

CITY OF EAST PALO ALTO

FINANCIAL REPORT ON CITY OPERATIONS

FOR THE PERIOD

JULY 1, 1988 THROUGH MARCH 31, 1989

**CITY OF EAST PALO ALTO
ADMINISTRATIVE REPORT**

DATE; June 1, 1989
TO: The Honorable Mayor and Councilmembers
FROM: Stanley H. Hall, City Manager
PREPARED BY: Russell Boulogny, Acting Finance Director
SUBJECT: FINANCIAL REPORT ON CITY OPERATIONS FOR THE
PERIOD OF JULY 1, 1989 THROUGH MARCH 31, 1989.

OVERVIEW

The purpose of this report is to provide Council with a year-to-date statement of revenues and expenditures of the City for the period of July 1, 1988 through March 31, 1989.

In addition, the accompanying statements present a comparison of revenues and expenditures with the approved 1988-89 Fiscal Year budget.

REPORT FORMAT

- | | |
|----------------------------------|--|
| Exhibit I (1 page) | Summarizes the Fiscal Year 1988-89 Budget and the actual revenues and expenditures for the nine months ending March 31, 1989. |
| Exhibit II (2 pages) | Provides revenue detail for the General and Special Revenue Funds and a budgetary impact presented on a percentage basis. |
| Exhibit III (2 pages) | Summarizes expenditures by department and major category and provides budgetary impact presented on a percentage basis. |
| Exhibit IV-XIV (11 pages) | Presents expenditures by department and program on a line item basis. At the bottom of each exhibit is a comparison of the program totals with the budgeted program amounts. |

RB/js

EXHIBIT I

**SUMMARY OF GENERAL AND SPECIAL MUNICIPAL
REVENUE AND EXPENDITURES BY MAJOR CATEGORY**

CITY OF EAST PALO ALTO
SUMMARY OF GENERAL AND SPECIAL MUNICIPAL REVENUE
AND EXPENDITURES BY MAJOR CATEGORY - FY 1988-89
FOR THE PERIOD JULY 1, 1988 - MARCH 31, 1989

	<u>APPROVED BUDGET FY 88-89</u>	<u>ACTUAL ENDING 3/31/89</u>	<u>ACTUAL (OVER)/UNDER BUDGET</u>	<u>% OF BUDGET</u>
<u>OPERATING BUDGET</u>				
REVENUE				
<u>General Fund</u>				
Taxes, Licenses & Subventions	\$2,647,270	\$1,912,884	\$ 734,386	72%
Fees	230,732	107,580	123,152	47%
Contingent Revenue	750,000	--	750,000	-%
Miscellaneous	20,500	28,432	(7,932)	139%
TOTAL GENERAL FUND	<u>3,648,502</u>	<u>2,048,896</u>	<u>1,599,606</u>	56%
<u>Special Revenues</u>				
Grants	421,370	81,010	340,360	19%
Other Special Revenues	1,068,280	990,923	77,357	93%
TOTAL SPECIAL REVENUE	<u>1,489,650</u>	<u>1,071,933</u>	<u>417,717</u>	72%
TOTAL REVENUE	<u>5,138,152</u>	<u>3,120,829</u>	<u>2,017,323</u>	61%
EXPENDITURES				
Personnel	2,512,653	1,570,963	941,690	63%
Operating	1,786,034	1,906,853	(120,819)	107%
Capital	69,551	24,542	45,009	35%
Total	<u>4,368,238</u>	<u>3,502,358</u>	<u>865,880</u>	80%
CAPITAL IMPROVEMENT PROGRAM	<u>626,000</u>	<u>--</u>	<u>626,000</u>	-%
CONTINGENT ACCOUNT	<u>143,914</u>	<u>--</u>	<u>143,914</u>	-%
TOTAL EXPENDITURES	<u>5,138,152</u>	<u>3,502,358</u>	<u>1,635,794</u>	68%
EXCESS REVENUE/(EXPENDITURES)	<u>\$ --</u>	<u>(\$ 381,529)</u>	<u>\$ --</u>	

