

RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF ATHERTON
ADOPTING THE FISCAL YEAR 2023-2024 OPERATING AND
CAPITAL IMPROVEMENT PROGRAM BUDGET**

WHEREAS, the City Council of the Town of Atherton set June 21, 2023, at the Town of Atherton City Council Chambers 80 Fair Oaks Lane, Atherton, California, as the time and place for the public hearing on the introduction of the Fiscal Year 2023-2024 Operating and Capital Improvement Program Budget; and

WHEREAS, notice of said hearing was duly given by posting the time and place of said hearing at designated places in accordance with Chapter 2.08 of the Municipal Code of the Town of Atherton; and

WHEREAS, it appears to be in the best interest of the citizens of the Town of Atherton that the Fiscal Year 2023-2024 Operating and Capital Improvement Program Budget be adopted in the format set forth in Exhibit A, attached hereto, and by reference incorporated herein; and

WHEREAS, the Salary schedules and Classification for Fiscal Year 2023-2024 are incorporated in as a resolution within the proposed budget

WHEREAS, the budget was made available for public view at the Town Center, 80 Fair Oaks Lane, Atherton, California, and the Town Library, 2 Dinkelspiel Station Lane, Atherton, California.

NOW THEREFORE, BE IT RESOLVED, that the Fiscal Year 2023-2024, Operating and Capital Improvement Program Budget projected appropriations /expenditures totaling \$30,631,136, which includes the General Fund Operating Budget of \$19,250,260, Other Funds Operating Budgets of \$2,410,876, and the Capital Projects Budget of \$8,970,000, as set forth in Exhibit A, attached hereto and by reference incorporated herein, be adopted for Fiscal Year 2023-2024.

BE IT FURTHER RESOLVED, that the City Clerk of the Town of Atherton is hereby directed to forward a copy of said approved and adopted budget to the County Controller of San Mateo County for filing pursuant to Government Code Section 53901.

* * * * *

I hereby certify that the foregoing resolution was duly and regularly passed and adopted by the City Council of the Town of Atherton at a regular meeting thereof held on the 21st day of June, 2023, by the following vote:

AYES: *Council Members:*
NOES: *Council Members:*

BUDGET RESOLUTION

Town of Atherton

ABSENT:
ABSTAIN:

Council Members:
Council Members:

Bill Widmer, MAYOR
Town of Atherton

ATTEST:

Anthony Suber, City Clerk

APPROVED AS TO FORM

Mona Ebrahimi, City Attorney

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EXHIBIT "A"

THE CITY COUNCIL OF THE TOWN OF ATHERTON DOES HEREBY RESOLVE AS FOLLOWS:

Section 1: That an Appropriation-Expenditure Budgeting System entitled Expenditure Control Budget (ECB) is hereby adopted. The system consists of:

- Present Personnel Policies, Procedures, and Memorandum of Understanding, including salary schedules and benefits, except as hereinafter changed by resolution or ordinance of the City Council.
- The Expenditure Control Budget will show overall General Fund and other funds and/or departments.
- This system will apply to Operating and Capital Budget Expenditures as intended for use in Fiscal Year 2023-2024.
- All CIP encumbered expenditures from the Fiscal Year 2022-2023 Adopted/Revised Budget shall be carried forward and re-appropriated in Fiscal Year 2023-2024. Said encumbered expenditures to be re-appropriated in Fiscal Year 2023-2024 must be initiated by the Public Works Director, recommended by the Finance Director, and approved by the City Manager.
- Capital Project Commitments: Capital projects for which funds are appropriated in the budget year shall have those funds restricted for use for that project. Such appropriations will continue to be valid in subsequent fiscal years until the project is completed or the Council takes subsequent action to de-appropriate all or part of the funds originally restricted. If a capital project requires an additional appropriation, then City Council approval shall be required.
- General Fund Balance: The balance shall be established in accordance with the Fund Balance Policy for the General Fund as adopted by the City Council.
- The City Manager is authorized to make budget transfers within the same department. Any transfers between departments or funds shall require the approval of City Council.
- Expenditures are budgeted at, and may not legally exceed, the department level for the general fund and the fund level for Special Revenue and Capital Projects Funds. Budgeted amounts shown are as originally adopted, or as amended by the Town Council during the year.
- This budget system assumes existing service levels; Council approval will be required for any significant changes involving increased or decreased service levels.

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- The Finance Department shall be responsible for constant monitoring of the budget and shall establish and implement appropriate control mechanisms necessary for said purpose after consultation with city staff and approval by the City Manager.
- A monthly financial report shall be made available by the Finance Director for each department and/or program and/or capital project.

BUDGET RESOLUTION

Town of Atherton

Section 2: FY 2023-2024 all Funds Operating and Capital Budgets are hereby adopted, establishing the following revenue estimates and expenditure budgets:

Town of Atherton Budget for FY 2023-2024									
	Projected Fund Balance 06/30/23	Budgeted Revenues	Budgeted Expenditures	Budgeted Transfer In	Library JPA Est. Advance excess funds	Budgeted Transfer Out/Lease Payment	Lease Payment	ERAF	Projected Fund Balance 06/30/24
General Fund									
101 General Fund	\$ 13,731,684	\$ 21,466,475	\$ 19,250,260			\$ (5,890,000)	\$ (861,871)	\$ 2,300,000	\$ 11,496,028
Special Revenue Funds									
105 Tennis Fund	114,424	58,900	57,500	-					115,824
209 Police (COPS) Grant	183	160,146	160,329						-
213 Library Fund	1,375,239	653,102	637,102						1,391,239
215 Evan Creative Design	-	-	-						-
Total Special Revenue	1,489,846	872,148	854,931	-	-	-			1,507,063
Capital Project Funds									
201 Special Tax	113,173	-	110,000						3,173
202 Measure A	151,489	430,000	385,000						196,489
203 Gas Tax	206,529	375,000	300,000						281,529
204 Measure M	216,149	75,000	75,000						216,149
205 Measure W	524,243	145,000	140,000						529,243
401 Capital Improvement	1,467,373	7,715,000	7,750,000						1,432,373
402 Storm Drainage	-	-	-						-
403 Channel Drainage Dt.	675,256	127,000	210,000						592,256
406 Facilities Construction	-	-	-						-
Total Capital Projects	3,354,212	8,867,000	8,970,000	-		-			3,251,212
Internal Service Funds									
610 Equipment Repl.	1,082,551	313,763	383,163						1,013,151
614 Worker's Comp.	1,948,442	68,880	148,186						1,869,136
615 General Liability	688,158	538,495	636,295						590,358
616 Employee Benefits	633,232	448,824	388,301						693,755
Total Internal Service	4,352,383	1,369,962	1,555,945	-		-			4,166,400
Total All Funds	\$ 22,928,125	\$ 32,575,585	\$ 30,631,136	\$ -	\$ -	\$ (5,890,000)	\$ (861,871)	\$ 2,300,000	\$ 20,420,703

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