

*Brisbane's roots
grow deep into the
fertile soil giving
rise to a unique
growth known for
it's compassion and
strength. The stars
shine down gleaming
with pride.*



Providing Quality Services



**City of Brisbane
Two Year**

**Operating
Budget**

**Fiscal Years
2009-2011**

**Brisbane
City Council**

**A Sepi Richardson
Mayor**

**W. Clarke Conway
Mayor Pro Tem**

Councilmembers

**Michael G. Barnes
Cyril "Cy" Bologoff
Steven W. Waldo**

Budget Transmittal

July 1, 2009

Honorable Mayor and
Members of the City Council
Citizens of the City of Brisbane

On behalf of the entire Management Team, I am pleased to present to you my recommended two year budget. This budget covers operating revenues and expenses for FY 2009/10 and FY 2010/11 as well as the Capital Improvement Program for FY 2009/10.

The economic times are much different than they were two years ago, when I presented the first two year budget. When we made the presentation, we stated looking at a two year budget provides Council more information during uncertain times. This has been true. We knew two years ago our financial future would be uncertain and we started to take steps to correct it. We cut about \$950,000 from fiscal year 08/09's budget. This was possible because we had the information earlier than if we only looked ahead one year. We were able to do this with minimal impact to the community. We were not forced to fire employees or even to furlough employees.

The current two year budget shows we still have a number of financial challenges ahead. The economy has gotten worse over the past two years. The City will see an actual decrease in property tax revenue next year. Our Transient Occupancy Tax (taxes on hotel rooms) will also see a decrease. Our Sales Tax will remain flat but only because a new business located here last year.

We will be able to balance both FY 2009/10 and FY 2010/11 budgets, but we will need to use both General Fund and Fringe Benefit Fund reserves. Our General Fund will keep a minimum of a \$5,000,000 balance both years. This is the direction Council provided staff when developing the current budgets. We will balance the budget by filling positions as employees retire. The City has already frozen 3 firefighters, 2 police officers, 1 receptionist, and our ¾ time teen coordinator. As we experience more retirements over the next 4 years these positions will also be frozen unless there is overriding operational or safety needs which could not be met without filling the positions.

The Administrative Services Director provided you with an update on January 5, 2009. We were anticipating revenues of \$12,600,000 and expenditures of \$14,800,000 for FY 2009/10. We have reviewed our revenues and now project \$12,100,000. This reflects

4. To serve as a **Communication Document** for the citizens of Brisbane who wish to understand how the City operates and the methods used to finance those operations.

Budgetary Policies

The City Council adopted comprehensive Budget and Fiscal Policies on July 26, 1999 (Resolution 99-047). General procedural methods are defined concerning transfers between funds and interfund borrowings. User fee cost recovery goals are delineated in the Budget and Fiscal Policies document and suggest that all fees be reviewed and updated on an ongoing basis to ensure that they keep pace with changes in the cost of living as well as changes in methods or levels of service delivery.

Also included in the Budget and Fiscal Policies is a discussion relative to the desired level of reserves which the city shall maintain. The City shall maintain a General Fund reserve of at least 50% of its annual operating budget. Likewise, the policy dictates that the City maintains a 20%-of-operating-costs reserve of water, sewer and parks and recreation enterprises. These reserves are necessary to maintain the City's credit worthiness and to adequately provide for:

1. Economic uncertainties, local disasters, and other financial hardships or downturns in local or national economy.
2. Contingencies for unforeseen operating or capital needs.
3. Cash flow requirements.

Construction projects and large equipment purchases will be included in the Capital Improvement Plan; minor capital outlays will be included with the operating program budgets. The Policies also discuss capital financing and debt management as well as the conditions necessary to a conduit financing.

City Council Mission and Goals

During 1998/99, the City Council and staff developed the City's Mission Statement and a list of City goals toward which this financial plan is directed. The City's Mission Statement, which was adopted by the Brisbane City Council on March 8th, 1999, is:

We, the employees of Brisbane, are committed to providing quality public services, facilities and programs. We accomplish this by respecting community values and applying the necessary resources and commitment to meet prospective challenges and the expectations of the citizens and the business community of Brisbane.

future revenues. When combined with County and State data and other indicators noted above, we normally produce a reasonably good but financially conservative picture of the near future.

General Fund revenue estimates, exclusive of fund transfers, are lower than what was actually received in FY 2007/08 by \$400,000.