EXHIBIT II

SCHEDULE OF REVENUE DETAIL

CITY OF EAST PALO ALTO
 SCHEDULE OF REVENUE DETAIL - FY 1988-89
 FOR THE PERIOD JULY 1, 1988 - MARCH 31, 1989

<u>REVENUE SOURCE</u>	<u>APPROVED BUDGET FY 88-89</u>	<u>ACTUAL ENDING 3/31/89</u>	<u>ACTUAL (OVER)/UNDER BUDGET</u>	<u>% OF BUDGET</u>
<u>General Fund</u>				
<u>Taxes, Licenses and Sunventions</u>				
Property Transfer Tax	\$ 27,000	\$ 13,885	\$ 13,115	51%
Cigarette Tax	41,694	32,746	8,948	79%
Vehicle In-Lieu Tax	861,325	683,514	177,811	79%
Property Tax	1,422,101	945,406	476,695	66%
Sales Tax	211,650	164,095	47,555	78%
Business License	32,500	20,134	12,366	62%
Miscellaneous Tax and Subventions	51,000	53,104	(2,104)	104%
Total	<u>2,647,270</u>	<u>1,912,884</u>	<u>734,386</u>	72%
<u>Fees</u>				
P.G. & E. Franchise	65,700	--	65,700	-%
Garbage Franchise	18,832	11,614	7,218	62%
Building Permits	75,000	41,974	33,026	56%
Planning Applications	30,500	26,172	4,328	86%
Parks and Recreation	8,700	8,263	437	95%
Miscellaneous Fees	32,000	19,557	12,443	61%
Total	<u>230,732</u>	<u>107,580</u>	<u>123,152</u>	47%
<u>Miscellaneous</u>				
Interest Earned	18,000	15,431	2,569	86%
Other	2,500	13,001	(10,501)	520%
Total	<u>20,500</u>	<u>28,432</u>	<u>(7,932)</u>	139%
SUB-TOTAL GENERAL FUND BALANCE	<u>2,898,502</u>	<u>2,048,896</u>	<u>849,606</u>	71%
<u>Contingent Revenue</u>				
Utility Users Tax (5%)	418,000	--	418,000	-%
Development Fees	200,000	--	200,000	-%
Storage Bin Usage Tax	132,000	--	132,000	-%
Total	<u>750,000</u>	<u>--</u>	<u>750,000</u>	-%
TOTAL GENERAL FUND REVENUE	<u>\$3,648,502</u>	<u>\$2,048,896</u>	<u>\$ 1,599,606</u>	56%

(Continued on next page)

CITY OF EAST PALO ALTO
SCHEDULE OF REVENUE DETAIL - FY 1988-89
FOR THE PERIOD JULY 1, 1988 - MARCH 31, 1989

	<u>APPROVED BUDGET FY 88-89</u>	<u>ACTUAL ENDING 3/31/89</u>	<u>ACTUAL (OVER)/UNDER BUDGET</u>	<u>% OF BUDGET</u>
<u>REVENUE SOURCE</u>				
<u>Special Revenue</u>				
<u>Grants</u>				
Special Misc. Grants (inc. special police car grant)	\$ --	\$ 37,061	(\$ 37,061)	371%
Office of Traffic Safety	54,000	--	54,000	-%
Coastal Conservancy	160,000	--	160,000	-%
Summer Youth Theatre Project	4,870	11,028	(6,158)	226%
San Mateo County Senior Needs Assessment Study	2,500	--	2,500	-%
CDBG	200,000	--	200,000	-%
State Parks & Recreation		32,921	(32,921)	329%
Miscellaneous	--	--	--	-%
Total	<u>421,370</u>	<u>81,010</u>	<u>340,360</u>	19%
<u>Other Special Revenue</u>				
Fines and Forfeitures	94,400	27,430	66,970	29%
Off-Highway	500	457	43	91%
Gas Tax	380,898	277,151	103,747	73%
Transportation Safety	6,000	6,000	--	-%
Redevelopment (*DeMonet-\$278,072/SunMicro-\$50,000)	134,400	* 328,072	(193,672)	244%
Garbage Collection	323,077	199,737	123,340	62%
Rent Stabilization	129,005	152,076	(23,071)	118%
Total (Other Revenue)	<u>1,068,280</u>	<u>990,923</u>	<u>77,357</u>	93%
TOTAL SPECIAL REVENUES	<u>1,489,650</u>	<u>1,071,933</u>	<u>417,717</u>	72%
TOTAL ALL REVENUES (General/Special Funds)	<u>5,138,152</u>	<u>3,120,829</u>	<u>2,017,323</u>	61%
BUDGETED USE OF FUND BALANCE		<u>381,528</u>		-%
TOTAL FUNDS AVAILABLE	<u>\$5,138,152</u>	<u>\$3,502,357</u>	<u>\$ 1,635,795</u>	68%

EXHIBIT III

**SUMMARY OF EXPENDITURES BY
DEPARTMENT AND MAJOR CATEGORY**

CITY OF EAST PALO ALTO
SUMMARY OF EXPENDITURES
BY DEPARTMENT AND MAJOR CATEGORY - FY 1988-89
FOR THE PERIOD JULY 1, 1988 - MARCH 31, 1989

