



City of Lafayette
Staff Report
 City Council

Meeting Date: December 14, 2020

Staff: Niroop Srivatsa, City Manager
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Subject: FY2020-21 Final Municipal Budget and Workplan

INTRODUCTION AND SUMMARY

This Final Budget refines the Proposed Budget adopted by the Lafayette City Council in June and incorporates changes adopted by the City Council since then. The Covid-19 pandemic is unprecedented and has therefore made budgeting more difficult given the uncertainty of the impacts to the City revenue streams. Particularly hard hit will be restaurants and the hotel, which have traditionally been mainstays of the City’s sales tax and transient occupancy tax revenue.

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, however, the City Council also moved swiftly to cut \$950K from the budget and staff has done an excellent job in controlling costs for the last six months once the extent of the crisis was apparent. The City remains in overall good financial health with a General Fund balance of \$13.1M at the end of the fiscal year, June 30, 2020. This is equal to 90% of annual general fund expenditures and exceeds the 60% target by \$4.4M. For FY20-21, the General Fund is expected to spend \$812K more than the expected revenue and for the first time in 20 years, Recreation Programs is projected run a deficit amounting to \$130K, thus bringing the General Fund reserve to \$11.9M, or 74%; still well over the reserve target by \$2.2M. The 5-year model anticipates that while the City will likely be deficit spending for potentially the next two years as the economy recovers, we will be able to maintain our General Fund reserve goal if we continue to be prudent with spending, although the total balance will continue to decrease.

The financial audit is complete, and the auditor’s numbers show that for FY2019-20, actual expenses were \$2.3M less than budgeted and revenue was \$278K more than budgeted. The primary differences from the budgeted amounts are detailed in the tables below:

Expense Variances FY19-20	
Contractual Services	719,000
Police Services	593,000
Salaries / Benefits	367,000
Projects & Improvements	308,000
Unspent 999 / Misc	306,000
TOTAL	\$2,293,000

Revenue Variances FY19-20	
Sales Tax	(529,000)
Transient Occupancy	(224,000)
Fees for Service	847,000
Franchise Fees	53,000
Motor Vehicle In-Lieu	53,000
TOTAL	\$278,000

EXPENSES

A significant portion of the expenses that are under budget is attributable to projects that were deferred and/or eliminated while others were delayed by lack of staff or other factors. Some projects are re-budgeted in FY20-21 such as the General Plan Update and the BART Public Art installation, while others like the Buckeye patio replacement have been indefinitely postponed.

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

There were several vacant positions created by employee separations that were not filled during the hiring freeze instituted at the start of the pandemic, which accounts for the bulk of the savings in salaries and benefits. In October, the Council authorized that all but one of these vacant positions could be filled and recruitments are currently under way.

It is the City's practice to budget conservatively, meaning that money is included to cover contingency situations and unexpected costs. Department Heads are also given an incentive to stay under budget as well and are allowed to carry forward up to \$25K in unspent funds into the 999 accounts. This flexibility allows Department Heads to direct funds efficiently and expediently while also being encouraged to save money in the budget. The fact that the budget usually comes in under each year without Department Heads having to ask for additional funds mid-year is proof that this methodology is effective.

Other than re-budgeting for Capital Projects that were not completed in the last fiscal year, this budget maintains most of the cuts that were made by Council and adds no new projects.

REVENUE

Property taxes increased by 6.2% compared to the prior year. In addition, increased property development activity pushed Engineering, Planning and Public Works fees well above their budgeted amounts, however, \$435K of that increase was for fees that were reserved in a sinking fund for the Park Terrace Development capital improvements. The pandemic has obviously taken a toll on revenues, particularly for sales tax and transient occupancy tax. Sales taxes were 10.2% lower while transient occupancy taxes were 29% lower, reflecting the closure of the Lafayette Park Hotel for almost the entirety of the last quarter of FY19-20.

Revenues for FY20-21 are budgeted conservatively and will be approximately \$1.2M less than the prior year actual. Sales tax is expected to be 11% (\$325K) lower than last fiscal year reflecting continued closures due to the pandemic -- a 20% overall decrease from FY18-19. Likewise, transient occupancy taxes are expected to be 48% (\$266K) lower than last year -- a 63% overall decrease from FY18-19. These decreases are offset somewhat by expected increases in property taxes which have remained robust and are so far, unaffected by the pandemic due to the timing of tax roll updates. FY19-20 showed a 6.2% increase over the prior year and the FY20-21 conservatively budgets only a 3% increase. In addition, revenues for fees for service, primarily Planning, Public Works and Engineering fees, are expected to be about \$1M less than in FY19-20. Again, this is partially mitigated by one-time CARES act revenue of \$300K (discussed below).

CHANGES TO THE PROPOSED BUDGET

General Fund

In April, the Council moved to cut approximately \$950K out the Proposed Budget. Those cuts were included in the Proposed Budget as follows:

		Annual Cost	Description	Impacts	Reductions
Employee- Related					
1	Transportation Planner	50,500	1.0 FTE, 50% in GF	Slower resident response; no staffing for Trans/Circ	25,200
2	Front Desk Receptionist	50,500	0.5 FTE, 100% in GF	Backlog for scanning; add'l workload for City Clerk	25,200
3	1.25% COLA Deferral	55,000	GF cost of living increases incl. benefits	Employee morale	55,000
Subtotal		156,000			105,400
Police Department					
4	Code Enforcement	48,000	50% of current staff	Slower response to resident concerns	24,000
5	Community Resource Officer	45,000	Eliminate for 1 year	Duties can be backfilled by current staff	45,000
6	Art & Wine / Res Run Police Staffing	25,000	net of repayments from Chamber	No impact if events are cancelled	25,000
7	Defer police vehicle replacement	65,000	1 out of 2 planned replacements per year	Minimal	65,000
Subtotal		373,000			159,000
Operational / Programmatic					
8	Lafayette U	10,500	All -staff trainings / 4 per year	No outside speakers	7,500
9	Reduce Training/Meetings	158,000	Total cost of all training in GF	Employee morale; conferences likely postponed	75,000
10	Extra Library Hours	145,000	Extra library hours (~15 hours per week)	Fewer library open hours	145,000
11	Vistas	30,000	4 issues per year, mailed to all residents	Less engagement with residents	7,500
12	Banner Program	35,000	Cost of new banners + changeouts	Leave banners up longer between changes	8,000
Subtotal		378,500			243,000

		Annual Cost	Description	Impacts	Reductions
Landscape / Maintenance					
13	Core Area Maintenance	200,000	GF annual transfer	Misc landscaping and building maintenance reductions and capital outlay deferrals	100,000
14	Stormwater Pollution	113,000	GF annual transfer		
15	Road & Drain Maintenance	~696,000	Operations and capital outlay budgets		
16	Traffic Maintenance	~360,000			
17	Parks & Trails Maintenance	~496,000			
18	Community Center Maintenance	~170,000			
Subtotal		2,035,000			100,000
Funding Deferrals					
19	General Plan Update Deferral	100,000	Defer some expenses to later years	Completion of plan will be delayed	50,000
20	Senior Service Assessment	50,000	Defer expenses to later years	Much of the project being done by volunteers	50,000
21	Library Maintenance	200,000	Sinking fund deferral	Necessary maintenance may be delayed	100,000
22	Ballfield Rehab	40,000	Sinking fund deferral	Necessary maintenance may be delayed	40,000
23	Public Facilities Cap Imp	115,000	Sinking fund deferral	Necessary maintenance may be delayed	100,000
Subtotal		505,000			340,000
TOTAL		\$3,447,500			\$947,400

In October, the Council reviewed the budget and made two changes: 1) retroactively restored the 1.25% COLA increase to all employees and 2) authorized that the Transportation Planner position be filled with a Traffic Engineer position. Given that the proposed cut for that position was only for ½ the fiscal year, there was no effect on the overall budget.

Other changes include:

- City Council (11-110) -- added \$12K for a Diversity Town Hall and Bias training
- Crossing Guards (11-230) – decreased budget by \$45K due to school closures for the first half of the school year.
- Parks & Trails Maintenance (11-340) – decreased budget by \$200K for the Buckeye Fields patio repair. Repairs will be made later, as there is no staff currently available to supervise the project.
- Emergency Response (11-360) – added \$100K for CARES Act eligible expenses.
- Communications (11-545) – added \$20K for emergency radio station

The City received \$316K from CARES Act funding which were used as follows:

CARES Act Expenditures

Description	FY20	FY21	TOTAL
Townsend	30,000	15,000	45,000
Unemployment	5,541	-	5,541
Telework	10,067	105,255	115,322
PPE	5,520	16,419	21,939
Police	100,000	10,000	110,000
Water Barriers/Signs	-	13,327	13,327
TOTAL	156,131	155,001	311,128

Capital Improvement Programs

For the 2021 construction year, the Capital Improvement project budget includes projects adopted by the Council last June as well as the carryover of projects that were not completed in the last fiscal year. Total project costs are \$10.6M with \$694K from the General Fund, which includes \$44K for overhead for Parks Facilities (Fund 12). Projects for the 2021 construction year include:

- 2020/2021 Street Maintenance Programs
- Pedestrian flashing beacon at the roundabout
- Reliez Valley Pathway Reconstruction
- Storm Drain Rehabilitation
- BART to Downtown Pedestrian/Bike Connector
- Pleasant Hill Road Resurfacing
- Mt. Diablo Court Traffic Signal
- Burton Valley Pilot Study
- Rain Garden at Oakbridge Parking Lot

Funding for CIP projects comes from a combination of State & Federal grants, Gas Tax, Measure J, Waste Management Mitigation Fees, Regional Fees and Development Fees. A detailed table showing project funding is shown in the CIP Summary on page 13.

RECREATION PROGRAMS

While the City have been able to maintain most of its operations seamlessly through the pandemic, Recreation Programs (Fund 31) has been hardest hit. Although the Recreation team moved quickly and creatively to continue to offer programs virtually, the inability to offer in-person classes and daycare is expected to impact revenue significantly. As a result, the budget for FY20-21 shows a loss of \$130K (including transfers) for the program, which is a first in over 20 years. Given that the surplus fund balances for this program contribute to the General Fund Reserve, a loss in these programs directly impacts the reserve. However, in prior years, the program has contributed up to \$200K in surpluses towards the General Fund reserves, therefore a loss during this unprecedented year is not of particular concern. Once the pandemic

eases, revenue in this fund is expected to return quickly to more “normal” levels, until that time however, the Assistant Recreation Coordinator position will remain vacant.

DISCUSSION

While the City is showing a substantial balance over the target reserve amount, much is still unknown as to how the pandemic will affect revenue going forward, particularly with respect to how long it will take businesses to fully recover. Staff is advising that the Council maintain the cuts previously made and be cautious about adding any new programs or projects to the budget at this time until we have more clarity.

That being said, there remains one item that is currently unbudgeted that the Council deferred in October for reconsideration – the rain garden project. There is currently no capacity for the in-house Engineering team to take on the design of the project and hiring an outside consultant will cost approximately \$55K. There are two options to fund this project: 1) transfer the amount from the General Fund which will slightly impact the reserve or 2) fund the project from the Capital Projects fund balance, which is expected to be \$623K at the end of FY21. While this money is currently unprogrammed, it may impact the ability to fund future CIP projects.

The final budget and audit were considered by the City Council Finance Subcommittee on November 20th. The Finance Subcommittee recommended that the Capital projects fund balance be used for the rain garden project and staff concurs with that recommendation.

RECOMMENDATION

Receive the Final FY2020-21 Municipal Budget and Workplan and adopt Resolution 2020-43.

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

<i>FUND #</i>	<i>FUND</i>	<i>Actual 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	\$18,058,287	\$15,875,670	\$25,000	\$1,900,398	\$14,642,572	\$3,545,477	\$13,870,509	(\$4,187,778)	(\$5,497,523)	\$8,372,986
12	Parks Facilities	\$1,407,827	739,697	59,352	0	1,445,702	180,000	581,174	(826,653)	0	\$581,174
14	Capital Improvement Projects	\$4,273,732	4,429,440	4,011,004	0	10,610,849	1,479,820	623,507	(3,650,225)	0	\$623,507
16	Public Facilities	\$620,363	750	5,000	0	300	611,750	14,063	(606,300)	0	\$14,063
17	Parkland Acquisition	\$2,923,350	457,040	21,975	0	121,975	0	3,280,390	357,040	0	\$3,280,390
31	Recreation Programs	\$804,935	1,075,690	0	30,000	1,176,039	0	674,586	(130,349)	0	\$674,586
32	Parking Fund	\$562,270	432,075	0	0	450,024	303,903	240,419	(321,852)	(773,675)	(\$533,256)
34	Vehicle Abatement	\$58,328	15,051	0	0	8,306	0	65,074	6,745	0	\$65,074
36	Senior Transportation	\$195,663	116,500	40,000	0	189,193	70,583	92,387	(103,276)	0	\$92,387
37	Library Operations	\$80,271	943,746	12,000	0	984,870	0	51,147	(29,124)	0	\$51,147
51	Street Lighting	\$193,793	21,700	0	0	26,920	0	188,573	(5,220)	0	\$188,573
52	Core Area Maintenance	\$76,020	354,776	146,214	0	472,009	105,000	-	(76,020)	0	\$0
53	Stormwater Pollution	(\$4,525)	366,555	205,228	0	567,258	0	-	4,525	0	\$0
69	SB1 Gas Tax	\$434,067	457,473	0	789,294	0	0	102,246	(331,821)	0	\$102,246
71	Gas Tax	\$987,109	631,235	0	1,526,710	0	0	91,634	(895,475)	0	\$91,634
72	Meas.J Return-to-Source	\$987,109	471,532	0	1,045,000	65,801	179,915	167,925	(819,184)	0	\$167,925
73	Supp. Law Enf. Services	\$442	155,947	486,517	0	642,464	0	442	0	0	\$442
74	School Bus Program	\$887,905	1,080,132	0	0	677,087	200,000	1,090,950	203,045	0	\$1,090,950
75	City Office Development	\$5,210,193	25,000	0	0	0	0	5,235,193	25,000	0	\$5,235,193
76	Insurance	\$3,598,684	15,000	279,112	0	279,112	500,000	3,113,684	(485,000)	0	\$3,113,684
78	General Obligation Bond Payments	\$555,916	559,357	0	0	728,667	0	386,606	(169,310)	0	\$386,606
38	Housing Successor Agency	\$1,583,472		0	0	0	0	1,583,472	0	0	\$1,583,472
87	Successor Agency	(\$5,736,968)	2,647,245	0	0	327,607	0	(3,417,330)	2,319,638	6,273,008	\$2,855,678
90	Redevelopment Debt	(\$32,490,152)	0	0	0	2,569,638	0	(35,059,790)	(2,569,638)	31,797,005	(\$3,262,785)
	GRAND TOTAL	\$5,268,092	\$30,871,611	\$5,291,402	\$5,291,402	\$35,986,394	\$7,176,448	(\$7,023,139)	(\$12,291,231)		

CITY OF LAFAYETTE

2020-2021 FINAL BUDGET

RESERVE STANDARD & CASH POSITION

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

CALCULATION OF TARGET RESERVE BALANCE	Actual for June 30, 2019	Actual for June 30, 2020	Final for June 30, 2021
General Fund Expenditures	\$13,134,315	\$13,010,610	\$14,642,572
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>146,214</i>
<i>Stormwater Pollution Fund</i>		<i>100,000</i>	<i>205,226</i>
<i>Supplementary Law Enforcement</i>	<i>445,938</i>	<i>433,479</i>	<i>486,517</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>237,284</i>	<i>279,112</i>
<i>One time adjustments</i>			
Subtotal Transfers	2,063,234	\$1,529,115	1,529,071
TOTAL EXPENDITURES + TRANSFERS	15,197,458	14,539,724	16,171,643
Multiply total by goal:	60%	60%	60%
TARGET RESERVE:	\$9,118,529	\$8,723,835	\$9,702,986

ESTIMATED CASH POSITION		Actual for June 30, 2019	Actual for June 30, 2020	Final for June 30, 2021
Fund #	Core Operations Funds (net of sinking funds)			
11	General Fund	12,986,592	\$14,568,028	\$13,870,509
31	Recreation Programs	779,239	804,935	674,586
76	Insurance	3,077,851	3,098,684	3,113,684
	Net Core Operations Fund Balance	16,843,682	18,471,647	17,658,779
	Less Accrued RDA Interest & Loans	(5,180,236)	(5,337,401)	(5,497,523)
	Total Core Cash Position	11,663,446	13,134,246	12,161,256
	% of General Fund Expenditures	77%	90%	75%
	Excess Total Cash Position Over GF Reserve Target:	2,544,917	4,410,411	2,458,270

Fund #	Project Funds	
32	Parking Programs	240,419
75	City Offices	5,235,193
	Net Project Fund Balance	5,475,612
	Less Loans from Parking Programs	(773,675)
	Total Cash Position of Project Funds	4,701,937

FINANCIAL DASHBOARD			
Days Cash Available	280	330	274
Budget to Actual Performance			
Expenses	92%	85%	N/A
Revenue	109%	102%	N/A
Working Capital	N/A	N/A	208%
Retirement Payments as % of General Fund Revenue	4.1%	4.2%	4.4%

5-YEAR BUDGET FORECAST

	Actual 2019/20	Final 2020/21	Multiplier	Projected 2021/22	Multiplier	Projected 2022/23	Multiplier	Projected 2023/24	Multiplier	Projected 2024/25
Estimated Beginning Fund Balance	11,663,446	13,134,246		12,161,256		10,893,687		9,642,565		8,448,996
Sources										
Property Tax	5,584,865	5,752,411	3.5%	5,953,745	3.5%	6,162,126	3.5%	6,377,800	3.5%	6,601,023
Sales Tax	2,860,285	2,534,900	4%	2,627,000	2%	2,684,000	2%	2,741,000	2%	2,797,000
Revenue From State	3,253,192	3,325,263	3%	3,408,395	3%	3,493,604	3%	3,580,945	3%	3,670,468
Franchise Tax	1,498,764	1,477,596	2%	1,507,148	2%	1,537,291	2%	1,568,037	2%	1,599,397
Investments	442,350	215,000	2%	219,300	2%	223,686	2%	228,160	2%	232,723
Hotel Tax	551,187	285,000	2%	498,750	2%	508,725	2%	518,900	2%	529,277
Property Transfer Tax	287,411	250,000	3%	257,500	3%	265,225	3%	273,182	3%	281,377
Misc Fees, Fines, Revenue, COPS Grant	1,028,556	896,447	2%	914,376	2%	932,663	2%	951,317	2%	970,343
Planning Fees	1,239,645	850,000	3%	871,250	3%	893,031	3%	915,357	3%	938,241
CARES Act Money		300,000								
Total Sources	16,746,253	15,886,617	2%	16,257,463	3%	16,700,352	3%	17,154,696	3%	17,619,851
Uses										
Police	6,148,307	6,788,358	4%	7,043,834	4%	7,325,587	4%	7,618,611	4%	7,923,355
Public Works	1,883,369	2,101,525	3%	2,164,571	3%	2,229,508	3%	2,296,393	3%	2,365,285
Administration	2,567,404	2,828,092	3%	2,912,935	3%	3,000,323	3%	3,090,333	3%	3,183,042
Council /Commissions	1,241,189	1,809,507	3%	1,863,792	3%	1,919,706	3%	1,877,297	3%	1,933,616
Planning & Engineering Expenses	1,440,891	1,607,420	3%	1,655,643	3%	1,705,312	3%	1,656,471	3%	1,706,165
Potential Savings	337,113	150,135	3%	154,639	3%	159,278	3%	164,057	3%	168,978
				(400,000)		(400,000)		(400,000)		(400,000)
Total Uses	13,618,273	15,285,036	1%	15,395,413	4%	15,939,714	2%	16,303,161	4%	16,880,442
General Fund Transfers to:										
Public Facilities	140,519	5,000	0%	5,000	0%	5,000	0%	5,000	0%	5,000
Parks Facilities/Acquisition	78,449	81,327	4%	84,312	4%	87,405	4%	90,612	4%	93,937
Capital Improvement Program	375,140	650,000	0%	650,000	0%	650,000	0%	650,000	0%	650,000
Library Operations	155,340	12,000	2%	167,240	2%	170,585	2%	173,996	2%	177,476
Core Area Maintenance	203,012	146,214	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	205,228	10%	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	283,797	(94,782)	0%	50,000	0%	50,000	0%	50,000	0%	50,000
Subtotal	2,148,933	1,474,099	44%	2,129,619	-6%	2,011,761	2%	2,045,104	2%	2,079,699
Total Uses	15,767,206	16,759,136	5%	17,525,032	2%	17,951,475	2%	18,348,265	3%	18,960,141
Surplus or (Deficit)?:	979,048	(872,519)		(1,267,569)		(1,251,123)		(1,193,569)		(1,340,290)
Projected Ending Fund Balance	13,134,246	12,161,256	-10%	10,893,687	-11%	9,642,565	-12%	8,448,996	-16%	7,108,705
% of General Fund Expenditures	90%	75%		65%		56%		48%		39%

*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 FINAL 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>Actual for June 30, 2020</i>	<i>Final 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	-	(30,000)	-	(32,892)	(\$32,892)
341.2	Youth Committee Fund Raising Efforts	20,196	20,441	19,953	20,453	\$500
341.3	Environmental Task Force	1,600	3,200	3,200	3,200	\$0
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
341.8	CalRecycle Grant	17,737	17,975	20,909	9,168	(\$11,741)
342.1	Public Art	7,018	7,018	147,722	147,722	\$0
342.2	In Lieu Tree Payments	69,926	108,067	129,191	147,976	\$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	756,178	782,644	\$26,466
342.6	PEG Fees	132,479	220,215	307,866	277,866	(\$30,000)
342.9	Senior Services Bequest	17,309	13,709	10,558	6,958	(\$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	101,101	101,101	\$0
343.5	EMBUD Pathway Woodbury Maintenance	25,000	25,000	25,000	25,000	\$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	65,951	\$35,000
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
	Subtotal	\$3,536,722	\$3,106,462	\$3,490,259	\$3,545,477	\$55,218
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	181,078	231,078	\$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	578,263	167,602	(\$410,661)
340.5	Lafayette Park Terrace Development	-	-	345,000	-	(\$345,000)
343.7	Mt. Diablo Court Improvements	145,000	145,000	145,000	50,000	(\$95,000)
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	861,556	661,556	(\$200,000)
348.3	EBMUD Pathway - Merrill Gardens	15,000	15,000	15,000	15,000	\$0
352.0	Walkway Development Fees	49,281	126,926	212,144	262,144	\$50,000
	Subtotal	\$1,007,463	\$1,766,140	\$1,445,479	\$1,479,820	\$34,341
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
351.5	Police Offices Capital Maintenance Fund	-	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	55,314	57,250	\$1,936
	Subtotal	\$30,120	\$41,047	\$43,099	\$57,250	\$1,936
32 Parking Fund						
341.55	Plaza Way Parking Overlay	\$283,122	\$296,235	\$303,903	\$303,903	\$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	\$152,965	\$179,915	\$58,144
74 School Bus Program						
341.0	Emergency Reserve	\$0	\$0	\$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	\$7,033,698	\$199,039

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

		TRANSFER FROM:						
TRANSFER TO:		11	31	69	71	72	87	
FUND #	FUND	General Fund	Recreation Programs	SB1 Gas Tax	Gas Tax	Measure J-Return to Source	Tax Increment Debt	TOTAL
11	General Fund		25,000					25,000
12	Parks Facilities	59,352						59,352
14	Capital Improvement Projects	650,000		789,294	1,526,710	1,045,000		4,011,004
16	Public Facilities		5,000					5,000
17	Parkland Acquisition	21,975						21,975
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	146,214						146,214
53	Stormwater Pollution	205,228						205,228
71	Gas Tax							-
72	Meas.J Return-to-Source							-
73	Supp. Law Enf. Services	486,517						486,517
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	1,900,398	30,000	789,294	1,526,710	1,045,000	2,569,638	7,861,040

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

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

07-Dec-20

CY	Project Name / Funding Source	State and Federal Grants & Measures	SB-1 RMRA	Measure J	Gas Tax	General Fund	Waste Management Mitigation	LFFA	Development Fees	Fund Balances	Total
FUND 12 - PARKS FACILITIES											
	Overhead					44,352					\$44,352
	Subtotal	\$0	\$0	\$0	\$0	\$44,352	\$0	\$0	\$0	\$0	\$44,352

FUND 14 - CAPITAL IMPROVEMENT PROJECTS											
	2021 Street Maintenance Program		420,000	535,000	680,000	193,524	1,017,000	200,000			3,045,524
	PedXing Beacon @ Roundabout	23,100									23,100
	Reliez Valley Pathway Reconstructon									209,718	209,718
	Storm Drain Rehabilitation Project				296,710						296,710
	2020 Street Maintenance Project		369,294	510,000	550,000		808,000				2,237,294
	BART to Downtown Ped/Bike Connector	1,979,000							658,949		2,637,949
	Rain Garden at Oak Bridge Parking Lot	189,000								11,000	200,000
	Pleasant Hill Road Resurfacing	694,000								320,078	1,014,078
	Mt. Diablo Court Traffic Signal								440,000		440,000
	Burton Valley Pilot Study									50,000	50,000
	Overhead					456,476					456,476
	Subtotal	2,885,100	789,294	1,045,000	1,526,710	650,000	1,825,000	200,000	1,098,949	590,796	10,610,849

	State and Federal Grants & Measures	SB-1 RMRA	Measure J	Gas Tax	General Fund	Waste Management Mitigation	LFFA	Development Fees	Fund Balances	GRAND TOTAL
GRAND TOTAL:	\$2,885,100	\$789,294	\$1,045,000	\$1,526,710	\$694,352	\$1,825,000	\$200,000	\$1,098,949	\$590,796	\$10,655,201

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

44172

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$2,924,190	\$3,229,583	\$3,355,560	\$3,198,253	\$3,091,291	-7.9%
705	Temporary Personnel	140,142	127,893	177,590	125,527	98,640	-44.5%
708	Overtime	15,789	11,015	18,000	20,414	20,000	11.1%
711	Social Security	216,922	235,025	267,439	245,284	245,560	-8.2%
714	Worker's Compensation	80,712	128,812	134,390	125,486	115,740	-13.9%
721	Fringe Benefits	907,000	982,925	1,074,510	945,457	1,000,892	-6.9%
Subtotal PERSONNEL		\$4,284,754	\$4,715,254	\$5,027,489	\$4,660,420	\$4,572,124	-9.1%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$21,635	\$30,771	\$23,427	\$25,700	\$25,074	7.0%
743	Postage	6,928	7,631	10,167	7,044	7,940	-21.9%
745	Printing & Binding	8,575	15,598	20,645	31,013	16,500	-20.1%
746	Books & Software	9,761	26,256	28,500	17,270	13,200	-53.7%
748	Special Departmental Supplies	92,758	117,334	102,700	103,384	110,450	7.5%
751	Maintenance of Vehicles	199,967	206,632	164,500	201,120	203,000	23.4%
761	Maintenance of Equipment	16,750	6,315	22,570	25,452	16,550	-26.7%
771	Maintenance of Buildings	36,392	47,463	45,145	51,288	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	21,151	21,287	2.4%
801	Utilities-Water	82,350	99,446	112,620	109,319	115,200	2.3%
805	Utilities-Sewer	3,191	4,166	4,551	4,894	5,300	16.5%
811	Utilities-Gas & Electric	49,487	62,382	55,200	62,623	68,000	23.2%
821	Utilities-Telephones	70,720	79,212	77,653	82,209	85,962	10.7%
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	15,921	16,295	0.0%
841	Rental Expense	390,759	345,053	357,252	365,365	359,485	0.6%
843	Training	111,691	153,562	158,067	76,688	88,265	-44.2%
850	Contingency	0	0	150	0	150	0.0%
851	Advertising/Legal Notices	20,397	17,251	58,600	16,426	17,100	-70.8%
853	Community Promotion	70,254	52,914	85,100	53,033	63,575	-25.3%
861	Contractual Services	2,960,266	2,568,321	3,143,239	2,424,232	3,126,704	-0.5%
862	Reimbursable Emergency Response	58,340	59,016	60,000	61,046	60,000	0.0%
862	Contract Sheriff Services	3,827,521	3,963,968	4,645,098	4,051,710	4,834,765	4.1%
866	Contractual-Recreation	12,459	12,915	2,650	1,471	1,500	-43.4%
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	5,541	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	\$9,216,057	\$7,813,899	\$9,304,447	1.0%

CAPITAL OUTLAY

902	Land	\$0	\$0	\$0	\$0	\$2	N/A
906	Improvements	242,290	91,007	510,670	201,752	165,000	-67.7%
907	Equipment	369,669	364,090	301,200	334,539	301,000	-0.1%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$611,959	\$455,097	\$811,870	\$536,290	\$466,002	-42.6%

BASE PROGRAM COST	\$12,983,759	\$13,094,314	\$15,055,416	\$13,010,610	\$14,342,572	-4.7%
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999	Total Savings Carried Forward	\$0	\$0	\$250,010	\$0	\$300,000	20.0%
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TOTAL G.F. EXPENDITURES	\$12,983,759	\$13,094,314	\$15,305,426	\$13,010,610	\$14,642,572	-4.3%
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CITY OF LAFAYETTE
 2020-2021 FINAL BUDGET
 EXPENDITURE SUMMARY - ALL FUNDS

07-Dec-20

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$4,281,691	\$4,475,234	\$4,763,695	\$4,604,829	\$4,483,081	-5.9%
705	Temporary Personnel	455,138	492,179	510,590	458,625	481,469	-5.7%
708	Overtime	28,862	17,288	23,000	26,797	25,000	8.7%
711	Social Security	343,023	358,056	401,018	380,521	381,701	-4.8%
714	Worker's Compensation	124,242	193,117	200,553	190,766	180,129	-10.2%
721	Fringe Benefits	1,364,034	1,396,144	1,568,967	1,409,634	1,470,898	-6.3%
	Subtotal PERSONNEL	\$6,596,990	\$6,932,017	\$7,467,823	\$7,071,172	\$7,022,277	-6.0%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$31,547	\$41,309	\$37,306	\$33,068	\$36,214	-2.9%
743	Postage	21,801	23,946	28,838	25,265	16,591	-42.5%
745	Printing & Binding	45,281	50,981	58,661	66,096	30,700	-47.7%
746	Books & Software	9,901	26,341	31,950	17,474	16,650	-47.9%
748	Special Departmental Supplies	148,580	188,496	188,430	190,174	190,850	1.3%
751	Maintenance of Vehicles	239,639	245,824	214,500	231,880	250,600	16.8%
761	Maintenance of Equipment	18,322	12,472	34,820	28,315	26,250	-24.6%
771	Maintenance of Buildings	116,004	126,310	175,645	141,599	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	21,240	22,087	1.4%
801	Utilities-Water	112,594	140,324	151,695	151,379	155,500	2.5%
805	Utilities-Sewer	6,152	8,193	11,651	10,650	12,400	6.4%
811	Utilities-Gas & Electric	139,737	166,467	182,800	164,941	199,000	8.9%
821	Utilities-Telephones	88,524	96,650	99,569	101,544	128,228	28.8%
825	Utilities-Garbage Disposal	0	0	1,200	0	60	-95.0%
831	Utilities-Street Lighting	64,220	65,411	66,420	62,537	68,420	3.0%
835	Utilities-Traffic Signals	15,390	15,223	16,295	15,921	16,295	0.0%
841	Rental Expense	462,108	413,690	429,508	435,648	434,232	1.1%
843	Travel and Training	116,359	161,514	166,567	81,613	92,065	-44.7%
850	Contingency	0	0	150	0	150	0.0%
851	Advertising/Legal Notices	22,724	18,359	61,400	16,426	18,650	-69.6%
853	Community Promotion	259,845	241,128	324,100	157,486	246,575	-23.9%
861	Contractual Services	6,290,476	5,447,921	6,234,761	4,750,113	4,913,087	-21.2%
861.5	Reimbursable Emergency Response	60,499	67,735	74,500	62,318	74,500	0.0%
862	Contract Sheriff Services	4,374,949	4,549,322	5,252,760	4,659,373	5,477,229	4.3%
866	Contractual-Recreation	460,050	552,518	502,650	467,227	296,813	-41.0%
881	Premium Payment-Liability	294,928	219,936	209,846	233,708	239,496	14.1%
885	Insurance and Surety Bonds	599	0	27,404	0	28,000	2.2%
891	Claims Payments	7,016	4,886	15,000	24,612	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	\$15,213,622	\$12,745,642	\$16,481,392	8.3%

