0	\$0	\$0	\$0	0.0%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	0	0	0	0	0	0.0%
714	Worker's Compensation	0	0	0	0	0	0.0%
721	Fringe Benefits	2,523	5,778	10,046	21,682	24,816	147.0%
Subtotal PERSONNEL		\$2,523	\$5,778	\$10,046	\$21,682	\$24,816	147.0%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$0	\$0	\$0	\$0	\$0	0.0%
743	Postage	0	0	0	0	0	0.0%
745	Printing & Binding	0	0	0	0	0	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	0	0	0	0	0	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	0	0	0	0	0.0%
771	Maintenance of Buildings	0	0	0	0	0	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	0	0	0	0	0	0.0%
801	Utilities-Water	0	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	0	0	0	0	0	0.0%
821	Utilities-Telephones	0	0	0	0	0	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	0	0	0	0	0	0.0%
843	Training	0	0	0	0	0	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	0	0	0	0	0	0.0%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	169,367	194,206	235,362	229,819	271,460	15.3%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	1,454	18,943	15,000	8,907	15,000	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$170,821	\$213,149	\$250,362	\$238,725	\$286,460	14.4%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	0	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$0	\$0	\$0	\$0	\$0	0.0%

BASE PROGRAM COST	\$173,343	\$218,927	\$260,408	\$260,407	\$311,276	19.5%
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TOTAL PROGRAM COST	\$173,343	\$218,927	\$260,408	\$260,407	\$311,276	19.5%
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CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

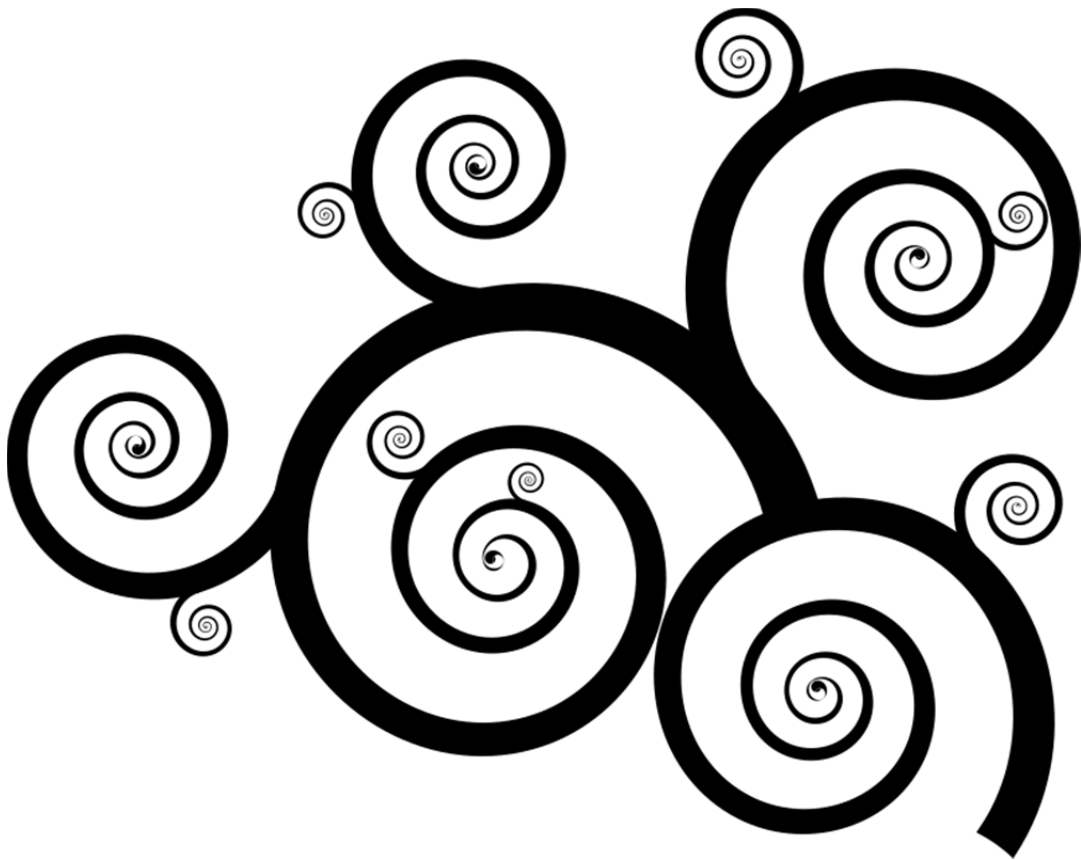
DEPARTMENT	Insurance
FUND	76
PROGRAM	950