	<u>APPROVED BUDGET FY 88-89</u>	<u>ACTUAL ENDING 3/31/89</u>	<u>ACTUAL (OVER)/UNDER BUDGET</u>	<u>% OF BUDGET</u>
<u>CITY COUNCIL</u>				
Personnel	\$ 8,872	\$ 2,113	\$ 6,759	24%
Operation	26,883	19,539	7,344	73%
Capital	--	--	--	-%
	<u>35,755</u>	<u>21,652</u>	<u>14,103</u>	61%
<u>CITY ADMINISTRATION</u>				
Personnel	374,015	273,198	100,817	73%
Operation	367,803	293,601	74,202	80%
Capital	6,000	--	6,000	100%
	<u>747,818</u>	<u>566,799</u>	<u>181,019</u>	76%
<u>LEGAL SERVICES</u>				
Personnel	--	--	--	-%
Operation	180,500	149,875	30,625	83%
Capital	--	--	--	-%
	<u>180,500</u>	<u>149,875</u>	<u>30,625</u>	83%
<u>COMMUNITY DEVELOPMENT</u>				
Personnel	148,650	91,381	57,269	61%
Operation	24,740	31,806	(7,066)	129%
Capital	--	--	--	-%
	<u>173,390</u>	<u>123,187</u>	<u>50,203</u>	71%
<u>PUBLIC WORKS</u>				
Personnel	226,268	165,658	60,610	73%
Operation	530,049	324,946	205,103	61%
Capital	--	1,578	(1,578)	(100%)
	<u>756,317</u>	<u>492,182</u>	<u>264,135</u>	65%
<u>POLICE DEPARTMENT</u>				
Personnel	1,587,111	934,970	652,141	59%
Operation	383,229	619,273	(236,044)	162%
Capital	63,551	16,670	46,881	26%
	<u>2,033,891</u>	<u>1,570,913</u>	<u>462,978</u>	77%
<u>COMMUNITY SERVICES</u>				
Personnel	60,339	39,465	20,874	65%
Operation	10,010	30,664	(20,654)	306%
Capital	--	1,841	(1,841)	-%
	<u>70,349</u>	<u>71,970</u>	<u>(1,621)</u>	102%

EXHIBIT III
(Continued)

CITY OF EAST PALO ALTO
SUMMARY OF EXPENDITURES
BY DEPARTMENT AND MAJOR CATEGORY - FY 1988-89
FOR THE PERIOD JULY 1, 1988 - MARCH 31, 1989

	<u>APPROVED BUDGET FY 88-89</u>	<u>ACTUAL ENDING 3/31/89</u>	<u>ACTUAL (OVER)/UNDER BUDGET</u>	<u>% OF BUDGET</u>
<u>RENT STABILIZATION</u>				
Personnel	\$ 59,515	\$ 31,146	\$ 28,369	52%
Operation	69,490	61,694	7,796	89%
Capital	--	--	--	-%
	<u>129,005</u>	<u>92,840</u>	<u>36,165</u>	72%
<u>TOTAL DEPARTMENTS</u>				
Personnel	2,464,770	1,537,931	926,839	62%
Operation	1,592,704	1,531,398	61,306	96%
Capital	69,551	20,089	49,462	29%
	<u>4,127,025</u>	<u>3,089,418</u>	<u>1,037,607</u>	75%
<u>REDEVELOPMENT AGENCY</u>				
Personnel	47,883	33,032	14,851	69%
Operation	193,330	375,455	(182,125)	194%
Capital	--	4,453	(4,453)	4,443%
	<u>241,213</u>	<u>412,940</u>	<u>(171,727)</u>	171%
CAPITAL IMPROVEMENT PROGRAM	<u>626,000</u>	<u>--</u>	<u>626,000</u>	-%
CONTINGENT ACCOUNT	<u>143,914</u>	<u>--</u>	<u>143,914</u>	-%
GRAND TOTAL	<u>\$5,138,152</u>	<u>\$3,502,358</u>	<u>\$ 1,635,794</u>	68%

EXHIBIT IV

CITY COUNCIL

SCHEDULE OF EXPENSE DETAIL

CITY OF EAST PALO ALTO
CITY COUNCIL EXPENSE DETAIL
FOR THE PERIOD JULY 1, 1988 - MARCH 31, 1989

LEGISLATIVE
OPERATION

PERSONNEL EXPENSE

Salaries/Wages	\$ --
Fringe Benefits	2,113
Total	2,113

OPERATIONAL EXPENSE

Indirect Cost Allocation	
Stipends	13,500
Communication	--
Food	1,680
Household	--
Insurance	256
Maintenance Equipment	300
Maintenance Improvement	23
Landscaping Service	--
Office Supplies	--
Professional/Special Services	1,878
Publication/Legal Notice	--
Rent/Lease-Equipment & Vehicle	195
Rent/Lease-Building	--
Small Tools/Instrument	--
Special Department Expense	136
Transportation & Travel	1,039
Utilities	--
Miscellaneous	532
Total	19,539