CAPITAL OUTLAY

902	Land	\$0	\$1,100,000	\$0	\$0	\$2	N/A
906	Improvements	2,168,798	2,468,588	10,684,950	3,201,875	11,833,723	10.8%
907	Equipment	378,348	455,700	365,730	377,698	349,000	-4.6%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$2,547,147	\$4,024,289	\$11,050,680	\$3,579,573	\$12,182,725	10.2%

BASE PROGRAM COST	\$33,318,168	\$24,636,316	\$33,732,124	\$23,396,387	\$35,686,394	5.8%
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999	Total Savings Carried Forward	\$0	\$0	\$250,010	\$0	\$300,000	20.0%
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TOTAL EXPENDITURES	\$33,318,168	\$24,636,316	\$33,982,135	\$23,396,387	\$35,986,394	5.9%
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CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
110	City Council	\$129,912	\$255,650	\$247,650	\$176,327	\$254,065	2.6%
115	Public Art	154,642	59,138	170,619	39,378	138,628	-18.8%
120	Trans/Circ Commission	165,989	93,663	129,349	84,808	110,242	-14.8%
130	Crime Prevention Com.	33,256	87,983	109,976	89,372	110,678	0.6%
140	Parks, Trails & RecCommission	101,195	108,648	183,671	75,677	167,061	-9.0%
141	Senior Services	132,369	143,401	202,912	137,982	143,188	-29.4%
142	Youth Commission	37,875	43,543	55,209	38,647	38,981	-29.4%
150	Planning Commission	324,355	332,638	520,715	290,022	515,698	-1.0%
151	Design Rev. Commission	323,328	328,426	319,027	293,527	316,099	-0.9%
153	Environmental Task Force	15,033	15,932	14,542	15,448	14,866	2.2%
	Subtotal	\$1,417,954	\$1,469,022	\$1,953,670	\$1,241,189	\$1,809,507	-7.4%

Police Services

210	Police Services	\$4,575,810	\$4,743,448	\$5,225,203	\$4,838,661	\$5,427,284	3.9%
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	21,019	25,950	-17.7%
230	Crossing Guards	50,000	50,000	90,000	68,398	45,000	-50.0%
	Subtotal	\$5,216,310	\$5,411,376	\$5,959,319	\$5,540,644	\$6,145,894	3.1%

Public Works

310	Road & Drain Maintenance	\$834,245	\$684,630	\$849,253	\$717,179	\$804,399	-5.3%
320	Traffic Maintenance	303,912	328,645	502,655	406,953	426,998	-15.1%
340	Parks & Trails Maint.	360,287	416,482	699,306	443,569	429,540	-38.6%
350	Comm. Ctr. Maint.	257,506	291,244	302,222	239,579	270,588	-10.5%
360	Emergency Response	514,449	0	50,000	76,090	170,000	240.0%
	Subtotal	\$2,270,399	\$1,721,001	\$2,403,436	\$1,883,369	\$2,101,525	-12.6%

Planning and Engineering

410	Planning Services	\$770,869	\$703,638	\$752,373	\$609,462	\$750,324	-0.3%
415	Code Enforcement	70,175	80,788	100,653	85,118	74,213	-26.3%
420	Engineering Services	505,983	656,677	952,870	746,311	782,884	-17.8%
	Subtotal	\$1,347,027	\$1,441,103	\$1,805,896	\$1,440,891	\$1,607,420	-11.0%

Administration

510	City Manager	\$540,847	\$633,669	\$544,516	\$464,600	\$482,216	-11.4%
520	Legal Services	704,120	781,234	664,351	668,207	692,019	4.2%
530	City Clerk	155,731	207,325	251,651	223,620	247,885	-1.5%
540	Administrative Services	802,706	792,239	893,899	858,071	896,490	0.3%
545	Communications	2,353	231,003	295,806	246,477	294,327	-0.5%
560	Technology Services	176,281	63,759	184,139	106,429	215,155	16.8%
	Subtotal	\$2,382,037	\$2,709,229	\$2,834,361	\$2,567,404	\$2,828,092	-0.2%

Rent and Expenses

550	Rent and Expenses	\$350,031	\$342,584	\$348,745	\$337,113	\$150,135	-56.9%
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	Subtotal General Fund	\$12,983,759	\$13,094,314	\$15,305,426	\$13,010,610	\$14,642,572	-4.3%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
EXPENDITURE SUMMARY - ALL FUNDS

		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
<i>CAPITAL IMPROVEMENT FUNDS</i>							
12	Parks Facilities	\$31,326	\$23,031	\$1,637,232	\$113,012	\$1,445,702	-11.7%
14	Capital Improvement Projects	2,276,062	2,740,047	8,790,420	3,142,645	10,610,849	20.7%
16	Public Facilities	4,560	31,772	125,300	112,840	300	-99.8%
17	Parkland Acquisition	0	1,238,012	131,217	85,502	121,975	-7.0%
	Subtotal	\$2,311,948	\$4,032,863	\$10,684,168	\$3,454,000	\$12,178,826	14.0%

ENTERPRISE FUNDS

31	Recreation Programs	\$1,212,552	\$1,422,938	\$1,453,287	\$1,392,374	\$1,176,039	-19.1%
32	Parking Fund	548,583	425,644	443,854	442,307	450,024	1.4%
34	Vehicle Abatement	6,817	6,790	9,592	6,997	8,306	-13.4%
36	Senior Transportation	132,349	196,611	186,171	141,697	189,193	1.6%
37	Library Operations	757,977	866,746	1,029,763	812,827	984,870	-4.4%
	Subtotal	\$2,658,277	\$2,918,728	\$3,122,667	\$2,796,201	\$2,808,432	-10.1%

ASSESSMENT DISTRICT FUNDS

51	Street Lighting	\$14,297	\$12,911	\$26,920	\$12,296	\$26,920	0.0%
52	Core Area Maintenance	379,700	372,581	486,246	393,639	472,009	-2.9%
53	Stormwater Pollution	462,563	457,770	569,936	507,620	567,258	-0.5%
	Subtotal	\$856,560	\$843,261	\$1,083,102	\$913,555	\$1,066,187	-1.6%

GOVERNMENTAL FUNDS

71	Gas Tax	\$0	\$0	\$0	\$0	\$0	0.0%
72	Meas.J Return-to-Source	95,948	61,819	82,804	65,963	65,801	-20.5%
73	Supp. Law Enf. Services	547,428	585,354	607,663	607,663	642,464	5.7%
74	School Bus Program	2,019,461	2,041,379	2,177,150	1,639,989	677,087	-68.9%
75	City Office Development	0	0	0	0	0	0.0%
76	Insurance	305,909	215,575	249,662	237,284	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	\$3,710,686	\$3,145,936	\$2,393,131	-35.5%

REDEVELOPMENT AGENCY

87	Successor Agency	\$76,696	\$78,084	\$76,085	\$76,085	\$327,607	330.6%
95	Redevelopment Debt	10,658,776	0	0	0	2,569,638	N/A
	Subtotal	\$10,735,472	\$78,084	\$76,085	\$76,085	\$2,897,245	3707.9%

GRAND TOTAL OF ALL FUNDS		\$33,280,701	\$24,636,316	\$33,982,135	\$23,396,387	\$35,986,394	5.9%
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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 FINAL BUDGET

MONTHLY SALARY RANGES FOR CITY POSITIONS

POSITION	NUMBER OF EMPLOYEES	MINIMUM	MAXIMUM
Accountant	1.00	6,591	8,670
Accounting Assistant	1.00	4,754	6,253
Administrative Analyst	2.00	6,826	8,979
Administrative Assistant	1.00	4,636	6,099
Administrative Services Director	1.00	13,075	17,200
Assistant Administrative Services Director	1.00	11,160	14,681
Assistant Engineer	1.00	7,009	9,220
Assistant Planner	1.00	6,052	7,961
Assistant Recreation Coordinator	0.00	4,206	5,533
Associate Planner	1.00	6,052	7,961
City Clerk	1.00	8,685	11,425
City Manager	1.00	16,071	21,140
Communications Analyst	1.00	6,826	8,979
Construction Inspector	1.00	6,478	8,522
Department Assistant	2.50	5,331	7,013
Engineering Services Manager	1.00	11,153	14,671
Facilities Maintenance Worker I	1.00	4,259	5,603
Facilities Maintenance Worker II	1.00	4,685	6,163
Maintenance Supervisor	2.00	6,967	9,165
Parking Enforcement Officer	1.00	4,563	6,002
Parks and Recreation Director	1.00	11,202	14,735
Planning & Building Director	1.00	12,409	16,323
Planning Technician	2.00	4,936	6,493
Police Services Assistant	3.00	5,134	6,754
Public Works Director & City Engineer	1.00	12,653	16,644
Public Works Maintenance Manager	1.00	8,736	11,492
Recreation Coordinator	2.35	4,948	6,509
Recreation Supervisor	2.00	6,286	8,269
Senior Construction Inspector	1.00	7,450	9,800
Senior Engineer	1.00	8,956	11,781
Senior Planner	2.00	7,733	10,172
Traffic Engineer	1.00	7,733	10,172
Transportation Program Manager	1.00	9,153	12,040
TOTAL:	41.85		

CITY OF LAFAYETTE

2020-2021 FINAL BUDGET

APPROPRIATION LIMITATION

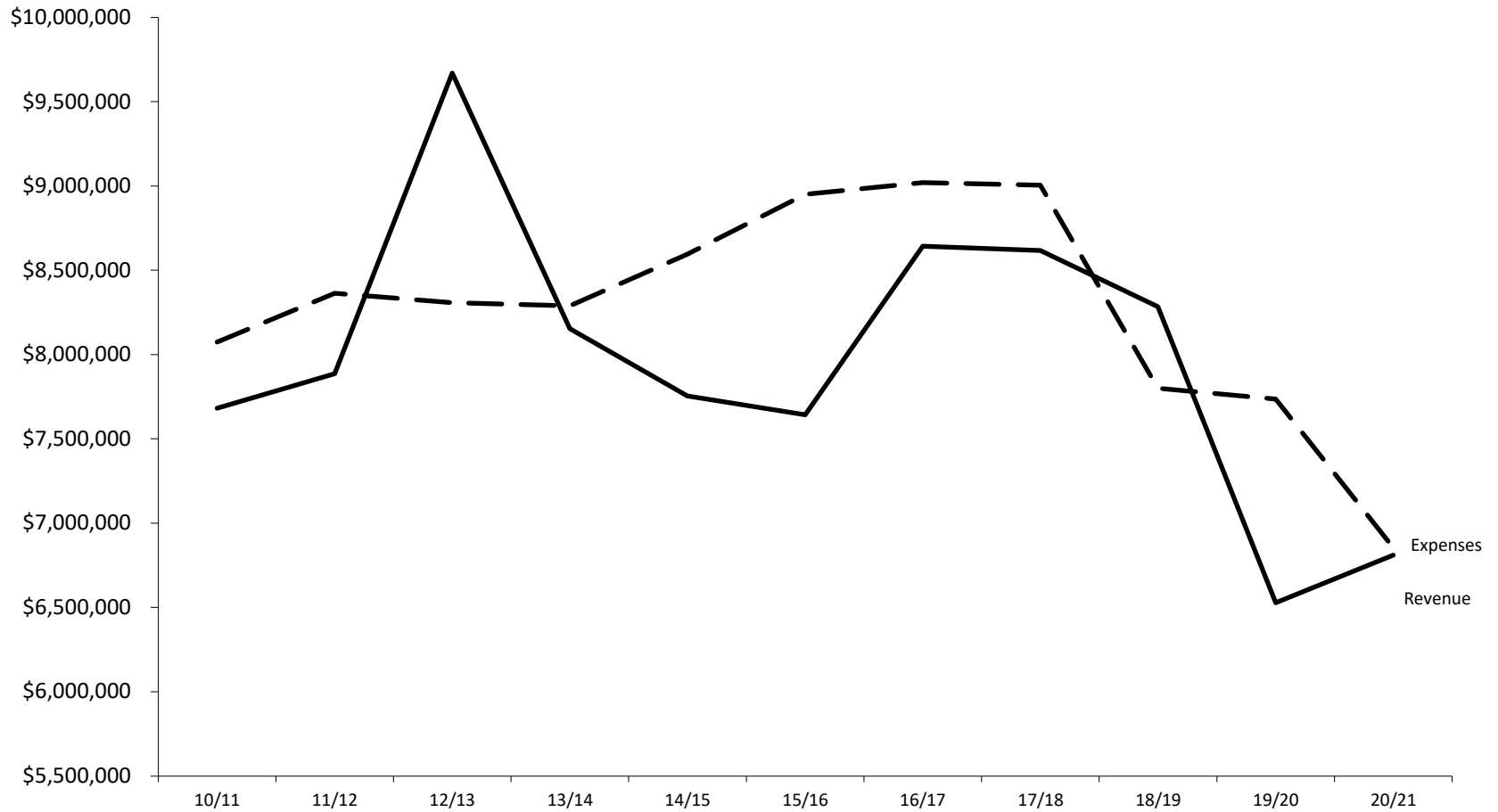
DESCRIPTION

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."

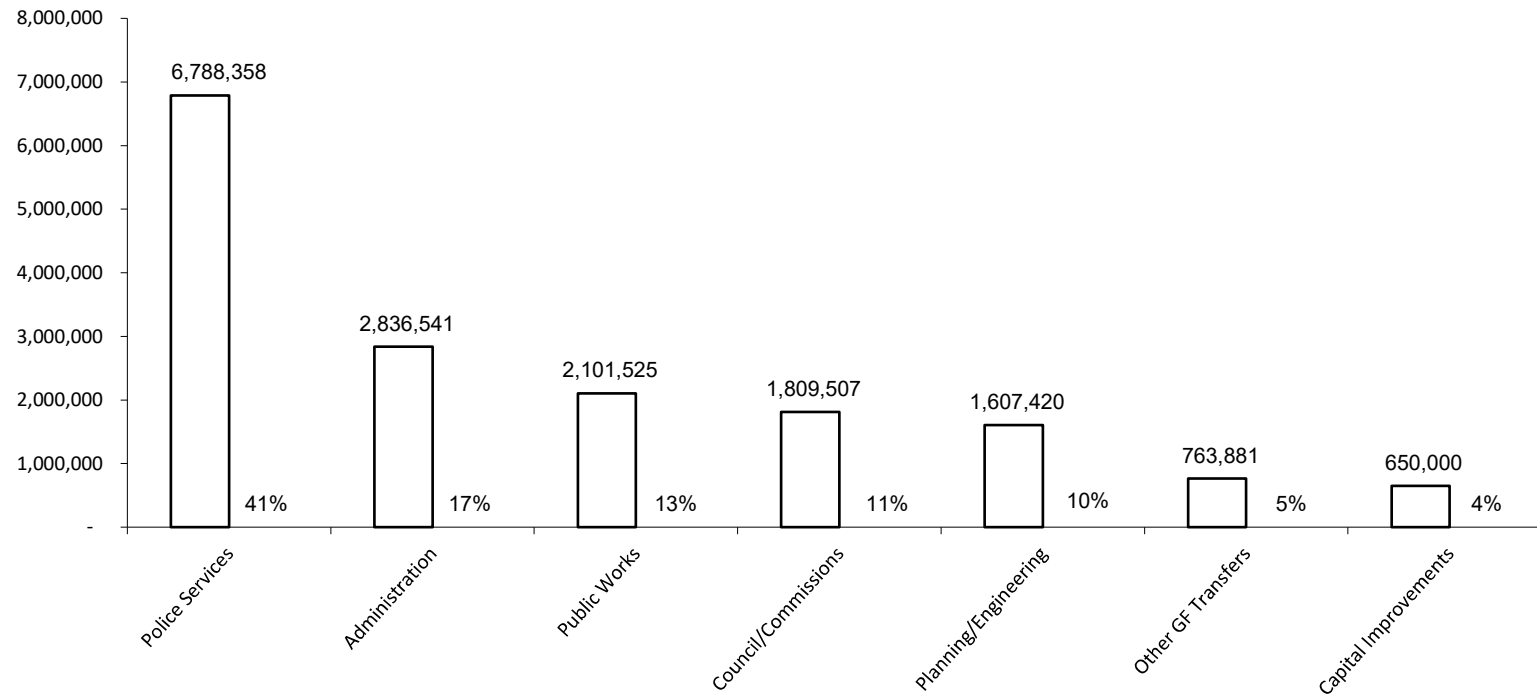
In addition, proceeds of taxes can be spent on several types of appropriations that do not count against the limit. The law allows a city to spend tax proceeds on voter approved debt and the costs of complying with court orders and federal mandates, with certain restrictions. Proposition 111 expanded 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

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

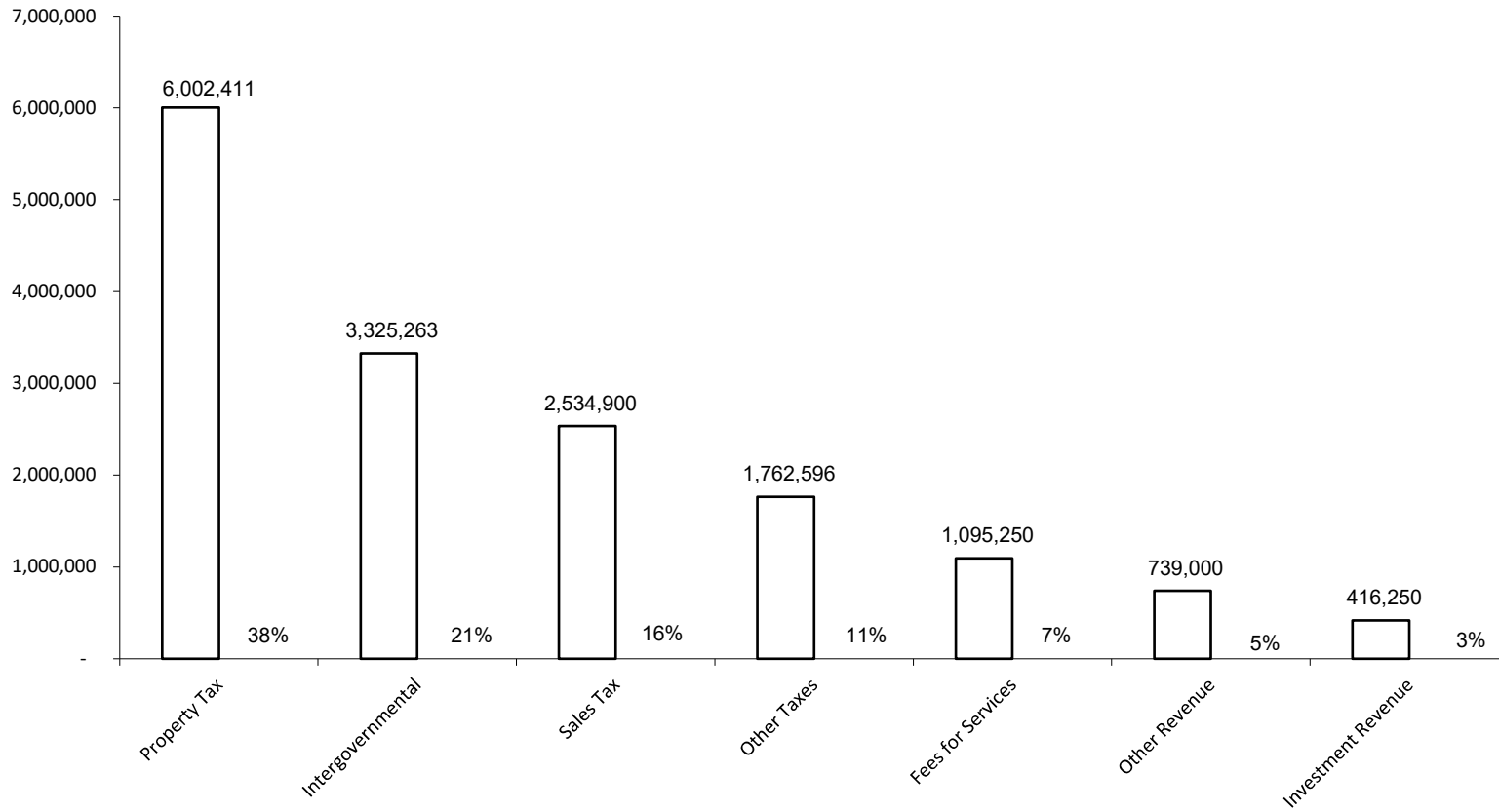


**CITY OF LAFAYETTE
 2020-21 FINAL BUDGET
 GENERAL FUND EXPENDITURES = \$16,548,782***

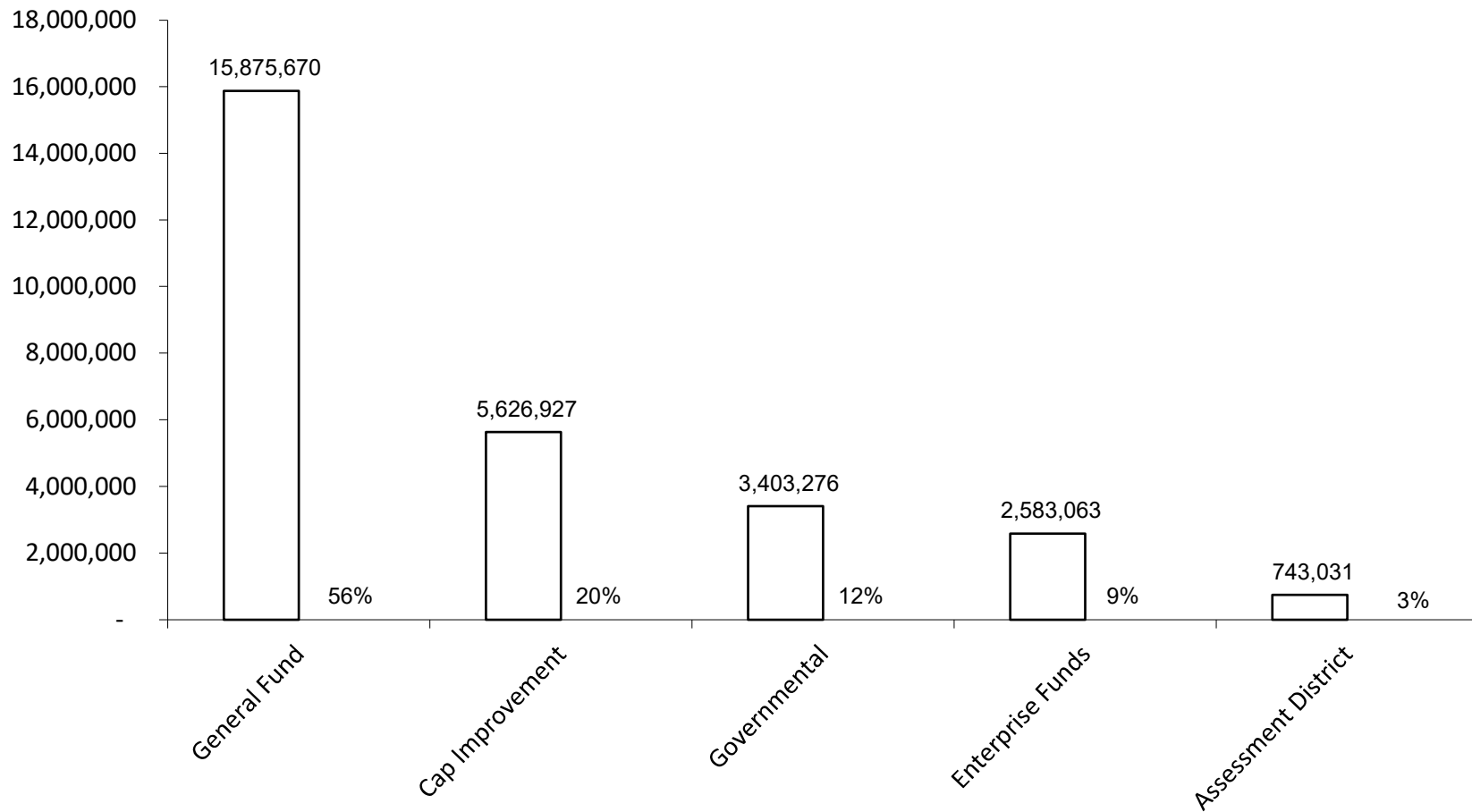


**includes General Fund transfers .*

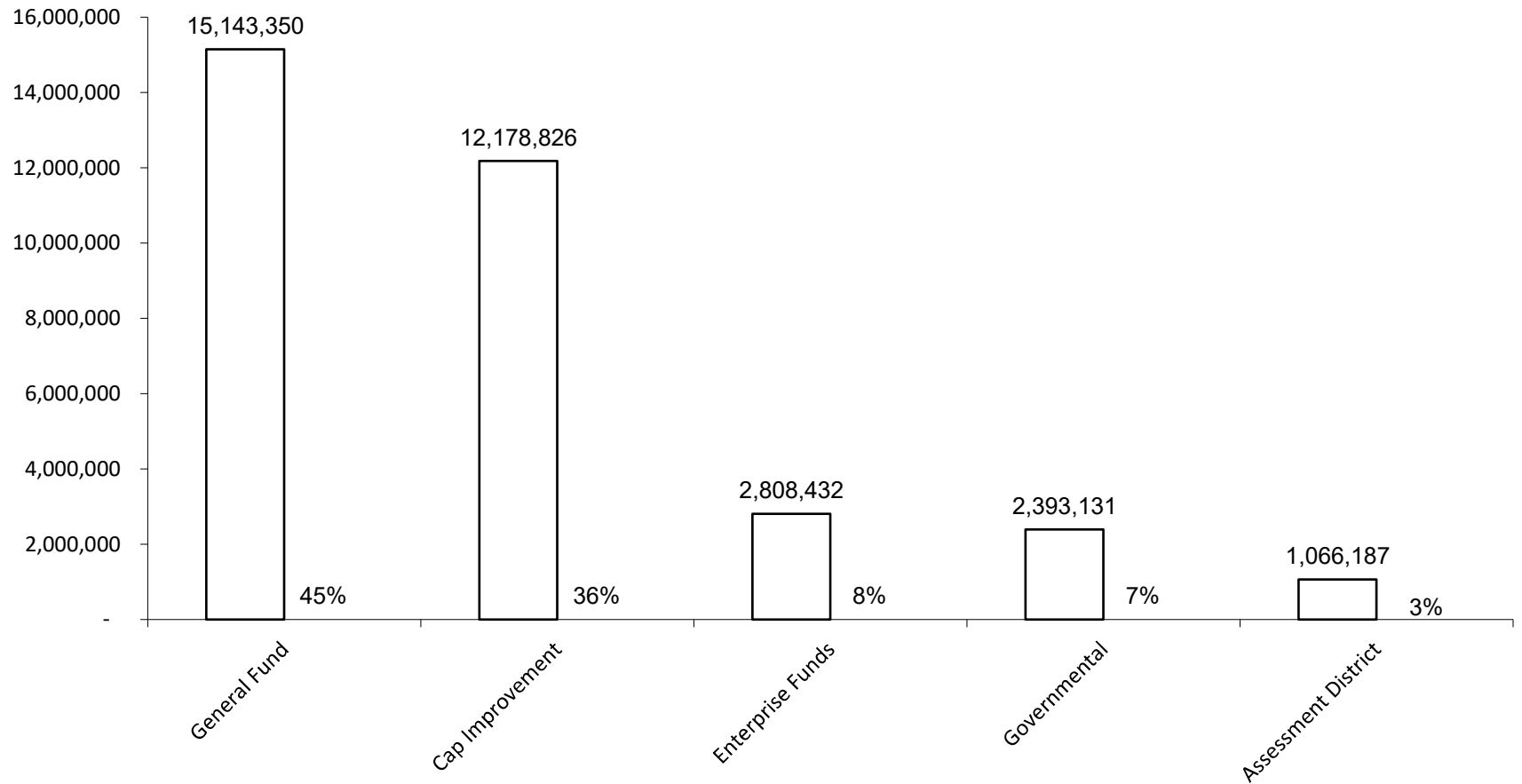
CITY OF LAFAYETTE
2020-21 FINAL BUDGET
GENERAL FUND REVENUES = \$15,875,670



CITY OF LAFAYETTE
2020-21 FINAL BUDGET
ALL REVENUES = \$28,231,966

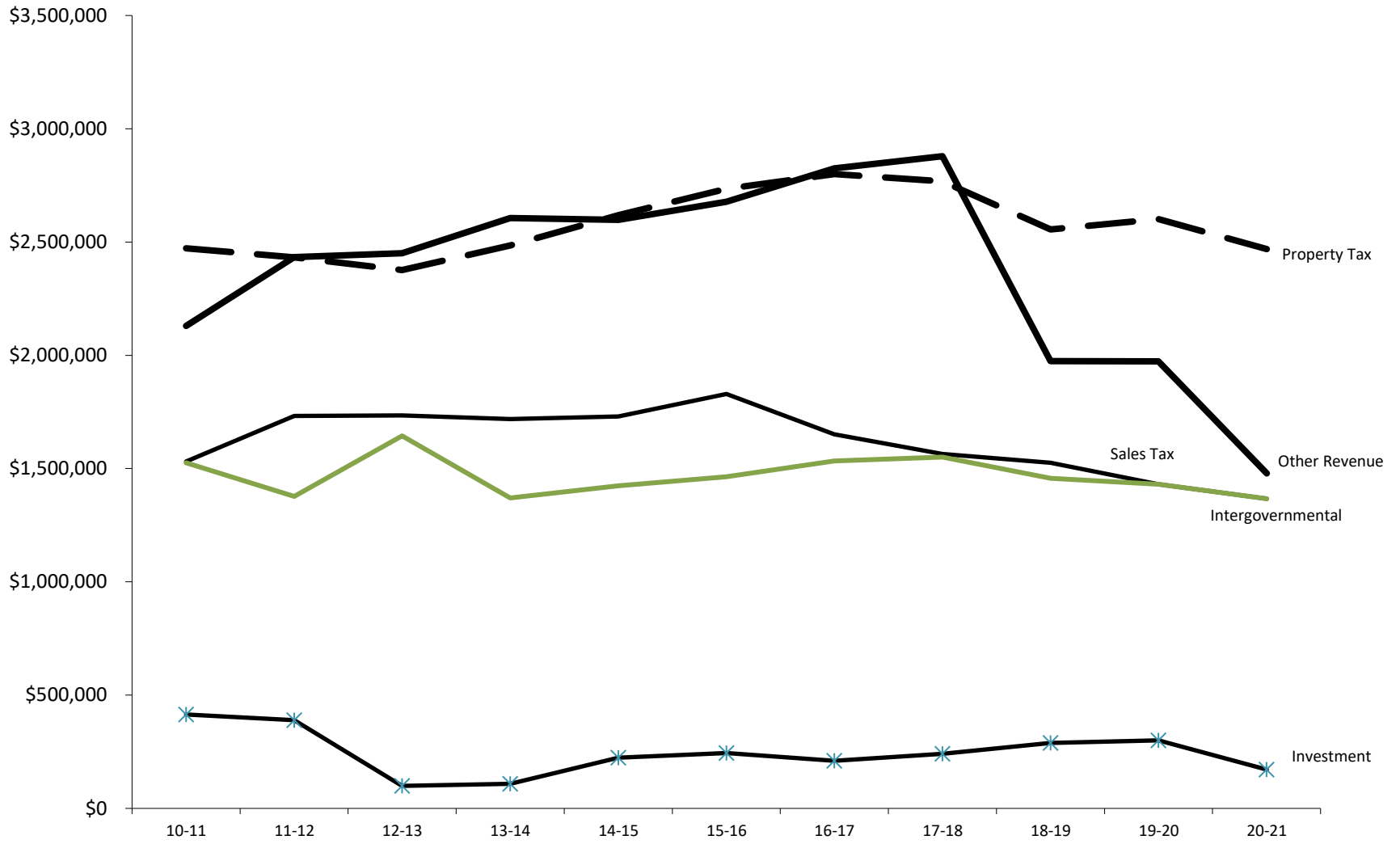


CITY OF LAFAYETTE
2020-21 FINAL BUDGET
ALL EXPENDITURES = \$35,581,478

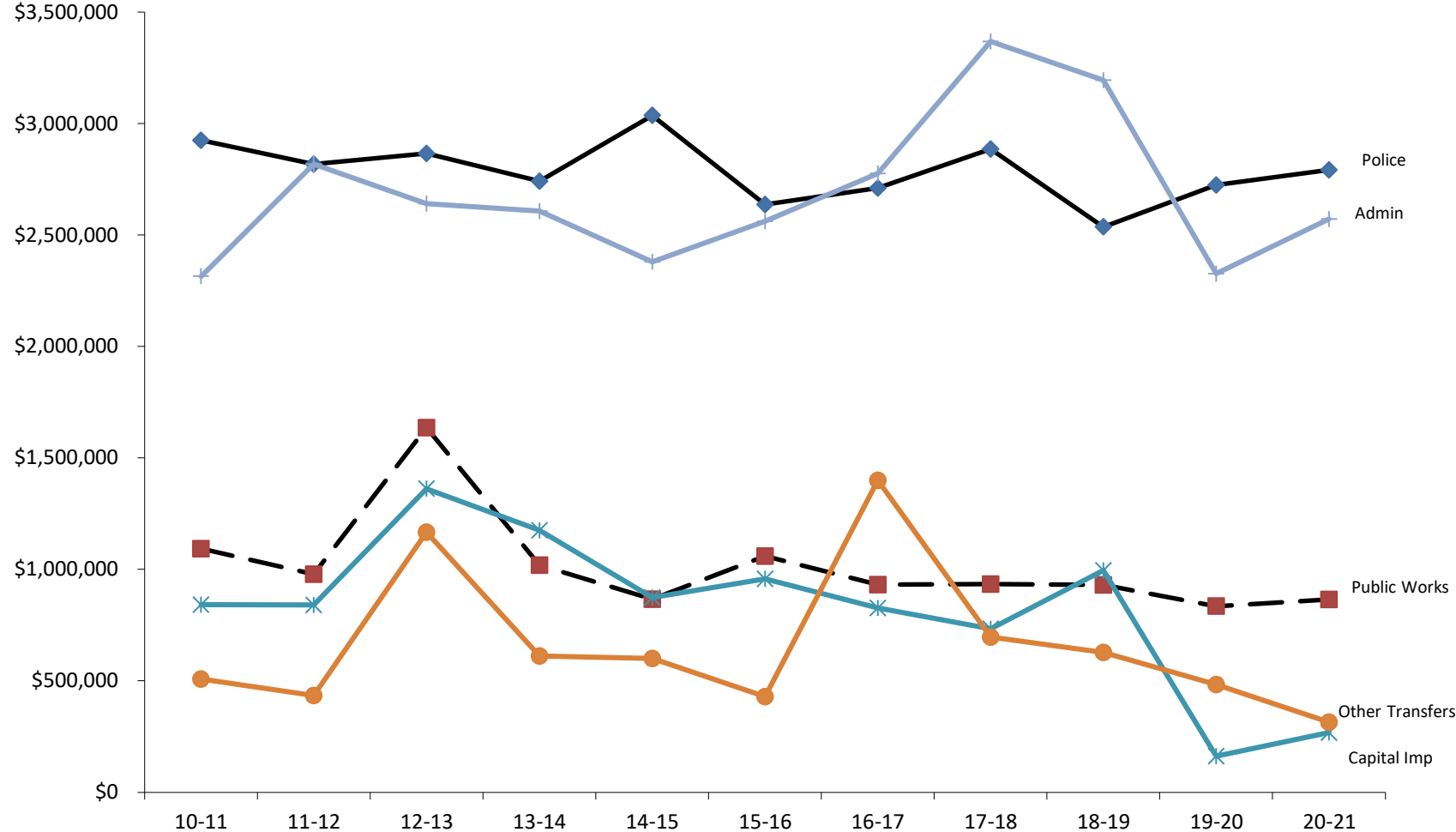


**General Fund expenditures do not include transfers; transfers from General Fund are included in other spending categories*

