

Department/Division: TOTAL PUBLIC WORKS -- ALL DEPARTMENTAL BUDGET						Various Funds Fund 100, 210, 540	
Account and Title:	2007/08	2008/09	2009/10	2010/11	2011/12	2011/12	2012/13
	Actual Expended	Actual Expended	Actual Expended	Actual Expended	Approved Budget	Finance Department Projections	Recommended Budget
SALARIES							
51101 Salaries	1,473,787	1,519,484	1,562,239	1,330,518	1,257,351	1,242,233	1,264,875
51201 Part-time Salaries	49,325	38,415	38,179	41,391	48,589	41,000	20,017
51301 Overtime	62,306	60,844	56,922	56,099	64,500	56,700	64,500
Total Salaries	1,585,418	1,618,742	1,657,339	1,428,008	1,370,439	1,339,933	1,349,392
BENEFITS							
51502 City Pers Contribution	140,149	223,661	217,546	185,715	215,966	200,894	262,221
51503 Employee Paid Pers Contribution	10,811	0	0	0	0	0	0
51506 Life Insurance	5,144	5,238	4,399	3,736	5,709	4,643	5,662
51507 Medicare Tax	20,790	22,146	22,273	19,830	18,936	18,588	18,631
51508 Social Security Tax	2,339	1,278	656	650	1,266	600	1,241
51509 Flexible Benefits	234,482	243,389	251,468	238,434	250,544	250,944	271,356
51510 Retiree Health	0	0	0	0	0	0	0
51511 Long-Term Disability	10,046	10,491	8,827	7,520	10,464	8,842	10,296
51602 Dental Insurance	21,908	22,016	20,887	17,869	17,670	17,635	17,784
51603 Vision Insurance	8,094	8,152	7,670	7,164	8,332	7,728	8,805
51605 Employee Assistance Program	798	876	647	606	620	640	612
51704 Auto Allowance	3,628	3,678	3,610	3,583	3,600	3,600	3,600
51705 Housing Allowance	3,023	2,982	3,008	2,986	3,000	3,000	3,000
51706 Phone Allowance	3,627	3,577	3,404	2,609	2,340	2,340	2,340
51710 Deferred Compensation	0	0	0	30,058	0	6,300	8,282
Total Benefits	464,839	647,383	544,396	520,760	538,448	526,754	613,828
INSURANCE							
51800 Liability insurance	67,362	73,844	87,149	97,220	84,457	84,458	91,904
51810 Worker's Compensation	57,768	63,119	74,748	105,858	75,376	75,376	82,022
Total Insurance	125,121	136,963	161,896	203,078	159,832	159,834	173,927
SERVICES AND SUPPLIES							
52200 Safety Clothing	17,328	20,612	17,367	11,699	15,990	13,050	13,334
52221 Communications	5,793	4,383	4,410	4,339	8,550	4,900	5,150
52231 Equipment Maintenance	112,520	97,179	89,793	69,316	113,011	90,961	110,711
52232 Maintenance-Structures/improve/Grounds	433,245	407,738	400,335	238,383	342,332	446,580	342,042
52233 Memberships	33,293	40,279	46,217	51,259	64,102	56,770	62,278
52234 Office Expense	37,855	40,913	34,712	30,039	37,449	32,280	37,449
52235 Professional Services	240,167	254,960	164,520	156,812	167,240	175,650	162,120
52236 Equipment Rental	8,168	15,885	2,809	67	19,000	6,500	19,000
52240 Rent-Real Property	0	0	0	0	0	0	0
52241 Special Departmental Expense	100,435	132,988	90,898	92,110	36,793	96,073	61,698
52242 Small Tools & Supplies	45,463	45,261	31,881	11,402	40,039	14,300	39,914
52243 Travel & Training	10,566	6,766	2,668	4,988	7,545	5,400	2,050
52244 Utilities	269,749	294,835	346,326	289,218	332,980	345,500	332,980
52245 Water Purchases	361,397	377,794	307,509	347,095	527,000	450,000	432,000
52246 Sewer Processing	673,628	668,136	717,332	706,140	770,696	732,000	770,000
Total Services & Supplies	2,349,608	2,407,730	2,256,775	2,012,866	2,482,727	2,469,964	2,390,726
OTHER							
54500 Depreciation	594,161	632,452	635,139	667,095	635,623	635,623	635,623
Total Other	594,161	632,452	635,139	667,095	635,623	635,623	635,623
FIXED ASSETS							
53100 Improvements	5,250	6,320	3,334	0	0	0	0
53300 Equipment	38,218	93,365	22,651	31,301	37,682	37,682	37,682
Total Fixed Assets	43,468	93,365	22,651	31,301	37,682	37,682	37,682
EXPENDITURE TRANSFERS							
54250 Indirect Costs	941,071	1,055,390	1,046,526	1,042,956	923,169	923,170	1,000,247
Total Expenditure Transfers	941,071	1,055,390	1,046,526	1,042,956	923,169	923,170	1,000,247
TOTAL BUDGET	6,103,667	6,498,344	6,328,057	5,906,063	6,147,920	6,091,960	6,201,426

Department/Division: 4001 Public Works-Administration							General Fund Fund 100	
Account and Title:	2007/08 Actual Expended	2008/09 Actual Expended	2009/10 Actual Expended	2010/11 Actual Expended	2011/12 Approved Budget	2011/12 Finance Department Projections	2012/13 Recommended Budget	
SALARIES								
51101 Salaries	493,730	528,541	493,905	435,327	327,278	327,300	327,820	
51201 Part-time Salaries	22,075	21,691	7,135	1,670	4,076	-	3,995	
51301 Overtime	6,941	6,456	4,130	410	7,000	700	7,000	
Total Salaries	522,746	556,688	505,171	437,407	338,354	328,000	338,815	
BENEFITS								
51502 City Pers Contribution	47,138	76,419	69,438	58,048	54,983	54,983	67,960	
51503 Employee Paid Pers Contribution	10,811	0	-	-	-	-	-	
51506 Life Insurance	1,346	1,361	1,080	914	1,109	1,109	1,145	
51507 Medicare Tax	7,477	8,064	7,289	6,365	4,805	4,805	4,811	
51508 Social Security Tax	649	241	30	57	253	-	248	
51509 Flexible Benefits	52,898	57,404	55,997	55,733	55,980	55,980	53,930	
51510 Retiree Health	0	0	-	-	-	-	-	
51511 Long-Term Disability	3,002	3,089	2,463	2,100	2,664	2,600	2,668	
51602 Dental Insurance	5,405	5,615	4,930	4,121	3,249	3,249	3,420	
51603 Vision Insurance	1,997	2,075	1,827	1,687	1,532	1,532	1,693	
51605 Employee Assistance Program	190	209	153	140	114	114	118	
51704 Auto Allowance	3,628	3,578	3,610	3,583	2,700	2,700	2,700	
51705 Housing Allowance	3,023	2,982	3,008	2,986	2,250	2,250	2,250	
51706 Phone Allowance	1,511	1,491	1,298	1,070	663	663	663	
Total Benefits	139,075	162,527	151,123	136,803	130,301	128,985	141,607	
INSURANCE								
51800 Liability Insurance	23,148	25,356	29,252	33,079	21,232	21,232	23,734	
51810 Worker's Compensation	19,854	21,748	25,090	28,372	18,949	18,949	21,182	
Total Insurance	43,002	47,104	54,342	61,451	40,181	40,181	44,916	
SERVICES AND SUPPLIES								
52200 Safety Clothing	548	406	242	202	150	150	150	
52221 Communications	1,252	999	1,004	1,077	3,800	1,000	1,300	
52231 Equipment Maintenance	0	200	58	31	4,000	1,000	1,700	
52232 Maintenance Structures	0	0	-	153	-	-	-	
52233 Memberships	802	341	470	382	438	438	438	
52234 Office Expense	7,033	5,110	4,182	2,043	6,894	4,500	6,894	
52235 Professional Services	0	0	-	-	-	-	-	
52241 Special Departmental Expense	522	2,030	110	2,113	3,900	1,800	3,900	
52242 Small Tools & Supplies	25	22	106	72	-	-	-	
52243 Travel & Training	3,900	1,486	1,597	3,075	4,845	3,000	-	
52244 Utilities	0	0	-	-	-	-	-	
Total Services & Supplies	14,082	10,593	7,769	9,148	24,027	11,888	14,382	
FIXED ASSETS								
53300 Equipment	0	0	0	0	0	0	0	
Total Fixed Assets	0	0	0	0	0	0	0	
TOTAL BUDGET	718,904	776,912	718,405	644,808	532,863	510,054	539,719	

4001 -- Public Works Administration

Mission Statement

To provide overall management of the Engineering and Operations and Maintenance Divisions, and of the implementation of department objectives to sustain and enhance the quality of life within the City of Brisbane by providing safe, well-maintained public infrastructure and facilities.