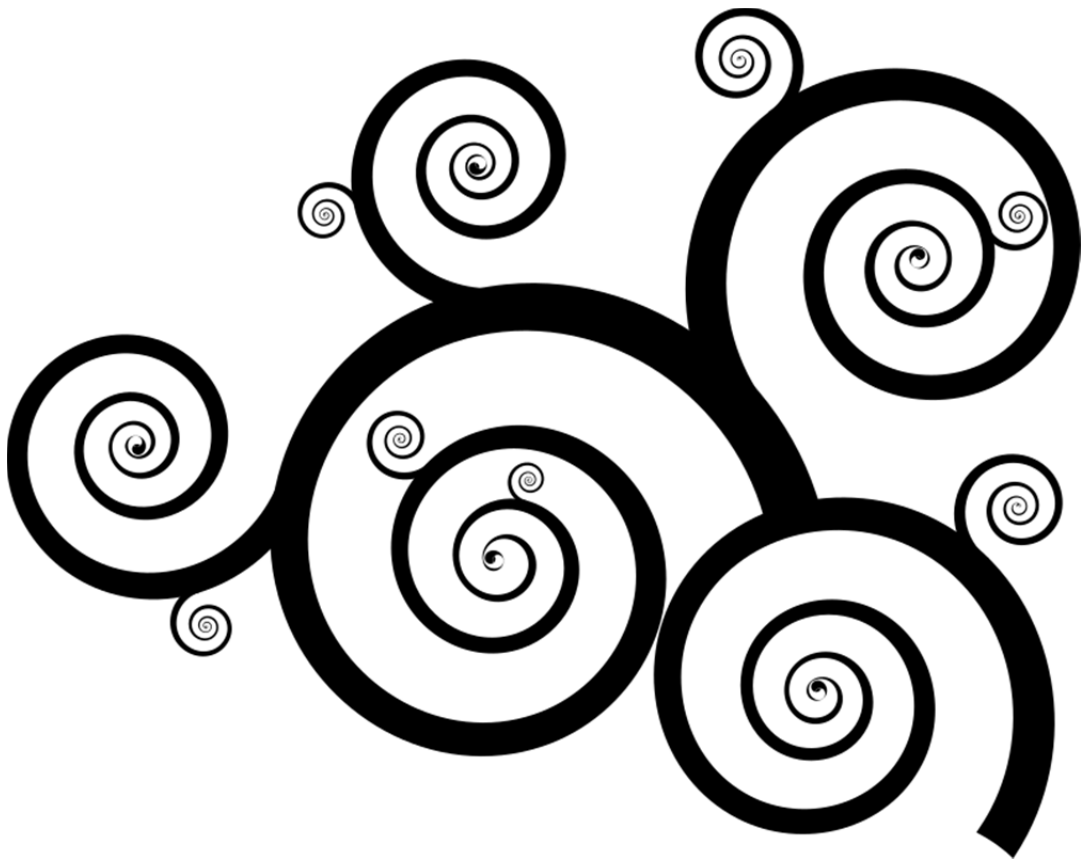
PROGRAM

The City of Lafayette is a member of the Contra Costa County Municipal Pooling Authority which provides a self-insurance program for general liability and property insurance. This fund has been established to ensure that the City is protected for deductible claim costs and certain legal and administrative expenses.

Premiums for blanket bonds and unemployment insurance are also included in this budget.

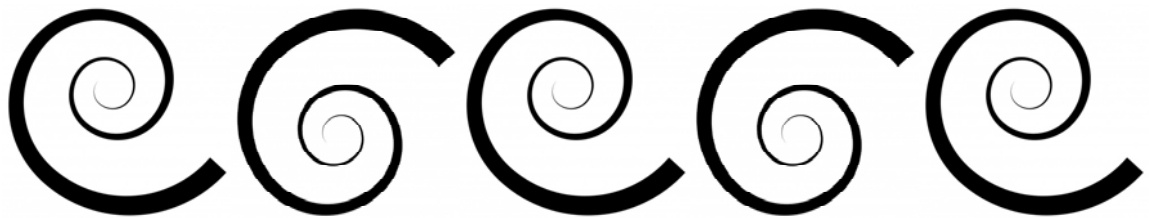
Property	13,350
Work Alternative Program	875
Vehicle	3,031
Liability	193,757
Excess Liability Insurance (CARMA)	42,188
Crime	518
Employment Risk Managment Authority (ERMA)	13,581
Wellness Program	2,000
EAP	2,160
	<u>271,460</u>







Successor Agency



CITY OF LAFAYETTE
2017-2018 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Tax Increment Bonds
FUND	90
PROGRAM	995

PROGRAM

This fund is used to track all outstanding debt obligations for tax increment bonds.

Lafayette Redevelopment Agency Obligations

BONDS	Original Debt	Payment Due
Series 2014 (Refinance of 2002 & 2008)	\$13,880,000	
Principal Payable		50,000
Interest Payable		<u>673,700</u>
TOTAL		\$723,700
Series 2015 (Refinance of 2005 & Library)	\$23,727,306	
Principal Payable		870,000
Interest Payable		<u>954,388</u>
TOTAL		\$1,824,388
Transfer from Fund 87		\$2,548,088