Sales Tax

Sales Tax is the single largest source of revenue to the City's General Fund making up approximately 33% of total revenues. Staff is projecting no increase in Sales Tax receipts from the past four quarters. Sales Tax over the past four quarters has produced an annual rate of \$4,400,000. However, **as a note of caution** our top five sales tax sources make up 75% of our sales tax revenue. If any of them were to leave town without another equally strong company taking its place we may see a decline in Sales Tax received in the City.

In FY 2004/2005 the State began the repayment of its Economic Recovery Bonds. These bonds are being repaid with ¼% of the local sales tax. The State will reimburse the localities using property tax receipts. Although we will account for the funds separately from Sales Tax we will show it as Sales Tax in the budget for consistency purposes. This is supposed to continue for approximately 10 more years.

The City continues to engage a sales tax consultant who provides assistance in tracking and checking for proper reporting by businesses.

Property Tax

Next in size in terms of amount of revenue is Property Tax. Property tax is collected by the County and distributed to the City based upon a formula determined by State law. With the imposition of property tax limits through Proposition 13, taxes were limited to \$1 per \$100 of assessed valuation. This \$1 is split among cities, schools and counties in a ratio proportionate to the amounts of taxes collected before Proposition 13 was passed. Property tax revenues increase when (a) property is transferred to a new owner and is revalued at the current sales price, plus (b) a two percent annual increase on existing property so long as increases in market price are at least equal to two percent. Properties that have not changed ownership since 1978 continue to carry the pre-existing value factored up by only 2% each year. With the bursting of the housing bubble, the Assessor's Office will be doing an automatic reassessment of all residential units in the County. The Assessor's Office believes this will impact Brisbane more than most other communities. Without the County-wide reassessment being completed we already have seen our secured property tax value decrease 1.4% from FY 2008/09. Staff is projecting our FY 2009/10 value to be the same as our 2007/08 value.

Expenditure Projections

The General Fund budget is \$14,000,000 for 2009/2010 and \$14,200,000 for FY 2010/11.

Debt Management

The City's debt consists of a combination of Redevelopment Bonds, Assessment Districts, and Lease Revenue Bonds and Brisbane Public Financing Authority issue. The debt outstanding at June 30th, 2009 includes:

1. 2005 Lease Revenue Bonds	\$2,420,000
2. Brisbane Public Financing Authority Series B	6,355,000
3. Northeast Ridge Assessment Bonds, 2001 Refinancing	5,155,000
4. Redevelopment #1 TAB 2001	21,370,000
5. Lease Revenue Bonds, Series 2005B	5,970,000
6. Lease Revenue Bonds, Series 2009A	2,255,000
7. Redevelopment Agency 1998 Tax Allocation Bonds	1,345,000
8. BPFA Revenue Bond 2002 (Utility Bond)	3,980,000
9. 2006 Pension Obligation Bonds	<u>4,180,000</u>
Total Debt Outstanding at 6/30/09	\$53,030,000

The total amount budgeted for debt service during 2009/10 is \$5,359,000. Funding sources include tax increment, water and GVMID contributions, developer loans and special assessments levied on parcels, and water and sewer revenues.

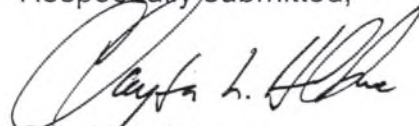
Future Year Projections

Financial Status

The City has positioned itself well to ride-out this period of financial uncertainty. Previous Council's have kept over \$7,000,000 in reserve for difficult financial times. Also, the current Council set aside \$3,700,000 of a back Sales Tax payment for further insurance against fiscal uncertainty. Finally, an additional \$1,100,000 was set aside during the positive economic times for additional security. Unfortunately, it is anticipated that the City will need to use some of these reserves to preserve service through these troubling times. The four-year projection shows the City using all of its Fringe Benefit reserve and some of its General Fund reserve to maintain services. It is anticipated the City will have a minimum of \$3,000,000 in the General Fund and over \$3,700,000 in the Rainy Day Fund for a total of more than \$6,000,000 available for future issues. However, it is also anticipated with all of the cuts to positions, providing no salary increase to employees for two years, and reducing our supply budget we may still be facing a \$1,000,000 deficit in the future. It is for this reason staff will be recommending going through the budget process again next year.

