WHEREAS, the Town Council held public hearings on October 11, October 13, October 15, October 20 and October 22, 1992 to discuss the proposed 1992-93 Town Budget; and

WHEREAS, the Town Council has determined that the 1992-93 proposed budget, with changes as specified, will allow for the continuation of municipal services.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Council adopts the General Fund budget, including the Contingency Fund, for 1992-93 of $5,416,752 in the departments and programs listed in the attachment, and also adopts the Isabel Cook Complex Fund budget of $86,000 and the Equipment Fund budget of $171,250 for the fiscal year 1992-93 on the 27th day of October, 1992.

AYES: BREEN, CHIGNELL, ZAHAROFF, KANIS

NOES: (NONE)

ABSENT: YARISH

ATTEST:

[Signature]
TOWN CLERK
### REVENUE SUMMARY 91-92 TO 94-95

#### CATEGORY | DESCRIPTION | ADOPTED | 91-92 | 91-92 | 92-93 | 93-94 Proj cut | 94-95 Proj cut due to State
---|---|---|---|---|---|---|---
#### TOWN TAXES
301 | Property (Current) | $1,877,636 | $1,962,380 | 105% | $1,752,380 | $1,804,951 | $1,859,099
302 | Property (Prior) | $52,530 | $103,515 | 197% | $70,000 | $72,800 | $75,712
303 | Property (Supp) | $76,398 | $73,164 | 96% | $71,701 | $74,569 | $77,552
308 | Property (Pension) | $378,352 | $478,355 | 126% | $516,623 | $537,288 | $558,780
309 | Muni Service (net) | $424,830 | $431,226 | 102% | $435,538 | $452,960 | $471,078
310 | Sales | $735,280 | $749,136 | 102% | $711,679 | $725,913 | $740,431
311 | Property Transfer | $49,400 | $45,402 | 92% | $43,131 | $43,994 | $44,874
312 | Franchises | $139,230 | $169,406 | 122% | $172,794 | $176,250 | $179,775
#### TOWN TAXES TOTAL | | $3,733,656 | $4,012,584 | 107% | $3,773,848 | $3,888,726 | $4,007,302
#### PERMITS
330 | Business License | $110,664 | $99,151 | 90% | $110,000 | $114,400 | $118,976
331 | Parking | $750 | $5,575 | 743% | $2,000 | $2,040 | $2,081
396 | Construction | $144,375 | $147,009 | 102% | $161,710 | $168,178 | $174,905
#### PERMITS TOTAL | | $255,789 | $251,735 | 98% | $273,710 | $284,618 | $295,962
#### FINES
340 | Vehicle Code | $23,500 | $37,092 | 158% | $37,834 | $39,347 | $40,921
341 | Miscellaneous | $10,000 | $0 | 0% | $0 | $0 | $0
342 | Parking | $117,600 | $84,042 | 71% | $92,447 | $96,144 | $99,990
343 | Library | $6,210 | $6,455 | 104% | $6,584 | $6,847 | $7,121
#### TOTAL FINES | | $157,310 | $127,589 | 81% | $136,864 | $142,339 | $148,033
#### USE OF MONEY & PROPERTY
345 | Interest | $70,000 | $101,010 | 144% | $75,757 | $72,727 | $69,818
378 | Rent (not ICC) | $0 | $0 | 0% | $0 | $0 | $0
#### USE OF MONEY & PROPERTY TOTAL | | $70,000 | $101,010 | 144% | $75,757 | $72,727 | $69,818
#### OTHER AGENCY TAXES
351A | Motor Vehicle License | $443,669 | $406,346 | 92% | $409,242 | $206,667 | $0
351C | Homeowners | $53,040 | $42,015 | 79% | $42,015 | $40,334 | $38,721
351D | Cigarette | $19,681 | $8,097 | 41% | $0 | $0 | $0
352 | State Mand Reimb | $17,500 | $11,592 | 66% | $18,000 | $9,000 | $0
354 | Gasoline | $219,532 | $219,305 | 100% | $221,866 | $226,303 | $230,829
354 | Library Aid | $7,500 | $4,535 | 60% | $4,000 | $0 | $0
#### OTHER AGENCY TAXES TOTAL | | $760,922 | $691,889 | 91% | $695,123 | $482,305 | $269,550
### Revenue Summary 91-92 to 94-95