Program Description

The Public Works Administration Program consists of the following areas of responsibility:

- Organization
- Personnel Management
- Planning
- Finance
- Risk Management and Legal Review
- Communications
- Records
- Emergency Management
- Safety

Budget Line Item Descriptions

52200 Safety Clothing

	2009/10	2010/2011	2011/2012	2012/2013
Public Works Supervisor	975	975	0	0
Inspector	<u>150</u>	<u>150</u>	<u>150</u>	<u>150</u>
Total	1,125	1,125	150	150

52221 Communications

	2009/10	2010/2011	2011/2012	2012/2013
Cell Phones	3,700	3,700	3,700	1,000
Paging service	<u>100</u>	<u>100</u>	<u>100</u>	<u>300</u>
Total	3,800	3,800	3,800	1,300

52231 Equipment Maintenance

	2009/10	2010/2011	2011/2012	2012/2013
Includes mobile radio maintenance	2,500	2,500	2,500	200
Miscellaneous office equipment (fax, typewriters, chairs) repairs	500	500	500	500
Computer parts and repairs	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
Total	4,000	4,000	4,000	1,700

52233 Memberships

	2009/10	2010/2011	2011/2012	2012/2013
APWA Membership	140	140	140	140
AWWA Membership	173	173	173	173
Director's PE license renewal	0	125	0	125
Miscellaneous memberships	<u>125</u>	<u>0</u>	<u>125</u>	<u>0</u>
Total	438	438	438	438

52234 Office Expense

	2009/10	2010/2011	2011/2012	2012/2013
General office and computer supplies	5,394	5,394	5,394	5,394
Postage	500	500	500	500
Books and publications	200	200	200	200
Advertisements	150	150	150	150
Printing	<u>650</u>	<u>650</u>	<u>650</u>	<u>650</u>
Total	6,894	6,894	6,894	6,894

52235 Professional Services

	2009/10	2010/2011	2011/2012	2012/2013
Underground Service Alert	200	200	0	0

52241 Special Department Expense

	2009/10	2010/2011	2011/2012	2012/2013
Annual updates to Engineering Division CAD Software	3,900	3,900	3,900	3,900

2243 Travel and Training

	2009/10	2010/2011	2011/2012	2012/2013
Public works training workshops and seminars	0	0	1,175	0
League of Cities Annual Convention	3,200	3,200	3,200	0
Monthly Chamber of Commerce luncheons	250	250	250	0
CCEA monthly meetings	<u>220</u>	<u>220</u>	<u>220</u>	<u>0</u>
Total	3,670	3,670	4,845	0

Department/Division: 4002 Public Works--Street/Storm Drain/Lighting Maintenance							General Fund Fund 100	
Account and Title:	2007/08	2008/09	2009/10	2010/11	2011/12	2011/12	2012/13	
	Actual Expended	Actual Expended	Actual Expended	Actual Expended	Approved Budget	Finance Department Projections	Recommended Budget	
SALARIES								
51101 Salaries	81,478	105,674	103,285	75,315	85,328	85,328	83,302	
51201 Part-time Salaries	8,016	7,560						
51301 Overtime	7,767	8,911	6,780	8,469	8,000	5,000	8,000	
Total Salaries	97,261	122,145	110,065	83,784	93,328	90,328	91,302	
BENEFITS								
51502 City Pers Contribution	7,295	14,655	14,060	9,528	14,335	14,335	17,269	
51506 Life Insurance	287	323	269	156	304	200	304	
51507 Medicare Tax	1,209	1,589	1,421	1,010	1,237	1,000	1,208	
51508 Social Security Tax	497	469	-	-				
51509 Flexible Benefits	12,422	16,339	18,465	13,015	9,509	9,509	9,813	
51510 Retiree Health	0	0	-	-				
51511 Long-Term Disability	581	783	627	363	695	600	678	
51602 Dental Insurance	1,068	1,169	1,168	771	855	855	855	
51603 Vision Insurance	394	449	432	201	403	403	423	
51605 Employee Assistance Program	33	50	40	25	30	30	29	
51704 Auto Allowance	0	0	-	-	-			
51705 Housing Allowance	0	0	-	-	-			
51706 Phone Allowance	0	0	-	6	210	210	210	
51710 Deferred Compensation				12,470				
Total Benefits	23,786	36,826	36,483	37,545	27,578	27,142	30,799	
INSURANCE								
51800 Liability Insurance	4,568	5,136	6,290	6,940	5,536	5,536	5,958	
51810 Worker's Compensation	3,918	4,405	5,395	5,953	4,940	4,940	5,318	
Total Insurance	8,486	9,541	11,685	12,893	10,476	10,476	11,276	
SERVICES AND SUPPLIES								
52200 Safety Clothing	1,730	1,855	1,540	1,119	1,200	1,300	-	
52221 Communications	859	387	70	85	650	100	-	
52231 Equipment Maintenance	20,144	17,275	16,698	11,622	12,579	12,579	12,579	
52232 Maint. Structures/Improvement.Grounds	87,024	74,838	66,813	30,676	91,030	91,030	91,030	
52233 Memberships	100	455	267	397	232	232	232	
52234 Office Expense	2,599	2,929	442	203	1,125	500	1,125	
52235 Professional Services	12,784	22,201	17,719	16,109	12,100	18,000	6,900	
52236 Equipment Rental	7,974	11,002	2,571	-	10,000	5,000	10,000	
52241 Special Department Expense	987	58,988	106	24,153	-	23,000	-	
52242 Small Tools & Supplies	17,345	8,520	8,204	1,937	13,110	2,000	13,110	
52243 Travel & Training	923	2,027	600	148	500	500	-	
52244 Utilities	52,352	58,402	62,912	57,795	58,000	58,000	58,000	
Total Services & Supplies	204,821	258,879	177,943	144,244	200,526	212,241	192,976	
FIXED ASSETS								
53300 Equipment	253	3,991						
53100 Improvements	0							
Total Fixed assets	253	3,991	-	-	-	-	-	
TOTAL BUDGET	334,607	430,382	336,176	276,466	331,908	340,187	326,345	

4002 -- Public Works Streets/Storm Drains/Lighting

Mission Statement

To provide engineering and maintenance resources to maintain all city streets in a safe condition and to provide aesthetic enhancements to public rights-of-way.

Program Description

The Public Works Streets/Storm Drains/Lighting Program consists of the following areas of responsibility:

- Street Maintenance
- Traffic Control and Safety
- Storm Drainage
- Landscape Maintenance

Budget Line Item Descriptions

52200 Safety Clothing

	2009/10	2010/2011	2011/2012	2012/2013
Laundry and supply of public works crew uniforms	600	600	600	0
Boots	500	500	500	0
Safety clothing	<u>100</u>	<u>100</u>	<u>100</u>	<u>0</u>
Total	1,200	1,200	1,200	0

52221 Communications

	2009/10	2010/2011	2011/2012	2012/2013
Paging service	200	200	200	0
Batteries & Equipment	<u>450</u>	<u>450</u>	<u>450</u>	<u>0</u>
Total	650	650	650	0

52231 Equipment Maintenance

	2009/10	2010/2011	2011/2012	2012/2013
Auto & Truck repairs	4,768	2,680	2,680	2,680
Gas and oil for vehicles	4,730	5,136	5,136	5,136
Mobile radio maintenance	3,000	3,000	3,000	3,000
Field equipment repairs	463	463	463	463
Tires and tire repairs	500	500	500	500
Environmental Health permit for Hazardous Materials	<u>800</u>	<u>800</u>	<u>800</u>	<u>800</u>
Total	14,261	12,579	12,579	12,579

52232 Maintenance—Structures, Improvements and Grounds

	2009/10	2010/2011	2011/2012	2012/2013
Repairs to traffic signals	20,190	20,190	20,190	20,190
Tree trimming and maintenance	20,000	20,000	20,000	20,000
Materials for street repairs (asphalt/concrete, lumber, paint, rock, sand, guardrails, etc.)	19,176	19,176	19,176	19,176
Storm drain repairs and repair materials	10,000	10,000	10,000	10,000
Weed abatement	8,000	9,664	9,664	9,664
Street Traffic Signs	6,500	6,500	6,500	6,500
Tree replacement	4,500	4,500	4,500	4,500
Street lights	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
Total	89,366	91,030	91,030	91,030

52233 Memberships

	2009/10	2010/2011	2011/2012	2012/2013
PE License renewal and annual ITE subscription	357	357	232	232

52234 Office Expense

	2009/10	2010/2011	2011/2012	2012/2013
General office and computer supplies	300	300	300	300
Books and publications	300	300	300	300
Postage	200	200	200	200
Printing of forms and flyers	100	100	100	100
Advertisements	<u>100</u>	<u>100</u>	<u>225</u>	<u>225</u>
Total	1,000	1,000	1,125	1,125

52235 Professional Services

	2009/10	2010/2011	2011/2012	2012/2013
Traffic signal maintenance	6,900	6,900	6,900	6,900
Visitation Tree Pruning	<u>5,200</u>	<u>5,200</u>	<u>5,200</u>	<u>0</u>
Total	12,100	12,100	12,100	6,900

52236 Equipment Rental

	2009/10	2010/2011	2011/2012	2012/2013
Occasionally the need arises to rent equipment not already owned by the City, such as fences or post drivers for tree planting,	10,000	10,000	10,000	10,000

52242 Small Tools and Supplies

	2009/10	2010/2011	2011/2012	2012/2013
Budgeted here are the numerous small tools, parts and supplies that are necessary to the maintenance activity of this department. Items such as tool crib nails, nuts, bolts, screws, lumber, plastic garbage bags, chain saw belts and chains, parts, stakes, small electric tools, ladders, shovels, all types of hardware, light bulbs, etc	15,110	13,110	13,110	13,110

52243 Travel and Training

	2009/10	2010/2011	2011/2012	2012/2013
Pavement maintenance seminars	500	500	500	0

52244 Utilities

	2009/10	2010/2011	2011/2012	2012/2013
Electricity, gas, water, sewer services provided to the City's parks, median strips, streetlights, etc.,	53,000	58,000	58,000	58,000