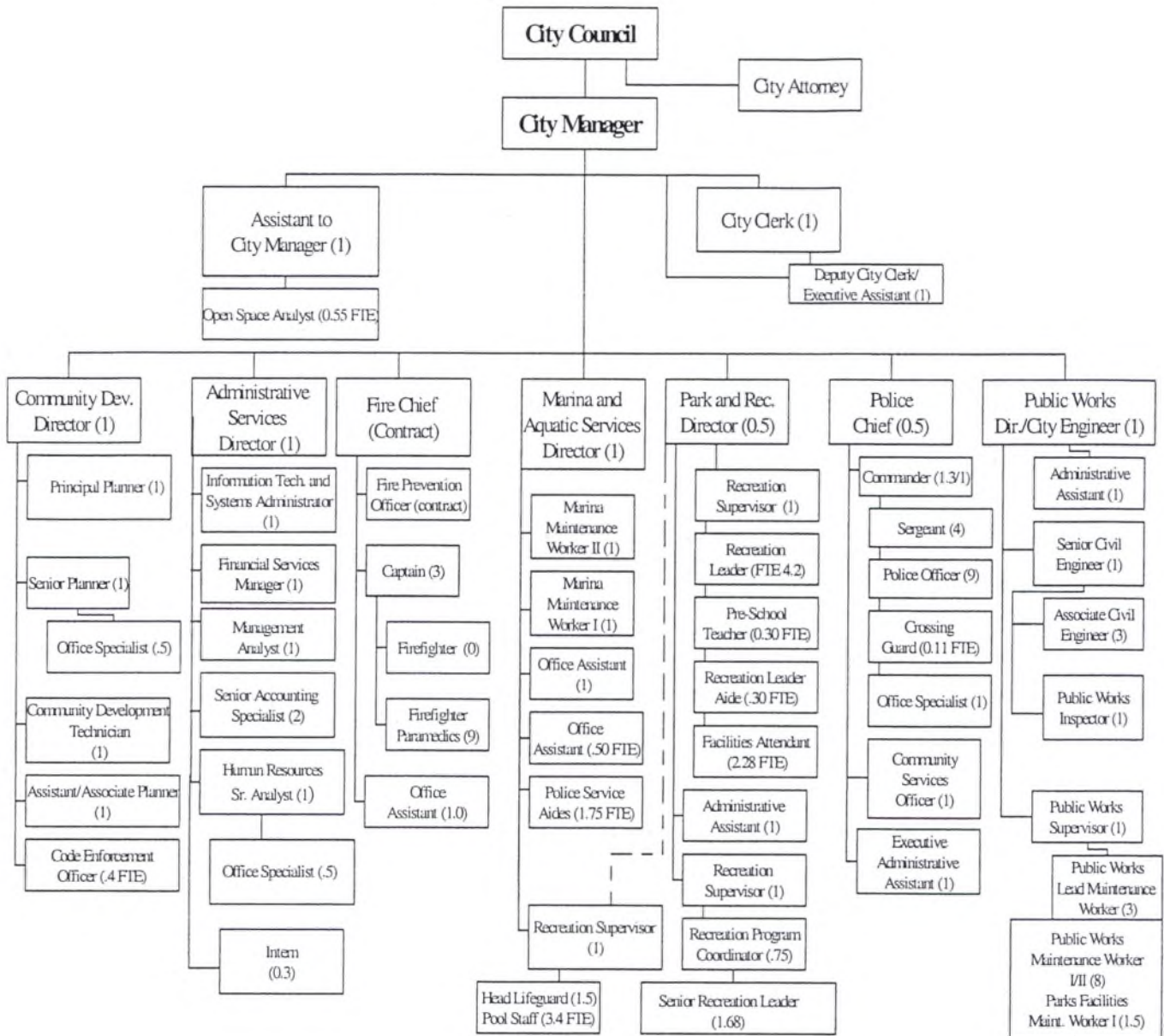
Finally, as always, we look forward to your comments and suggestions as to this budget presentation so that we may continue to refine the document, so it will be as readable and useful as possible to the City Council and to the Community.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Clay H. Holstine". The signature is fluid and cursive, with a large initial "C" and "H".

Clay Holstine
City Manager

City of Brisbane



THE CITY OF BRISBANE

The City of Brisbane is a community of 3,597 residents (2000 census) situated in Northern San Mateo County on the west side of San Francisco Bay. Brisbane borders the cities of San Francisco, Daly City and South San Francisco. The San Bruno Mountain range surrounds Brisbane to the west and the San Francisco Bay provides the entire easterly border of the city. Rising from the water level of the Brisbane Lagoon, the valley reaches approximately 400 feet above sea level at its highest point. The residents of Brisbane enjoy a relaxed, small town atmosphere, even though the skyline of San Francisco is directly to the north. There is intense town spirit and pride, and the friendliness of a small community. Due to the natural topography, there is no standard lot size thus the housing in Brisbane is much more individualistic, free from the multiple housing tracts seen in many cities.

