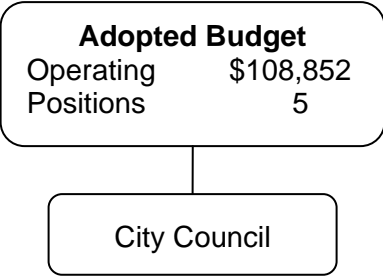
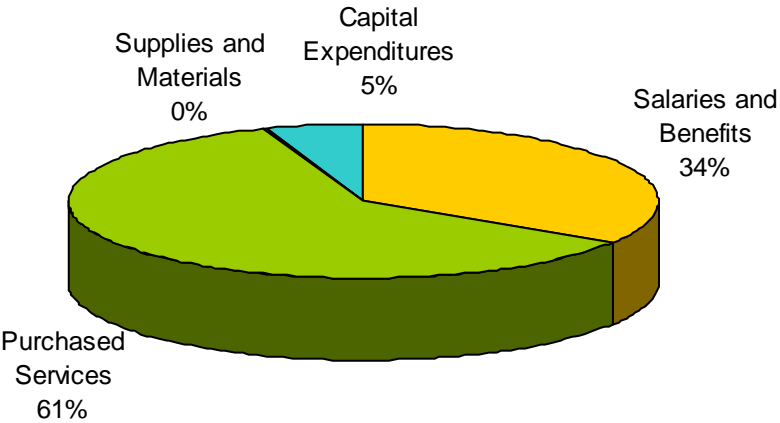


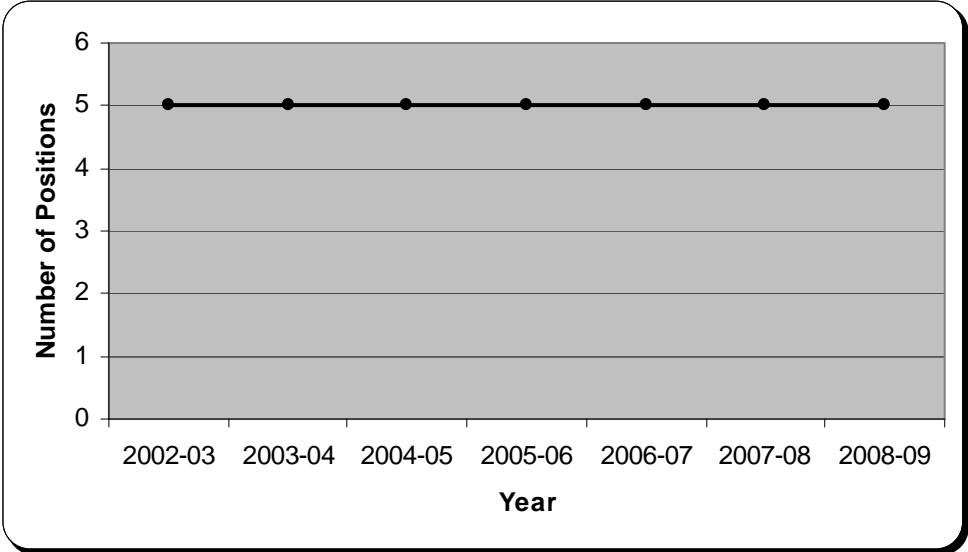
# CITY COUNCIL



## CHARACTER OF EXPENDITURES



## AUTHORIZED STRENGTH



# CITY COUNCIL

## Department Summary

SOURCE	FY 2005-06	FY 2006-07	FY 2007-08	FY 2007-08	FY 2008-09
	ACTUAL BUDGET	ACTUAL BUDGET	ADOPTED BUDGET	AMENDED BUDGET	ADOPTED BUDGET
Special Reveune Fund	0	0	6,000	0	0
Grant	2,421	110,622	0	24,820	0
*Overhead Allocation	30,704	30,119	55,669	47,534	76,735
<b>TOTAL</b>	<b>33,125</b>	<b>140,741</b>	<b>61,669</b>	<b>72,354</b>	<b>76,735</b>

EXPENDITURES BY DEPARTMENT	FY 2005-06	FY 2006-07	FY 2007-08	FY 2007-08	FY 2008-09
	ACTUAL BUDGET	ACTUAL BUDGET	ADOPTED BUDGET	AMENDED BUDGET	ADOPTED BUDGET
City Council	59,431	182,167	141,422	137,405	185,587
<b>TOTAL</b>	<b>59,431</b>	<b>182,167</b>	<b>141,422</b>	<b>137,405</b>	<b>185,587</b>