CAPITAL EXPENSE

Structure/Improvement	--
Furniture, Equip. & Vehicle	--
Total	--

GRAND TOTAL

21,652

APPROVED BUDGET

35,755

VARIANCE

\$ 14,103

EXHIBIT V

CITY ADMINISTRATION

SCHEDULE OF EXPENSE DETAIL

CITY OF EAST PALO ALTO
CITY ADMINISTRATION EXPENSE DETAIL
FOR THE PERIOD JULY 1, 1988 - MARCH 31, 1989

	<u>CITY CLERK</u>	<u>CITY MANAGER</u>	<u>MGMT.BDGT/ STRAT.PLAN</u>	<u>NON-DEPT COST CENTER</u>	<u>CLERICAL SERVICES</u>	<u>PERSONNEL SERVICES</u>	<u>FINANCIAL OPERATIONS</u>	<u>DEPARTMENT TOTAL</u>
<u>PERSONNEL EXPENSE</u>								
Salaries/Wages	\$ 7,101	\$ 42,891	\$ 26,847	--	\$ 78,664	\$ 24,037	\$ 73,092	\$ 252,632
Fringe Benefits	239	3,422	2,148	--	6,293	2,144	6,320	20,566
Total	<u>7,340</u>	<u>46,313</u>	<u>28,995</u>	<u>--</u>	<u>84,957</u>	<u>26,181</u>	<u>79,412</u>	<u>273,198</u>
<u>OPERATIONAL EXPENSE</u>								
Indirect Cost Allocation				(53,052)				(53,052)
Stipends								--
Communication	6,434			30,327				36,761
Food		96			30	33		159
Household								--
Insurance		3,499		121,028	3,689	2,283	5,145	135,644
Maintenance Equipment		34		101	305	567	2,270	3,277
Maintenance Improvement		50		144				194
Landscaping Service								--
Office Supplies				29,833				29,833
Prof./Special Services	2,558	212		4,250	26	475	27,828	35,349
Publication/Legal Notice				8,341				8,341
Rent/Lease-Equip. & Vehicle				11,572	7,203		5,589	24,364
Rent/Lease-Building				54,921				54,921
Small Tools/Instrument								--
Special Department Expense		958				319		1,277
Transportation & Travel		3,578				85		3,663
Utilities				1,213				1,213
Miscellaneous		5,247		3,531	2,879			11,657
Total	<u>8,992</u>	<u>13,674</u>	<u>--</u>	<u>212,209</u>	<u>14,132</u>	<u>3,762</u>	<u>40,832</u>	<u>293,601</u>
<u>CAPITAL EXPENSE</u>								
Structure/Improvement								--
Furniture, Equip. & Vehicle								--
Total	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
<u>GRAND TOTAL</u>	<u>16,332</u>	<u>59,987</u>	<u>28,995</u>	<u>212,209</u>	<u>99,089</u>	<u>29,943</u>	<u>120,244</u>	<u>566,799</u>
<u>APPROVED BUDGET</u>	<u>18,201</u>	<u>58,500</u>	<u>38,820</u>	<u>331,334</u>	<u>136,631</u>	<u>44,911</u>	<u>119,421</u>	<u>747,818</u>
<u>VARIANCE</u>	<u>\$ 1,869</u>	<u>\$ 1,487</u>	<u>\$ 9,825</u>	<u>\$ 119,125</u>	<u>\$ 37,542</u>	<u>\$ 14,968</u>	<u>\$ 823</u>	<u>\$ 181,019</u>

EXHIBIT VI

LEGAL SERVICES

SCHEDULE OF EXPENSE DETAIL

CITY OF EAST PALO ALTO
 LEGAL SERVICES EXPENSE DETAIL
 FOR THE PERIOD JULY 1, 1988 - MARCH 31, 1989

	<u>LEGAL COUNSEL</u>	<u>LITIGATION</u>	<u>TOTAL DEPARTMENT</u>
<u>PERSONNEL</u>			
Salary/Wages	\$	\$	\$
Fringe Benefits			
Total	<u> -- </u>	<u> -- </u>	<u> -- </u>
 <u>OPERATIONAL EXPENSE</u>			
Indirect Cost Allocation			--
Stipends			--
Communication			--
Food			--
Household			--
Insurance		1,350	1,350
Maintenance Equipment			--
Maintenance Improvement			--
Landscaping Service			--
Office Supplies			--
Professional/Special Services	98,637	49,888	148,525
Publication/Legal Notice			--
Rent/Lease-Equipment & Vehicle			--
Rent/Lease-Building			--
Small Tools/Instrument			--
Special Department Expense			--
Transportation & Travel			--
Utilities			--
Miscellaneous			--
Total	<u>98,637</u>	<u>51,238</u>	<u>149,875</u>
 <u>CAPITAL EXPENSE</u>			
Structure/Improvement			--
Furniture, Equip. & Vehicle			--
Total	<u> -- </u>	<u> -- </u>	<u> -- </u>
 <u>GRAND TOTAL</u>			
	<u>98,637</u>	<u>51,238</u>	<u>149,875</u>
 <u>APPROVED BUDGET</u>			
	<u>100,500</u>	<u>80,000</u>	<u>180,500</u>
 <u>VARIANCE</u>			
	<u>\$ 1,863</u>	<u>\$ 28,762</u>	<u>\$ 30,625</u>

