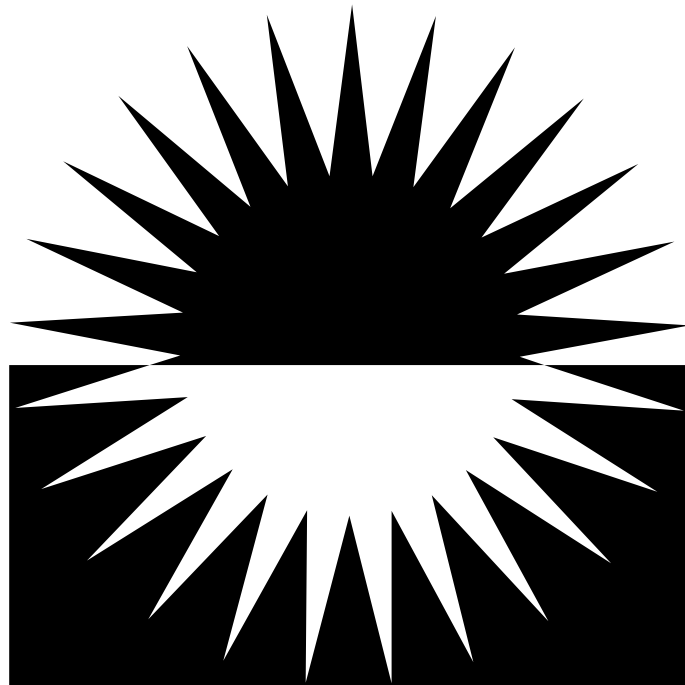
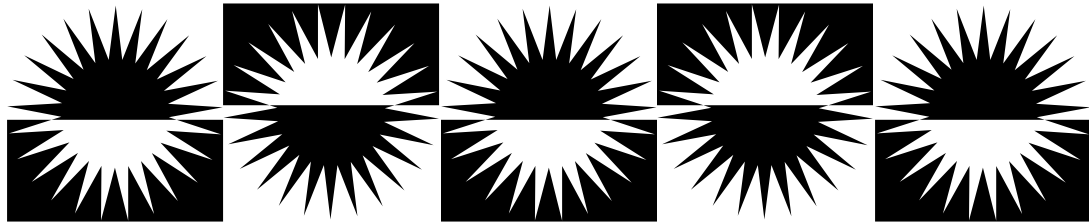
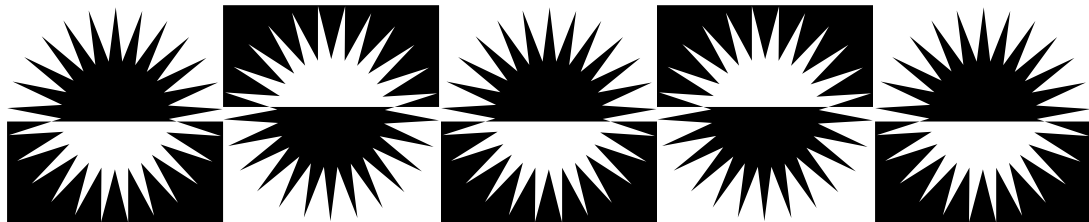


City of Lafayette
Proposed Budget
& Workplan
FY 2020-21





City Manager's Memo





**City of Lafayette
Staff Report
City Council**

Meeting Date: June 22, 2020

**Staff: Niroop Srivatsa, City Manager
Tracy Robinson, City of Lafayette, Administrative Services Director**

Subject: FY20-21 Proposed Budget and Workplan

INTRODUCTION

The City of Lafayette faces some significant challenges both in this budget and in the coming years due to the unprecedented economic impact of the Countywide shutdown due to Covid-19. The City's robust General Fund reserve which was built up over many years of fiscal restraint has allowed the City to weather this emergency better than many others, however, the City Council also moved swiftly to cut \$950K from the budget (explained in detail below) so as to potentially mitigate larger cuts that may be necessary later.

As a result of the savings realized in the FY19-20 budget, the ending reserve for FY19-20 is estimated at \$11.7M or 80%. However, given that revenues for FY20-21 are expected to be \$786K (5%) lower in, the City will need to use about \$1.5M of that surplus to balance the budget, resulting in a reserve of \$10.1M (62%). Without the \$1M in expense reductions and deferrals, the reserve would have fallen to \$9.1M or 50%, well below the 60% target.

Going forward, given conservative estimates for revenue recovery, FY21-22 may require the use of additional reserves of approximately \$1.3M which would bring the total reserve amount down below the 60% target to 53%. Alternatively, additional cuts to expenses and services may be required.

Given that there are still many unknowns as to how fast the economy may rebound in the coming months, staff suggests that the Council treat the FY20-21 budget as two separate budgets, rather than the traditional view that the Final Budget delivered in December is merely a refinement of the Proposed Budget. By the time that staff starts work on the Final Budget in October, we will have more robust information. Any changes or additional cuts to the budget can be made at that time for the second half of the fiscal year (January – June 2021).

BUDGET HIGHLIGHTS

FY19-20 Expenses

For FY19-20, the General Fund is expected to come in \$1.8M less than budget. The variance is due primarily to projects that were deferred or delayed:

	FY19-20 Budget	FY19-20 Estimated	Difference
Contract Sheriff's Services	4,645,098	4,146,398	(498,700)
Contractual Services	3,093,257	2,501,099	(592,158)
Improvements	510,670	201,950	(308,720)
Staff Vacancies	4,691,025	4,541,071	(149,954)
Prior Year Savings Carry Forward	250,010	0	(250,010)
TOTAL			(1,799,543)

FY20-21 Expense Reductions

For FY20-21 the General Fund budget is \$187K less than the FY19-20 budget. The budget includes the expense reductions that were directed by the Council as follows:

Description	Action	Impacts	General Fund Reduction
Employee- Related			
Transportation Planner	Delay hire for 6 months; 50% in GF	Slower resident response; no staffing for Trans/Circ Commission; fewer grants will be sought	25,200
Front Desk Receptionist	Delay hire for 6 months	Backlog for scanning; add'l workload for City Clerk and front office staff	25,200
1.25% COLA Deferral	GF cost of living increases incl. benefits	Employee morale	55,000
Subtotal			105,400
Police Department			
Code Enforcement	Reduce current staff by 50%	Slower response to resident complaints. Priority will be given to health and safety issues	24,000
Community Resource Officer	Eliminate for 1 year	Duties can be backfilled by current staff	45,000
Art & Wine / Res Run Police Staffing	Net of repayments from Chamber	No impact if events are cancelled	25,000
Police vehicle replacement	Defer 1 out of 2 planned replacements per year	Minimal	65,000

Subtotal			159,000
Operational / Programmatic			
All Staff Training Events	Do not hire outside speakers	No outside speakers may limit content and usefulness	7,500
Training/Meetings	Cut outside training/travel by 50%	Employee morale impacts; however conferences likely postponed or held on line	75,000
Extra Library Hours	Do not fund extra library hours (~15 hrs/wk)	Hours can be funded by proceeds from old library sale	145,000
Vistas	Eliminate 1 of 4 issues per year	Less engagement with residents	7,500
Banner Program	Reduce rotation of banners by 25%	Leave banners up longer between changes; more wear and tear	8,000
Subtotal			243,000
Landscape / Maintenance			
Core Area Maintenance	Reduce operations and capital outlay budgets	Frequency of landscaping and building maintenance will be reduced and will likely have visual impacts in the downtown; fewer roads will be restriped; certain maintenance projects will be deferred	100,000
Stormwater Pollution			
Road & Drain Maintenance			
Traffic Maintenance			
Parks & Trails Maintenance			
Community Center Mtce			
Subtotal			100,000
Funding Deferrals			
General Plan Update	Defer expenses to later years	Completion of plan will be delayed	50,000
Senior Service Assessment	Defer expenses to later years	Much of the project is now being done by volunteers	50,000
Library Maintenance	Sinking fund deferral	Necessary maintenance may be delayed	100,000
Ballfield Rehab	Sinking fund deferral	Necessary maintenance may be delayed	40,000
Public Facilities Cap Imp	Sinking fund deferral	Necessary maintenance may be delayed	100,000
Subtotal			340,000
TOTAL			\$947,400

FY20-21 Revenue Estimates

The main revenue streams that are expected to be impacted by the Shelter-In-Place (SIP) order are:

	FY19-20 Budget	FY19-20 Estimated	FY20-21 Budget
Sales Tax	3,312,313	2,750,000	2,475,000
Transient Occupancy Tax	775,000	550,479	388,894
Planning Fees	1,115,000	1,103,635	850,000
Other Revenue	11,526,890	11,659,441	11,581,218
TOTAL	16,729,203	16,063,555	15,295,111

- **Sales Tax** – FY19-20 sales tax is expected to be \$560K (17%) lower than budgeted; FY20-21 sales tax is expected to be \$275K lower than the previous year actual, representing a total decrease of \$837K (30%) from the amount expected prior to the SIP. Going forward, sales taxes are projected to recover at a modest rate of about 2% per year.
- **Transient Occupancy Tax** – FY19-20 actual revenues are expected to be \$224K (30%) less than budgeted and in FY20-21, revenues are expected to be about 50% of their prior amount of \$775K annually. While revenue projections going forward assume a greater rebound in FY21-22, it is not expected that revenues will return to normal for at least 4+ years.
- **Planning Fees** – While planning fees have been higher in recent years due to development within the City, the expectation is that going forward, these fees will fall back to more historical levels.

In total, revenue for FY20-21 is estimated to be \$1.5M less than budgeted for FY19-20 and almost \$2M less than the actual amount for FY18-19.

HIGHLIGHTS OF GENERAL FUND CHANGES

General Fund expenditures, including transfers and sinking fund changes, are \$750K less than the FY19-20 Final Budget. Expenditures remain largely unchanged except for:

- Expense reductions discussed above.
- Police Services costs have increased by \$297K including the transfer made to Supplementary Law Enforcement (Fund 73) due to increases from the recent contract negotiations in the County Sheriff's Department.
- The City Council budget includes \$30,000 for 3 additional months of services from Townsend & Associates to continue the Business Assistance Program as well as \$18,000 for Grant Writing Services given that the

Transportation Planner position has been frozen.

- \$30K for technology upgrades which include planned computer replacements as well as upgrades for equipment that will ensure that staff will be able to continue to work effectively during PG&E outages, potential future office closures or other emergencies.
- \$30K for additional legal expenses.

HIGHLIGHTS OF CAPITAL IMPROVEMENT FUNDS

- **Capital Improvement Program (Fund 14)**

This year's CIP totals \$3.3M and projects for FY20-21 include \$2.8M for Street Maintenance Projects and \$35K for a pedestrian crossing beacon at the roundabout which will be paid for by a grant. Given the uncertainty of funding from Gas Taxes and Measure J which are the primary revenue sources for the CIP, the street maintenance program can be adjusted by adding/deleting streets as necessary once those funds are secured.

- **Parks Facilities (Fund 12)**

The Parks, Trails & Recreation Commission has outlined an ambitious capital improvement program totaling \$1.48M that includes the following projects:

- ✓ Leigh Creekside Park (\$25K)
- ✓ Brook Street Park (\$397K)
- ✓ Community Center Restrooms (\$755K)
- ✓ Community Center Tot Lot (\$50K)
- ✓ Rohrer Drive Trail Weatherization (\$80K)
- ✓ Rose Lane Trail (\$45K)
- ✓ Buckeye Field Improvements (\$130K)

These projects will be funded by Park Facilities Fees and are subject to approval by the Council before they are spent. Note that most of these projects are carried forward from the prior year.

HIGHLIGHTS OF TRANSFERS & SINKING FUND CHANGES

General Fund Transfers

- Capital Improvement Projects (Fund 14) - \$400K from the General Fund. An additional \$250K towards the General Fund contribution will come from the Administrative Fee paid back from State to the Redevelopment Agency Successor Agency. This is comparable to prior years' transfers.
- Supplemental Law Enforcement (Fund 73) - \$505K for additional officers. This represents an increase of \$71K from the prior year.

- Library Operations (Fund 37) - \$12K for public meetings held in the Community Hall. Note that the transfer for additional library hours (\$155K) has been eliminated. Extra library hours will now be paid for out of the fund that was established by the County from the proceeds of the sale of the old library.
- Insurance (Fund 76) - \$279K for insurance premiums. This represents an increase of \$30K from the prior year but is also inclusive of dividend returns from the Municipal Pooling Authority. Also of note is that Worker's Compensation premiums – which are charged to specific departments and funds along with other employee expenses -- have decreased from \$0.04 to \$0.036 due to premium rebates.
- Core Area Maintenance (Fund 52) - \$180K which is \$23K less than the prior year transfer.
- Park Facilities (Fund 12) & Parkland Acquisition (Fund 17) - \$80K for administrative costs. It has been the Council's policy to transfer General Fund money to cover the cost of staff time spent working on these projects. While the City does receive a 1% administrative for Parks Facilities and Acquisition, the General Fund is subsidizing personnel expenses for Parks staff by about \$50K annually. This cost represents a \$12K increase over the prior year.

Sinking Funds

As mentioned above, part of the expense reduction strategy was to defer additions to several capital improvement sinking funds as follows:

- Library Maintenance - \$100K
- Ballfield Rehab - \$40K
- Public Facilities (Community Center Roof) - \$100K

The purpose of these sinking funds is to smooth the spending for anticipated, large capital improvements that are necessary to maintain our public property. However, we do not recommend underfunding these sinking funds going forward as a cost-saving mechanism because the repairs will eventually need to be done and having to suddenly fund a large sum of money in any given year would not be fiscally prudent. Therefore, the 5-Year Budget model includes paying back these deferrals over the next four years.

Other Sinking Fund balances have changed as follows:

- \$115K **released** for Public Art at the BART Entryway Project
- \$88K **released** from Stormwater Pollution to mitigate shortfall between revenue and expenditures
- \$25K **released** from Computer Replacement to help fund technology upgrades
- \$98K **increased** for various accounts to reflect restricted revenues (e.g. in-lieu tree payments, PEG fees, ETF Cal Recycle fees)
- \$20K **increased** for accrued vacation liability due to staff salary increases (merit + COLA)
- \$100K **increased** for Library Maintenance (equal to ½ of the regular annual amount)
- \$50K **increased** for future General Plan Update expenses

Increases in Sinking Fund balances are basically “expenses”, releases from balances reduce associated expenses. For FY20-21, a total of \$107K will be released from Sinking Fund balances.

HIGHLIGHTS OF CHANGES IN THE RESERVE STANDARD & FIVE-YEAR MODEL

Th reserve at the end of FY19-20 is estimated at \$11.7M or 80%. In FY20-21, given the current estimates for reduced revenue, the City will need to use about \$1.5M of that surplus to balance the budget, resulting in a reserve of \$10.1M (62%), which is still above the target. Estimates for how fast revenues will recover after businesses begin opening are uncertain at best. The Five-Year model anticipates a very conservative increase of 2% per year for the three most affected categories: Sales Tax, Transient Occupancy Tax and Planning Fees. The model also anticipates a growth rate of 3% for expenses, which of course can be adjusted as needed. Given this mismatch, it appears that General Fund Reserves will continue to decrease over time, however, staff cautions against making another round of expense reductions until there is more certainty about revenue.

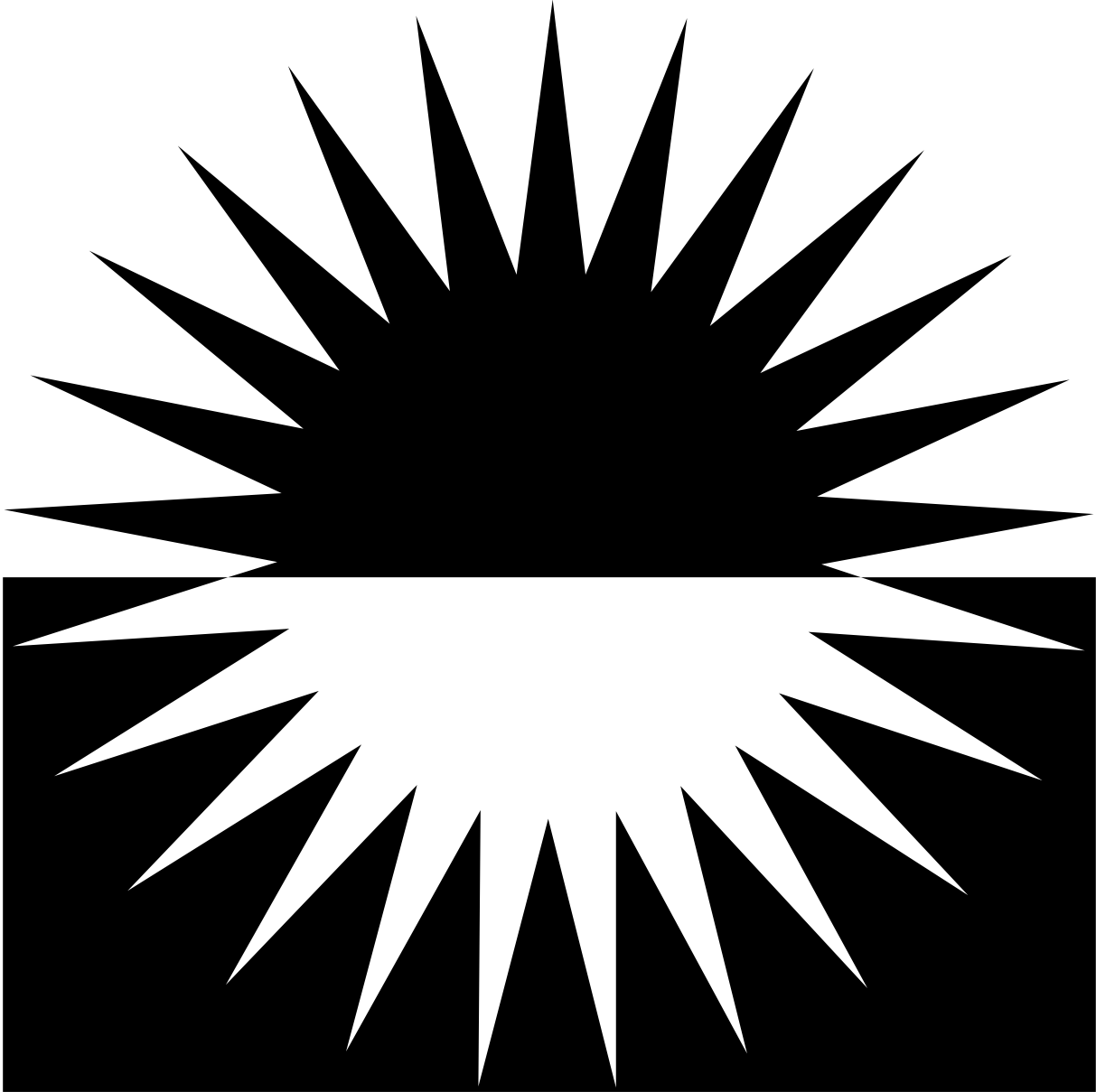
BOTTOM LINE

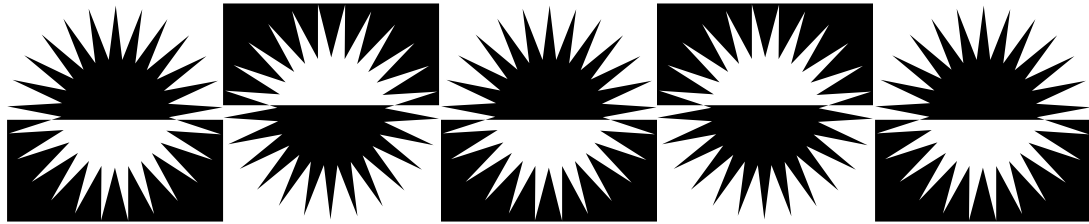
There is no doubt that the unprecedented events precipitated by Covid-19 will have ongoing effects on the City’s budget. Swift action by the Council to immediately trim almost \$1M from the budget has allowed us the time to take careful and considered actions to further refine the budget if necessary. However, the same pressure points that existed for the budget pre-Covid still remain:

- The Core Area continues to run a shortfall between assessments and expenses. While we have reduced expenses in this area even before it was necessary due to the budget reductions, expenses will only increase over time. If the City wishes to continue to balance revenue and expenses in this area, there will be visible impacts to the downtown.
- Likewise, Stormwater Pollution also now runs a consistent shortfall between assessments and expenses. There is a total of \$239K left in the Sinking Fund to mitigate these expenses going forward. At a rate of \$90K per year, which is approximately ½ of the shortfall, enough remains for about 2.5 years.
- Legal expenses continue to be about twice as high as they were only 5 years ago. The budget for FY20-21 is \$692K. Unanticipated legal fees may seriously impact the City’s reserve and/or ability to provide core services going forward.
- Senior Transportation continues to run at a deficit. The deficit for FY20-21 is projected to be \$35K. At this run rate the fund balance -- which includes \$70K remaining from the \$100K bequest given by a former client -- will last only another two years.

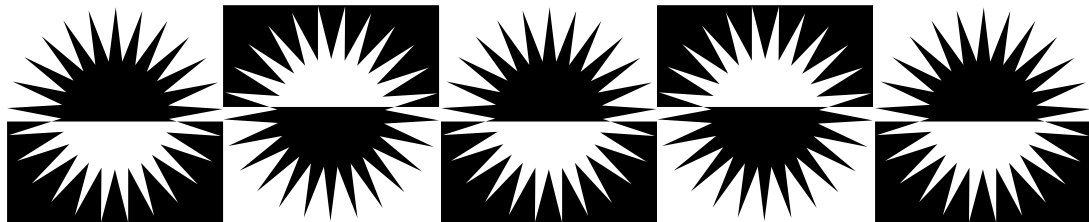
Recommendation

Receive the Proposed FY20-21 Municipal Budget and Workplan, take public testimony and approve Resolution 2020-26.





Summary Pages



CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
SUMMARY OF FUND BALANCES AND CHANGES

<i>FUND #</i>	<i>FUND</i>	<i>Estimated Fund Balance 7/1/2020</i>	<i>Estimated Revenue FY2020-21</i>	<i>Transfer In</i>	<i>Transfer Out</i>	<i>Estimated Expenditures, FY2020-21</i>	<i>Sinking Funds and Special Reserves</i>	<i>Estimated Fund Balance 6/30/2021</i>	<i>Change in Fund Balance</i>	<i>Loans (Assets) & Liabilities</i>	<i>Cash Position</i>
11	General Fund	\$16,155,985	\$15,251,118	\$25,000	\$1,672,495	\$14,748,847	\$3,227,729	\$11,783,031	(\$4,372,954)	(\$5,499,333)	\$6,283,698
12	Parks Facilities	\$1,386,377	739,697	58,897	0	1,525,247	180,000	479,724	(906,653)	0	\$479,724
14	Capital Improvement Projects	\$1,730,390	1,104,340	2,285,000	0	3,188,841	1,754,631	176,258	(1,554,132)	0	\$176,258
16	Public Facilities	\$626,500	750	5,000	0	300	611,750	20,200	(606,300)	0	\$20,200
17	Parkland Acquisition	\$2,787,455	457,040	21,748	0	121,748	0	3,144,495	357,040	0	\$3,144,495
31	Recreation Programs	\$852,506	1,485,500	0	30,000	1,427,355	0	880,651	28,145	0	\$880,651
32	Parking Fund	\$367,125	432,075	0	0	447,895	298,122	53,183	(313,942)	(773,675)	(\$720,492)
34	Vehicle Abatement	\$54,657	12,060	0	0	8,229	0	58,488	3,831	0	\$58,488
36	Senior Transportation	\$170,044	113,000	40,000	0	204,403	70,583	48,059	(121,986)	0	\$48,059
37	Library Operations	\$103,184	970,023	12,000	0	982,023	0	103,184	0	0	\$103,184
51	Street Lighting	\$175,243	21,700	0	0	26,920	0	170,023	(5,220)	0	\$170,023
52	Core Area Maintenance	\$98,000	298,234	179,702	0	470,937	105,000	-	(98,000)	0	\$0
53	Stormwater Pollution	\$18,377	370,122	176,283	0	564,783	0	-	(18,377)	0	\$0
69	SB1 Gas Tax	\$42,311	457,473	0	420,000	0	0	79,784	37,473	0	\$79,784
71	Gas Tax	\$149,387	631,235	0	680,000	0	0	100,622	(48,765)	0	\$100,622
72	Meas.J Return-to-Source	\$303,086	499,900	0	535,000	57,039	175,671	35,276	(267,810)	0	\$35,276
73	Supp. Law Enf. Services	(\$18,237)	155,947	504,754	0	642,464	0	-	18,237	0	\$0
74	School Bus Program	\$647,697	2,039,045	0	0	2,178,332	200,000	308,410	(339,287)	0	\$308,410
75	City Office Development	\$5,145,205	2,000	0	0	0	0	5,147,205	2,000	0	\$5,147,205
76	Insurance	\$3,589,951	0	279,112	0	279,112	500,000	3,089,951	(500,000)	0	\$3,089,951
78	General Obligation Bond Payments	\$462,491	600,000	0	0	728,667	0	333,824	(128,667)	0	\$333,824
38	Housing Successor Agency	\$1,569,782		0	0	0	0	1,569,782	0	0	\$1,569,782
87	Successor Agency	(\$5,573,697)	2,647,245	0	0	77,607	0	(3,004,059)	2,569,638	6,273,008	\$3,268,949
90	Redevelopment Debt	(\$33,257,797)	0	0	0	2,569,638	0	(35,827,435)	(2,569,638)	31,797,005	(\$4,030,430)
	GRAND TOTAL	(\$2,413,976)	\$28,288,504	\$3,587,495	\$3,337,495	\$30,250,385	\$7,123,486	(\$11,249,343)	(\$8,835,367)		

CITY OF LAFAYETTE

2020-2021 PROPOSED 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, 2019	Estimated for June 30, 2020	Proposed for June 30, 2021
General Fund Expenditures	\$13,134,315	\$13,069,641	\$14,748,847
Ongoing General Fund Transfers			
<i>Pavement Management</i>	<i>1,000,000</i>	<i>400,000</i>	<i>400,000</i>
<i>Core Area Maintenance</i>	<i>248,960</i>	<i>203,012</i>	<i>179,702</i>
<i>Stormwater Pollution Fund</i>		<i>100,000</i>	<i>176,283</i>
<i>Supplementary Law Enforcement</i>	<i>445,938</i>	<i>433,479</i>	<i>504,754</i>
<i>Additional Library Hours</i>	<i>152,530</i>	<i>155,340</i>	<i>12,000</i>
<i>Insurance</i>	<i>215,806</i>	<i>249,662</i>	<i>279,112</i>
<i>One time adjustments</i>			
Subtotal Transfers	2,063,234	\$1,541,493	1,551,851
TOTAL EXPENDITURES + TRANSFERS	15,197,549	14,611,134	16,300,698
Multiply total by goal:	60%	60%	60%
TARGET RESERVE:	\$9,118,529	\$8,766,681	\$9,780,419

ESTIMATED CASH POSITION	Actual for June 30, 2019	Estimated for June 30, 2020	Proposed for June 30, 2021
Fund # Core Operations Funds (net of sinking funds)			
11 General Fund	\$12,986,592	\$12,945,593	\$11,783,031
31 Recreation Programs	779,239	852,506	880,651
76 Insurance	3,077,851	3,089,951	3,089,951
Net Core Operations Fund Balance	16,843,682	16,888,050	15,753,633
Less Accrued RDA Interest & Loans	(6,371,669)	(5,337,401)	(5,499,333)
Total Core Cash Position	10,472,013	11,550,649	10,254,300
% of General Fund Expenditures	69%	79%	63%
Excess Total Cash Position Over GF Reserve Target:	1,353,484	2,783,969	473,882

Fund # Project Funds		
32 Parking Programs		53,183
75 City Offices		5,147,205
Net Project Fund Balance		5,200,388
Less Loans from Parking Programs		(773,675)
Total Cash Position of Project Funds		4,426,713

FINANCIAL DASHBOARD			
Days Cash Available	252	289	230
Budget to Actual Performance			
Expenses	92%	88%	N/A
Revenue	109%	96%	N/A
Working Capital	N/A	N/A	195%
Retirement Payments as % of General Fund Revenue	4.1%	4.3%	4.6%

5-YEAR BUDGET FORECAST

	Estimated 2019/20	Proposed 2020/21	Multiplier	Projected 2021/22	Multiplier	Projected 2022/23	Multiplier	Projected 2023/24	Multiplier	Projected 2024/25
Estimated Beginning Fund Balance	10,472,013	11,550,649		10,254,300		8,943,970		7,642,456		6,390,657
Sources										
Property Tax	5,528,640	5,694,500	3.5%	5,893,807	3.5%	6,100,090	3.5%	6,313,593	3.5%	6,534,569
Sales Tax	2,776,900	2,534,900	4%	2,627,000	2%	2,684,000	2%	2,741,000	2%	2,797,000
Revenue From State	3,207,400	3,303,622	3%	3,386,213	3%	3,470,868	3%	3,557,640	3%	3,646,581
Franchise Tax	1,490,451	1,477,596	2%	1,507,148	2%	1,537,291	2%	1,568,037	2%	1,599,397
Investments	595,000	360,000	2%	367,200	2%	374,544	2%	382,035	2%	389,676
Hotel Tax	550,479	285,000	2%	498,750	2%	508,725	2%	518,900	2%	529,277
Property Transfer Tax	238,000	250,000	3%	257,500	3%	265,225	3%	273,182	3%	281,377
Misc Fees, Fines, Revenue, COPS Grant	755,897	651,447	2%	664,476	2%	677,765	2%	691,321	2%	705,147
Planning Fees	1,103,635	850,000	3%	871,250	3%	893,031	3%	915,357	3%	938,241
Total Sources	16,246,402	15,407,065	2%	16,073,343	3%	16,511,540	3%	16,961,064	3%	17,421,266
Uses										
Police	6,132,552	6,827,608	4%	7,084,850	4%	7,368,244	4%	7,662,974	4%	7,969,493
Public Works	1,983,907	2,175,589	3%	2,240,856	3%	2,308,082	3%	2,377,324	3%	2,448,644
Administration	2,627,192	2,801,693	3%	2,885,744	3%	2,972,316	3%	3,061,486	3%	3,153,330
Council /Commissions	1,323,876	1,818,749	3%	1,873,312	3%	1,929,511	3%	1,887,396	3%	1,944,018
Planning & Engineering	1,496,508	1,617,537	3%	1,666,063	3%	1,716,045	3%	1,667,526	3%	1,717,552
Expenses	113,269	150,135	3%	154,639	3%	159,278	3%	164,057	3%	168,978
Potential Savings				(400,000)		(400,000)		(400,000)		(400,000)
Total Uses	13,677,304	15,391,311	1%	15,505,464	4%	16,053,477	2%	16,420,764	4%	17,002,016
General Fund Transfers to:										
Public Facilities	5,000	5,000	0%	5,000	0%	5,000	0%	5,000	0%	5,000
Parks Facilities/Acquisition	78,449	80,644	3%	82,901	3%	85,221	3%	87,606	3%	90,058
Capital Improvement Program	375,140	400,000	0%	400,000	0%	400,000	0%	400,000	0%	400,000
Library Operations	155,340	12,000	2%	167,240	2%	170,585	2%	173,996	2%	177,476
Core Area Maintenance	203,012	179,702	2%	215,000	2%	219,300	2%	223,686	2%	228,160
Senior Transportation	40,000	40,000	3%	40,000	0%	40,000	0%	40,000	0%	40,000
Insurance	249,662	279,112	5%	293,068	5%	307,721	5%	323,107	5%	339,262
Library Maintenance Sinking Fund	200,000	100,000	0%	225,000	0%	225,000	0%	225,000	0%	225,000
Stormwater Pollution	223,014	176,283	28%	225,000	3%	231,750	3%	238,703	3%	245,864
Community Center Roof Repair Sinking Fund	100,000	-		125,000	-80%	25,000	0%	25,000	0%	25,000
General Plan Revise 2020	100,000	50,000	0%	50,000						-
Sinking Funds	126,930	(132,663)	0%	50,000	0%	50,000	0%	50,000	0%	50,000
Subtotal	1,856,547	1,190,079	58%	1,878,209	-6%	1,759,577	2%	1,792,098	2%	1,825,820
Total Uses	15,533,851	16,581,390	5%	17,383,673	2%	17,813,054	2%	18,212,862	3%	18,827,837
Surplus or (Deficit)?:	712,552	(1,174,326)		(1,310,330)		(1,301,514)		(1,251,799)		(1,406,571)
Projected Ending Fund Balance	11,550,649	10,254,300	-13%	8,943,970	-15%	7,642,456	-16%	6,390,657	-22%	4,984,086
% of General Fund Expenditures	79%	63%		54%		45%		37%		28%

*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

2020-2021 PROPOSED BUDGET

SINKING FUNDS AND RESERVE RESTRICTIONS

Funds are reserved for specific purposes as follows:		<i>Actual for June 30, 2018</i>	<i>Actual for June 30, 2019</i>	<i>Proposed for June 30, 2020</i>	<i>Proposed for June 30, 2021</i>	<i>Fiscal Year Difference</i>
11 General Fund						
340.9	Public Art - City Council Allocation	\$75,000	\$75,000	\$75,000	\$75,000	\$0
	Public Art - GF Advance for BART Pathway Project	0	(30,000)	0	(32,892)	(32,892)
341.2	Youth Committee Fund Raising Efforts	20,196	20,441	0	0	0
341.3	Environmental Task Force	1,600	3,200	1,600	3,200	1,600
341.4	Bikeways Plan Update	14,000	14,000	14,000	14,000	0
341.5	Stormwater Pollution	350,000	450,000	327,000	239,000	(88,000)
341.7	BART Pathway Project	232,535	0	0	0	0
341.8	CalRecycle Grant	17,737	17,975	9,168	9,168	0
342.1	Public Art	7,018	7,018	92,018	0	(92,018)
342.2	In Lieu Tree Payments	69,926	108,067	126,852	145,637	18,785
342.4	Library Maintenance	700,000	900,000	1,100,000	1,200,000	100,000
342.5	Accrued vacation liability	757,070	558,156	586,064	606,576	20,512
342.6	PEG Fees	132,479	220,215	297,900	375,150	77,250
342.9	Senior Services Bequest	17,309	13,709	10,109	6,509	(3,600)
343.2	Rehab of Medians	125,000	125,000	125,000	125,000	0
343.4	Traffic Calming Programs	101,100	101,100	93,100	93,100	0
343.5	EMBUD Pathway Woodbury Maintenance	25,000	25,000	25,000	25,000	0
343.6	Tree Planting & Landscaping in Median Islands (PG&E)	0	0	0	0	0
343.7	In-Lieu for Public Benefit per DA for Lafayette Park Terraces	0	0	0	0	0
343.8	General Plan Revision 2020	100,000	200,000	100,000	150,000	50,000
344.0	Replacement fund for public works vehicles	60,000	41,634	41,634	41,634	0
344.1	Replacement fund for Planning & Engineering vehicles	28,001	28,001	28,001	28,001	0
344.2	Unanticipated police equipment replacement	88,395	58,395	58,395	58,395	0
344.3	Computer Replacement	10,951	30,951	30,951	5,951	(25,000)
344.5	Retiree Medical Benefits (GASB45)	18,600	18,600	18,600	9,300	(9,300)
344.7	Ballfield Rehabilitation	110,000	120,000	50,000	50,000	0
344.9	PG & E Trees (Litigation Pending)	474,805	0	0	0	0
	Subtotal	\$3,536,722	\$3,106,462	\$3,210,392	\$3,227,729	\$17,337
12 Parks Facilities						
384.0	Playground Equipment sinking fund	135,000	150,000	165,000	180,000	\$15,000
14 Capital Improvement Projects						
340.0	Drainage Impact Fees	170,658	86,243	175,154	225,154	\$50,000
340.1	Downtown Oak Hill Road Utility Underground District	\$30,000	30,000	30,000	30,000	\$0
340.2	Downtown & PHR Congestion Relief	\$147,654	578,263	167,602	167,602	\$0
343.7	Mt. Diablo Court Improvements	145,000	145,000	145,000	145,000	\$0
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	387,430	722,268	849,994	849,994	\$0
348.3	EBMUD Pathway - Merrill Gardens	15,000	15,000	15,000	15,000	\$0
352.0	Walkway Development Fees	\$49,281	\$126,926	\$209,441	\$259,441	\$50,000
	Subtotal	1,007,463	1,766,140	1,445,479	1,754,631	\$309,152
16 Public Facilities						
351.1	Public Works Yard Sinking Maintenance Fund	50,000	55,000	60,000	65,000	\$5,000
351.3	Community Center Roof Replacement Fund	\$85,000	\$195,000	\$305,000	\$310,000	\$5,000
	Police Offices Capital Maintenance Fund	\$0	\$236,750	\$236,750	\$236,750	\$0
	Subtotal	\$135,000	\$486,750	\$601,750	\$611,750	\$10,000

31 Recreation Programs						
342.5	Vacation/Sick Liability	36,461	41,047	43,099	43,099	\$0
	Subtotal	\$30,120	\$41,047	\$43,099	\$43,099	\$0
32 Parking Fund						
341.55	Plaza Way Parking Overlay	\$283,122	\$296,235	\$298,122	\$298,122	\$0
36 Senior Transportation						
342.70	Bequest	\$77,500	\$58,709	\$58,709	\$58,709	\$0
342.80	Taxi Program	\$19,974	\$17,474	\$17,474	\$11,874	(\$5,600)
	Subtotal	\$97,474	\$76,183	\$76,183	\$70,583	(\$5,600)
52 Core Area Maintenance						
340	Street Light Replacement and Maintenance Fund	\$60,000	\$75,000	\$90,000	\$105,000	\$30,000
72 Meas.J Return-to-Source						
348.4	Program 28C	\$111,432	\$121,771	\$148,721	\$175,671	\$53,900
74 School Bus Program						
	Emergency Reserve			\$200,000	\$200,000	\$200,000
76 Insurance						
341.0	Insurance Reserve	\$500,000	\$500,000	\$500,000	\$500,000	\$0
TOTAL - RESTRICTED RESERVES		\$5,896,333	\$6,569,588	\$6,251,076	\$6,966,585	\$429,789

CITY OF LAFAYETTE
 2020-2021 PROPOSED BUDGET
 SCHEDULE OF FUND TRANSFERS

FUND #	TRANSFER TO: FUND	TRANSFER FROM:						TOTAL
		11 General Fund	31 Recreation Programs	69 SB1 Gas Tax	71 Gas Tax	72 Measure J- Return to Source	87 Tax Increment Debt	
11	General Fund		25,000					25,000
12	Parks Facilities	58,897						58,897
14	Capital Improvement Projects	400,000		420,000	680,000	535,000	250,000	2,285,000
16	Public Facilities		5,000					5,000
17	Parkland Acquisition	21,748						21,748
31	Recreation Programs							-
32	Parking Fund							-
34	Vehicle Abatement							-
36	Senior Transportation	40,000						40,000
37	Library Operations	12,000						12,000
51	Street Lighting							-
52	Core Area Maintenance	179,702						179,702
53	Stormwater Pollution	176,283						176,283
71	Gas Tax							-
72	Meas. J Return-to-Source							-
73	Supp. Law Enf. Services	504,754						504,754
74	School Bus Program							-
75	City Office Development							-
76	Insurance	279,112						279,112
78	General Obligation Bond Payments							-
79	Road & Drain Bond Proceeds							-
87	Successor Agency							-
90	Redevelopment Debt						2,569,638	2,569,638
	TOTAL	1,672,495	30,000	420,000	680,000	535,000	2,819,638	6,157,133

* For details on transfers, see specific pages for each fund.