Department/Division: 4003 Building & Grounds Maintenance						General Fund Fund 100	
Account and Title:	2007/08 Actual Expended	2008/09 Actual Expended	2009/10 Actual Expended	2010/11 Actual Expended	2011/12 Approved Budget	2011/12 Finance Department Projections	2012/13 Recommended Budget
SALARIES							
51101 Salaries	133,649	139,092	142,613	147,624	84,553	85,000	82,545
51201 Part-time Salaries	0	0	-	-	-	-	-
51301 Overtime	5,841	3,892	3,659	4,496	6,000	1,000	6,000
Total Salaries	139,490	142,984	146,272	152,120	90,553	86,000	88,545
BENEFITS							
51502 City Pers Contribution	12,883	19,754	19,625	20,583	14,205	14,250	17,112
51506 Life Insurance	549	556	487	487	405	300	405
51507 Medicare Tax	1,041	1,058	1,147	1,229	1,226	1,250	1,197
51508 Social Security Tax	0	0	-	-	-	-	-
51509 Flexible Benefits	22,223	23,710	24,839	27,728	8,269	8,269	8,533
51510 Retiree Health	0	0	-	-	-	-	-
51511 Long-Term Disability	980	1,003	877	922	688	600	672
51602 Dental Insurance	2,280	2,265	2,287	2,287	1,140	1,140	1,140
51603 Vision Insurance	842	837	845	935	538	538	564
51605 Employee Assistance Program	90	92	78	78	40	40	39
51704 Auto Allowance	0	0	-	-	-	-	-
51705 Housing Allowance	0	0	-	-	-	-	-
51706 Phone Allowance	423	417	421	421	420	420	420
Total Benefits	41,312	49,692	50,504	54,670	26,930	26,807	30,083
INSURANCE							
51800 Liability insurance	5,703	6,107	7,188	7,931	5,485	5,485	5,904
51810 Worker's Compensation	4,892	5,238	6,166	6,803	4,895	4,895	5,269
Total Insurance	10,595	11,345	13,354	14,734	10,380	10,380	11,174
SERVICES AND SUPPLIES							
52200 Safety Clothing	1,578	1,577	1,379	945	1,200	1,200	1,150
52221 Communications	167	298	476	454	200	400	200
52231 Equipment Maintenance	17,457	12,236	7,506	4,067	16,600	8,000	16,600
52232 Maint. Structures/Improvement Grounds	46,866	38,626	26,064	18,629	20,736	22,500	20,736
52233 Memberships	-	-	-	-	200	-	200
52234 Office Expense	213	274	185	125	300	300	300
52235 Professional Services	23,106	26,837	9,140	28,184	20,000	23,000	20,000
52236 Equipment Rental	0	0	-	-	-	-	-
52240 Rent-Real Property	0	0	-	-	-	-	-
52241 Special Department Expense	676	232	65	1,360	-	-	-
52242 Small Tools & Supplies	8,004	3,683	4,328	451	5,000	2,500	5,000
52243 Travel & Training	656	99	110	75	50	300	-
52244 Utilities	37,579	37,860	36,525	32,812	42,250	40,000	42,250
Total Services & Supplies	136,304	121,743	85,779	87,102	106,536	98,200	106,436
FIXED ASSETS							
53100 Improvements	-	-	-	-	-	-	-
53300 Equipment	2,201	32,270	-	-	-	-	-
Total Fixed Assets	2,201	32,270	-	-	-	-	-
TOTAL BUDGET	329,902	358,034	296,009	308,626	234,400	221,387	236,238

4003 -- Public Works Buildings & Grounds Maintenance

Mission Statement

To sustain and enhance the quality of life within the City of Brisbane by providing safe and well-maintained public facilities.

Program Description

The Public Works Buildings & Grounds Maintenance Program consists of the following areas of responsibility:

- Building maintenance
- Landscape maintenance
- Equipment maintenance

Budget Line Item Descriptions

52200 Safety Clothing

	2009/10	2010/2011	2011/2012	2012/2013
Laundry service and uniform supply	1,200	1,200	600	600
Safety clothing	200	200	100	300
Boots	<u>1,000</u>	<u>1,000</u>	<u>500</u>	<u>250</u>
Total	2,400	2,400	1,200	1,150

52221 Communications

	2009/10	2010/2011	2011/2012	2012/2013
Paging and Cell phone service	200	200	200	200

52231 Equipment Maintenance

	2009/10	2010/2011	2011/2012	2012/2013
Field equipment repairs	4,539	4,021	4,021	4,021
Auto and truck repairs	3,158	4,230	4,230	4,230
Mobile radio maintenance	1,000	1,000	1,000	1,000
Gas and oil for public works vehicles	5,203	5,649	5,649	5,649
Tires and tire repairs	1,000	1,600	1,600	1,600
Miscellaneous office equipment repairs	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>
Total	15,000	16,600	16,600	16,600

52232 Maintenance-Structures/Improvements/Grounds

	2009/10	2010/2011	2011/2012	2012/2013
Structures-Maintenance/Improvements				
Fences, Gates, Doors, and Locks	3,500	0	1,200	1,200
Janitorial Services and Supplies	800	0	1,300	1,300
Electrical and plumbing	2,000	0	750	750

Roof repairs (skylights-caulking)	2,000	0	750	750
Pest control services	0	0	720	720
Light supplies	1,000	0	1,280	1,280
<u>Grounds-Improvements</u>				
Irrigation supplies,	7,480	3,536	3,536	3,536
Right-of-way Weed Abatement	8,000	8,000	11,200	11,200
Revegetation Supplies	2,500	0	0	0
Walkway Maintenance/Supplies	<u>2,500</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	29,780	11,536	20,736	20,736

52233 Memberships

	2009/10	2010/2011	2011/2012	2012/2013
CLCA and Pesticide Applicator	200	200	200	200

52234 Office Expense

	2009/10	2010/2011	2011/2012	2012/2013
Drinking water	100	100	100	100
General office supplies	100	100	100	100
Books and publications	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>
Total	300	300	300	300

52235 Professional Services

	2009/10	2010/2011	2011/2012	2012/2013
Graffiti abatement services provided by San Mateo County			3,000	3,000
City Hall elevator and genset maint.			3,950	15,800
HVAC Maintenance (City Hall)			1,800	7,200
Miscellaneous Repairs				4,940
Fire Alarm Maintenance (City Hall)			<u>500</u>	<u>2,000</u>
Total			9,250	28,000
			20,000	20,000

52242 Small Tools and Supplies

	2009/10	2010/2011	2011/2012	2012/2013
Budgeted here are the numerous small tools, parts and supplies that are necessary to the maintenance activity of this department. Items included are nails, nuts, bolts, screws, lumber, plastic garbage bags, parts, small electric tools, ladders, shovels, all types of hardware, light bulbs, etc.,			9,356	5,000
			5,000	5,000

52243 Travel and Training

	2009/10	2010/2011	2011/2012	2012/2013
Pesticide				
Regulation	50	50	50	0
Workshop				

52244 Utilities

	2009/10	2010/2011	2011/2012	2012/2013
Reflects the cost of gas, electricity and water to various city structures and landscaped areas,				
	40,000	42,250	42,250	42,250

Department/Division: 4004 Park Maintenance						Parks and Recreation Fund Fund 550	
Account and Title:	2007/08 Actual Expended	2008/09 Actual Expended	2009/10 Actual Expended	2010/11 Actual Expended	2011/12 Approved Budget	2011/12 Finance Department Projections	2012/13 Recommended Budget
SALARIES							
51101 Salaries	60,385	63,159	63,739	63,216	64,054	64,054	62,533
51201 Part-time Salaries	19,234	9,164	9,925	9,569	16,349	10,000	16,022
51301 Overtime	404	1,564	1,042	801	1,500	3,300	1,500
Total Salaries	80,023	73,886	74,707	73,585	81,903	77,354	80,055
BENEFITS							
51502 City Pers Contribution	5,819	8,970	8,965	8,846	10,761	10,761	12,964
51506 Life Insurance	250	255	223	223	346	223	338
51507 Medicare Tax	1,181	1,066	1,089	1,073	1,166	1,100	1,139
51508 Social Security Tax	1,192	568	626	593	1,014	600	993
51509 Flexible Benefits	16,186	17,142	15,237	10,653	16,537	16,537	17,066
51510 Retiree Health	0	0	-	-	-	-	-
51511 Long-Term Disability	449	456	399	399	521	400	509
51602 Dental Insurance	1,150	1,133	1,143	1,143	1,140	1,140	1,140
51603 Vision Insurance	425	416	422	468	538	475	564
51605 Employee Assistance Program	43	47	39	39	40	40	39
51704 Auto Allowance	0	0	-	-	-	-	-
51705 Housing Allowance	0	0	-	-	-	-	-
51706 Phone Allowance	423	417	421	421	420	420	420
Total Benefits	27,158	30,472	28,584	23,859	32,483	31,696	35,173
INSURANCE							
51800 Liability Insurance	3,114	3,334	3,924	4,330	5,216	5,216	5,619
51810 Worker's Compensation	2,671	2,860	3,366	3,714	4,655	4,655	5,015
Total Insurance	5,785	6,194	7,290	8,044	9,871	9,871	10,633
SERVICES AND SUPPLIES							
52200 Safety Clothing	3,288	3,196	1,988	922	2,400	1,000	2,300
52221 Communications	0	0	-	-	-	-	-
52231 Equipment Maintenance	5,432	5,790	7,828	4,330	12,770	8,000	12,770
52232 Maint. Structures/Improvement/Grounds	15,021	19,056	10,134	10,102	10,560	14,000	10,560
52233 Memberships	0	0	-	-	125	-	125
52234 Office Expense	32	2	19	32	-	-	-
52235 Professional Services	9,875	7,670	8,170	9,952	7,000	10,000	7,000
52236 Equipment Rental	106	1,313	239	-	2,000	-	2,000
52240 Rent-Real Property	0	0	-	-	-	-	-
52241 Special Department Expense	23,489	19,241	4,740	3,894	-	1,000	-
52242 Small Tools & Supplies	3,078	3,988	2,470	176	3,626	500	3,626
52243 Travel & Training	133	0	-	-	-	-	-
52244 Utilities	0	0	-	-	-	-	-
Total Services & Supplies	60,454	60,255	35,588	29,409	38,481	34,590	38,381
FIXED ASSETS							
53100 Improvements	5,250	6,320	3,334	-	-	-	-
53300 Equipment	-	-	-	-	-	-	-
54500 Depreciation	2,724	2,724	2,724	2,724	2,724	2,724	2,724
Total Fixed Assets	7,974	9,044	6,058	2,724	2,724	2,724	2,724
TOTAL BUDGET	161,364	179,861	182,207	137,820	165,482	156,145	166,967

4004 PUBLIC WORKS — PARKS MAINTENANCE

Mission Statement

The mission of the Public Works Department's Parks Maintenance program is to provide functional, clean, safe and well-maintained facilities for recreational activities, programs, community organizations and citizen-sponsored social activities and parks for passive and active recreational activities.