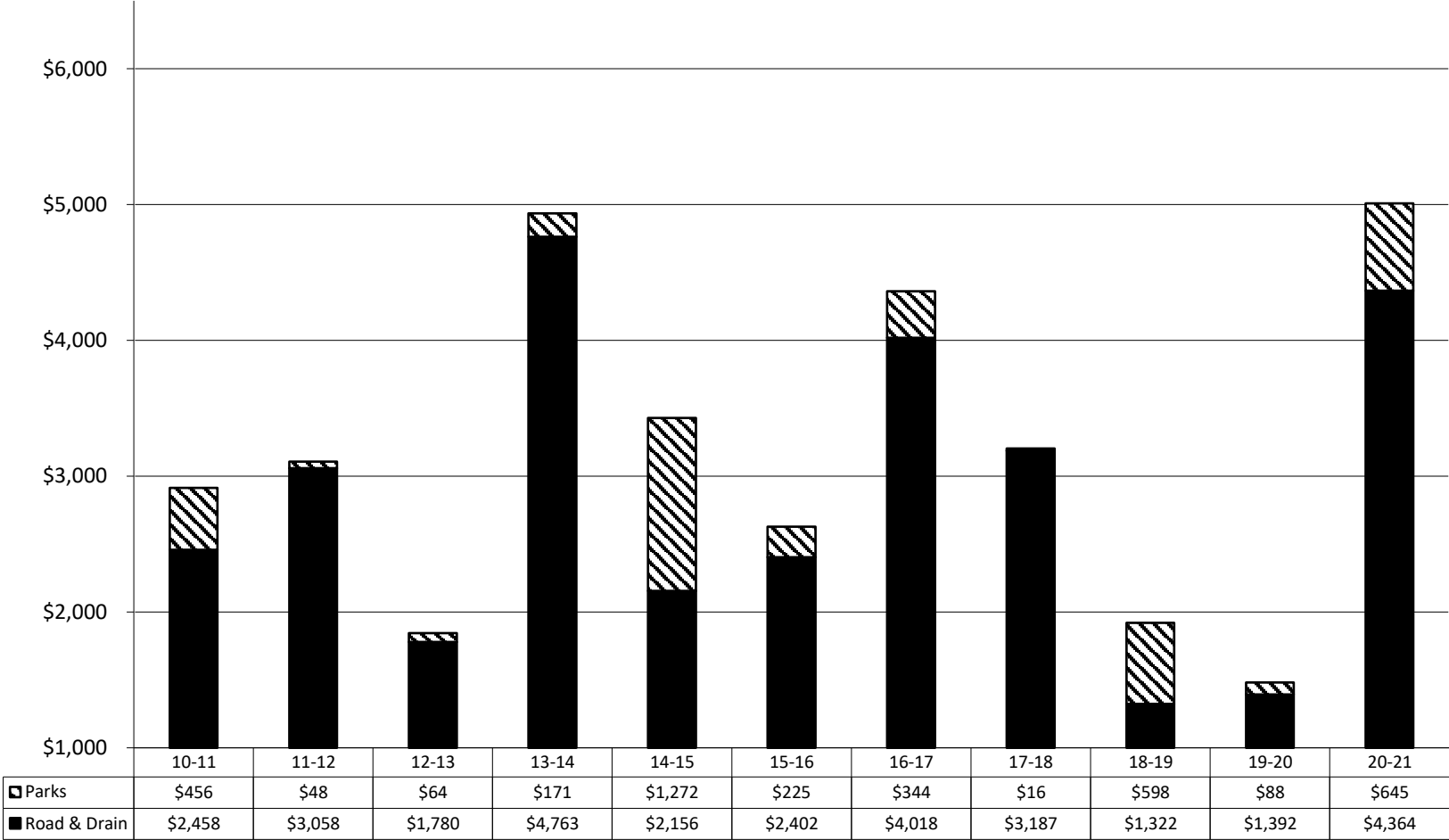
**CITY OF LAFAYETTE
2020-21 FINAL BUDGET
GENERAL FUND REVENUE TRENDS (Constant Dollars)**

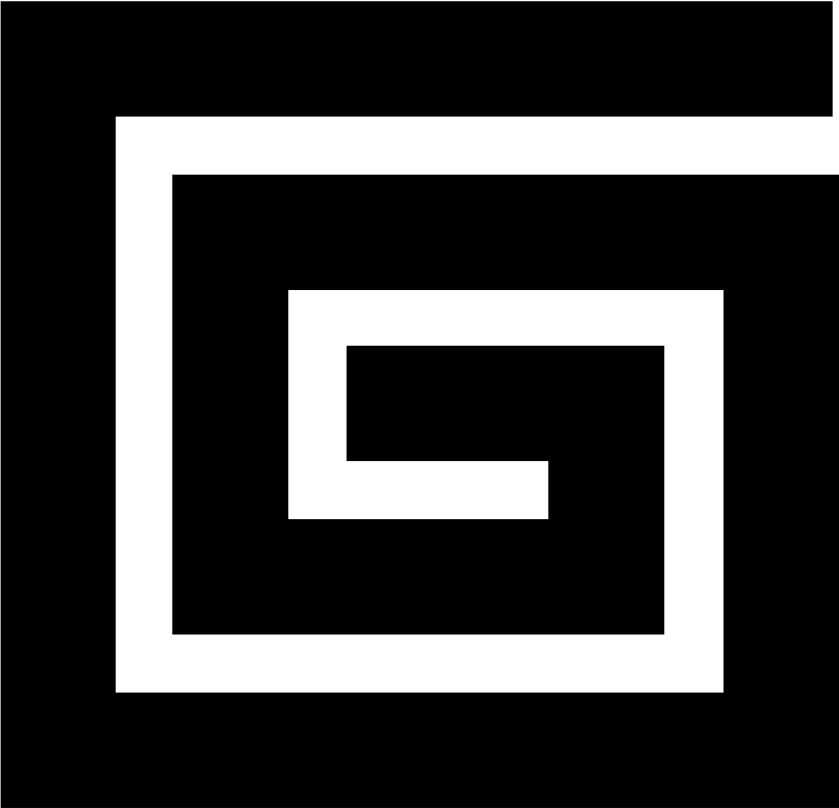
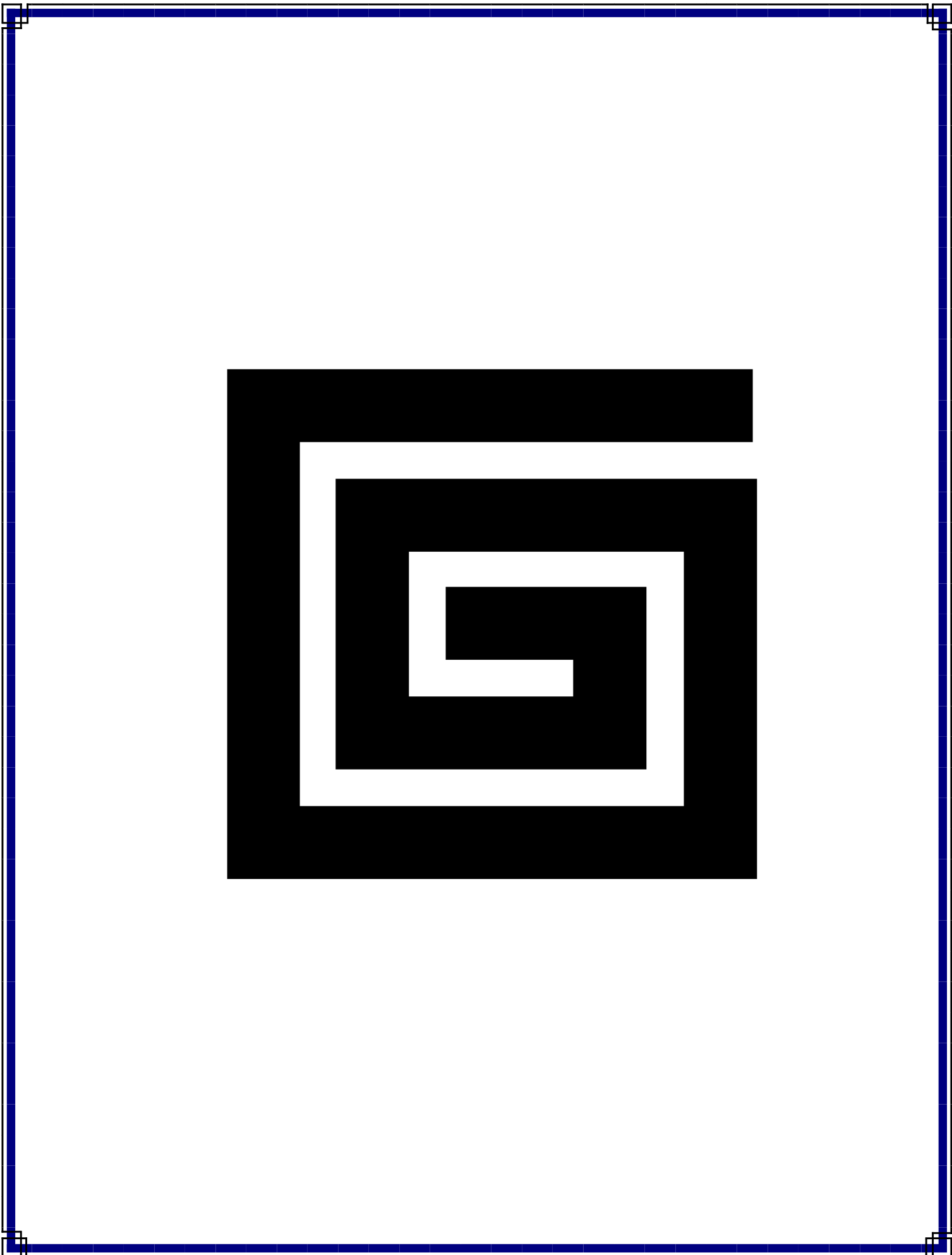


**CITY OF LAFAYETTE
2020-21 FINAL BUDGET
GENERAL FUND EXPENDITURE TRENDS (Constant Dollars)**

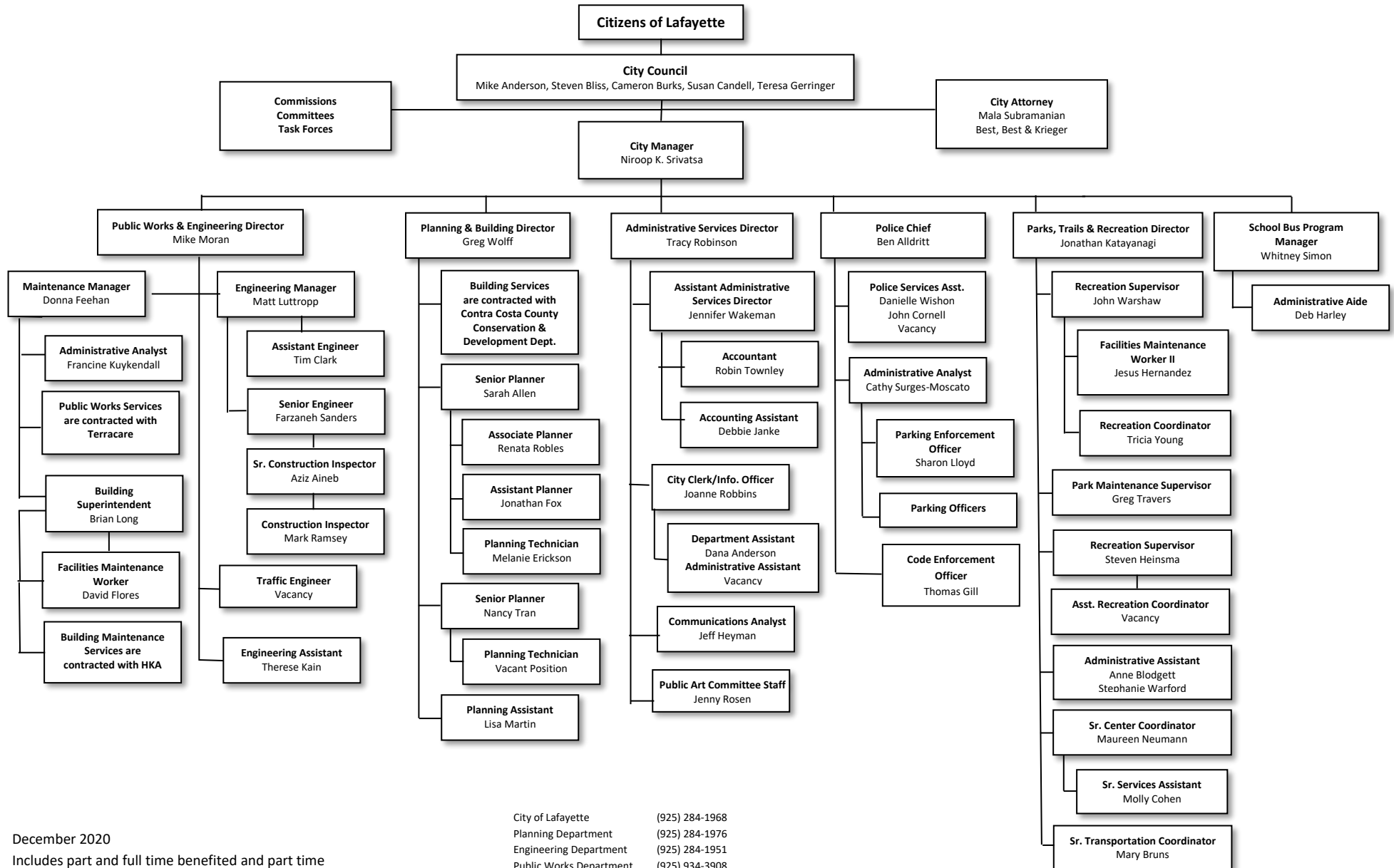


**CITY OF LAFAYETTE
 2020-21 FINAL BUDGET
 CIP EXPENDITURE TRENDS (Constant Dollars in 000's)**





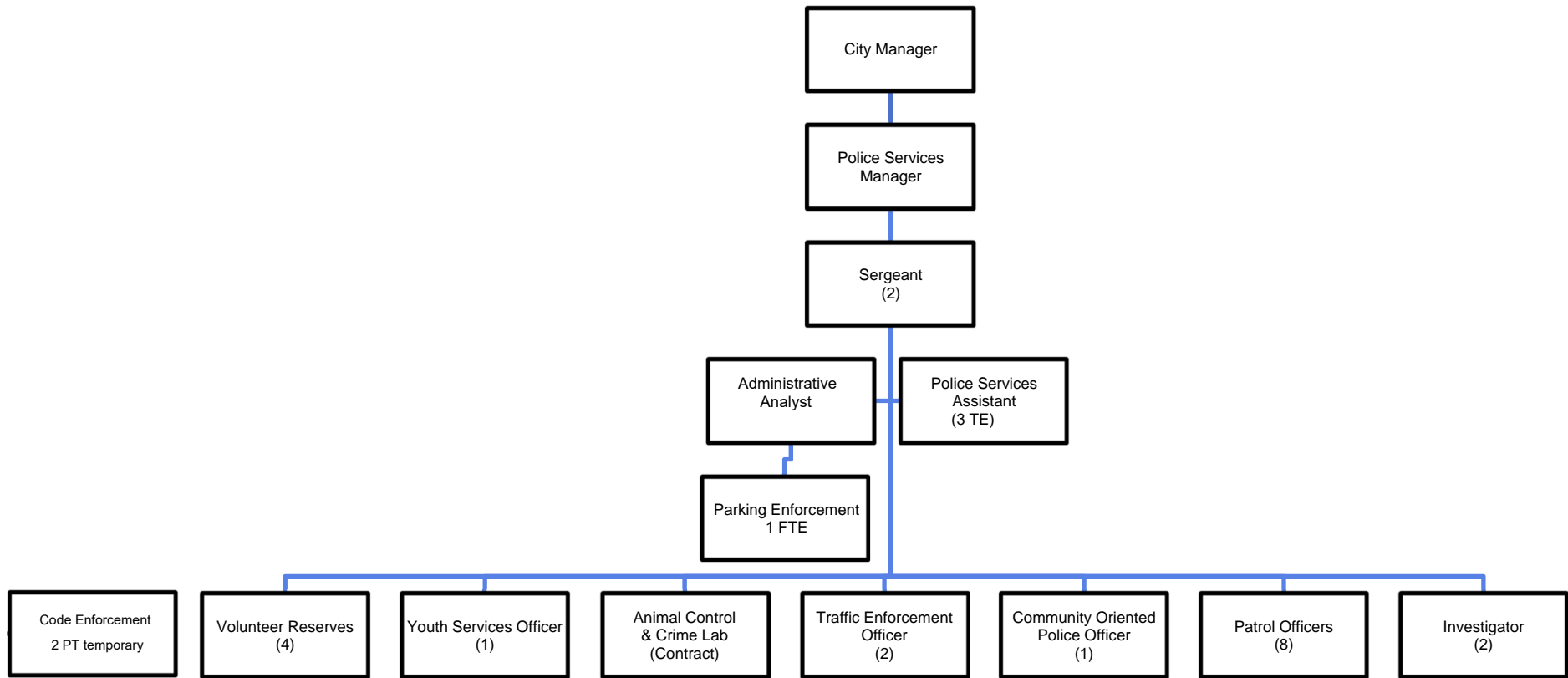
City of Lafayette Organization Chart

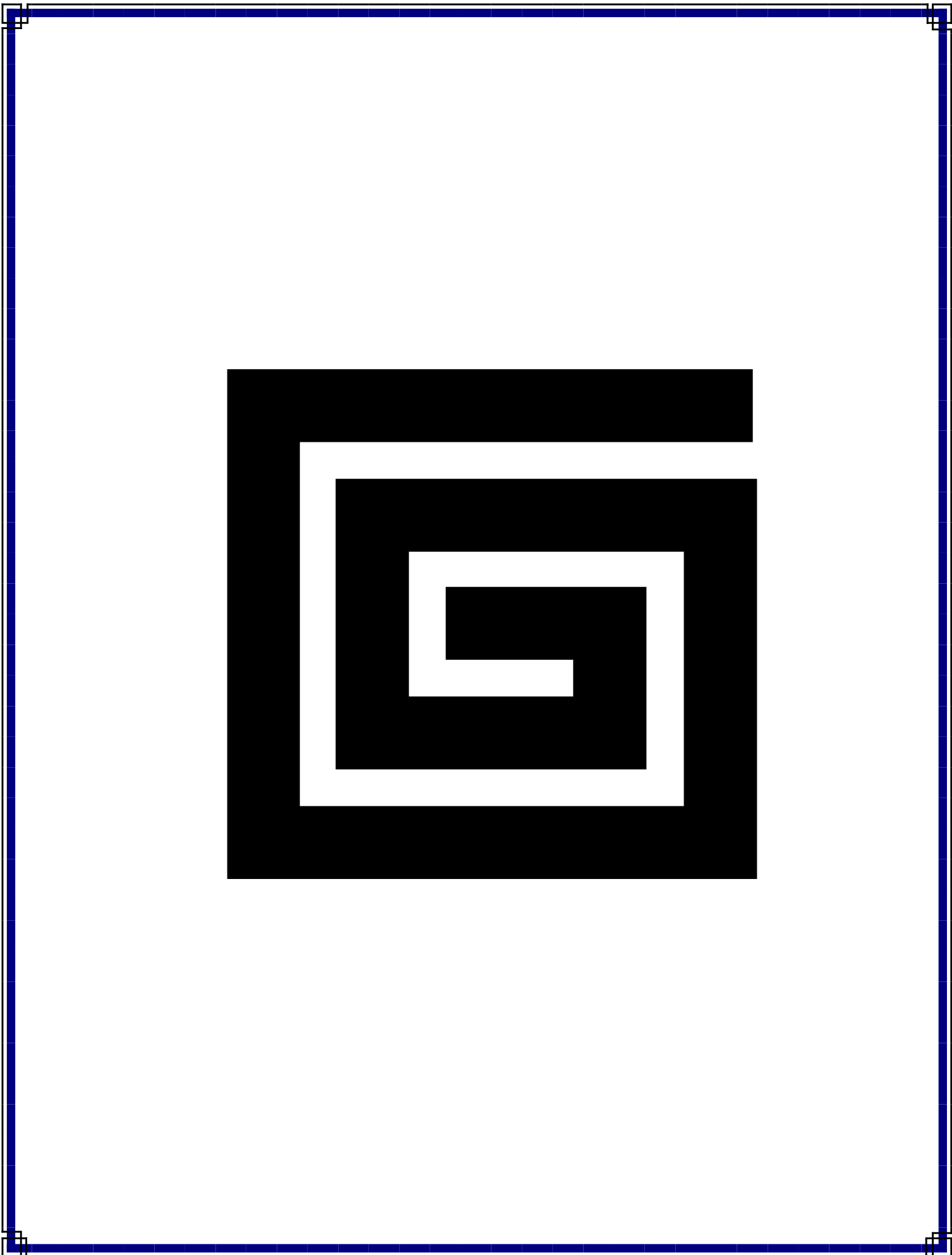


City of Lafayette (925) 284-1968
 Planning Department (925) 284-1976
 Engineering Department (925) 284-1951
 Public Works Department (925) 934-3908
 Parks & Recreation (925) 284-2232
 Email: FirstInitialLastName@lovelafayette.org

December 2020
 Includes part and full time benefited and part time
 non benefited staff

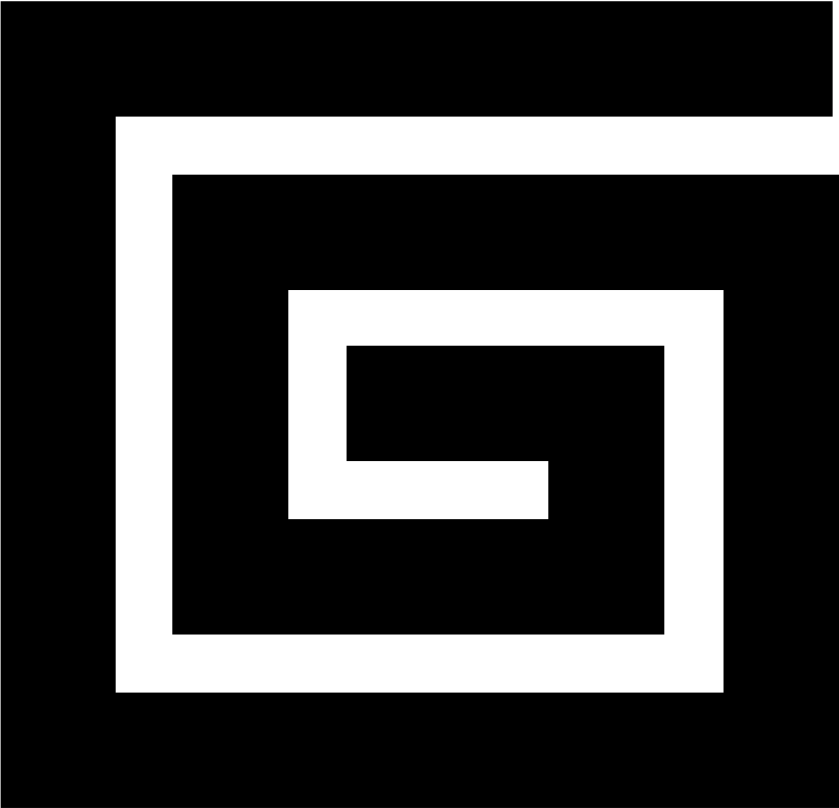
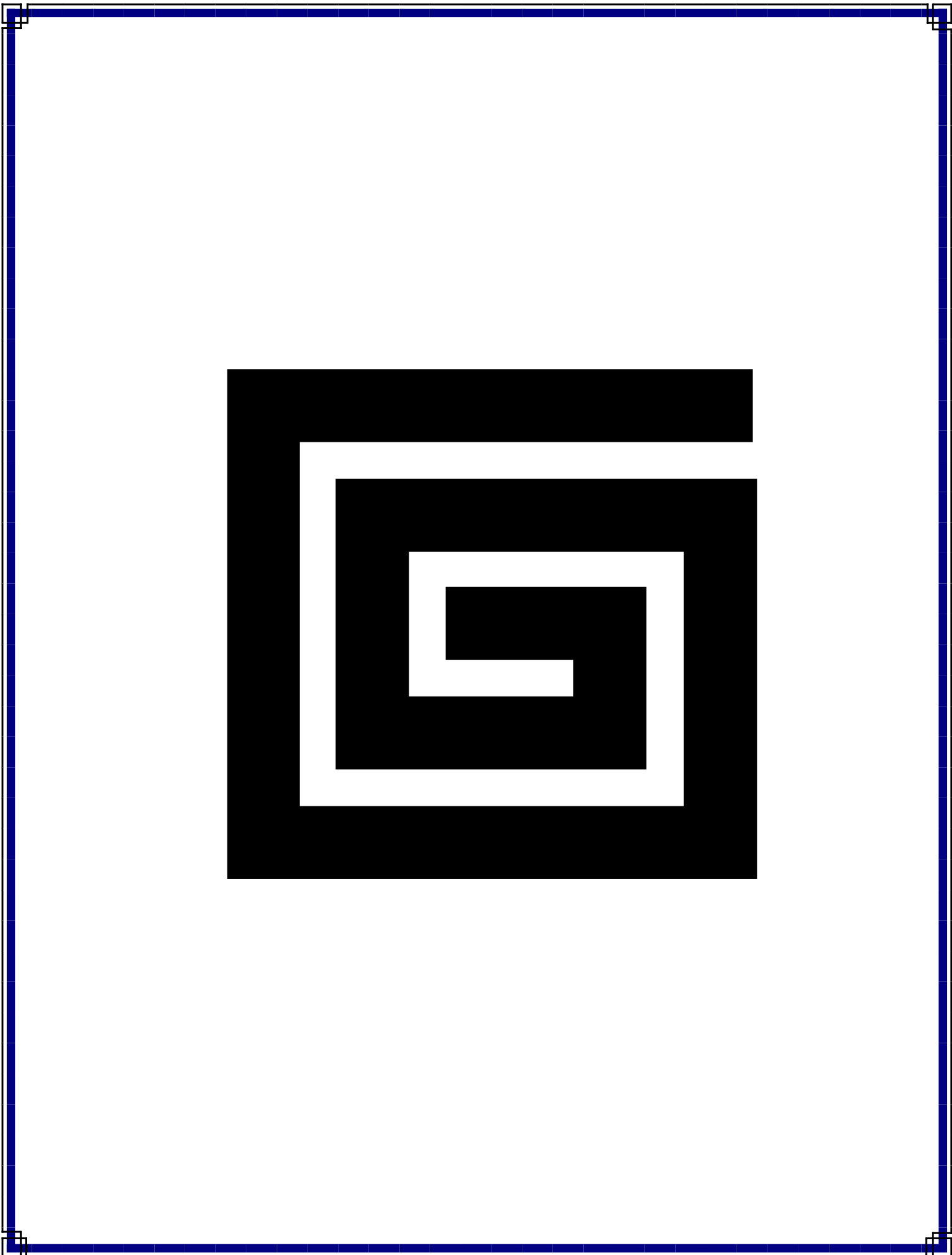
CITY OF LAFAYETTE
 2020-21 FINAL BUDGET
 ORGANIZATION CHART POLICE
 DIVISION DETAIL