CITY OF LAFAYETTE
 2020-2021 PROPOSED BUDGET
 SUMMARY OF CAPITAL IMPROVEMENT PROGRAM

15-Jun-20

CY	Project Name / Funding Source	State and Federal Grants & Measures	SB-1 RMRA	Measure J	Gas Tax	General Fund	Waste Management Mitigation	Total
FUND 12 - PARKS FACILITIES								
	Overhead					43,897		\$43,897
	Subtotal	\$0	\$0	\$0	\$0	\$43,897	\$0	\$43,897

FUND 14 - CAPITAL IMPROVEMENT PROJECTS								
	2020 Street Maintenance Program		420,000	535,000	680,000	198,159	1,017,000	2,850,159
	PedXing Beacon @ Roundabout	35,000						35,000
	Overhead					451,841		451,841
	Subtotal	35,000	420,000	535,000	680,000	650,000	1,017,000	3,337,000

	State and Federal Grants & Measures	SB-1 RMRA	Measure J	Gas Tax	General Fund	Waste Management Mitigation	GRAND TOTAL
GRAND TOTAL:	\$35,000	\$420,000	\$535,000	\$680,000	\$693,897	\$1,017,000	\$3,380,897

CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE SUMMARY - GENERAL FUND

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$2,924,190	\$3,229,583	\$3,078,884	\$2,994,980	\$3,091,902	0.4%
705	Temporary Personnel	140,142	127,893	169,140	121,687	119,140	-29.6%
708	Overtime	15,789	11,015	18,000	17,200	20,000	11.1%
711	Social Security	216,922	235,025	249,850	244,085	247,175	-1.1%
714	Worker's Compensation	80,712	128,812	123,425	120,170	116,506	-5.6%
721	Fringe Benefits	907,000	982,925	1,051,725	1,042,949	996,677	-5.2%
Subtotal PERSONNEL		\$4,284,754	\$4,715,254	\$4,691,025	\$4,541,071	\$4,591,400	-2.1%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$21,635	\$30,771	\$23,427	\$25,532	\$25,074	7.0%
743	Postage	6,928	7,631	10,167	9,196	9,440	-7.2%
745	Printing & Binding	8,575	15,598	20,645	16,500	18,400	-10.9%
746	Books & Software	9,761	26,256	28,500	11,450	13,200	-53.7%
748	Special Departmental Supplies	92,758	117,334	95,700	98,700	110,450	15.4%
751	Maintenance of Vehicles	199,967	206,632	164,500	200,924	203,000	23.4%
761	Maintenance of Equipment	16,750	6,315	22,570	17,500	16,550	-26.7%
771	Maintenance of Buildings	36,392	47,463	45,145	48,719	48,145	6.6%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	20,166	29,626	20,787	23,687	21,287	2.4%
801	Utilities-Water	82,350	99,446	112,620	112,000	115,200	2.3%
805	Utilities-Sewer	3,191	4,166	4,551	5,300	5,300	16.5%
811	Utilities-Gas & Electric	49,487	62,382	55,200	66,261	68,000	23.2%
821	Utilities-Telephones	70,720	79,212	76,753	84,856	85,962	12.0%
825	Utilities-Garbage Disposal	0	0	1,140	0	0	N/A
831	Utilities-Street Lighting	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	15,390	15,223	16,295	16,295	16,295	0.0%
841	Rental Expense	390,759	345,053	357,252	358,855	359,485	0.6%
843	Training	111,691	153,562	158,067	114,574	89,265	-43.5%
850	Contingency	0	0	150	150	150	0.0%
851	Advertising/Legal Notices	20,397	17,251	58,600	15,800	17,600	-70.0%
853	Community Promotion	70,254	52,914	85,100	55,854	65,075	-23.5%
861	Contractual Services	2,960,266	2,568,321	3,093,257	2,501,099	3,059,060	-1.1%
862	Reimbursable Emergency Response	58,340	59,016	60,000	66,000	60,000	0.0%
862	Contract Sheriff Services	3,827,521	3,963,968	4,645,098	4,146,398	4,834,765	4.1%
866	Contractual-Recreation	12,459	12,915	2,650	1,470	3,050	15.1%
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	2,906	0	0	0	0.0%
892	Debt Service	1,290	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
Subtotal OP'S AND MAINTENANCE		\$8,087,046	\$7,923,963	\$9,158,175	\$7,997,121	\$9,244,753	0.9%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$2	N/A
906	Improvements	242,290	91,007	510,670	201,950	365,000	-28.5%
907	Equipment	369,669	364,090	279,200	329,500	251,000	-10.1%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$611,959	\$455,097	\$789,870	\$531,450	\$616,002	-22.0%

BASE PROGRAM COST		\$12,983,759	\$13,094,314	\$14,639,070	\$13,069,641	\$14,452,155	-1.3%
999	Total Savings Carried Forward	\$0	\$0	\$250,010	\$0	\$296,692	18.7%
TOTAL G.F. EXPENDITURES		\$12,983,759	\$13,094,314	\$14,889,080	\$13,069,641	\$14,748,847	-0.9%

CITY OF LAFAYETTE
 2020-2021 PROPOSED BUDGET
 EXPENDITURE SUMMARY - ALL FUNDS

15-Jun-20

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$4,281,691	\$4,475,234	\$4,483,819	\$4,386,526	\$4,512,779	0.6%
705	Temporary Personnel	455,138	492,179	501,640	489,141	475,760	-5.2%
708	Overtime	28,862	17,288	23,000	24,700	25,000	8.7%
711	Social Security	343,023	358,056	383,147	379,911	383,536	0.1%
714	Worker's Compensation	124,242	193,117	189,448	187,686	180,999	-4.5%
721	Fringe Benefits	1,364,034	1,396,144	1,546,181	1,531,567	1,478,777	-4.4%
	Subtotal PERSONNEL	\$6,596,990	\$6,932,017	\$7,127,235	\$6,999,532	\$7,056,851	-1.0%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$31,547	\$41,309	\$37,306	\$35,392	\$36,214	-2.9%
743	Postage	21,801	23,946	28,838	27,711	28,291	-1.9%
745	Printing & Binding	45,281	50,981	58,661	53,384	56,000	-4.5%
746	Books & Software	9,901	26,341	31,950	11,654	16,650	-47.9%
748	Special Departmental Supplies	148,580	188,496	181,430	177,365	198,850	9.6%
751	Maintenance of Vehicles	239,639	245,824	214,500	239,408	253,100	18.0%
761	Maintenance of Equipment	18,322	12,472	34,570	26,391	26,250	-24.1%
771	Maintenance of Buildings	116,004	126,310	175,645	163,758	177,445	1.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	24,556	30,116	21,787	24,687	22,087	1.4%
801	Utilities-Water	112,594	140,324	151,695	153,300	155,500	2.5%
805	Utilities-Sewer	6,152	8,193	11,651	12,100	12,400	6.4%
811	Utilities-Gas & Electric	139,737	166,467	182,800	187,108	199,000	8.9%
821	Utilities-Telephones	88,524	96,650	98,669	106,205	108,446	9.9%
825	Utilities-Garbage Disposal	0	0	1,200	60	60	-95.0%
831	Utilities-Street Lighting	64,220	65,411	66,420	68,420	68,420	3.0%
835	Utilities-Traffic Signals	15,390	15,223	16,295	16,295	16,295	0.0%
841	Rental Expense	462,108	413,690	429,508	435,564	434,232	1.1%
843	Travel and Training	116,359	161,514	166,567	120,959	97,815	-41.3%
850	Contingency	0	0	150	150	150	0.0%
851	Advertising/Legal Notices	22,724	18,359	61,400	17,350	19,150	-68.8%
853	Community Promotion	259,845	241,128	324,100	214,575	248,075	-23.5%
861	Contractual Services	6,290,476	5,447,921	6,184,779	4,958,510	6,116,481	-1.1%
861.5	Reimbursable Emergency Response	60,499	67,735	74,500	78,500	74,500	0.0%
862	Contract Sheriff Services	4,374,949	4,549,322	5,234,760	4,754,060	5,477,229	4.6%
866	Contractual-Recreation	460,050	552,518	502,650	483,959	478,050	-4.9%
881	Premium Payment-Liability	294,928	219,936	209,846	209,978	239,496	14.1%
885	Insurance and Surety Bonds	599	0	27,404	27,640	28,000	2.2%
891	Claims Payments	7,016	4,886	15,000	15,000	15,000	0.0%
892	Debt Service	10,742,229	764,939	593,408	595,037	3,298,305	455.8%
896	Insurance Reserve	0	0	0	0	0	0.0%
	Subtotal OP'S AND MAINTENANCE	\$24,174,031	\$13,680,010	\$15,137,489	\$13,214,520	\$17,901,490	18.3%

CAPITAL OUTLAY

902	Land	\$0	\$1,100,000	\$0	\$1,046	\$2	N/A
906	Improvements	2,168,798	2,468,588	10,684,950	8,827,330	4,696,350	-56.0%
907	Equipment	378,348	455,700	343,730	382,082	299,000	-13.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$2,547,147	\$4,024,289	\$11,028,680	\$9,210,458	\$4,995,352	-54.7%

BASE PROGRAM COST	\$33,318,168	\$24,636,316	\$33,293,405	\$29,424,510	\$29,953,693	-10.0%
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999	Total Savings Carried Forward	\$0	\$0	\$250,010	\$0	\$296,692	18.7%
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TOTAL EXPENDITURES	\$33,318,168	\$24,636,316	\$33,543,415	\$29,424,510	\$30,250,385	-9.8%
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CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE SUMMARY - GENERAL FUND

GENERAL FUND <i>Council, Commissions, and Community Support</i>		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
110	City Council	\$129,912	\$255,650	\$217,650	\$194,525	\$242,000	11.2%
115	Public Art	154,642	59,138	171,619	44,595	138,628	-19.2%
120	Trans/Circ Commission	165,989	93,663	129,349	99,964	101,554	-21.5%
130	Crime Prevention Com.	33,256	87,983	109,976	82,976	110,170	0.2%
140	Parks, Trails & RecCommission	101,195	108,648	183,671	81,229	182,953	-0.4%
141	Senior Services	132,369	143,401	202,912	145,150	145,475	-28.3%
142	Youth Commission	37,875	43,543	55,209	36,332	48,850	-11.5%
150	Planning Commission	324,355	332,638	520,715	309,658	518,295	-0.5%
151	Design Rev. Commission	323,328	328,426	319,027	314,906	315,958	-1.0%
152	Environmental Task Force	15,033	15,932	14,542	14,542	14,866	2.2%
	Subtotal	\$1,417,954	\$1,469,022	\$1,924,670	\$1,323,876	\$1,818,749	-5.5%

Police Services

210	Police Services	\$4,575,810	\$4,743,448	\$5,225,203	\$4,800,174	\$5,421,534	3.8%
215	Traffic Enforcement	566,811	590,068	612,565	612,565	647,660	5.7%
220	Emergency Prep. Comm.	23,689	27,860	31,550	22,150	25,950	-17.7%
230	Crossing Guards	50,000	50,000	90,000	90,000	90,000	0.0%
	Subtotal	\$5,216,310	\$5,411,376	\$5,959,319	\$5,524,889	\$6,185,144	3.8%

Public Works

310	Road & Drain Maintenance	\$834,245	\$684,630	\$849,253	\$791,308	\$802,991	-5.4%
320	Traffic Maintenance	303,912	328,645	502,655	476,054	425,730	-15.3%
340	Parks & Trails Maint.	360,287	416,482	699,306	447,193	627,380	-10.3%
350	Comm. Ctr. Maint.	257,506	291,244	302,222	249,351	269,487	-10.8%
360	Emergency Response	514,449	0	50,000	20,000	50,000	0.0%
	Subtotal	\$2,270,399	\$1,721,001	\$2,403,436	\$1,983,907	\$2,175,589	-9.5%

Planning and Engineering

410	Planning Services	\$770,869	\$703,638	\$752,373	\$638,887	\$745,245	-0.9%
415	Code Enforcement	70,175	80,788	100,653	91,387	73,245	-27.2%
420	Engineering Services	505,983	656,677	827,400	766,234	799,047	-3.4%
	Subtotal	\$1,347,027	\$1,441,103	\$1,680,426	\$1,496,508	\$1,617,537	-3.7%

Administration

510	City Manager	\$540,847	\$633,669	\$544,516	\$518,716	\$501,757	-7.9%
520	Legal Services	704,120	781,234	664,351	660,351	692,282	4.2%
530	City Clerk	155,731	207,325	251,651	217,652	245,988	-2.3%
540	Administrative Services	802,706	792,239	893,899	849,412	887,536	-0.7%
545	Communications	2,353	231,003	265,806	244,114	259,155	-2.5%
560	Technology Services	176,281	63,759	184,139	136,946	214,976	16.7%
	Subtotal	\$2,382,037	\$2,709,229	\$2,804,361	\$2,627,192	\$2,801,693	-0.1%

Rent and Expenses

550	Rent and Expenses	\$350,031	\$342,584	\$116,869	\$113,269	\$150,135	28.5%
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	Subtotal General Fund	\$12,983,759	\$13,094,314	\$14,889,080	\$13,069,641	\$14,748,847	-0.9%
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CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE SUMMARY - ALL FUNDS

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
<i>CAPITAL IMPROVEMENT FUNDS</i>							
12	Parks Facilities	\$31,326	\$23,031	\$1,637,232	\$153,882	\$1,525,247	-6.8%
14	Capital Improvement Projects	2,276,062	2,740,047	8,790,420	8,745,614	3,188,841	-63.7%
16	Public Facilities	4,560	31,772	125,300	100,550	300	-99.8%
17	Parkland Acquisition	0	1,238,012	131,217	86,474	121,748	-7.2%
	Subtotal	\$2,311,948	\$4,032,863	\$10,684,168	\$9,086,520	\$4,836,135	-54.7%

ENTERPRISE FUNDS

31	Recreation Programs	\$1,212,552	\$1,422,938	\$1,453,287	\$1,408,085	\$1,427,355	-1.8%
32	Parking Fund	548,583	425,644	443,854	481,642	447,895	0.9%
34	Vehicle Abatement	6,817	6,790	9,342	7,048	8,229	-11.9%
36	Senior Transportation	132,349	196,611	186,171	165,820	204,403	9.8%
37	Library Operations	757,977	866,746	1,029,763	904,400	982,023	-4.6%
	Subtotal	\$2,658,277	\$2,918,728	\$3,122,417	\$2,966,994	\$3,069,905	-1.7%

ASSESSMENT DISTRICT FUNDS

51	Street Lighting	\$14,297	\$12,911	\$26,920	\$26,920	\$26,920	0.0%
52	Core Area Maintenance	379,700	372,581	486,246	478,246	470,937	-3.1%
53	Stormwater Pollution	462,563	457,770	569,936	569,896	564,783	-0.9%
	Subtotal	\$856,560	\$843,261	\$1,083,102	\$1,075,061	\$1,062,639	-1.9%

GOVERNMENTAL FUNDS

71	Gas Tax	\$0	\$0	\$0	\$0	\$0	0.0%
72	Meas.J Return-to-Source	95,948	61,819	82,804	65,304	57,039	-31.1%
73	Supp. Law Enf. Services	547,428	585,354	589,663	607,663	642,464	9.0%
74	School Bus Program	2,019,461	2,041,379	2,173,026	1,632,543	2,178,332	0.2%
75	City Office Development	0	0	0	0	0	0.0%
76	Insurance	305,909	215,575	249,662	249,662	279,112	11.8%
78	General Obligation Bond Payments	765,939	764,939	593,408	595,037	728,667	22.8%
	Subtotal	\$3,734,685	\$3,669,066	\$3,688,563	\$3,150,208	\$3,885,614	5.3%

REDEVELOPMENT AGENCY

87	Successor Agency	\$76,696	\$78,084	\$76,085	\$76,085	\$77,607	2.0%
95	Redevelopment Debt	10,658,776	0	0	0	2,569,638	N/A
	Subtotal	\$10,735,472	\$78,084	\$76,085	\$76,085	\$2,647,245	3379.3%

GRAND TOTAL OF ALL FUNDS		\$33,280,701	\$24,636,316	\$33,543,415	\$29,424,510	\$30,250,385	-9.8%
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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
2020-2021 PROPOSED BUDGET
MONTHLY SALARY RANGES FOR CITY POSITIONS

POSITION	NUMBER OF EMPLOYEES	MINIMUM	MAXIMUM
Accountant	1.00	6,511	8,565
Accounting Assistant	1.00	4,695	6,176
Administrative Analyst	2.00	6,743	8,869
Administrative Assistant	1.50	4,580	6,024
Administrative Services Director	1.00	12,916	16,990
Assistant Administrative Services Director	1.00	11,025	14,502
Assistant Engineer	1.00	6,924	9,107
Assistant Planner	1.00	5,978	7,864
Assistant Recreation Coordinator	1.00	4,206	5,533
Associate Planner	1.00	6,642	8,737
City Clerk	1.00	8,580	11,286
City Manager	1.00	16,071	21,140
Communications Analyst	1.00	6,743	8,869
Construction Inspector	1.00	6,399	8,418
Department Assistant	2.50	5,267	6,928
Engineering Services Manager	1.00	11,017	14,492
Engineering Technician (GIS)	1.00	5,958	7,837
Facilities Maintenance Worker I	1.00	4,207	5,534
Facilities Maintenance Worker II	1.00	4,628	6,088
Maintenance Supervisor	2.00	6,883	9,053
Parking Enforcement Officer	1.00	4,507	5,929
Parks and Recreation Director	1.00	11,066	14,556
Planning & Building Director	1.00	12,258	16,124
Planning Technician	2.00	4,876	6,414
Police Services Assistant	3.00	5,134	6,754
Public Works Director & City Engineer	1.00	12,499	16,441
Public Works Maintenance Manager	1.00	8,630	11,352
Recreation Coordinator	2.35	4,888	6,430
Recreation Supervisor	2.00	6,209	8,168
Senior Construction Inspector	1.00	7,359	9,680
Senior Engineer	1.00	8,847	11,637
Senior Planner	2.00	7,639	10,048
Transportation Planner	1.00	7,639	10,048
Transportation Program Manager	1.00	9,041	11,893
TOTAL:	44.35		

CITY OF LAFAYETTE

2020-2021 PROPOSED BUDGET

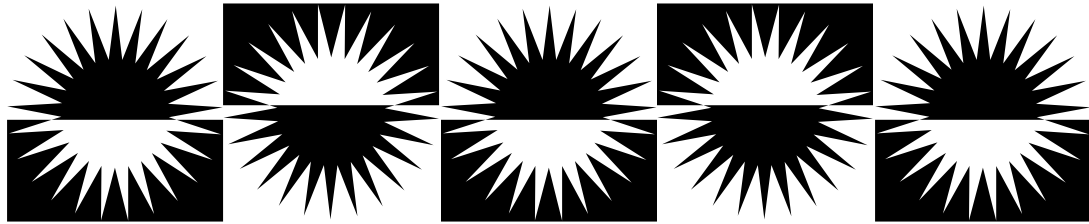
APPROPRIATION LIMITATION

DESCRIPTION

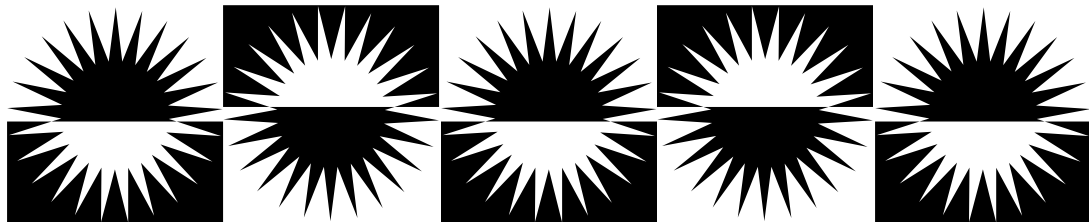
The Appropriations Limitation imposed on cities by Propositions 4 and 111 creates restrictions on the amount of revenue that can be appropriated in any fiscal year. The limit is based on actual appropriations during the 1978-79 fiscal year and is increased each year using the growth of population and 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.

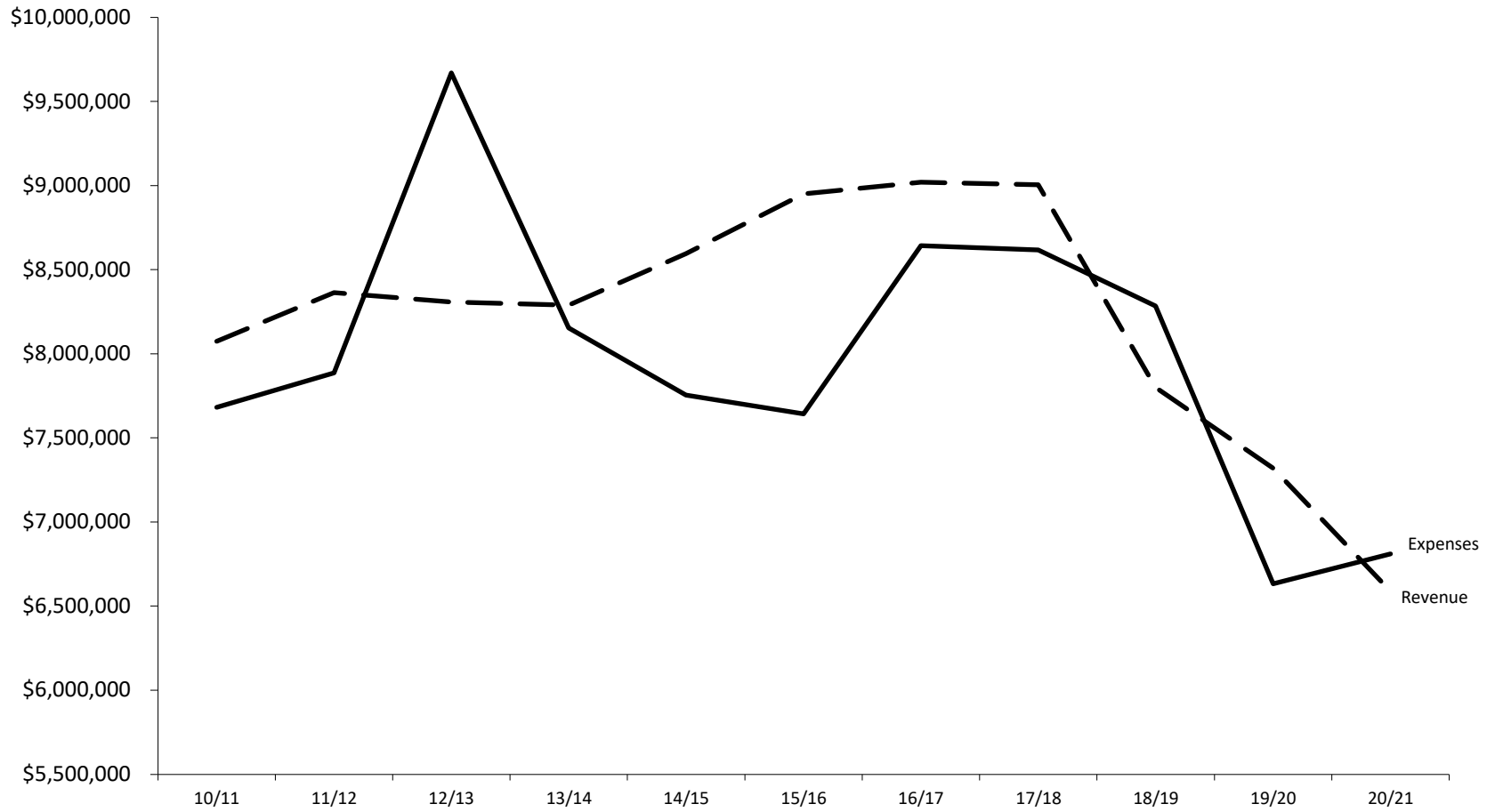
CALCULATION OF LIMIT						
Fiscal Year	City Change in Population	Change in Per Capita Personal Income	Total Increase	Annual Appropriations Limitation	Current Anticipated Revenue	Amount Under / (Over) Limit
1978-79				\$2,678,911		
1979-80				3,027,206		
1980-81				3,367,050		
1981-82				3,677,799		
1982-83				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		
2018-19	1.0094	1.0367	1.0464	\$23,297,737		
2019-20	1.0096	1.0385	1.0485	\$24,426,969		
2020-21	0.9984	1.0373	1.0356	\$25,297,554	\$15,191,218	\$10,106,336



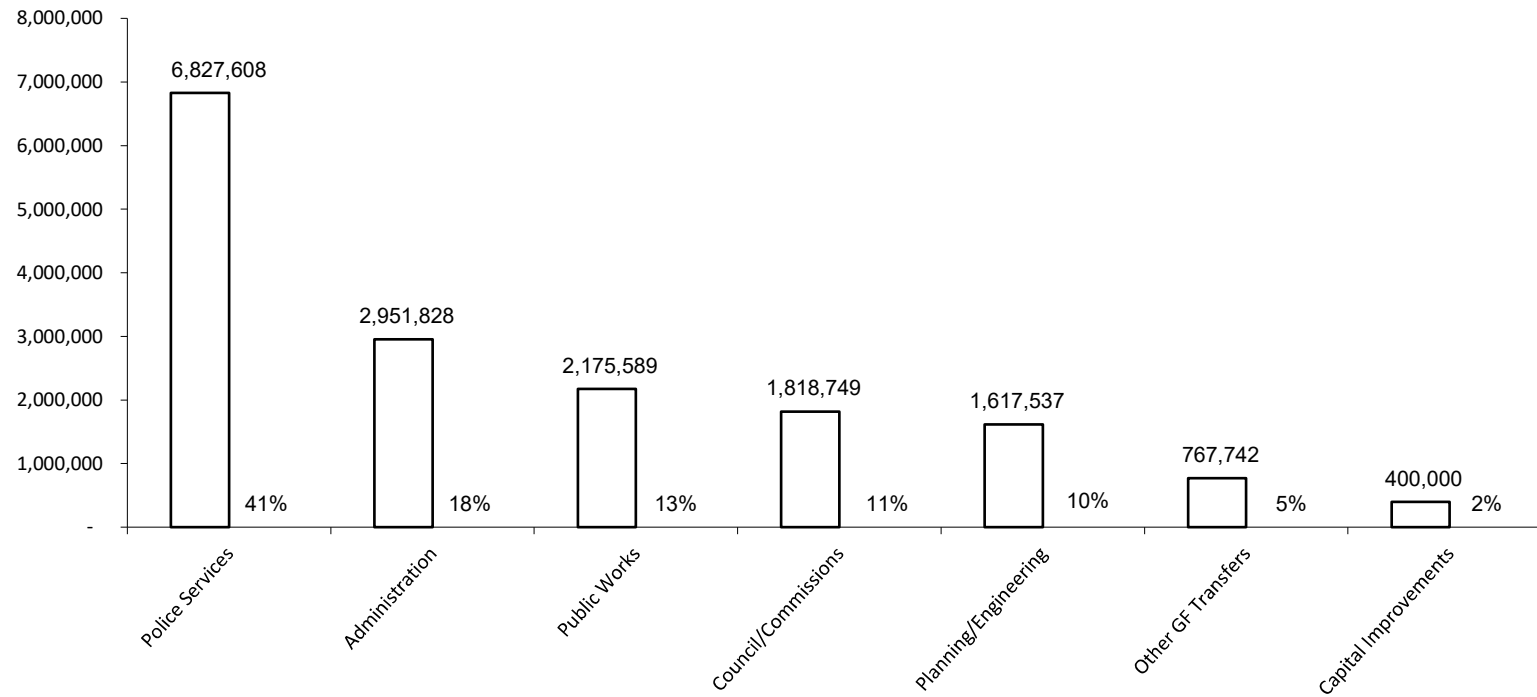
Graphs & Charts



CITY OF LAFAYETTE
2020-21 PROPOSED BUDGET
GENERAL FUND REVENUE vs. EXPENDITURE TRENDS
(Constant Dollars Including Net Transfers)

