

**City of Menlo Park - General Fund  
Budget-to-Actual Report, FY 2011-12  
As of October 31, 2011**

A	B	C	D	E	(E-C)/C	G	H	(H-G)/G	G/C	G/D	H/E	Notes
	Adjusted Budget as of 6/30/11	Un-Audited Actual FY 10-11	2010-11 Adjusted Budget 10/31/2010	2011-12 Adjusted Budget 10/31/2011	% Budget Change 10/31/11 to Un- audited Actual FY 10-11	Actual YTD 10/31/2010	Actual YTD 10/31/2011	% Actual Change	% of Actual YTD 10/31/2010 to Un-audited Actual FY 10-11	% Actual-to- Budget 10/31/2010	% Actual-to- Budget 10/31/2011	
<b>Property Tax</b>	\$12,760,000	\$12,811,324	\$12,864,270	\$13,021,000	1.64%	\$105,653	\$113,453	7.38%	0.82%	0.82%	0.87%	
<b>Sales Tax</b>	5,945,000	5,988,055	6,245,000	6,203,000	3.59%	1,015,639	1,209,615	19.10%	16.96%	16.26%	19.50%	
<b>Transient Occupancy Tax</b>	2,435,000	2,453,981	2,702,000	2,580,000	5.14%	585,817	731,058	24.79%	23.87%	21.68%	28.34%	
<b>Utility Users' Tax</b>	1,204,000	1,122,940	1,237,500	1,249,000	11.23%	307,470	313,564	1.98%	27.38%	24.85%	25.11%	
<b>Franchise Fees</b>	1,701,000	1,677,016	1,613,000	1,743,000	3.93%	194,907	210,059	7.77%	11.62%	12.08%	12.05%	
<b>Charges for Services</b>	5,056,787	5,246,251	5,090,287	5,425,265	3.41%	1,841,543	1,831,824	-0.53%	35.10%	36.18%	33.76%	1
<b>Licenses and Permits</b>	3,169,610	3,239,561	2,840,020	3,307,140	2.09%	679,666	804,765	18.41%	20.98%	23.93%	24.33%	2
<b>Interest Income</b>	652,000	212,238	1,052,000	560,000	163.85%	49,177	(67,303)	-236.86%	23.17%	4.67%	-12.02%	3
<b>Rental Income</b>	357,000	363,520	357,000	365,438	0.53%	38,922	38,367	-1.43%	10.71%	10.90%	10.50%	
<b>Intergovernmental Revenue</b>	1,809,977	1,946,156	1,834,947	1,131,631	-41.85%	591,512	540,836	-8.57%	30.39%	32.24%	47.79%	
<b>Fines &amp; Forfeitures</b>	994,000	953,195	1,088,000	970,000	1.76%	265,766	314,901	18.49%	27.88%	24.43%	32.46%	4
<b>Operating Transfers In/ Other Revenue</b>	710,302	730,505	711,892	707,125	-3.20%	238,640	246,181	3.16%	32.67%	33.52%	34.81%	
<b>Total Revenues:</b>	<b>\$36,794,676</b>	<b>\$36,744,741</b>	<b>\$37,635,916</b>	<b>\$37,262,599</b>	<b>1.41%</b>	<b>\$5,914,712</b>	<b>\$6,287,320</b>	<b>6.30%</b>	<b>16.10%</b>	<b>15.72%</b>	<b>16.87%</b>	
<b>Public Safety</b>	14,187,502	13,927,896	14,704,963	13,891,219	-0.26%	4,411,972	4,239,555	-3.91%	31.68%	30.00%	30.52%	5
<b>Public Works</b>	4,887,240	4,517,248	5,085,688	5,039,372	11.56%	1,473,558	1,420,892	-3.57%	32.62%	28.97%	28.20%	
<b>Community Services Department</b>	6,389,861	6,169,153	6,548,672	6,562,831	6.38%	1,885,946	1,912,515	1.41%	30.57%	28.80%	29.14%	
<b>Library Department</b>	1,993,798	1,914,900	2,023,837	2,033,990	6.22%	571,200	508,288	-11.01%	29.83%	28.22%	24.99%	
<b>Community Development</b>	2,633,687	2,503,578	2,635,579	2,728,499	8.98%	756,758	686,964	-9.22%	30.23%	28.71%	25.18%	
<b>Administrative Services</b>	4,969,821	4,677,762	5,263,236	4,954,665	5.92%	1,450,263	1,414,118	-2.49%	31.00%	27.55%	28.54%	
<b>Operating Transfers Out</b>	2,267,950	2,267,950	2,377,800	2,377,800	4.84%	792,600	792,600	0.00%	34.95%	33.33%	33.33%	
<b>Total Expenditures:</b>	<b>\$37,329,859</b>	<b>\$35,978,487</b>	<b>\$38,639,775</b>	<b>\$37,588,377</b>	<b>4.47%</b>	<b>\$11,342,297</b>	<b>\$10,974,932</b>	<b>-3.24%</b>	<b>31.53%</b>	<b>29.35%</b>	<b>29.20%</b>	
<b>Preliminary addition/draw on General Fund Reserves</b>	<b>(\$535,183)</b>	<b>\$766,254</b>	<b>(\$1,003,859)</b>	<b>(\$325,778)</b>		<b>(\$5,427,585)</b>	<b>(\$4,687,612)</b>					
<b>Carry-over encumbrances and Reappropriations from prior year subtracted from adjusted budget.</b>	432,183		432,183	325,778								
<b>Net addition to/draw on General Fund Reserves</b>	<b>(\$103,000)</b>		<b>(\$571,676)</b>	<b>(\$0)</b>								
<b>Subtract El Camino Real/Downtown Specific Plan</b>	103,000		103,000	0								
<b>Net Operating Revenue</b>	<b>\$0</b>		<b>(\$468,676)</b>	<b>(\$0)</b>								

**NOTES: Notes must be considered for proper analysis of the data contained herein; refer to 1st Quarter Staff Report dated November 1, 2011.**

- (1) Charges for Services 2011-12 Resident Recreation Fees MCC school age children lower enrollment; street opening permits decrease \$80,000 over prior year due completion of the West Bay Sanitary District project.
- (2) Licenses and Permits increase from prior year due to business licenses up \$86,000 and building permits up \$40,000.
- (3) Interest Income actual YTD columns do not reflect gain/loss adjustment: (FY09-10= -\$298,323 FY 10-11= -\$1,193 = NET -\$299,516).
- (4) Fines and Forfeitures increase \$54,000 from prior year due to increase in parking fines and moving violations issued; less patrol officers on leave in current year.
- (5) Expenditures include payroll paid through July and August; estimated September and October.