EXHIBIT VII

**COMMUNITY DEVELOPMENT
SCHEDULE OF EXPENSE DETAIL**

CITY OF EAST PALO ALTO
COMMUNITY DEVELOPMENT EXPENSE DETAIL
FOR THE PERIOD JULY 1, 1988 - MARCH 31, 1989

	<u>ADMIN.</u>	<u>PLANNING</u>	<u>BUILDING INSPECTION</u>	<u>CODE ENFORCEMENT</u>	<u>TOTAL DEPARTMENT</u>
PERSONNEL					
Salary/Wages	\$ 2,841	\$ 27,060	\$ 31,860	\$ 21,224	\$ 82,985
Fringe Benefits	109	3,363	2,493	2,431	8,396
Total	<u>2,950</u>	<u>30,423</u>	<u>34,353</u>	<u>23,655</u>	<u>91,381</u>
 <u>OPERATIONAL EXPENSE</u>					
Indirect Cost Allocation					--
Stipends					--
Communication					--
Food					--
Household					--
Insurance	1,860	2,546	2,580	2,082	9,068
Maintenance Equipment	64	256	171	714	1,205
Maintenance Improvement	217				217
Landscaping Service					--
Office Supplies					--
Professional/Special Services	466	210	7,122	362	8,160
Publication/Legal Notice					--
Rent/Lease-Equipment & Vehicle			1,897	1,240	3,137
Rent/Lease-Building	779	1,549	3,088	1,549	6,965
Small Tools/Instrument					--
Special Department Expense				146	146
Transportation & Travel	41	560		328	929
Utilities					--
Miscellaneous		1,655	324		1,979
Total	<u>3,427</u>	<u>6,776</u>	<u>15,182</u>	<u>6,421</u>	<u>31,806</u>
 <u>CAPITAL EXPENSE</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
 Structure/Improvement					--
Furniture, Equip. & Vehicle					--
Total	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
 <u>GRAND TOTAL</u>	<u>6,377</u>	<u>37,199</u>	<u>49,535</u>	<u>30,076</u>	<u>123,187</u>
 <u>APPROVED BUDGET</u>	<u>2,520</u>	<u>61,217</u>	<u>49,745</u>	<u>59,908</u>	<u>173,390</u>
 <u>VARIANCE</u>	<u>\$ 3,856</u>	<u>\$ 24,018</u>	<u>\$ 211</u>	<u>\$ 29,832</u>	<u>\$ 50,204</u>

EXHIBIT VIII

POLICE DEPARTMENT

SCHEDULE OF EXPENSE DETAIL

CITY OF EAST PALO ALTO
POLICE DEPARTMENT EXPENSE DETAIL
FOR THE PERIOD JULY 1, 1988 - MARCH 31, 1989

	<u>ADMIN & SUPPT SERS</u>	<u>PATROL</u>	<u>INVESTIGAT SERVICES</u>	<u>TRAFFIC (NEW)</u>	<u>TOTAL DEPARTMENT</u>
PERSONNEL					
Salary/Wages	\$ 158,920	\$ 579,774	\$ 121,694	\$ --	\$ 860,388
Fringe Benefits	12,393	54,130	8,059	--	74,582
Total	<u>171,313</u>	<u>633,904</u>	<u>129,753</u>	<u>--</u>	<u>934,970</u>
<u>OPERATIONAL EXPENSE</u>					
Indirect Cost Allocation					--
Stipends					--
Communication	1,967	5,871			7,838
Food	58	80			138
Household					--
Insurance	29,834	132,528	20,539		182,901
Maintenance Equipment	1,362	68,616	1,171		71,149
Maintenance Improvement	118				118
Landscaping Service					--
Office Supplies					--
Prof./Special Services	79,490	156,889			236,379
Publication/Legal Notice					--
Rent/Lease-Equip. & Vehicle	2,624	30,429	161		33,214
Rent/Lease-Building		46,098			46,098
Small Tools/Instrument	32	50			82
Special Department Expense	1,183	17,449	342		18,974
Transportation & Travel	7,692	1,971	2,703		12,366
Utilities					--
Miscellaneous	2,125	6,889	1,002		10,016
Total	<u>126,485</u>	<u>466,870</u>	<u>25,918</u>	<u>--</u>	<u>619,273</u>
<u>CAPITAL EXPENSE</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
Structure/Improvement					--
Furn., Equip. & Vehicle		16,670			16,670
Total	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
<u>GRAND TOTAL</u>	<u>297,798</u>	<u>1,117,444</u>	<u>155,671</u>	<u>--</u>	<u>1,570,913</u>
<u>APPROVED BUDGET</u>	<u>401,934</u>	<u>1,154,333</u>	<u>367,141</u>	<u>110,483</u>	<u>2,033,891</u>
<u>VARIANCE</u>	<u>\$ 104,136</u>	<u>\$ 36,889</u>	<u>\$ 211,470</u>	<u>\$ 110,483</u>	<u>\$ 462,978</u>