Program Description

This program is responsible for the day-to-day general maintenance of:

Community Park Restrooms	Ball fields at Lipman and Brisbane
4 Solano Street playground	Elementary schools
Sunrise Senior Activity Room	Teen Center
Lipman Tennis Courts	Modular building and office space at
Community Center	Brisbane Elementary School
Mission Blue Center	Skate Park
MBC Annex – Restroom/Concession,	Basketball Park
Tennis Courts, Ball field Bleachers	Old Quarry Road Park
Community Swimming Pool	

Budget Line Item Descriptions

52200 Safety Clothing

	2009/10	2010/2011	2011/2012	2012/2013
Safety equipment	700	700	700	600
Uniform maintenance for the Facility				
Maintenance Worker	1,200	1,200	1,200	1,200
Boots	<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>
Total	2,400	2,400	2,400	2,300

52231 Equipment Maintenance

	2009/10	2010/2011	2011/2012	2012/2013
Vehicle repair and maintenance on the parks truck	3,092	6,308	6,308	6,308
Tires & Tire Repairs	500	500	500	500
Field Equipment Repairs & Maintenance	313	313	313	313
Gas and oil for the Parks Maintenance truck	<u>5,203</u>	<u>5,649</u>	<u>5,649</u>	<u>5,649</u>
Total	9,108	12,770	12,770	12,770

52232 Maintenance—Structures/Improvements/Grounds

	2009/10	2010/2011	2011/2012	2012/2013
School Athletic Fields	1,000	1,000	1,000	1,000
Mission Blue Center				
Repairs and maintenance	2,350	2,400	2,400	2,400
Athletic Field maintenance	1,000	1,000	1,000	1,000
Teen Center				
Repairs and Maintenance	2,000	2,000	2,000	2,000
Community Park				
Repairs and Maintenance	1,000	1,000	1,000	1,000
Community Center Library Park				
Repairs and Maintenance	1,260	1,260	1,260	1,260
Community Swimming Pool				
Repairs and Maintenance	<u>1,900</u>	<u>1,900</u>	<u>1,900</u>	<u>1,900</u>
Total	10,510	10,560	10,560	10,560

52233 Memberships

	2009/10	2010/2011	2011/2012	2012/2013
California Parks and Recreation Society for the Parks/Facility Maintenance Worker,	125	125	125	125

52235 Professional Services

	2009/10	2010/2011	2011/2012	2012/2013
HVAC Maintenance (Pool, Community Center, Mission Blue Center)	9,860	9,860	6,000	6,000
Playground Inspection	<u>700</u>	<u>700</u>	<u>1,000</u>	<u>1,000</u>
Total	10,560	10,560	7,000	7,000

52236 Equipment Rental

	2009/10	2010/2011	2011/2012	2012/2013
Various field maintenance equipment	2,000	2,000	2,000	2,000

52242 Small Tools & Supplies

	2009/10	2010/2011	2011/2012	2012/2013
Miscellaneous tools	3,778	66	3,626	3,626

Department/Division: 4005 Landscape Maintenance							General Fund Fund 100	
Account and Title:	2007/08	2008/09	2009/10	2010/11	2011/12	2011/12	2012/13	
	Actual Expended	Actual Expended	Actual Expended	Actual Expended	Approved Budget	Finance Department Projections	Recommended Budget	
SALARIES								
51101 Salaries	115,188	123,300	104,844	63,739	64,054	64,000	62,533	
51201 Part-time Salaries		0	-	-	-	-	-	
51301 Overtime	3,956	4,476	4,134	2,284	4,000	4,000	4,000	
Total Salaries	119,144	127,776	108,979	66,024	68,054	68,000	66,533	
BENEFITS								
51502 City Pers Contribution	11,105	17,511	13,023	8,919	10,761	10,761	12,964	
51506 Life Insurance	472	498	319	223	346	250	338	
51507 Medicare Tax	1,724	933	1,007	976	929	1,000	907	
51508 Social Security Tax	0	0	-	-	-	-	-	
51509 Flexible Benefits	28,637	19,161	17,007	19,245	21,499	21,499	22,186	
51510 Retiree Health	0	0	-	-	-	-	-	
51511 Long-Term Disability	843	890	570	399	521	400	509	
51602 Dental Insurance	2,299	2,265	1,635	1,143	1,140	1,140	1,140	
51603 Vision insurance	849	837	587	468	538	538	564	
51605 Employee Assistance Program	85	92	56	39	40	40	39	
51704 Auto Allowance	0	0	-	-	-	-	-	
51705 Housing Allowance	0	0	-	-	-	-	-	
51706 Phone Allowance	0	0	-	-	-	-	-	
Total Benefits	46,015	42,187	34,204	31,411	35,774	35,628	38,647	
INSURANCE								
51800 Liability Insurance	4,820	5,419	6,534	7,210	4,155	4,155	4,473	
51810 Worker's Compensation	4,134	4,648	5,604	6,184	3,709	3,709	3,992	
Total Insurance	8,954	10,067	12,138	13,394	7,864	7,864	8,465	
SERVICES AND SUPPLIES								
52200 Safety Clothing	0	2,036	1,804	1,370	1,200	1,400	1,150	
52221 Communications	6	420	895	908	500	900	500	
52231 Equipment Maintenance	10,412	9,580	7,572	7,123	14,379	9,000	14,379	
52232 Maint. Structures/Improvement.Grounds	37,352	29,216	23,477	8,999	22,362	61,000	22,362	
52233 Memberships	0	-	-	-	-	-	-	
52234 Office Expense	0	4	-	-	-	-	-	
52235 Professional Services	0	-	-	-	-	-	-	
52236 Equipment Rental	88	529	-	-	4,000	-	4,000	
52240 Rent-Real Property	0	-	-	-	-	-	-	
52241 Special Department Expense	0	105	113	-	-	-	-	
52242 Small Tools & Supplies	204	3,524	4,584	50	5,920	1,000	5,920	
52243 Travel & Training	4,129	0	-	-	-	-	-	
52244 Utilities	0	-	-	-	-	-	-	
Total Services & Supplies	52,191	45,414	38,444	18,450	48,361	73,300	48,311	
FIXED ASSETS								
53100 Improvements								
53300 Equipment	253	2,270	-	-	-	-	-	
Total Fixed Assets	253	2,270	-	-	-	-	-	
TOTAL BUDGET	226,557	227,713	190,765	129,279	160,052	184,792	181,956	

4005 PUBLIC WORKS — TURF & LANDSCAPE MAINTENANCE

Mission Statement

The mission of the Public Works Department's Turf & Landscape Maintenance program is to provide maintenance services at City-owned sites. The work to be performed includes turf maintenance, irrigation maintenance, tree, shrub & ground cover maintenance, weed abatement, insect, disease & pest control, and general clean up.

Program Description

This program is responsible for the day-to-day turf and landscape maintenance of the following sites:

Brisbane Elementary School Lower Field	Lower Bicentennial Walkway
Brisbane Elementary School Upper Field	Margaret Tank
Lipman Field	Mono & Klamath Walkway
Mission Blue Field	New Guadalupe Tank
Brisbane Marina	Old Guadalupe Tank
City Hall	Park & Ride
Crocker Entrance	San Bruno Park Strip
Crocker Sewage Station	Senior Center
North Hill Pump Station	Teen Center
Sierra Point	Tunnel/Old County/Bayshore Medians
Valley/Bayshore Medians	Upper Bicentennial Walkway
BCDC Shoreline Band at Sierra Point	Sierra Point Lift Station
Old County Sewer Easement	Hydrant Park
Alvarado/San Francisco/Island	Skateboard Park
Dept of PW Corporation Yard exterior	800 Block Sierra Point
Fire Station	Community Center
Fisherman's Park	Community Park
Glen Park Pump Station	Community Pool
Golden Aster Station	Firth Park
Guadalupe Medians	Silverspot
Klamath Island	Mission Blue Center
Lake St. Pump Station	Dog Park

Budget Line Item Descriptions

52200 Safety Clothing

	2009/10	2010/2011	2011/2012	2012/2013
Uniform supply and laundry service	1,200	1,200	600	600
Safety equipment & Rain Gear	700	700	350	300
Boots	<u>500</u>	<u>500</u>	<u>250</u>	<u>250</u>
Total	2,400	2,400	1,200	1,150

52221 Communication

	2009/10	2010/2011	2011/2012	2012/2013
Pagers and mobile radios	500	500	500	500

52231 Equipment Maintenance

	2009/10	2010/2011	2011/2012	2012/2013
Vehicle repair and maintenance	2,768	3,130	3,130	3,130
Field Equipment Repair and Maintenance	5,613	5,613	5,613	5,613
Tires and Tire Repairs	500	500	500	500
Gas and oil for maintenance truck	<u>4,730</u>	<u>5,136</u>	<u>5,136</u>	<u>5,136</u>
Total	13,611	14,379	14,379	14,379

52232 Maintenance—Grounds

	2009/10	2010/2011	2011/2012	2012/2013
Landscape materials and supplies	17,389	17,621	17,621	17,621
Irrigation materials and supplies	<u>4,741</u>	<u>4,741</u>	<u>4,741</u>	<u>4,741</u>
Total	22,130	22,362	22,362	22,362

52236 Equipment Rental

	2009/10	2010/2011	2011/2012	2012/2013
Various field maintenance equipment	4,000	4,000	4,000	4,000

52242 Small Tools & Supplies

	2009/10	2010/2011	2011/2012	2012/2013
Miscellaneous tools	5,720	4,720	5,920	5,920