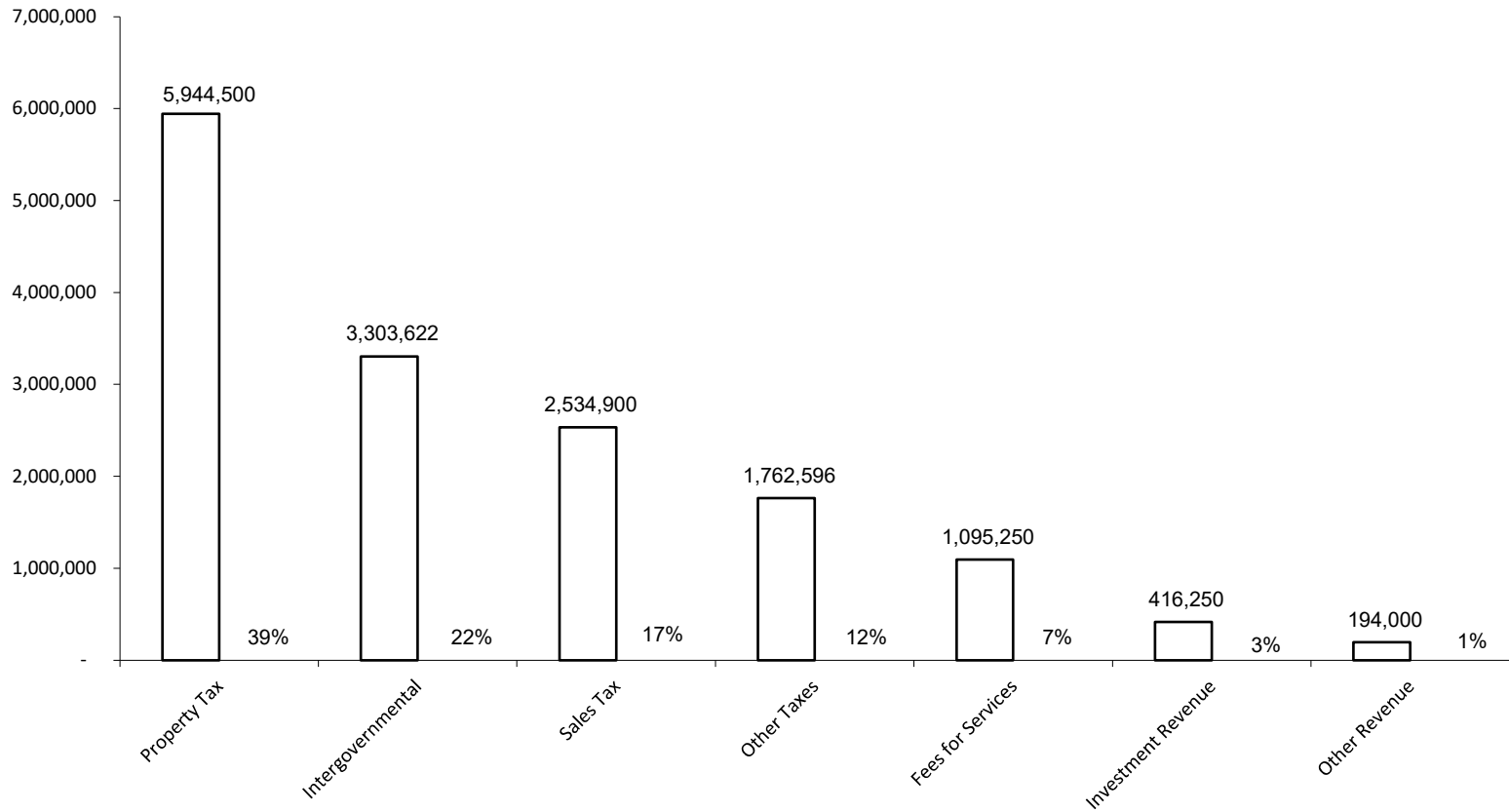


**CITY OF LAFAYETTE
 2020-21 PROPOSED BUDGET
 GENERAL FUND EXPENDITURES = \$16,559,053***

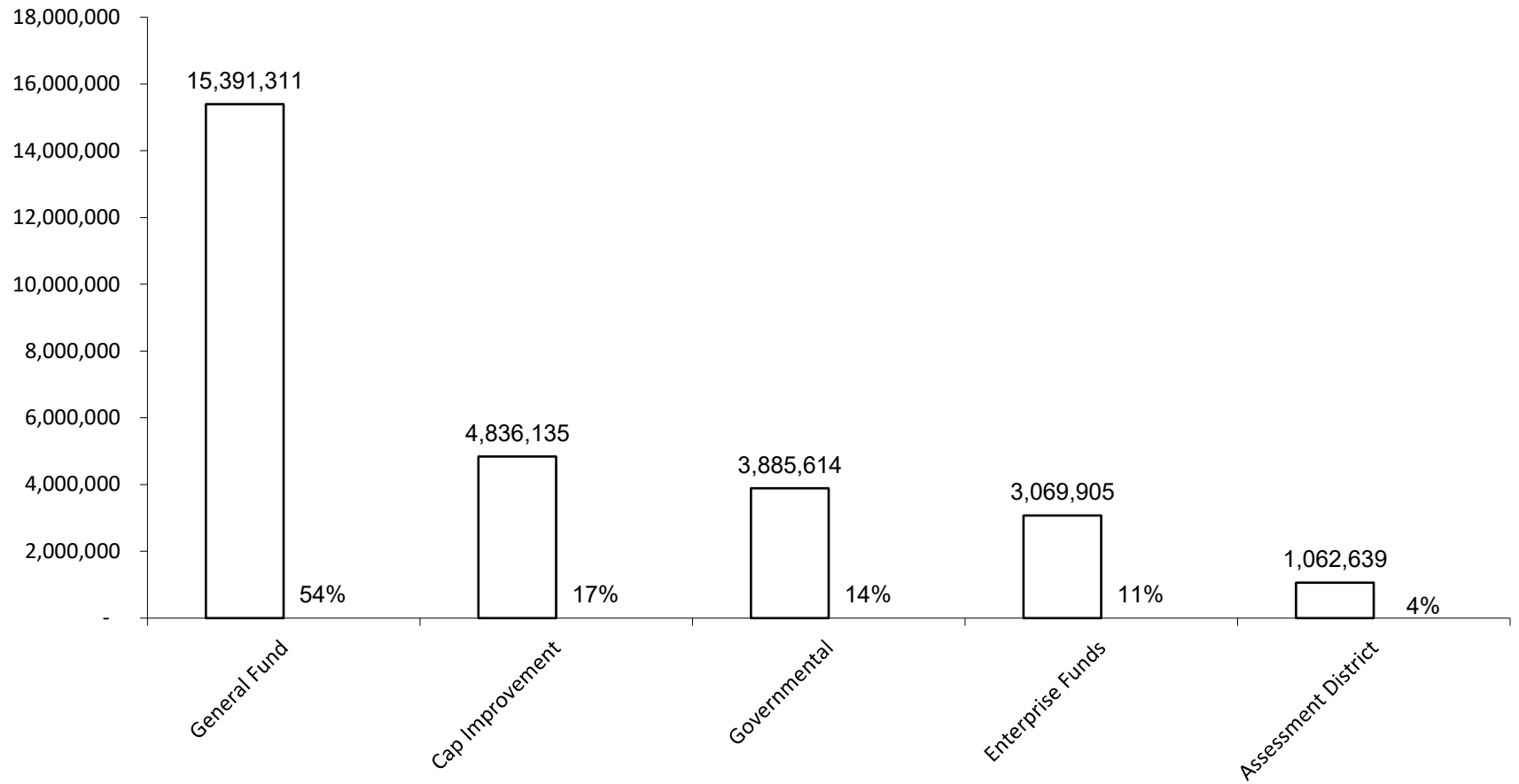


**includes General Fund transfers .*

CITY OF LAFAYETTE
2020-21 PROPOSED BUDGET
GENERAL FUND REVENUES = \$15,251,118

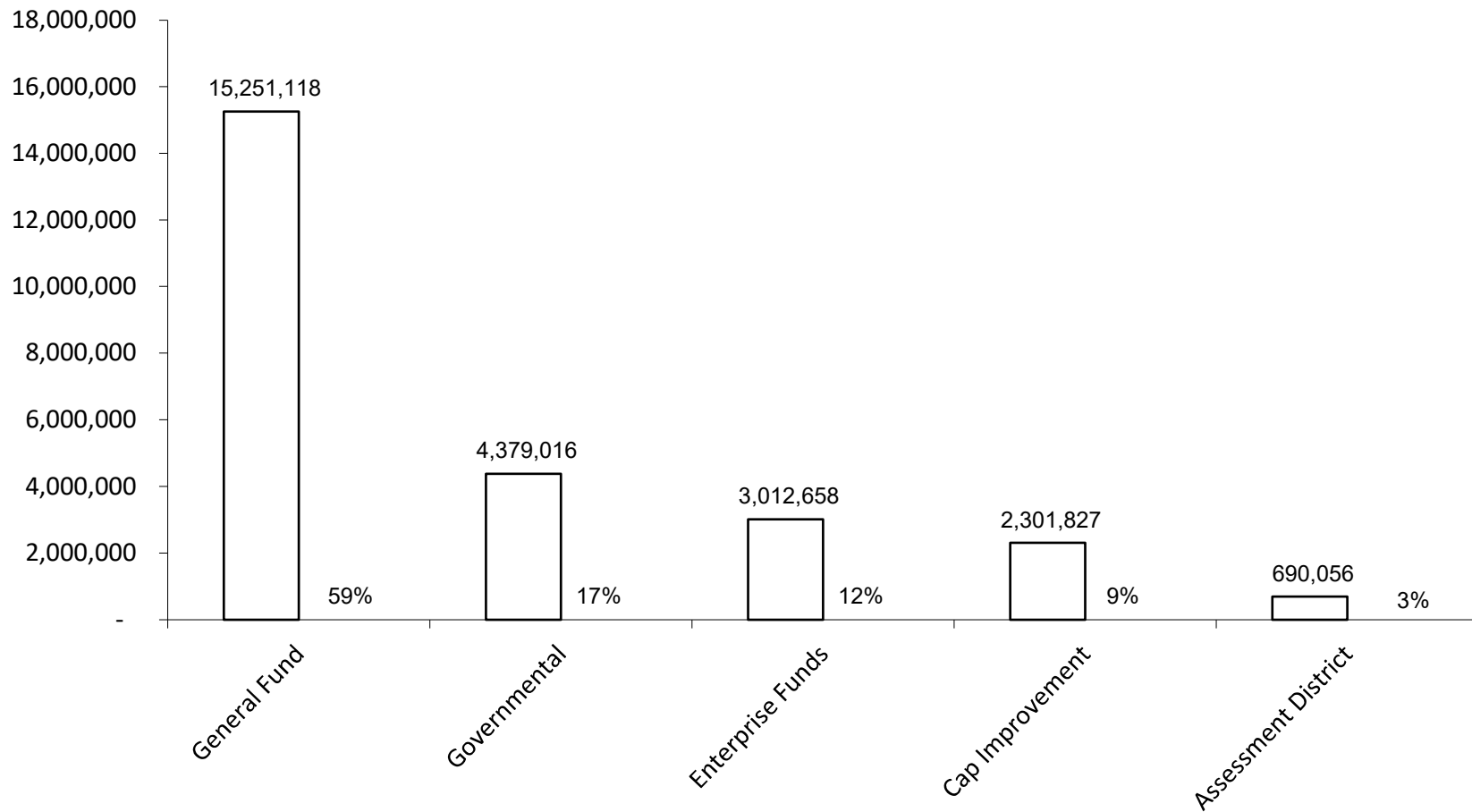


CITY OF LAFAYETTE
2020-21 PROPOSED BUDGET
ALL EXPENDITURES = \$28,245,604

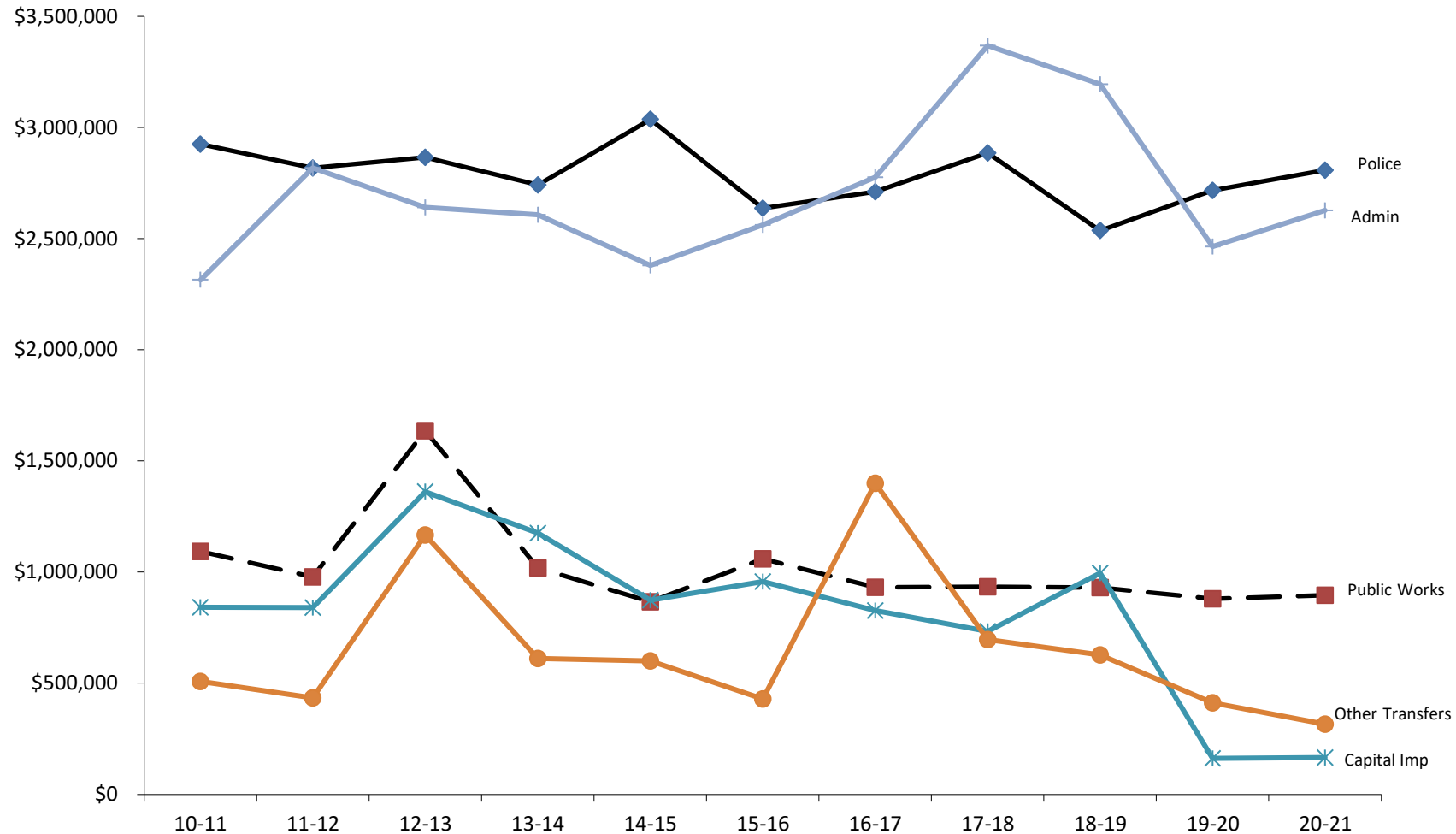


**General Fund expenditures do not include transfers; transfers from General Fund are included in other spending categories*

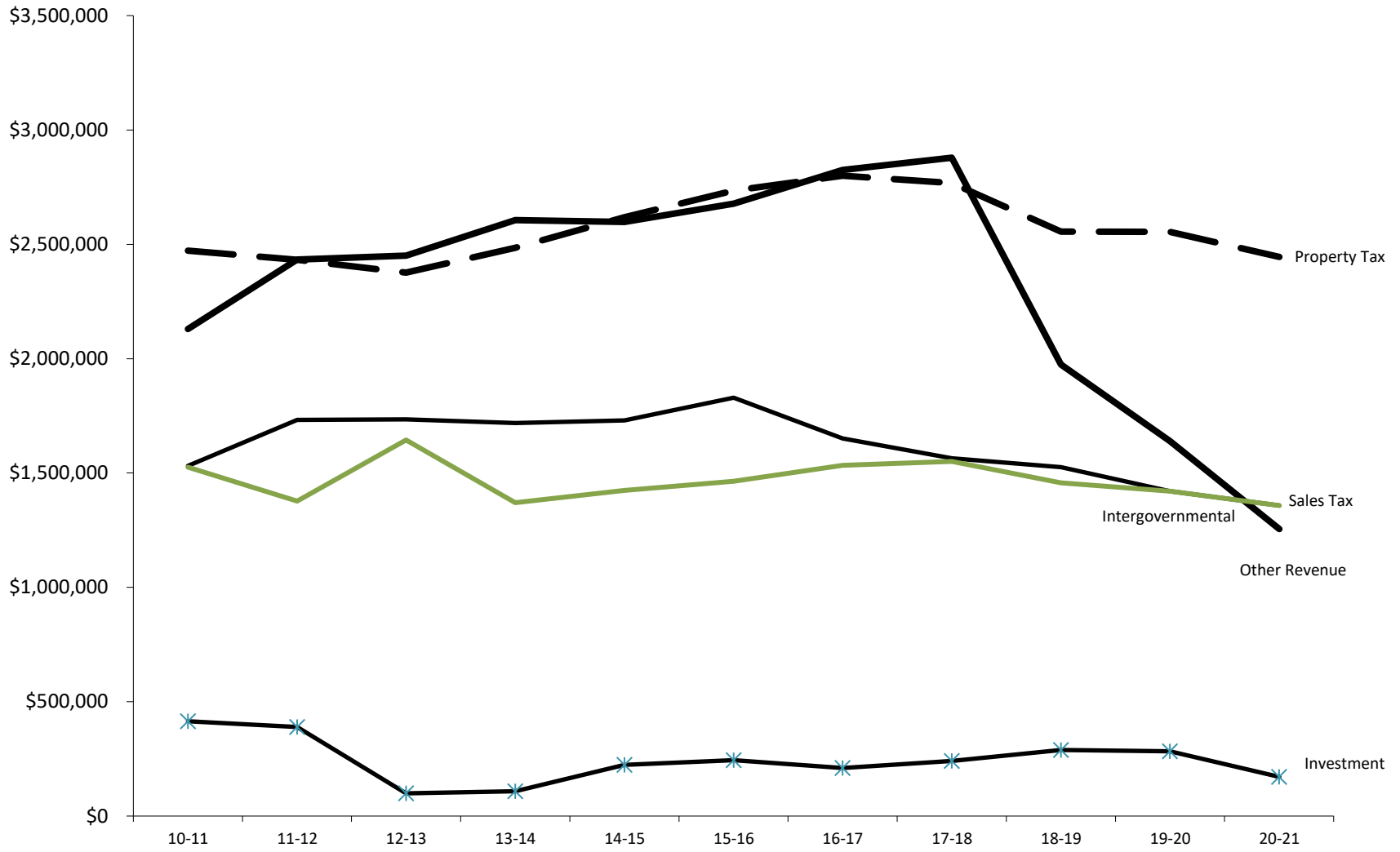
CITY OF LAFAYETTE
2020-21 PROPOSED BUDGET
ALL REVENUES = \$25,634,675



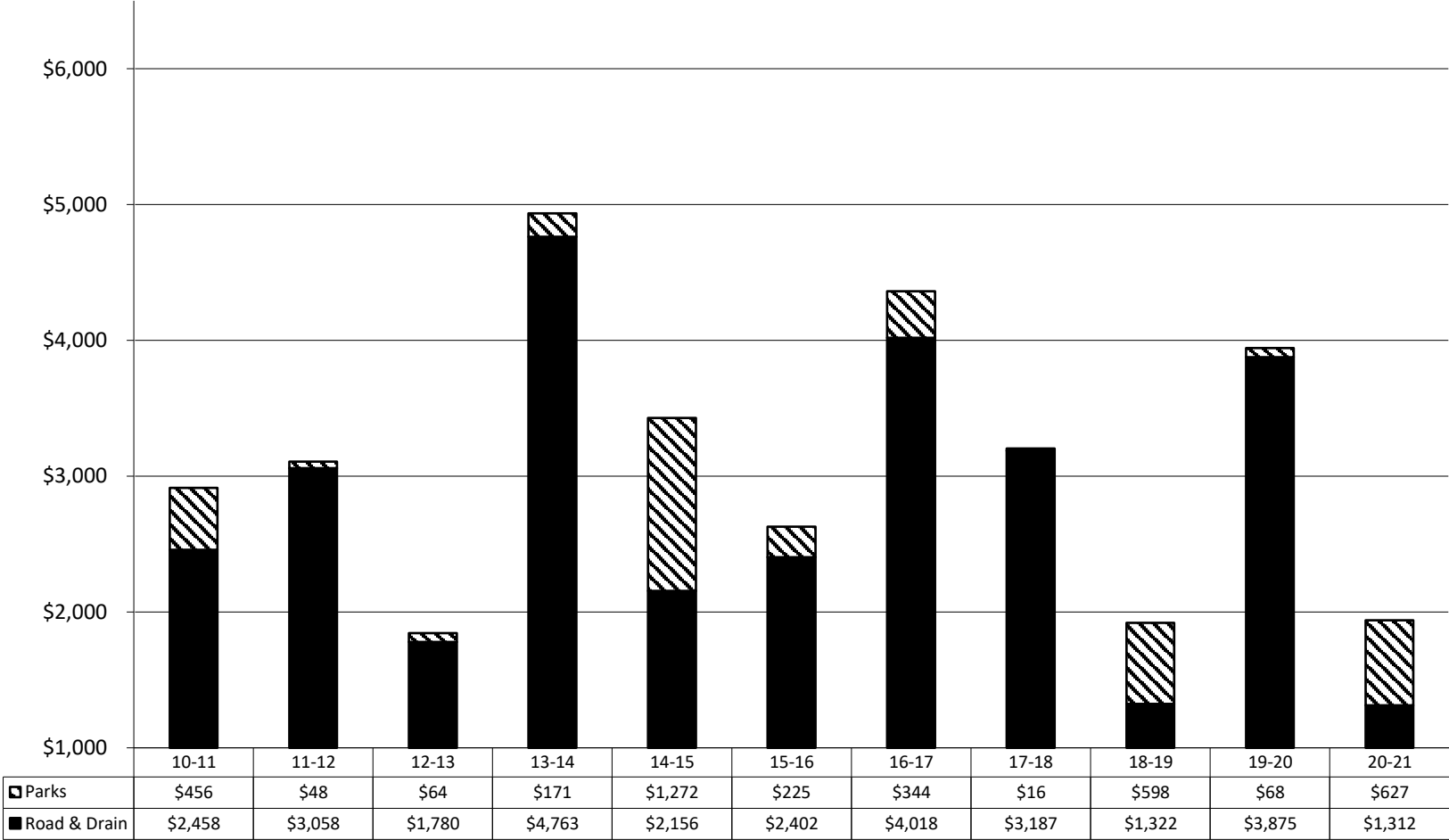
**CITY OF LAFAYETTE
2020-21 PROPOSED BUDGET
GENERAL FUND EXPENDITURE TRENDS (Constant Dollars)**

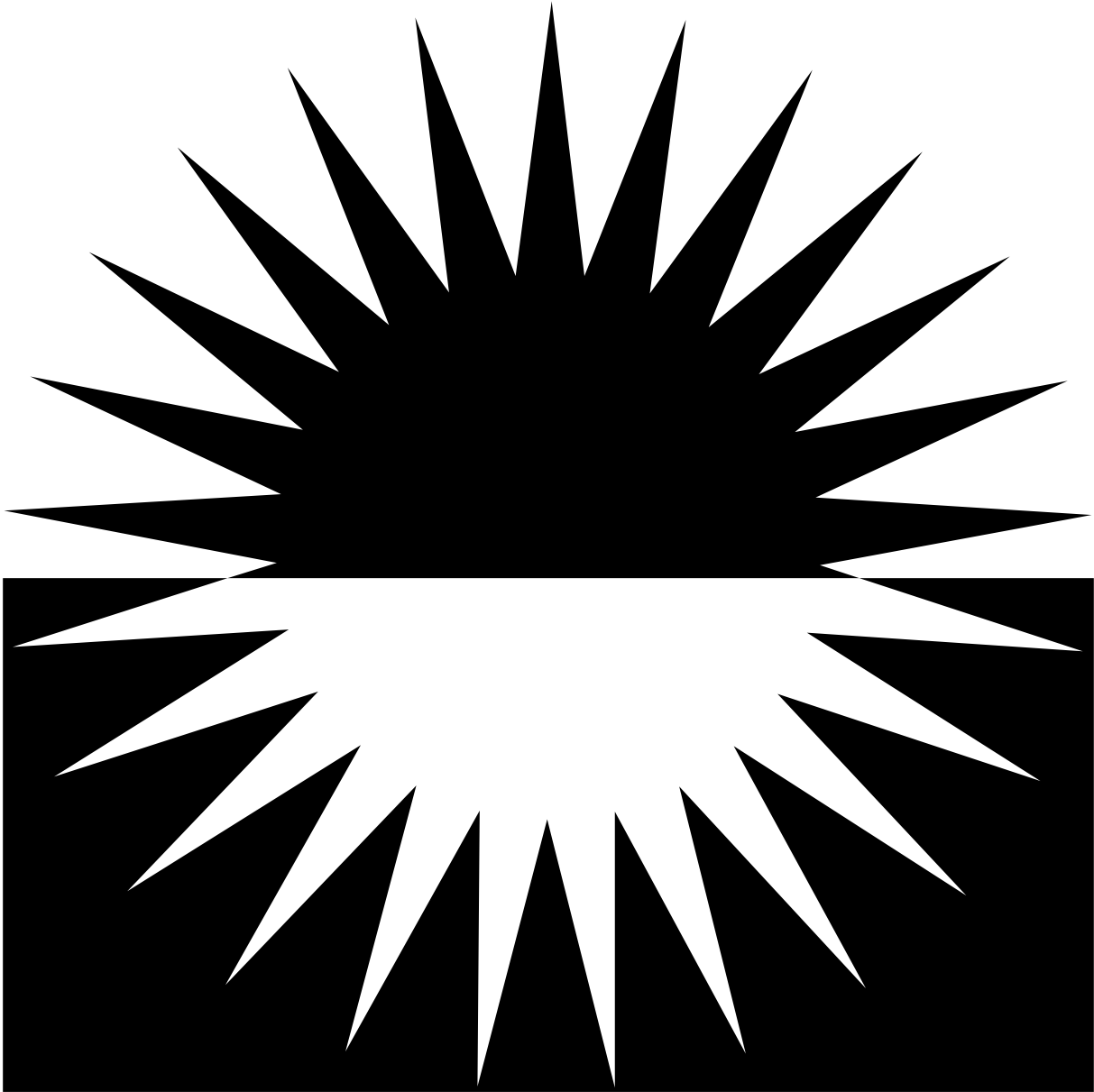


**CITY OF LAFAYETTE
2020-21 PROPOSED BUDGET
GENERAL FUND REVENUE TRENDS (Constant Dollars)**

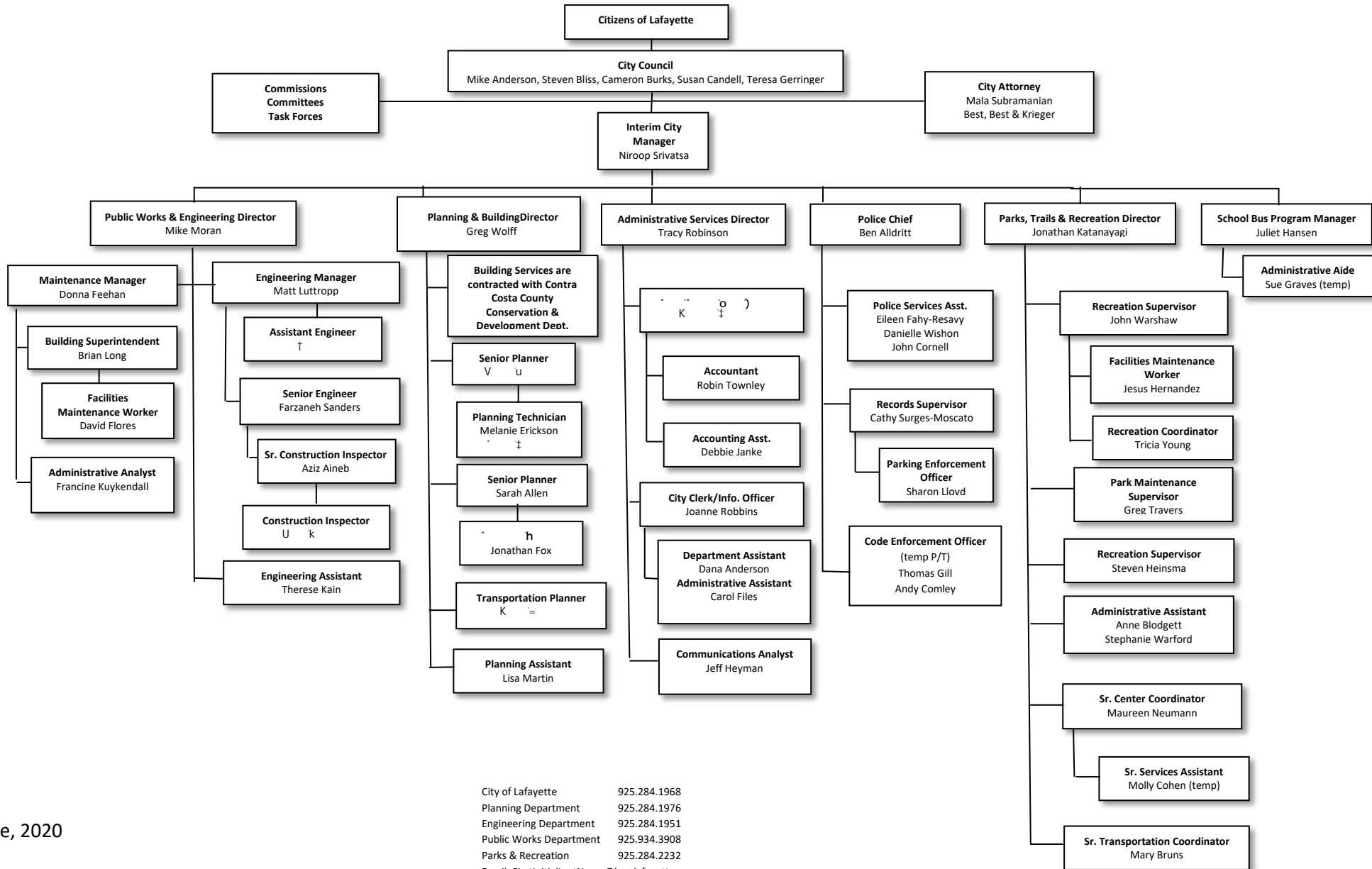


**CITY OF LAFAYETTE
 2020-21 PROPOSED BUDGET
 CIP EXPENDITURE TRENDS (Constant Dollars in 000's)**





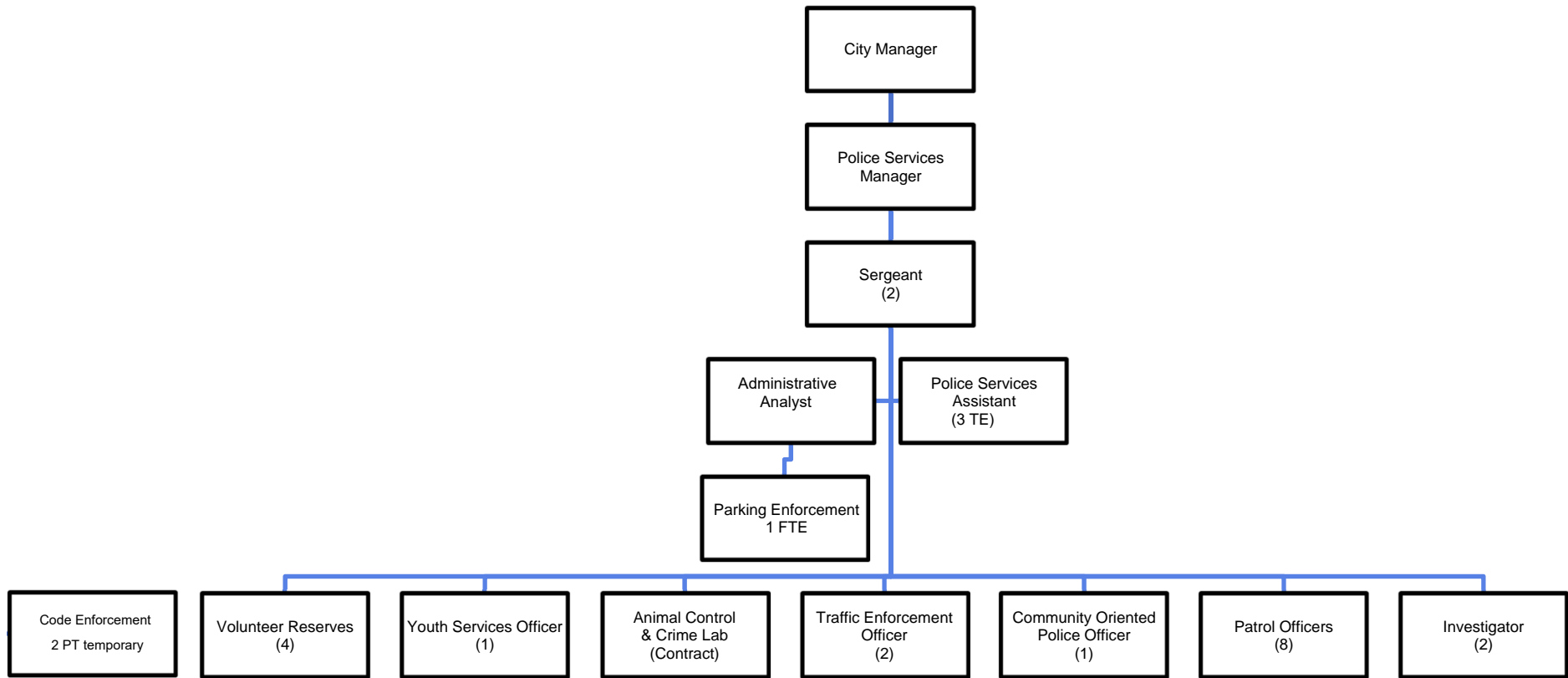
City of Lafayette Organization Chart

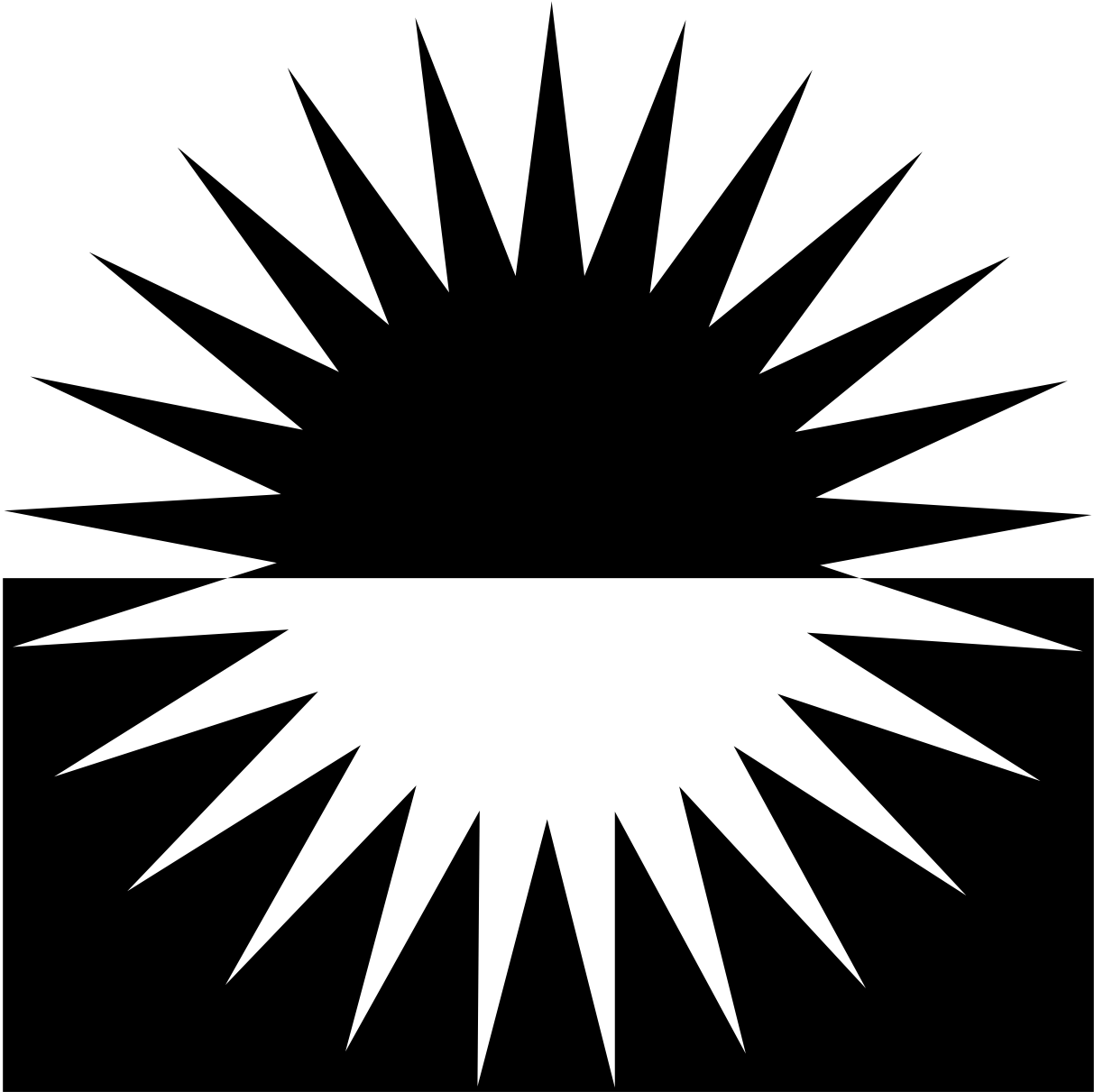


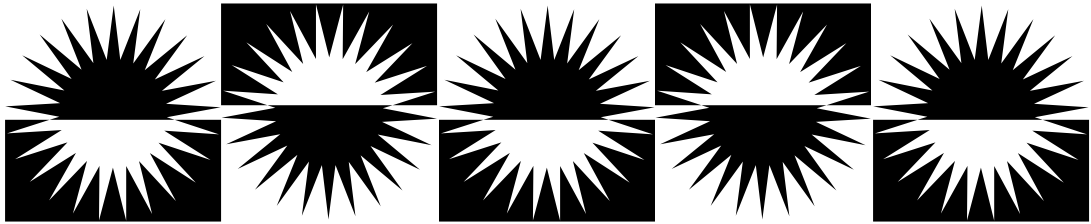
City of Lafayette 925.284.1968
 Planning Department 925.284.1976
 Engineering Department 925.284.1951
 Public Works Department 925.934.3908
 Parks & Recreation 925.284.2232
 Email: FirstInitialLastName@lovelafayette.org

June, 2020

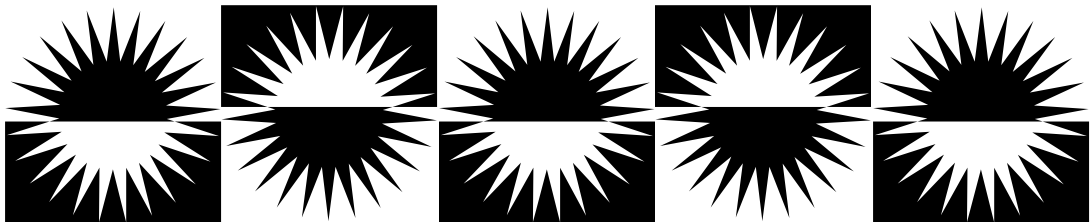
CITY OF LAFAYETTE
 2020-21 FINAL BUDGET
 ORGANIZATION CHART POLICE
 DIVISION DETAIL







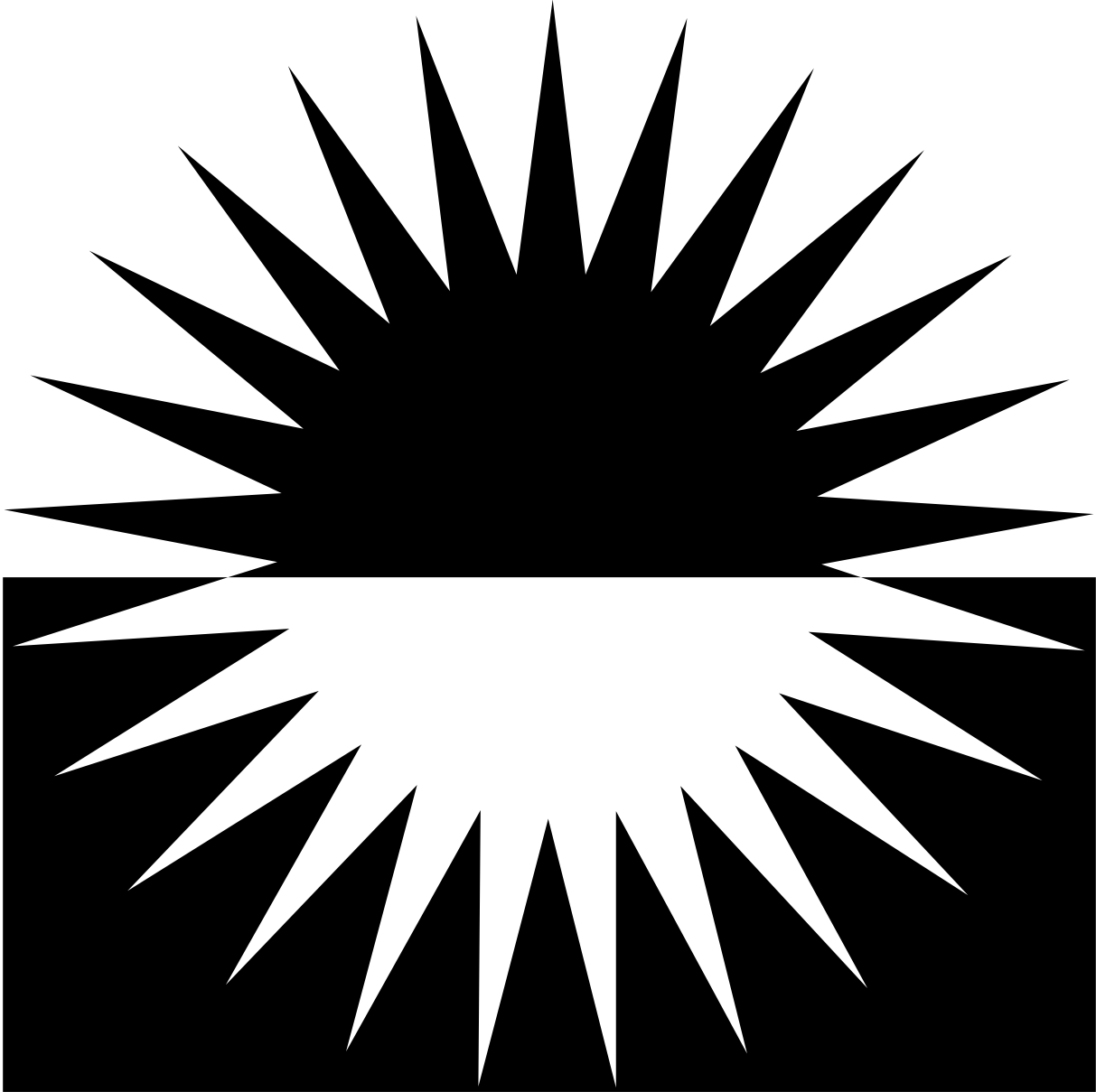
Revenue



CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
REVENUE ESTIMATE - General Fund