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

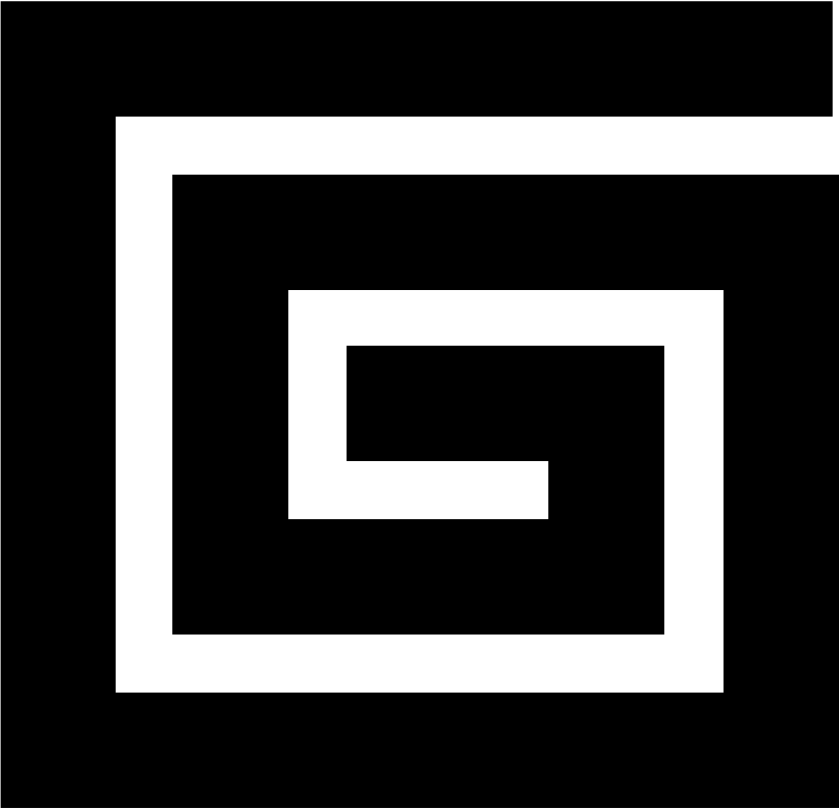
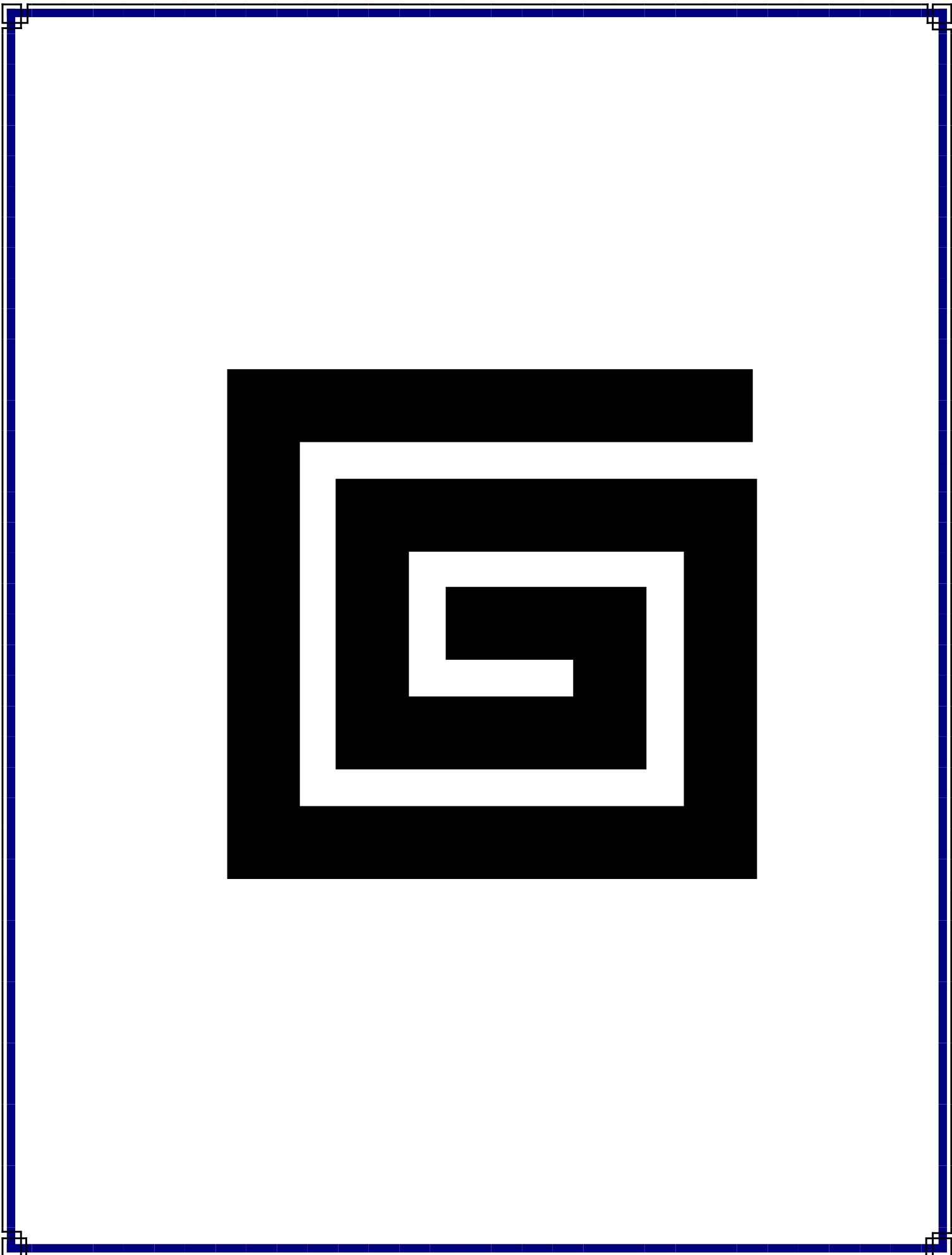
<i>GENERAL FUND REVENUES</i>		<i>Actual 2017-18 Revenues</i>	<i>Actual 2018-19 Revenues</i>	<i>Final 2019-2020 Budget</i>	<i>Actual 2019-2020 Revenues</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
400 TAXES							
401	Sales and Use Tax	3,026,925	3,184,917	3,312,313	2,860,285	2,534,900	-23.5%
402	Property Taxes and Subventions	5,023,200	5,257,039	5,467,320	5,584,865	5,752,411	5.2%
411	State Motor Vehicle In-Lieu Tax	2,863,491	3,031,410	3,175,000	3,228,411	3,325,263	4.7%
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	575,607	565,000	1.1%
403.3	Franchise Tax - Waste Disposal	518,124	538,499	535,000	552,606	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	287,411	250,000	-36.9%
405	Transient Occupancy Tax	732,816	777,788	775,000	551,187	285,000	-63.2%
	TAXES	\$14,248,045	\$15,023,030	\$14,570,039	\$14,010,922	\$13,625,170	-6.5%
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	24,781	0	0.0%
	GOVERNMENT REVENUE	\$498,963	\$23,226	\$0	\$24,781	\$0	0.0%
420 FEES FOR SERVICE							
421	Administrative Fees	10,227	402	500	196	250	-50.0%
422	Police Fees	22,085	21,606	22,000	9,160	15,000	-31.8%
423	Engineering Fees	674,382	211,916	120,000	463,488	200,000	66.7%
424	Planning Fees	1,118,477	1,038,693	1,115,000	1,584,645	850,000	-23.8%
425	Public Works Fees	21,179	55,407	20,000	53,852	15,000	-25.0%
426	Other Fees for Service	0	25,000	10,000	23,572	15,000	50.0%
	FEES FOR SERVICE	\$1,846,350	\$1,353,025	\$1,287,500	\$2,134,912	\$1,095,250	-14.9%
430 INVESTMENT REVENUE							
431	Investment Earnings	292,001	506,243	450,000	442,350	215,000	-52.2%
430	RDA Earnings	87,229	0	157,164	157,165	145,000	-7.7%
432	Rental of Property	87,899	76,528	75,000	77,836	56,250	-25.0%
	INVESTMENT REVENUE	\$467,129	\$582,771	\$682,164	\$677,351	\$416,250	-39.0%
440 FINES AND FORFEITURES							
441	Vehicle Code Fines	72,248	51,867	60,000	52,808	50,000	-16.7%
	FINES AND FORFEITURES	\$72,248	\$51,867	\$60,000	\$52,808	\$50,000	-16.7%
450 OTHER REVENUE							
451	Reimbursements	176,070	95,687	144,391	101,321	80,000	-44.6%
453.5	Senior Services Revenue	11,405	6,500	6,000	4,582	5,000	-16.7%
454	Revenue from Sale of Property	18,668	0	0	17,656	0	0.0%
458	Youth Activity Revenue	14,188	13,160	13,500	5,228	4,000	-70.4%
459	Other Revenue	69,379	88,754	50,000	62,910	300,000	500.0%
	CARES Act					300,000	
	OTHER REVENUE	\$289,710	\$204,101	\$213,891	\$191,697	\$689,000	222.1%
TOTAL GENERAL FUND REVENUE		\$17,422,445	\$17,238,020	\$16,813,594	\$17,092,471	\$15,875,670	-5.6%



CITY OF LAFAYETTE
2020-2021 FINAL BUDGET

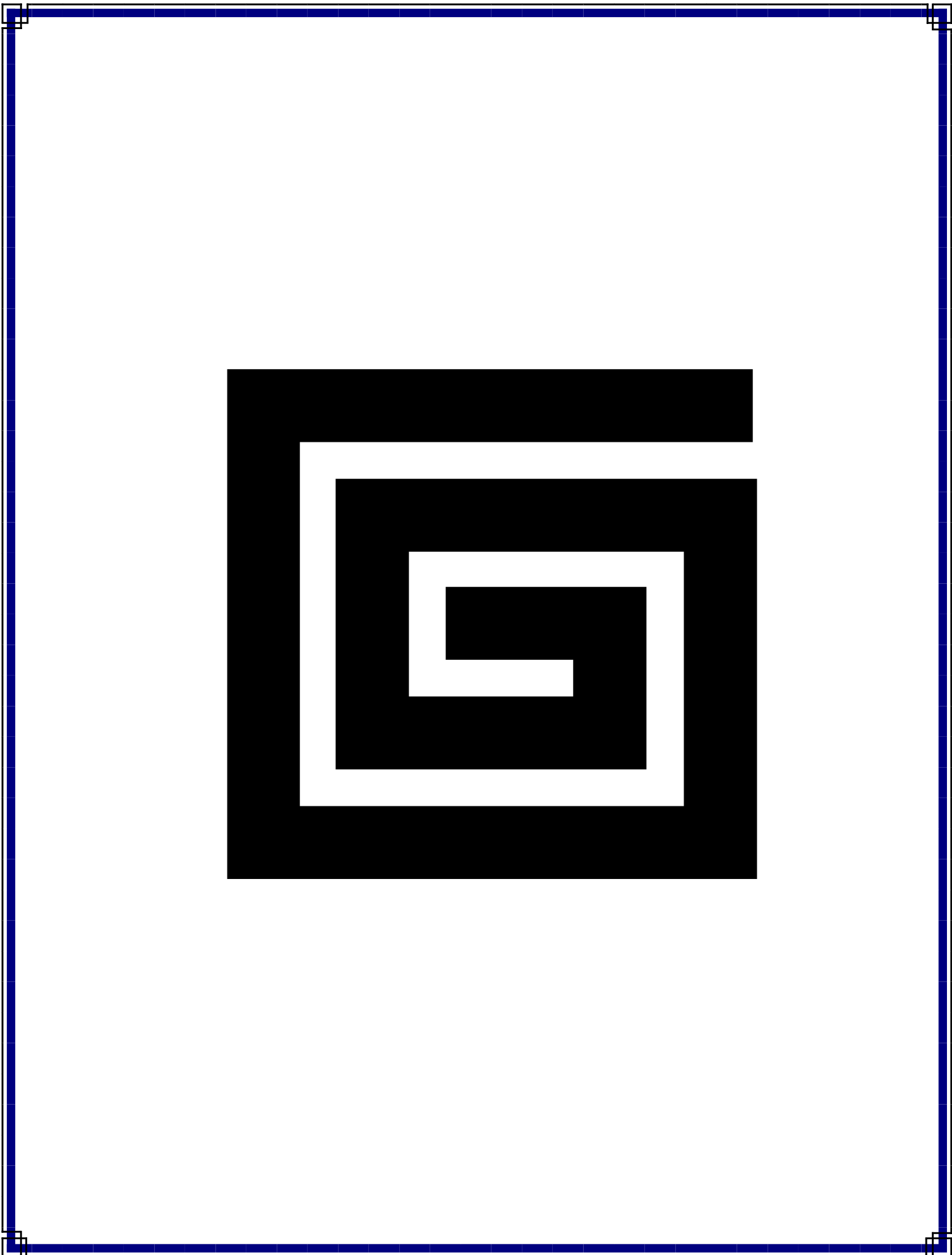
REVENUE ESTIMATE - Capital Improvement Funds

	<i>Actual 2017-18 Revenues</i>	<i>Actual 2018-19 Revenues</i>	<i>Final 2019-2020 Budget</i>	<i>Actual 2019-2020 Revenues</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>	
12 Parks Facilities							
419	State and Federal Grants	0	200,000	0	291,000	45.5%	
426	Parkland Facilities Fees	230,831	642,763	712,729	445,697	-33.5%	
431	Investment Earnings	428	3,076	1,000	3,000	200.0%	
453	Donations, Gifts, and Grants	0	0	25,000	0	N/A	
459	Other Revenue	0	0	0	0	0.0%	
	Subtotal	\$231,259	\$645,839	\$729,700	\$739,697	-17.5%	
14 Capital Improvement Projects							
410	Revenues from Government Agencies	0	0	656,000	0	N/A	
419	State and Federal Grants	1,629	0	2,168,700	2,885,100	33.0%	
403.31	Additional Fees - Solid Waste			1,017,000	998,781	-1.2%	
420.1	Walkways Fee	19,820	77,130	50,000	82,792	0.0%	
420.3	Drainage Impact Fees	80,155	54,656	40,000	92,944	25.0%	
424	Regional Fees	89,728	331,640	0	128,761	0.0%	
429	Measure J	0	0	0	0	0.0%	
431	Investment Earnings	5,696	16,308	2,000	40,357	N/A	
451	Reimbursable Revenue	162,743	38,913	0	1,388,901	N/A	
459	Other Revenue	30,000	11,585	440,000	4,402	N/A	
	Subtotal	\$389,772	\$530,232	\$4,373,700	\$2,736,938	1.3%	
16 Public Facilities							
431	Investment Earnings	1,426	2,623	1,500	5,621	-50.0%	
459	Other Revenue	6,831	0	0	0	0.0%	
432	Rental Income	0	0	0	0	0.0%	
	Subtotal	\$8,257	\$2,623	\$1,500	\$5,621	-50.0%	
17 Parkland Aquisition							
426	Parkland Dedication Fees	227,886	630,760	690,543	703,095	-34.2%	
419	State and Federal Grants	0	0	0	149,600	0.0%	
431	Investment Earnings	4,289	12,556	3,000	25,672	0.0%	
	Subtotal	\$232,176	\$643,316	\$693,543	\$878,368	-34.1%	
TOTAL CAPITAL IMPROVEMENT FUND REVENUE							
		\$861,463	\$1,822,009	\$5,965,436	\$4,350,625	\$5,626,927	-5.7%



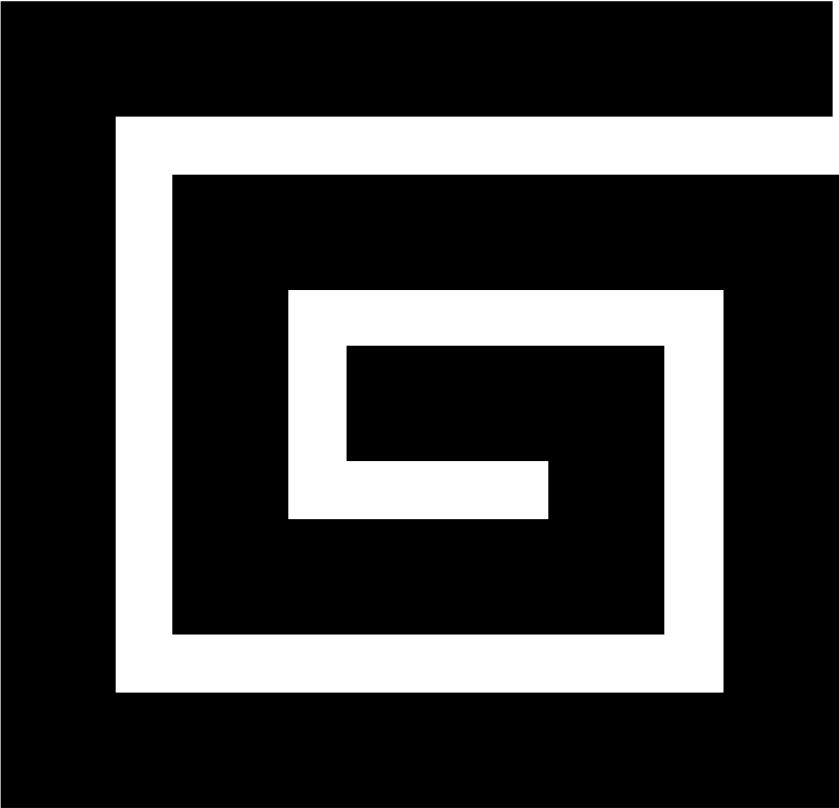
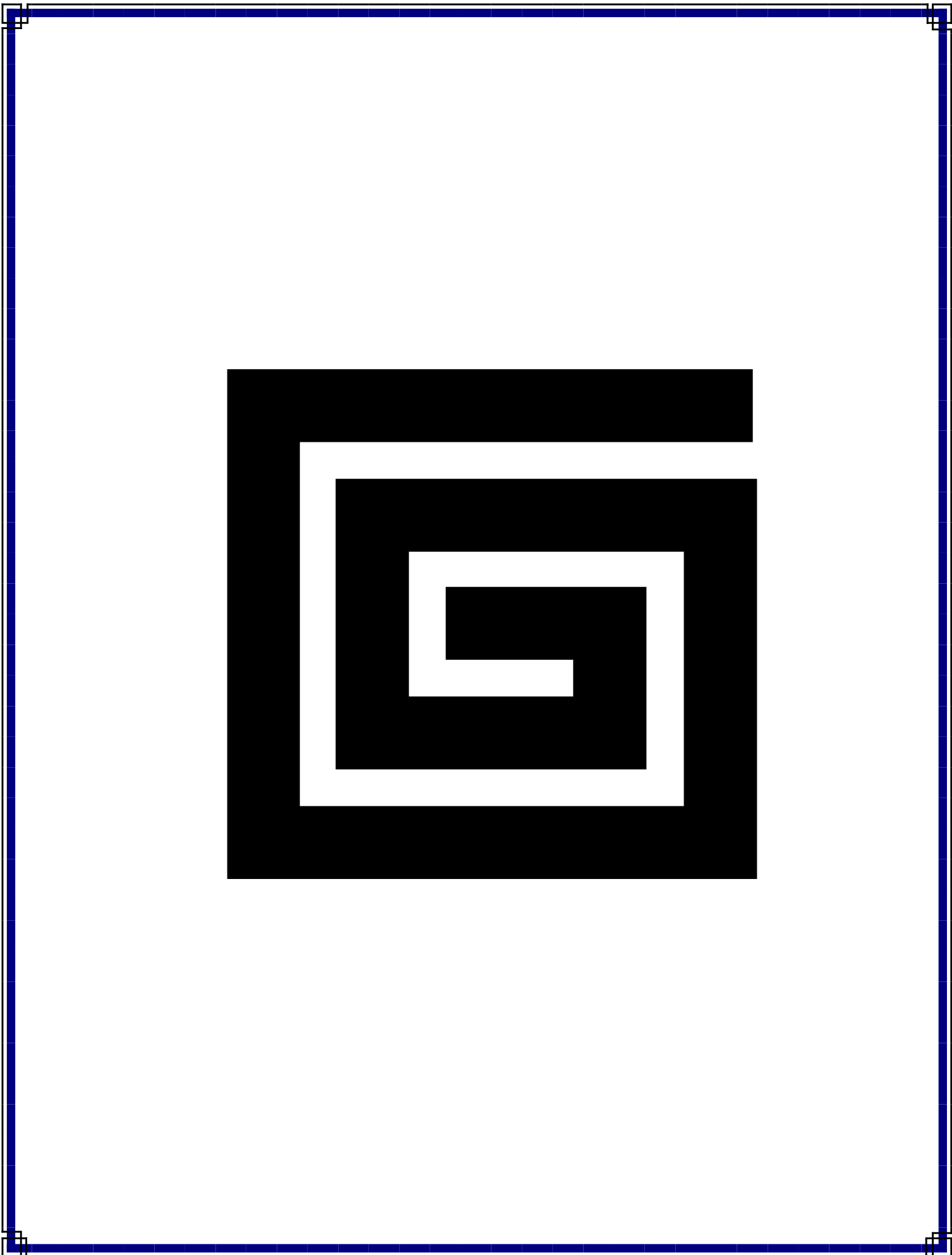
CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
REVENUE ESTIMATE - Enterprise Funds

	<i>Actual 2017-18 Revenues</i>	<i>Actual 2018-19 Revenues</i>	<i>Final 2019-2020 Budget</i>	<i>Actual 2019-2020 Revenues</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>	
31 Recreation Programs							
431	Investment Earnings	1,418	5,493	500	15,942	5,000	900.0%
432	Rental of Buildings	136,453	129,342	115,000	94,377	5,000	-95.7%
459	Other Revenue	0	100	0	500	0	0.0%
642.5	Tiny Tots	204,755	207,536	400,000	193,037	175,000	-56.3%
649	Non-Summer Program Fees	572,669	830,760	770,000	722,725	621,690	-19.3%
648	Summer Program Fees	436,375	476,707	220,000	435,760	269,000	22.3%
	Subtotal	\$1,351,669	\$1,649,938	\$1,505,500	\$1,462,341	\$1,075,690	-28.5%
32 Parking Fund							
431	Investment Earnings	149	41	150	22,111	75	-50.0%
441	Parking Citation Fines	140,837	207,051	200,000	115,929	150,000	-25.0%
459	Other Revenue	3,801	3,832	0	119,011	0	0.0%
631.1	Lockboxes	18,438	15,918	16,000	12,046	12,000	-25.0%
631.2	Parking Meters	338,469	330,778	320,000	240,814	240,000	-25.0%
631.3	Parking Permits -- City Lots	26,710	21,430	26,000	21,430	25,000	-3.8%
631.4	Parking Permits -- Residential	4,794	4,896	5,000	3,845	5,000	0.0%
	Subtotal	\$533,198	\$583,946	\$567,150	\$535,186	\$432,075	-23.8%
34 Vehicle Abatement							
422	Abandoned Vehicle Fees	11,794	12,668	12,000	14,991	14,991	24.9%
431	Investment Earnings	67	220	60	689	60	0.0%
	Subtotal	\$11,861	\$12,888	\$12,060	\$15,680	\$15,051	24.8%
36 Senior Transportation							
419	Revenues from Gov't Agency	15,873	130,496	0	79,158	92,500	#N/A
431	Investment Earnings	302	629	0	1,674	1,000	N/A
433	Fares & Rental	18,046	16,523	19,000	12,775	10,000	-47.4%
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	8	3,000	N/A
453	Gifts & Grants	7,216	10,097	82,475	5,603	10,000	-87.9%
	Subtotal	\$42,357	\$188,960	\$101,975	\$99,218	\$116,500	14.2%
37 Library Operations							
432	Lease Income	38,201	5,855	34,855	5,731	5,731	-83.6%
453	Gifts & Grants (LLLC Foundation)	570,003	708,461	839,568	628,843	938,015	11.7%
459	Other Income	4,340	0	0	0	0	0.0%
	Subtotal	\$612,544	\$714,316	\$874,423	\$634,574	\$943,746	7.9%
TOTAL ENTERPRISE FUND REVENUE							
		\$2,551,629	\$3,150,048	\$3,061,108	\$2,746,999	\$2,583,063	-15.6%



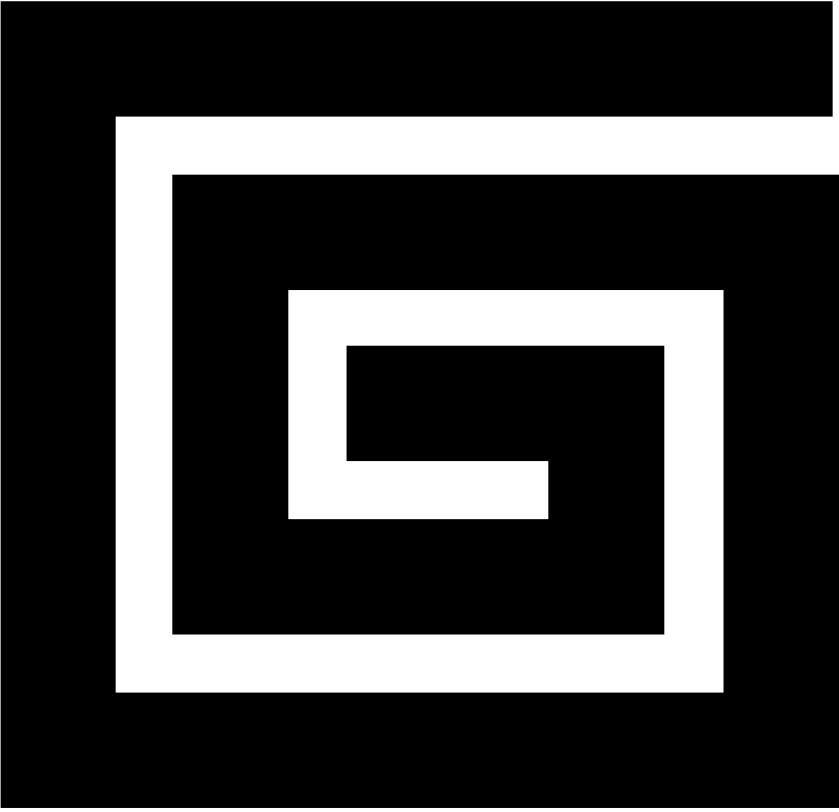
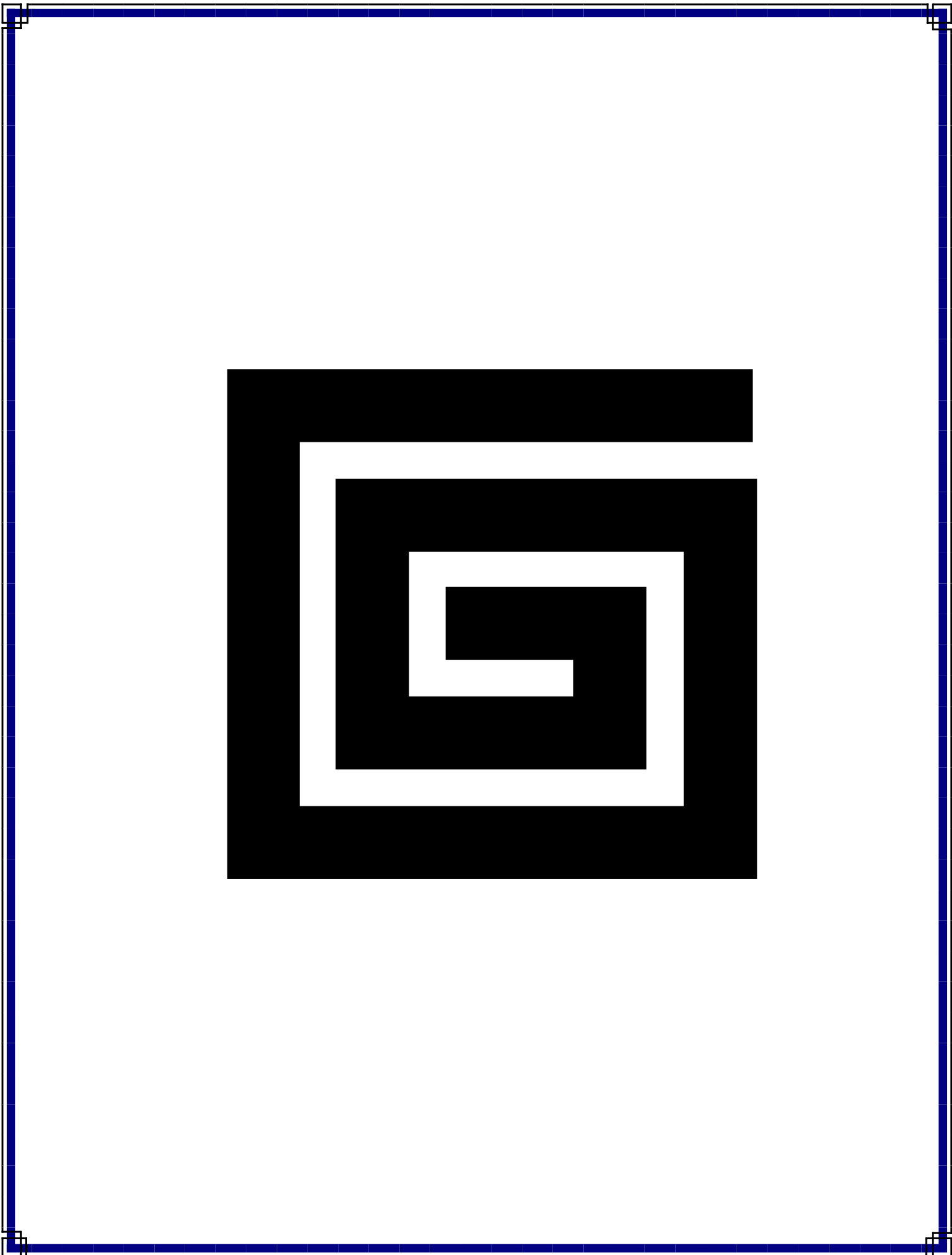
CITY OF LAFAYETTE
 2020-2021 FINAL BUDGET
 REVENUE ESTIMATE - Assessment District Funds

		<i>Actual 2017-18 Revenues</i>	<i>Actual 2018-19 Revenues</i>	<i>Final 2019-2020 Budget</i>	<i>Actual 2019-2020 Revenues</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
51 Street Lighting							
402	Property Taxes / Assessments	21,478	22,417	21,500	23,130	21,500	0.0%
431	Investment Earnings	282	840	200	1,846	200	0.0%
	Subtotal	\$21,760	\$23,257	\$21,700	\$24,976	\$21,700	0.0%
52 Core Area Maintenance							
402	Property Taxes / Assessments	226,438	297,734	297,734	354,276	354,276	19.0%
431	Investment Earnings	424	868	500	1,671	500	0.0%
459	Other Revenue	750	0	0	0	0	0.0%
	Subtotal	\$227,612	\$298,602	\$298,234	\$355,947	\$354,776	19.0%
53 Stormwater Pollution							
402	Property Taxes / Assessments	428,510	352,120	352,120	365,899	365,899	3.9%
451	Reimbursement for Emergency Response	0	0	0	0	0	0.0%
431	Investment Earnings	103	122	122	656	656	438.4%
459	Other Revenue	829	0	0	0	0	0.0%
	Subtotal	\$429,442	\$352,242	\$352,242	\$366,555	\$366,555	4.1%
TOTAL ASSESSMENT DISTRICT FUND REVENUE		\$678,814	\$674,101	\$672,176	\$747,478	\$743,031	10.5%