<table>
<thead>
<tr>
<th>Description</th>
<th>91-92 Revenues</th>
<th>91-92 YTD Rec'D</th>
<th>91-92 % YTD</th>
<th>92-93 Adopted</th>
<th>93-94 Proj Cut due to State</th>
<th>94-95 Proj Cut due to State</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Charges for Services</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>370 Banner Fees</td>
<td>$2,000</td>
<td>$2,075</td>
<td>104%</td>
<td>$2,500</td>
<td>$2,750</td>
<td>$3,025</td>
</tr>
<tr>
<td>373 Fire-Sleepy Hollow</td>
<td>$315,212</td>
<td>$315,046</td>
<td>100%</td>
<td>$315,046</td>
<td>$315,046</td>
<td>$315,046</td>
</tr>
<tr>
<td>374 Police Services</td>
<td>$12,750</td>
<td>$10,267</td>
<td>81%</td>
<td>$20,267</td>
<td>$21,078</td>
<td>$21,921</td>
</tr>
<tr>
<td>375 Street Work Reimb</td>
<td>$6,000</td>
<td>$10,122</td>
<td>169%</td>
<td>$20,267</td>
<td>$20,760</td>
<td>$21,550</td>
</tr>
<tr>
<td>392 Planning Fees</td>
<td>$54,050</td>
<td>$29,378</td>
<td>54%</td>
<td>$41,714</td>
<td>$43,383</td>
<td>$45,118</td>
</tr>
<tr>
<td>393 Resale Inspections</td>
<td>$18,000</td>
<td>$21,067</td>
<td>117%</td>
<td>$25,280</td>
<td>$26,292</td>
<td>$27,343</td>
</tr>
<tr>
<td>396 In Lieu Taxes</td>
<td>$19,260</td>
<td>$21,807</td>
<td>113%</td>
<td>$22,243</td>
<td>$23,133</td>
<td>$24,058</td>
</tr>
<tr>
<td><strong>Charges for Services Total</strong></td>
<td>~$427,272</td>
<td>~$9,762</td>
<td>96%</td>
<td>~$446,050</td>
<td>~$451,441</td>
<td>~$457,061</td>
</tr>
<tr>
<td><strong>Miscellaneous</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>399-1 Surplus Property Sales</td>
<td>$0</td>
<td>$757</td>
<td>0%</td>
<td>$400</td>
<td>$400</td>
<td>$400</td>
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<tr>
<td>399-2 Insurance Recovery</td>
<td>$4,000</td>
<td>$12,317</td>
<td>308%</td>
<td>$10,000</td>
<td>$10,000</td>
<td>$10,000</td>
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<tr>
<td>399-3 Unanticipated Revenue</td>
<td>$1,000</td>
<td>$0</td>
<td>0%</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
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<tr>
<td>399-4 Other</td>
<td>$3,000</td>
<td>$21,690</td>
<td>723%</td>
<td>$5,000</td>
<td>$5,000</td>
<td>$5,000</td>
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<tr>
<td><strong>Miscellaneous Total</strong></td>
<td>~$8,000</td>
<td>~$34,764</td>
<td>435%</td>
<td>~$15,400</td>
<td>~$10,400</td>
<td>~$10,400</td>
</tr>
<tr>
<td><strong>General Fund Revenues Total</strong></td>
<td>~$5,412,949</td>
<td>~$5,629,333</td>
<td>104%</td>
<td>~$5,416,752</td>
<td>~$5,332,555</td>
<td>~$5,258,126</td>
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<tr>
<td><strong>Other Funds</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>131 Isabel Cook Complex</td>
<td>$78,850</td>
<td>$68,559</td>
<td>87%</td>
<td>$86,000</td>
<td>$86,000</td>
<td>$86,000</td>
</tr>
<tr>
<td><strong>Other Fund Revenues Total</strong></td>
<td>~$78,850</td>
<td>~$68,559</td>
<td>87%</td>
<td>~$86,000</td>
<td>~$86,000</td>
<td>~$86,000</td>
</tr>
<tr>
<td><strong>All Totals</strong></td>
<td>~$5,491,799</td>
<td>~$5,697,892</td>
<td>104%</td>
<td>~$5,502,752</td>
<td>~$5,418,555</td>
<td>~$5,344,126</td>
</tr>
</tbody>
</table>

**Changes from Proposed Budget:**
1. Account 308 has been increased by 8 percent; dollar value of increase = $38,268.
2. Account 309 has been increased by 1 percent; dollar value of increase = $4,312.
3. Account 374 has been increased by $10,000 to reflect anticipated revenues from service to other agencies, i.e., the schools.