\$ 43,999.00

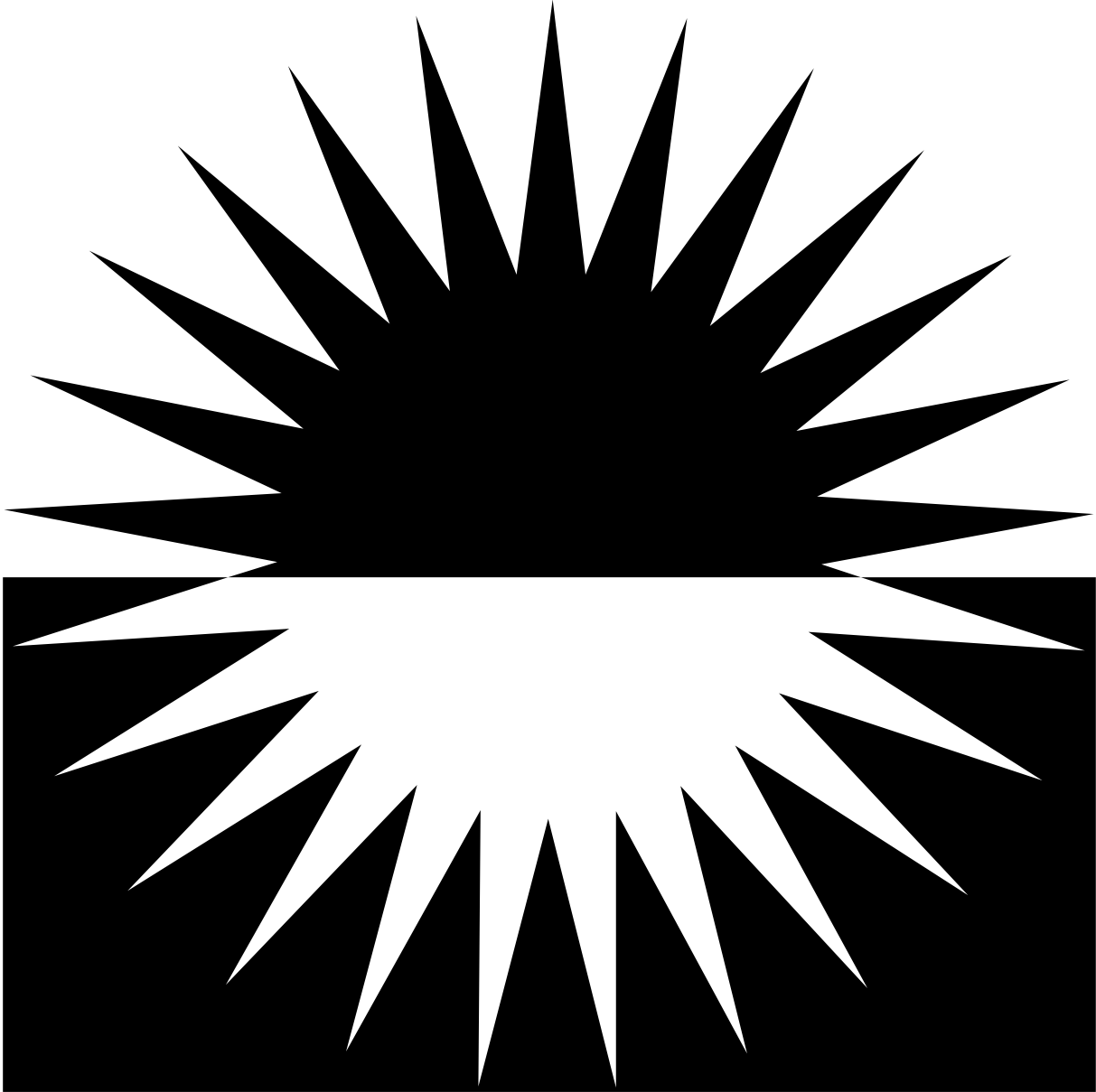
<i>GENERAL FUND REVENUES</i>		<i>Actual 2017-18 Revenues</i>	<i>Actual 2018-19 Revenues</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Revenues</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
400 TAXES							
401	Sales and Use Tax	3,026,925	3,184,917	3,312,313	2,776,900	2,534,900	-23.5%
402	Property Taxes and Subventions	5,023,200	5,257,039	5,467,320	5,528,640	5,694,500	4.2%
411	State Motor Vehicle In-Lieu Tax	2,863,491	3,031,410	3,175,000	3,207,400	3,303,622	4.1%
403.1	Franchise Tax - PG&E	380,235	342,373	350,000	370,551	350,000	0.0%
403.2	Franchise Tax - Cable Television	506,300	588,541	559,114	567,900	565,000	1.1%
403.3	Franchise Tax - Waste Disposal	518,124	538,499	535,000	552,000	562,596	5.2%
403.31	Additional Fees - Solid Waste	863,357	915,838	0	0	0	0.0%
404	Real Property Transfer Tax	333,597	386,626	396,291	238,000	250,000	-36.9%
405	Transient Occupancy Tax	732,816	777,788	775,000	550,479	285,000	-63.2%
TAXES		\$14,248,045	\$15,023,030	\$14,570,039	\$13,791,870	\$13,545,618	-7.0%
410 REVENUE FROM OTHER GOVERNMENT AGENCIES							
415	Reimbursement for Emergency Response	0	0	0	0	0	0.0%
419	Federal & State Grants	498,963	23,226	0	0	0	0.0%
GOVERNMENT REVENUE		\$498,963	\$23,226	\$0	\$0	\$0	0.0%
420 FEES FOR SERVICE							
421	Administrative Fees	10,227	402	500	250	250	-50.0%
422	Police Fees	22,085	21,606	22,000	12,000	15,000	-31.8%
423	Engineering Fees	674,382	211,916	120,000	343,700	200,000	66.7%
424	Planning Fees	1,118,477	1,038,693	1,115,000	1,103,635	850,000	-23.8%
425	Public Works Fees	21,179	55,407	20,000	16,000	15,000	-25.0%
426	Other Fees for Service	0	25,000	10,000	14,000	15,000	50.0%
FEES FOR SERVICE		\$1,846,350	\$1,353,025	\$1,287,500	\$1,489,585	\$1,095,250	-14.9%
430 INVESTMENT REVENUE							
431	Investment Earnings	292,001	506,243	450,000	450,000	215,000	-52.2%
430	RDA Earnings	87,229	0	157,164	145,000	145,000	-7.7%
432	Rental of Property	87,899	76,528	75,000	43,000	56,250	-25.0%
INVESTMENT REVENUE		\$467,129	\$582,771	\$682,164	\$638,000	\$416,250	-39.0%
440 FINES AND FORFEITURES							
441	Vehicle Code Fines	72,248	51,867	60,000	50,000	50,000	-16.7%
FINES AND FORFEITURES		\$72,248	\$51,867	\$60,000	\$50,000	\$50,000	-16.7%
450 OTHER REVENUE							
451	Reimbursements	176,070	95,687	60,000	60,000	80,000	33.3%
453.5	Senior Services Revenue	11,405	6,500	6,000	5,000	5,000	-16.7%
454	Revenue from Sale of Property	18,668	0	0	0	0	0.0%
458	Youth Activity Revenue	14,188	13,160	13,500	6,000	9,000	-33.3%
459	Other Revenue	69,379	88,754	50,000	50,000	50,000	0.0%
OTHER REVENUE		\$289,710	\$204,101	\$129,500	\$121,000	\$144,000	11.2%
TOTAL GENERAL FUND REVENUE		\$17,422,445	\$17,238,020	\$16,729,203	\$16,090,455	\$15,251,118	-8.8%



CITY OF LAFAYETTE
 2020-2021 PROPOSED BUDGET
 REVENUE ESTIMATE - Capital Improvement Funds

\$ 43,999.00

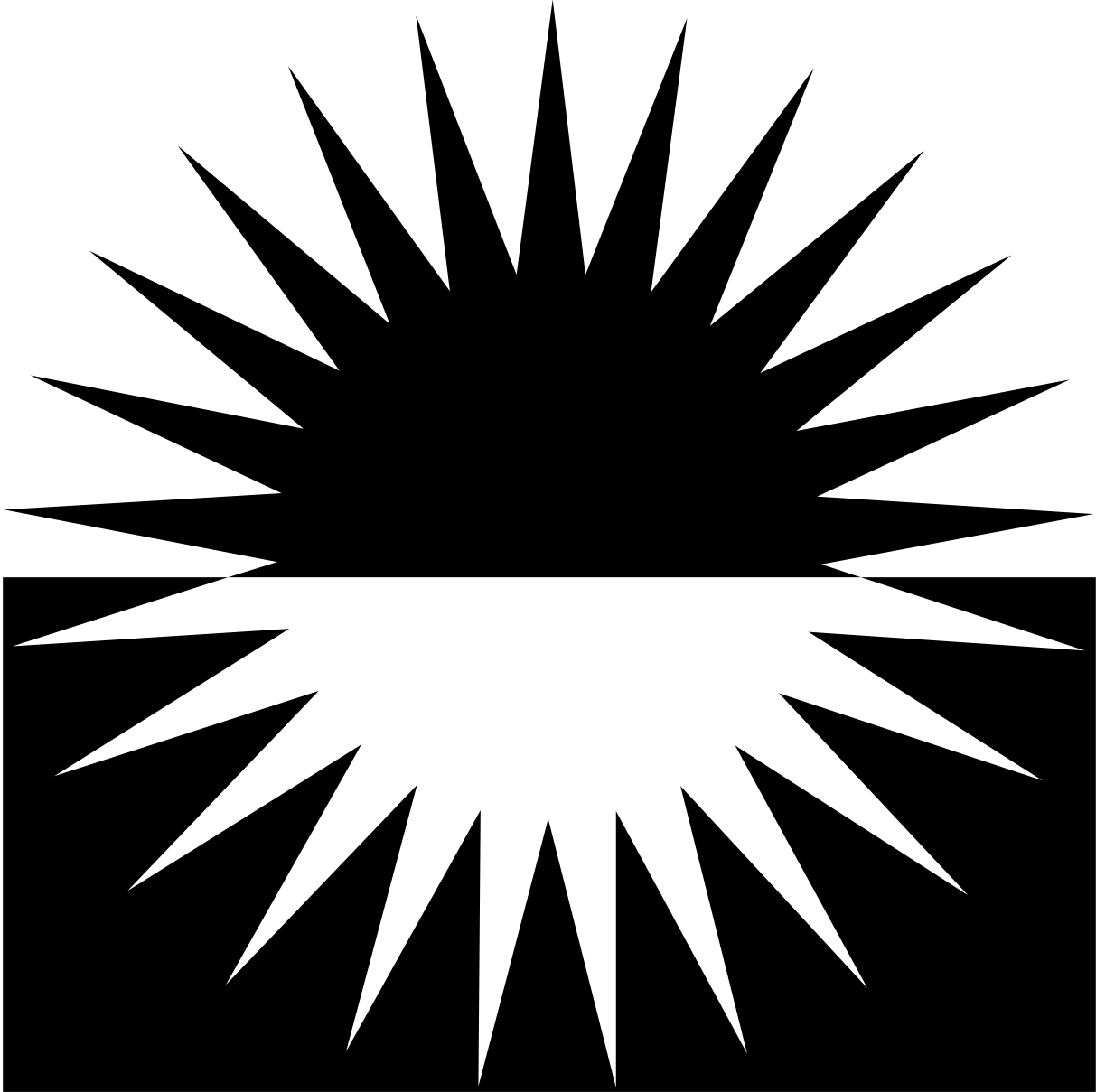
	<i>Actual 2017-18 Revenues</i>	<i>Actual 2018-19 Revenues</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Revenues</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
12 Parks Facilities						
419 State and Federal Grants	0	0	200,000	0	291,000	45.5%
426 Parkland Facilities Fees	230,831	642,763	670,693	746,119	445,697	-33.5%
431 Investment Earnings	428	3,076	1,000	3,000	3,000	200.0%
453 Donations, Gifts, and Grants	0	0	25,000	0	0	N/A
459 Other Revenue	0	0	0	0	0	0.0%
Subtotal	\$231,259	\$645,839	\$896,693	\$749,119	\$739,697	-17.5%
14 Capital Improvement Projects						
410 Revenues from Government Agencies	0	0	656,000	656,000	0	N/A
419 State and Federal Grants	1,629	0	2,168,700	2,168,700	0	N/A
403.31 Additional Fees - Solid Waste			1,017,000	996,000	1,004,340	-1.2%
420.1 Walkways Fee	19,820	77,130	50,000	82,515	50,000	0.0%
420.3 Drainage Impact Fees	80,155	54,656	40,000	88,911	50,000	25.0%
424 Regional Fees	89,728	331,640	0	0	0	0.0%
429 Measure J	0	0	0	0	0	0.0%
431 Investment Earnings	5,696	16,308	2,000	2,000	0	N/A
451 Reimbursable Revenue	162,743	38,913	0	0	0	0.0%
459 Other Revenue	30,000	11,585	440,000	440,000	0	N/A
Subtotal	\$389,772	\$530,232	\$4,373,700	\$4,434,126	\$1,104,340	-74.8%
16 Public Facilities						
431 Investment Earnings	1,426	2,623	1,500	1,500	750	-50.0%
459 Other Revenue	6,831	0	0	0	0	0.0%
432 Rental Income	0	0	0	0	0	0.0%
Subtotal	\$8,257	\$2,623	\$1,500	\$1,500	\$750	-50.0%
17 Parkland Aquisition						
426 Parkland Dedication Fees	227,886	630,760	690,543	743,519	454,040	-34.2%
419 State and Federal Grants	0	0	0	0	0	0.0%
431 Investment Earnings	4,289	12,556	3,000	9,000	3,000	0.0%
Subtotal	\$232,176	\$643,316	\$693,543	\$752,519	\$457,040	-34.1%
TOTAL CAPITAL IMPROVEMENT FUND REVENUE	\$861,463	\$1,822,009	\$5,965,436	\$5,937,264	\$2,301,827	-61.4%



CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
REVENUE ESTIMATE - Enterprise Funds

5 43,999.00

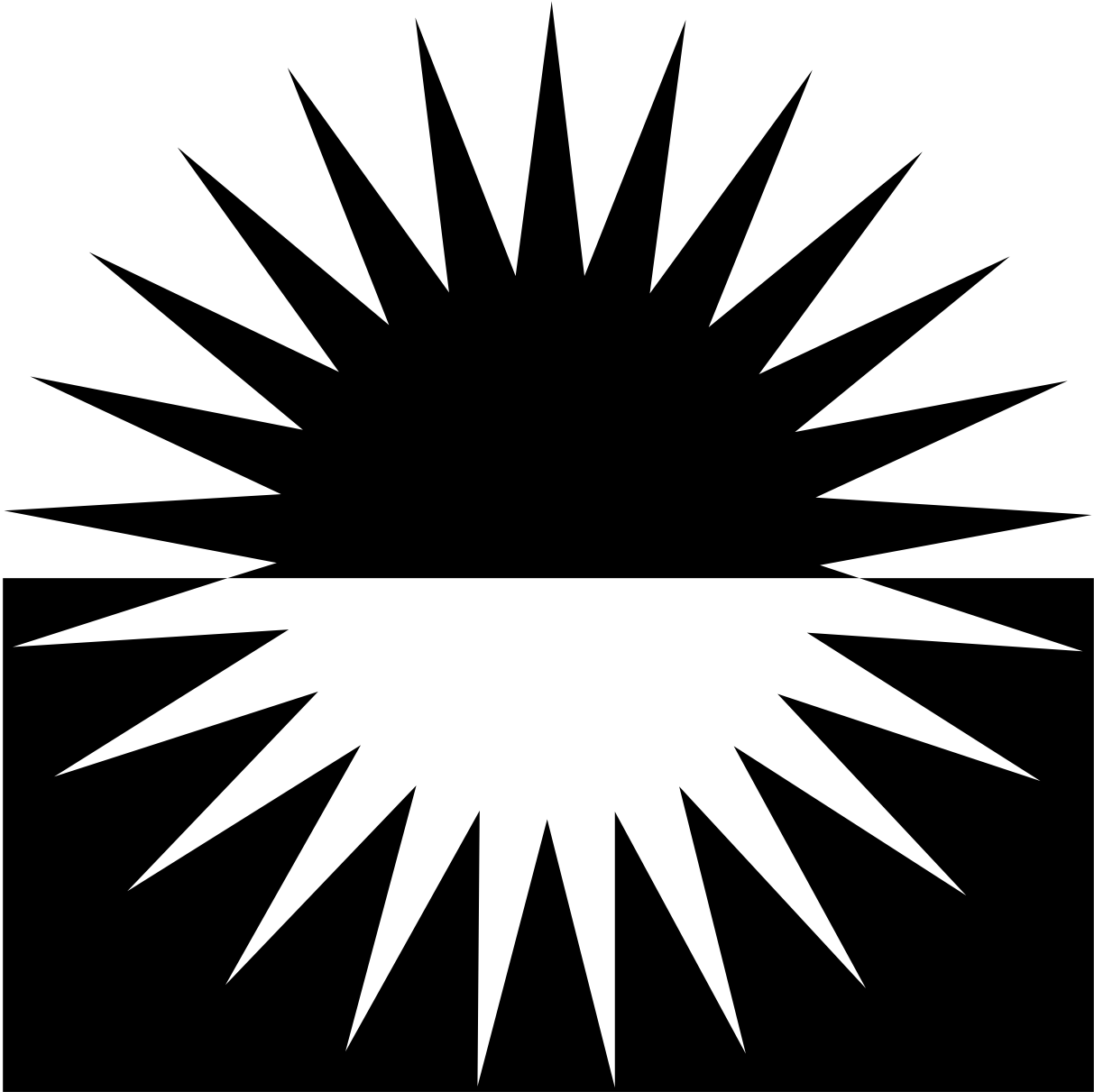
	<i>Actual 2017-18 Revenues</i>	<i>Actual 2018-19 Revenues</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Revenues</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>	
31 Recreation Programs							
431	Investment Earnings	1,418	5,493	500	500	500	0.0%
432	Rental of Buildings	136,453	129,342	115,000	96,259	95,000	-17.4%
459	Other Revenue	0	100	0	0	0	0.0%
642.5	Tiny Tots	204,755	207,536	400,000	439,106	380,000	-5.0%
649	Non-Summer Program Fees	572,669	830,760	770,000	764,056	790,000	2.6%
648	Summer Program Fees	436,375	476,707	220,000	211,431	220,000	0.0%
	Subtotal	\$1,351,669	\$1,649,938	\$1,505,500	\$1,511,352	\$1,485,500	-1.3%
32 Parking Fund							
431	Investment Earnings	149	41	150	150	75	-50.0%
441	Parking Citation Fines	140,837	207,051	200,000	100,000	150,000	-25.0%
459	Other Revenue	3,801	3,832	0	0	0	0.0%
631.1	Lockboxes	18,438	15,918	16,000	12,000	12,000	-25.0%
631.2	Parking Meters	338,469	330,778	320,000	237,225	240,000	-25.0%
631.3	Parking Permits -- City Lots	26,710	21,430	26,000	25,000	25,000	-3.8%
631.4	Parking Permits -- Residential	4,794	4,896	5,000	5,000	5,000	0.0%
	Subtotal	\$533,198	\$583,946	\$567,150	\$379,375	\$432,075	-23.8%
34 Vehicle Abatement							
422	Abandoned Vehicle Fees	11,794	12,668	12,000	12,000	12,000	0.0%
431	Investment Earnings	67	220	60	60	60	0.0%
	Subtotal	\$11,861	\$12,888	\$12,060	\$12,060	\$12,060	0.0%
36 Senior Transportation							
419	Revenues from Gov't Agency	15,873	130,496	0	0	0	#N/A
431	Investment Earnings	302	629	0	0	0	0.0%
433	Fares & Rental	18,046	16,523	19,000	10,000	0	-100.0%
434	Advertising	0	53	500	0	0	N/A
451	Reimbursable Revenue	0	0	0	0	0	0.0%
459	Other Income	920	31,161	0	0	0	0.0%
453	Gifts & Grants	7,216	10,097	82,475	88,384	113,000	37.0%
	Subtotal	\$42,357	\$188,960	\$101,975	\$98,384	\$113,000	10.8%
37 Library Operations							
432	Lease Income	38,201	5,855	34,855	34,855	34,855	0.0%
453	Gifts & Grants (LLLC Foundation)	570,003	708,461	778,572	714,205	935,168	20.1%
459	Other Income	4,340	0	0	0	0	0.0%
	Subtotal	\$612,544	\$714,316	\$813,427	\$749,060	\$970,023	19.3%
TOTAL ENTERPRISE FUND REVENUE		\$2,551,629	\$3,150,048	\$3,000,112	\$2,750,231	\$3,012,658	0.4%



CITY OF LAFAYETTE
 2020-2021 PROPOSED BUDGET
 REVENUE ESTIMATE - Assessment District Funds

\$ 43,999.00

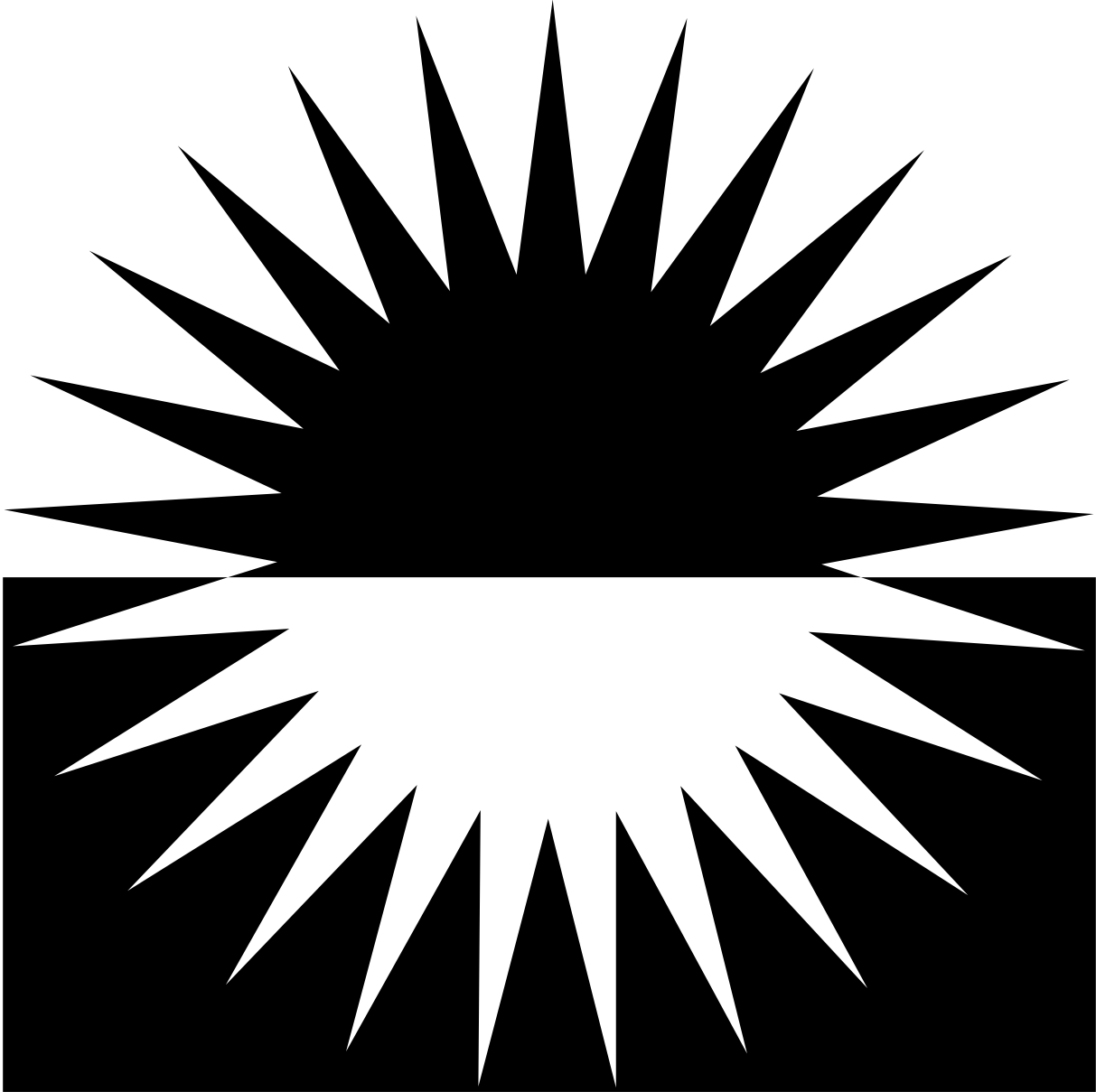
		<i>Actual 2017-18 Revenues</i>	<i>Actual 2018-19 Revenues</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Revenues</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
51 Street Lighting							
402	Property Taxes / Assessments	21,478	22,417	21,500	21,500	21,500	0.0%
431	Investment Earnings	282	840	200	200	200	0.0%
	Subtotal	\$21,760	\$23,257	\$21,700	\$21,700	\$21,700	0.0%
52 Core Area Maintenance							
402	Property Taxes / Assessments	226,438	297,734	297,734	297,734	297,734	0.0%
431	Investment Earnings	424	868	500	500	500	0.0%
459	Other Revenue	750	0	0	0	0	0.0%
	Subtotal	\$227,612	\$298,602	\$298,234	\$298,234	\$298,234	0.0%
53 Stormwater Pollution							
402	Property Taxes / Assessments	428,510	352,120	352,120	370,000	370,000	5.1%
451	Reimbursement for Emergency Response	0	0	0	0	0	0.0%
431	Investment Earnings	103	122	122	122	122	0.0%
459	Other Revenue	829	0	0	0	0	0.0%
	Subtotal	\$429,442	\$352,242	\$352,242	\$370,122	\$370,122	5.1%
TOTAL ASSESSMENT DISTRICT FUND REVENUE		\$678,814	\$674,101	\$672,176	\$690,056	\$690,056	2.7%



CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
REVENUE ESTIMATE - Governmental Funds

\$ 43,999.00

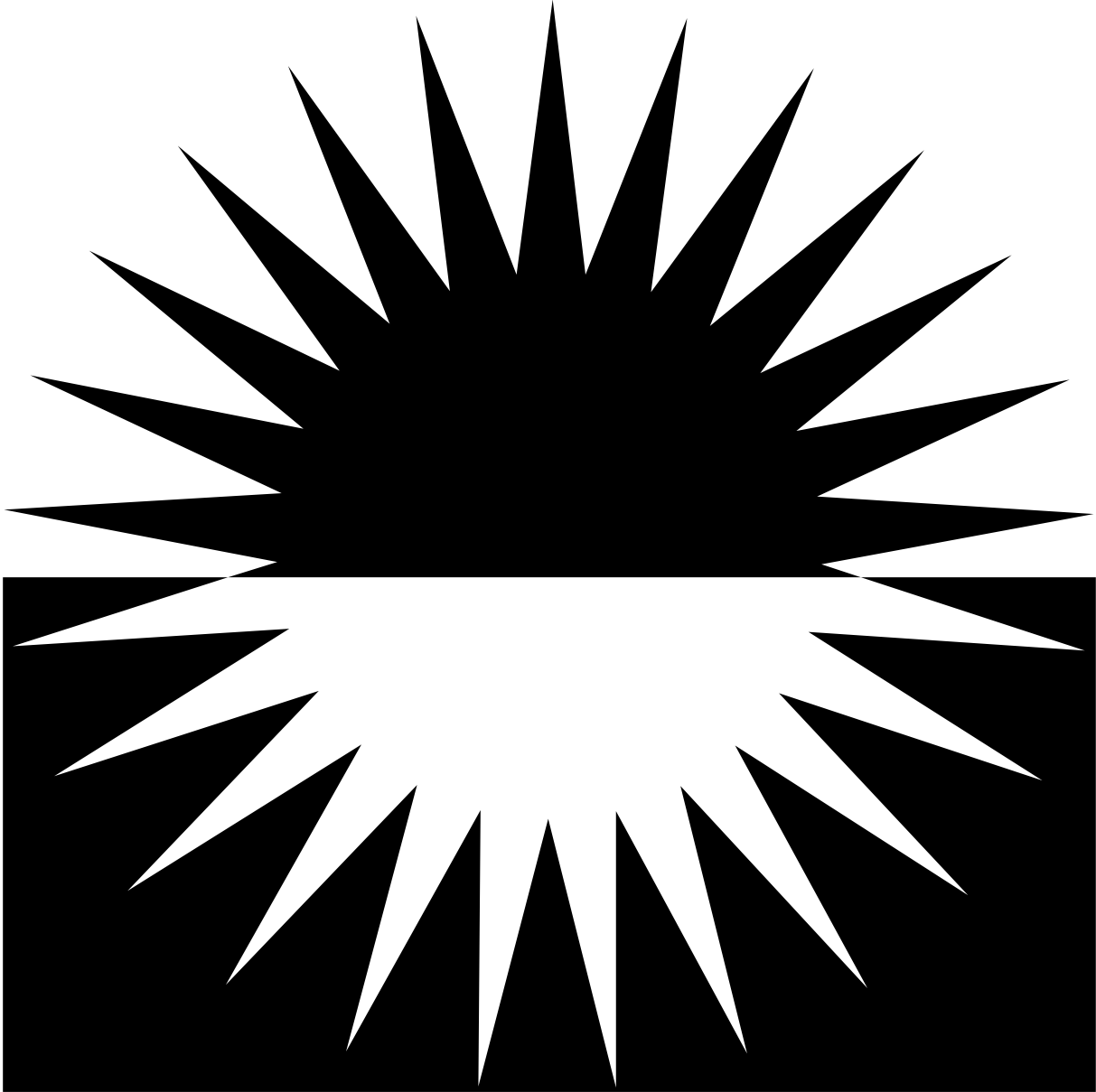
		<i>Actual 2017-18 Revenues</i>	<i>Actual 2018-19 Revenues</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Revenues</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
69 SB1 - Gas Tax							
410	SB1	147,655	430,608	424,632	438,498	457,473	N/A
431	Investment Earnings	0	137	0	0	0	0.0%
	Subtotal	\$147,655	\$430,745	\$424,632	\$438,498	\$457,473	7.7%
71 Gas Tax							
410.1	State Gas Tax 2105	136,747	140,759	142,724	134,405	139,548	-2.2%
410.2	State Gas Tax 2106	94,209	96,686	96,475	91,477	94,867	-1.7%
410.3	State Gas Tax 2107 & 2107.5	183,967	183,020	193,418	173,877	173,877	-10.1%
410.4	State Gas Tax 2103	98,131	85,707	218,804	193,706	222,443	1.7%
410.5	SB1 - TCRF Loan Repayment	28,647	28,931	28,931	29,597	0	N/A
431	Investment Earnings	373	1,108	0	500	500	N/A
459	Other Revenue	0	0	0	0	0	0.0%
	Subtotal	\$542,074	\$536,212	\$680,352	\$623,562	\$631,235	-7.2%
72 Meas.J Return-to-Source							
410.6	Measure J Return-to-Source Funds	505,492	555,709	510,000	469,900	449,032	-12.0%
410.65	Measure J Program 28C	27,480	29,339	30,000	30,000	22,500	0.0%
431	Investment Earnings	0	939	0	0	0	0.0%
	Subtotal	\$532,972	\$585,987	\$540,000	\$499,900	499,900	-7.4%
73 Supp. Law Enforcement Services							
419	COPS Grant	139,416	148,747	156,184	155,947	155,947	-0.2%
431	Investment Earnings	294	696	0	0	0	0.0%
	Subtotal	\$139,710	\$149,442	\$156,184	\$155,947	\$155,947	-0.2%
74 Bus Program							
429.5	Measure J & C	1,228,225	1,277,606	1,278,115	1,237,125	1,141,345	-10.7%
429.1	Contributions from Parents	597,716	637,887	963,144	699,550	871,200	-9.5%
429.2	State DOE	32,102	0	0	0	0	0.0%
429.3	One Trip Passes	19,073	18,398	20,000	27,837	25,000	25.0%
431	Investment Earnings	2,016	5,828	1,000	6,174	1,500	50.0%
459	Investment Earnings	4,206	0	0	0	0	0.0%
	Subtotal	\$1,883,338	\$1,939,719	\$2,262,259	\$1,970,686	\$2,039,045	-9.9%
75 City Office Development							
431	Investment Earnings	8,426	24,351	4,000	3,000	2,000	-50.0%
454	Revenue from the Sale of Property	1,997,245	0	0	0	0	0.0%
	Subtotal	\$2,005,671	\$24,351	\$4,000	\$3,000	\$2,000	-50.0%
76 Insurance							
431	Investment Earnings	6,299	16,092	6,000	4,500	0	N/A
459	Other Revenue	29,546	20,289	6,000	7,600	7,600	26.7%
	Subtotal	\$35,845	\$36,381	\$12,000	\$12,100	\$7,600	-36.7%
78 General Obligation Bond Fund							
402	Taxes / Assessments	581,208	613,191	600,000	600,000	600,000	0.0%
431	Investment Earnings	304	0	0	0	0	0.0%
	Subtotal	\$581,513	\$613,191	\$600,000	\$600,000	\$600,000	0.0%
TOTAL GOVERNMENTAL FUND REVENUE		\$5,868,778	\$4,316,029	\$4,679,427	\$4,303,693	\$4,379,016	-6.4%

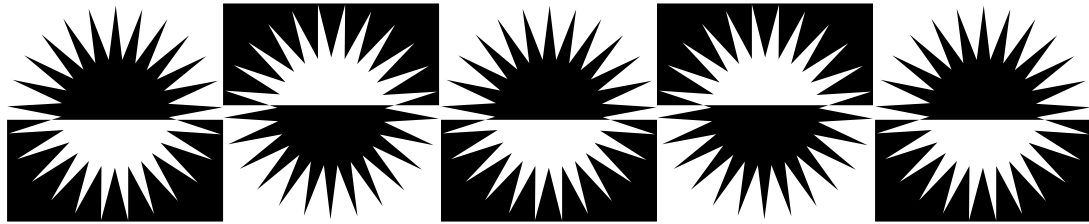


CITY OF LAFAYETTE
 2020-2021 PROPOSED BUDGET
 REVENUE ESTIMATE - Successor Agency Funds

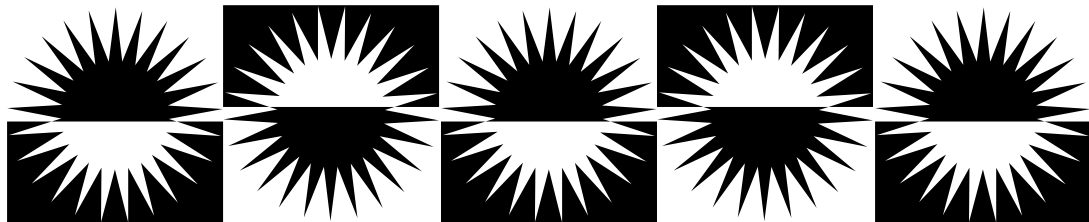
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		<i>Actual 2017-18 Revenues</i>	<i>Actual 2018-19 Revenues</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Revenues</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
87 Successor Agency (formerly RDA)							
402	Tax Increment Revenue - General Account	2,844,540	2,894,311	2,871,869	2,871,869	2,647,245	-7.8%
431	Investment Earnings - General Account	0	0	0	0	0	0.0%
	Subtotal	\$2,844,540	\$2,894,311	\$2,871,869	\$2,871,869	\$2,647,245	-7.8%
90 Redevelopment Debt Service							
431	Investment Earnings & Dividends	12,136	18,848	0	0	0	0.0%
	Subtotal	\$12,136	\$18,848	\$0	\$0	\$0	0.0%
TOTAL REDEVELOPMENT REVENUE		\$2,844,540	\$2,894,311	\$2,871,869	\$2,871,869	\$2,647,245	-7.8%
TOTAL ALL FUNDS REVENUE		\$30,227,669	\$30,094,517	\$33,918,223	\$32,643,568	\$28,281,920	(\$1)





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

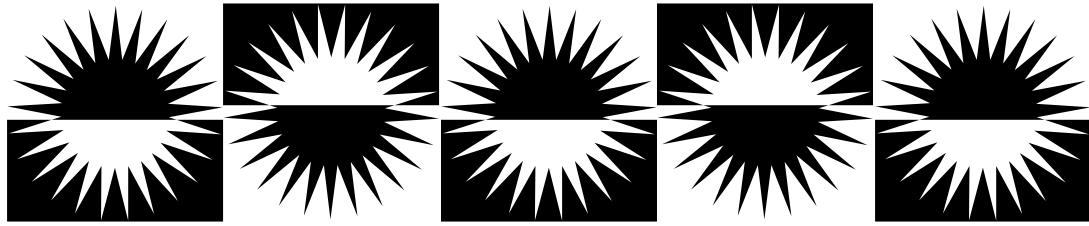
Revenue Code		Engineering Fees (cont'd.)	Fee	Per Unit
11-42	3.050	Encroachment Permit - Processing	247.50	Plus All Hourly Fees Incurred Above Minimum Hours
11-42	3.052	Encroachment Permit - Parking Spaces	27.00	Per Day
11-42	3.053	Encroachment Permit - Sidewalk, Bike Lane, Other Public ROW		
		Public 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 Staging 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

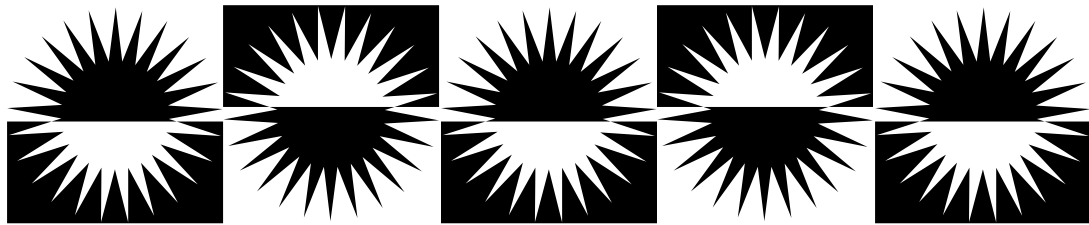
Revenue Code		Planning Fees (cont'd)	Fee	Per Unit
11-424	0.860	Variance or Exception (Design Review, Planning Commission or City Council)	4,375.00	Flat Fee
11-424	0.870	Variance or Exception (Zoning Administrator)	1,750.00	Flat Fee
11-424	0.875	Waste Management Review	80.00	Flat Fee
11-424	0.874	Waste 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 7/1/2020)		
17-42	0.074	Additions	1.95	Per Square Foot
17-42	0.075	Single Family Residence-	8,581.00	Per Unit
17-42	0.076	Duplex/Townhouse-	5,958.00	Per Unit
17-42	0.077	Apartments/Condominiums-	5,187.00	Per Unit
17-42	0.078	Mobile Homes-	5,067.00	Per Unit
17-42	0.079	Second Units-	3,071.00	Per Unit
12-42		Parkland Facilities Fees (revision effective 7/1/2020)		
12-42	0.080	Additions	1.90	Per Square Foot
12-42	0.081	Single Family Residence-	8,330.00	Per Unit
12-42	0.082	Duplex/Townhouse-	5,784.00	Per Unit
12-42	0.083	Apartments/Condominiums-	5,035.00	Per Unit
12-42	0.084	Mobile Homes-	4,920.00	Per Unit
12-42	0.085	Second Units-	2,926.00	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

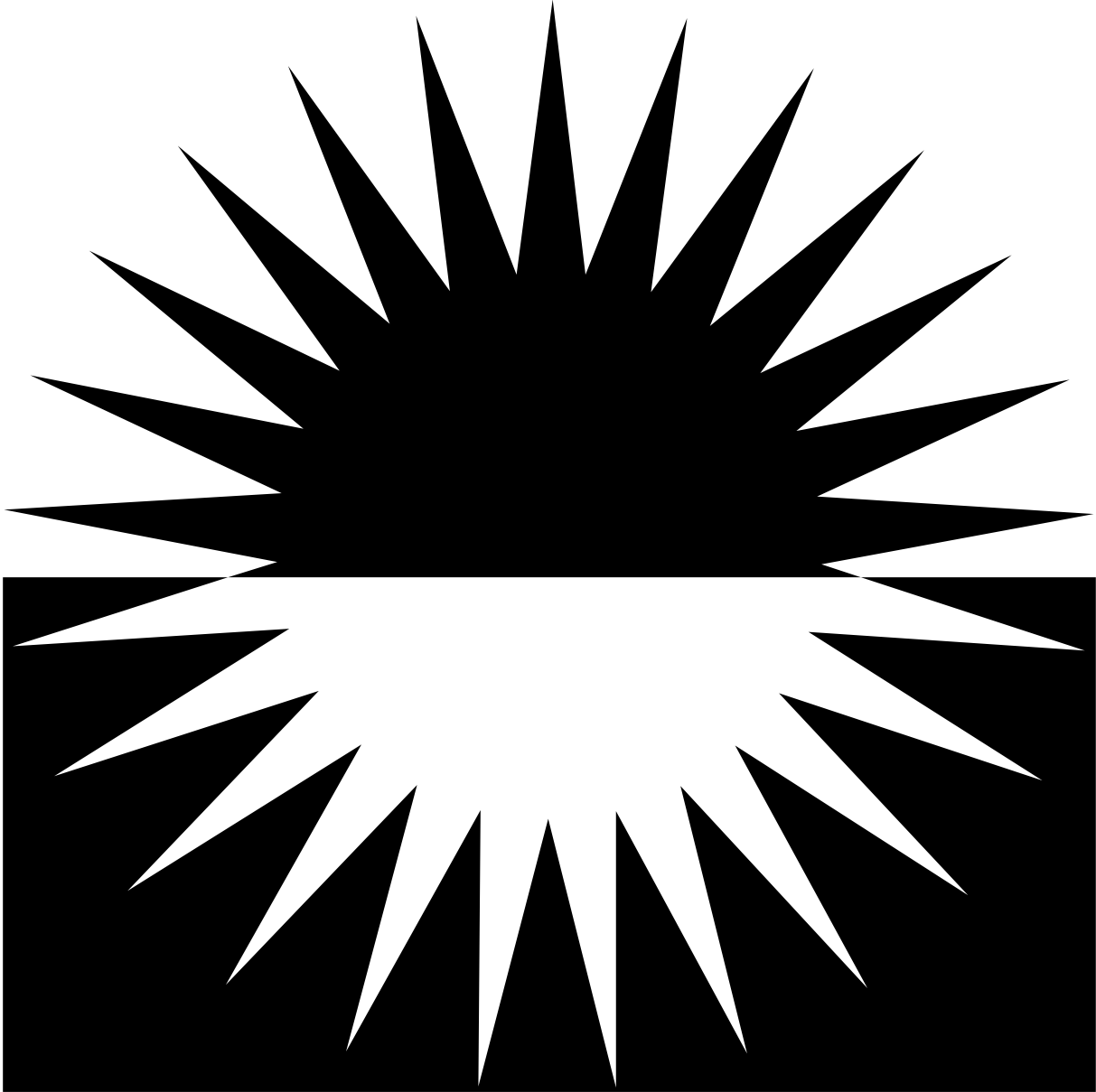
Revenue Code		Development Fees (cont'd)	Fee	Per Unit
		Walkways Fee (revision effective 7/25/2009)		
14-42	0.101	Single Family Residence-	1,076.22	Per Unit
14-42	1.020	Duplex-	747.27	Per Unit
14-42	0.103	Apartments-	650.59	Per Unit
14-42	0.104	Mobile Homes-	635.56	Per Unit
14-42	0.105	Second Units-	385.19	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 1/1/2020)		
	0.020	Single Fam. Residential Use: Individ. Unit, Duet Home With One Shared Wall, Townhouse-	8,055.22	Per dwelling unit
	0.030	Multiple Family Residential: Second Unit, Apartments, Condominium-	5,638.30	Per dwelling unit
	0.040	Multiple Family: Transit Oriented Development	2,988.68	Per dwelling unit
	0.050	Commercial, office, retail, or industrial use-	8.62	Per square foot of gross floor area
	0.060	Other	866.54	Per daily 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
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	City Council
FUND	11
PROGRAM	110

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 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	\$502	\$500	\$250	\$250	-50.0%
743	Postage	0	92	700	100	100	-85.7%
745	Printing & Binding	264	112	400	125	200	-50.0%
746	Books & Software	480	38	0	0	0	0.0%
748	Special Departmental Supplies	0	505	50	50	50	0.0%
751	Maintenance of Vehicles	0	(1)	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	2,848	5,223	3,000	3,000	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	0	0	0	0	0	0.0%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	0	220	0	0	0	0.0%
843	Training & Memberships	18,640	29,450	11,500	11,500	5,900	-48.7%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	6,924	7,702	6,000	4,000	6,000	0.0%
853	Community Promotion	42,752	41,450	44,000	44,000	44,000	0.0%
861	Contractual Services	58,004	161,488	151,500	131,500	182,500	20.5%
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	\$129,912	\$246,782	\$217,650	\$194,525	\$242,000	11.2%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	0	8,868	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$0	\$8,868	\$0	\$0	\$0	0.0%

BASE PROGRAM COST	\$129,912	\$255,650	\$217,650	\$194,525	\$242,000	11.2%
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TOTAL PROGRAM COST	\$129,912	\$255,650	\$217,650	\$194,525	\$242,000	11.2%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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

- Develop a strategy to maintain local control on land use and development matters.
- Develop and define the City's core values and corresponding key elements that represent Lafayette's character
- Develop a comprehensive Lafayette community transparency & inclusion strategy
- Develop a strategy to augment community emergency preparedness, specifically in the area of wildfire planning.
- Develop a strategy to create and institutionalize holistic City-Schools collaboration.
- Develop a strategy to expand City support of local businesses and commerce and to increase the vibrancy of downtown Lafayette.
- Develop a strategy to address traffic congestion and improve mobility in Lafayette.