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

		<i>Actual 2017-18 Revenues</i>	<i>Actual 2018-19 Revenues</i>	<i>Final 2019-2020 Budget</i>	<i>Actual 2019-2020 Revenues</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
69 SB1 - Gas Tax							
410	SB1	147,655	430,608	424,632	459,039	457,473	N/A
431	Investment Earnings	0	137	0	1,886	0	0.0%
	Subtotal	\$147,655	\$430,745	\$424,632	\$460,925	\$457,473	7.7%
71 Gas Tax							
410.1	State Gas Tax 2105	136,747	140,759	142,724	134,296	139,548	-2.2%
410.2	State Gas Tax 2106	94,209	96,686	96,475	88,623	94,867	-1.7%
410.3	State Gas Tax 2107 & 2107.5	183,967	183,020	193,418	175,575	173,877	-10.1%
410.4	State Gas Tax 2103	98,131	85,707	218,804	181,534	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	4,620	500	N/A
	Subtotal	\$542,074	\$536,212	\$680,352	\$614,245	\$631,235	-7.2%
72 Meas.J Return-to-Source							
410.6	Measure J Return-to-Source Funds	505,492	555,709	510,000	570,304	449,032	-12.0%
410.65	Measure J Program 28C	27,480	29,339	30,000	31,194	22,500	0.0%
431	Investment Earnings	0	939	0	1,507	0	0.0%
	Subtotal	\$532,972	\$585,987	\$540,000	\$603,005	\$471,532	-12.7%
73 Supp. Law Enforcement Services							
419	COPS Grant	139,416	148,747	156,184	155,948	155,947	-0.2%
431	Investment Earnings	294	696	0	956	0	0.0%
	Subtotal	\$139,710	\$149,442	\$156,184	\$156,903	\$155,947	-0.2%
74 Bus Program							
429.5	Measure J & C	1,228,225	1,277,606	1,278,115	1,358,186	1,078,632	-15.6%
429.1	Contributions from Parents	597,716	637,887	963,144	789,530	0	N/A
429.2	State DOE	32,102	0	0	0	0	0.0%
429.3	One Trip Passes	19,073	18,398	20,000	27,693	0	N/A
431	Investment Earnings	2,016	5,828	1,000	12,268	1,500	50.0%
459	Other Revenue	4,206	0	0	18,948	0	0.0%
	Subtotal	\$1,883,338	\$1,939,719	\$2,262,259	\$2,206,625	\$1,080,132	-52.3%
75 City Office Development							
431	Investment Earnings	8,426	24,351	4,000	50,914	25,000	525.0%
454	Revenue from the Sale of Property	1,997,245	0	0	0	0	0.0%
	Subtotal	\$2,005,671	\$24,351	\$4,000	\$50,914	\$25,000	525.0%
76 Insurance							
431	Investment Earnings	6,299	16,092	6,000	33,785	15,000	150.0%
451	Reimbursable Revenue	0	0	0	17,165	7,600	N/A
459	Other Revenue	29,546	20,289	6,000	0	0	N/A
	Subtotal	\$35,845	\$36,381	\$12,000	\$50,949	\$22,600	88.3%
78 General Obligation Bond Fund							
402	Taxes / Assessments	581,208	613,191	600,000	559,357	559,357	-6.8%
431	Investment Earnings	304	0	0	0	0	0.0%
	Subtotal	\$581,513	\$613,191	\$600,000	\$559,357	\$559,357	-6.8%
TOTAL GOVERNMENTAL FUND REVENUE		\$5,868,778	\$4,316,029	\$4,679,427	\$4,702,923	\$3,403,276	-27.3%



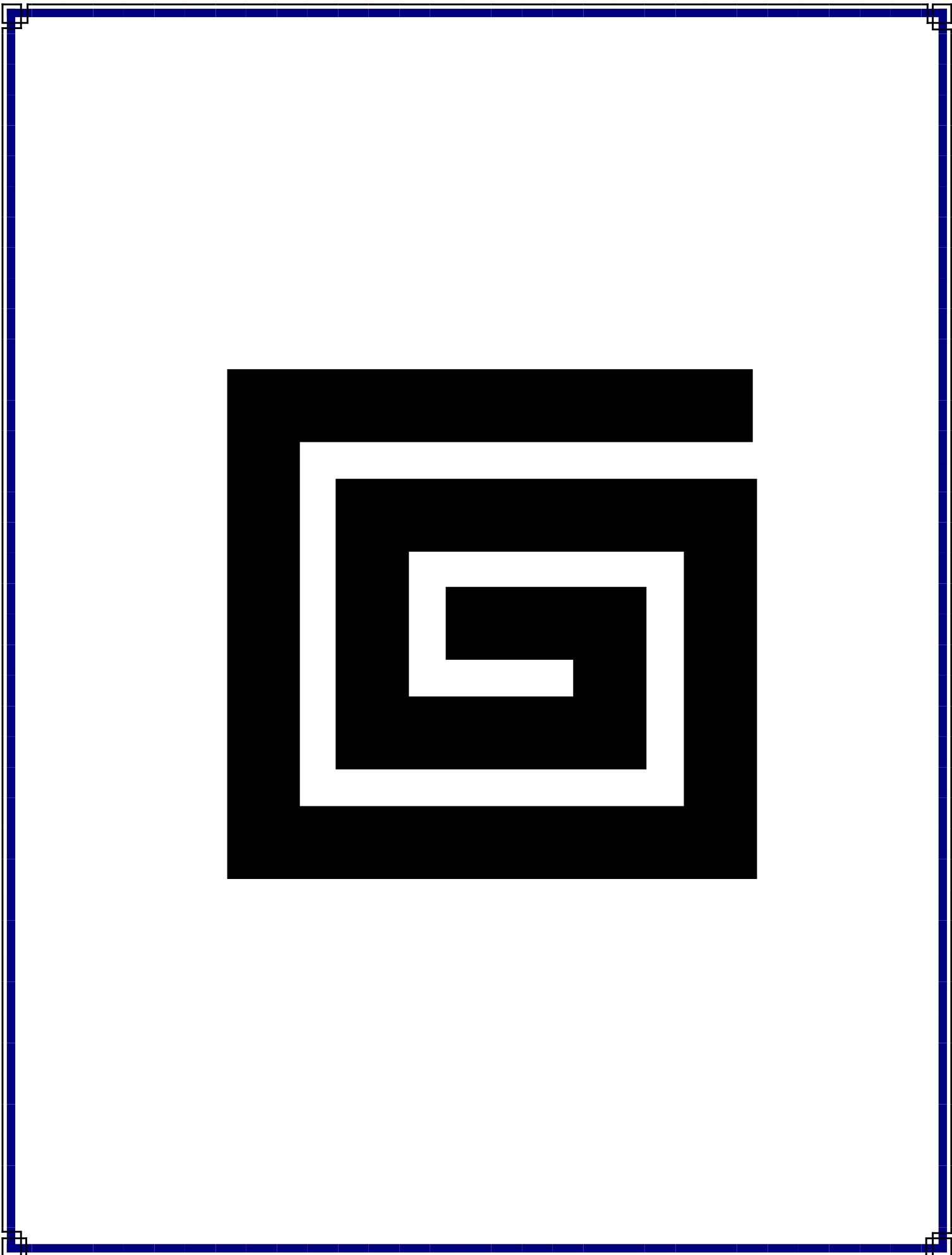
CITY OF LAFAYETTE

2020-2021 FINAL BUDGET

REVENUE ESTIMATE - Successor Agency Funds

\$ 44,172.00

		<i>Actual 2017-18 Revenues</i>	<i>Actual 2018-19 Revenues</i>	<i>Final 2019-2020 Budget</i>	<i>Actual 2019-2020 Revenues</i>	<i>Final 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	2,892,792	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	\$2,892,792	\$2,647,245	-7.8%
90 Redevelopment Debt Service							
431	Investment Earnings & Dividends	12,136	18,848	0	10,173	0	0.0%
	Subtotal	\$12,136	\$18,848	\$0	\$10,173	\$0	0.0%
TOTAL REDEVELOPMENT REVENUE		\$2,844,540	\$2,894,311	\$2,871,869	\$2,892,792	\$2,647,245	-7.8%
TOTAL ALL FUNDS REVENUE		\$30,227,669	\$30,094,517	\$34,063,610	\$32,533,288	\$30,879,211	(\$0)



CITY OF LAFAYETTE
FEE SCHEDULE

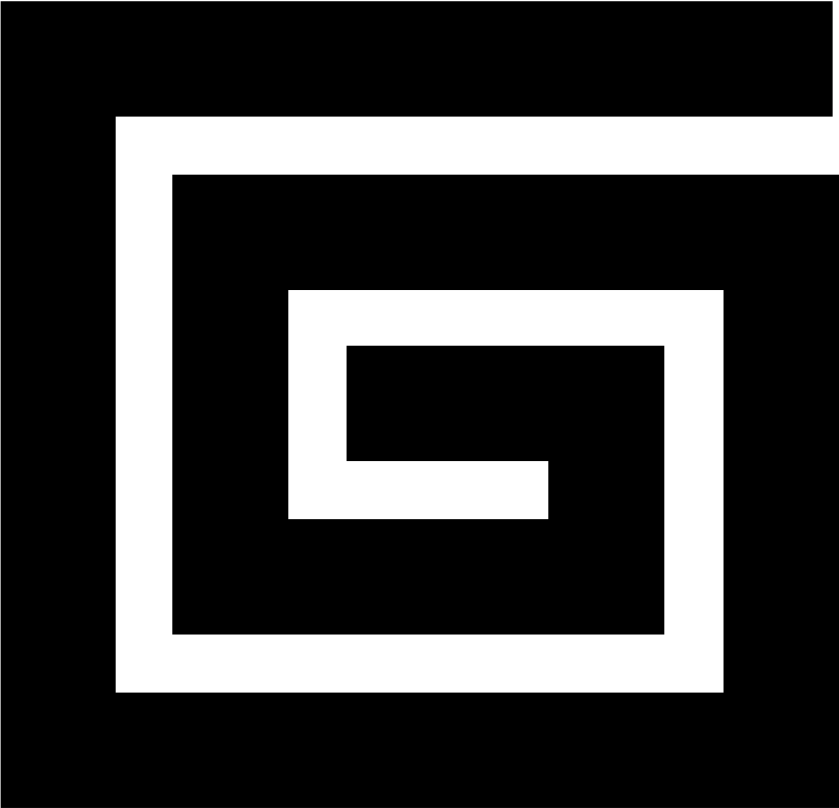
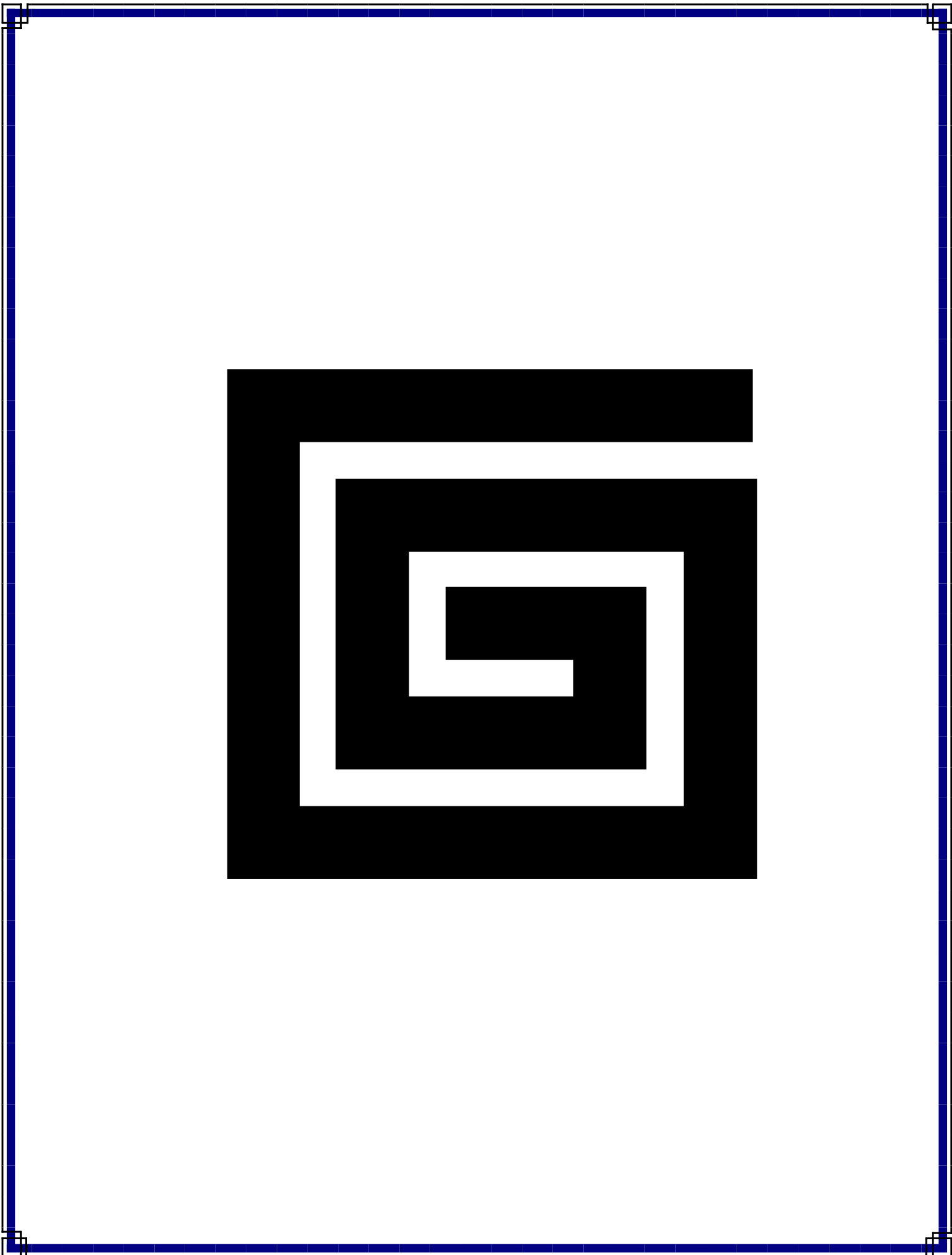
Revenue Code		Administrative Fees	Fee	Per Unit
11-42	1.000	Hourly Rate	100.00	Per Hour
11-42	1.010	Agenda Service - Mailed Out for One Year	50.00	Per Year
11-42		Bill Collection Service	Actual Cost	
11-42	1.020	Bingo License	50.00	Application Fee, \$10 Renewal Fee
11-42	1.030	Bingo License Renewal	10.00	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

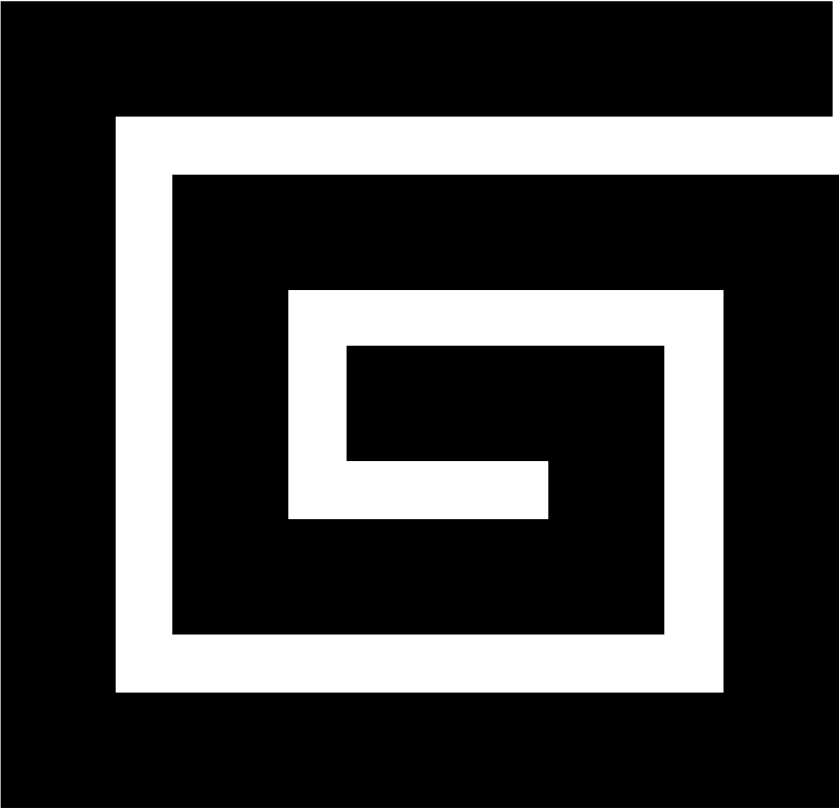
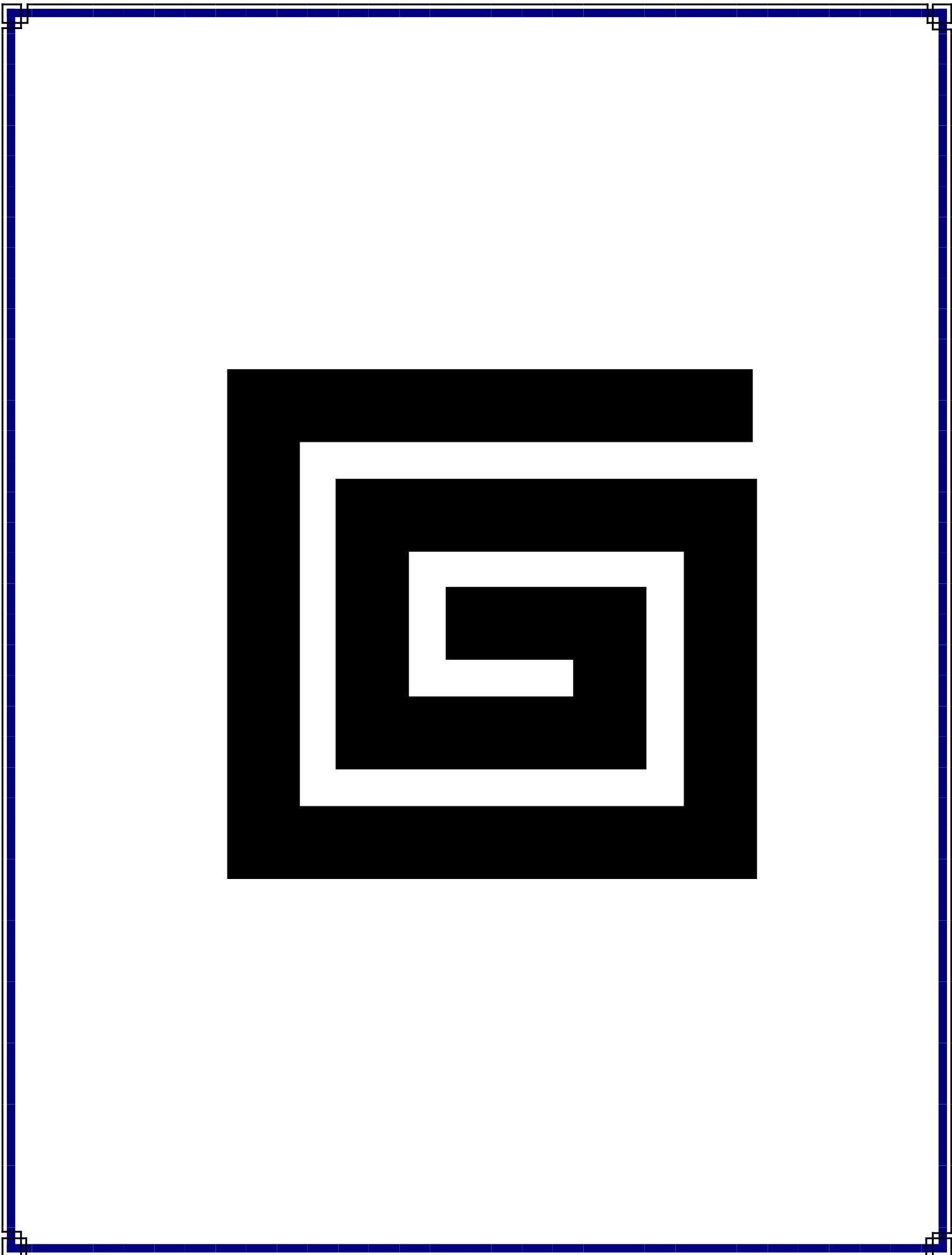
Revenue Code		Engineering Fees (cont'd.)	Fee	Per Unit
11-42	3.050	Encroachment Permit - Processing	247.50	Plus All Hourly Fees Incurred Above Minimum Hours
11-42	3.052	Encroachment Permit - Parking Spaces	27.00	Per Day
11-42	3.053	Encroachment Permit - Sidewalk, Bike Lane, Other Public ROW		
		Public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





**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 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	\$151	\$250	-50.0%
743	Postage	0	92	700	0	100	-85.7%
745	Printing & Binding	264	112	400	108	200	-50.0%
746	Books & Software	480	38	0	110	0	0.0%
748	Special Departmental Supplies	0	505	50	0	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	2,117	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	4,725	5,900	-48.7%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	6,924	7,702	6,000	5,830	6,000	0.0%
853	Community Promotion	42,752	41,450	44,000	40,000	44,000	0.0%
861	Contractual Services	58,004	161,488	181,500	123,286	194,565	7.2%
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	\$129,912	\$246,782	\$247,650	\$176,327	\$254,065	2.6%

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	\$247,650	\$176,327	\$254,065	2.6%
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TOTAL PROGRAM COST	\$129,912	\$255,650	\$247,650	\$176,327	\$254,065	2.6%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	City Council
FUND	11
PROGRAM	110

PROGRAM

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

WORKPLAN

- 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 broaden senior community inclusion.
- Develop a strategy to address traffic congestion and improve mobility in Lafayette.
- Develop strategies to promote and foster equity and inclusion 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	38,000
	Dogtown Downtown	\$1,000		Diversity Town Hall / Bias Training	12,065
	July 4th Celebration in Moraga	500			<u>\$194,565</u>
	Chamber of Commerce Support	40,000			
		<u>\$44,000</u>			

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

**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 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	\$6,872	10,000	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	1,455	1,408	765	526	765	0.0%
714	Worker's Compensation	512	784	380	261	363	-4.5%
721	Fringe Benefits	6,012	5,998	0	38	0	0.0%
	Subtotal PERSONNEL	\$27,839	\$27,901	\$11,145	\$7,697	\$11,128	-0.2%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$0	\$0	\$200	\$0	\$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	7,350	159	350	-95.2%
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	112	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	\$9,474	\$271	\$2,500	-73.6%

CAPITAL OUTLAY

902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	126,050	30,000	150,000	31,410	125,000	-16.7%
907	Equipment	0	0	-	-	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$126,050	\$30,000	\$150,000	\$31,410	\$125,000	-16.7%

BASE PROGRAM COST	\$154,642	\$59,138	\$170,619	\$39,378	\$138,628	-18.8%
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TOTAL PROGRAM COST	\$154,642	\$59,138	\$170,619	\$39,378	\$138,628	-18.8%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Public Art
FUND	11
PROGRAM	115

PROGRAM

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

WORKPLAN

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

STAFFING REQUIREMENTS

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

**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$78,679	\$51,505	\$61,452	\$52,226	50,474	-17.9%
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	4,048	3,861	-17.9%
714	Worker's Compensation	1,942	2,069	2,335	1,962	1,831	-21.6%
721	Fringe Benefits	24,570	15,979	19,893	15,834	15,604	-21.6%
	Subtotal PERSONNEL	\$110,813	\$73,288	\$88,381	\$74,070	\$71,771	-18.8%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$477	\$399	\$426	\$324	\$426	0.0%
743	Postage	638	459	211	140	211	0.0%
745	Printing & Binding	0	39	300	0	300	0.0%
746	Books & Software	0	718	1,000	39	1,000	0.0%
748	Special Departmental Supplies	217	1,143	2,000	282	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	47	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	63	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	7,332	7,408	0.0%
843	Training & Memberships	2,120	1,611	2,000	474	1,000	-50.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	150	0	100	50	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	1,987	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	\$10,739	\$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	\$84,808	\$110,242	-14.8%
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TOTAL PROGRAM COST	\$165,989	\$93,663	\$129,349	\$84,808	\$110,242	-14.8%
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CITY OF LAFAYETTE
2020-2021 FINAL 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 (reimburseable)	\$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 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$205	\$20,588	\$27,602	\$28,137	\$29,167	5.7%
705	Temporary Personnel	19,699	10,519	28,000	11,799	28,000	0.0%
708	Overtime	965	1,300	0	6,664	0	N/A
711	Social Security	1,596	2,699	4,254	3,882	4,373	2.8%
714	Worker's Compensation	556	1,305	2,113	1,768	2,074	328.9%
721	Fringe Benefits	0	6,123	9,007	8,562	9,063	0.6%
	Subtotal PERSONNEL	\$23,021	\$42,534	\$70,976	\$60,812	\$72,678	2.4%

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	0	500	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	2,317	2,457	2,500	0	2,500	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	1,282	0	5,000	341	1,000	-80.0%
771	Maintenance of Buildings	0	0	0	787	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	0	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	0	1,000	-50.0%
861	Contractual Services	0	180	2,000	0	2,000	0.0%
861.5	Reimbursable Emergency Response	0	0	0	0	0	0.0%
862	Contract Sheriff Services	0	0	0	0	0	0.0%
866	Contractual-Recreation	0	0	0	0	0	0.0%
881	Premium Payment-Liability	0	0	0	0	0	0.0%
885	Insurance and Surety Bonds	0	0	0	0	0	0.0%
891	Claims Payments	0	0	0	0	0	0.0%
892	Debt Service	0	0	0	0	0	0.0%
896	Insurance Reserve	0	0	0	0	0	0.0%
	Subtotal OP'S AND MAINTENANCE	\$5,865	\$7,538	\$14,000	\$1,128	\$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	27,432	30,000	N/A
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$4,370	\$37,911	\$25,000	\$27,432	\$30,000	20.0%

BASE PROGRAM COST	\$33,256	\$87,983	\$109,976	\$89,372	\$110,678	0.6%
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TOTAL PROGRAM COST	\$33,256	\$87,983	\$109,976	\$89,372	\$110,678	0.6%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Crime Prevention Com.
FUND	11
PROGRAM	130

PROGRAM

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

WORKPLAN

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

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
		\$1,000
907	Camera maintenance and additional equipment	\$30,000

CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$55,305	\$59,566	\$48,313	\$50,519	\$50,938	5.4%
705	Temporary Personnel	8,436	913	15,000	0	0	N/A
708	Overtime	4	0	0	0	0	0.0%
711	Social Security	4,816	4,508	4,843	4,202	3,897	-19.5%
714	Worker's Compensation	1,685	2,432	2,406	1,913	1,848	-23.2%
721	Fringe Benefits	19,258	20,397	16,924	15,959	16,576	-2.1%
	Subtotal PERSONNEL	\$89,503	\$87,816	\$87,486	\$72,594	\$73,258	-16.3%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$567	\$256	\$350	\$70	\$300	-14.3%
743	Postage	0	0	200	163	200	0.0%
745	Printing & Binding	829	655	5,000	0	5,000	0.0%
746	Books & Software	0	0	0	0		0.0%
748	Special Departmental Supplies	1,423	2,315	1,500	163	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	807	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	622	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	1,259	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	\$3,084	\$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	\$75,677	\$167,061	-9.0%
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TOTAL PROGRAM COST	\$101,195	\$108,648	\$183,671	\$75,677	\$167,061	-9.0%
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CITY OF LAFAYETTE
2020-2021 FINAL 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

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 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$58,905	\$62,937	\$65,199	\$65,819	\$67,027	2.8%
705	Temporary Personnel	23,841	23,816	24,720	19,313	24,720	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	5,813	6,089	6,879	5,885	7,019	2.0%
714	Worker's Compensation	2,193	3,464	3,417	3,165	3,329	-2.6%
721	Fringe Benefits	23,669	24,523	27,176	24,603	20,611	-24.2%
	Subtotal PERSONNEL	\$114,420	\$120,829	\$127,391	\$118,786	\$122,705	-3.7%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$472	\$782	\$900	\$240	\$900	0.0%
743	Postage	1,602	1,892	2,300	2,006	800	-65.2%
745	Printing & Binding	5,025	5,164	4,900	4,752	3,000	-38.8%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	381	1,840	4,200	729	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	35	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	1,344	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	1,795	1,800	0.0%
843	Training & Memberships	246	1,622	1,500	150	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	75	200	0.0%
861	Contractual Services	7,662	8,069	58,621	8,071	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	\$19,196	\$20,483	-72.9%

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	\$137,982	\$143,188	-29.4%
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TOTAL PROGRAM COST	\$132,369	\$143,401	\$202,912	\$137,982	\$143,188	-29.4%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Senior Services
FUND	11
PROGRAM	141

PROGRAM

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

WORKPLAN

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

STAFFING REQUIREMENTS

	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	\$406	
	Misc	394	
		<u>\$800</u>	
745	Recreation Guide	\$3,000	
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 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$13,561	\$15,055	\$16,527	\$18,494	\$18,930	14.5%
705	Temporary Personnel	3,229	5,441	12,000	2,362	2,500	-79.2%
708	Overtime	2	0	0	0	0	0.0%
711	Social Security	1,298	1,588	2,182	1,610	1,639	-24.9%
714	Worker's Compensation	444	823	1,084	789	778	-28.3%
721	Fringe Benefits	4,381	5,115	6,975	7,150	7,264	4.1%
	Subtotal PERSONNEL	\$22,914	\$28,023	\$38,768	\$30,407	\$31,112	-19.8%

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	596	600	313.8%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	0	0	4,350	3,041	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	325	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	243	300	0.0%
843	Training & Memberships	1,072	1,085	1,500	624	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	0	6,000	1,204	0	N/A
861	Contractual Services	768	828	1,146	738	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	1,471	1,500	-43.4%
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	\$8,241	\$7,870	-52.1%

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	\$37,875	\$43,543	\$55,209	\$38,647	\$38,981	-29.4%
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TOTAL PROGRAM COST	\$37,875	\$43,543	\$55,209	\$38,647	\$38,981	-29.4%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Youth Commission
FUND	11
PROGRAM	142

PROGRAM

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

GOALS

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

STAFFING REQUIREMENTS

	Position Title	Full-Time Equivalent
702	Recreation 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	\$2,500
843	Strategic planning & team building retreat	\$500
853	Donations	-
861	Credit card fees	\$450
	Computer Support	513
		<u>\$963</u>
866	Vendors for events	\$1,500

DESCRIPTION OF NET REVENUES

	Final 2019/20	Actual 19/20	Proposed 20/21
Revenue	\$13,000	\$5,228	\$4,000
Event Expenses	\$7,000	\$4,511	\$3,500
Net Revenue	\$6,000	\$717	\$500
Sinking Fund Beginning Balance	\$20,440	\$20,440	\$19,953
Add Net Revenue	6,000	717	500
Less Donations*	(6,000)	(1,204)	0
Less Release from Sinking Fund			
Sinking Fund Ending Balance	20,440	19,953	20,453

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 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$203,906	\$207,446	\$188,382	\$177,694	\$ 191,443	1.6%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	0	2,000	15	2,000	0.0%
711	Social Security	14,874	14,791	14,564	13,207	14,798	1.6%
714	Worker's Compensation	5,362	8,310	7,159	6,624	6,946	-3.0%
721	Fringe Benefits	67,189	69,540	67,437	56,286	62,942	-6.7%
	Subtotal PERSONNEL	\$291,331	\$300,086	\$279,542	\$253,826	\$278,129	-0.5%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$1,193	\$1,147	\$1,066	\$695	\$ 1,119	5.0%
743	Postage	431	401	529	351	549	3.8%
745	Printing & Binding	23	83	500	246	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	524	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	264	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	18,375	17,462	-0.6%
843	Training & Memberships	585	1,596	7,500	85	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	15,655	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	\$36,196	\$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	\$290,022	\$515,698	-1.0%
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TOTAL PROGRAM COST	\$324,355	\$332,638	\$520,715	\$290,022	\$515,698	-1.0%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Planning Commission
FUND	11
PROGRAM	150

PROGRAM

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

WORKPLAN

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

STAFFING REQUIREMENTS

	<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 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$199,517	\$201,290	\$185,824	\$180,687	\$ 192,081	3.4%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	240	113	2,000	68	2,000	0.0%
711	Social Security	15,128	14,888	14,369	13,989	14,847	3.3%
714	Worker's Compensation	5,257	8,068	7,061	6,776	6,969	-1.3%
721	Fringe Benefits	66,800	69,297	68,447	58,142	63,219	-7.6%
	Subtotal PERSONNEL	\$286,943	\$293,655	\$277,700	\$259,663	\$279,116	0.5%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$1,179	\$1,306	\$1,249	\$821	\$1,311	5.0%
743	Postage	505	470	619	411	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	176	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	250	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	21,514	20,456	-0.6%
843	Training & Memberships	0	0	1,000	85	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	10,608	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	\$33,865	\$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	\$293,527	\$316,099	-0.9%
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TOTAL PROGRAM COST	\$323,328	\$328,426	\$319,027	\$293,527	\$316,099	-0.9%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Design Rev. Commission
FUND	11
PROGRAM	151

PROGRAM

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

WORKPLAN

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

STAFFING REQUIREMENTS

	<u>Position Title</u>	<u>Full-Time Equivalent</u>
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	<u>4,673</u>
		\$13,073