Account and Title:	2007/08	2008/09	2009/10	2010/11	2011/12	2011/12	2012/13
	Actual Expended	Actual Expended	Actual Expended	Actual Expended	Approved Budget	Finance Department Projections	Recommended Budget
SALARIES							
51101 Salaries	61,280	6,316	63,739	64,103	76,188	76,188	74,379
51201 Part-time Salaries							
51301 Overtime	1,766	1,250	1,078	1,483	2,000	1,000	2,000
Total Salaries	63,046	7,566	64,817	65,586	78,188	77,188	76,379
BENEFITS							
51502 City Pers Contribution	5,904	8,970	8,960	8,980	12,800	12,800	15,419
51506 Life Insurance	250	255	223	224	386	386	378
51507 Medicare Tax	990	971	968	980	1,105	1,105	1,078
51508 Social Security Tax	0	0	0	0	-	-	-
51509 Flexible Benefits	12,451	14,927	17,952	19,878	22,326	22,326	23,040
51510 Retiree Health	0	0	0	0	-	-	-
51511 Long-Term Disability	449	456	399	400	620	400	605
51602 Dental Insurance	1,150	1,133	1,143	1,147	1,254	1,254	1,254
51603 Vision Insurance	425	418	422	469	591	591	621
51605 Employee Assistance Program	43	47	39	39	44	44	43
51704 Auto Allowance	0	0	0	0	-	-	-
51705 Housing Allowance	0	0	0	0	-	-	-
51706 Phone Allowance	0	0	0	1	42	42	42
Total Benefits	21,662	27,177	30,106	32,119	39,168	38,948	42,481
INSURANCE							
51800 Liability Insurance	2,592	2,776	3,267	3,605	4,943	4,943	5,320
51810 Worker's Compensation	2,223	2,381	2,802	3,092	4,411	4,411	4,748
Total Insurance	4,816	5,157	6,069	6,697	9,354	9,354	10,068
SERVICES AND SUPPLIES							
52200 Safety Clothing	1,423	1,977	1,609	956	1,200	1,000	1,150
52221 Communications	835	553	506	454	750	500	500
52231 Equipment Maintenance	8,714	7,212	8,786	6,768	12,000	10,000	12,000
52232 Maint. Structures/Improvement Grounds	107,876	102,413	176,511	107,013	93,035	120,000	93,035
52233 Memberships	100	243	-	125	100	100	225
52234 Office Expense	279	23	5	44	200	100	200
52235 Professional Services	388	1,025	405	442	2,800	1,400	2,800
52236 Equipment Rental	0	2,563	-	-	3,000	1,500	3,000
52240 Rent-Real Property	0	0	0	0	-	-	-
52241 Special Department Expense	2	0	6	7,598	-	-	-
52242 Small Tools & Supplies	2,578	884	295	44	325	300	200
52243 Travel & Training	63	47	-	-	100	100	-
52244 Utilities	100,201	117,776	140,672	115,419	150,000	150,000	150,000
Total Services & Supplies	222,459	234,716	328,795	238,864	283,510	285,000	283,110
FIXED ASSETS							
53300 Equipment	253	6,536					
54500 Depreciation							
Total Fixed Assets	253	6,536	0	0	0	0	0
EXPENDITURE TRANSFERS							
54260 Indirect Costs	111,548	124,901	118,602	113,696	104,163	104,163	109,741
Total Expenditure Transfers	111,548	124,901	118,602	113,696	104,163	104,163	109,741
TOTAL BUDGET	423,783	406,052	548,388	456,962	494,382	514,653	501,779

4009 -- Sierra Point Lighting and Landscaping

Mission Statement

To provide cost-effective and efficient maintenance of the landscape and lighting systems within the Sierra Point Landscape and Lighting District.

Program Description

The Sierra Point Lighting and Landscaping Program consists of the following areas of responsibility:

- Landscape and irrigation maintenance; including paving, parking lots, pathways, and concrete curbs
- Lighting maintenance

Budget Line Item Descriptions

This budget unit is financed through the annual levy of lighting and landscaping assessments on the county tax rolls on all parcels lying within the Sierra Point Lighting and Landscaping District. A detailed process is dictated by State statute which requires the annual noticing of all property owners, allowing a period of protest, a public hearing before the City Council, the City Council's approval of the Engineer's Report and finally the levy of special assessments through the County Auditor.

52200 Safety Clothing

	2009/10	2010/2011	2011/2012	2012/2013
Rain gear and other safety clothing	350	325	325	300
Laundry service and uniform supply	600	600	600	600
Boots	<u>250</u>	<u>275</u>	<u>275</u>	<u>250</u>
Total	1,200	1,200	1,200	1,150

52221 Communications

	2009/10	2010/2011	2011/2012	2012/2013
Includes the expense related to paging service and mobile radios		750	750	500

52231 Equipment Maintenance

	2009/10	2010/2011	2011/2012	2012/2013
Gas and oil for public works vehicles	4,230	5,136	5,136	5,136
Mobile radio maintenance, field equipment repair and maintenance	0	1,000	1,000	1,000
Auto and truck parts and repairs	5,936	4,030	4,030	4,030
Tires and tire repair	500	471	471	471
Field Equipment Repairs and Maintenance	763	763	763	763
Office equipment maintenance	<u>600</u>	<u>600</u>	<u>600</u>	<u>600</u>
Total	12,029	12,000	12,000	12,000

52232 Maintenance-Structures/Improvements/Grounds

	2009/10	2010/2011	2011/2012	2012/2013
Contract landscape maintenance for the Sierra Point project area	38,585	26,538	36,540	36,540
Gopher Control	30,000	30,000	12,000	12,000
Pest Control			21,470	20,000
Tree trimming/replacement	17,921	18,997	8,995	9,995
Plants, shrubs and other vegetation	5,500	5,500	5,030	5,500
Street light repair and maintenance	4,000	4,000	2,000	2,000
Fertilizer, stakes, seed, compost	4,000	4,000	3,000	3,000
Irrigation supplies	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>
Total	104,006	93,035	93,035	93,035

52233 Memberships

	2009/10	2010/2011	2011/2012	2012/2013
PE License Renewal for District Engineer	0	0	0	125
Miscellaneous memberships	125	125	0	0
Pesticide Applicators Assn.	30	30	30	30
Pesticide Applicators Certificate	<u>70</u>	<u>70</u>	<u>70</u>	<u>70</u>
Total	225	225	100	225

52234 Office Expense

	2009/10	2010/2011	2011/2012	2012/2013
Printing	50	50	50	50
Books and publications	50	50	50	50
Legal notices	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>
Total	200	200	200	200

52235 Professional Services

	2009/10	2010/2011	2011/2012	2012/2013
Assessment engineer	1,000	1,000	1,000	1,000
Legal services	<u>2,000</u>	<u>2,000</u>	<u>1,800</u>	<u>1,800</u>
Total	3,000	3,000	2,800	2,800

52236 Equipment Rental

	2009/10	2010/2011	2011/2012	2012/2013
	3,000	3,000	3,000	3,000

52242 Small Tools and Supplies

	2009/10	2010/2011	2011/2012	2012/2013
Includes numerous small tools and supplies necessary to the maintenance function of the budget unit	0	0	325	200

52243 Travel and Training

	2009/10	2010/2011	2011/2012	2012/2013
Pesticide application and equipment safety	100	100	100	0

52244 Utilities

	2009/10	2010/2011	2011/2012	2012/2013
Covers the cost of street light electricity and water	139,000	150,000	150,000	150,000

Department/Division: 4020 Water

Utility Fund

Account and Title:	2007/08	2008/09	2009/10	2010/11	2011/12	2011/12	Utility Fund
	Actual Expended	Actual Expended	Actual Expended	Actual Expended	Approved Budget	Finance Department Projections	Fund 540 2012/13 Recommended Budget
SALARIES							
51101 Salaries	156,660	166,240	173,363	184,251	173,266	173,266	173,280
51201 Part-time Salaries				-			
51301 Overtime	16,702	15,490	14,501	14,501	15,000	16,400	15,000
Total Salaries	173,361	181,731	187,863	198,752	188,266	189,666	188,280
BENEFITS							
51502 City Pers Contribution	14,342	22,457	23,562	25,509	29,109	29,109	35,923
51506 Life Insurance	597	601	560	581	852	600	844
51507 Medicare Tax	2,318	2,454	2,640	3,048	2,512	2,800	2,513
51509 Flexible Benefits	22,671	23,643	27,537	37,741	30,181	37,000	39,679
51510 Retiree Health	0	0	-	-			
51511 Long-Term Disability	1,094	1,121	1,051	1,142	1,410	1,200	1,410
51602 Dental Insurance	2,573	2,524	2,636	2,696	2,565	2,565	2,565
51603 Vision Insurance	951	932	974	1,105	1,210	1,210	1,270
51605 Employee Assistance Program	90	102	78	92	90	90	88
51704 Auto Allowance	0	0	-	-	-	-	-
51705 Housing Allowance	0	0	-	-	-	-	-
51706 Phone Allowance	423	417	421	421	420	420	420
51710 Deferred Compensation				17,589		6,300	7,374
Total Benefits	45,058	54,252	59,459	89,924	68,349	81,294	92,088
51800 Liability Insurance	7,325	8,068	9,549	10,708	11,240	11,240	12,394
51810 Worker's Compensation	6,282	6,921	8,190	9,184	10,032	10,032	11,061
Total Insurance	13,607	14,989	17,739	19,892	21,272	21,272	23,456
SERVICES AND SUPPLIES							
52200 Safety Clothing	3,278	3,192	2,868	2,169	3,340	3,000	2,300
52221 Communications	1,235	713	476	454	1,380	1,000	1,380
52231 Equipment Maintenance	20,614	20,415	18,094	14,954	15,300	17,000	15,300
52232 Maint. Structures/Improvement/Grounds	59,655	73,185	26,036	29,689	53,169	62,000	51,549
52233 Memberships	13,817	17,063	17,269	23,840	28,005	25,000	27,230
52234 Office Expense	11,932	13,318	11,609	9,852	12,000	10,000	12,000
52235 Professional Services	27,558	28,649	28,250	47,050	47,250	47,250	47,280
52236 Equipment Rental	0	239	-	-			
52240 Rent-Real Property							
52241 Special Department Expense	44,388	20,521	14,948	29,966	-	20,273	-
52242 Small Tools & Supplies	7,013	7,757	4,857	4,793	6,830	5,000	6,830
52243 Travel & Training	110	2,877	113	1,211	1,000	1,000	1,000
52244 Utilities	11,560	10,606	20,941	11,185	12,233	12,000	12,233
52245 Water Purchases	179,929	243,845	210,576	266,551	330,000	330,000	315,000
Total Services & Supplies	381,091	442,381	356,040	441,714	510,507	533,523	482,102
OTHER							
54500 Depreciation	153,596	189,068	189,532	188,022	190,000	190,000	190,000
55200 Interest							
Total Other	153,596	189,068	189,532	188,022	190,000	190,000	190,000
FIXED ASSETS							
53300 Equipment	35,258	50,567	22,651	31,301	37,682	37,682	37,682
Total Fixed Assets	35,258	50,567	22,651	31,301	37,682	37,682	37,682
EXPENDITURE TRANSFERS							
54250 Indirect Costs	295,728	332,334	323,000	322,960	286,833	286,833	316,240
Total Expenditure Transfers	295,728	332,334	323,000	322,960	286,833	286,833	316,240
TOTAL BUDGET	1,097,700	1,265,321	1,156,285	1,292,565	1,302,909	1,340,270	1,339,845

4020 -- Water

Mission Statement

To provide cost effective, reliable, and safe potable water of the highest quality to the residents and businesses of the City of Brisbane.