ACCOUNT DESCRIPTIONS

843	LOCC Annual Conference	\$500	861	Commissions Day	\$1,500
	Mayor's Conference Membership and Attendance	4,300		Council minutes	20,000
	Host Mayors Conference (Dec 2020)*	0		Employee Appreciation Event	1,000
	Miscellaneous Meetings	600		Legislative Advocacy Services	54,000
	Travel & Car Mileage Reimbursement	500		Demographic Study with School Dist	20,000
		<u>\$5,900</u>		Business Assistance Program	30,000
853	Ribbon cutting and other ceremonies	\$2,500		Grant Writing Services	18,000
	Support for:			Annual Financial Audits / CAFR	<u>38,000</u>
	Dogtown Downtown	\$1,000			\$182,500
	July 4th Celebration in Moraga	500			
	Chamber of Commerce Support	40,000			
		<u>\$44,000</u>			

**Unknown if this will be an in-person meeting*

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Public Art
FUND	11
PROGRAM	115

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$19,860	\$19,711	\$0	\$0	\$0	0.0%
705	Temporary Personnel	0	0	10,000	\$10,000	10,000	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	1,455	1,408	765	765	765	0.0%
714	Worker's Compensation	512	784	380	380	363	-4.5%
721	Fringe Benefits	6,012	5,998	0	0	0	0.0%
	Subtotal PERSONNEL	\$27,839	\$27,901	\$11,145	\$11,145	\$11,128	-0.2%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$0	\$0	\$200	\$100	\$100	-50.0%
743	Postage	11	0	56	0	50	-10.7%
745	Printing & Binding	0	0	100	0	1,000	900.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	0	0	350	200	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	208	924	1,000	150	500	-50.0%
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	232	0	281	0	0	N/A
843	Training & Memberships	0	11	200	0	200	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	302	302	287	0	300	4.5%
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	\$753	\$1,237	\$2,474	\$450	\$2,500	1.1%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	126,050	30,000	150,000	25,000	125,000	-16.7%
907	Equipment	0	0	8,000	8,000	0	N/A
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$126,050	\$30,000	\$158,000	\$33,000	\$125,000	-20.9%

BASE PROGRAM COST	\$154,642	\$59,138	\$171,619	\$44,595	\$138,628	-19.2%
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TOTAL PROGRAM COST	\$154,642	\$59,138	\$171,619	\$44,595	\$138,628	-19.2%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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

705	Intern 10 hours/week @ \$20/hr	\$10,000
906	Kinematics Lab	\$125,000

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Trans/Circ Commission
FUND	11
PROGRAM	120

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$78,679	\$51,505	\$61,452	\$55,547	44,368	-27.8%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	5,621	3,735	4,701	4,249	3,394	-27.8%
714	Worker's Compensation	1,942	2,069	2,335	2,111	1,610	-31.1%
721	Fringe Benefits	24,570	15,979	19,893	17,111	13,711	-31.1%
	Subtotal PERSONNEL	\$110,813	\$73,288	\$88,381	\$79,018	\$63,083	-28.6%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$477	\$399	\$426	\$426	\$426	0.0%
743	Postage	638	459	211	211	211	0.0%
745	Printing & Binding	0	39	300	300	300	0.0%
746	Books & Software	0	718	1,000	1,000	1,000	0.0%
748	Special Departmental Supplies	217	1,143	2,000	2,000	2,000	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	86	45	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	8,329	6,961	7,408	7,408	7,408	0.0%
843	Training & Memberships	2,120	1,611	2,000	2,000	1,000	-50.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	150	0	100	100	100	0.0%
853	Community Promotion	20,650	0	10,000	0	10,000	0.0%
861	Contractual Services	22,510	8,998	16,322	7,500	16,026	-1.8%
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	\$55,177	\$20,374	\$39,767	\$20,946	\$38,471	-3.3%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	0	0	1,200	0	0	N/A
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$0	\$0	\$1,200	\$0	\$0	N/A

BASE PROGRAM COST	\$165,989	\$93,663	\$129,349	\$99,964	\$101,554	-21.5%
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TOTAL PROGRAM COST	\$165,989	\$93,663	\$129,349	\$99,964	\$101,554	-21.5%
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CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
DESCRIPTION

DEPARTMENT	Trans/Circ 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

- Implement the Downtown Congestion Reduction Plan
- Facilitate communication between the community and police on matters of traffic and pedestrian safety.
- Work with BPAC on bicycle and pedestrian issues.
- On a request basis, review school area traffic safety plans and land development proposals from the standpoint of traffic, pedestrian, and bicycle safety as well as parking impacts.

STAFFING REQUIREMENTS

702	Position Title	Full-Time Equivalent
	Transportation Planner	25%
	Department Assistant - A	10%
	Public Works & Engineering Director	5%
	Planning & Building Director	5%
	Total Full Time Equivalent	0.45

ACCOUNT DESCRIPTIONS

853	Transportation Development Act grant expenditure (reimbursable)	\$10,000
861	Contract Services for traffic counts & surveys	5,000
	Consultant traffic engineer	10,000
	Pro-rata share of City computer expenses	1,026
		<u>\$16,026</u>

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Crime Prevention Com.
FUND	11
PROGRAM	130

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$205	\$20,588	\$27,602	\$27,602	\$28,810	4.4%
705	Temporary Personnel	19,699	10,519	28,000	8,000	28,000	0.0%
708	Overtime	965	1,300	0	0	0	N/A
711	Social Security	1,596	2,699	4,254	4,254	4,346	2.2%
714	Worker's Compensation	556	1,305	2,113	2,113	2,061	323.7%
721	Fringe Benefits	0	6,123	9,007	9,007	8,952	-0.6%
	Subtotal PERSONNEL	\$23,021	\$42,534	\$70,976	\$50,976	\$72,170	1.7%

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	640	0	500	500	500	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	2,317	2,457	2,500	2,500	2,500	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	1,282	0	5,000	1,000	1,000	-80.0%
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	254	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 & Memberships	79	240	2,000	1,000	1,000	-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	1,547	4,408	2,000	1,000	1,000	-50.0%
861	Contractual Services	0	180	2,000	1,000	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	\$5,865	\$7,538	\$14,000	\$7,000	\$8,000	-42.9%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	N/A
907	Equipment	4,370	37,911	25,000	25,000	30,000	N/A
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$4,370	\$37,911	\$25,000	\$25,000	\$30,000	20.0%

BASE PROGRAM COST	\$33,256	\$87,983	\$109,976	\$82,976	\$110,170	0.2%
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TOTAL PROGRAM COST	\$33,256	\$87,983	\$109,976	\$82,976	\$110,170	0.2%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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

STAFFING REQUIREMENTS

	Position Title	Full-Time Equivalent
702	Police Services Assistant - B	44%
	Total Full Time Equivalent	0.44

ACCOUNT DESCRIPTIONS

705	Surveillance Camera Technician	\$28,000
745	Flyers, brochures and educational pamphlets	\$500
761	Surveillance camera maintenance	\$1,000
843	Neighborhood Watch	\$1,000
853	Child I.D. program supplies	500
	Community Forums	500
		<u>\$1,000</u>
907	Camera maintenance and additional equipment	\$30,000

CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL

DEPARTMENT	Parks, Trails & Rec Commission
FUND	11
PROGRAM	140

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$55,305	\$59,566	\$48,313	\$48,313	\$50,319	4.2%
705	Temporary Personnel	8,436	913	15,000	0	15,000	0.0%
708	Overtime	4	0	0	0	0	0.0%
711	Social Security	4,816	4,508	4,843	4,843	4,997	3.2%
714	Worker's Compensation	1,685	2,432	2,406	2,406	2,370	-1.5%
721	Fringe Benefits	19,258	20,397	16,924	16,924	16,465	-2.7%
	Subtotal PERSONNEL	\$89,503	\$87,816	\$87,486	\$72,486	\$89,150	1.9%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$567	\$256	\$350	\$200	\$300	-14.3%
743	Postage	0	0	200	200	200	0.0%
745	Printing & Binding	829	655	5,000	5,000	5,000	0.0%
746	Books & Software	0	0	0	0		0.0%
748	Special Departmental Supplies	1,423	2,315	1,500	1,500	1,500	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	0	120	0	0	N/A
771	Maintenance of Buildings	0	243	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	732	721	660	843	891	35.0%
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	238	769	600	0	0	N/A
843	Training & Memberships	1,419	489	2,000	0	0	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	0	0	0	0	0	0.0%
861	Contractual Services	6,484	15,384	85,755	1,000	85,912	0.2%
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	\$11,692	\$20,832	\$96,185	\$8,743	\$93,803	-2.5%

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	\$101,195	\$108,648	\$183,671	\$81,229	\$182,953	-0.4%
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TOTAL PROGRAM COST	\$101,195	\$108,648	\$183,671	\$81,229	\$182,953	-0.4%
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CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
DESCRIPTION

DEPARTMENT	Parks, Trails & Rec Commission
FUND	11
PROGRAM	140

PROGRAM

The Parks, Trails and Recreation Commission supports the acquisition and 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 provide general recreation information to the public
- Staff time to write and administer park, trail, and open space grants
- Staff time to prepare agendas, minutes 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.
- Seek funding for acquisition and development of City parks.
- Participate in developing City policies that affect parks .
- Encourage public awareness and use of parks.

Trails

- Pursue easements, use permits and other access provisions for trails.
- 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 secure volunteer efforts.

Community Center

- Support the self-sufficiency of recreation programs.
- Maintain and upgrade the Community Center facilities.

STAFFING REQUIREMENTS

	Position Title	Full-Time Equivalent
702	Parks, Trails and Recreation Director	30%
	Administrative Assistant - P&R - A	5%
	Administrative Assistant - P&R - B	5%
	Total Full Time Equivalent	0.40

ACCOUNT DESCRIPTIONS

705	Trails Master Plan Update	\$15,000
745	Trails pamphlets and park design plans	\$5,000
748	Community Service project supplies	\$1,500
861	Park related developers fees update w/appraisals	65,000
	Trails Master Plan Update	2,000
	Trail Easements - surveying and recording	18,000
	Computer Support	912
		<u>\$85,912</u>

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Senior Services
FUND	11
PROGRAM	141

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$58,905	\$62,937	\$65,199	\$65,199	\$66,236	1.6%
705	Temporary Personnel	23,841	23,816	24,720	21,905	24,720	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	5,813	6,089	6,879	6,663	6,958	1.2%
714	Worker's Compensation	2,193	3,464	3,417	3,310	3,300	-3.4%
721	Fringe Benefits	23,669	24,523	27,176	27,176	20,379	-25.0%
	Subtotal PERSONNEL	\$114,420	\$120,829	\$127,391	\$124,254	\$121,593	-4.6%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$472	\$782	\$900	\$600	\$900	0.0%
743	Postage	1,602	1,892	2,300	2,300	2,300	0.0%
745	Printing & Binding	5,025	5,164	4,900	4,800	4,900	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	381	1,840	4,200	2,000	2,000	-52.4%
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	292	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	932	883	850	1,496	1,610	89.4%
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	900	1,919	1,800	1,800	1,800	0.0%
843	Training & Memberships	246	1,622	1,500	200	500	-66.7%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	0	109	200	200	200	0.0%
861	Contractual Services	7,662	8,069	58,621	7,500	9,423	-83.9%
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	\$17,218	\$22,572	\$75,521	\$20,896	\$23,883	-68.4%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	731	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$731	\$0	\$0	\$0	\$0	0.0%

BASE PROGRAM COST	\$132,369	\$143,401	\$202,912	\$145,150	\$145,475	-28.3%
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TOTAL PROGRAM COST	\$132,369	\$143,401	\$202,912	\$145,150	\$145,475	-28.3%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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

	Position Title	Full-Time Equivalent
702	Parks, Trails and Recreation Director	5%
	Recreation Coordinator - D	75%
	Total Full Time Equivalent	0.80

ACCOUNT DESCRIPTIONS

705	Temporary Employees (19 hours per week)	24,720	
743	Rec Guide	\$1,906	
	Misc	394	
		<u>2,300</u>	
745	Recreation Guide	\$4,900	
861	Active Transaction & Credit Card Fees	\$150	
	One on one computer training	3,600	paid out of bequest sinking fund
	Program Facilitation (contract presenters)	1,000	
	Computer Support	4,673	
		<u>\$9,423</u>	

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Youth Commission
FUND	11
PROGRAM	142

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$13,561	\$15,055	\$16,527	\$16,527	\$18,698	13.1%
705	Temporary Personnel	3,229	5,441	12,000	2,362	8,000	-33.3%
708	Overtime	2	0	0	0	0	0.0%
711	Social Security	1,298	1,588	2,182	1,445	2,042	-6.4%
714	Worker's Compensation	444	823	1,084	718	969	-10.6%
721	Fringe Benefits	4,381	5,115	6,975	6,975	7,221	3.5%
	Subtotal PERSONNEL	\$22,914	\$28,023	\$38,768	\$28,027	\$36,930	-4.7%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$93	\$0	\$100	\$0	\$100	0.0%
743	Postage	0	42	0	0	50	N/A
745	Printing & Binding	145	193	145	600	600	313.8%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	0	0	4,350	3,100	3,500	-19.5%
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	230	241	250	355	357	42.8%
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	195	216	300	230	300	0.0%
843	Training & Memberships	1,072	1,085	1,500	624	1,500	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	6,000	1,204	1,500	-75.0%
861	Contractual Services	768	828	1,146	722	963	-16.0%
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	12,459	12,915	2,650	1,470	3,050	15.1%
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	\$14,961	\$15,520	\$16,441	\$8,305	\$11,920	-27.5%

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	\$37,875	\$43,543	\$55,209	\$36,332	\$48,850	-11.5%
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TOTAL PROGRAM COST	\$37,875	\$43,543	\$55,209	\$36,332	\$48,850	-11.5%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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 Supervisor - 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	\$8,000
843	Strategic planning & team building retreat	\$1,500
853	Donations	1,500
861	Credit card fees	\$450
	Computer Support	513
		<u>\$963</u>
866	Vendors for events	\$3,050

DESCRIPTION OF NET REVENUES

	Final 2019/20	Estimated 19/20	Proposed 20/21
Revenue	\$13,000	\$5,200	\$9,000
Event Expenses	\$7,000	\$4,570	\$6,550
Net Revenue	\$6,000	\$630	\$2,450
Sinking Fund Beginning Balance	\$20,440	\$20,440	\$19,866
Add Net Revenue	6,000	630	2,450
Less Donations*	(6,000)	(1,204)	(1,500)
Less Release from Sinking Fund			
Sinking Fund Ending Balance	20,440	19,866	20,816

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
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Planning Commission
FUND	11
PROGRAM	150

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$203,906	\$207,446	\$188,382	\$188,382	\$ 193,236	2.6%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	0	2,000	0	2,000	0.0%
711	Social Security	14,874	14,791	14,564	14,411	14,936	2.5%
714	Worker's Compensation	5,362	8,310	7,159	7,159	7,011	-2.1%
721	Fringe Benefits	67,189	69,540	67,437	67,437	63,543	-5.8%
	Subtotal PERSONNEL	\$291,331	\$300,086	\$279,542	\$277,389	\$280,726	0.4%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$1,193	\$1,147	\$1,066	\$1,066	\$ 1,119	5.0%
743	Postage	431	401	529	529	549	3.8%
745	Printing & Binding	23	83	500	100	100	-80.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	58	0	200	0	100	-50.0%
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	1,478	1,122	500	500	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	188	225	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	19,421	17,441	17,574	17,574	17,462	-0.6%
843	Training & Memberships	585	1,596	7,500	500	3,750	-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	9,648	10,537	213,304	12,000	213,989	0.3%
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	\$33,024	\$32,552	\$241,174	\$32,269	\$237,569	-1.5%

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	\$324,355	\$332,638	\$520,715	\$309,658	\$518,295	-0.5%
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TOTAL PROGRAM COST	\$324,355	\$332,638	\$520,715	\$309,658	\$518,295	-0.5%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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

	<u>Position Title</u>	<u>Full-Time Equivalent</u>
702	Planning & Building Director	35%
	Associate Planner	25%
	Senior Planner - B	35%
	Senior Planner - A	30%
	Planning Technician - C	20%
	Department Assistant - B	30%
	Total Full Time Equivalent	1.75

ACCOUNT DESCRIPTIONS

841	Prorated share of office rent	\$17,462
843	Workshops, conferences, seminars and other training (Center for Urban Planning, Cal APA, Planner Institute)	\$3,750
861	Planning Commission Minutes	\$10,000
	General Plan Update	\$200,000
	Computer Support	3,989
		\$213,989

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

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Design Rev. Commission
FUND	11
PROGRAM	151

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$199,517	\$201,290	\$185,824	\$185,824	\$ 191,938	3.3%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	240	113	2,000	2,000	2,000	0.0%
711	Social Security	15,128	14,888	14,369	14,369	14,836	3.3%
714	Worker's Compensation	5,257	8,068	7,061	7,061	6,964	-1.4%
721	Fringe Benefits	66,800	69,297	68,447	68,447	63,237	-7.6%
	Subtotal PERSONNEL	\$286,943	\$293,655	\$277,700	\$277,700	\$278,975	0.5%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$1,179	\$1,306	\$1,249	\$1,249	\$1,311	5.0%
743	Postage	505	470	619	619	643	3.8%
745	Printing & Binding	0	21	0	0	0	0.0%
746	Books & Software	144	32	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	478	296	500	250	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	299	315	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	22,751	20,414	20,587	20,587	20,456	-0.6%
843	Training & Memberships	0	0	1,000	1,000	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	11,030	11,917	17,371	13,500	13,073	-24.7%
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	\$36,386	\$34,771	\$41,326	\$37,205	\$36,983	-10.5%

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	\$323,328	\$328,426	\$319,027	\$314,906	\$315,958	-1.0%
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TOTAL PROGRAM COST	\$323,328	\$328,426	\$319,027	\$314,906	\$315,958	-1.0%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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%
	Associate Planner	35%
	Senior Planner - B	20%
	Planning Technician - B	15%
	Senior Planner - A	40%
	Planning Technician - C	35%
	Planning Technician - A	15%
	Department Assistant - B	30%
	Total Full Time Equivalent	2.05

ACCOUNT DESCRIPTIONS

861	Design Review Commission Minutes	\$8,400
	Pro-rata share of City computer expenses	4,673
		<u>\$13,073</u>

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Environmental Task Force
FUND	11
PROGRAM	153

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$9,098	\$9,114	\$8,669	\$8,669	\$ 9,048	4.4%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	687	683	663	663	692	4.4%
714	Worker's Compensation	240	367	329	329	328	-0.3%
721	Fringe Benefits	2,899	3,831	2,954	2,954	2,874	-2.7%
	Subtotal PERSONNEL	\$12,924	\$13,996	\$12,616	\$12,616	\$12,943	2.6%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$83	\$86	\$91	\$91	\$96	5.0%
743	Postage	37	34	45	45	47	3.8%
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	1,675	1,486	1,506	1,506	1,497	-0.6%
843	Training & Memberships	11	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	302	330	283	283	283	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	\$2,109	\$1,936	\$1,926	\$1,926	\$1,923	-0.2%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	0	0	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	\$15,033	\$15,932	\$14,542	\$14,542	\$14,866	2.2%
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TOTAL PROGRAM COST	\$15,033	\$15,932	\$14,542	\$14,542	\$14,866	2.2%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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

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

STAFFING REQUIREMENTS

	Position Title	Full-Time Equivalent
702	Planning Technician - C	15%
	Total Full Time Equivalent	0.15

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Police Services
FUND	11
PROGRAM	210

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$192,552	\$214,565	\$232,121	\$162,121	\$239,752	3.3%
705	Temporary Personnel	0	190	5,000	25,000	5,000	0.0%
708	Overtime	12,769	8,557	12,000	15,000	15,000	25.0%
711	Social Security	17,373	18,792	19,058	15,462	19,871	4.3%
714	Worker's Compensation	5,354	8,884	9,011	7,111	8,880	-1.4%
721	Fringe Benefits	59,474	66,429	77,994	75,000	76,271	-2.2%
	Subtotal PERSONNEL	\$287,521	\$317,416	\$355,183	\$299,694	\$364,774	2.7%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$6,851	\$14,434	\$7,000	\$10,680	\$10,000	42.9%
743	Postage	81	255	400	100	200	-50.0%
745	Printing & Binding	0	0	0	0	0	0.0%
746	Books & Software	775	17,404	2,000	3,500	3,500	75.0%
748	Special Departmental Supplies	22,374	46,710	12,000	30,000	36,000	200.0%
751	Maintenance of Vehicles	151,473	174,239	120,000	162,674	160,000	33.3%
761	Maintenance of Equipment	6,795	1,570	7,000	7,000	7,000	0.0%
771	Maintenance of Buildings	14,208	26,736	19,000	25,619	25,000	31.6%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	3,367	6,764	5,000	5,000	5,000	0.0%
801	Utilities-Water	1,912	5,071	3,420	6,000	6,000	75.4%
805	Utilities-Sewer	0	566	950	1,100	1,100	15.8%
811	Utilities-Gas & Electric	5,699	17,185	11,400	22,500	22,500	97.4%
821	Utilities-Telephones	35,015	41,615	38,190	43,067	45,000	17.8%
825	Utilities-Garbage Disposal	0	0	1,140	0	0	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	182,082	127,112	125,880	130,000	136,638	8.5%
843	Training & Memberships	49,876	55,518	37,200	35,000	17,500	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	2,876	3,663	4,000	3,000	3,000	-25.0%
861	Contractual Services	243,180	259,539	271,408	271,408	284,717	4.9%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	3,260,710	3,373,900	4,032,533	3,533,833	4,187,105	3.8%
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	2,906	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	\$3,987,274	\$4,175,188	\$4,698,520	\$4,290,480	\$4,950,260	5.4%

CAPITAL OUTLAY

902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	301,015	250,844	146,500	210,000	81,500	-44.4%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$301,015	\$250,844	\$146,500	\$210,000	\$81,500	-44.4%

BASE PROGRAM COST	\$4,575,810	\$4,743,448	\$5,200,203	\$4,800,174	\$5,396,534	3.8%
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999	Prior Year Savings	\$0	\$0	\$25,000	\$0	\$25,000
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TOTAL PROGRAM COST	\$4,575,810	\$4,743,448	\$5,225,203	\$4,800,174	\$5,421,534	3.8%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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
- 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	Administrative Analyst - Police	60%
	Police Services Assistant - A	100%
	Police Services Assistant - B	44%
	Police Services Assistant - C	100%
	Total Full Time Equivalent	3.04

ACCOUNT DESCRIPTIONS

748	Uniforms, badges, logs, business cards, office supplies	\$32,400	861	Animal Control Services	\$172,298
	Canine supplies	3,600		California ID Program	32,000
		<u>\$36,000</u>		Fingerprinting	5,000
751	Police vehicle repairs & gas	\$160,000		Booking fees	6,500
761	Maintenance of portable radios and MDT's	\$7,000		EBRCSA	19,282
771	Janitorial Services	\$25,000		Aries	8,770
				Nixle	4,500
841	Rent for 3471 Mt. Diablo Blvd (95%)	\$132,113		Starchase / Tracker	7,300
	Copiers	4,525		Cellebrite	3,700
		<u>\$136,638</u>		Phone System / Maynard	9,600
907	Police Vehicles	\$65,000		Microwave Communication	7,200
	Misc equipment upgrade	16,500		Misc	7,200
		<u>\$81,500</u>		Pro-rata share of City computer equip	1,368
					<u>\$284,717</u>

POLICE CONTRACT DETAIL		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Percent Increase</i>
862.1	Officers	\$3,043,265	\$2,674,269	\$3,742,873	\$3,285,818	\$3,922,445	4.8%
862.2	Overtime	0	520,839	50,000	0	25,000	-50.0%
862.4	Investigation	7,911	11,298	5,000	21,333	5,000	0.0%
862.6	Services/Supply	12,875	16,000	19,500	15,832	19,500	0.0%
862.7	Communications/EBRCS	126,362	90,465	125,000	130,716	125,000	0.0%
862.8	Liability Insurance	29,462	24,746	30,160	34,800	30,160	0.0%
862.9	Crime Laboratory / Property	40,835	36,283	60,000	45,333	60,000	0.0%
	Subtotal	\$3,260,710	\$3,373,900	\$4,032,533	\$3,533,833	\$4,187,105	3.8%

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Traffic Enforcement
FUND	11
PROGRAM	215

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 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%
	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 & Memberships	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	566,811	590,068	612,565	612,565	647,660	5.7%
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	\$566,811	\$590,068	\$612,565	\$612,565	\$647,660	5.7%

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	\$566,811	\$590,068	\$612,565	\$612,565	\$647,660	5.7%
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TOTAL PROGRAM COST	\$566,811	\$590,068	\$612,565	\$612,565	\$647,660	5.7%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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 police cars and police motorcycles in order to focus on traffic violations, hazards, collisions and unsafe conditions.

ACCOUNT DESCRIPTIONS

POLICE CONTRACT DETAIL		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Percent Increase</i>
862.1	Officers	\$539,171	\$562,428	\$584,925	\$584,925	\$620,020	6.0%
862.2	Overtime	0	0	0	0	0	0.0%
862.4	Investigation	0	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	4,640	4,640	4,640	4,640	4,640	0.0%
Subtotal		\$566,811	\$590,068	\$612,565	\$612,565	\$647,660	5.7%

REVENUES

Vehicle Code Fines	\$62,244	\$72,248	\$75,000	\$54,300	\$60,000
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SURPLUS/(DEFICIT)	(\$504,567)	(\$517,820)	(\$537,565)	(\$558,265)	(\$587,660)
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**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Emergency Prep. Comm.
FUND	11
PROGRAM	220

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 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	\$500	\$0	\$250	-50.0%
743	Postage	0	0	0	0	0	0.0%
745	Printing & Binding	70	5,518	3,000	500	1,500	-50.0%
746	Books & Software	0	0	0	50	0	0.0%
748	Special Departmental Supplies	1,489	1,132	3,000	500	1,500	-50.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	0	1,000	0	100	-90.0%
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	1,067	388	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	947	929	1,200	1,000	1,000	-16.7%
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	408	125	0	0	0	0.0%
843	Training & Memberships	0	179	1,250	250	500	-60.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	164	0	1,000	250	500	-50.0%
861	Contractual Services	19,176	18,621	18,600	18,600	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	\$23,321	\$26,892	\$29,550	\$21,150	\$23,950	-19.0%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	368	968	2,000	1,000	2,000	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$368	\$968	\$2,000	\$1,000	\$2,000	0.0%

BASE PROGRAM COST	\$23,689	\$27,860	\$31,550	\$22,150	\$25,950	-17.7%
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TOTAL PROGRAM COST	\$23,689	\$27,860	\$31,550	\$22,150	\$25,950	-17.7%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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.)	\$1,500	
861	Radio technician services	\$600	
	Contract services for emergency services coordinator	18,000	(shared with Orinda and Moraga offset by \$16K EMPG grant)
		<u>\$18,600</u>	
907	Emergency equipment for trailer	\$2,000	

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Crossing Guards
FUND	11
PROGRAM	230

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 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 & Memberships	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	50,000	50,000	90,000	90,000	90,000	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	\$50,000	\$50,000	\$90,000	\$90,000	\$90,000	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	\$50,000	\$50,000	\$90,000	\$90,000	\$90,000	0.0%
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TOTAL PROGRAM COST	\$50,000	\$50,000	\$90,000	\$90,000	\$90,000	0.0%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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 \$90,000 Currently 1/2 of total cost

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Road & Drain Maintenance
FUND	11
PROGRAM	310

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$117,496	\$56,337	\$89,033	\$89,033	\$92,140	3.5%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	2	0	0	0	0.0%
711	Social Security	8,579	4,550	6,811	6,811	7,049	3.5%
714	Worker's Compensation	3,086	2,200	3,383	3,383	3,343	-1.2%
721	Fringe Benefits	36,987	17,294	29,018	29,018	28,283	-2.5%
Subtotal PERSONNEL		\$166,148	\$80,382	\$128,246	\$128,246	\$130,815	2.0%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$47	\$209	\$91	\$91	\$96	5.0%
743	Postage	172	87	136	136	136	0.0%
745	Printing & Binding	43	0	0	0	0	0.0%
746	Books & Software	401	0	0	0	0	0.0%
748	Special Departmental Supplies	20,950	21,781	21,500	18,000	18,000	-16.3%
751	Maintenance of Vehicles	31,109	18,643	24,000	20,000	24,000	0.0%
761	Maintenance of Equipment	3,057	3,325	3,700	7,000	3,700	0.0%
771	Maintenance of Buildings	4,545	4,055	4,545	6,500	4,545	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	648	0	0	0	0	0.0%
801	Utilities-Water	26,058	37,505	41,200	43,000	41,200	0.0%
805	Utilities-Sewer	530	566	600	600	600	0.0%
811	Utilities-Gas & Electric	4,839	4,072	6,000	4,500	6,000	0.0%
821	Utilities-Telephones	7,966	7,580	8,000	9,000	8,000	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	3,263	7,253	10,519	10,519	10,490	-0.3%
843	Training & Memberships	713	96	3,000	1,000	1,500	-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	468,816	422,826	522,716	522,716	503,909	-3.6%
861.5	Reimbursable Emergency Response	19,939	50,061	25,000	20,000	25,000	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		\$593,097	\$578,060	\$671,008	\$663,063	\$647,177	-3.6%

CAPITAL OUTLAY

902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	75,000	0	0	0	0	0.0%
907	Equipment	0	26,187	25,000	0	0	N/A
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$75,000	\$26,187	\$25,000	\$0	\$0	N/A

BASE PROGRAM COST	\$834,245	\$684,630	\$824,253	\$791,308	\$777,991	-5.6%
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999	Prior Year Savings	\$0	\$0	\$25,000	\$0	\$25,000
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TOTAL PROGRAM COST	\$834,245	\$684,630	\$849,253	\$791,308	\$802,991	-5.4%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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 & Engineering Director	5%
	Assistant Engineer	5%
	Administrative Analyst - PW	30%
	Construction Inspector	5%
	Public Works Maintenance Manager	30%
	Total Full Time Equivalent	0.75

ACCOUNT DESCRIPTIONS

748	Equipment and materials for inventory	\$18,000
841	Allocated cost of office space rental	\$4,490
	Equipment rentals	6,000
		<u>\$10,490</u>
861	Computer support	\$1,709

PUBLIC WORKS CONTRACT DETAIL		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
861.01	Contract Hourly	\$52,212	\$47,916	\$68,000	\$68,000	\$68,000	0.0%
861.02	Building Maintenance	4,980	11,610	6,000	6,000	7,000	16.7%
861.05	Catch Basin Repairs	5,000	-	5,000	5,000	5,000	0.0%
861.06	Community Events	1,638	287	2,000	2,000	2,000	0.0%
861.08	Curb and Gutter Repairs	4,810	-	5,500	5,500	5,250	-4.5%
861.15	Fencing	13,192	3,721	5,000	3,000	5,000	0.0%
861.18	Irrigation Repairs/Maintenance	14,058	9,348	35,000	35,000	34,000	-2.9%
861.19	Landscape Maintenance	49,192	76,921	90,600	90,600	87,000	-4.0%
861.20	Machine Discing	-	1,480	3,000	3,000	3,000	0.0%
861.25	Road Repairs	169,688	195,442	130,000	140,000	130,000	0.0%
861.26	Retaining Walls	-	-	5,000	5,000	4,750	-5.0%
861.27	Slope Repair/Stabilization	23,709	-	10,000	10,000	9,500	-5.0%
861.28	Sidewalk Repairs	11,004	9,022	25,000	20,000	24,000	-4.0%
861.34	Storm Drain Repairs	38,582	14,134	31,000	31,000	30,000	-3.2%
861.42	Tree/Brush Maintenance	31,520	11,595	40,000	40,000	37,000	-7.5%
861.43	Weed Control (manual)	34,575	30,380	26,000	26,000	26,000	0.0%
861.44	Weed Control (spraying)	2,521	527	4,000	4,000	3,000	-25.0%
861.45	Unanticipated Repairs/Maintenance	5,537	4,762	22,000	8,000	15,500	-29.5%
861.46	Professional Services	1,500	1,500	5,000	5,000	3,000	-40.0%
861.61	Safety Compliance	3,460	3,014	3,200	3,200	3,200	0.0%
	Subtotal	\$467,178	\$421,659	\$521,300	\$510,300	\$502,200	-3.7%

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Traffic Maintenance
FUND	11
PROGRAM	320

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$55,870	\$60,313	\$81,277	\$81,277	\$84,085	3.5%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	2	0	0	0	0.0%
711	Social Security	4,075	4,675	6,218	\$6,218	6,432	3.5%
714	Worker's Compensation	1,477	2,360	3,089	\$3,089	3,051	-1.2%
721	Fringe Benefits	17,385	18,627	26,488	\$26,488	25,834	-2.5%
Subtotal PERSONNEL		\$78,808	\$85,977	\$117,071	\$117,071	\$119,401	2.0%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$0	\$114	\$122	\$122	\$128	5.0%
743	Postage	74	92	136	136	141	3.8%
745	Printing & Binding	0	0	0	0	0	0.0%
746	Books & Software	0	0	0	0	0	N/A
748	Special Departmental Supplies	12,942	12,856	21,000	16,000	19,000	-9.5%
751	Maintenance of Vehicles	0	12	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	433	456	450	500	500	11.1%
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	15,390	15,223	16,295	16,295	16,295	0.0%
841	Rental Expense	0	3,989	4,233	4,233	4,233	0.0%
843	Training & Memberships	0	523	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	156,873	172,011	204,177	196,527	186,032	-8.9%
861.5	Reimbursable Emergency Response	38,401	8,955	35,000	46,000	35,000	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		\$224,113	\$214,229	\$281,413	\$279,813	\$261,329	-7.1%

CAPITAL OUTLAY

902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	992	20,619	79,170	79,170	20,000	-74.7%
907	Equipment	0	7,820	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$992	\$28,439	\$79,170	\$79,170	\$20,000	-74.7%

BASE PROGRAM COST	\$303,912	\$328,645	\$477,655	\$476,054	\$400,730	-16.1%
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999	Prior Year Savings	\$0	\$0	\$25,000	\$0	\$25,000
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TOTAL PROGRAM COST	\$303,912	\$328,645	\$502,655	\$476,054	\$425,730	-15.3%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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	Public Works Maintenance Manager	25%
	Assistant Engineer	5%
	Administrative Analyst - PW	20%
	Public Works & Engineering Director	10%
	Construction Inspector	5%
	Total Full Time Equivalent	0.65

ACCOUNT DESCRIPTIONS

748	Sign posts, panels, hardware, power and small tools and city purchased materials; fuel	\$19,000
861	Computer support	\$1,482
906	Upgrade pedestrian Xing units (Moraga & Tanglewood)	\$20,000
		\$20,000

PUBLIC WORKS CONTRACT DETAIL		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
861.01	Contract Hourly	\$6,432	\$11,605	\$6,800	\$6,800	\$6,800	0.0%
861.09	Curb Painting	1,155	158	5,150	2,500	5,150	0.0%
861.15	Fencing & Guardrails	3,961	7,445	5,000	5,000	5,000	0.0%
861.29	Sign Installation, Repairs, Repl.	18,129	26,967	22,600	24,600	22,600	0.0%
861.39	Striping & Stenciling	17,731	13,412	30,900	30,900	18,000	-41.7%
861.4	Signal Maintenance (Cal Trans - 4 sig)	17,155	24,883	22,000	24,000	24,000	9.1%
861.41	Signal Maintenance (City - 19 + 2 ped)	84,170	77,650	100,000	95,000	95,000	-5.0%
861.45	Unanticipated Repairs	450	4,213	4,500	3,500	3,500	-22.2%
861.46	Professional Services	0	0	0	0	0	0.0%
861.47	Street Light / Parking Light Maintenance	6,870	4,434	6,000	3,000	4,500	-25.0%
861.61	Safety Compliance	0	0	0	0	0	0.0%
	Subtotal	\$156,053	\$170,767	\$202,950	\$195,300	\$184,550	-9.1%

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Parks & Trails Maint.
FUND	11
PROGRAM	340

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$103,579	\$137,399	\$125,407	\$125,407	\$127,300	1.5%
705	Temporary Personnel	1,614	994	0	0	0	0.0%
708	Overtime	5	0	0	0	0	0.0%
711	Social Security	8,465	11,300	9,594	9,594	9,738	1.5%
714	Worker's Compensation	2,792	5,513	4,765	4,765	4,619	-3.1%
721	Fringe Benefits	31,973	42,223	38,273	38,273	38,803	1.4%
	Subtotal PERSONNEL	\$148,428	\$197,428	\$178,038	\$178,038	\$180,460	1.4%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$0	\$322	\$100	\$200	\$200	100.0%
743	Postage	0	23	40	25	30	-25.0%
745	Printing & Binding	0	19	0	0	0	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	2,744	2,863	3,000	3,500	3,500	16.7%
751	Maintenance of Vehicles	2,077	4,236	5,000	4,000	4,000	-20.0%
761	Maintenance of Equipment	2,701	61	3,500	650	2,500	-28.6%
771	Maintenance of Buildings	106	18	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	45,905	48,547	60,000	55,000	60,000	0.0%
805	Utilities-Sewer	1,060	1,132	1,400	1,500	1,500	7.1%
811	Utilities-Gas & Electric	6,037	6,691	6,500	7,000	7,000	7.7%
821	Utilities-Telephones	599	1,577	1,500	2,000	2,000	33.3%
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	722	2,154	1,500	500	1,500	0.0%
843	Training & Memberships	125	0	500	0	0	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	0	0	0	0	0	0.0%
861	Contractual Services	119,322	119,663	137,228	95,000	117,690	-14.2%
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	\$181,398	\$187,306	\$220,268	\$169,375	\$199,920	-9.2%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	30,460	31,748	273,000	97,780	220,000	-19.4%
907	Equipment	0	0	3,000	2,000	2,000	-33.3%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$30,460	\$31,748	\$276,000	\$99,780	\$222,000	-19.6%

BASE PROGRAM COST	\$360,287	\$416,482	\$674,306	\$447,193	\$602,380	-10.7%
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999	Prior Year Savings	\$0	\$0	\$25,000	\$0	\$25,000
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TOTAL PROGRAM COST	\$360,287	\$416,482	\$699,306	\$447,193	\$627,380	-10.3%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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.