**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$9,098	\$9,114	\$8,669	\$9,341	\$9,048	4.4%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	0	0	11	0	0.0%
711	Social Security	687	683	663	716	692	4.4%
714	Worker's Compensation	240	367	329	347	328	-0.3%
721	Fringe Benefits	2,899	3,831	2,954	2,943	2,874	-2.7%
	Subtotal PERSONNEL	\$12,924	\$13,996	\$12,616	\$13,358	\$12,943	2.6%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$83	\$86	\$91	\$58	\$96	5.0%
743	Postage	37	34	45	30	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	1,581	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	420	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	\$2,089	\$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	\$15,448	\$14,866	2.2%
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TOTAL PROGRAM COST	\$15,033	\$15,932	\$14,542	\$15,448	\$14,866	2.2%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Environmental Task Force
FUND	11
PROGRAM	153

PROGRAM

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

WORKPLAN

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

STAFFING REQUIREMENTS

	<u>Position Title</u>	<u>Full-Time Equivalent</u>
702	Planning Technician - C	15%
	Total Full Time Equivalent	0.15

**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$192,552	\$214,565	\$232,121	\$207,304	\$243,869	5.1%
705	Temporary Personnel	0	190	5,000	26,229	5,000	0.0%
708	Overtime	12,769	8,557	12,000	12,805	15,000	25.0%
711	Social Security	17,373	18,792	19,058	20,126	20,186	5.9%
714	Worker's Compensation	5,354	8,884	9,011	9,099	9,030	0.2%
721	Fringe Benefits	59,474	66,429	77,994	62,201	77,439	-0.7%
	Subtotal PERSONNEL	\$287,521	\$317,416	\$355,183	\$337,764	\$370,524	4.3%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$6,851	\$14,434	\$7,000	\$11,965	\$10,000	42.9%
743	Postage	81	255	400	66	200	-50.0%
745	Printing & Binding	0	0	0	86	0	0.0%
746	Books & Software	775	17,404	2,000	4,777	3,500	75.0%
748	Special Departmental Supplies	22,374	46,710	12,000	35,680	36,000	200.0%
751	Maintenance of Vehicles	151,473	174,239	120,000	171,324	160,000	33.3%
761	Maintenance of Equipment	6,795	1,570	7,000	14,267	7,000	0.0%
771	Maintenance of Buildings	14,208	26,736	19,000	26,612	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	5,017	5,000	0.0%
801	Utilities-Water	1,912	5,071	3,420	6,121	6,000	75.4%
805	Utilities-Sewer	0	566	950	1,096	1,100	15.8%
811	Utilities-Gas & Electric	5,699	17,185	11,400	20,247	22,500	97.4%
821	Utilities-Telephones	35,015	41,615	38,190	41,587	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	133,585	136,638	8.5%
843	Training & Memberships	49,876	55,518	37,200	29,669	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	1,563	3,000	-25.0%
861	Contractual Services	243,180	259,539	271,408	306,553	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	3,439,145	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	\$4,249,360	\$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	251,538	81,500	-44.4%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$301,015	\$250,844	\$146,500	\$251,538	\$81,500	-44.4%

BASE PROGRAM COST	\$4,575,810	\$4,743,448	\$5,200,203	\$4,838,661	\$5,402,284	3.9%
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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	\$4,838,661	\$5,427,284	3.9%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Police Services
FUND	11
PROGRAM	210

PROGRAM

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

WORKPLAN

- Continue liaison with and participation in city commissions and community groups to ensure that community standards are enforced and an open line of communication is maintained between the Police Department and the public they serve.
- Increase driver safety and compliance with traffic laws through an aggressive enforcement policy, education, citations and warnings.
- Establish a team approach to criminal investigation so that our Youth Services Officer, Detective, beat officers and the community all work together to jointly solve crimes and aggressively prosecute lawbreakers.
- Ensure continuation of the neighborhood patrol plan so that all city streets are patrolled on a regular basis.
- Continue to use the Bicycle Patrol Officer to patrol the core downtown area and function as the primary liaison to the Lafayette business community.
- Encourage the use of volunteers to supplement and assist the department in its duties. Explore the feasibility of joining the Sheriff's Senior Volunteer
- 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>Actual 2019-2020 Expenditures</i>	<i>Final 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 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 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 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Traffic Enforcement
FUND	11
PROGRAM	215

PROGRAM

This program provides contract law enforcement services to the community via the Contra Costa Sheriff's Department. Services include traffic enforcement and accident investigation. While all officers have the responsibility to enforce traffic rules, this budget includes costs for two officers whose primary responsibility is ensuring roadway safety within the City of Lafayette. The traffic enforcement unit will utilize 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>Actual 2019-2020 Expenditures</i>	<i>Final 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 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 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	101	1,500	-50.0%
746	Books & Software	0	0	0	36	0	0.0%
748	Special Departmental Supplies	1,489	1,132	3,000	0	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	114	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	987	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	0	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	167	500	-50.0%
861	Contractual Services	19,176	18,621	18,600	18,621	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	\$20,026	\$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	994	2,000	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$368	\$968	\$2,000	\$994	\$2,000	0.0%

BASE PROGRAM COST	\$23,689	\$27,860	\$31,550	\$21,019	\$25,950	-17.7%
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TOTAL PROGRAM COST	\$23,689	\$27,860	\$31,550	\$21,019	\$25,950	-17.7%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Emergency Prep. Comm.
FUND	11
PROGRAM	220

PROGRAM

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

WORKPLAN

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

ACCOUNT DESCRIPTIONS

745	Flyers (earthquake safety, neighborhood watch, etc.)	\$1,500	
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 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 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	68,398	45,000	-50.0%
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	\$68,398	\$45,000	-50.0%

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	\$68,398	\$45,000	-50.0%
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TOTAL PROGRAM COST	\$50,000	\$50,000	\$90,000	\$68,398	\$45,000	-50.0%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Crossing Guards
FUND	11
PROGRAM	230

PROGRAM

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

ACCOUNT DESCRIPTIONS

861 School District Contract with All City Management Services \$90,000 Currently 1/2 of total cost

**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$117,496	\$56,337	\$89,033	\$88,386	\$93,129	4.6%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	2	0	68	0	0.0%
711	Social Security	8,579	4,550	6,811	7,184	7,124	4.6%
714	Worker's Compensation	3,086	2,200	3,383	3,329	3,379	-0.1%
721	Fringe Benefits	36,987	17,294	29,018	26,898	28,589	-1.5%
Subtotal PERSONNEL		\$166,148	\$80,382	\$128,246	\$125,865	\$132,222	3.1%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$47	\$209	\$91	\$931	\$96	5.0%
743	Postage	172	87	136	90	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	15,423	18,000	-16.3%
751	Maintenance of Vehicles	31,109	18,643	24,000	17,639	24,000	0.0%
761	Maintenance of Equipment	3,057	3,325	3,700	7,685	3,700	0.0%
771	Maintenance of Buildings	4,545	4,055	4,545	10,596	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	44,260	41,200	0.0%
805	Utilities-Sewer	530	566	600	566	600	0.0%
811	Utilities-Gas & Electric	4,839	4,072	6,000	4,394	6,000	0.0%
821	Utilities-Telephones	7,966	7,580	8,000	10,835	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	7,610	10,490	-0.3%
843	Training & Memberships	713	96	3,000	62	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	458,297	503,909	-3.6%
861.5	Reimbursable Emergency Response	19,939	50,061	25,000	12,926	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	\$591,314	\$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	\$717,179	\$779,399	-5.4%
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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	\$717,179	\$804,399	-5.3%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Road & Drain Maintenance
FUND	11
PROGRAM	310

PROGRAM

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

WORKPLAN

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

STAFFING REQUIREMENTS

	Position Title	Full-Time Equivalent
702	Public Works & 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
861.01	Contract Hourly	\$52,212	\$47,916	\$68,000	\$71,974	\$68,000	0.0%
861.02	Building Maintenance	4,980	11,610	6,000	12,468	7,000	16.7%
861.05	Catch Basin Repairs	5,000	-	5,000	-	5,000	0.0%
861.06	Community Events	1,638	287	2,000	3,320	2,000	0.0%
861.08	Curb and Gutter Repairs	4,810	-	5,500	5,355	5,250	-4.5%
861.15	Fencing	13,192	3,721	5,000	-	5,000	0.0%
861.18	Irrigation Repairs/Maintenance	14,058	9,348	35,000	31,376	34,000	-2.9%
861.19	Landscape Maintenance	49,192	76,921	90,600	93,832	87,000	-4.0%
861.20	Machine Discing	-	1,480	3,000	1,500	3,000	0.0%
861.25	Road Repairs	169,688	195,442	130,000	125,766	130,000	0.0%
861.26	Retaining Walls	-	-	5,000	-	4,750	-5.0%
861.27	Slope Repair/Stabilization	23,709	-	10,000	-	9,500	-5.0%
861.28	Sidewalk Repairs	11,004	9,022	25,000	19,191	24,000	-4.0%
861.34	Storm Drain Repairs	38,582	14,134	31,000	4,622	30,000	-3.2%
861.42	Tree/Brush Maintenance	31,520	11,595	40,000	43,651	37,000	-7.5%
861.43	Weed Control (manual)	34,575	30,380	26,000	32,459	26,000	0.0%
861.44	Weed Control (spraying)	2,521	527	4,000	3,280	3,000	-25.0%
861.45	Unanticipated Repairs/Maintenance	5,537	4,762	22,000	3,812	15,500	-29.5%
861.46	Professional Services	1,500	1,500	5,000	1,620	3,000	-40.0%
861.61	Safety Compliance	3,460	3,014	3,200	2,094	3,200	0.0%
	Subtotal	\$467,178	\$421,659	\$521,300	\$456,320	\$502,200	-3.7%

**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$55,870	\$60,313	\$81,277	\$80,447	\$84,976	4.6%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	2	0	68	0	0.0%
711	Social Security	4,075	4,675	6,218	\$6,289	6,501	4.6%
714	Worker's Compensation	1,477	2,360	3,089	\$3,032	3,083	-0.2%
721	Fringe Benefits	17,385	18,627	26,488	\$24,490	26,110	-1.4%
Subtotal PERSONNEL		\$78,808	\$85,977	\$117,071	\$114,327	\$120,670	3.1%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$0	\$114	\$122	\$77	\$128	5.0%
743	Postage	74	92	136	90	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	19,515	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	574	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	15,921	16,295	0.0%
841	Rental Expense	0	3,989	4,233	4,720	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	131,269	186,032	-8.9%
861.5	Reimbursable Emergency Response	38,401	8,955	35,000	48,120	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	\$220,287	\$261,329	-7.1%

CAPITAL OUTLAY

902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	992	20,619	79,170	72,339	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	\$72,339	\$20,000	-74.7%

BASE PROGRAM COST	\$303,912	\$328,645	\$477,655	\$406,953	\$401,998	-15.8%
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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	\$406,953	\$426,998	-15.1%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Traffic Maintenance
FUND	11
PROGRAM	320

PROGRAM

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

WORKPLAN

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

STAFFING REQUIREMENTS

	Position Title	Full-Time Equivalent
702	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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
861.01	Contract Hourly	\$6,432	\$11,605	\$6,800	\$8,342	\$6,800	0.0%
861.09	Curb Painting	1,155	158	5,150	948	5,150	0.0%
861.15	Fencing & Guardrails	3,961	7,445	5,000	3,151	5,000	0.0%
861.29	Sign Installation, Repairs, Repl.	18,129	26,967	22,600	24,023	22,600	0.0%
861.39	Striping & Stenciling	17,731	13,412	30,900	2,765	18,000	-41.7%
861.4	Signal Maintenance (Cal Trans - 4 sig)	17,155	24,883	22,000	19,776	24,000	9.1%
861.41	Signal Maintenance (City - 19 + 2 ped)	84,170	77,650	100,000	69,091	95,000	-5.0%
861.45	Unanticipated Repairs	450	4,213	4,500	1,100	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	350	4,500	-25.0%
861.61	Safety Compliance	0	0	0	0	0	0.0%
	Subtotal	\$156,053	\$170,767	\$202,950	\$129,546	\$184,550	-9.1%

**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$103,579	\$137,399	\$125,407	\$127,453	\$128,828	2.7%
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	10,364	9,855	2.7%
714	Worker's Compensation	2,792	5,513	4,765	4,708	4,674	-1.9%
721	Fringe Benefits	31,973	42,223	38,273	38,226	39,263	2.6%
	Subtotal PERSONNEL	\$148,428	\$197,428	\$178,038	\$180,751	\$182,620	2.6%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$0	\$322	\$100	\$0	\$200	100.0%
743	Postage	0	23	40	0	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	448	3,500	16.7%
751	Maintenance of Vehicles	2,077	4,236	5,000	4,210	4,000	-20.0%
761	Maintenance of Equipment	2,701	61	3,500	604	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	50,653	60,000	0.0%
805	Utilities-Sewer	1,060	1,132	1,400	1,132	1,500	7.1%
811	Utilities-Gas & Electric	6,037	6,691	6,500	5,549	7,000	7.7%
821	Utilities-Telephones	599	1,577	1,500	1,989	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	847	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	98,030	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	\$163,462	\$199,920	-9.2%

CAPITAL OUTLAY

902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	30,460	31,748	273,000	98,003	20,000	-92.7%
907	Equipment	0	0	3,000	1,354	2,000	-33.3%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$30,460	\$31,748	\$276,000	\$99,357	\$22,000	-92.0%

BASE PROGRAM COST	\$360,287	\$416,482	\$674,306	\$443,569	\$404,540	-40.0%
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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	\$443,569	\$429,540	-38.6%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Parks & Trails Maint.
FUND	11
PROGRAM	340

PROGRAM

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

WORKPLAN

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

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
 \$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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
861.01	MCE Hourly	\$110	770	\$3,000	0	\$2,000	-33.3%
861.02	Building Maintenance	2,718	0	2,000	635	2,000	0.0%
861.03	Ballfield Maintenance	18,769	23,712	30,000	17,235	25,000	-16.7%
861.10	Downtown Litter Removal	1,554	0	0	0	0	0.0%
861.15	Fencing	-	3,233	5,000	2,778	4,000	-20.0%
861.16	Firebreak Maintenance	11,843	9,676	20,000	16,575	22,000	10.0%
861.18	Irrigation Repairs	5,046	4,585	4,000	5,575	3,000	-25.0%
861.19	Landscape Maintenance	20,014	11,659	14,000	12,060	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	2,302	5,000	-28.6%
861.25	Road Repairs	850	376	2,000	600	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	12,550	10,000	-16.7%
861.42	Tree Maintenance	17,990	18,481	10,000	1,850	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	897	1,500	50.0%
861.45	Unanticipated Repairs	1,805	320	5,000	21,098	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	1,106	0	N/A
Subtotal		\$117,197	\$107,255	\$135,000	\$95,261	\$115,000	-14.8%

**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$61,193	\$62,898	\$67,493	\$69,321	\$70,849	5.0%
705	Temporary Personnel	3,007	3,705	2,800	2,473	2,800	0.0%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	4,792	4,951	5,377	5,325	5,634	4.8%
714	Worker's Compensation	1,670	2,650	2,671	2,708	2,672	0.0%
721	Fringe Benefits	25,312	26,083	28,553	30,135	27,730	-2.9%
	Subtotal PERSONNEL	\$95,974	\$100,287	\$106,895	\$109,962	\$109,686	2.6%

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	15,727	15,500	14.0%
751	Maintenance of Vehicles	442	791	1,000	1,599	2,000	100.0%
761	Maintenance of Equipment	822	1,359	2,000	1,240	2,000	0.0%
771	Maintenance of Buildings	17,436	16,315	21,500	13,196	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	134	0	0.0%
801	Utilities-Water	8,475	8,322	8,000	8,285	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	32,434	32,500	3.8%
821	Utilities-Telephones	379	712	268	924	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	1,352	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	51,040	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	\$128,031	\$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	1,586	0	N/A
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$14,861	\$25,097	\$13,500	\$1,586	\$0	N/A

BASE PROGRAM COST	\$257,506	\$291,244	\$277,222	\$239,579	\$245,588	-11.4%
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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	\$239,579	\$270,588	-10.5%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Comm. Ctr. Maint.
FUND	11
PROGRAM	350

PROGRAM

This program is responsible for maintaining the Community Center.

WORKPLAN

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

STAFFING REQUIREMENTS

	<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	<u>\$18,500</u> \$18,500
861	Landscape maintenance	\$10,000
	Contract custodial	36,565
	Plumbing repairs	4,000
	Computer support	<u>684</u> \$51,249

TRANSFERS:

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

**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 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	\$164	\$0	0.0%
743	Postage	0	0	0	334	0	0.0%
745	Printing & Binding	0	0	0	3,711	0	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	0	0	0	6,403	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	164	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	300	0	0.0%
861	Contractual Services	514,449	0	50,000	56,937	150,000	200.0%
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	5,541	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	\$73,554	\$150,000	200.0%

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	2,536	20,000	N/A
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$0	\$0	\$0	\$2,536	\$20,000	N/A

BASE PROGRAM COST	\$514,449	\$0	\$50,000	\$76,090	\$170,000	240.0%
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TOTAL PROGRAM COST	\$514,449	\$0	\$50,000	\$76,090	\$170,000	240.0%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Emergency Response
FUND	11
PROGRAM	360

PROGRAM

This program is used to track expenses incurred by the City while responding to natural and man-made emergency events.
FUNDS FROM THIS PROGRAM CAN ONLY BE SPENT WITH EXPLICIT APPROVAL FROM THE LAFAYETTE CITY COUNCIL.

WORKPLAN

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

ACCOUNT DESCRIPTIONS

861 Contingency for local emergencies	\$50,000
CARES Act Expenses	100,000
	<u>\$150,000</u>
907 Emergency Radio Station	\$20,000

**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$353,624	\$334,160	\$325,802	\$312,964	\$339,463	4.2%
705	Temporary Personnel	17,235	27,058	20,000	0	0	N/A
708	Overtime	1,176	848	2,000	217	1,000	-50.0%
711	Social Security	28,146	26,994	26,607	24,352	26,045	-2.1%
714	Worker's Compensation	9,793	14,513	13,140	11,730	12,317	-6.3%
721	Fringe Benefits	115,664	111,029	115,562	97,660	110,118	-4.7%
	Subtotal PERSONNEL	\$525,639	\$514,601	\$503,112	\$446,923	\$488,942	-2.8%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$3,629	\$3,128	\$3,000	\$2,602	\$2,367	-21.1%
743	Postage	924	867	1,118	742	1,161	3.8%
745	Printing & Binding	214	262	3,000	64	500	-83.3%
746	Books & Software	238	225	0	0	0	0.0%
748	Special Departmental Supplies	566	227	500	832	500	0.0%
751	Maintenance of Vehicles	1,145	439	1,500	858	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	4,717	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	711	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	42,772	39,420	-0.6%
843	Training & Memberships	7,794	5,643	10,000	3,239	5,000	-50.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	8,493	577	1,000	2,076	1,000	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	161,865	132,145	162,486	103,445	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	\$162,058	\$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	480	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$10,817	\$2,182	\$0	\$480	\$0	0.0%

BASE PROGRAM COST	\$770,869	\$703,638	\$727,373	\$609,462	\$725,324	-0.3%
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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	\$609,462	\$750,324	-0.3%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Planning Services
FUND	11
PROGRAM	410

PROGRAM

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

WORKPLAN

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

STAFFING REQUIREMENTS

	<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 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$19,785	\$15,962	\$20,310	\$19,614	\$21,769	7.2%
705	Temporary Personnel	33,675	39,580	48,120	44,588	25,620	-46.8%
708	Overtime	181	106	0	40	0	0.0%
711	Social Security	4,321	4,380	5,235	5,130	3,625	-30.7%
714	Worker's Compensation	1,418	2,231	2,600	2,431	1,719	-33.9%
721	Fringe Benefits	6,141	4,993	6,670	5,807	6,766	1.4%
	Subtotal PERSONNEL	\$65,521	\$67,253	\$82,935	\$77,611	\$59,500	-28.3%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$165	\$172	\$400	\$116	\$192	-52.0%
743	Postage	78	69	77	60	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	3,139	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	4,192	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	\$7,507	\$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	\$85,118	\$74,213	-26.3%
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TOTAL PROGRAM COST	\$70,175	\$80,788	\$100,653	\$85,118	\$74,213	-26.3%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Code Enforcement
FUND	11
PROGRAM	415

PROGRAM

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

WORKPLAN

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

STAFFING REQUIREMENTS

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

ACCOUNT DESCRIPTIONS

705	Temporary Code Enforcement	\$25,620	
861	Abatement of nuisances*	\$10,000	(*Upfront costs that may be reimbursed)
	Pro-rata share of City computer equipment	<u>684</u>	
		\$10,684	

**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$242,747	\$359,778	\$517,973	\$423,457	\$423,192	-18.3%
705	Temporary Personnel	504	6,768	2,500	3,441	0	N/A
708	Overtime	448	57	0	457	0	0.0%
711	Social Security	16,968	26,466	39,816	32,187	32,374	-18.7%
714	Worker's Compensation	6,153	14,365	19,925	16,106	15,355	-22.9%
721	Fringe Benefits	86,397	120,299	172,853	133,125	135,565	-21.6%
	Subtotal PERSONNEL	\$353,217	\$527,733	\$753,067	\$608,774	\$606,485	-19.5%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$1,899	\$2,633	\$2,376	\$1,867	\$2,303	-3.1%
743	Postage	672	779	1,178	715	1,129	-4.2%
745	Printing & Binding	601	161	500	533	500	0.0%
746	Books & Software	350	926	500	1,750	500	0.0%
748	Special Departmental Supplies	5,983	668	1,500	2,003	1,500	0.0%
751	Maintenance of Vehicles	4,226	5,494	5,000	5,490	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	73	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	3,900	3,149	3,000	-23.1%
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	0	0	0	0	0	0.0%
841	Rental Expense	26,815	32,875	39,166	35,696	35,922	-8.3%
843	Training & Memberships	2,722	1,570	3,000	1,583	3,000	0.0%
850	Contingency	0	0	150	0	150	0.0%
851	Advertising/Legal Notices	50	0	0	85	0	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	106,822	73,378	117,346	84,593	98,205	-16.3%
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	\$152,766	\$128,944	\$174,803	\$137,537	\$151,397	-13.4%

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	\$927,870	\$746,311	\$757,884	-18.3%
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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	\$952,870	\$746,311	\$782,884	-17.8%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Engineering Services
FUND	11
PROGRAM	420

PROGRAM

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

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

WORKPLAN

- Administer the Capital Improvement Program, from project development through final construction, including contract administration.
- Administer transportation planning functions.
- Perform engineering review of development proposals including conformance review of new NPDES regulations.
- In coordination with the Planning Division, process improvement plans and subdivision maps for private development.
- Perform special studies to facilitate long-range planning in the 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 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$344,895	\$428,661	\$323,983	\$296,523	285,742	-11.8%
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	18,052	21,859	-11.8%
714	Worker's Compensation	9,311	11,914	12,311	11,193	10,368	-15.8%
721	Fringe Benefits	111,085	135,147	112,912	98,920	109,376	-3.1%
	Subtotal PERSONNEL	\$482,581	\$595,182	\$473,991	\$424,688	\$427,345	-9.8%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$1,167	\$1,210	\$1,292	\$1,055	1,119	-13.3%
743	Postage	522	486	641	425	549	-14.3%
745	Printing & Binding	0	0	0	0	0	0.0%
746	Books & Software	965	0	1,000	9	500	-50.0%
748	Special Departmental Supplies	68	30	500	0	500	0.0%
751	Maintenance of Vehicles	9,495	2,781	6,000	0	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	1,102	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	489	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	22,252	17,462	-18.0%
843	Training & Memberships	6,654	7,077	7,400	6,806	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	0	1,700	0.0%
861	Contractual Services	5,454	5,245	4,003	7,773	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	\$39,912	\$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	\$464,600	\$465,664	-10.4%
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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	\$464,600	\$490,664	-9.9%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	City Manager
FUND	11
PROGRAM	510

PROGRAM

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

WORKPLAN

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

STAFFING REQUIREMENTS

	Position Title	Full-Time Equivalent
702	City Manager	100%
	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 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 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	668,207	692,019	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	\$668,207	\$692,019	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	\$668,207	\$692,019	4.2%
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TOTAL PROGRAM COST	\$704,120	\$781,234	\$664,351	\$668,207	\$692,019	4.2%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Legal Services
FUND	11
PROGRAM	520

PROGRAM

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

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

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

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

ACCOUNT DESCRIPTIONS

863.1 The City expects pays a retainer of \$22,688 per month for general legal services. Special litigation by the City Attorney is billed at \$322/hour for partners and of counsel, associates \$283/hour, and paralegal/clerks \$177/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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
863.1	Legal Services Retainer	\$246,300	\$254,184	\$264,351	264,096	\$272,019	2.9%
863.2	Special Services (non-retainer)	132,738	69,899	150,000	38,359	50,000	-66.7%
863.25	Special Litigation	0	21,012	0	32,479	20,000	N/A
863.3	Outside Counsel	325,082	457,089	250,000	333,273	350,000	40.0%
	Subtotal	\$704,120	\$802,183	\$664,351	\$668,207	\$692,019	4.2%

**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$98,718	\$133,419	\$137,109	\$144,026	\$140,499	2.5%
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	10,883	10,748	2.5%
714	Worker's Compensation	2,549	5,240	5,210	5,312	5,098	-2.2%
721	Fringe Benefits	29,576	39,979	43,591	42,983	42,553	-2.4%
	Subtotal PERSONNEL	\$138,166	\$188,466	\$196,399	\$203,204	\$198,899	1.3%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$413	\$571	\$609	\$387	\$640	5.0%
743	Postage	185	229	302	201	314	3.8%
745	Printing & Binding	162	0	200	0	200	0.0%
746	Books & Software	0	0	200	57	200	0.0%
748	Special Departmental Supplies	0	0	200	0	200	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	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	8	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	915	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	10,494	9,978	-0.6%
843	Training & Memberships	760	960	5,050	455	2,700	-46.5%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	1,500	0	0	N/A
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	4,938	6,240	11,363	7,899	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	\$20,416	\$23,986	-20.7%

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	\$155,731	\$207,325	\$226,651	\$223,620	\$222,885	-1.7%
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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	\$223,620	\$247,885	-1.5%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	City Clerk
FUND	11
PROGRAM	530

PROGRAM

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

WORKPLAN

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

STAFFING REQUIREMENTS

	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>
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 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$482,908	\$471,824	\$517,393	\$529,570	\$537,485	3.9%
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	35,709	41,118	3.7%
714	Worker's Compensation	13,122	18,601	19,699	19,911	19,502	-1.0%
721	Fringe Benefits	159,390	148,681	167,264	160,761	164,423	-1.7%
	Subtotal PERSONNEL	\$710,656	\$671,499	\$745,014	\$745,951	\$762,527	2.4%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$3,186	\$2,886	\$2,346	\$3,678	\$2,463	5.0%
743	Postage	922	825	1,163	773	1,208	3.8%
745	Printing & Binding	347	3,327	1,000	1,918	2,000	100.0%
746	Books & Software	293	288	500	298	500	0.0%
748	Special Departmental Supplies	941	0	500	191	500	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	0	0	349	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	121	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	1,755	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	40,416	38,417	0.8%
843	Training & Memberships	4,144	3,886	6,400	2,484	3,500	-45.3%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	4,779	8,972	50,000	8,386	10,000	-80.0%
853	Community Promotion	0	0	0	1,190	0	0.0%
861	Contractual Services	34,157	62,831	45,369	50,561	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	\$112,120	\$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	0	500	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$471	\$0	\$500	\$0	\$500	0.0%

BASE PROGRAM COST	\$802,706	\$792,239	\$893,888	\$858,071	\$871,490	-2.5%
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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	\$858,071	\$896,490	0.3%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Administrative Services
FUND	11
PROGRAM	540

PROGRAM

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

WORKPLAN

Finance, Purchasing, and Treasury

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

Personnel

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

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

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

Vistas and Web Page

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

STAFFING REQUIREMENTS

	<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
		<u>\$3,500</u>		Sales Tax Services	2,000
				Acctg Fees & Services	<u>5,000</u>
					\$46,875

**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$1,766	\$92,027	\$101,962	\$102,866	\$107,744	5.7%
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	9,036	8,242	5.7%
714	Worker's Compensation	71	3,704	3,875	3,903	3,909	0.9%
721	Fringe Benefits	0	28,397	33,239	31,615	33,449	0.6%
	Subtotal PERSONNEL	\$1,975	\$132,234	\$146,876	\$147,420	\$153,344	4.4%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$0	\$483	\$609	\$479	\$640	5.0%
743	Postage	0	454	302	436	314	3.9%
745	Printing & Binding	0	0	1,000	18,834	1,000	0.0%
746	Books & Software	0	0	500	5,738	500	0.0%
748	Special Departmental Supplies	0	6,686	750	0	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	0	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	915	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	10,494	9,978	-0.6%
843	Training & Memberships	340	3,865	13,467	1,820	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	8,335	2,575	-82.8%
861	Contractual Services	0	65,805	68,760	45,123	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	\$92,173	\$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	37,500	6,884	35,000	-6.7%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$0	\$7,549	\$37,500	\$6,884	\$35,000	-6.7%

BASE PROGRAM COST	\$2,353	\$231,003	\$295,806	\$246,477	\$269,327	-9.0%
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999	Prior Year Savings	\$0	\$0	\$0	0	\$25,000
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TOTAL PROGRAM COST	\$2,353	\$231,003	\$295,806	\$246,477	\$294,327	-0.5%
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CITY OF LAFAYETTE
2020-2021 FINAL 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

	Position Title	Full-Time Equivalent
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	Video editing equipment (reimburse thru PEG fees)	\$5,000
	Emergency radio station	30,000
		<u>\$35,000</u>

**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$168,600	\$205,295	\$203,409	\$202,950	\$0	N/A
705	Temporary Personnel	9,000	\$8,910	8,450	8,450	0	N/A
708	Overtime	0	\$0	0	0	0	0.0%
711	Social Security	9,930	\$12,221	11,984	11,984	0	N/A
714	Worker's Compensation	4,653	\$8,632	8,033	8,033	0	N/A
721	Fringe Benefits	0	\$0	0	0	0	0.0%
	Subtotal PERSONNEL	\$192,183	\$235,058	\$231,876	\$231,418	\$0	N/A

OPERATIONS AND MAINTENANCE

741	Office Supplies	(\$0)	\$0	\$0	\$0	\$0	0.0%
743	Postage	0	0	0	0	0	0.0%
745	Printing & Binding	0	43	0	64	0	0.0%
746	Books & Software	2,023	1,646	1,000	0	1,000	0.0%
748	Special Departmental Supplies	1,944	0	2,000	2,788	500	-75.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	0	0	350	0	0.0%
771	Maintenance of Buildings	96	96	100	96	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	6,691	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	10,015	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	24,427	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	199	600	-50.0%
861	Contractual Services	121,108	50,352	54,469	61,955	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	\$106,585	\$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	(890)	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$1,360	\$0	\$0	(\$890)	\$0	0.0%

BASE PROGRAM COST	\$350,031	\$342,584	\$348,745	\$337,113	\$150,135	-56.9%
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TOTAL PROGRAM COST	\$ 350,031	\$ 342,584	\$ 348,745	\$ 337,113	\$ 150,135	-56.9%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Rent and Expenses
FUND	11
PROGRAM	550

PROGRAM

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

ACCOUNT DESCRIPTIONS

791	Employee Recognition	\$5,500	
	Misc office expenses	<u>1,000</u>	
		\$6,500	
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)	<u>27,000</u>	
		\$268,121	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	<u>655</u>	
		\$32,090	
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)	<u>57,800</u>	
		\$96,845	