Program Description

The Public Works Water Program consists of the following areas of responsibility:

- Water system maintenance and operations

Budget Line Item Descriptions

52200 Safety Clothing

	2009/10	2010/2011	2011/2012	2012/2013
Laundry service and uniform supply of public works crew	2,018	2,018	2,018	1,200
Rain gear	277	277	277	0
Boots	616	616	616	500
Safety clothing	<u>429</u>	<u>429</u>	<u>429</u>	<u>600</u>
Total	3,340	3,340	3,340	2,300

52221 Communications

	2009/10	2010/2011	2011/2012	2012/2013
Budgeted here is paging service plus the cost of telephones	<u>1,380</u>	<u>1,380</u>	<u>1,380</u>	<u>1,380</u>

52231 Equipment Maintenance

	2009/10	2010/2011	2011/2012	2012/2013
Auto and truck repairs	8,740	7,710	7,710	7,710
Gas and oil for public works vehicles	6,148	6,677	6,677	6,677
Field equipment repairs and maintenance	413	413	413	413
Tires and tire repairs	<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>
Total	15,801	15,300	15,300	15,300

52232 Maintenance-Structures/Improvements/Grounds

	2009/10	2010/2011	2011/2012	2012/2013
Valves (inc. PRVs, Air Vacs)				
Repair/Maintenance	3,799	3,799	5,000	5,000
Fire Hydrant	4,853	4,853	2,450	4,850
Repair/Maintenance/Replacement				
Service Repair/Maintenance	1,255	1,255	1,255	1,255
Meter-Meter Box Repair/Replacement	9,943	9,943	8,674	8,706
Water Pump Station Facility	1,646	1,646	1,646	4,000
Maintenance				
Water Main Repair/Maintenance	16,802	16,589	8,880	8,880
SCADA Maintenance	1,058	1,058	1,058	1,058
Water Quality Equipment/Materials	1,806	1,806	1,806	2,800
Water Tank Maintenance	4,042	4,042	20,000	5,000
Water main valve replacement	10,000	10,000	0	10,000
Water system leak survey	<u>2,000</u>	<u>0</u>	<u>2,400</u>	<u>0</u>
Total	57,204	54,991	53,169	51,549

52233 Memberships

	2009/10	2010/2011	2011/2012	2012/2013
Health Department fees	8,740	9,000	9,000	9,000
Quarterly assessments from the San Francisco Bay Area Water Supply and Conservation Agency (BAWSCA)				
BAWSCA Conservation Program Fees	5,300	5,777	5,800	5,800
BAAQMD Emergency Generator Permit Fee	0	0	6,000	6,000
Cross Connection Control Fee	1,000	1,000	900	0
PE License for Associate Civil Engineer	3,569	3,676	4,620	4,620
AWWA Standards Renewal	0	125	0	125
Underground Service Alert	250	255	250	250
WaterCAD Software Maintenance	550	565	560	560
Total	19,409	20,398	28,005	27,230

52234 Office Expense

	2009/10	2010/2011	2011/2012	2012/2013
Computer supplies and paper; printed forms such as utility billings, past-due notices, service applications and meter reading stock, postage, general, related office supplies, advertising costs for notices, drinking water.	4,883	4,883	4,883	4,883
Water Billing Costs/Postage, Envelopes, Credit Card Fees, Forms	<u>7,117</u>	<u>7,117</u>	<u>7,117</u>	<u>7,117</u>
Total	12,000	12,000	12,000	12,000

52235 Professional Services

	2009/10	2010/2011	2011/2012	2012/2013
Water sampling and testing	32,800	33,800	33,800	33,800
Booster Pump Station GenSet Maintenance	4,200	4,330	4,330	4,360
Water Tank Cleaning and Inspection	4,300	4,430	5,220	5,220
Backflow Testing and Certification	2,000	2,060	2,400	2,400
Maintenance on meter readers	<u>1,770</u>	<u>1,820</u>	<u>1,500</u>	<u>1,500</u>
Total	45,070	46,440	47,250	47,280

52241 Special Departmental Expense

	2009/10	2010/2011	2011/2012	2012/2013
BAWSCA Conservation Program	<u>4,200</u>	<u>4,200</u>	<u>0</u>	<u>0</u>
Total	4,200	4,200	0	0

52242 Small Tools and Supplies

	2009/10	2010/2011	2011/2012	2012/2013
Small tools, parts and supplies necessary to the maintenance activity of this department. Items included are nails, nuts, bolts, screws, lumber, PVC, couplings, parts, small tools, shovels, all types of hardware, etc	6,830	6,830	6,830	6,830

52243 Travel and Training

	2009/10	2010/2011	2011/2012	2012/2013
CEU costs for water certification	500	500	500	500
Engineering Seminars	<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>
Total	1,000	1,000	1,000	1,000

52244 Utilities

	2009/10	2010/2011	2011/2012	2012/2013
Reflects the cost of electricity utilized by water pump stations	11,877	12,233	12,233	12,233

52245 Water Purchases

	2009/10	2010/2011	2011/2012	2012/2013
Cost to purchase water from SFPUC	274,171	306,632	330,000	315,000

53300 Equipment

	2009/10	2010/2011	2011/2012	2012/2013
Purchase of radio read devices and replacement water meters	37,682	37,682	37,682	37,682

Department/Division: 4025 Guadalupe Valley Municipal Utility District							Utility Fund
Account and Title:	2007/08	2008/09	2009/10	2010/11	2011/12	2011/12	Utility Fund
	Actual Expended	Actual Expended	Actual Expended	Actual Expended	Approved Budget	Finance Department Projections	Fund 540 2012/13 Recommended Budget
SALARIES							
51101 Salaries	136,589	142,564	148,677	94,429	152,767	90,000	149,140
51301 Overtime	3,022	5,610	6,904	9,121	6,000	10,000	6,000
Total Salaries	139,611	148,174	155,581	103,551	158,767	100,000	155,140
BENEFITS							
51502 City Pers Contribution	13,102	20,230	20,904	12,476	25,665	13,000	30,918
51506 Life Insurance	541	549	501	295	793	500	777
51507 Medicare Tax	2,121	2,265	2,316	1,431	2,215	1,500	2,163
51508 Social Security Tax	0	0	-	-	-	-	-
51509 Flexible Benefits	26,313	27,815	29,460	13,624	35,142	14,000	44,799
51510 Retiree Health	0	0	-	-	-	-	-
51511 Long-Term Disability	997	1,020	930	564	1,244	600	1,214
51602 Dental Insurance	2,577	2,536	2,573	1,462	2,565	1,500	2,565
51603 Vision Insurance	952	937	951	563	1,210	600	1,270
51605 Employee Assistance Program	97	102	88	50	90	50	88
51704 Auto Allowance	0	0	-	-	-	-	-
51705 Housing Allowance	0	0	-	-	-	-	-
51706 Phone Allowance	0	0	-	-	-	-	-
Total Benefits	46,700	55,453	57,721	30,465	68,923	31,750	83,794
INSURANCE							
51800 Liability Insurance	5,819	6,658	7,637	8,598	9,911	9,911	10,668
51810 Worker's Compensation	4,991	5,492	6,550	7,375	8,845	8,845	9,520
Total Insurance	10,810	12,150	14,187	15,973	18,756	18,756	20,188
SERVICES AND SUPPLIES							
52200 Safety Clothing	2,675	3,102	2,920	1,926	2,400	2,000	2,300
52221 Communications	501	420	476	454	500	500	500
52231 Equipment Maintenance	13,872	8,782	8,819	6,675	11,682	11,682	11,682
52232 Maint. Structures/Improvement/Grounds	62,863	64,908	48,697	20,072	42,305	67,000	43,835
52233 Memberships	6,928	8,899	14,458	13,463	20,533	16,000	19,203
52234 Office Expense	7,365	9,420	9,120	8,611	8,240	8,240	8,240
52235 Professional Services	46,854	55,697	84,832	41,029	74,015	70,000	74,065
52236 Equipment Rental	0	0	-	-	-	-	-
52240 Rent-Real property	0	0	-	-	-	-	-
52241 Special Department Expense	11,043	15,378	5,868	5,230	-	20,000	-
52242 Small Tools & Supplies	2,576	13,860	3,772	1,714	2,121	1,000	2,121
52243 Travel & Training	0	117	34	343	300	300	300
52244 Utilities	48,558	50,356	66,371	49,830	50,000	65,000	50,000
52245 Water Purchases	181,468	133,949	96,933	80,544	197,000	120,000	117,000
52246 Sewer Processing	285,216	271,064	286,932	282,455	308,278	300,000	308,000
Total Services & Supplies	669,919	635,953	629,233	512,345	717,374	681,722	637,046
FIXED ASSETS							
53100 Improvements	4,122	-	-	-	-	-	-
53300 Equipment	682	-	-	-	-	-	-
Total Fixed Assets	4,804	0	-	-	-	-	-
OTHER							
54500 Depreciation	338,899	338,899	338,899	372,571	338,899	338,899	338,899
55100 Principal	-	-	-	-	-	-	-
55200 Interest	-	-	-	-	-	-	-
Total Other	338,899	338,899	338,899	372,571	338,899	338,899	338,899
EXPENDITURE TRANSFERS							
54250 Indirect Costs	216,898	247,304	257,576	258,364	227,756	227,756	241,132
Total Expenditure Transfers	216,898	247,304	257,576	258,364	227,756	227,756	241,132
TOTAL BUDGET	1,427,641	1,437,933	1,452,197	1,293,270	1,530,475	1,398,885	1,476,199

4025 -- Guadalupe Valley Municipal Improvement District (GVMID)

Mission Statement

To provide cost effective, and safe potable water of the highest quality; to provide engineering and maintenance resources to maintain streets and right-of-way; and to provide cost effective, safe, reliable municipal sewer and storm drain facilities to and for the residents and businesses living or doing business within the Guadalupe Valley Municipal Utility District.