CHARACTER OF EXPENDITURES	FY 2005-06	FY 2006-07	FY 2007-08	FY 2007-08	FY 2008-09
	ACTUAL BUDGET	ACTUAL BUDGET	ADOPTED BUDGET	AMENDED BUDGET	ADOPTED BUDGET
<u>PERSONNEL</u>					
Salaries and Benefits	31,607	37,408	77,922	50,285	62,987
<b>Subtotal</b>	<b>31,607</b>	<b>37,408</b>	<b>77,922</b>	<b>50,285</b>	<b>62,987</b>
<u>SUPPLIES AND SERVICES</u>					
Purchased Services	24,969	144,480	63,300	87,020	112,400
Supplies and Materials	2,856	279	200	100	200
Other Expenditures	0	0	0	0	0
Capital Expenditures	0	0	0	0	10,000
<b>Subtotal</b>	<b>27,825</b>	<b>144,759</b>	<b>63,500</b>	<b>87,120</b>	<b>122,600</b>
<b>TOTAL</b>	<b>59,431</b>	<b>182,167</b>	<b>141,422</b>	<b>137,405</b>	<b>185,587</b>
<b>NET GENERAL FUND CONTRIBUTION</b>	<b>26,306</b>	<b>41,426</b>	<b>79,753</b>	<b>65,051</b>	<b>108,852</b>

*OVERHEAD ALLOCATION	FY 2005-06	FY 2006-07	FY 2007-08	FY 2007-08	FY 2008-09
	ACTUAL BUDGET	ACTUAL BUDGET	ADOPTED BUDGET	AMENDED BUDGET	ADOPTED BUDGET
Rent Stabilization Program	2,500	2,500	2,500	2,500	2,500
RDA Fund	28,204	27,619	53,169	45,034	74,235
<b>OVERHEAD ALLOCATION TOTAL</b>	<b>30,704</b>	<b>30,119</b>	<b>55,669</b>	<b>47,534</b>	<b>76,735</b>

# CITY COUNCIL

## Department Summary cont.

### AUTHORIZED STRENGTH

#### Position Summary

City Council

TOTAL

FY 2005-06 ACTUAL BUDGET	FY 2006-07 ACTUAL BUDGET	FY 2007-08 ADOPTED BUDGET	FY 2007-08 AMENDED BUDGET	FY 2008-09 ADOPTED BUDGET
5	5	5	5	5
<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

#### Position Detail

Mayor

Vice Mayor

Council Member

TOTAL

FY 2005-06 ACTUAL BUDGET	FY 2006-07 ACTUAL BUDGET	FY 2007-08 ADOPTED BUDGET	FY 2007-08 AMENDED BUDGET	FY 2008-09 ADOPTED BUDGET
1	1	1	1	1
1	1	1	1	1
3	3	3	3	3
<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

# CITY COUNCIL

## Summary

### MISSION STATEMENT

Develop and adopt policies which ensure delivery of quality public services to the people of East Palo Alto in response to their need for a healthy, safe, and prosperous environment.

### BUDGET ORGANIZATION AND THE STRATEGIC PRIORITIES

A five-member Council governs City services for a population of approximately 31,500 residents. Each Council Member is elected at large and serves a four-year term. The Mayor is elected by the members of the City Council and serves a one-year term. The Council convenes in regular session on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays of each month; and often holds special meetings and work study sessions throughout the year. All of the meetings are held in The San Mateo County / East Palo Alto Government Center, located at 2415 University Avenue, in East Palo Alto, and are open to the public.

The Council sets and adopts policies, resolutions and ordinances for City operations and ensures appropriate representation and response to citizen interests. The City Council appoints the City Manager and City Attorney, who report directly to them, and in turn, support the City Council in its policy development functions and carry out the City Council policies and programs.

In February of 2006, the City Council held a special meeting to identify the following Focus Areas:

- **Infrastructure:** Develop plans for enhancing maintenance and improvements of City infrastructure, including: sidewalks and roads, parks, storm drains, and a plan for Bay Road improvements.
- **Public Safety:** Provide priority emphasis on initiatives that enhance public safety, including: Code enforcement, staffing, relocation of Police Department and upgrading Police Department vehicles, and disaster and emergency preparedness/long-term and short-term.
- **Businesses:** Detailed plan for supporting small businesses, guidelines for service agencies receiving City funds and monitoring of agencies receiving City funds.
- **Human Services:** Enhance youth and after school activities, summer activities and funding for more programs, Senior Center/senior services, and Human needs assessment.
- **City Organization:** Improve communications between City and Community, conduct periodic organizational audits, address customer service issues as they occur in the City organization, provide for proper staffing levels to support service objectives, implement plan for all City Departments, improve management for Community Development, capital improvements and redevelopment, budget deficit, and collaborate with school district on use of equipment.

The City Council anticipates conducting facilitated work study sessions to develop its multi-year Strategic Plan and Priorities before the approval of the Fiscal Year 2008-2009 Adopted Budget.

# CITY COUNCIL

## Summary cont.

### SIGNIFICANT CHANGES

#### **FY 2007-2008 Adopted to FY 2007-2008 Amended:**

The Fiscal Year 2007-2008 Amended Budget Net General Fund Contribution of \$65,051 is a decrease of -\$14,702 from the Fiscal Year 2007-2008 Adopted Budget Net General Fund Contribution of \$79,753. This -18.4% decrease was caused by a projected increase in revenue sources of \$10,685 and a decrease in projected expenditures of \$4,017. Reduction in projected expenditures resulted from an adjustment to the Personnel category, primarily from the savings associated with benefits that some Council Members do not participate in. However, the Purchased Services category is projected to increase with the need for additional Special Meetings being televised and the City's plan to celebrate its 25<sup>th</sup> Anniversary. The projected revenue sources increased as a result of grant funding used to offset costs associated with the City Council televised meetings.