EXHIBIT IX

PUBLIC WORKS

SCHEDULE OF EXPENSE DETAIL

CITY OF EAST PALO ALTO
PUBLIC WORKS EXPENSE DETAIL
FOR THE PERIOD JULY 1, 1988 - MARCH 31, 1989

	<u>ADMIN./</u> <u>ENGRG.</u>	<u>STREETS/</u> <u>DRAINS</u>	<u>STREET</u> <u>CLEANING</u>	<u>WASTE</u> <u>DISPOSAL</u>	<u>BUILDING</u> <u>MAINT.</u>	<u>PARKS &</u> <u>LANDSCPG.</u>	<u>CITY</u> <u>SERVICES</u>	<u>EMERGENCY</u> <u>SERVICES</u>	<u>TRAFFIC</u>	<u>TOTAL</u> <u>DEPART.</u>
PERSONNEL										
Salary/Wages	\$ 73,829	\$10,891	\$ 7,638	\$ 18,519	\$ 9,789	\$26,672	\$ --	\$ 3,130	\$ 789	\$151,257
Fringe Benefits	3,878	6,152	2,682	660	95	925	--	1	8	14,401
Total	<u>77,707</u>	<u>17,043</u>	<u>10,320</u>	<u>19,179</u>	<u>9,884</u>	<u>27,598</u>	<u>--</u>	<u>3,131</u>	<u>797</u>	<u>165,658</u>
OPERATIONAL EXPENSE										
Indirect Cost Allocation										--
Stipends										--
Communication		432	83							515
Food										--
Household					152					152
Insurance	8,372	10,507	3,229		648	5,329				28,085
Maintenance Equipment	19	6,718	3,332		572	620				11,261
Maintenance Improvement		1,598	206		3,588	2,361		69	19,610	27,432
Landscaping Service										--
Office Supplies										--
Prof./Special Services	17,299			154,103	1,264	95		3,560	6,193	182,514
Publication/Legal Notice										--
Rent/Lease-Equip. & Veh.	2,955	11,302	14,925		165		500			29,847
Rent/Lease-Building	3,088									3,088
Small Tools/Instrument		394			48	177				619
Special Dpt. Expense	168	2,349	527	120	367				1,418	4,949
Transp. & Travel	1,000				41					1,041
Utilities		6,629							28,598	35,227
Miscellaneous	167		49							216
Total	<u>33,068</u>	<u>39,929</u>	<u>22,351</u>	<u>154,223</u>	<u>6,845</u>	<u>8,582</u>	<u>500</u>	<u>3,629</u>	<u>55,819</u>	<u>324,946</u>
CAPITAL EXPENSE										
Structure/Improvement										
Furn., Equip. & Vehicle					1,578					1,578
Total	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>1,578</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>1,578</u>
GRAND TOTAL	<u>110,775</u>	<u>56,972</u>	<u>32,671</u>	<u>173,402</u>	<u>18,307</u>	<u>36,179</u>	<u>500</u>	<u>6,760</u>	<u>56,616</u>	<u>492,182</u>
APPROVED BUDGET	<u>157,836</u>	<u>67,457</u>	<u>46,824</u>	<u>339,675</u>	<u>27,432</u>	<u>29,219</u>	<u>8,574</u>	<u>2,660</u>	<u>76,640</u>	<u>756,317</u>
VARIANCE	<u>\$ 47,061</u>	<u>\$10,485</u>	<u>\$14,153</u>	<u>\$166,273</u>	<u>\$ 9,125</u>	<u>(\$ 6,960)</u>	<u>\$ 8,074</u>	<u>(\$ 4,100)</u>	<u>\$ 20,024</u>	<u>\$264,135</u>