**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$41,422	\$9,733	\$10,320	\$10,453	\$10,575	2.5%
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	596	809	2.5%
714	Worker's Compensation	1,072	382	392	385	384	-2.2%
721	Fringe Benefits	12,837	2,942	3,280	3,116	3,202	-2.4%
	Subtotal PERSONNEL	\$58,230	\$13,608	\$14,781	\$14,550	\$14,969	1.3%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$165	\$131	\$24	\$20	\$24	0.0%
743	Postage	74	11	13	10	13	0.0%
745	Printing & Binding	0	0	100	0	100	0.0%
746	Books & Software	4,092	4,979	21,800	4,455	5,500	-74.8%
748	Special Departmental Supplies	450	0	500	0	500	0.0%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	0	0	0	616	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	0	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	4,311	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	527	529	0.0%
843	Training & Memberships	0	0	1,000	0	1,000	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	0	0	0	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	67,465	34,746	59,390	39,313	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	\$49,253	\$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	42,626	130,000	134.2%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$37,876	\$5,305	\$55,500	\$42,626	\$130,000	134.2%

BASE PROGRAM COST	\$176,281	\$63,759	\$159,139	\$106,429	\$190,155	19.5%
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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	\$106,429	\$215,155	16.8%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Technology Services
FUND	11
PROGRAM	560

PROGRAM

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

WORKPLAN

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

STAFFING REQUIREMENTS

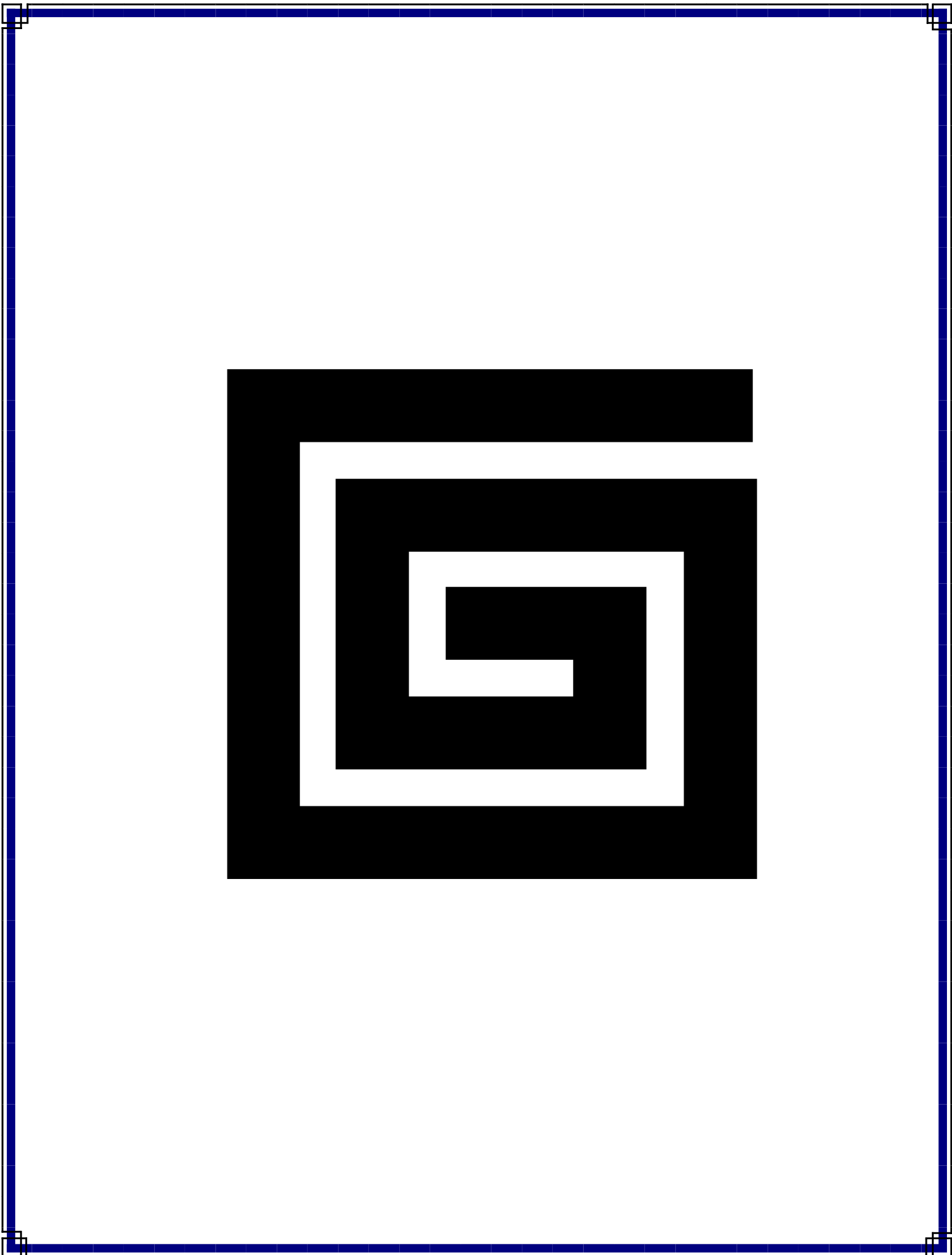
	Position Title	Full-Time Equivalent
702	Administrative Services Director	5%
		0.05

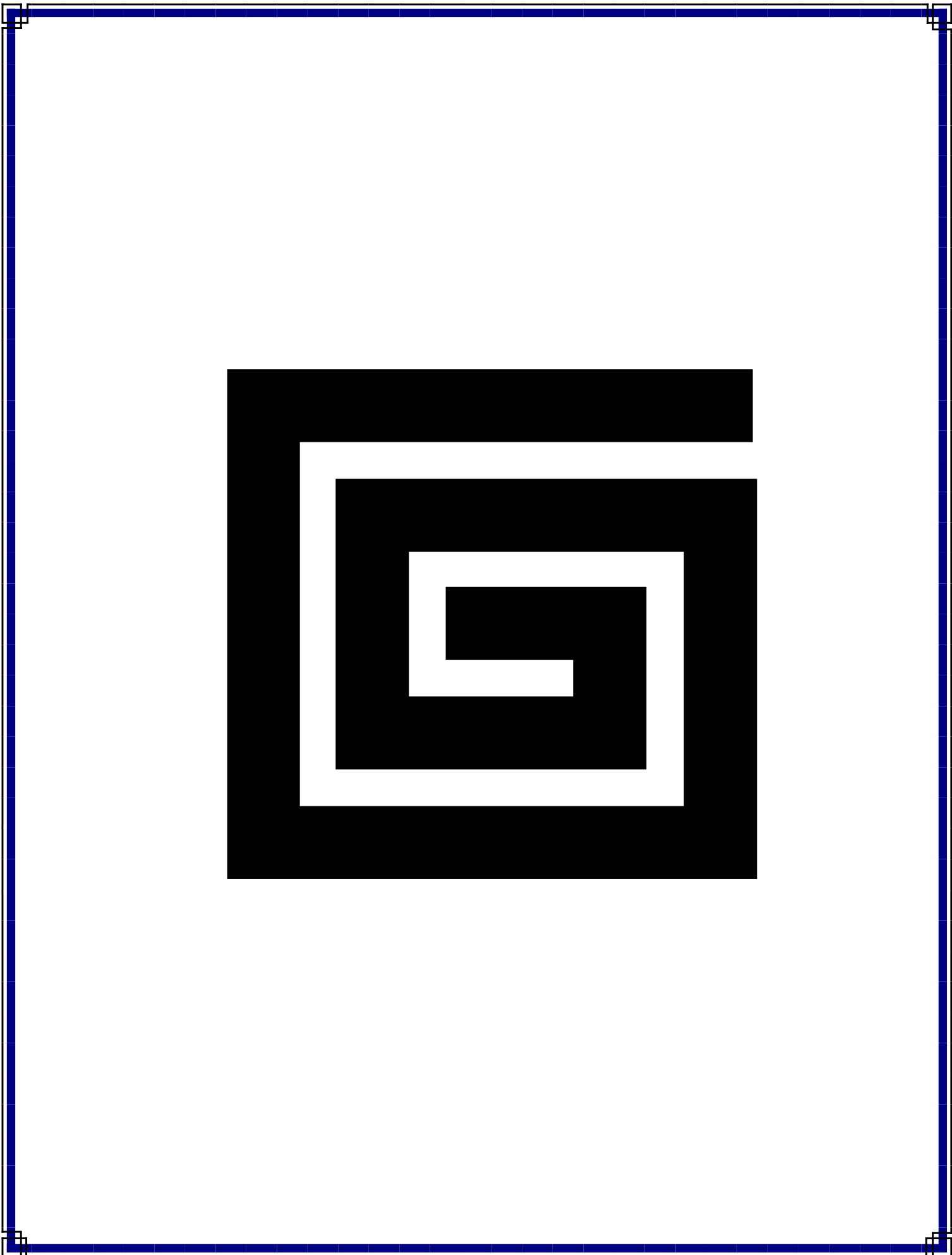
ACCOUNT DESCRIPTIONS

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	75,000
		<u>\$130,000</u>





**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$6,354	\$7,119	\$27,876	\$29,196	\$29,457	5.7%
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	2,139	2,253	5.7%
714	Worker's Compensation	168	286	1,059	1,108	1,069	0.9%
721	Fringe Benefits	2,236	2,317	9,408	9,554	9,661	2.7%
	Subtotal PERSONNEL	\$9,231	\$10,243	\$40,476	\$41,996	\$42,441	4.9%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$250	\$0	\$250	\$0	\$250	0.0%
743	Postage	0	0	200	0	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	183	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	0	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	442	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	\$625	\$1,912	8.9%

CAPITAL OUTLAY							
902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	4,530	1,595,000	70,391	1,401,350	-12.1%
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	\$70,391	\$1,401,350	-12.1%

BASE PROGRAM COST	\$31,326	\$23,031	\$1,637,232	\$113,012	\$1,445,702	-11.7%
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TOTAL PROGRAM COST	\$31,326	\$23,031	\$1,637,232	\$113,012	\$1,445,702	-12%
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CITY OF LAFAYETTE
2020-2021 FINAL 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	50,000	
	1,401,350	

TRANSFERS

From General Fund for overhead expenses	\$44,352
From General Fund for playground equipment replacement	15,000
	\$59,352

**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$25,414	\$26,598	\$13,938	\$14,598	\$14,728	5.7%
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	1,070	1,127	5.7%
714	Worker's Compensation	673	1,071	530	554	534	0.9%
721	Fringe Benefits	8,945	9,268	4,939	4,777	4,831	-2.2%
	Subtotal PERSONNEL	\$36,925	\$38,883	\$20,473	\$20,998	\$21,220	3.6%

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	92	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	0	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	217	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	\$308	\$755	-93.0%

CAPITAL OUTLAY							
902	Land	\$0	\$1,100,000	\$0	\$0	\$0	0.0%
906	Improvements	0	13,500	100,000	64,196	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	\$64,196	\$100,000	0.0%

BASE PROGRAM COST	\$37,468	\$1,238,012	\$131,217	\$85,502	\$121,975	-7.0%
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TOTAL PROGRAM COST	\$37,468	\$1,238,012	\$131,217	\$85,502	\$121,975	-7.04%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Parkland Acquisition
FUND	17
PROGRAM	650

PROGRAM

This program tracks costs associated with purchasing parkland. Note that revenues to this fund are primarily collected via the Quimby Act. 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 \$21,975

**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$362,261	\$249,796	\$266,911	\$256,625	\$273,961	2.6%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	126	0	455	0	0.0%
711	Social Security	25,635	18,186	20,419	18,961	20,958	2.6%
714	Worker's Compensation	9,097	9,951	10,143	9,628	9,940	-2.0%
721	Fringe Benefits	116,698	83,617	88,615	80,375	86,286	-2.6%
	Subtotal PERSONNEL	\$513,691	\$361,676	\$386,087	\$366,044	\$391,145	1.3%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$1,707	\$1,341	\$1,340	\$851	\$1,407	5.0%
743	Postage	764	539	665	441	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	123	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	1,082	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	23,095	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	9,157	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	\$34,749	\$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	2,741,852	10,154,373	21.8%
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	\$2,741,852	\$10,154,373	21.8%

BASE PROGRAM COST	\$2,276,062	\$2,740,047	\$8,790,420	\$3,142,645	\$10,610,849	20.7%
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TOTAL PROGRAM COST	\$ 2,276,062	\$ 2,740,047	\$ 8,790,420	\$ 3,142,645	\$ 10,610,849	20.7%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Capital Improvement Projects
FUND	14
PROGRAM	620

PROGRAM

This program tracks costs associated with the capital improvements.

STAFFING REQUIREMENTS

	<u>Position Title</u>	<u>Full-Time Equivalent</u>
702	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	2021 Street Maintenance Program	\$3,045,524
	PedXing Beacon @ Roundabout	23,100
	Reliez Valley Pathway Reconstructon	209,718
	Storm Drain Rehabilitation Project	296,710
	2020 Street Maintenance Project	2,237,294
	BART to Downtown Ped/Bike Connector	2,637,949
	Rain Garden at Oak Bridge Parking Lot	200,000
	Pleasant Hill Road Resurfacing	1,014,078
	Mt. Diablo Court Traffic Signal	440,000
	Burton Valley Pilot Study	50,000
		<u>\$10,154,373</u>

REVENUE

	State & Federal Grants	\$2,885,100
	SB-1 Gas Tax	789,294
	Measure J	1,045,000
	Gas Tax	1,526,710
	General Fund	650,000
	Waste Management Mitigation Fee	1,825,000
	LFFA	200,000
	Development Fees	1,098,949
	Fund Balance	590,796

**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 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	0	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	\$0	\$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	12,590	0	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
Subtotal CAPITAL OUTLAY		\$0	\$31,772	\$125,000	\$112,840	\$0	N/A

BASE PROGRAM COST	\$4,560	\$31,772	\$125,300	\$112,840	\$300	-99.8%
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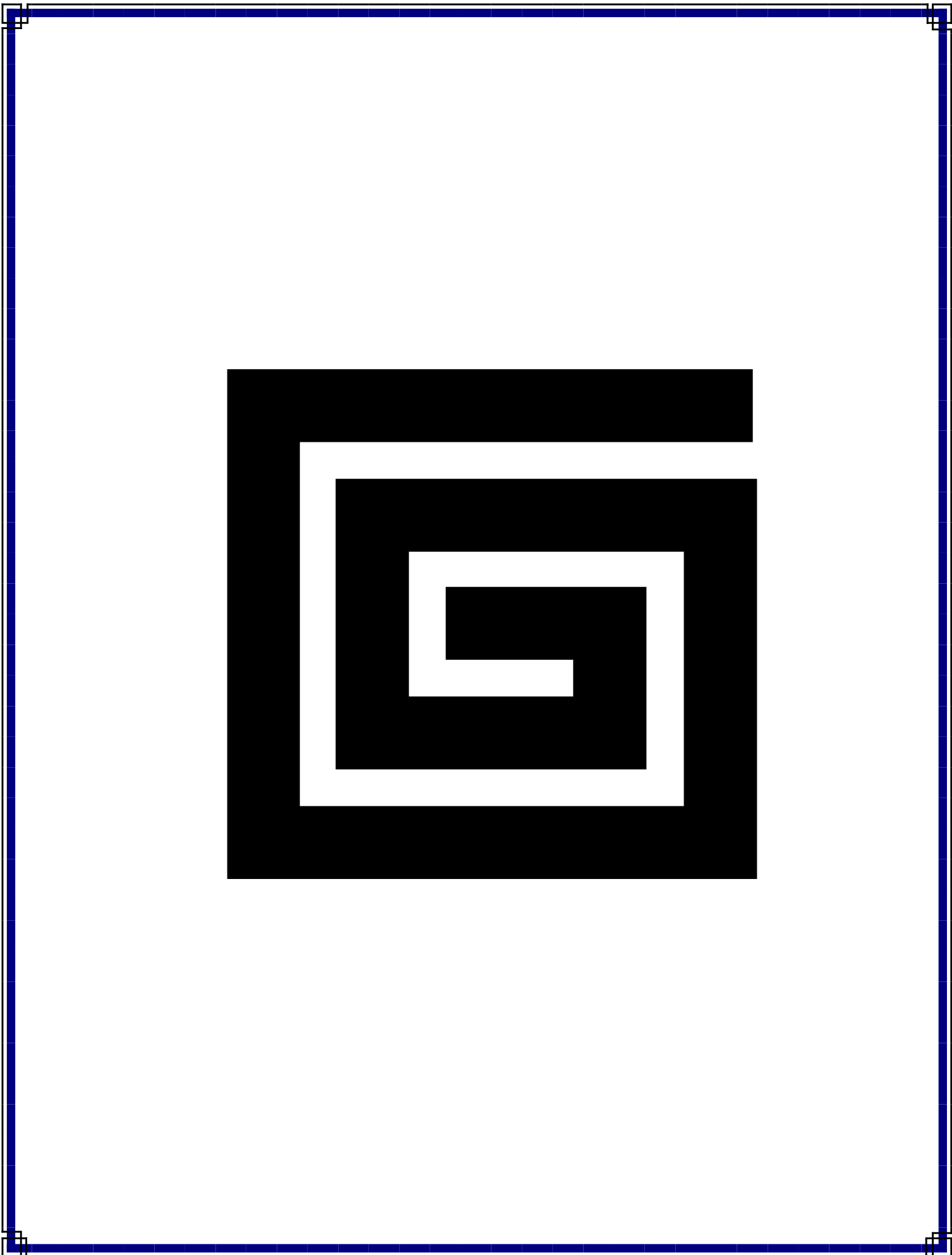
TOTAL PROGRAM COST	\$4,560	\$31,772	\$125,300	\$112,840	\$300	-99.8%
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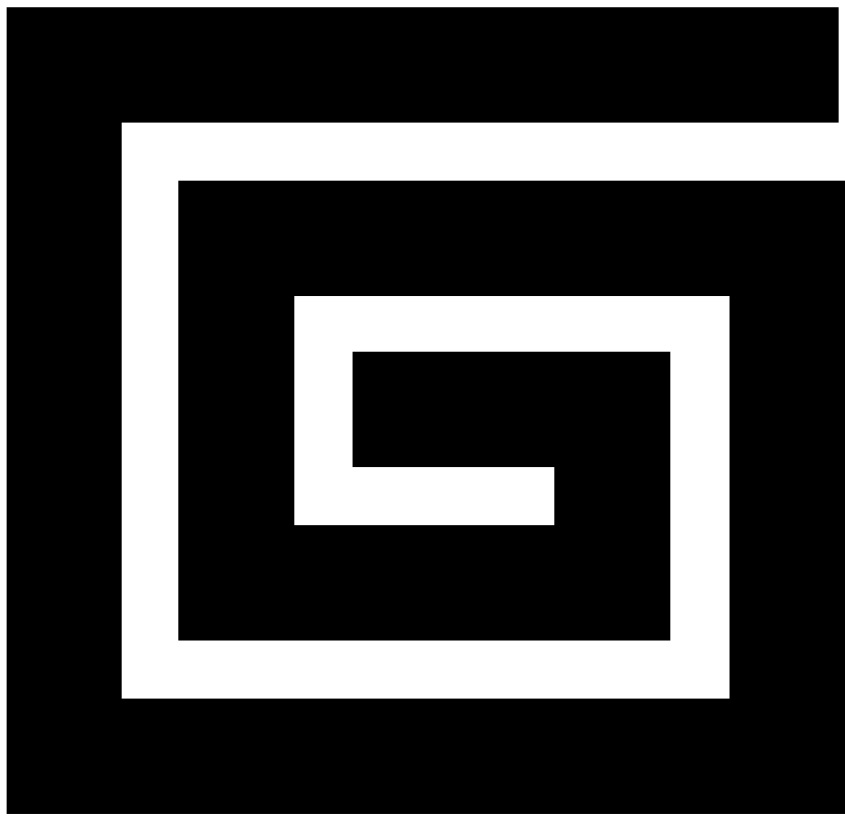
CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Public Facilities
FUND	16
PROGRAM	640

PROGRAM

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





**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$269,487	\$282,972	\$354,072	\$358,916	\$318,586	-10.0%
705	Temporary Personnel	174,461	226,359	189,000	181,477	241,899	28.0%
708	Overtime	90	0	0	328	0	0.0%
711	Social Security	34,023	39,621	41,545	41,663	42,877	3.2%
714	Worker's Compensation	11,506	20,375	20,637	20,394	20,336	-1.5%
721	Fringe Benefits	94,986	102,398	138,032	138,045	119,261	-13.6%
	Subtotal PERSONNEL	\$584,553	\$671,725	\$743,287	\$740,823	\$742,959	0.0%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$3,069	\$3,858	\$3,500	\$3,198	\$3,500	0.0%
743	Postage	11,378	14,423	13,700	14,656	4,500	-67.2%
745	Printing & Binding	34,762	33,843	34,000	33,265	10,600	-68.8%
746	Books & Software	140	21	150	204	150	0.0%
748	Special Departmental Supplies	27,324	34,410	33,000	27,220	25,000	-24.2%
751	Maintenance of Vehicles	0	73	0	11	100	N/A
761	Maintenance of Equipment	0	0	0	0	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	(109)	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	4,566	25,000	681.3%
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	6,777	6,993	7,700	7,288	8,000	3.9%
843	Training & Memberships	3,686	5,106	3,500	1,970	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	968	1,000	0.0%
861	Contractual Services	83,093	103,094	100,000	86,901	58,517	-41.5%
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	447,592	539,603	500,000	465,756	295,313	-40.9%
881	Premium Payment-Liability	(167)	285	0	233	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	\$646,127	\$433,080	-38.1%

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	5,424	0	N/A
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$3,492	\$6,257	\$10,000	\$5,424	\$0	N/A

BASE PROGRAM COST	\$1,212,552	\$1,422,938	\$1,453,287	\$1,392,374	\$1,176,039	-19.1%
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TOTAL PROGRAM COST	\$1,212,552	\$1,422,938	\$1,453,287	\$1,392,374	\$1,176,039	-19.1%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Recreation Programs
FUND	31
PROGRAM	700

PROGRAMS

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

WORKPLAN

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

STAFFING REQUIREMENTS

	Position Title	Full-Time Equivalent
702	Parks, Trails and Recreation Director	20%
	Recreation Supervisor - B	75%
	Recreation Supervisor - A	85%
	Recreation Coordinator - A	85%
	Assistant Recreation Coordinator	0%
	Administrative Assistant - P&R - A	36%
	Administrative Assistant - P&R - B	36%
	Facilities Maintenance Worker - A	50%
	Total Full Time Equivalent	3.87

705 Temporary recreation teachers and leaders \$241,899

ACCOUNT DESCRIPTIONS

743	Postage for mailing brochures	\$4,500
745	Printing P&R brochures	\$10,600
748	Class materials for City run recreation classes	\$25,000 (reimbursed via class fees)
821	Telephone & Internet	\$25,000
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	\$58,517
866	Payments to recreation teachers and specialized program related personnel	\$295,313
907	Technology upgrades	\$0

DESCRIPTION OF REVENUES

	Final 19/20	Act 19/20	Final 20/21
Investment Earnings & Building Rental	\$115,000	\$110,319	\$10,000
Non-Summer Program Fees	770,000	722,725	621,690
Summer Program Fees	400,000	435,760	269,000
Tiny Tots	220,000	193,037	175,000
Other	500	500	-
	\$1,505,500	\$1,462,341	\$1,075,690

PROJECTED ENTERPRISE SURPLUS/(DEFICIT)	\$52,213	\$69,968	(\$100,349)
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			\$804,935
Projected Ending Fund Balance			\$674,586

**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$109,344	\$118,698	\$122,523	\$126,829	\$126,845	3.5%
705	Temporary Personnel	76,161	72,904	66,000	85,743	75,000	13.6%
708	Overtime	12,537	5,825	5,000	5,295	5,000	0.0%
711	Social Security	15,233	15,250	14,804	16,868	15,824	6.9%
714	Worker's Compensation	5,171	7,844	7,164	8,178	7,324	2.2%
721	Fringe Benefits	33,599	36,349	41,019	39,458	40,120	-2.2%
	Subtotal PERSONNEL	\$252,044	\$256,871	\$256,509	\$282,371	\$270,112	5.3%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$1,918	\$1,026	\$3,500	\$577	\$1,000	-71.4%
743	Postage	25	23	500	20	31	-93.7%
745	Printing & Binding	0	0	1,000	0	1,000	0.0%
746	Books & Software	0	0	0	0	0	0.0%
748	Special Departmental Supplies	5,876	6,390	2,200	28,887	5,000	127.3%
751	Maintenance of Vehicles	22,274	19,258	20,000	15,654	20,000	0.0%
761	Maintenance of Equipment	36	3,526	5,000	111	5,000	0.0%
771	Maintenance of Buildings	498	1,108	1,000	1,094	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	75	0	0.0%
801	Utilities-Water	101	260	75	322	300	300.0%
805	Utilities-Sewer	530	566	800	566	800	0.0%
811	Utilities-Gas & Electric	2,841	3,360	600	3,677	4,000	566.7%
821	Utilities-Telephones	173	656	2,010	310	300	-85.1%
825	Utilities-Garbage Disposal	0	0	60	0	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	7,511	7,544	-0.1%
843	Training & Memberships	670	1,785	2,000	1,827	2,000	0.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	0	0	200	0	200	0.0%
853	Community Promotion	0	0	0	0	0	0.0%
861	Contractual Services	52,866	116,206	95,850	74,158	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	\$134,791	\$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	25,145	45,000	0.0%
908	Depreciation-Capital Equipment	0	0	0	0	0	0.0%
	Subtotal CAPITAL OUTLAY	\$202,323	\$7,339	\$45,000	\$25,145	\$45,000	0.0%

BASE PROGRAM COST	\$548,583	\$425,644	\$443,854	\$442,307	\$450,024	1.4%
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TOTAL PROGRAM COST	\$ 548,583	\$ 425,644	\$ 443,854	\$ 442,307	\$ 450,024	1.4%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Parking Fund
FUND	32
PROGRAM	710

PROGRAM

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

WORKPLAN

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

STAFFING REQUIREMENTS

Position Title	Full-Time Equivalent
702 Accountant	10%
Parking Enforcement Officer	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	\$115,929	\$150,000
Parking Meters (\$1/hour)	320,000	240,814	240,000
Rental Income from lots	31,000	21,430	25,000
Investment Earnings & Other Revenue	16,150	157,013	17,075
TOTAL Revenue	\$567,150	\$535,186	\$432,075
Expenses	(\$443,854)	(\$442,307)	(\$450,024)
Net Revenue	\$123,296	\$92,878	(\$17,949)

**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$4,388	\$4,414	\$4,653	\$4,873	\$4,917	5.7%
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	369	376	5.7%
714	Worker's Compensation	125	188	177	185	178	0.9%
721	Fringe Benefits	1,388	1,417	1,762	1,462	1,720	-2.4%
	Subtotal PERSONNEL	\$6,713	\$6,689	\$6,948	\$6,889	\$7,192	3.5%

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	250	0	0	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	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	108	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	\$2,644	\$108	\$1,114	-57.9%

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	\$6,817	\$6,790	\$9,592	\$6,997	\$8,306	-13.4%
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TOTAL PROGRAM COST	\$ 6,817	\$ 6,790	\$ 9,592	\$ 6,997	\$ 8,306	-13.4%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Vehicle Abatement
FUND	34
PROGRAM	730

PROGRAM

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

STAFFING REQUIREMENTS

	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
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PROJECTED ENTERPRISE SURPLUS/(DEFICIT)	\$3,694
Contribution from Prior Year's Fund Balance	58,328
Projected Ending Fund Balance	\$62,022

**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$46,911	\$50,105	\$58,058	\$53,560	\$59,489	2.5%
705	Temporary Personnel	42,224	43,188	49,660	44,811	53,430	7.6%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	6,819	7,137	8,240	7,525	8,638	4.8%
714	Worker's Compensation	2,328	3,707	4,093	3,680	4,097	0.1%
721	Fringe Benefits	7,401	7,891	9,640	8,301	9,408	-2.4%
	Subtotal PERSONNEL	\$105,683	\$112,027	\$129,693	\$117,877	\$135,063	4.1%

OPERATIONS AND MAINTENANCE							
741	Office Supplies	\$1,221	\$2,335	\$2,400	\$1,148	\$2,400	0.0%
743	Postage	825	0	1,500	1,206	1,500	0.0%
745	Printing & Binding	0	0	1,000	199	1,000	0.0%
746	Books & Software	0	0	3,000	0	3,000	0.0%
748	Special Departmental Supplies	278	933	2,000	520	2,000	0.0%
751	Maintenance of Vehicles	17,397	19,843	30,000	15,095	27,500	-8.3%
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	1,298	1,300	25.0%
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	1,195	800	60.0%
843	Training & Memberships	0	5	500	155	300	-40.0%
850	Contingency	0	0	0	0	0	0.0%
851	Advertising/Legal Notices	259	0	850	0	850	0.0%
853	Community Promotion	1,084	1,466	2,500	811	2,500	0.0%
861	Contractual Services	3,672	6,494	8,088	2,192	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	\$23,819	\$52,129	-4.3%

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	\$141,697	\$189,193	1.6%
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TOTAL PROGRAM COST	\$ 132,349	\$ 196,611	\$ 186,171	\$ 141,697	\$ 189,193	1.6%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Senior Transportation
FUND	36
PROGRAM	750

PROGRAM

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

STAFFING REQUIREMENTS

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

ACCOUNT DESCRIPTIONS

705 Clerk/Dispatcher (15hrs/wk, \$21/hr)	\$8,190	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>\$53,430</u>		<u>\$8,479</u>

	Actual FY 17-18	Actual FY 18-19	Final FY 19-20	Estimated FY 19-20	Final FY 20-21
REVENUES					
Van Maintenance Reimbursement	4,629		-		-
Fares @ \$5 per ride / Rentals	18,046	16,523	19,000	12,775	10,000
Advertising & Other Income		681	500	-	-
New Freedom Funds/5310 Funds		126,996	54,975	79,158	85,000
CDBG Grant or Alternative	9,744	3,500	10,000	-	7,500
Gifts, Grants & Donations	7,216	10,096	10,000	5,603	10,000
Moraga Town Contribution		-	5,000	-	-
Lafayette Community Foundation	1,500	-	2,500	-	3,000
Lafayette Contribution (transfer from GF)	40,000	40,000	40,000	40,000	40,000
Other	1,221	-	-	1,674	1,000
Insurance from van accident		31,161	-		
Taxi Program Sinking Fund	-	2,500	5,600	-	5,600
TOTAL	82,356	231,457	147,575	139,210	162,100
ENTERPRISE SURPLUS/(DEFICIT)	(49,993)	34,846	(38,596)	(2,487)	(27,093)
Prior Year Fund Balance	67,658	17,665	197,479	195,663	195,663
Sinking Fund Balance	97,474	76,183	76,183	76,183	70,583
Cash Balance	17,665	52,512	82,700	116,993	97,987

	Actual FY 17-18	Actual FY 18-19	Final FY 19-20	Estimated FY 19-20	Final 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	\$1,133.57	\$1,351.38
Total Cost per Ride	\$34.71	\$63.50	\$53.19	\$40.48	\$47.30
Total Cost per Mile	\$4.22	\$6.55	\$6.21	\$4.72	\$5.26
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 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$148,389	\$158,141	\$168,063	\$170,000	174,046	3.6%
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	13,497	13,314	3.6%
714	Worker's Compensation	3,930	6,312	6,386	6,328	6,315	-1.1%
721	Fringe Benefits	47,791	49,811	52,115	52,075	53,466	2.6%
	Subtotal PERSONNEL	\$211,443	\$226,481	\$239,421	\$241,899	\$247,141	3.2%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$582	\$297	\$1,000	\$627	\$1,000	0.0%
743	Postage	43	62	500	590	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	18,339	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	2,610	3,000	-40.0%
771	Maintenance of Buildings	79,054	77,739	129,200	89,217	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	8,745	11,000	0.0%
805	Utilities-Sewer	2,431	3,461	6,300	5,190	6,300	0.0%
811	Utilities-Gas & Electric	86,721	99,056	125,000	98,063	125,000	0.0%
821	Utilities-Telephones	9,033	9,385	11,600	9,569	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	915	2,000	0.0%
843	Training & Memberships	0	0	500	0	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	81,907	150,000	-24.2%
861	Contractual Services	155,083	204,347	235,438	204,084	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	27,640	0	0.0%
885	Insurance and Surety Bonds	0	0	26,804	0	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	\$547,494	\$732,729	-6.1%