#### **FY 2007-2008 Amended to FY 2008-2009 Adopted:**

The Fiscal Year 2008-2009 Adopted Budget Net General Fund Contribution of \$108,852 is an increase of \$43,801 from the Fiscal Year 2007-2008 Amended Budget Net General Fund Contribution of \$65,051. This 67.3% net increase is the result of an increase in projected expenditures of \$48,182 offset by a decrease in projected revenue sources of \$4,381. The projected increase in expenditures is primarily caused by a shift of costs associated with televised meetings from the Grants sources to the General Fund. Additionally, the increase in expenditures is due to an increased number of televised meetings as the Council sets its strategic priorities, reviews Matrix's recommendations and develops criteria for Measure C, and other community based funds, such as the Transient Occupancy Tax set-aside. The \$4,381 increase in projected revenue sources is not considered a significant change.

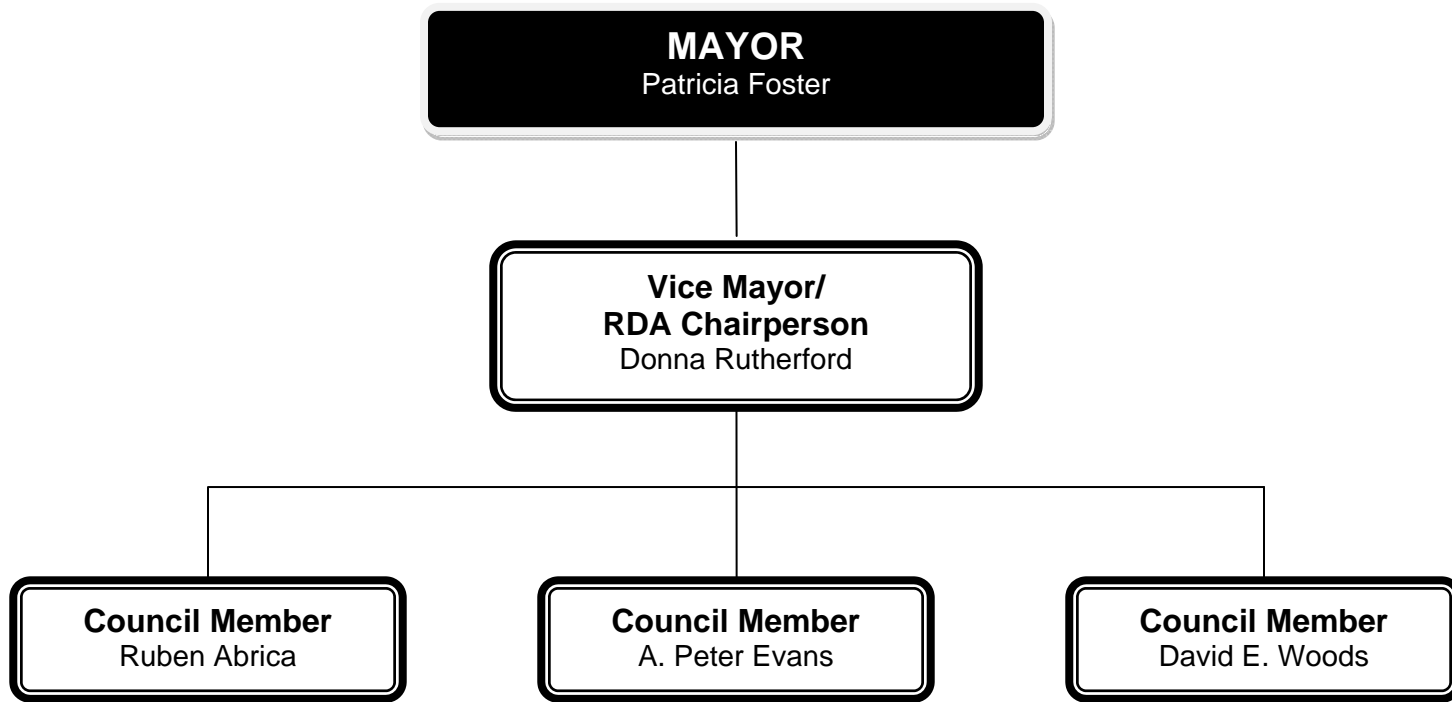
# **CITY COUNCIL**

## **FY 2008-2009 OBJECTIVES**

1. To set broad-based goals, objectives, and policies for the City of East Palo Alto which continue to provide proactive leadership in all areas of the City's operations and services.
2. To provide direction and policy on managing the budget; and establishing sound financial policies including strategies to establish and maintain a cash reserve.
3. To ensure timely consideration of policy matters related to effective service delivery and overall improvement of the City's physical infrastructure.
4. To establish and adopt the multi-year Strategic Plan and Priorities (Focus Areas) by September 2008.
5. To establish and adopt the multi-year Financial Plan Policies by October 2008.

# CITY COUNCIL

(Existing Organization)



DB-7

Total positions: 5