STAFFING REQUIREMENTS

	Position Title	Full-Time Equivalent
702	Parks, Trails and Recreation Director	5%
	Parks Maintenance Supervisor	100%
	Administrative Assistant - P&R - A	6.5%
	Administrative Assistant - P&R - B	6.5%
	Total Full Time Equivalent	1.18

861 Computer Support \$2,690

DESCRIPTION OF CAPITAL OUTLAY

906	Trail renovations	20,000
	Buckeye Fields Patio Repair	200,000
		<u>\$220,000</u>

PUBLIC WORKS CONTRACT DETAIL		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
861.01	MCE Hourly	\$110	770	\$3,000	1,300	\$2,000	-33.3%
861.02	Building Maintenance	2,718	0	2,000	75	2,000	0.0%
861.03	Ballfield Maintenance	18,769	23,712	30,000	15,000	25,000	-16.7%
861.10	Downtown Litter Removal	1,554	0	0	0	0	0.0%
861.15	Fencing	-	3,233	5,000	3,000	4,000	-20.0%
861.16	Firebreak Maintenance	11,843	9,676	20,000	20,000	22,000	10.0%
861.18	Irrigation Repairs	5,046	4,585	4,000	2,500	3,000	-25.0%
861.19	Landscape Maintenance	20,014	11,659	14,000	12,000	14,000	0.0%
861.21	Park & Play Equipment & Furnishings	8,384	15,867	9,000	0	4,000	-55.6%
861.22	Parking Lot Maintenance	0	0	2,000	0	2,000	0.0%
861.24	Restroom Maintenance	4,425	6,696	7,000	2,200	5,000	-28.6%
861.25	Road Repairs	850	376	2,000	1,000	1,000	-50.0%
861.27	Slope Repairs/Stabilization	5,127	214	3,000	0	3,000	0.0%
861.28	Trail Maintenance & Repair	12,622	6,601	12,000	4,000	10,000	-16.7%
861.42	Tree Maintenance	17,990	18,481	10,000	2,000	8,000	-20.0%
861.43	Weed Control (manual)	4,015	1,889	3,000	0	2,000	-33.3%
861.44	Weed Control (spraying)	420	814	1,000	1,500	1,500	50.0%
861.45	Unanticipated Repairs	1,805	320	5,000	20,000	5,000	0.0%
861.47	Streetlight / Parking Light Maint.	0	1,660	1,500	0	1,500	0.0%
861.48	Transaction Fees	1,505	702	1,500	0	0	N/A
	Subtotal	\$117,197	\$107,255	\$135,000	\$84,575	\$115,000	-14.8%

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Comm. Ctr. Maint.
FUND	11
PROGRAM	350

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$61,193	\$62,898	\$67,493	\$67,493	\$69,984	3.7%
705	Temporary Personnel	3,007	3,705	2,800	2,800	2,800	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	4,792	4,951	5,377	5,377	5,568	3.5%
714	Worker's Compensation	1,670	2,650	2,671	2,671	2,641	-1.1%
721	Fringe Benefits	25,312	26,083	28,553	28,553	27,591	-3.4%
	Subtotal PERSONNEL	\$95,974	\$100,287	\$106,895	\$106,895	\$108,584	1.6%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$50	\$0	\$75	\$0	\$50	-33.3%
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	17,634	16,121	13,600	15,000	15,500	14.0%
751	Maintenance of Vehicles	442	791	1,000	1,750	2,000	100.0%
761	Maintenance of Equipment	822	1,359	2,000	1,850	2,000	0.0%
771	Maintenance of Buildings	17,436	16,315	21,500	16,500	18,500	-14.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	39	0	0	0	0	0.0%
801	Utilities-Water	8,475	8,322	8,000	8,000	8,000	0.0%
805	Utilities-Sewer	1,601	1,902	1,601	2,100	2,100	31.2%
811	Utilities-Gas & Electric	32,912	34,434	31,300	32,261	32,500	3.8%
821	Utilities-Telephones	379	712	268	995	1,004	274.6%
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	1,516	182	3,066	2,500	3,000	-2.2%
843	Training & Memberships	151	245	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	65,215	85,480	74,416	60,000	51,249	-31.1%
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	\$146,672	\$165,861	\$156,827	\$140,956	\$135,903	-13.3%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	9,787	8,641	8,500	0	0	N/A
907	Equipment	5,074	16,456	5,000	1,500	0	N/A
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$14,861	\$25,097	\$13,500	\$1,500	\$0	N/A

BASE PROGRAM COST	\$257,506	\$291,244	\$277,222	\$249,351	\$244,487	-11.8%
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999	Prior Year Savings	\$0	\$0	\$25,000	\$0	\$25,000
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TOTAL PROGRAM COST	\$257,506	\$291,244	\$302,222	\$249,351	\$269,487	-10.8%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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

	<u>Position Title</u>	<u>Full-Time Equivalent</u>
702	Parks, Trails and Recreation Director	10%
	Recreation Supervisor - B	5%
	Recreation Supervisor - A	15%
	Facilities Maintenance Worker - A	50%
	Total Full Time Equivalent	0.80

ACCOUNT DESCRIPTIONS

748	Cleaning and consumable items	\$15,500
761	Maintenance of kitchen equipment, fire extinguishers, HVAC, irrigation, lighting & playground	\$2,000
771	Maintenance of Buildings	\$18,500
		<u>\$18,500</u>
861	Landscape maintenance	\$10,000
	Contract custodial	36,565
	Plumbing repairs	4,000
	Computer support	684
		<u>\$51,249</u>

TRANSFERS:

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

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Emergency Response
FUND	11
PROGRAM	360

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 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 & Memberships	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	514,449	0	50,000	20,000	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		\$514,449	\$0	\$50,000	\$20,000	\$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	\$514,449	\$0	\$50,000	\$20,000	\$50,000	0.0%
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TOTAL PROGRAM COST	\$514,449	\$0	\$50,000	\$20,000	\$50,000	0.0%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Planning Services
FUND	11
PROGRAM	410

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$353,624	\$334,160	\$325,802	\$325,802	\$335,793	3.1%
705	Temporary Personnel	17,235	27,058	20,000	0	0	N/A
708	Overtime	1,176	848	2,000	200	1,000	-50.0%
711	Social Security	28,146	26,994	26,607	26,607	25,765	-3.2%
714	Worker's Compensation	9,793	14,513	13,140	13,140	12,184	-7.3%
721	Fringe Benefits	115,664	111,029	115,562	115,562	109,122	-5.6%
	Subtotal PERSONNEL	\$525,639	\$514,601	\$503,112	\$481,312	\$483,864	-3.8%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$3,629	\$3,128	\$3,000	\$3,000	\$2,367	-21.1%
743	Postage	924	867	1,118	1,118	1,161	3.8%
745	Printing & Binding	214	262	3,000	100	500	-83.3%
746	Books & Software	238	225	0	0	0	0.0%
748	Special Departmental Supplies	566	227	500	500	500	0.0%
751	Maintenance of Vehicles	1,145	439	1,500	1,500	1,500	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	4,828	1,139	500	5,000	1,500	200.0%
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	969	950	1,500	1,500	1,500	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	43,750	41,252	39,657	39,657	39,420	-0.6%
843	Training & Memberships	7,794	5,643	10,000	3,500	5,000	-50.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	8,493	577	1,000	1,200	1,000	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	161,865	132,145	162,486	100,000	181,933	12.0%
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	\$234,413	\$186,854	\$224,261	\$157,075	\$236,381	5.4%

CAPITAL OUTLAY

902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	10,817	2,182	0	500	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$10,817	\$2,182	\$0	\$500	\$0	0.0%

BASE PROGRAM COST	\$770,869	\$703,638	\$727,373	\$638,887	\$720,245	-1.0%
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999	Prior Year Savings	\$0	\$0	\$25,000	\$0	\$25,000
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TOTAL PROGRAM COST	\$770,869	\$703,638	\$752,373	\$638,887	\$745,245	-0.9%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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

	<u>Position Title</u>	<u>Full-Time Equivalent</u>
702	Planning & Building Director	45%
	Associate Planner	40%
	Senior Planner - B	40%
	Planning Technician - B	70%
	Senior Planner - A	30%
	Planning Technician - C	30%
	Planning Technician - A	75%
	Department Assistant - B	40%
	Total Full-Time Equivalent:	3.70

ACCOUNT DESCRIPTIONS

841	2 Electric Vehicles for Planning Staff (Lease)	\$2,500		
	Allocated cost of office space rental	<u>36,920</u>		
		\$39,420		
843	Staff Training	\$5,000		
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		
	Downtown Specific Plan Implementation	20,000		
	Updates to downtown and single family residential design guide	50,000		
	Green Halo (reimbursed by applicants)	18,000		
	Pro-rata share of City computer equipment	<u>8,433</u>		
		\$141,933		

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Code Enforcement
FUND	11
PROGRAM	415

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$19,785	\$15,962	\$20,310	\$20,310	\$21,077	3.8%
705	Temporary Personnel	33,675	39,580	48,120	48,120	25,620	-46.8%
708	Overtime	181	106	0	0	0	0.0%
711	Social Security	4,321	4,380	5,235	5,235	3,572	-31.8%
714	Worker's Compensation	1,418	2,231	2,600	2,600	1,694	-34.8%
721	Fringe Benefits	6,141	4,993	6,670	6,670	6,568	-1.5%
	Subtotal PERSONNEL	\$65,521	\$67,253	\$82,935	\$82,935	\$58,531	-29.4%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$165	\$172	\$400	\$200	\$192	-52.0%
743	Postage	78	69	77	77	94	22.2%
745	Printing & Binding	212	0	0	0	0	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	278	0	0	0	0	0.0%
751	Maintenance of Vehicles	0	0	2,000	0	500	-75.0%
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	3,324	2,998	3,175	3,175	2,994	-5.7%
843	Training & Memberships	0	63	1,500	0	250	-83.3%
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	597	10,234	10,566	5,000	10,684	1.1%
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	\$4,654	\$13,536	\$17,718	\$8,452	\$14,713	-17.0%

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	\$70,175	\$80,788	\$100,653	\$91,387	\$73,245	-27.2%
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TOTAL PROGRAM COST	\$70,175	\$80,788	\$100,653	\$91,387	\$73,245	-27.2%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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

	Position Title	Full-Time Equivalent
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	\$25,620	
861	Abatement of nuisances*	\$10,000	(*Upfront costs that may be reimbursed)
	Pro-rata share of City computer equipment	684	
		\$10,684	

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Engineering Services
FUND	11
PROGRAM	420

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$242,747	\$359,778	\$444,706	\$436,706	\$435,038	-2.2%
705	Temporary Personnel	504	6,768	2,500	3,500	0	N/A
708	Overtime	448	57	0	0	0	0.0%
711	Social Security	16,968	26,466	34,211	33,676	33,280	-2.7%
714	Worker's Compensation	6,153	14,365	16,994	16,728	15,784	-7.1%
721	Fringe Benefits	86,397	120,299	150,068	147,068	139,388	-7.1%
	Subtotal PERSONNEL	\$353,217	\$527,733	\$648,479	\$637,678	\$623,490	-3.9%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$1,899	\$2,633	\$2,376	\$2,376	\$2,303	-3.1%
743	Postage	672	779	1,178	1,178	1,129	-4.2%
745	Printing & Binding	601	161	500	500	500	0.0%
746	Books & Software	350	926	500	500	500	0.0%
748	Special Departmental Supplies	5,983	668	1,500	1,500	1,500	0.0%
751	Maintenance of Vehicles	4,226	5,494	5,000	5,000	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	85	7,729	187	187	187	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	2,542	2,730	3,000	3,000	3,000	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	26,815	32,875	39,166	39,166	35,922	-8.3%
843	Training & Memberships	2,722	1,570	3,000	3,000	3,000	0.0%
850	Contingency	0	0	150	150	150	0.0%
851	Advertising/Legal Notices	50	0	0	0	0	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	106,822	73,378	97,364	72,000	97,364	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	\$152,766	\$128,944	\$153,921	\$128,557	\$150,555	-2.2%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$2	N/A
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	\$2	N/A

BASE PROGRAM COST	\$505,983	\$656,677	\$802,400	\$766,234	\$774,047	-3.5%
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999	Prior Year Savings	\$0	\$0	\$25,000	\$0	\$25,000
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TOTAL PROGRAM COST	\$505,983	\$656,677	\$827,400	\$766,234	\$799,047	-3.4%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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 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	Public Works & Engineering Director	35%
	Engineering Services Manager	50%
	Assistant Engineer	25%
	Senior Engineer	50%
	Senior Construction Inspector	70%
	Construction Inspector	80%
	Engineering Technician	20% *offset 80% by Orinda/Moraga
	Department Assistant - A	30%
	Total Full Time Equivalent	3.60

ACCOUNT DESCRIPTIONS

861	Misc. consultant services (survey/traffic/geotech/landscape)	\$10,000	
	Contract inspection services (PG&E)	\$50,000	(offset by fees)
	Construction testing services for public improvements by private developers	10,000	
	Pre-engineering studies for construction year 2020 capital projects	20,000	
	Computer support	8,205	
		<u>\$98,205</u>	

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	City Manager
FUND	11
PROGRAM	510

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$344,895	\$428,661	\$323,983	\$323,983	297,365	-8.2%
705	Temporary Personnel	0	0	0	0	0	0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	17,290	19,460	24,785	24,785	22,748	-8.2%
714	Worker's Compensation	9,311	11,914	12,311	12,311	10,789	-12.4%
721	Fringe Benefits	111,085	135,147	112,912	112,912	107,535	-4.8%
	Subtotal PERSONNEL	\$482,581	\$595,182	\$473,991	\$473,991	\$438,437	-7.5%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$1,167	\$1,210	\$1,292	\$1,292	1,119	-13.3%
743	Postage	522	486	641	641	549	-14.3%
745	Printing & Binding	0	0	0	0	0	0.0%
746	Books & Software	965	0	1,000	200	500	-50.0%
748	Special Departmental Supplies	68	30	500	500	500	0.0%
751	Maintenance of Vehicles	9,495	2,781	6,000	6,000	6,000	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	322	304	500	500	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	747	246	1,200	1,200	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	23,524	21,107	21,290	21,290	17,462	-18.0%
843	Training & Memberships	6,654	7,077	7,400	7,400	4,800	-35.1%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	1,759	0	1,700	1,700	1,700	0.0%
861	Contractual Services	5,454	5,245	4,003	4,003	3,989	-0.4%
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	\$50,678	\$38,486	\$45,525	\$44,725	\$38,319	-15.8%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	7,589	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$7,589	\$0	\$0	\$0	\$0	0.0%

BASE PROGRAM COST	\$540,847	\$633,669	\$519,516	\$518,716	\$476,757	-8.2%
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999	Prior Year Savings	\$0	\$0	\$25,000	\$0	\$25,000
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TOTAL PROGRAM COST	\$540,847	\$633,669	\$544,516	\$518,716	\$501,757	-7.9%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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%
	Department Assistant - C	50%
	Administrative Assistant - Admin	25%
	Total Full Time Equivalent	1.75

ACCOUNT DESCRIPTIONS

841	Allocated cost of office space rental	\$17,462
843	LOCC Annual Conference	\$2,000
	CCMF	\$400
	ICMA Membership & Conference	2,400
		<u>\$4,800</u>
853	Rotary Club Membership	\$1,200
	Chamber of Commerce	500
		<u>\$1,700</u>
861	Pro-rata share of City computer equipment	\$3,989

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Legal Services
FUND	11
PROGRAM	520

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 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	62	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 & Memberships	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	704,120	781,172	664,351	660,351	692,282	4.2%
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		\$704,120	\$781,234	\$664,351	\$660,351	\$692,282	4.2%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	0	0	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	\$704,120	\$781,234	\$664,351	\$660,351	\$692,282	4.2%
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TOTAL PROGRAM COST	\$704,120	\$781,234	\$664,351	\$660,351	\$692,282	4.2%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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 Effective 7/1/18, the City expects to pay a retainer of \$21,182 per month for general legal services. Special litigation by the City Attorney is billed at \$300/hour for partners and of counsel, associates \$264/hour, and paralegal/clerks \$165/hour.

<i>LEGAL SERVICES DETAIL</i>		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
863.1	Legal Services Retainer	\$246,300	\$254,184	\$264,351	264,351	\$272,282	3.0%
863.2	Special Services (non-retainer)	132,738	69,899	150,000	50,000	50,000	-66.7%
863.25	Special Litigation	0	21,012	0	20,000	20,000	N/A
863.3	Outside Counsel	325,082	457,089	250,000	326,000	350,000	40.0%
	Subtotal	\$704,120	\$802,183	\$664,351	\$660,351	\$692,282	4.2%

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	City Clerk
FUND	11
PROGRAM	530

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$98,718	\$133,419	\$137,109	\$137,109	\$138,815	1.2%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	7,322	9,828	10,489	10,489	10,619	1.2%
714	Worker's Compensation	2,549	5,240	5,210	5,210	5,037	-3.3%
721	Fringe Benefits	29,576	39,979	43,591	43,591	42,031	-3.6%
	Subtotal PERSONNEL	\$138,166	\$188,466	\$196,399	\$196,399	\$196,501	0.1%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$413	\$571	\$609	\$609	\$640	5.0%
743	Postage	185	229	302	302	314	3.8%
745	Printing & Binding	162	0	200	100	200	0.0%
746	Books & Software	0	0	200	100	200	0.0%
748	Special Departmental Supplies	0	0	200	100	200	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	2,094	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	100	100	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	684	900	685	900	900	31.4%
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	8,329	9,959	10,042	10,042	9,978	-0.6%
843	Training & Memberships	760	960	5,050	1,000	2,700	-46.5%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	1,500	500	500	-66.7%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	4,938	6,240	11,363	7,500	8,754	-23.0%
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	\$17,565	\$18,859	\$30,252	\$21,254	\$24,486	-19.1%

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	\$155,731	\$207,325	\$226,651	\$217,652	\$220,988	-2.5%
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999	Prior Year Savings	\$0	\$0	\$25,000	\$0	\$25,000
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TOTAL PROGRAM COST	\$155,731	\$207,325	\$251,651	\$217,652	\$245,988	-2.3%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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

	Position Title	Full-Time Equivalent
702	City Clerk & Municipal Information Officer	100%
	Total Full Time Equivalent	1.00

ACCOUNT DESCRIPTIONS

791	Notary Errors and Omissions insurance	\$100
843	Bimonthly No. Cal. City Clerks Association Meetings	\$250
	CMC Training - New Laws & Elections	1,500
	Annual CCAC Conference	350
	Mileage Reimbursement	600
		<u>\$2,700</u>
851	Publication of legal notices (public hearings / ordinances)	\$500
861	CCAC dues	\$125
	IIMC dues	250
	National Notary Assn. dues	100
	Municode Annual Update	5,000
	Muni codes on-line	1,000
	Pro-rata share of City computer equipment	2,279
		<u>\$8,754</u>

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Administrative Services
FUND	11
PROGRAM	540

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$482,908	\$471,824	\$517,393	\$517,393	\$531,019	2.6%
705	Temporary Personnel	19,903	0	1,000	0	0	N/A
708	Overtime	0	32	0	0	0	0.0%
711	Social Security	35,334	32,362	39,657	39,581	40,623	2.4%
714	Worker's Compensation	13,122	18,601	19,699	19,699	19,267	-2.2%
721	Fringe Benefits	159,390	148,681	167,264	167,264	162,664	-2.8%
	Subtotal PERSONNEL	\$710,656	\$671,499	\$745,014	\$743,937	\$753,573	1.1%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$3,186	\$2,886	\$2,346	\$2,346	\$2,463	5.0%
743	Postage	922	825	1,163	1,163	1,208	3.8%
745	Printing & Binding	347	3,327	1,000	2,000	2,000	100.0%
746	Books & Software	293	288	500	500	500	0.0%
748	Special Departmental Supplies	941	0	500	500	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	1,150	67	1,000	500	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	1,695	1,490	2,000	2,000	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	39,963	36,168	38,097	38,097	38,417	0.8%
843	Training & Memberships	4,144	3,886	6,400	2,500	3,500	-45.3%
850	Contingency	0	0				0.0%
851	Advertising/Legal Notices	4,779	8,972	50,000	10,000	10,000	-80.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	34,157	62,831	45,369	45,369	46,875	3.3%
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	\$91,578	\$120,740	\$148,375	\$104,975	\$108,463	-26.9%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	471	0	500	500	500	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$471	\$0	\$500	\$500	\$500	0.0%

BASE PROGRAM COST	\$802,706	\$792,239	\$893,888	\$849,412	\$862,536	-3.5%
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999	Prior Year Savings	\$0	\$0	\$10	\$0	\$25,000
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TOTAL PROGRAM COST	\$802,706	\$792,239	\$893,899	\$849,412	\$887,536	-0.7%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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

	<u>Position Title</u>	<u>Full-Time Equivalent</u>
702	Administrative Services Director	95%
	Assistant Administrative Services Director	100%
	Accounting Assistant	100%
	Accountant	90%
	Total Full Time Equivalent	3.85

ACCOUNT DESCRIPTIONS

745	Checks, forms, budgets, HR manuals	\$2,000	861	Accounting Software Support	\$7,500
				State Reporting	5,000
843	CSMFO	\$1,000		Actuarial	5,100
	Leadership Training	1,000		CAFR	1,500
	LOCC Financial Mgmt Seminar	1,000		Pro-rata share of City computer equip	8,775
	LOCC Annual Conference	500		Property Tax Services	12,000
		\$3,500		Sales Tax Services	2,000
				Acctg Fees & Services	5,000
					\$46,875

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Communications
FUND	11
PROGRAM	545

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$1,766	\$92,027	\$101,962	\$101,962	\$106,434	4.4%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	138	8,106	7,800	7,800	8,142	4.4%
714	Worker's Compensation	71	3,704	3,875	3,875	3,862	-0.3%
721	Fringe Benefits	0	28,397	33,239	33,239	33,042	-0.6%
	Subtotal PERSONNEL	\$1,975	\$132,234	\$146,876	\$146,876	\$151,480	3.1%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$0	\$483	\$609	\$609	\$640	5.0%
743	Postage	0	454	302	302	314	3.9%
745	Printing & Binding	0	0	1,000	1,775	1,000	0.0%
746	Books & Software	0	0	500	500	500	0.0%
748	Special Departmental Supplies	0	6,686	750	750	750	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	387	1,000	1,000	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	38	900	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	9,959	10,042	10,042	9,978	-0.6%
843	Training & Memberships	340	3,865	13,467	4,000	2,575	-80.9%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	0	2,681	15,000	4,000	2,575	-82.8%
861	Contractual Services	0	65,805	68,760	68,760	61,651	-10.3%
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	\$378	\$91,220	\$111,430	\$91,738	\$80,983	-27.3%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	0	7,549	7,500	5,500	5,000	-33.3%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$0	\$7,549	\$7,500	\$5,500	\$5,000	-33.3%

BASE PROGRAM COST	\$2,353	\$231,003	\$265,806	\$244,114	\$237,463	-10.7%
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999	Prior Year Savings	\$0	\$0	\$0	\$0	\$21,692
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TOTAL PROGRAM COST	\$2,353	\$231,003	\$265,806	\$244,114	\$259,155	-2.5%
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CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
DESCRIPTION

DEPARTMENT	Communications
FUND	11
PROGRAM	545

PROGRAM

The communications program is responsible for engaging residents, disseminating important information to constituents and increasing transparency for City activities. Responsibilities include: creating and maintaining the City's social media resources (Facebook, Twitter and Nextdoor); updating the City website; overseeing Lafayette Listens; issuing news releases; editing the City's newsletters and other media; producing, filming and editing video; providing photographic services; and assisting with various outreach efforts as assigned in an effort to inform and engage the community.

STAFFING REQUIREMENTS

	<u>Position Title</u>	<u>Full-Time Equivalent</u>
702	Communications Analyst	100%
	Total Full Time Equivalent	1.00

ACCOUNT DESCRIPTIONS

843	Rotary Membership	\$1,350
	CAPIO Membership	225
	Misc Chamber	1,000
		<u>\$2,575</u>
861	Lafayette Vistas Newsletter	\$22,500
	Website & hosting	8,545
	Website QA Tool	3,250
	OpenGov	17,277
	Granicus (online access to public meetings)	7,800
	Computer Support	2,279
		<u>\$61,651</u>
907	Vdieo editing equipment (reimburse thru PEG fees)	\$5,000

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Rent and Expenses
FUND	11
PROGRAM	550

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$168,600	\$205,295	\$0	\$0	\$0	0.0%
705	Temporary Personnel	9,000	\$8,910	0	0	0	0.0%
708	Overtime	0	\$0	0	0	0	0.0%
711	Social Security	9,930	\$12,221	0	0	0	0.0%
714	Worker's Compensation	4,653	\$8,632	0	0	0	0.0%
721	Fringe Benefits	0	\$0	0	0	0	0.0%
	Subtotal PERSONNEL	\$192,183	\$235,058	\$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	43	0	0	0	0.0%
746	Books & Software	2,023	1,646	1,000	100	1,000	0.0%
748	Special Departmental Supplies	1,944	0	2,000	0	500	-75.0%
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	96	96	100	100	100	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	3,649	4,737	6,500	6,500	6,500	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	11,632	12,213	12,500	12,500	12,500	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	0	0	0	0	0	0.0%
843	Training & Memberships	14,240	37,835	39,100	39,100	32,090	-17.9%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	505	603	1,200	500	600	-50.0%
861	Contractual Services	121,108	50,352	54,469	54,469	96,845	77.8%
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	1,290	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
	Subtotal OP'S AND MAINTENANCE	\$156,488	\$107,526	\$116,869	\$113,269	\$150,135	28.5%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	1,360	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$1,360	\$0	\$0	\$0	\$0	0.0%

BASE PROGRAM COST	\$350,031	\$342,584	\$116,869	\$113,269	\$150,135	28.5%
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TOTAL PROGRAM COST	\$ 350,031	\$ 342,584	\$ 116,869	\$ 113,269	\$ 150,135	28.5%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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

791	Employee Recognition	\$5,500	
	Misc office expenses	1,000	
		<u>\$6,500</u>	
841	Rent of City Offices at Desco Plaza	\$231,737	does not include police services
	Phone System	4,284	
	Coffee machine and supplies	2,400	
	Lease of postage machine	2,700	
	Lease of Copy Machines (2)	27,000	
		<u>\$268,121</u>	allocated back to departments
843	Lafayette University Employee Enrichment Program	\$2,000	
	LAFCO Membership	5,500	
	ABAG Membership	6,500	
	East Bay Economic Development	4,250	
	Contract Cities Association Membership	2,500	
	League of California Cities Membership	10,685	
	Chamber of Commerce Membership	655	
		<u>\$32,090</u>	
853	City of Lafayette Commute Alternative Program	\$600	
861	Credit Card Fees	15,000	
	Phone System Support	21,600	
	Trust Administrators (Benefits Administration)	2,445	
	Contribution to OPEB Trust (GASB 45)	57,800	
		<u>\$96,845</u>	

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Technology Services
FUND	11
PROGRAM	560

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$41,422	\$9,733	\$10,320	\$10,320	\$10,449	1.2%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	2,900	551	789	789	799	1.2%
714	Worker's Compensation	1,072	382	392	0	379	-3.3%
721	Fringe Benefits	12,837	2,942	3,280	3,280	3,163	-3.6%
Subtotal PERSONNEL		\$58,230	\$13,608	\$14,781	\$14,389	\$14,790	0.1%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$165	\$131	\$24	\$24	\$24	0.0%
743	Postage	74	11	13	13	13	0.0%
745	Printing & Binding	0	0	100	100	100	0.0%
746	Books & Software	4,092	4,979	21,800	5,000	5,500	-74.8%
748	Special Departmental Supplies	450	0	500	500	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	1,000	1,000	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	4,606	4,483	4,500	4,500	4,500	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	3,324	495	529	529	529	0.0%
843	Training & Memberships	0	0	1,000	1,000	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	67,465	34,746	59,390	34,390	32,019	-46.1%
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		\$80,175	\$44,846	\$88,857	\$47,057	\$45,186	-49.1%

CAPITAL OUTLAY

902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	37,876	5,305	55,500	75,500	130,000	134.2%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$37,876	\$5,305	\$55,500	\$75,500	\$130,000	134.2%

BASE PROGRAM COST	\$176,281	\$63,759	\$159,139	\$136,946	\$189,976	19.4%
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999	Prior Year Savings	\$0	\$0	\$25,000	\$0	\$25,000
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TOTAL PROGRAM COST	\$176,281	\$63,759	\$184,139	\$136,946	\$214,976	16.7%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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

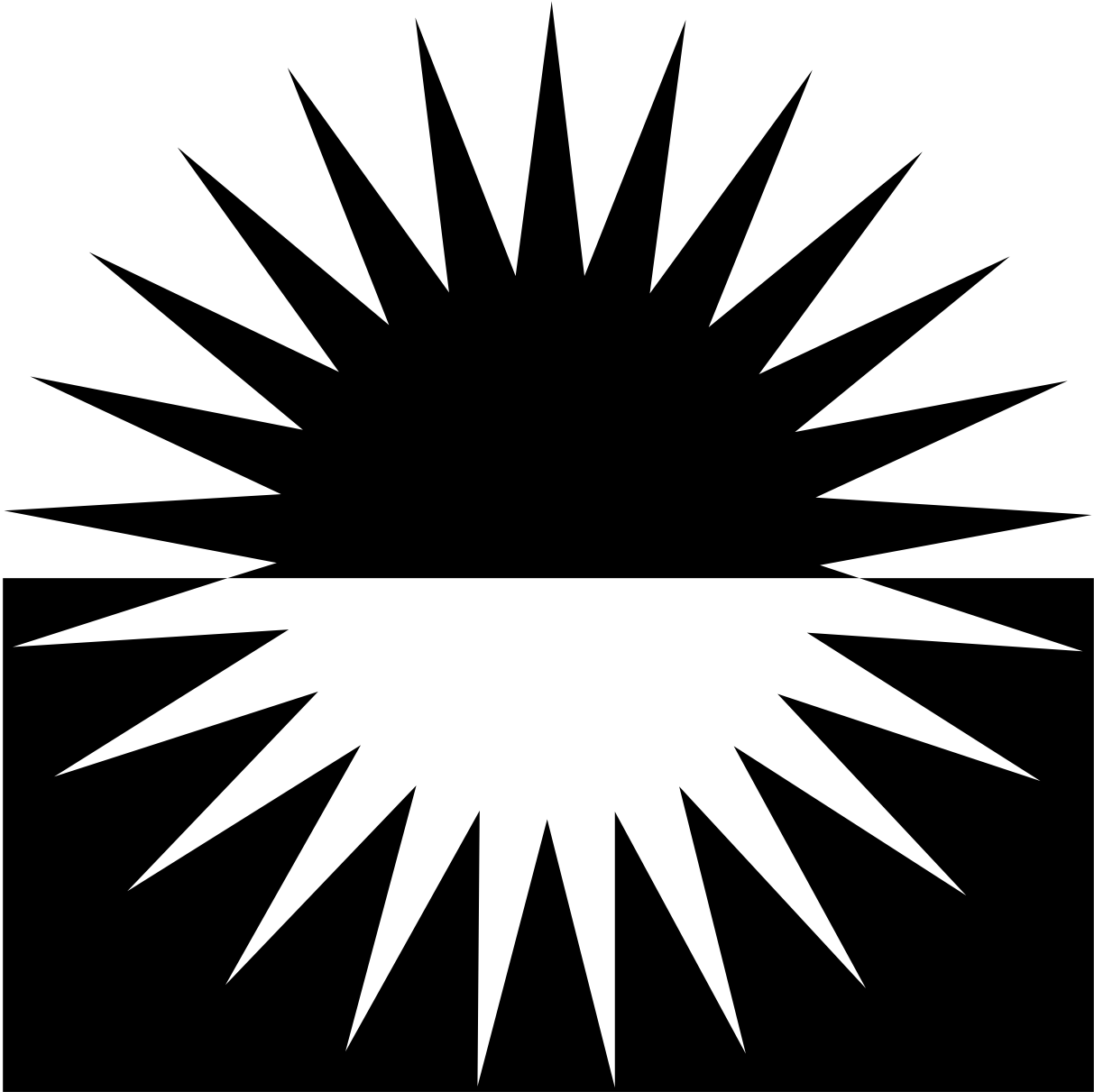
	Position Title	Full-Time Equivalent
702	Administrative Services Director	5%
		0.05

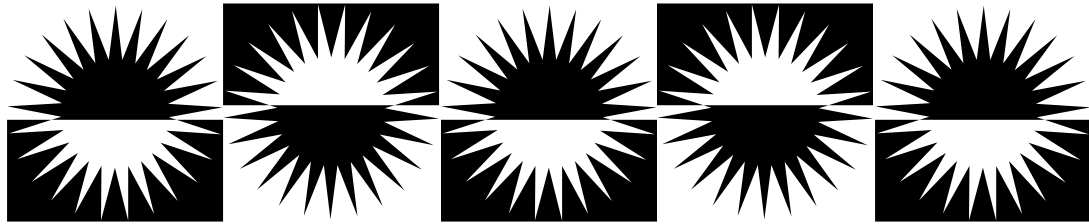
ACCOUNT DESCRIPTIONS

746	Engineering Computer Assisted (CAD) Software	2,500	
	Misc Software	3,000	
		<u>\$5,500</u>	
821	ATT Connections between locations	\$4,500	
861	Computer Support	\$92,448	allocated back to departments
861	E-disclosure System	4,150	
	PeopleTrak	700	
	KnowBe4 Security Training	2,305	
	Questys	2,250	
	City Geographical Information System (GIS)	15,000	
	Office365 Implementation	7,500	
	Pro-rata share of City computer equipment	114	
		<u>\$32,019</u>	

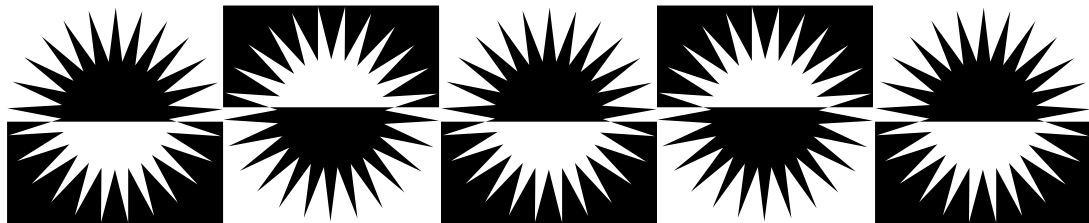
DESCRIPTION OF CAPITAL OUTLAY

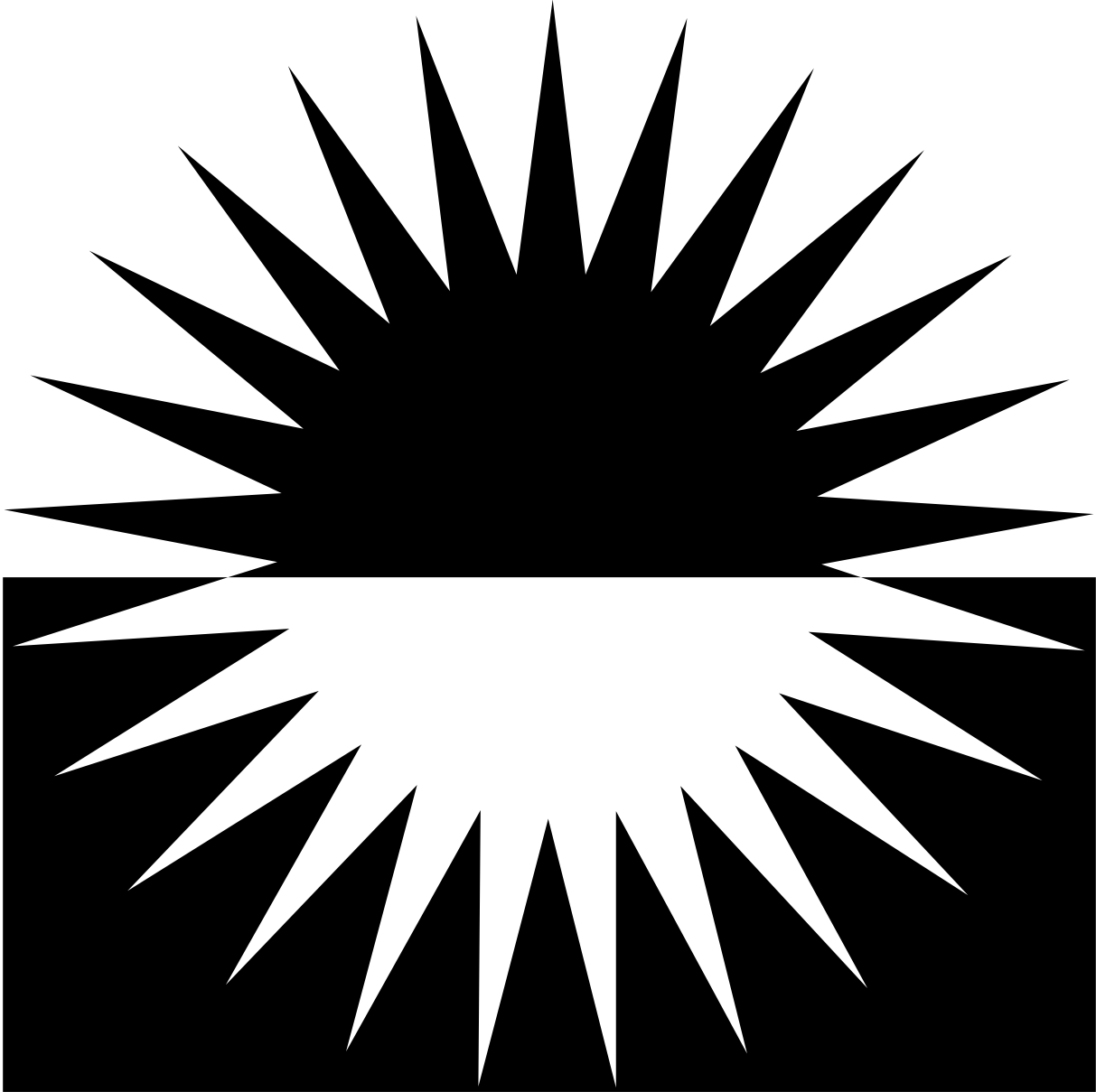
907	Server Replacement	55,000	
	Computer Refresh	<u>75,000</u>	
		\$130,000	(release \$60K from sinking fund)





Capital Improvement Fund





**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Parks Facilities
FUND	12
PROGRAM	600

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$6,354	\$7,119	\$27,876	\$27,876	\$29,099	4.4%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	473	522	2,133	2,133	2,226	4.4%
714	Worker's Compensation	168	286	1,059	1,059	1,056	-0.3%
721	Fringe Benefits	2,236	2,317	9,408	9,408	9,604	2.1%
Subtotal PERSONNEL		\$9,231	\$10,243	\$40,476	\$40,476	\$41,985	3.7%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$250	\$0	\$250	\$250	\$250	0.0%
743	Postage	0	0	200	200	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	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	45	51	100	100	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	0	0	828	828	906	9.5%
843	Training & Memberships	0	0	0	0	0	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	1,466	0	0	0	0	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	20,334	8,208	378	378	456	20.7%
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		\$22,095	\$8,258	\$1,755	\$1,755	\$1,912	8.9%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	4,530	1,595,000	111,650	1,481,350	-7.1%
907	Equipment	0	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$0	\$4,530	\$1,595,000	\$111,650	\$1,481,350	-7.1%

BASE PROGRAM COST	\$31,326	\$23,031	\$1,637,232	\$153,882	\$1,525,247	-6.8%
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TOTAL PROGRAM COST	\$31,326	\$23,031	\$1,637,232	\$153,882	\$1,525,247	-7%
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CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
DESCRIPTION

DEPARTMENT	Parks Facilities
FUND	12
PROGRAM	600

PROGRAM

This program tracks costs associated with parks, trails and recreation capital projects. The Parks, Trails and Recreation Commission submits a 6-year CIP that reflects fund activity by fiscal year.