To discover the early history of Brisbane, one needs look no further than the oyster shell mounds found along the canyons and ravines of its creeks. From those mounds, archaeologists have unearthed relics of the first inhabitants of the area: the Costanoan Indians. The Costanoans lived an idyllic life; however the advance of European civilization doomed their culture. By 1776, the Spanish Conquistadors had arrived; the Franciscan missionaries soon followed. For a time, the Costanoans coexisted with their missionary neighbors in peace. With the coming of Mexican rule, the lands controlled by the Mission were released to private enterprise.

The original land grant was two square leagues and covered 9,500 acres. It included three separate valleys and was called "Rancho Canada de Guadalupe la Visitacion y Rodeo Viejo. Boundaries extended from South San Francisco to San Francisco, west to Mission Street in Daly City, and east to the Bay, including San Bruno Mountain and the limits of present day Colma and Brisbane. Canada de Guadalupe was the valley now containing Brisbane. La Visitacion is still known as Visitacion Valley and Rodeo Viejo Valley now contains Mission Street from Daly City to Alemany Boulevard.

Jacob Leese, an American who came to California in 1833 and became a naturalized Mexican citizen in 1836, was the grantee. He took possession of his grant in 1838 by putting cattle to range and building a mud-adobe timber house in 1840. It wasn't until 1841 that Leese received the official grant giving him the land. About 1843, he traded his rancho for one in Sonoma County to a young Englishman, Robert Ridley, who also became a Mexican citizen. A poor financial manager, Ridley, was later sued for a note of \$1,432. He sold 700 acres of the rancho to Robert Eaton and the rest went at a sheriff's auction to Alfred Wheeler for a bid of \$875.

The first traffic came to the area with the building of the San Bruno Toll road in 1860. This ancestor to the present Bayshore Boulevard ran close to the water's edge and connected with El Camino Real at San Bruno.

Guadalupe Valley was discovered by real estate promoters in 1908 and called City of Visitacion until 1930, but their subdivision attracted a minimum of home seekers. The City of Visitacion was twice leveled by fire, first in 1918 and again in 1929.

Following the second burning, the community's first of two growth spurts occurred with some 400 homes being built in 1930. Property was priced for people of modest means and sales were brisk despite the depressed economic times of the Great Depression. Schools, churches, a post office, bus service to San Francisco, and organization of a Fire District all followed rapidly in the 1930's. Promotion was managed by Arthur Annis who at that time changed the name to Brisbane, either in honor of the Hearst Press columnist, Arthur Brisbane, or possibly in remembrance of his own home town in Brisbane, Australia. After its initial explosive growth in the early 1930's, Brisbane only added another 1,000 homes in the next 60 years.

Crocker Industrial Park opened in 1961, but was in unincorporated San Mateo County. Brisbane incorporated as a city in 1961, but it took another 20 plus years to see Crocker Park annexed. In its early years after incorporation the City of Brisbane annexed lands then owned by Southern Pacific Railroad, which constitute nearly half of the land mass of current Brisbane. This land consisted mainly of a rail yard and a dumpsite. The rail yard is now gone and no garbage has been dumped there for more than 40 years, but this area remains largely undeveloped although it is zoned for commercial uses. The first major business to move into the new City of Brisbane in the 1960's was Van Waters and Rogers (now VWR Scientific); however no real growth took place until the City's second real growth period occurred between 1978 and 1983 when the City and its Redevelopment Agency designed, financed and constructed what was then the largest small craft harbor in the San Francisco Bay. In conjunction with this, an abandoned garbage dump that made up the Sierra Point peninsula east of US 101 was turned into a modern office park and public access provided to several miles of shoreline.

The City of Brisbane is known fondly as "The City of Stars". In 1940, Arthur Kennedy began the tradition of placing a large lighted star on his home during the Christmas season. Soon other residents followed suit, and then the Chamber of Commerce manufactured up to ten stars each year for distribution to local homeowners. Soon travelers driving down US 101 began calling Brisbane "The City of Stars".

Government and Administration

The City of Brisbane incorporated in 1961.

The City operates under the Council-Manager form of municipal government. The City Council is comprised of five members elected at large to all four-year terms. Two Council members are elected in November of one odd-numbered year and three are elected in the following odd-numbered year. From among its members, the Council selects the Mayor for a one year term.

The City Manager and the City Attorney are appointed by and serve at the pleasure of the City Council. The City Manager is responsible for implementing the policy decisions of the City Council and supervises all operations of city government through heads of departments including Community Development, Public Works, Police, Fire, Administrative Services, Redevelopment, Marina and Aquatics, and Parks and Recreation.