**Total Increase in Projected 92-93 Revenues** = $52,580.
<table>
<thead>
<tr>
<th>DEPT</th>
<th>DESCRIPTION</th>
<th>90-91 ACTUAL</th>
<th>91-92 ADOPTED</th>
<th>91-92 ACTUAL</th>
<th>91-92 % SPENT</th>
<th>92-93 ADOPTED</th>
<th>93-94 Proj w/ 4% State Cuts</th>
<th>94-95 Proj w/ 4% State Cuts</th>
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<tbody>
<tr>
<td>100</td>
<td>GENERAL FUND</td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>411</td>
<td>COUNCIL</td>
<td>$7,684</td>
<td>$17,600</td>
<td>$24,418</td>
<td>139%</td>
<td>$12,800</td>
<td>$12,288</td>
<td>$11,796</td>
</tr>
<tr>
<td>412</td>
<td>ADMIN &amp; FINANCE</td>
<td>$282,018</td>
<td>$289,548</td>
<td>$300,224</td>
<td>104%</td>
<td>$286,600</td>
<td>$275,136</td>
<td>$264,131</td>
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<tr>
<td>414</td>
<td>SAVE</td>
<td>$41,205</td>
<td>$48,300</td>
<td>$49,076</td>
<td>102%</td>
<td>$47,927</td>
<td>$46,010</td>
<td>$44,170</td>
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<tr>
<td>416</td>
<td>LEGAL SERVICES</td>
<td>$78,612</td>
<td>$70,000</td>
<td>$37,195</td>
<td>53%</td>
<td>$67,200</td>
<td>$64,512</td>
<td>$61,932</td>
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<tr>
<td>418</td>
<td>PLANNING</td>
<td>$117,895</td>
<td>$164,464</td>
<td>$157,511</td>
<td>96%</td>
<td>$173,581</td>
<td>$166,638</td>
<td>$159,972</td>
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<tr>
<td>421</td>
<td>NON-DEPARTMENTAL</td>
<td>$265,218</td>
<td>$242,566</td>
<td>$228,916</td>
<td>94%</td>
<td>$236,889</td>
<td>$227,413</td>
<td>$218,317</td>
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<tr>
<td>430</td>
<td>POLICE</td>
<td>$1,367,449</td>
<td>$1,590,494</td>
<td>$1,486,444</td>
<td>93%</td>
<td>$1,593,170</td>
<td>$1,529,443</td>
<td>$1,468,265</td>
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<tr>
<td>432</td>
<td>FIRE</td>
<td>$1,336,891</td>
<td>$1,450,682</td>
<td>$1,450,952</td>
<td>100%</td>
<td>$1,450,682</td>
<td>$1,392,655</td>
<td>$1,336,949</td>
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<tr>
<td>441</td>
<td>ENG &amp; INSPECTION</td>
<td>$257,539</td>
<td>$248,276</td>
<td>$268,003</td>
<td>108%</td>
<td>$286,608</td>
<td>$275,144</td>
<td>$264,138</td>
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<tr>
<td>442</td>
<td>STREET MAINTENANCE</td>
<td>$415,560</td>
<td>$496,447</td>
<td>$505,667</td>
<td>102%</td>
<td>$456,900</td>
<td>$438,624</td>
<td>$421,079</td>
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<tr>
<td>471</td>
<td>LIBRARY</td>
<td>$225,707</td>
<td>$268,607</td>
<td>$263,953</td>
<td>98%</td>
<td>$272,602</td>
<td>$261,698</td>
<td>$251,230</td>
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<tr>
<td>481</td>
<td>PARKS</td>
<td>$198,717</td>
<td>$223,254</td>
<td>$223,512</td>
<td>100%</td>
<td>$227,451</td>
<td>$218,353</td>
<td>$209,619</td>
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<tr>
<td>482</td>
<td>RECREATION TRANSFER</td>
<td>$54,558</td>
<td>$28,388</td>
<td>$28,388</td>
<td>100%</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
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<tr>
<td>497</td>
<td>EQUIPMENT TRANSFER</td>
<td>$50,000</td>
<td>$50,000</td>
<td>$50,000</td>
<td>100%</td>
<td>$50,000</td>
<td>$48,000</td>
<td>$46,080</td>
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<tr>
<td>492</td>
<td>CONTINGENCY</td>
<td>$59,726</td>
<td>$162,173</td>
<td>$77,932</td>
<td>48%</td>
<td>$204,342</td>
<td>$196,168</td>
<td>$188,322</td>
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<tr>
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<td>TRANSFER TO CAPITAL</td>
<td>$0</td>
<td>$52,062</td>
<td>$52,062</td>
<td>100%</td>
<td>$50,000</td>
<td>$48,000</td>
<td>$46,080</td>
</tr>
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</tr>
<tr>
<td>485</td>
<td>ISABEL COOK COMPLEX</td>
<td>$85,478</td>
<td>$75,431</td>
<td>$82,509</td>
<td>109%</td>
<td>$86,000</td>
<td>$82,560</td>
<td>$79,258</td>
</tr>
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<td></td>
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<td></td>
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</tr>
<tr>
<td>500</td>
<td>OTHER FUNDS TOTAL</td>
<td>$85,478</td>
<td>$75,431</td>
<td>$82,509</td>
<td>109%</td>
<td>$86,000</td>
<td>$82,560</td>
<td>$79,258</td>
</tr>
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</tr>
<tr>
<td></td>
<td>GRAND TOTAL</td>
<td>$4,844,057</td>
<td>$5,478,292</td>
<td>$5,234,700</td>
<td>96%</td>
<td>$5,502,752</td>
<td>$5,282,642</td>
<td>$5,071,336</td>
</tr>
</tbody>
</table>