WORKPLAN

See account descriptions below and PTR CIP Summary for specific projects.

STAFFING REQUIREMENTS

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

ACCOUNT DESCRIPTIONS

841 Share of office equipment leases	\$906	
861 Computer Support	\$456	
906 Projects (subject to Council approval unless otherwise noted):		
Brook Street Park	397,000	approved by Council
Community Center Restrooms	754,350	approved by Council
Leigh Creekside Park	25,000	
Community Center Tot Lot	50,000	
Rohrer Drive Trail Weatherization	80,000	
Rose Lane Trail	45,000	
Buckeye Field Improvements	130,000	
	1,481,350	

TRANSFERS

From General Fund for overhead expenses	\$43,897
From General Fund for playground equipment replacement	15,000
	\$58,897

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Parkland Acquisition
FUND	17
PROGRAM	650

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$25,414	\$26,598	\$13,938	\$13,938	\$14,550	4.4%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	1,893	1,946	1,066	1,066	1,113	4.4%
714	Worker's Compensation	673	1,071	530	530	528	-0.3%
721	Fringe Benefits	8,945	9,268	4,939	4,939	4,802	-2.8%
	Subtotal PERSONNEL	\$36,925	\$38,883	\$20,473	\$20,473	\$20,993	2.5%

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	180	176	180	180	180	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	375	375	375	0.0%
843	Training & Memberships	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	362	85,453	10,189	200	200	-98.0%
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	\$542	\$85,630	\$10,744	\$755	\$755	-93.0%

CAPITAL OUTLAY							
902	Land	\$0	\$1,100,000	\$0	\$1,046	\$0	0.0%
906	Improvements	0	13,500	100,000	64,200	100,000	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	\$1,113,500	\$100,000	\$65,246	\$100,000	0.0%

BASE PROGRAM COST	\$37,468	\$1,238,012	\$131,217	\$86,474	\$121,748	-7.2%
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TOTAL PROGRAM COST	\$37,468	\$1,238,012	\$131,217	\$86,474	\$121,748	-7.22%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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. 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	10%
	Total Full Time Equivalent	0.10

ACCOUNT DESCRIPTIONS

906 Improvements (landslide remediation) \$100,000

TRANSFERS

From General Fund for overhead expenses \$21,748

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Capital Improvement Projects
FUND	14
PROGRAM	620

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$362,261	\$249,796	\$266,911	\$252,661	\$270,658	1.4%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	126	0	0	0	0.0%
711	Social Security	25,635	18,186	20,419	19,329	20,705	1.4%
714	Worker's Compensation	9,097	9,951	10,143	9,601	9,820	-3.2%
721	Fringe Benefits	116,698	83,617	88,615	84,345	85,327	-3.7%
	Subtotal PERSONNEL	\$513,691	\$361,676	\$386,087	\$365,935	\$386,510	0.1%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$1,707	\$1,341	\$1,340	\$1,340	\$1,407	5.0%
743	Postage	764	539	665	665	157	-76.4%
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	17	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	538	981	1,300	1,300	1,300	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	34,403	23,411	22,093	22,093	21,953	-0.6%
843	Training & Memberships	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	7,185	17,305	39,654	15,000	40,514	2.2%
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	\$44,597	\$43,595	\$65,052	\$40,399	\$65,331	0.4%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	1,717,775	2,334,776	8,339,280	8,339,280	2,737,000	-67.2%
907	Equipment	0	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$1,717,775	\$2,334,776	\$8,339,280	\$8,339,280	\$2,737,000	-67.2%

BASE PROGRAM COST	\$2,276,062	\$2,740,047	\$8,790,420	\$8,745,614	\$3,188,841	-63.7%
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TOTAL PROGRAM COST	\$ 2,276,062	\$ 2,740,047	\$ 8,790,420	\$ 8,745,614	\$ 3,188,841	-63.7%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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	Public Works & Engineering Director	20%
	Engineering Services Manager	30%
	Assistant Engineer	40%
	Senior Construction Inspector	30%
	Senior Engineer	50%
	Department Assistant - A	50%
	Total Full Time Equivalent	2.20

ACCOUNT DESCRIPTIONS

861	Contractual design and construction inspection services	\$30,000
	Computer support	5,014
	Single Audit for fed funds over \$500K	5,500
		<u>\$40,514</u>

DESCRIPTION OF CAPITAL OUTLAY

906	Street Maintenance Program	\$2,702,000
	Flashing Beacon PedXing @ Roundabout	35,000
		<u>\$2,737,000</u>

REVENUE

	General Fund (\$250k from admin. fee rcvd. from Successor Agency)	\$650,000
	Waste Mangement Mitigation	1,017,000
	Measure J (Transfer)	535,000
	Gas Tax (Transfer)	680,000
	SB-1 Gas Tax (Transfer)	420,000
	TDA Grant	35,000
		<u>\$3,337,000</u>

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Public Facilities
FUND	16
PROGRAM	640

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 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	60	0	300	300	300	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	4,167	0	0	0	0	0.0%
801	Utilities-Water	154	0	0	0	0	0.0%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	133	0	0	0	0	0.0%
821	Utilities-Telephones	46	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 & Memberships	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	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	\$4,560	\$0	\$300	\$300	\$300	0.0%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	5,847	125,000	100,250	0	N/A
907	Equipment	0	25,925	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$0	\$31,772	\$125,000	\$100,250	\$0	N/A

BASE PROGRAM COST	\$4,560	\$31,772	\$125,300	\$100,550	\$300	-99.8%
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TOTAL PROGRAM COST	\$4,560	\$31,772	\$125,300	\$100,550	\$300	-99.8%
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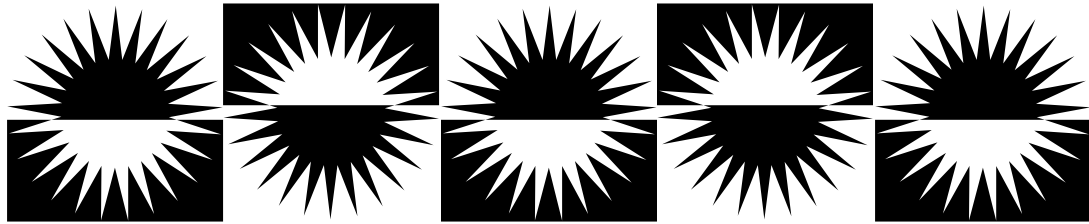
CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
DESCRIPTION

DEPARTMENT	Public Facilities
FUND	16
PROGRAM	640

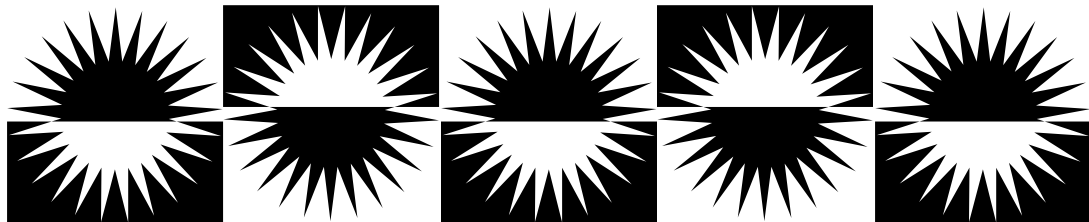
PROGRAM

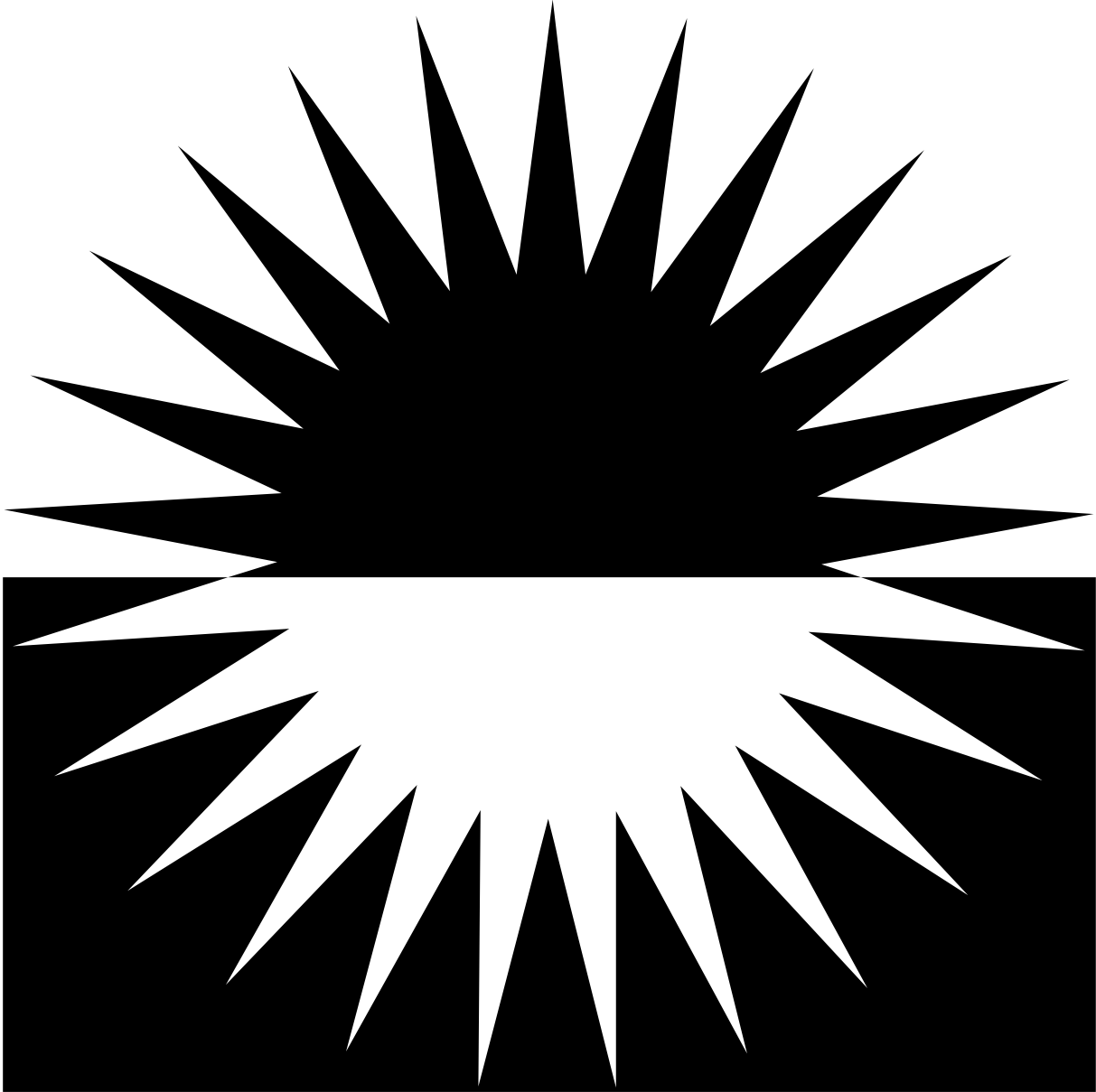
This program tracks costs associated with the purchase and repair of public buildings and construction of landscaping projects.





Enterprise Fund





**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Recreation Programs
FUND	31
PROGRAM	700

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$269,487	\$282,972	\$354,072	\$354,072	\$366,108	3.4%
705	Temporary Personnel	174,461	226,359	189,000	190,000	195,000	3.2%
708	Overtime	90	0	0	0	0	0.0%
711	Social Security	34,023	39,621	41,545	41,622	42,925	3.3%
714	Worker's Compensation	11,506	20,375	20,637	20,675	20,359	-1.3%
721	Fringe Benefits	94,986	102,398	138,032	138,032	136,636	-1.0%
	Subtotal PERSONNEL	\$584,553	\$671,725	\$743,287	\$744,401	\$761,027	2.4%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$3,069	\$3,858	\$3,500	\$3,197	\$3,500	0.0%
743	Postage	11,378	14,423	13,700	14,593	14,700	7.3%
745	Printing & Binding	34,762	33,843	34,000	33,265	34,000	0.0%
746	Books & Software	140	21	150	204	150	0.0%
748	Special Departmental Supplies	27,324	34,410	33,000	27,315	33,000	0.0%
751	Maintenance of Vehicles	0	73	0	111	100	N/A
761	Maintenance of Equipment	0	0	0	(109)	200	N/A
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	28	40	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	4,339	3,071	3,200	4,557	5,478	71.2%
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	6,777	6,993	7,700	7,952	8,000	3.9%
843	Training & Memberships	3,686	5,106	3,500	2,412	1,000	-71.4%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	75	0	250	0	0	N/A
853	Community Promotion	2,411	135	1,000	721	1,000	0.0%
861	Contractual Services	83,093	103,094	100,000	81,793	90,000	-10.0%
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	447,592	539,603	500,000	482,489	475,000	-5.0%
881	Premium Payment-Liability	(167)	285	0	132	200	N/A
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	\$624,506	\$744,955	\$700,000	\$658,632	\$666,328	-4.8%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	3,492	6,257	10,000	5,052	0	N/A
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$3,492	\$6,257	\$10,000	\$5,052	\$0	N/A

BASE PROGRAM COST	\$1,212,552	\$1,422,938	\$1,453,287	\$1,408,085	\$1,427,355	-1.8%
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TOTAL PROGRAM COST	\$1,212,552	\$1,422,938	\$1,453,287	\$1,408,085	\$1,427,355	-1.8%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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 Supervisor - B	75%
	Recreation Supervisor - A	85%
	Recreation Coordinator - A	85%
	Assistant Recreation Coordinator	100%
	Administrative Assistant - P&R - A	36%
	Administrative Assistant - P&R - B	36%
	Facilities Maintenance Worker - A	50%
	Total Full Time Equivalent	4.87

705 Temporary recreation teachers and leaders \$195,000

ACCOUNT DESCRIPTIONS

743	Postage for mailing brochures	\$14,700
745	Printing P&R brochures	\$34,000
748	Class materials for City run recreation classes	\$33,000 (reimbursed via class fees)
821	Telephone & Internet	\$5,478
841	Rental of school district facilities, copier & postage lease	\$8,000
843	Training	\$1,000
861	Credit card fees, transaction fees, Summer entertainers, computer support	\$90,000
866	Payments to recreation teachers and specialized program related personnel	\$475,000
907	Technology upgrades	\$0

DESCRIPTION OF REVENUES

	Final 19/20	Est 19/20	Prop 20/21
Investment Earnings & Building Rental	\$115,000	\$96,259	\$95,000
Non-Summer Program Fees	770,000	764,056	790,000
Summer Program Fees	400,000	439,106	380,000
Tiny Tots	220,000	211,431	220,000
Other	500	-	-
	\$1,505,500	\$1,510,852	\$1,485,000

PROJECTED ENTERPRISE SURPLUS/(DEFICIT)	\$52,213	\$102,767	\$57,645
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			\$852,506
Projected Ending Fund Balance			\$880,151

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Parking Fund
FUND	32
PROGRAM	710

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$109,344	\$118,698	\$122,523	\$122,523	\$125,304	2.3%
705	Temporary Personnel	76,161	72,904	66,000	96,000	75,000	13.6%
708	Overtime	12,537	5,825	5,000	7,500	5,000	0.0%
711	Social Security	15,233	15,250	14,804	17,291	15,706	6.1%
714	Worker's Compensation	5,171	7,844	7,164	8,304	7,268	1.4%
721	Fringe Benefits	33,599	36,349	41,019	41,019	39,706	-3.2%
	Subtotal PERSONNEL	\$252,044	\$256,871	\$256,509	\$292,636	\$267,983	4.5%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$1,918	\$1,026	\$3,500	\$1,000	\$1,000	-71.4%
743	Postage	25	23	500	100	31	-93.7%
745	Printing & Binding	0	0	1,000	1,000	1,000	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	5,876	6,390	2,200	5,000	5,000	127.3%
751	Maintenance of Vehicles	22,274	19,258	20,000	20,000	20,000	0.0%
761	Maintenance of Equipment	36	3,526	5,000	5,000	5,000	0.0%
771	Maintenance of Buildings	498	1,108	1,000	1,000	1,000	0.0%
781	Maintenance of Right of Way	0	0	0	0	0	0.0%
791	Miscellaneous Expenses Under \$500	28	0	0	0	0	0.0%
801	Utilities-Water	101	260	75	300	300	300.0%
805	Utilities-Sewer	530	566	800	800	800	0.0%
811	Utilities-Gas & Electric	2,841	3,360	600	3,847	4,000	566.7%
821	Utilities-Telephones	173	656	2,010	300	300	-85.1%
825	Utilities-Garbage Disposal	0	0	60	60	60	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	6,380	7,271	7,550	7,550	7,544	-0.1%
843	Training & Memberships	670	1,785	2,000	2,000	2,000	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	200	200	200	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	52,866	116,206	95,850	95,850	86,676	-9.6%
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	\$94,216	\$161,435	\$142,345	\$144,007	\$134,912	-5.2%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	201,330	0	0	0	0	0.0%
907	Equipment	993	7,339	45,000	45,000	45,000	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$202,323	\$7,339	\$45,000	\$45,000	\$45,000	0.0%

BASE PROGRAM COST	\$548,583	\$425,644	\$443,854	\$481,642	\$447,895	0.9%
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TOTAL PROGRAM COST	\$ 548,583	\$ 425,644	\$ 443,854	\$ 481,642	\$ 447,895	0.9%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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	100%
Police Services Assistant - B	12.0%
Administrative Analyst - Police	35%
Total Full Time Equivalent	1.57

ACCOUNT DESCRIPTIONS

705	Meter collector / Parking Enforcement Officers	\$75,000
745	Printing of parking citations	\$1,000
748	Badges, uniforms, other special supplies	\$5,000
751	Maintenance of two parking and one code enforcement vehicles	\$20,000
761	Meter vandalism and maintenance	\$5,000
841	Pro-rata share of Police Offices Lease	6,546
	Allocated cost of office space rental	998
		<u>\$7,544</u>
861	IPS Meter costs	\$32,565
	Passport Contract	9,000
	Phone Service	600
	Computer support	1,026
	Meter Installs (Terracare)	20,000
	Courthouse Fees	23,486
		<u>\$86,676</u>

DESCRIPTION OF CAPITAL OUTLAY

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

REVENUES

	Budget 19/20	Estimated 19/20	Proposed 20/21
Parking Citations	\$200,000	\$100,000	\$150,000
Parking Meters (\$1/hour)	320,000	237,225	240,000
Rental Income from lots	31,000	25,000	25,000
Investment Earnings & Other Revenue	16,150	17,150	17,075
TOTAL Revenue	\$567,150	\$379,375	\$432,075
Expenses	(\$443,854)	(\$481,642)	(\$447,895)
Net Revenue	\$123,296	(\$102,267)	(\$15,820)

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Vehicle Abatement
FUND	34
PROGRAM	730

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$4,388	\$4,414	\$4,653	\$4,653	\$4,857	4.4%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	446	313	0	0	0	0.0%
711	Social Security	366	358	356	356	372	4.4%
714	Worker's Compensation	125	188	177	177	176	-0.3%
721	Fringe Benefits	1,388	1,417	1,762	1,762	1,710	-2.9%
	Subtotal PERSONNEL	\$6,713	\$6,689	\$6,948	\$6,948	\$7,115	2.4%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$0	\$0	\$300	\$0	\$0	N/A
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 & Memberships	0	0	1,000	0	0	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	0	0	0	0	0	0.0%
861	Contractual Services	103	101	1,094	100	1,114	1.8%
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	\$103	\$101	\$2,394	\$100	\$1,114	-53.5%

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	\$6,817	\$6,790	\$9,342	\$7,048	\$8,229	-11.9%
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TOTAL PROGRAM COST	\$ 6,817	\$ 6,790	\$ 9,342	\$ 7,048	\$ 8,229	-11.9%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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

	Position Title	Full-Time Equivalent
702	Administrative Analyst - Police	5%
	Total Full Time Equivalent	0.05

ACCOUNT DESCRIPTIONS

861	Vehicle Towing Charges	\$1,000
	Computer Support	114
		<u>\$1,114</u>

DESCRIPTION OF REVENUES

Abandoned Vehicle Fees \$12,000

PROJECTED ENTERPRISE SURPLUS/(DEFICIT)	\$3,771
Contribution from Prior Year's Fund Balance	54,657
Projected Ending Fund Balance	\$58,428

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Senior Transportation
FUND	36
PROGRAM	750

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$46,911	\$50,105	\$58,058	\$58,058	\$58,787	1.3%
705	Temporary Personnel	42,224	43,188	49,660	49,660	61,620	24.1%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	6,819	7,137	8,240	8,240	9,211	11.8%
714	Worker's Compensation	2,328	3,707	4,093	4,093	4,369	6.7%
721	Fringe Benefits	7,401	7,891	9,640	9,640	9,296	-3.6%
	Subtotal PERSONNEL	\$105,683	\$112,027	\$129,693	\$129,693	\$143,284	10.5%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$1,221	\$2,335	\$2,400	\$1,580	\$2,400	0.0%
743	Postage	825	0	1,500	1,062	1,500	0.0%
745	Printing & Binding	0	0	1,000	1,000	1,000	0.0%
746	Books & Software	0	0	3,000	0	3,000	0.0%
748	Special Departmental Supplies	278	933	2,000	350	2,000	0.0%
751	Maintenance of Vehicles	17,397	19,843	30,000	18,373	30,000	0.0%
761	Maintenance of Equipment	0	0	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	133	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	814	838	1,040	1,200	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	516	804	500	2,712	800	60.0%
843	Training & Memberships	0	5	500	500	5,050	910.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	259	0	850	850	850	0.0%
853	Community Promotion	1,084	1,466	2,500	500	2,500	0.0%
861	Contractual Services	3,672	6,494	8,088	8,000	8,479	4.8%
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	599	0	600	0	0	N/A
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	\$26,666	\$32,850	\$54,478	\$36,127	\$59,119	8.5%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	0	51,733	2,000	0	2,000	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$0	\$51,733	\$2,000	\$0	\$2,000	0.0%

BASE PROGRAM COST	\$132,349	\$196,611	\$186,171	\$165,820	\$204,403	9.8%
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TOTAL PROGRAM COST	\$ 132,349	\$ 196,611	\$ 186,171	\$ 165,820	\$ 204,403	9.8%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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 Recreation Coordinator - C	75%
Total Full Time Equivalent	0.75

ACCOUNT DESCRIPTIONS

705 Clerk/Dispatcher (15hrs/wk, \$21/hr)	\$16,380	861 Computer Support	\$2,279
Program Assistant (10hrs/wk, \$24/hr)	12,480	Contract Drivers	600
Van Driver (30 hrs/wk, \$21/hr)	32,760	Taxi Service	5,600
	<u>\$61,620</u>		<u>\$8,479</u>

REVENUES	Actual FY 17-18	Actual FY 18-19	Final FY 19-20	Estimated FY 19-20	Proposed FY 20-21
Van Maintenance Reimbursement	4,629		-		-
Fares @ \$5 per ride / Rentals	18,046	16,523	19,000	10,000	10,000
Advertising & Other Income		681	500	-	
New Freedom Funds/5310 Funds		126,996	54,975	83,384	85,000
CDBG Grant or Alternative	9,744	3,500	10,000	9,000	10,000
Gifts, Grants & Donations	7,216	10,096	10,000	6,000	10,000
Moraga Town Contribution		-	5,000	-	5,000
Lafayette Community Foundation	1,500	-	2,500	5,000	3,000
Lafayette Contribution (transfer from GF)	40,000	40,000	40,000	40,000	40,000
Other	1,221	-	-		
Insurance from van accident		31,161	-		
Taxi Program Sinking Fund	-	2,500	5,600		5,600
TOTAL	82,356	231,457	147,575	153,384	168,600
ENTERPRISE SURPLUS/(DEFICIT)	(49,993)	34,846	(38,596)	(12,436)	(35,803)
Prior Year Fund Balance	67,658	17,665	121,296	121,296	108,860
Sinking Fund Balance	97,474	76,183	76,183	76,183	70,583
Cash Balance	17,665	52,512	82,700	108,860	2,475

	Actual FY 17-18	Actual FY 18-19	Final FY 19-20	Estimated FY 19-20	Proposed FY 20-21
Discrete Passengers	105	109	110	125	140
Total Rides	3,813	3,096	3,500	3,500	4,000
Total Miles	31,348	30,000	30,000	30,000	36,000
Total Cost per Passenger	\$1,260.46	\$1,803.77	\$1,692.46	\$1,326.56	\$1,460.02
Total Cost per Ride	\$34.71	\$63.50	\$53.19	\$47.38	\$51.10
Total Cost per Mile	\$4.22	\$6.55	\$6.21	\$5.53	\$5.68
General Fund Cost per Passenger	\$380.95	\$366.97	\$363.64	\$320.00	\$285.71
General Fund Cost per Ride	\$10.49	\$12.92	\$11.43	\$11.43	\$10.00
General Fund Cost per Mile	\$0.80	\$0.83	\$0.83	\$0.83	\$0.69

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Library Operations
FUND	37
PROGRAM	770

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$148,389	\$158,141	\$168,063	\$168,063	171,966	2.3%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	11,333	12,217	12,857	12,857	13,155	2.3%
714	Worker's Compensation	3,930	6,312	6,386	6,386	6,239	-2.3%
721	Fringe Benefits	47,791	49,811	52,115	52,115	52,934	1.6%
Subtotal PERSONNEL		\$211,443	\$226,481	\$239,421	\$239,421	\$244,294	2.0%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$582	\$297	\$1,000	\$1,000	\$1,000	0.0%
743	Postage	43	62	500	500	500	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	17,432	21,955	26,000	26,000	28,000	7.7%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	1,463	2,516	5,000	3,000	3,000	-40.0%
771	Maintenance of Buildings	79,054	77,739	129,200	113,739	128,000	-0.9%
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	8,096	9,877	11,000	11,000	11,000	0.0%
805	Utilities-Sewer	2,431	3,461	6,300	6,000	6,300	0.0%
811	Utilities-Gas & Electric	86,721	99,056	125,000	115,000	125,000	0.0%
821	Utilities-Telephones	9,033	9,385	11,600	11,600	11,600	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	725	868	2,000	2,000	2,000	0.0%
843	Training & Memberships	0	0	500	500	500	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	151,241	165,919	198,000	120,000	150,000	-24.2%
861	Contractual Services	155,083	204,347	235,438	222,000	235,829	0.2%
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	23,334	26,749	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	26,804	27,640	28,000	4.5%
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		\$535,238	\$622,231	\$780,342	\$659,979	\$732,729	-6.1%

CAPITAL OUTLAY

902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	7,404	18,034	5,000	5,000	5,000	0.0%
907	Equipment	3,893	0	5,000	0	0	N/A
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$11,297	\$18,034	\$10,000	\$5,000	\$5,000	-50.0%

BASE PROGRAM COST	\$757,977	\$866,746	\$1,029,763	\$904,400	\$982,023	-4.6%
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TOTAL PROGRAM COST	\$757,977	\$866,746	\$1,029,763	\$904,400	\$982,023	-4.6%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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 - B	100%
Total Full Time Equivalent	2.00

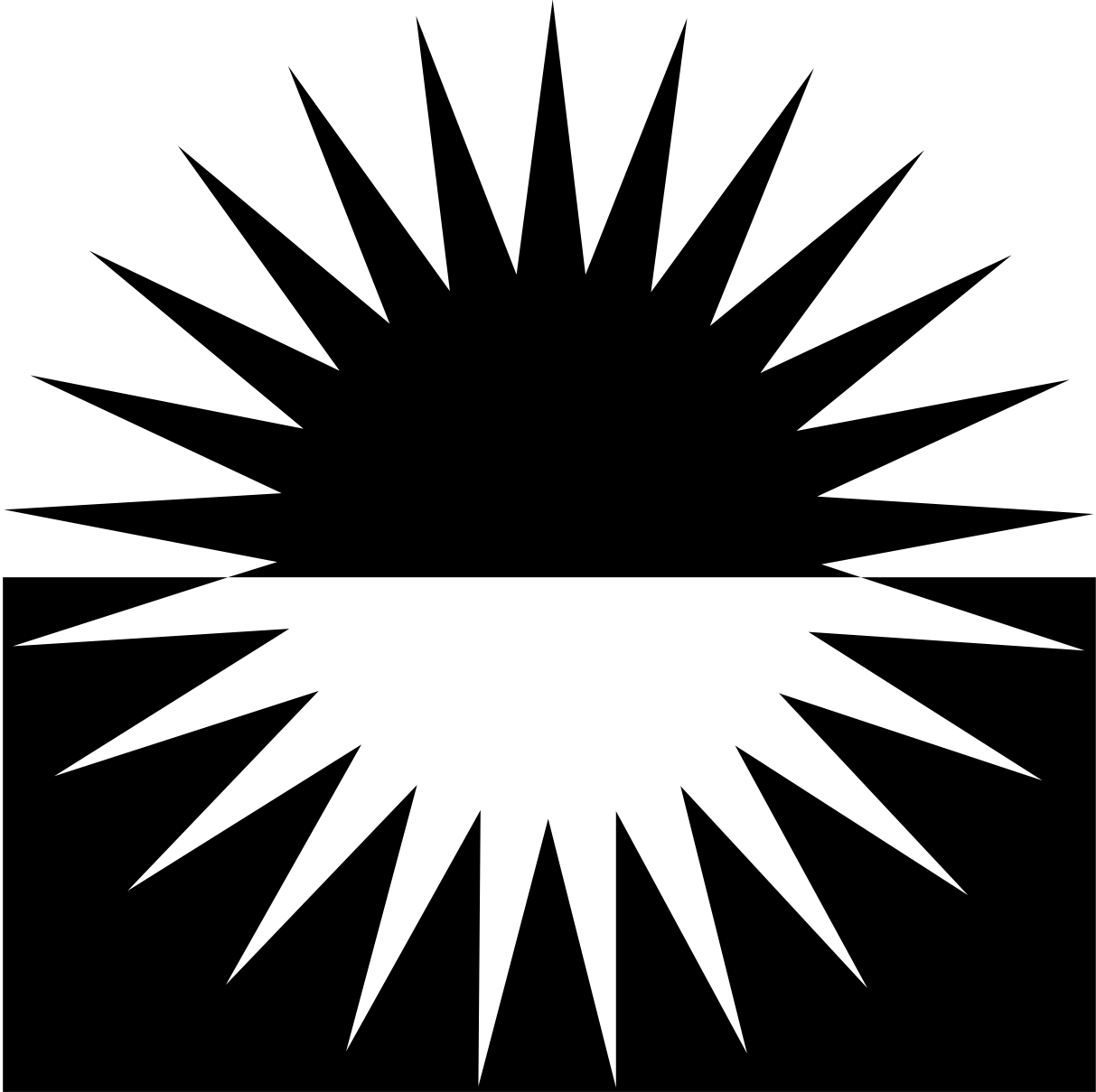
ACCOUNT DESCRIPTIONS

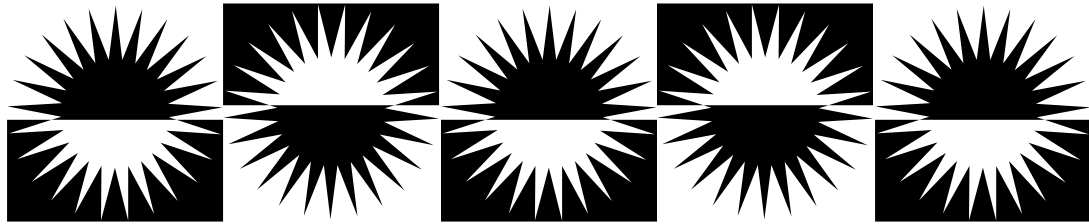
748	Equipment/Tools/Supplies	\$28,000	861.18	Irrigation Repairs & Maintenance	2,500
			861.19	Landscape Maintenance	5,500
906	Misc Improvements TBD	\$5,000	861.45	Unanticipated Repairs	4,250
			861.61	Safety Requirements/Compliance	1,800
861	Computer support	\$2,279		HKA Contract	216,500
	Roof Inspection	3,000			
		<u>\$5,279</u>			<u>\$230,550</u>