Program Description

The Public Works GVMID Program consists of the following areas of responsibility:

- District streets
- District landscaping and lighting
- District storm drainage, water, sewer

Budget Line Item Descriptions

52200 Safety Clothing

	2009/10	2010/2011	2011/2012	2012/2013
Laundry service and uniform supply of public works crew uniforms	1754	1754	1,254	1,200
Rain gear	240	240	240	0
Boots	534	534	534	500
Safety clothing	<u>372</u>	<u>372</u>	<u>372</u>	<u>600</u>
Total	2,900	2,900	2,400	2,300

52221 Communications

	2009/10	2010/2011	2011/2012	2012/2013
Pager and Cell phone service	500	500	500	500

52231 Equipment Maintenance

	2009/10	2010/2011	2011/2012	2012/2013
Vehicle maintenance	5,880	5,120	5,120	5,120
Gas and oil for public works vehicles	5,203	5,649	5,649	5,649
Tires and tire repairs	500	500	500	500
Field equipment repairs and maintenance	<u>413</u>	<u>413</u>	<u>413</u>	<u>413</u>
Total	11,996	11,682	11,682	11,682

52232 Maintenance-Structures/Improvements/Grounds

	2009/10	2010/2011	2011/2012	2012/2013
Sewer infrastructure maintenance	10,868	10,828	10,828	10,828
Sewer Video Inspection	4,000	4,000	3,433	2,463
Sewer Spot Repairs	5,000	5,000	5,000	5,000
Sewer Line Foaming Root Control	1,380	1,420	1,420	1,420
Water Tank/Pump Station Maintenance	2,411	1,325	3,000	2,900
Main Repair/Maintenance	6,919	6,356	3,750	3,750
Meter – Meter Box Repair	1,000	1,000	1,000	1,000
Valve Repair	1,000	1,000	2,000	2,000
SCADA Maintenance	1,300	1,300	1,300	1,300
Water Quality Equipment/Materials	600	600	600	600
Water Service Maintenance	700	700	700	700
Traffic signal maintenance	1,591	1,591	1,591	1,591
Storm drain repair and maintenance	3,500	3,500	3,500	3,500
Street Signs	1,061	1,061	1,061	1,061
Water system leak survey	0	0	0	2,400
Street Lights	2,122	2,122	2,122	2,122
Fire Hydrant Repair/Replacement	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
Total	44,452	42,803	42,305	43,635

52233 Memberships

	2009/10	2010/2011	2011/2012	2012/2013
Quarterly assessments from the San Francisco Bay Area Water Users Assn.	6,573	7,165	7,200	7,200
BAAQMD – VDLS Standby Generator Fee	400	0	430	0
Water Pump Station Generator BAAQMD Fee	1,000	1,000	900	0
AWWA Standards Renewal	0	0	250	250
WaterCAD Software Maintenance	0	0	875	875
SewerCAD Software Maintenance	0	0	500	500
BAWSCA Conservation Program Fees	750	750	2,000	2,000
One-half BACWA membership fee	750	750	1,000	1,000
CA Department of Health Services fees	1,000	1,030	4,300	4,300
Cross Connection Control Fees	2,200	2,200	1,800	1,800
VDLS Department of Health Services Inspection Fee	375	375	455	455
One-third CWEA Memberships/Certificate Renewals	325	330	208	208
One Half Sanitary Sewer Overflow General Permit Fee	<u>615</u>	<u>615</u>	<u>615</u>	<u>615</u>
Total	13,238	13,465	20,533	19,203

52234 Office Expense

	2009/10	2010/2011	2011/2012	2012/2013
Computer supplies and paper; printed forms such as utility billings, past-due notices, service applications and meter reading stock, postage, general office supplies, advertising costs for notices	8,000	8,240	8,240	8,240

52235 Professional Services

	2009/10	2010/2011	2011/2012	2012/2013
Contract landscape maintenance	30,000	30,000	30,000	30,000
Crocker Trail Maintenance	13,000	13,000	13,000	13,000
Traffic Signal Maintenance	6,365	6,365	6,365	6,365
Sewer Lift Station Generator Maintenance	2,100	2,170	2,040	2,040
Water Pump Station Generator Maintenance	4,400	4,550	4,500	4,550
Water Tank Cleaning and Inspection	4,800	4,900	4,900	4,900
Backflow Testing and Certification	600	620	1,100	1,100
Water sampling and testing	11,000	11,000	11,000	11,000
Contract sweeping	5,175	5,330	0	0
Maintenance of Meter Readers	1,000	1,000	660	660
DOT exams	300	300	300	300
Underground Service Alert	150	150	150	150
Total	78,890	79,385	74,015	74,065

52242 Small Tools and Supplies

	2009/10	2010/2011	2011/2012	2012/2013
Small tools, parts and supplies necessary to the maintenance activity of this department. Items included are nails, nuts, bolts, screws, lumber, PVC, couplings, parts, small tools, shovels, all types of hardware, etc	2,120	2,121	2,121	2,121

52243 Travel and Training

	2009/10	2010/2011	2011/2012	2012/2013
CEU costs for CWEA certificates	300	300	300	300

52244 Utilities

	2009/10	2010/2011	2011/2012	2012/2013
Electricity for water and sewer pump stations,	49,000	50,000	50,000	50,000

52245 Water Purchase

	2009/10	2010/2011	2011/2012	2012/2013
Water Purchase from SFPUC	205,984	245,133	197,000	117,000

52246 Sewage Treatment

	2009/10	2010/2011	2011/2012	2012/2013
SFPUC for treatment of wastewater	300,682	313,951	308,278	308,000

Department/Division: 4026 NPDES							NPDES Fund Fund 220	
Account and Title:	2007/08	2008/09	2009/10	2010/11	2011/12	2011/12	2012/13	
	Actual Expended	Actual Expended	Actual Expended	Actual Expended	Approved Budget	Finance Department Projections	Recommended Budget	
SALARIES								
51101 Salaries				1,851	77,097	77,097	89,230	
51201 Part-time Salaries								
51301 Overtime	0	137	-	1,000		300		
Total Salaries	0	137	-	2,851	77,097	77,397	89,230	
BENEFITS								
51502 City Pers Contribution	0	0	0	246	12,952	1,295	18,498	
51506 Life Insurance	0	0	0	3	223	223	298	
51507 Medicare Tax	0	0	0	24	1,118	1,118	1,294	
51508 Social Security Tax	0	0	0	0	0			
51509 Flexible Benefits	0	0	0	205	11,824	11,824	14,353	
51510 Retiree Health	0	0	0	0				
51511 Long-Term Disability	0	0	0	7	628	628	726	
51602 Dental Insurance	0	0	0	11	627	627	914	
51603 Vision Insurance	0	0	0	5	296	296	453	
51605 Employee Assistance Program	0	0	0	0	22	22	31	
51704 Auto Allowance	0	0	0	27	900	900	900	
51705 Housing Allowance	0	0	0	23	750	750	750	
51706 Phone Allowance	0	0	0	5	165	165	165	
Total Benefits	0	0	0	556	29,504	17,848	38,383	
INSURANCE								
51800 Liability Insurance	0	0	0	0	5,002	5,002	6,382	
51810 Worker's Compensation	0	0	0	0	4,464	4,464	5,696	
Total Insurance	0	0	0	0	9,466	9,466	12,078	
SERVICES AND SUPPLIES								
52200 Safety Clothing	0	4	-	6				
52221 Communications	170	67	29	-				
52231 Equipment Maintenance	13	26	28	4				
52232 Maint. Structures/Improvement.Grounds	614	79	-	93		50		
52233 Memberships	9,956	10,832	10,934	11,078	11,249	12,500	11,405	
52234 Office Expense	404	504	391	400	450	200	450	
52235 Professional Services	23,797	16,615	15,816	13,196	-			
52236 Equipment Rental	0	0	-	-				
52241 Special Departmental Expense	1,388	7,895	925	573	25,028	25,000	24,872	
52242 Small Tools & Supplies	196	101	38	40				
52243 Travel & Training	20	10	30	-				
Total Services & Supplies	36,558	36,133	28,192	25,389	36,727	37,750	38,727	
FIXED ASSETS								
53100 improvements								
Total Expenditure Transfers	0	0	-	-	-	-	-	
EXPENDITURE TRANSFERS								
54250 Indirect Costs	27,527	30,511	27,941	28,337	40,020	40,020	46,521	
Total Expenditure Transfers	27,527	30,511	27,941	28,337	40,020	40,020	46,521	
TOTAL BUDGET	64,085	66,781	56,133	57,133	192,813	182,481	222,939	

4026 -- National Pollution Discharge Elimination System (NPDES)

Mission Statement

To provide programs to educate the general public and municipal government staff to monitor, control and ultimately eliminate non point source pollutants in conformance with adopted performance standards as specified by the Clean Water Act and NPDES Storm Water Discharge permit.