EXHIBIT X

COMMUNITY SERVICES

SCHEDULE OF EXPENSE DETAIL

CITY OF EAST PALO ALTO
COMMUNITY SERVICES EXPENSE DETAIL
FOR THE PERIOD JULY 1, 1988 - MARCH 31, 1989

	<u>ADMIN.</u> <u>TECH. SERVS</u>	<u>RECREATION</u>	<u>CULT.AFFA.</u> <u>& HUM SERS</u>	<u>TOTAL</u> <u>DEPARTMENT</u>
<u>PERSONNEL</u>				
Salary/Wages	\$16,602	\$14,018	\$ 6,691	\$37,311
Fringe Benefits	1,929	187	38	2,154
Total	<u>18,531</u>	<u>14,205</u>	<u>6,729</u>	<u>39,465</u>
 <u>OPERATIONAL EXPENSE</u>				
Indirect Cost Allocation				--
Stipends				--
Communication			55	55
Food				--
Household				--
Insurance	1,941			1,941
Maintenance Equipment	648			648
Maintenance Improvement				--
Landscaping Service				--
Office Supplies				--
Professional/Special Services	40	9,145	12,338	21,523
Publication/Legal Notice				--
Rent/Lease-Equip. & Vehicle	3,029		375	3,404
Rent/Lease-Building				--
Small Tools/Instrument	82		139	221
Special Department Expense		584	2,095	2,679
Transportation & Travel				--
Utilities				--
Miscellaneous	53	140		193
Total	<u>5,793</u>	<u>9,869</u>	<u>15,002</u>	<u>30,664</u>
 <u>CAPITAL EXPENSE</u>				
Structure/Improvement				
Furniture, Equip. & Vehicle			1,841	1,841
Total	<u>--</u>	<u>--</u>	<u>1,841</u>	<u>1,841</u>
 <u>GRAND TOTAL</u>				
	<u>24,324</u>	<u>24,074</u>	<u>23,572</u>	<u>71,970</u>
 <u>APPROVED BUDGET</u>				
	<u>40,061</u>	<u>16,015</u>	<u>14,273</u>	<u>70,349</u>
 <u>VARIANCE</u>				
	<u>\$15,737</u>	<u>(\$ 8,059)</u>	<u>(\$ 9,299)</u>	<u>(\$ 1,621)</u>

EXHIBIT XI

RENT STABILIZATION PROGRAM

SCHEDULE OF EXPENSE DETAIL

CITY OF EAST PALO ALTO
 RENT STABILIZATION EXPENSE DETAIL
 FOR THE PERIOD JULY 1, 1988 - MARCH 31, 1989

	<u>ADMIN. & BOARD SUPPT</u>	<u>COUNSELING & PUBLIC INFO</u>	<u>ORDINANCE ENFORCEMENT</u>	<u>TOTAL DEPARTMENT</u>
<u>PERSONNEL</u>				
Salary/Wages	\$ 9,954	\$10,988	\$ 6,837	\$ 27,779
Fringe Benefits	3,140	188	39	3,367
Total	<u>13,094</u>	<u>11,176</u>	<u>6,876</u>	<u>31,146</u>
<u>OPERATIONAL EXPENSE</u>				
Indirect Cost Allocation	26,526			26,526
Stipends	350	525		875
Communication				
Food			73	73
Household				--
Insurance	2,254			2,254
Maintenance Equipment				--
Maintenance Improvement				--
Landscaping Service				--
Office Supplies	192	442	197	831
Professional/Special Services	9,827	2,047	14,124	25,998
Publication/Legal Notice	1,273			1,273
Rent/Lease-Equip. & Vehicle				--
Rent/Lease-Building				--
Small Tools/Instrument				--
Special Department Expense	75	1,113	2,638	3,826
Transportation & Travel				--
Utilities				--
Miscellaneous	17	15	6	38
Total	<u>40,514</u>	<u>4,142</u>	<u>17,038</u>	<u>61,694</u>
<u>CAPITAL EXPENSE</u>				
	--	--	--	--
Structure/Improvement				
Furniture, Equip. & Vehicle				
Total	--	--	--	--
<u>GRAND TOTAL</u>	<u>53,608</u>	<u>15,318</u>	<u>23,914</u>	<u>92,840</u>
<u>APPROVED BUDGET</u>	<u>34,566</u>	<u>43,691</u>	<u>50,748</u>	<u>129,005</u>
<u>VARIANCE</u>	<u>(\$19,042)</u>	<u>\$28,373</u>	<u>\$26,834</u>	<u>\$ 36,165</u>