BUILDING MAINTENANCE DETAIL		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
771.01	Maintenance of Buildings	0	333	0	2,439	0	
771.01	Audio Visual	16,876	17,013	16,000	16,000	16,000	0.0%
771.02	Book Sorter Maintenance	1,929	0	1,000	500	500	-50.0%
771.07	Electrical	3,175	1,509	5,000	5,000	5,000	0.0%
771.08	Elevators	11,541	7,551	17,000	17,000	17,000	0.0%
771.09	Emergency Generator	4,707	4,946	6,000	5,000	6,000	0.0%
771.10	Exterior	11,613	12,161	14,000	14,000	14,000	0.0%
771.11	Floors	699	958	1,500	1,500	1,500	0.0%
771.13	HVAC	6,812	6,984	16,000	16,000	16,000	0.0%
771.14	Lighting (Interior)	5,242	7,157	3,500	3,500	3,500	0.0%
771.15	Lighting (Exterior)	1,279	1,923	2,000	2,000	2,000	0.0%
771.16	Parking Garage (sweeping)	0	0	1,000	500	1,000	0.0%
771.17	Pest Control	798	834	1,000	1,000	1,000	0.0%
771.18	Photovoltaic	0	0	500	0	500	0.0%
771.19	Plumbing	466	935	2,000	1,000	2,000	0.0%
771.20	Security & Fire Alarm	9,170	11,594	25,000	15,000	20,000	-20.0%
771.21	Plaza, Stairways	2,175	1,010	1,000	1,000	1,000	0.0%
771.22	Telephone	2,049	3,036	3,500	6,100	10,800	208.6%
771.24	Window Cleaning	0	128	3,000	0	3,000	0.0%
771.25	Vandalism	0	0	2,000	0	2,000	0.0%
771.26	Restroom Maintenance	0	0	5,000	5,000	2,000	-60.0%
771.27	Restroom Maintenance (City Events)	0	0	100	100	100	0.0%
771.28	Restroom Maintenance (Community Events)	0	0	100	100	100	0.0%
771.29	Parking/Garage Maintenance	523	0	3,000	1,000	3,000	0.0%
	TOTAL	79,054	77,739	129,200	113,739	128,000	-0.9%

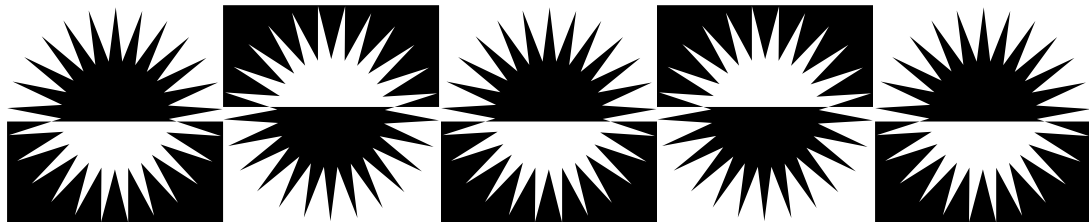
SOURCES OF REVENUE

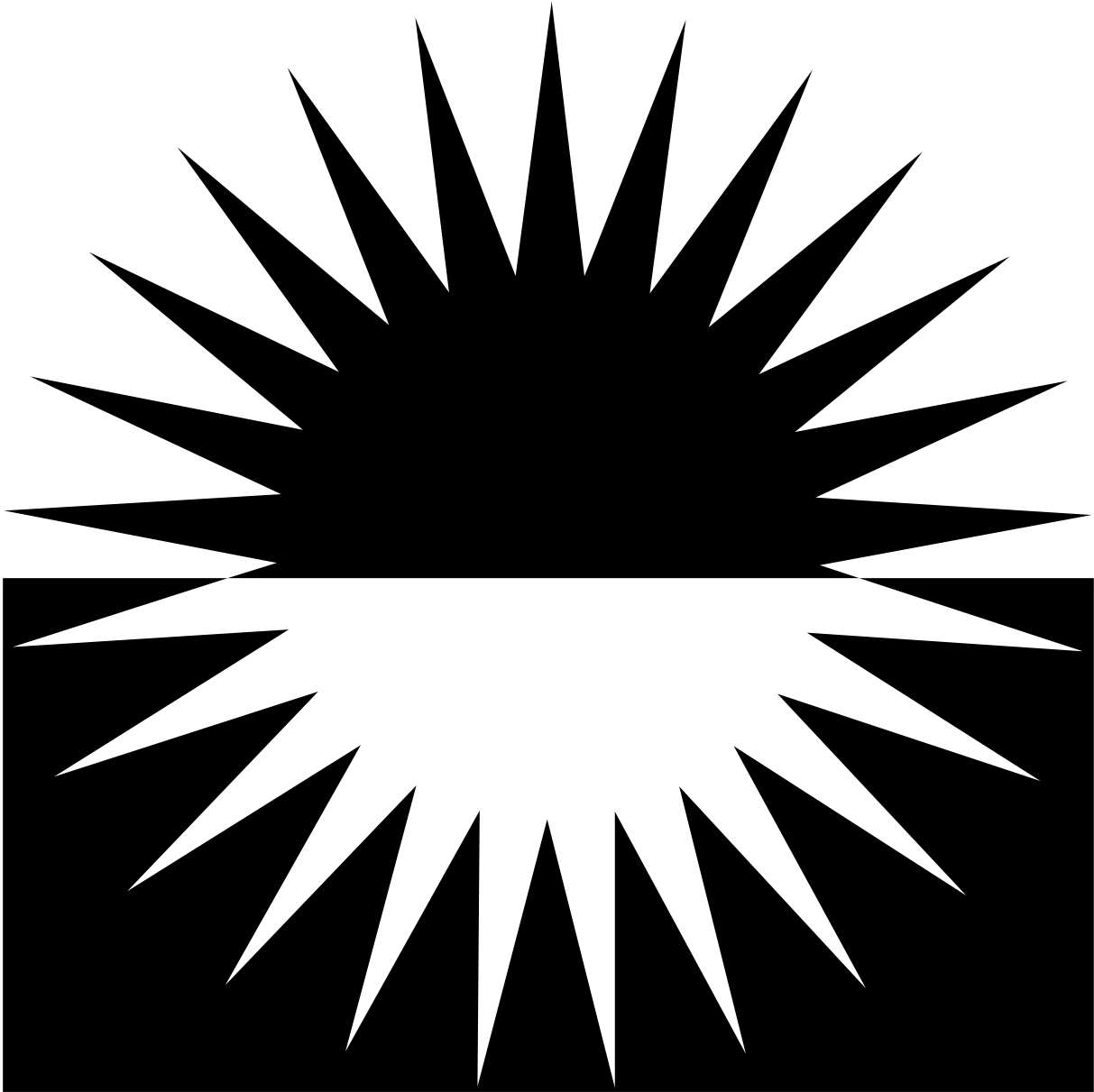
City	\$12,000	includes \$12K for City meetings
Building Leases	\$34,855	
LL&LC Foundation	\$935,168	
TOTAL	\$982,023	





Assessment District





**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Street Lighting
FUND	51
PROGRAM	800

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 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	13,976	12,335	14,420	14,420	14,420	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 & Memberships	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	321	575	12,500	12,500	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	\$14,297	\$12,911	\$26,920	\$26,920	\$26,920	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	\$14,297	\$12,911	\$26,920	\$26,920	\$26,920	0.0%
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TOTAL PROGRAM COST	\$14,297	\$12,911	\$26,920	\$26,920	\$26,920	0.0%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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
	Streetlight Replacement / Repairs	10,000
		\$12,500

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Core Area Maintenance
FUND	52
PROGRAM	810

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$62,388	\$62,290	\$69,916	\$69,916	\$72,821	4.2%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	4,611	4,870	5,349	5,349	5,571	4.2%
714	Worker's Compensation	1,647	2,474	2,657	2,657	2,642	-0.6%
721	Fringe Benefits	19,404	19,209	22,785	22,785	22,390	-1.7%
Subtotal PERSONNEL		\$88,048	\$88,843	\$100,707	\$100,707	\$103,423	2.7%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$0	\$86	\$106	\$106	\$96	-9.3%
743	Postage	86	80	91	91	110	20.1%
745	Printing & Binding	0	0	0	0	0	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	1,852	4,037	12,000	12,000	11,000	-8.3%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	73	115	1,500	1,000	1,000	-33.3%
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	21,895	30,742	28,000	30,000	29,000	3.6%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	555	1,669	2,000	2,000	2,000	0.0%
821	Utilities-Telephones	488	472	500	500	500	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	50,244	53,075	52,000	54,000	54,000	3.8%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	768	3,493	3,704	3,704	3,704	0.0%
843	Training & Memberships	0	0	0	0	0	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	526	0	500	500	500	0.0%
853	Community Promotion	34,856	20,400	35,000	35,000	27,000	-22.9%
861	Contractual Services	178,151	167,778	232,638	226,138	223,104	-4.1%
861.5	Reimbursable Emergency Response	2,159	894	7,500	7,500	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		\$291,651	\$282,843	\$375,539	\$372,539	\$359,513	-4.3%

CAPITAL OUTLAY

902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	895	10,000	5,000	8,000	-20.0%
907	Equipment	0	0	0	0	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$0	\$895	\$10,000	\$5,000	\$8,000	-20.0%

BASE PROGRAM COST	\$379,700	\$372,581	\$486,246	\$478,246	\$470,937	-3.1%
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TOTAL PROGRAM COST	\$379,700	\$372,581	\$486,246	\$478,246	\$470,937	-3.1%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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 & Engineering Director	10%
Administrative Analyst - PW	20%
Construction Inspector	5%
Public Works Maintenance Manager	20%
Total Full Time Equivalent	0.55

ACCOUNT DESCRIPTIONS

853 Downtown Banners	\$27,000
861 Pro-rata share of City computer equipment	\$1,254
906 Plant restoration	\$8,000

PUBLIC WORKS CONTRACT DETAIL		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
861.01	Contract Hourly	\$23,957	\$32,694	\$37,100	\$37,100	\$37,100	0.0%
861.06	Community Events	6,209	4,520	12,000	8,000	8,000	-33.3%
861.12	Holiday Twinkle Lights	1,139	2,369	2,500	-	2,500	0.0%
861.18	Irrigation Repairs	13,960	15,225	22,000	22,000	21,250	-3.4%
861.19	Landscape Maintenance	55,460	55,237	90,000	90,000	87,000	-3.3%
861.28	Sidewalk Repairs	5,015	12,342	15,000	15,000	15,000	0.0%
861.31	Safety Requirements/Compliance	31	0	0	0	0	0.0%
861.42	Tree Maintenance	6,033	12,079	10,000	10,000	10,000	0.0%
861.43	Weed Control (manual)	13,397	13,750	12,500	12,500	12,500	0.0%
861.44	Weed Control (spraying)	0	0	500	500	500	0.0%
861.45	Unanticipated Repairs	3,235	6,916	3,000	3,000	3,000	0.0%
861.46	Professional Services	1,073	1,360	2,000	2,000	2,000	0.0%
861.47	Street Light / Parking Light Repair	17,410	10,008	25,000	25,000	23,000	-8.0%
	Subtotal	\$146,919	\$166,500	\$231,600	\$225,100	\$221,850	-4.2%

ESTIMATED YEAR END FUND BALANCE

Contribution from Prior Year's Fund Balance	\$98,000
Revenue from Assessments and Interest Earnings	298,234
Expenditures	(470,937)
Transfer from General Fund	179,702
Streetlight Sinking Fund	(105,000)
ESTIMATED YEAR END BALANCE	\$0

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Stormwater Pollution
FUND	53
PROGRAM	820

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$150,668	\$125,636	\$149,775	\$149,775	\$153,107	2.2%
705	Temporary Personnel	2,750	0	0	0	0	0.0%
708	Overtime	0	8	0	0	0	0.0%
711	Social Security	11,482	9,879	11,458	11,458	11,713	2.2%
714	Worker's Compensation	3,946	4,848	5,691	5,691	5,555	-2.4%
721	Fringe Benefits	47,003	35,496	48,748	48,748	47,195	-3.2%
Subtotal PERSONNEL		\$215,849	\$175,868	\$215,672	\$215,672	\$217,570	0.9%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$110	\$371	\$426	\$426	\$426	0.0%
743	Postage	209	218	287	287	287	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	3,060	3,437	10,000	8,000	9,000	-10.0%
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	1,205	773	750	750	750	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	3,976	11,443	9,540	11,500	11,500	20.5%
843	Training & Memberships	217	93	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	293	2,500	2,500	2,500	0.0%
861	Contractual Services	237,937	257,450	325,760	325,760	317,749	-2.5%
861.5	Reimbursable Emergency Response	0	7,825	5,000	5,000	5,000	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		\$246,714	\$281,902	\$354,264	\$354,224	\$347,213	-2.0%

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	\$462,563	\$457,770	\$569,936	\$569,896	\$564,783	-0.9%
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TOTAL PROGRAM COST	\$462,563	\$457,770	\$569,936	\$569,896	\$564,783	-0.9%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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	Public Works & Engineering Director	10%
	Public Works Maintenance Manager	25%
	Engineering Services Manager	20%
	Assistant Engineer	25%
	Administrative Analyst - PW	30%
	Construction Inspector	5%
	Department Assistant - A	10%
	Total Full Time Equivalent	1.25

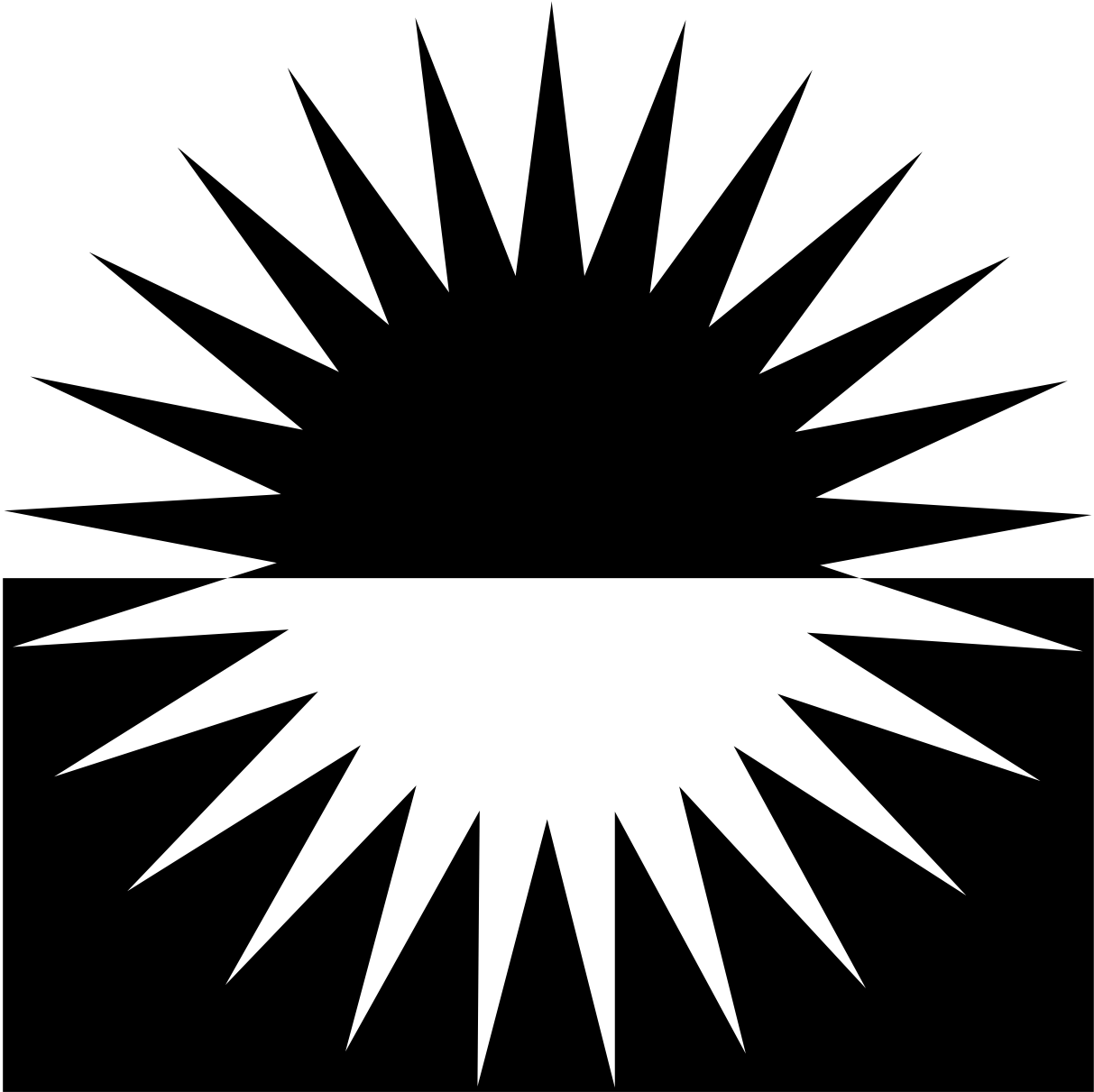
ACCOUNT DESCRIPTIONS

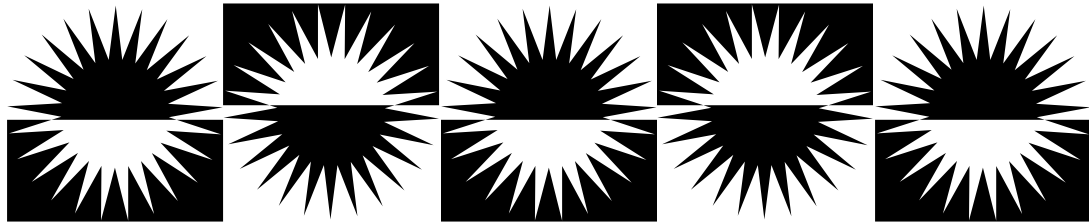
853	Creeks Committee operations	\$2,500
861	Computer support	\$2,849

PUBLIC WORKS CONTRACT DETAIL		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
861.01	Contract Hourly	\$15,429	\$19,519	\$20,600	\$20,600	\$20,600	0.0%
861.04	Catch Basin Cleaning & Inspection	35,597	41,522	36,000	37,000	36,000	0.0%
861.1	Detention Pond Cleaning	3,473	0	5,300	5,300	5,300	0.0%
861.11	Litter Removal	20,827	25,737	22,000	20,000	21,000	-4.5%
861.3	Storm Patrol & Cleanup	25,156	37,663	40,000	42,000	40,000	0.0%
861.32	Storm Drain Inspection (visual)	477	943	500	500	500	0.0%
861.33	Storm Drain Inspection (video)	5,158	0	5,000	2,000	3,500	-30.0%
861.37	Storm Drain Cleaning (mechanical)	20,152	2,280	25,000	20,000	20,000	-20.0%
861.38	Street Sweeping	89,482	115,290	150,000	150,000	145,000	-3.3%
861.45	Unanticipated Repairs & Maintenance	2,553	0	8,000	8,000	7,000	-12.5%
861.46	Professional Services	10,072	11,757	10,000	15,000	15,000	50.0%
861.61	Safety Requirements / Compliance	182	168	1,000	1,000	1,000	0.0%
	Subtotal	\$228,558	\$254,879	\$323,400	\$321,400	\$314,900	-2.6%

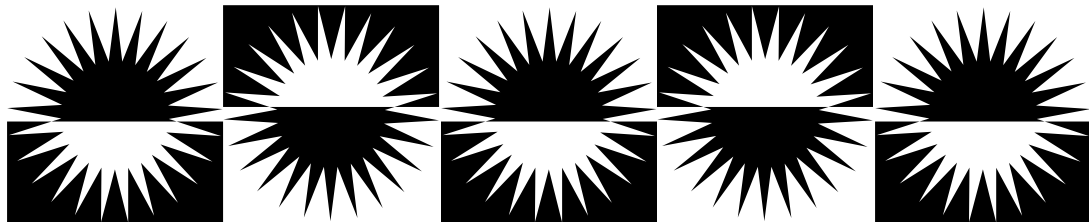
ESTIMATED YEAR END FUND BALANCE

Contribution from Prior Year's Fund Balance	\$18,377
Revenue from Assessments and Interest Earnings	370,122
Transfer from General Fund	176,283
Expenditures	(564,783)
ESTIMATED YEAR END BALANCE	\$0





Governmental Fund





**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

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

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$54,258	\$33,307	\$44,592	\$35,592	\$27,282	-38.8%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	4,116	2,525	3,411	3,411	2,087	-38.8%
714	Worker's Compensation	1,393	1,342	1,695	1,695	990	-41.6%
721	Fringe Benefits	16,610	10,435	14,542	9,542	8,472	-41.7%
	Subtotal PERSONNEL	\$76,376	\$47,610	\$64,241	\$50,241	\$38,831	-39.6%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$302	\$313	\$335	\$335	\$335	0.0%
743	Postage	135	126	166	166	166	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	30	45	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	6,093	5,475	5,523	5,523	5,523	0.0%
843	Training & Memberships	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	13,011	8,250	12,538	9,038	12,184	-2.8%
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	\$19,572	\$14,210	\$18,563	\$15,063	\$18,208	-1.9%

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	\$95,948	\$61,819	\$82,804	\$65,304	\$57,039	-31.1%
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TOTAL PROGRAM COST	\$95,948	\$61,819	\$82,804	\$65,304	\$57,039	-31.1%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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 Public Works & Engineering Director	5%
Transportation Planner	25%
Total Full Time Equivalent	0.30

ACCOUNT DESCRIPTIONS

861 Consulting services for Measure J checklist monitoring	\$3,500
Administrative & staffing consultant for SWAT (City share)	8,000
Computer support	684
	\$12,184

REVENUE

Measure J Return-to-Source	\$510,000
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**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Supp. Law Enf. Services
FUND	73
PROGRAM	920

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 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 & Memberships	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	547,428	585,354	589,663	607,663	642,464	9.0%
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		\$547,428	\$585,354	\$589,663	\$607,663	\$642,464	9.0%

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	\$547,428	\$585,354	\$589,663	\$607,663	\$642,464	9.0%
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TOTAL PROGRAM COST	\$ 547,428	\$ 585,354	\$ 589,663	\$ 607,663	\$ 642,464	9.0%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Percent Increase</i>
862.1	Officers	\$529,788	\$557,714	\$580,023	\$580,023	\$614,824	6.0%
862.6	Services/Supply	\$3,000	\$3,000	3,000	3,000	3,000	0.0%
862.7	Communications	\$10,000	\$20,000	20,000	20,000	20,000	0.0%
862.8	Liability Insurance	\$4,640	\$4,640	4,640	4,640	4,640	0.0%
Subtotal		\$547,428	\$585,354	\$607,663	\$607,663	\$642,464	5.7%

REVENUE

COPS AB3229	\$155,947
Transfer from General Fund	504,754
TOTAL	\$660,701

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	School Bus Program
FUND	74
PROGRAM	930

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$117,640	\$126,575	124,558	134,420	126,339	1.4%
705	Temporary Personnel	19,401	21,835	27,840	31,794	25,000	-10.2%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	10,119	10,519	11,658	12,715	11,577	-0.7%
714	Worker's Compensation	3,545	5,908	5,791	6,649	5,491	-5.2%
721	Fringe Benefits	34,068	34,319	38,034	41,465	39,213	3.1%
	Subtotal PERSONNEL	\$184,774	\$199,155	\$207,881	\$227,043	\$207,621	-0.1%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$753	\$911	\$721	\$625	\$725	0.6%
743	Postage	1,407	843	1,061	850	1,200	13.1%
745	Printing & Binding	1,944	1,539	2,016	1,619	1,600	-20.6%
746	Books & Software	0	64	300	0	300	0.0%
748	Special Departmental Supplies	0	0	530	0	400	-24.5%
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	166	317	1,000	1,000	800	-20.0%
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	913	990	1,236	863	1,236	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	11,711	8,878	12,442	12,471	12,442	0.0%
843	Training & Memberships	96	964	1,000	973	0	N/A
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	1,108	1,000	0	0	N/A
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	1,817,396	1,826,254	1,941,309	1,384,569	1,951,008	0.5%
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	\$1,834,386	\$1,841,868	\$1,962,615	\$1,402,970	\$1,969,711	0.4%

CAPITAL OUTLAY

902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	0	0	0	0	0.0%
907	Equipment	301	356	2,530	2,530	1,000	-60.5%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$301	\$356	\$2,530	\$2,530	\$1,000	-60.5%

BASE PROGRAM COST	\$2,019,461	\$2,041,379	\$2,173,026	\$1,632,543	\$2,178,332	0.2%
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TOTAL PROGRAM COST	\$2,019,461	\$2,041,379	\$2,173,026	\$1,632,543	\$2,178,332	0.2%
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CITY OF LAFAYETTE
2020-2021 PROPOSED 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

	Position Title	Full-Time Equivalent
702	LSBTA Manager	100%
	Total Full Time Equivalent	1.00

DESCRIPTION OF ACCOUNTS

705	Administrative Aide (.5FTE)	\$25,000
841	Office Lease & Shared Costs	\$12,442
861	First Student - Lamorinda	\$1,891,233
	Audit	3,914
	Insurance	10,475
	Transfer Charges to City	6,000
	VISA	25,000
	Website	2,266
	Legal counsel	8,000
	Computer Support	4,559
		<u>\$1,951,447</u>

DESCRIPTION OF REVENUES

	Est 19-20	Budget 20-21
Parent Contributions	\$699,550	\$871,200
One Trip Passes	27,837	25,000
Interest Earnings	6,174	1,500
Measure J	1,237,125	1,141,345
	<u>\$1,970,686</u>	<u>\$2,039,045</u>

ESTIMATED YEAR END FUND BALANCE

Contribution from Prior Year's Fund Balance	\$647,697
Net income / (loss)	(139,287)
Reserve	(200,000)
ESTIMATED YEAR END CASH BALANCE	\$308,410

**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Insurance
FUND	76
PROGRAM	950

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 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	26,906	20,693	24,816	24,816	24,816	0.0%
	Subtotal PERSONNEL	\$26,906	\$20,693	\$24,816	\$24,816	\$24,816	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 & Memberships	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	225	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	271,762	192,902	209,846	209,846	239,296	14.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	7,016	1,980	15,000	15,000	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	\$279,003	\$194,882	\$224,846	\$224,846	\$254,296	13.1%

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	\$305,909	\$215,575	\$249,662	\$249,662	\$279,112	11.8%
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TOTAL PROGRAM COST	\$305,909	\$215,575	\$249,662	\$249,662	\$279,112	11.8%
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CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
DESCRIPTION

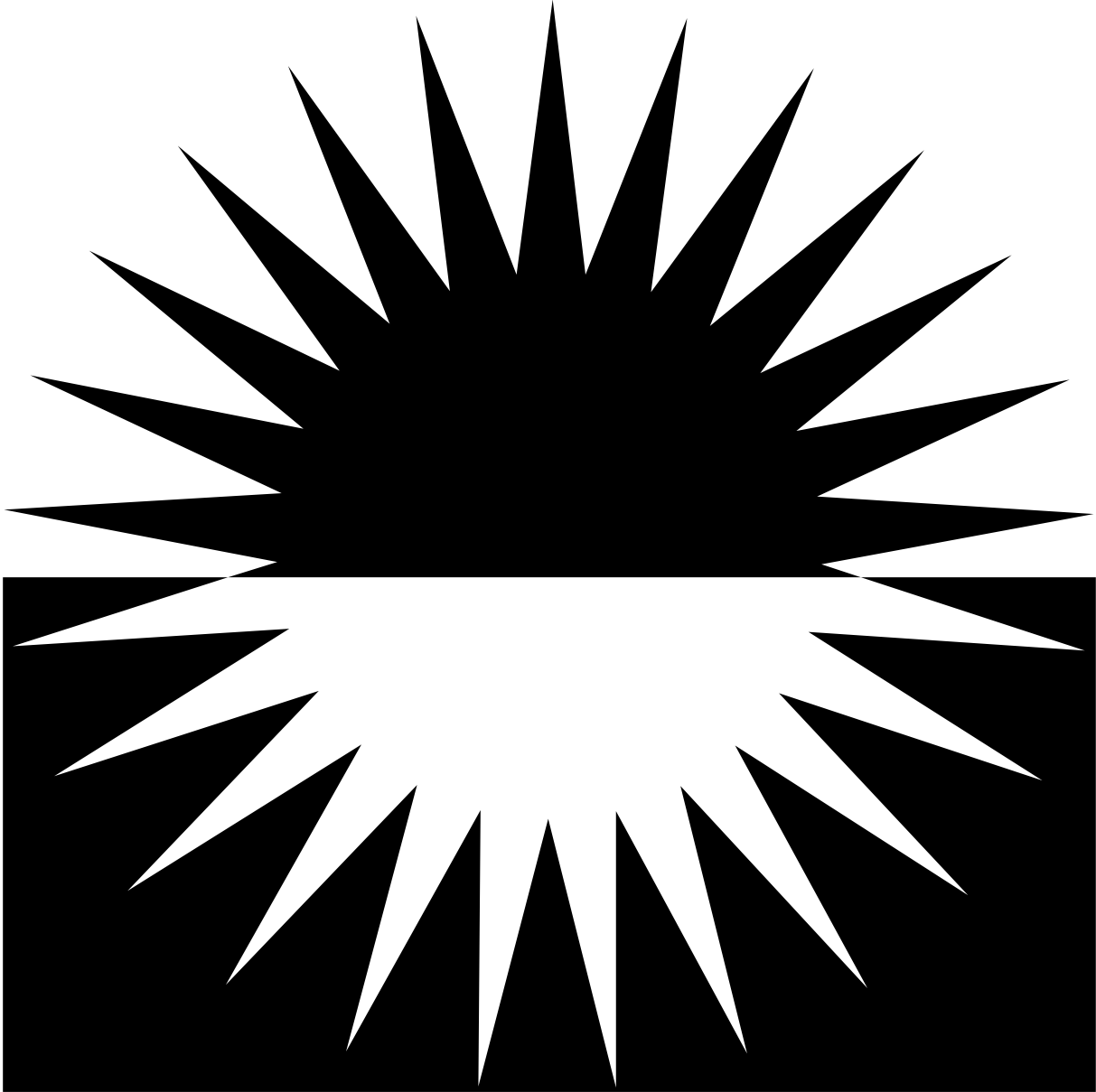
DEPARTMENT	Insurance
FUND	76
PROGRAM	950

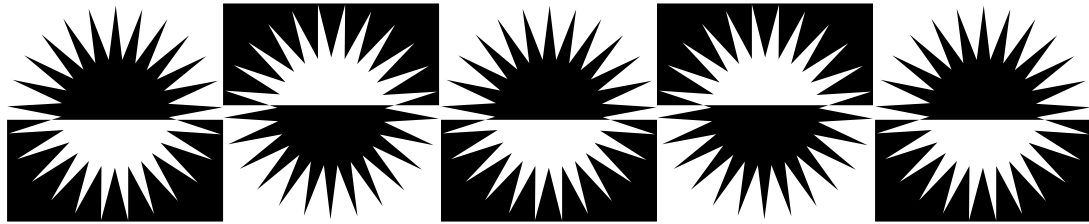
PROGRAM

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.

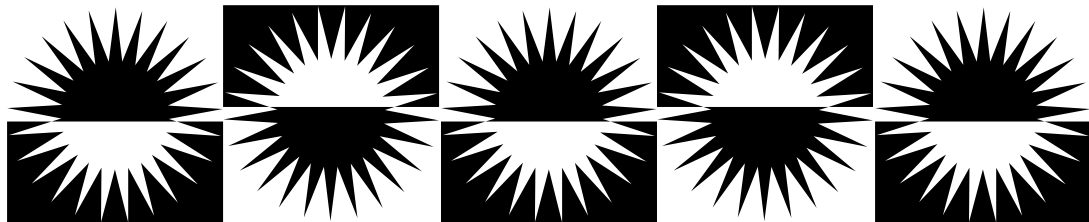
Premiums for blanket bonds and unemployment insurance are also included in this budget.

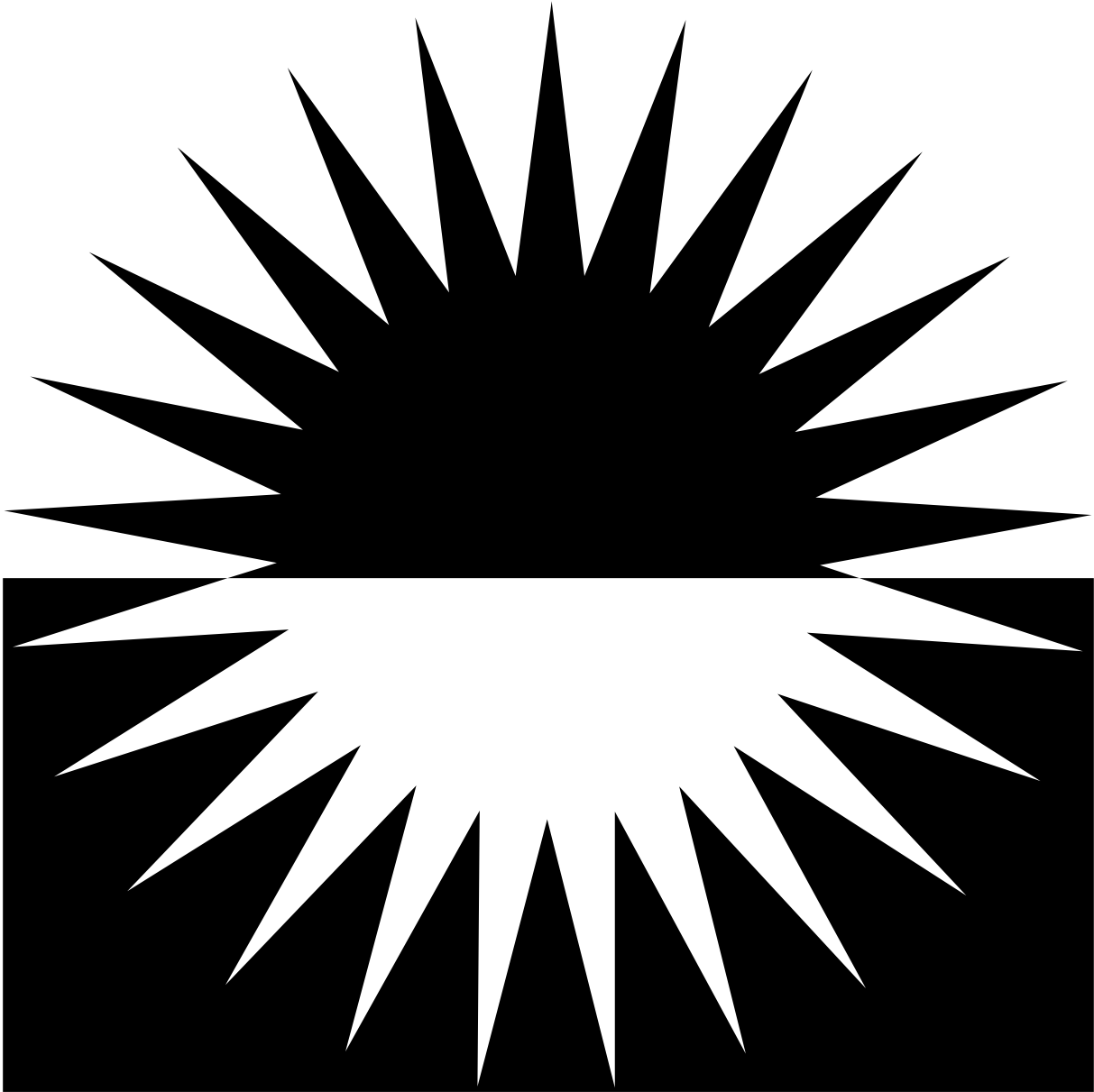
881	Property	25,747	
	Work Alternative Program	875	
	Vehicle	4,081	
	Liability	124,578	
	Excess Liability Insurance (CARMA)	55,839	
	Crime	1,237	
	Employment Risk Management Authority (ERMA)	21,248	
	Wellness Program	2,691	
	EAP	3,000	
		<u>239,296</u>	
	Workers Comp	\$0.036	per \$1 payroll charged to departments
	Retiree Health Insurance Premiums	24,816	
	Retiree Reimbursements	<u>(13,464)</u>	
		\$11,352	





Successor Agency





**CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
EXPENDITURE DETAIL**

DEPARTMENT	Lafayette Successor Agency
FUND	87
PROGRAM	961

		<i>Estimated 2017-2018 Expenditures</i>	<i>Estimated 2018-2019 Expenditures</i>	<i>Proposed 2019-2020 Budget</i>	<i>Estimated 2019-2020 Expenditures</i>	<i>Proposed 2020-2021 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 & Memberships	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	76,696	78,084	76,085	76,085	77,607	2.0%
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		\$76,696	\$78,084	\$76,085	\$76,085	\$77,607	2.0%

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	\$76,696	\$78,084	\$76,085	\$76,085	\$77,607	2.0%
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TOTAL PROGRAM COST	\$76,696	\$78,084	\$76,085	\$76,085	\$77,607	2.0%
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CITY OF LAFAYETTE
2020-2021 PROPOSED BUDGET
DESCRIPTION

DEPARTMENT	Lafayette Successor Agency
FUND	87
PROGRAM	961

PROGRAM

The Lafayette City Council, acting as the Lafayette Successor Agency for the dissolved Redevelopment Agency.

ACCOUNT DESCRIPTIONS

861 Mercantile OPA Payment 77,607

LOANS TO REDEVELOPMENT

General Fund to Library		Parking Fund to Vets Memorial	
Outstanding Debt (6/30/20)	2,083,153	Outstanding Debt (6/30/20)	750,894
Interest Capitalized*	63,201	Interest Capitalized	22,781
<u>Outstanding Debt (6/30/21)</u>	<u>2,146,354</u>	<u>Outstanding Debt (6/30/21)</u>	<u>773,675</u>
General Fund to Vets Memorial			
Outstanding Debt (6/30/20)	1,359,320		
Interest Capitalized*	41,240		
<u>Outstanding Debt (6/30/21)</u>	<u>1,400,560</u>		
General Fund to Successor Agency			
Outstanding Debt (6/30/20)	1,894,928		
Interest Capitalized*	57,491		
<u>Outstanding Debt (6/30/21)</u>	<u>1,952,419</u>		
 Total General Fund Debt	 \$5,499,333		

*Interest based on 3% per quarter as dictated by SB107

CITY OF LAFAYETTE
2020-2021 PROPOSED 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 Expense		420,000
Interest Expense		658,400
TOTAL		<u>\$1,078,400</u>
Series 2015 (Refinance of 2005 & Library)	\$23,727,306	
Principal Expense		635,000
Interest Expense		827,613
TOTAL		<u>\$1,462,613</u>

Payments for Calendar Year

	Series 2014	Series 2015
Feb 1 2021	323,950	405,869
Aug 1 2021	768,950	1,070,869
TOTAL	<u>\$1,092,900</u>	<u>\$1,476,738</u>
Transfer from Fund 87	\$2,569,638	