Program Description

The Public Works NPDES Program consists of the following areas of responsibility:

- Public information/participation
- Municipal government maintenance activities
- New development and construction controls
- Industrial and illicit discharge controls
- Watershed monitoring

Budget Line Item Descriptions

52233 Memberships

	2009/10	2010/2011	2011/2012	2012/2013
Annual CCAG NPDES Additional Fee	7,449	7,672	7,649	7,805
Annual NPDES Permit Fee	<u>3,600</u>	<u>3,708</u>	<u>3,600</u>	<u>3,600</u>
Total	11,049	11,380	11,249	11,405

52234 Office Expense

	2009/10	2010/2011	2011/2012	2012/2013
Miscellaneous Expenses	450	450	450	450

52235 Professional Services

	2009/10	2010/2011	2011/2012	2012/2013
Street Sweeping	15,527	15,993	0	0

52241 Special Department Expense

	2009/10	2010/2011	2011/2012	2012/2013	
Public information/participation, municipal government maintenance, new development and construction, industrial and illicit discharge, watershed monitoring		11,635	8,904	25,028	24,872

Department/Division: 4030 Sewer							Utility Fund Fund 540	
Account and Title:	2007/08	2008/09	2009/10	2010/11	2011/12	2011/12	2012/13	
	Actual Expended	Actual Expended	Actual Expended	Actual Expended	Approved Budget	Finance Department Projections	Recommended Budget	
SALARIES								
51101 Salaries	213,572	218,593	239,970	187,020	152,767	200,000	149,140	
51301 Overtime	15,908	13,059	14,694	13,534	15,000	15,000	15,000	
Total Salaries	229,481	231,652	254,663	200,554	167,767	215,000	164,140	
BENEFITS								
51502 City Pers Contribution	19,968	29,888	30,867	25,813	25,665	34,000	30,918	
51506 Life Insurance	770	751	647	582	793	700	777	
51507 Medicare Tax	2,333	3,254	3,556	2,970	2,215	2,400	2,163	
51509 Flexible Benefits	37,462	39,298	39,350	37,068	35,142	49,000	36,266	
51510 Retiree Health	0	0	-	-	-	-	-	
51511 Long-Term Disability	1,472	1,464	1,303	1,113	1,244	1,200	1,214	
51602 Dental Insurance	3,109	3,039	2,983	2,874	2,565	3,500	2,565	
51603 Vision Insurance	1,149	1,123	1,067	1,178	1,210	1,300	1,270	
51605 Employee Assistance Program	114	122	64	98	90	150	88	
51704 Auto Allowance								
51705 Housing Allowance								
51706 Phone Allowance	846	835	842	268				
51710 Deferred Compensation							908	
Total Benefits	67,223	79,773	80,680	71,963	66,923	82,250	76,169	
INSURANCE								
51800 Liability Insurance	9,123	9,769	11,340	12,512	9,911	9,911	10,668	
51810 Worker's Compensation	7,825	8,379	9,726	33,202	8,845	8,845	9,520	
Total Insurance	16,948	18,148	21,066	45,714	18,756	18,756	20,188	
SERVICES AND SUPPLIES								
52200 Safety Clothing	2,808	3,272	3,018	2,090	2,900	2,000	2,834	
52221 Communications	768	527	476	454	770	500	770	
52231 Equipment Maintenance	15,862	15,663	14,403	13,740	13,701	13,700	13,701	
52232 Maint. Structures/Improvement.Grounds	15,973	5,418	22,600	12,957	9,135	9,000	9,135	
52233 Memberships	1,591	2,446	2,819	1,974	3,220	2,500	3,220	
52234 Office Expense	7,999	9,328	8,758	8,398	8,240	8,240	8,240	
52235 Professional Services	3,803	4,267	187	849	4,075	6,000	4,075	
52236 Equipment Rental	0	239	-	67				
52241 Special Department Expense	17,938	8,597	62,752	16,728		4,000		
52242 Small Tools & Supplies	4,443	2,924	3,226	2,125	3,107	2,000	3,107	
52243 Travel & Training	632	103	184	136	750	200	750	
52244 Utilities	19,499	19,814	18,905	22,178	20,497	20,500	20,497	
52246 Sewer Treatment	388,412	397,072	430,399	423,684	462,418	432,000	462,000	
Total Services & Supplies	479,729	469,688	567,727	505,380	528,813	500,640	528,329	
FIXED ASSETS								
53300 Equipment	253							
Total Fixed Assets	253	0	-	-	-	-	-	
OTHER								
54500 Depreciation	101,666	104,485	103,985	103,778	104,000	104,000	104,000	
Total Fixed Assets	101,666	104,485	103,985	103,778	104,000	104,000	104,000	
EXPENDITURE TRANSFERS								
54250 Indirect Costs	289,370	320,340	319,407	319,599	264,398	264,398	286,613	
Total Expenditure Transfers	289,370	320,340	319,407	319,599	264,398	264,398	286,613	
TOTAL BUDGET	1,184,670	1,224,066	1,347,529	1,246,987	1,152,657	1,185,044	1,179,439	

4030 -- Sewer

Mission Statement

To provide cost-effective, reliable and safe municipal sewer facilities within the City of Brisbane.

Program Description

The Public Works Sewer Program consists of the following areas of responsibility:

- Municipal sanitary sewer system maintenance and operations

Budget Line Item Descriptions

52200 Safety Clothing

	2009/10	2010/2011	2011/2012	2012/2013
Laundry service and uniform supply of public works crew uniforms	1,754	1,754	1,754	1,200
Boots	240	240	240	500
Rain gear	534	534	534	534
Safety clothing	<u>372</u>	<u>372</u>	<u>372</u>	<u>600</u>
Total	2,900	2,900	2,900	2,834

52221 Communications

	2009/10	2010/2011	2011/2012	2012/2013
Paging service and telephones	770	770	770	770

52231 Equipment Maintenance

	2009/10	2010/2011	2011/2012	2012/2013
Auto and truck repairs	6,580	7,125	7,125	7,125
Gas and oil for public works vehicles	5,675	6,163	6,163	6,163
Field equipment repairs and maintenance	<u>413</u>	<u>413</u>	<u>413</u>	<u>413</u>
Total	12,668	13,701	13,701	13,701

52232 Maintenance-Structures/Improvements/Grounds

	2009/10	2010/2011	2011/2012	2012/2013
Building repair and maintenance and sewer pump/lift station repair and maintenance	6,814	6,537	7,715	7,715
Sewer video inspection	2,000	2,000	0	0
Sewer spot repairs	2000	0	0	0
Sewer Line Foaming Root Control	<u>1,380</u>	<u>1,420</u>	<u>1,420</u>	<u>1,420</u>
Total	12,194	9,957	9,135	9,135

52233 Memberships

	2009/10	2010/2011	2011/2012	2012/2013
One-half of BACWA Membership	750	750	1,000	1,000
California Water Environment Association Memberships	528	528	406	406
California Water Environment Association Certificate Renewals	122	132	450	0
PE License Renewal	125	0	0	0
BAAQMD – Standby Generator Fee Harbormaster	0	375	0	450
Miscellaneous memberships (ASCE)	0	0	750	750
One Half Sanitary Sewer Overflow General Permit Fee	<u>614</u>	<u>614</u>	<u>614</u>	<u>614</u>
Total	2,139	2,399	3,220	3,220

52234 Office Expense

	2009/10	2010/2011	2011/2012	2012/2013
Sewer billing costs – postage, forms, envelopes, credit card fees	6,025	6,206	6,206	6,206
Computer supplies, paper, printed forms such as utility billings, past-due notices, service applications, postage, general related office supplies, etc	<u>1,975</u>	<u>2,034</u>	<u>2,034</u>	<u>2,034</u>
Total	8,000	8,240	8,240	8,240

52235 Professional Services

	2009/10	2010/2011	2011/2012	2012/2013
Sewer Lift Station Genset Maintenance	3,545	3,651	3,545	3,545
DOT examinations for truck driver's licenses	265	265	265	265
Underground Service Alert	<u>265</u>	<u>265</u>	<u>265</u>	<u>265</u>
Total	4,075	4,181	4,075	4,075

52242 Small Tools and Supplies

	2009/10	2010/2011	2011/2012	2012/2013
Budgeted here are the numerous small tools, parts, and supplies necessary to the maintenance activity of this department,	2,999	3,000	3,107	3,107

52243 Travel and Training

	2009/10	2010/2011	2011/2012	2012/2013
Continuing Education Units for CWEA Certificates	300	300	300	300
Class B commercial driver license training	200	200	200	200
Sewage treatment and safety-related practices	<u>250</u>	<u>250</u>	<u>250</u>	<u>250</u>
Total	750	750	750	750

52244 Utilities

	2009/10	2010/2011	2011/2012	2012/2013
Reflects the cost of electricity utilized by sewage pump stations	19,900	20,497	20,497	20,497

52246 Wastewater Treatment

	2009/10	2010/2011	2011/2012	2012/2013
Cost for SFPUC to treat wastewater	451,023	470,927	462,418	462,000

Department/Division: Emergency Operations Center 4050							General Fund Fund 100	
Account and Title:	2007/08	2008/09	2009/10	2010/11	2011/12	2011/12	2012/13	
	Actual Expended	Actual Expended	Actual Expended	Actual Expended	Approved Budget	Finance Department Projections	Recommended Budget	
SALARIES								
51101 Full-time Salaries			21,118	30,152	28,163	31,000	10,972	
51201 Part-time Salaries			316					
51301 Overtime								
Total Salaries	0	0	21,434	30,152	28,163	31,000	10,972	
BENEFITS								
51502 City Pers Contribution			3,065	4,244	4,731	5,600	2,275	
51506 Life Insurance			80	104	152	152	59	
51507 Medicare Tax			316	438	408	510	159	
51509 Flexible Benefits			2,709	4,057	4,134	5,000	1,690	
51510 Retiree Health								
51511 Long-Term Disability			139	189	229	214	89	
51602 Dental Insurance			453	606	570	665	226	
51603 Vision Insurance			168	246	269	245	112	
51605 Employee Assistance Program			16	21	20	20	8	
51704 Auto Allowance								
51705 Housing Allowance								
51706 Phone Allowance								
Total Benefits	0	0	6,947	9,905	10,614	12,406	4,617	
INSURANCE								
51800 Liability Insurance			784	780	1,827	1,827	785	
51810 Worker's Compensation			672	669	1,631	1,631	700	
Total Insurance	0	0	1,456	1,449	3,458	3,458	1,485	
SERVICES AND SUPPLIES								
52200 Safety Clothing				322				
52221 Communications			190	1,873		1,800		
52231 Equipment Maintenance								
52232 Maint. Structures/Improvement.Grounds	23,376			8,046		4,000		
52233 Memberships								
52234 Office Expense				316		200		
52235 Professional Services								
52236 Equipment Rental								
52241 Special Department Expense	12,800		492	194	7,865	1,000	32,926	
52242 Small Tools & Supplies								
52243 Travel & Training								
52244 Utilities								
Total Services & Supplies	36,176	0	683	10,751	7,865	7,000	32,926	
FIXED ASSETS								
53300 Equipment				2,907				
Total Fixed Assets	0	0	-	2,907	-	-	-	
TOTAL BUDGET	36,176	0	30,519	55,164	50,000	53,864	50,000	

4050 – Emergency Operations Center

Mission Statement

Program Description

Budget Line Item Descriptions

54421 Special Department Expense

2009/10	2010/2011	2011/2012	2012/2013
30,343	29,859	7,867	32,926