CAPITAL OUTLAY

902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	7,404	18,034	5,000	23,434	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	\$23,434	\$5,000	-50.0%

BASE PROGRAM COST	\$757,977	\$866,746	\$1,029,763	\$812,827	\$984,870	-4.4%
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TOTAL PROGRAM COST	\$757,977	\$866,746	\$1,029,763	\$812,827	\$984,870	-4.4%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Library Operations
FUND	37
PROGRAM	770

PROGRAM

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

STAFFING REQUIREMENTS

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

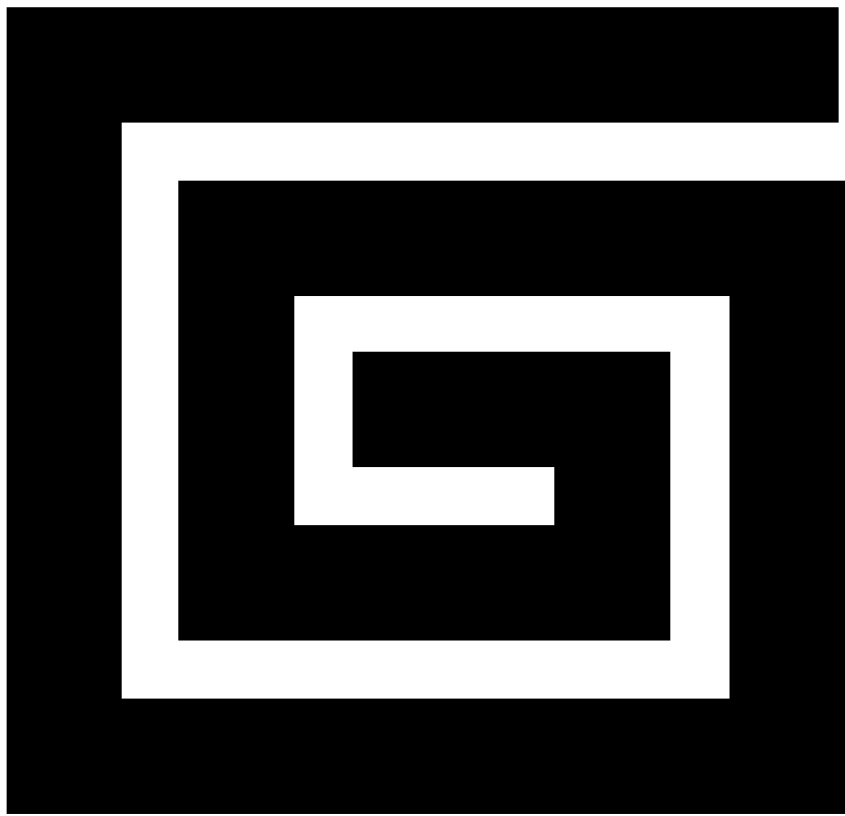
ACCOUNT DESCRIPTIONS

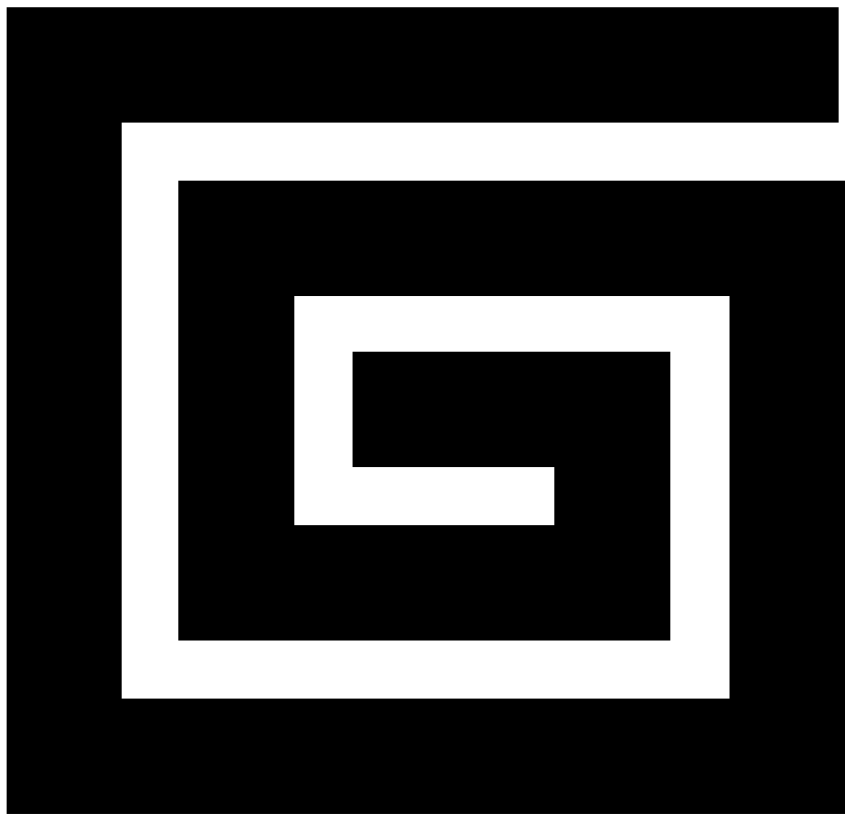
748	Equipment/Tools/Supplies	\$28,000	861.18	Irrigation Repairs & Maintenance	2,500
			861.19	Landscape Maintenance	5,500
906	Misc Improvements TBD	\$5,000	861.45	Unanticipated Repairs	4,250
			861.61	Safety Requirements/Compliance	1,800
861	Computer support	\$2,279		HKA Contract	216,500
	Roof Inspection	\$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>Actual 2019-2020 Expenditures</i>	<i>Final 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	12,001	16,000	0.0%
771.02	Book Sorter Maintenance	1,929	0	1,000	128	500	-50.0%
771.07	Electrical	3,175	1,509	5,000	0	5,000	0.0%
771.08	Elevators	11,541	7,551	17,000	12,954	17,000	0.0%
771.09	Emergency Generator	4,707	4,946	6,000	4,115	6,000	0.0%
771.10	Exterior	11,613	12,161	14,000	12,665	14,000	0.0%
771.11	Floors	699	958	1,500	2,058	1,500	0.0%
771.13	HVAC	6,812	6,984	16,000	18,687	16,000	0.0%
771.14	Lighting (Interior)	5,242	7,157	3,500	2,450	3,500	0.0%
771.15	Lighting (Exterior)	1,279	1,923	2,000	902	2,000	0.0%
771.16	Parking Garage (sweeping)	0	0	1,000	0	1,000	0.0%
771.17	Pest Control	798	834	1,000	881	1,000	0.0%
771.18	Photovoltaic	0	0	500	0	500	0.0%
771.19	Plumbing	466	935	2,000	712	2,000	0.0%
771.20	Security & Fire Alarm	9,170	11,594	25,000	11,173	20,000	-20.0%
771.21	Plaza, Stairways	2,175	1,010	1,000	0	1,000	0.0%
771.22	Telephone	2,049	3,036	3,500	8,051	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	0	2,000	-60.0%
771.27	Restroom Maintenance (City Events)	0	0	100	0	100	0.0%
771.28	Restroom Maintenance (Community Events)	0	0	100	0	100	0.0%
771.29	Parking/Garage Maintenance	523	0	3,000	0	3,000	0.0%
	TOTAL	79,054	77,739	129,200	89,216	128,000	-0.9%

SOURCES OF REVENUE

City	\$12,000	includes \$12K for City meetings
Building Leases	\$34,855	
LL&LC Foundation	\$938,015	
TOTAL	\$984,870	





**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 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	11,655	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	640	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	\$12,296	\$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	\$12,296	\$26,920	0.0%
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TOTAL PROGRAM COST	\$14,297	\$12,911	\$26,920	\$12,296	\$26,920	0.0%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Street Lighting
FUND	51
PROGRAM	800

PROGRAM

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

ACCOUNT DESCRIPTIONS

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

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

ACCOUNT DESCRIPTIONS

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

**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$62,388	\$62,290	\$69,916	\$70,677	\$73,575	5.2%
705	Temporary Personnel	0	0	0	0	0	0.0%
708	Overtime	0	0	0	11	0	0.0%
711	Social Security	4,611	4,870	5,349	5,496	5,628	5.2%
714	Worker's Compensation	1,647	2,474	2,657	2,664	2,670	0.5%
721	Fringe Benefits	19,404	19,209	22,785	21,540	22,623	-0.7%
Subtotal PERSONNEL		\$88,048	\$88,843	\$100,707	\$100,387	\$104,496	3.8%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$0	\$86	\$106	\$58	\$96	-9.3%
743	Postage	86	80	91	70	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	6,335	11,000	-8.3%
751	Maintenance of Vehicles	0	0	0	0	0	0.0%
761	Maintenance of Equipment	73	115	1,500	141	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	32,993	29,000	3.6%
805	Utilities-Sewer	0	0	0	0	0	0.0%
811	Utilities-Gas & Electric	555	1,669	2,000	578	2,000	0.0%
821	Utilities-Telephones	488	472	500	501	500	0.0%
825	Utilities-Garbage Disposal	0	0	0	0	0	0.0%
831	Utilities-Street Lighting	50,244	53,075	52,000	50,882	54,000	3.8%
835	Utilities-Traffic Signals	0	0	0	0	0	0.0%
841	Rental Expense	768	3,493	3,704	3,666	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	0	500	0.0%
853	Community Promotion	34,856	20,400	35,000	19,166	27,000	-22.9%
861	Contractual Services	178,151	167,778	232,638	177,590	223,104	-4.1%
861.5	Reimbursable Emergency Response	2,159	894	7,500	1,272	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	\$293,252	\$359,513	-4.3%

CAPITAL OUTLAY

902	Land	\$0	\$0	\$0	\$0	\$0	0.0%
906	Improvements	0	895	10,000	0	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	\$0	\$8,000	-20.0%

BASE PROGRAM COST	\$379,700	\$372,581	\$486,246	\$393,639	\$472,009	-2.9%
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TOTAL PROGRAM COST	\$379,700	\$372,581	\$486,246	\$393,639	\$472,009	-2.9%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Core Area Maintenance
FUND	52
PROGRAM	810

PROGRAM

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

WORKPLAN

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

STAFFING REQUIREMENTS

Position Title	Full-Time Equivalent
702 Public Works & 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
861.01	Contract Hourly	\$23,957	\$32,694	\$37,100	\$35,963	\$37,100	0.0%
861.06	Community Events	6,209	4,520	12,000	1,957	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	21,221	21,250	-3.4%
861.19	Landscape Maintenance	55,460	55,237	90,000	72,984	87,000	-3.3%
861.28	Sidewalk Repairs	5,015	12,342	15,000	5,480	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	4,674	10,000	0.0%
861.43	Weed Control (manual)	13,397	13,750	12,500	14,259	12,500	0.0%
861.44	Weed Control (spraying)	0	0	500	450	500	0.0%
861.45	Unanticipated Repairs	3,235	6,916	3,000	964	3,000	0.0%
861.46	Professional Services	1,073	1,360	2,000	1,455	2,000	0.0%
861.47	Street Light / Parking Light Repair	17,410	10,008	25,000	16,761	23,000	-8.0%
	Subtotal	\$146,919	\$166,500	\$231,600	\$176,168	\$221,850	-4.2%

ESTIMATED YEAR END FUND BALANCE

Contribution from Prior Year's Fund Balance	\$76,020
Revenue from Assessments and Interest Earnings	354,776
Expenditures	(472,009)
Transfer from General Fund	146,214
Streetlight Sinking Fund	(105,000)
ESTIMATED YEAR END BALANCE	\$0

**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$150,668	\$125,636	\$149,775	\$142,369	\$154,847	3.4%
705	Temporary Personnel	2,750	0	0	0	0	0.0%
708	Overtime	0	8	0	295	0	0.0%
711	Social Security	11,482	9,879	11,458	11,081	11,846	3.4%
714	Worker's Compensation	3,946	4,848	5,691	5,381	5,618	-1.3%
721	Fringe Benefits	47,003	35,496	48,748	43,370	47,734	-2.1%
Subtotal PERSONNEL		\$215,849	\$175,868	\$215,672	\$202,496	\$220,046	2.0%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$110	\$371	\$426	\$271	\$426	0.0%
743	Postage	209	218	287	190	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	5,479	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	774	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	9,967	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	1,600	2,500	0.0%
861	Contractual Services	237,937	257,450	325,760	286,844	317,749	-2.5%
861.5	Reimbursable Emergency Response	0	7,825	5,000	0	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	\$305,124	\$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	\$507,620	\$567,258	-0.5%
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TOTAL PROGRAM COST	\$462,563	\$457,770	\$569,936	\$507,620	\$567,258	-0.5%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Stormwater Pollution
FUND	53
PROGRAM	820

PROGRAM

This program tracks costs associated with stormwater pollution control programs.

WORKPLAN

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

STAFFING REQUIREMENTS

	Position Title	Full-Time Equivalent
702	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

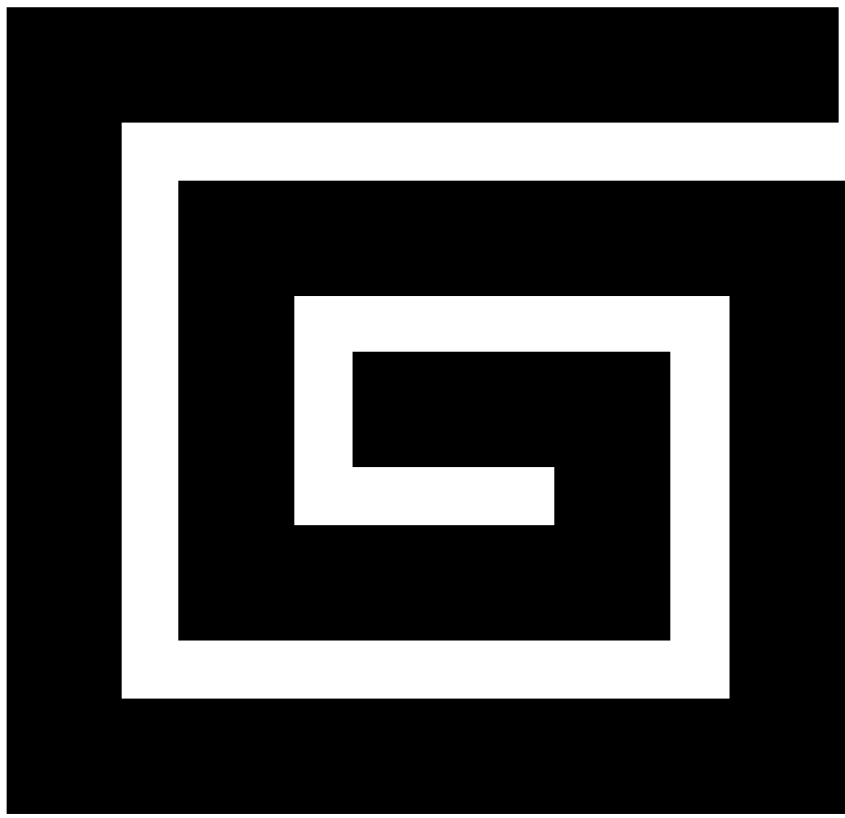
ACCOUNT DESCRIPTIONS

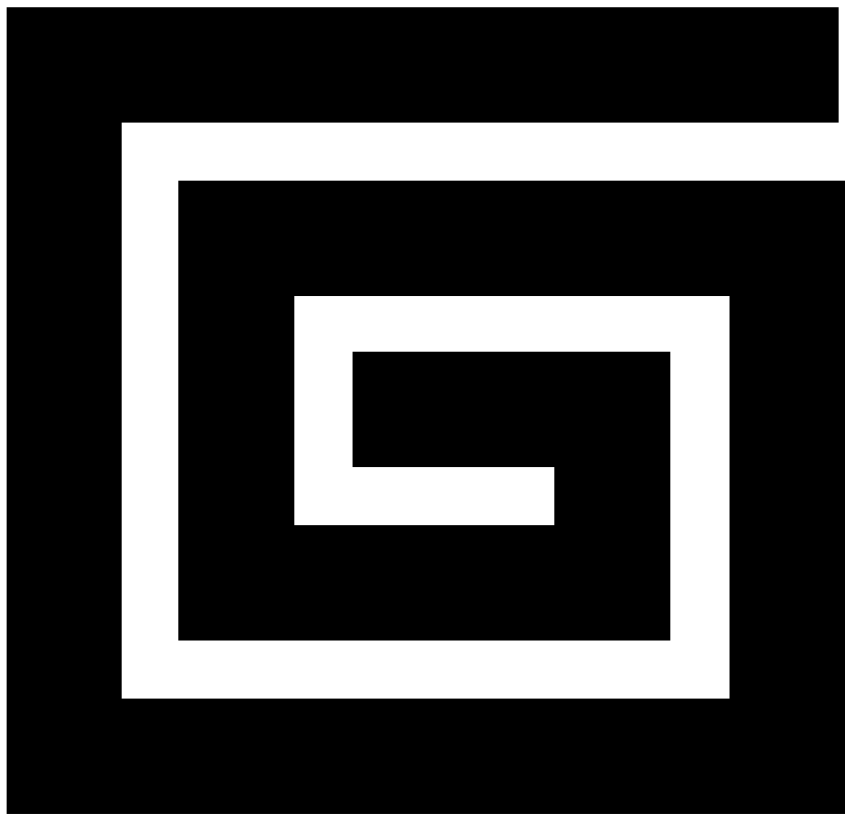
853	Creeks Committee operations	\$2,500
861	Computer support	\$2,849

PUBLIC WORKS CONTRACT DETAIL		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
861.01	Contract Hourly	\$15,429	\$19,519	\$20,600	\$21,925	\$20,600	0.0%
861.04	Catch Basin Cleaning & Inspection	35,597	41,522	36,000	39,595	36,000	0.0%
861.1	Detention Pond Cleaning	3,473	0	5,300	13,924	5,300	0.0%
861.11	Litter Removal	20,827	25,737	22,000	22,622	21,000	-4.5%
861.3	Storm Patrol & Cleanup	25,156	37,663	40,000	36,282	40,000	0.0%
861.32	Storm Drain Inspection (visual)	477	943	500	156	500	0.0%
861.33	Storm Drain Inspection (video)	5,158	0	5,000	0	3,500	-30.0%
861.37	Storm Drain Cleaning (mechanical)	20,152	2,280	25,000	13,097	20,000	-20.0%
861.38	Street Sweeping	89,482	115,290	150,000	115,732	145,000	-3.3%
861.45	Unanticipated Repairs & Maintenance	2,553	0	8,000	8,144	7,000	-12.5%
861.46	Professional Services	10,072	11,757	10,000	12,658	15,000	50.0%
861.61	Safety Requirements / Compliance	182	168	1,000	0	1,000	0.0%
	Subtotal	\$228,558	\$254,879	\$323,400	\$284,135	\$314,900	-2.6%

ESTIMATED YEAR END FUND BALANCE

Contribution from Prior Year's Fund Balance	(\$4,525)
Revenue from Assessments and Interest Earnings	366,555
Transfer from General Fund	205,228
Expenditures	(567,258)
ESTIMATED YEAR END BALANCE	\$0





**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$54,258	\$33,307	\$44,592	\$35,570	\$33,440	-25.0%
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	2,878	2,558	-25.0%
714	Worker's Compensation	1,393	1,342	1,695	1,349	1,213	-28.4%
721	Fringe Benefits	16,610	10,435	14,542	11,015	10,381	-28.6%
	Subtotal PERSONNEL	\$76,376	\$47,610	\$64,241	\$50,811	\$47,592	-25.9%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$302	\$313	\$335	\$213	\$335	0.0%
743	Postage	135	126	166	110	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	46	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	5,774	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	9,009	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	\$15,152	\$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	\$65,963	\$65,801	-20.5%
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TOTAL PROGRAM COST	\$95,948	\$61,819	\$82,804	\$65,963	\$65,801	-20.5%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

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

PROGRAM

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

STAFFING REQUIREMENTS

<u>Position Title</u>	<u>Full-Time Equivalent</u>
702 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	\$471,532
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**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 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	607,663	607,663	642,464	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		\$547,428	\$585,354	\$607,663	\$607,663	\$642,464	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	\$547,428	\$585,354	\$607,663	\$607,663	\$642,464	5.7%
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TOTAL PROGRAM COST	\$ 547,428	\$ 585,354	\$ 607,663	\$ 607,663	\$ 642,464	5.7%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Supp. Law Enf. Services
FUND	73
PROGRAM	920

PROGRAM

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

WORKPLAN

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

ACCOUNT DESCRIPTIONS

POLICE CONTRACT DETAIL		<i>Actual 2017-2018 Expenditures</i>	<i>Actual 2018-2019 Expenditures</i>	<i>Final 2019-2020 Budget</i>	<i>Actual 2019-2020 Expenditures</i>	<i>Final 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	486,517
TOTAL	<u>\$642,464</u>

**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 2020-2021 Budget</i>	<i>Increase Over Budget</i>
PERSONNEL SERVICES							
702	Regular Personnel	\$117,640	\$126,575	127,758	143,365	127,899	0.1%
705	Temporary Personnel	19,401	21,835	28,340	21,067	12,500	-55.9%
708	Overtime	0	0	0	0	0	0.0%
711	Social Security	10,119	10,519	11,941	13,690	10,741	-10.1%
714	Worker's Compensation	3,545	5,908	5,932	5,832	5,094	-14.1%
721	Fringe Benefits	34,068	34,319	38,034	41,841	39,697	4.4%
	Subtotal PERSONNEL	\$184,774	\$199,155	\$212,005	\$225,794	\$195,931	-7.6%

OPERATIONS AND MAINTENANCE

741	Office Supplies	\$753	\$911	\$721	\$426	\$725	0.6%
743	Postage	1,407	843	1,061	937	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	0	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	915	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	10,872	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	1,398,454	461,454	-76.2%
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	\$1,834,386	\$1,841,868	\$1,962,615	\$1,414,195	\$480,157	-75.5%

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

BASE PROGRAM COST	\$2,019,461	\$2,041,379	\$2,177,150	\$1,639,989	\$677,087	-68.9%
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TOTAL PROGRAM COST	\$2,019,461	\$2,041,379	\$2,173,026	\$1,639,989	\$677,087	-68.8%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	School Bus Program
FUND	74
PROGRAM	930

PROGRAM

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

STAFFING REQUIREMENTS

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

DESCRIPTION OF ACCOUNTS

705	Administrative Aide (.5FTE)	\$12,500
841	Office Lease & Shared Costs	\$12,442
861	First Student - Lamorinda	\$408,240
	Audit	3,914
	Insurance	10,475
	Transfer Charges to City	6,000
	VISA	12,000
	Website	8,266
	Legal counsel	8,000
	Computer Support	4,559
		<u>\$461,454</u>

DESCRIPTION OF REVENUES

	Actual 19-20	Final 20-21
Parent Contributions	\$789,530	\$0
One Trip Passes	27,693	-
Interest Earnings	12,268	1,500
Other	18,948	-
Measure J	1,358,186	1,078,632
	<u>\$2,206,625</u>	<u>\$1,080,132</u>

ESTIMATED YEAR END FUND BALANCE

Contribution from Prior Year's Fund Balance	\$887,905
Net income / (loss)	403,045
Reserve	(200,000)
ESTIMATED YEAR END CASH BALANCE	\$1,090,950

**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 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	12,366	24,816	0.0%
	Subtotal PERSONNEL	\$26,906	\$20,693	\$24,816	\$12,366	\$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	11	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	205,835	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	19,071	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	\$224,917	\$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	\$237,284	\$279,112	11.8%
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TOTAL PROGRAM COST	\$305,909	\$215,575	\$249,662	\$237,284	\$279,112	11.8%
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CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

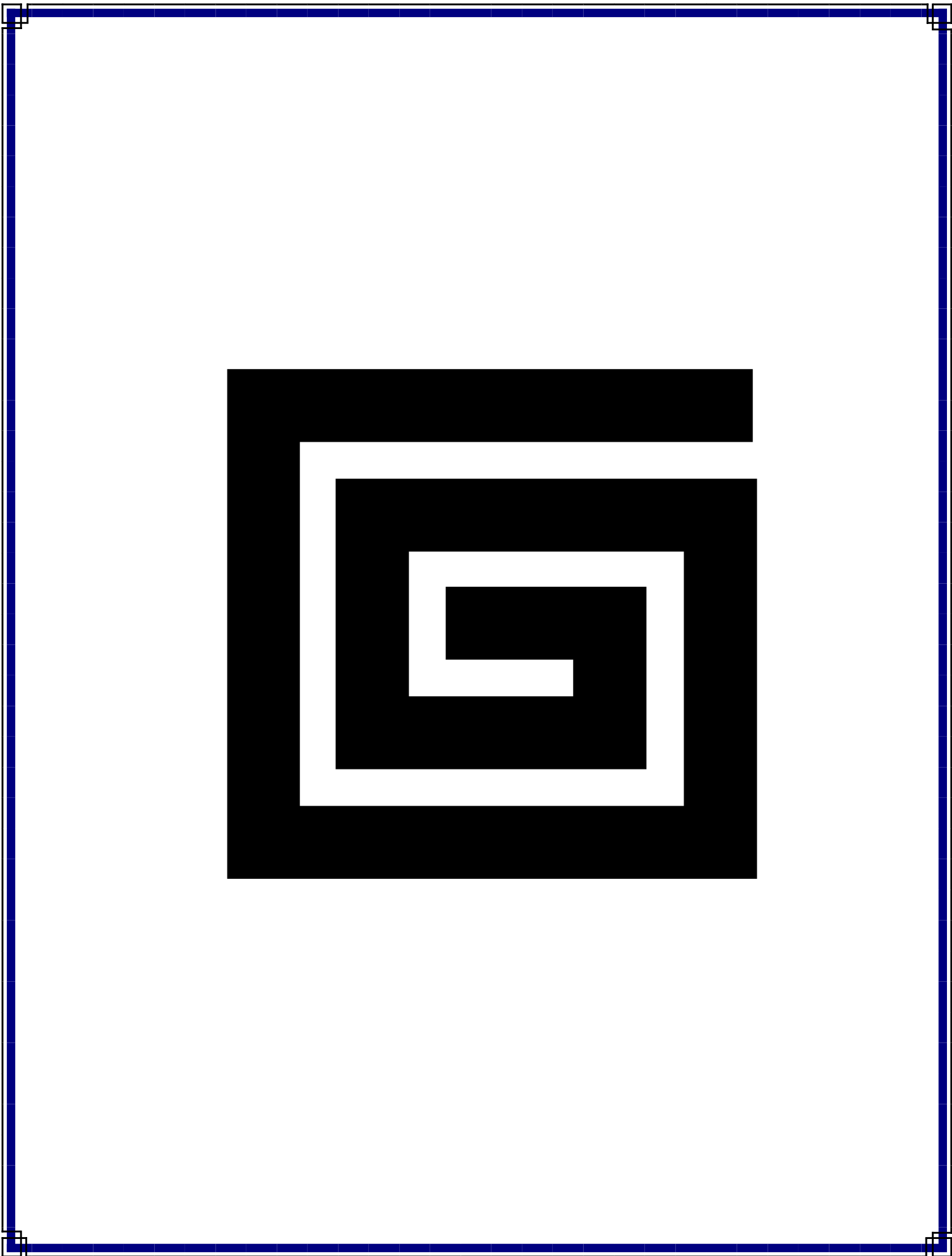
DEPARTMENT	Insurance
FUND	76
PROGRAM	950

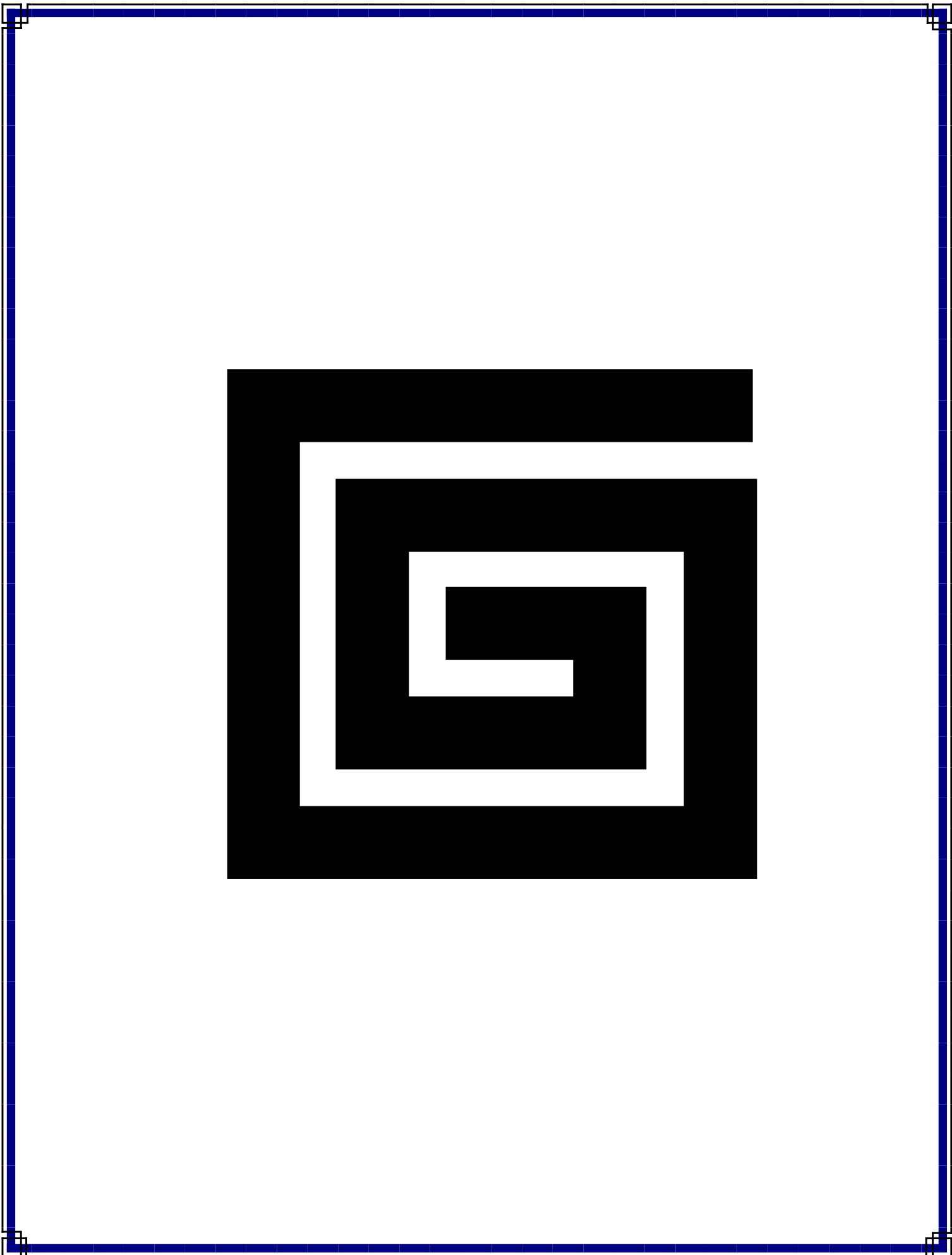
PROGRAM

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

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

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	





**CITY OF LAFAYETTE
2020-2021 FINAL 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>Actual 2019-2020 Expenditures</i>	<i>Final 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	327,607	330.6%
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		\$76,696	\$78,084	\$76,085	\$76,085	\$327,607	330.6%

CAPITAL OUTLAY

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

BASE PROGRAM COST	\$76,696	\$78,084	\$76,085	\$76,085	\$327,607	330.6%
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TOTAL PROGRAM COST	\$76,696	\$78,084	\$76,085	\$76,085	\$327,607	330.6%
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CITY OF LAFAYETTE
2020-2021 FINAL 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
	Admin Fee	<u>250,000</u>
		\$327,607

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

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

CITY OF LAFAYETTE
2020-2021 FINAL BUDGET
DESCRIPTION

DEPARTMENT	Tax Increment Bonds
FUND	90
PROGRAM	995

PROGRAM

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

Lafayette Redevelopment Agency Obligations

BONDS	Original Debt	Payment Due
Series 2014 (Refinance of 2002 & 2008)	\$13,880,000	
Principal 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	