10/23/92; 1
EQUIPMENT FUND

1991-92 Beginning Balance: $11,973

Transfer from the General Fund (Budgeted): $50,000
Transfer from the Annual General Fund Carryover: $116,266
Transfer from Seized Assets (Police): $14,331
Journal Adjustments: $5,276

SubTotal Revenues: $197,846

91-92 Expenditures: -$76,783

Balance Forward: $121,063

92-93 Projected Revenues:

Transfer from the General Fund (Budgeted): $50,000
Transfer from the Annual General Fund Carryover: $100,000

Total Estimated Revenues for 1991-92: $271,063

1992-93 Expenditures:

2. Streets-Lease Payment on Dump Truck ($7,850)
4. Streets-Replace Radios (2nd year of project) ($5,500)
5. Police-Replace 2 Patrol Vehicles ($32,000)
6. Police-Replace 1 Unmarked Vehicle ($10,000)
7. Police-1 New Mug Camera ($1,200)
8. Police-1 New Laminator for ID Cards $.600)
9. Police-Replace 1 Audio/Visual Cart $.300)
10. Police-Replace Radios (2nd year of project) ($10,000)
    Police-Replace Dispatch Center (2nd year of project) ($44,000)
11. Parks-Replace 1 Truck w/Flatbed w/Dump ($19,800)
12. Parks-Replace 1 Truck w/3/4T pickup ($15,000)
14. Vehicle Depreciation ($25,000)

Total Expenditures: ($171,250)

Estimated Balance: $99,813
TO: Town Council  
FROM: Jean A. Bonander, Town Administrator  
SUBJECT: ADOPTION OF THE 1992-93 BUDGET

Recommendations

1. That Council adopt a resolution establishing the appropriations limit for the 1992-93 fiscal year.

4. That Council adopt a resolution authorizing a budget for the 1992-93 fiscal year.

Background

The proposed General Fund, Contingency Fund, Recreation Fund, Isabel Cook Complex Fund and Equipment Fund budgets for the Town of San Anselmo was delivered to Council on Friday, October 9, 1992. At the regularly scheduled Council meeting of September 22, 1992, Council established the dates of the public hearings during which the proposed budget would be discussed by Council, members of the community and staff. The public hearing dates and specific departments/programs reviewed were:

Sunday, October 11, 1992: Long Term Planning Discussion

Tuesday, October 13, 1992:  
- Overview of the Budget  
- Town Council  
- Administration and Finance  
- Non-Departmental

Thursday, October 15, 1992:  
- Non-Departmental (Outside Agencies)  
- Planning  
- Engineering and Inspection
Tuesday, October 20, 1992:

Street Maintenance
Police

Thursday, October 22, 1992:

Legal Services
SAVE
Library
Recreation
Parks
Isabel Cook Complex
Ross Valley Fire Service

* Formal Adoption of the Budget will take place at the regularly scheduled Town Council meeting of Tuesday, October 27, 1992.

Analysis

The adopted General Fund and Contingency Fund budgets will total $5,416,752, which equals the estimated revenue the Town expects to receive during the 1992-93 fiscal year. The Isabel Cook Complex budget totals $86,000, and the Equipment Fund budget totals $171,250.

Referred to a future meeting in November will be the continued discussion of the Recreation Fund and the Capital Reconstruction Fund budgets.

Staff will be happy to comment on any questions Council may have.

Respectfully submitted,

Jean A. Bonander
Town Administrator

Attachments

c: Department Heads