EXHIBIT XII

REDEVELOPMENT AGENCY

SCHEDULE OF EXPENSE DETAIL

EXHIBIT XII

CITY OF EAST PALO ALTO
REDEVELOPMENT AGENCY EXPENSE DETAIL
FOR THE PERIOD JULY 1, 1988 - MARCH 31, 1989

<u>PERSONNEL</u>	<u>ADMINISTRAT</u>	<u>UNIVERSITY CIRCLE PROJ</u>	<u>TOTAL DEPARTMENT</u>
Salary/Wages	\$ 30,743	\$ 2,003	\$ 32,746
Fringe Benefits	276	10	286
Total	<u>31,019</u>	<u>2,013</u>	<u>33,032</u>
 <u>OPERATIONAL EXPENSE</u>			
Indirect Cost Allocation	26,526		26,526
Stipends			--
Communication			--
Food		88	88
Household			--
Insurance	256	57,432	57,688
Maintenance Equipment	70	630	700
Maintenance Improvement	226	20	246
Landscaping Service			--
Office Supplies	170	2,587	2,757
Professional/Special Services	1,555	265,124	266,679
Publication/Legal Notice		1,533	1,533
Rent/Lease-Equip. & Vehicle		177	177
Rent/Lease-Building	1,378	950	2,328
Small Tools/Instrument		89	89
Special Department Expense		16,269	16,269
Transportation & Travel	39	236	275
Utilities			--
Miscellaneous	12	88	100
Total	<u>30,232</u>	<u>345,223</u>	<u>375,455</u>
 <u>CAPITAL EXPENSE</u>			
	<u>--</u>	<u>--</u>	<u>--</u>
 Structure/Improvement			
Furniture, Equip. & Vehicle		4,453	4,453
Total	<u>--</u>	<u>4,453</u>	<u>4,453</u>
 <u>GRAND TOTAL</u>			
	<u>61,251</u>	<u>351,689</u>	<u>412,940</u>
 <u>APPROVED BUDGET</u>			
	<u>62,253</u>	<u>178,960</u>	<u>241,213</u>
 <u>VARIANCE</u>			
	<u>\$ 1,002</u>	<u>(\$172,729)</u>	<u>(\$171,727)</u>

EXHIBIT XIII

CAPITAL IMPROVEMENT PROGRAM

SCHEDULE OF EXPENSE DETAIL

CITY OF EAST PALO ALTO
 CAPITAL IMPROVEMENT EXPENSE DETAIL
 FOR THE PERIOD JULY 1, 1988 - MARCH 31, 1989

	<u>CAPITAL IMPROVEMENT</u>
<u>PERSONNEL EXPENSE</u>	
Salaries/Wages	\$ --
Fringe Benefits	--
Total	<u> --</u>
<u>OPERATIONAL EXPENSE</u>	
Indirect Cost Allocation	--
Stipends	--
Communication	--
Food	--
Household	--
Insurance	--
Maintenance Equipment	--
Maintenance Improvement	--
Landscaping Service	--
Office Supplies	--
Professional/Special Services	--
Publication/Legal Notice	--
Rent/Lease-Equipment & Vehicle	--
Rent/Lease-Building	--
Small Tools/Instrument	--
Special Department Expense	--
Transportation & Travel	--
Utilities	--
Miscellaneous	--
Total	<u> --</u>
 <u>CAPITAL EXPENSE</u>	 <u> --</u>
Structure/Improvement	--
Furniture, Equip. & Vehicle	--
Total	<u> --</u>
 <u>GRAND TOTAL</u>	 <u> --</u>
 <u>APPROVED BUDGET</u>	 <u>626,000</u>
 <u>VARIANCE</u>	 <u>\$626,000</u>

EXHIBIT XIV

**CONTINGENT ACCOUNT
SCHEDULE OF EXPENSE DETAIL**

CITY OF EAST PALO ALTO
 CONTINGENT ACCOUNT EXPENSE DETAIL
 FOR THE PERIOD JULY 1, 1988 - MARCH 31, 1989

	<u>CONTINGENT ACCOUNT</u>
<u>PERSONNEL EXPENSE</u>	
Salaries/Wages	\$ --
Fringe Benefits	--
Total	--
<u>OPERATIONAL EXPENSE</u>	
Indirect Cost Allocation	--
Stipends	--
Communication	--
Food	--
Household	--
Insurance	--
Maintenance Equipment	--
Maintenance Improvement	--
Landscaping Service	--
Office Supplies	--
Professional/Special Services	--
Publication/Legal Notice	--
Rent/Lease-Equipment & Vehicle	--
Rent/Lease-Building	--
Small Tools/Instrument	--
Special Department Expense	--
Transportation & Travel	--
Utilities	--
Miscellaneous	--
Total	--
<u>CAPITAL EXPENSE</u>	--
Structure/Improvement	--
Furniture, Equip. & Vehicle	--
Total	--
<u>GRAND TOTAL</u>	--
<u>APPROVED BUDGET</u>	143,914
<u>VARIANCE</u>	\$143,914