THE BUDGET PROCESS

Budgetary Process

The preparation and submission of the annual city budget is the statutory responsibility of the City Manager. Each department is responsible for preparing the program and capital projects for their area of responsibility. The Finance Department provides projected salary and benefits costs and performs the first level of review for each budget.

The Financial Plan process begins with a City Council goal-setting session to determine major objectives to be accomplished over the next two years. Goals approved by the Council are incorporated into the budget instructions issued to the operating departments. The process continues in February with the distribution of forms, instructions and a time line by the Finance Department. The City Manager meets with the entire staff for a lengthy session on the upcoming years' goals and projects and the City Manager gives instructions as to budget format.

In February, department directors submit their budget requests and written justifications to the Finance Department. Finance personnel calculate and forecast revenues, anticipated cash balances and future salaries and benefit costs. Finance personnel also meet with each individual department to review its budget for duplication with other departments as well as alternatives for providing services. The preliminary budget is then assembled, checked for accuracy and presented to the City Manager.

Each department's proposed operating and capital budgets are then reviewed by the City Manager and revisions are incorporated. Following the review by the City Manager, the budget is returned to Finance where it is prepared for submission in preliminary form to the City Council.

The City Council receives the budget from the City Manager and conducts a series of study sessions wherein the City Council members study the budget in depth and ask questions of staff. Council recommends and/or directs various additions and/or deletions, which are then incorporated into the budget by the Finance Department.

The final budget and a resolution for adoption are presented to the City Council at a noticed public hearing, after which the two-year budget is adopted.

Mid-term Review: The Council formally reviews the City's financial condition and amends appropriations, if necessary, six months after the beginning of each fiscal year.

Status Reports: Comprehensive financial reports are prepared monthly to monitor the City's fiscal condition. The status of major goals and program objectives are also formally reported to the Council on an ongoing basis.

Budget and Operating Guidelines

The City Council has adopted Budget and Fiscal Policies which will serve as a basis for city budget preparation, general revenue management, user fee cost recovery goals, reserve limits, capital improvement management, capital financing, debt management and other fiscal matters.

Each department is responsible for preparing and monitoring its budget, both capital and operating.

The budget will be constructed by line item to provide management control.

Department heads are responsible for operating within their budget, as approved and adopted by the City Council.

Intradepartmental transfers between line items are permitted, at the discretion of the department head. Budget control is established at the bottom line total divisional budget amount. Amounts budgeted for salaries and benefits may not be transferred to cover other line item deficits except with the approval of the City Manager.

Budget Basis

The basis of the budget refers to when revenues and expenditures are recognized in the accounts. The City budget is prepared on the same basis as the City's annual financial statement, that is, the modified accrual basis of accounting. With this basis, revenues are recognized when they become measurable and available and expenditures are recognized generally when the related liability is paid throughout the year. At year end the City encumbers money to pay for items which were purchased during the year but which were not billed.

Proprietary funds (Enterprise and Internal Service funds) are accounted for using the accrual basis of accounting. Revenues are recognized when they are earned, and expenses are recognized when incurred.

DESCRIPTION OF FUNDS

General Fund (100)

The general fund is used to account for the all-purpose revenues and expenses of the City. It is used to account for all financial resources except those required to be accounted for by another fund. Revenues deposited into the General Fund include property tax, sales tax, real property transfer tax, franchise taxes, business licenses, motor vehicle license fees, fines and forfeitures, and fees for services. This fund is used to finance most of the City's basic services including general administration, police, fire, community development and planning, engineering, building maintenance, and to subsidize recreation programs.

Special Revenue Funds

Special Revenue Funds are used to account for proceeds of specific revenue sources that are restricted to expenditures for specified purposes. Included in this fund category are the following funds:

1. **Gas Tax (200)** receives and disburses the City's share of state gasoline tax collections in accordance with the provisions of the State of California Streets and Highways Code, Sections 2104, 2105, 2106, 2107 and 2107.5.
2. **Traffic Congestion Relief Fund (201)** receives and disburses the City's share of state TCRF monies restricted to street or road maintenance or reconstruction. This program was scheduled through FY 2005-06. The State deferred payment in past years.
3. **Measure A (205)** fund receives voter-approved, half-cent countywide sales taxes levied to fund transportation improvements and disburses these funds to pay for local street improvements.
4. **Sierra Point Lighting and Landscaping District (210)** receives special tax assessments levied on the parcels in the Sierra Point District and expends these monies based on an adopted budget for lighting and landscaping costs within the district.
5. **N.P.D.E.S. (220)** fund receives assessments levied by the county on property and disburses funds in compliance with the provisions of the National Pollution Discharge Elimination System and the approved budget.
6. **General Fund Open Space (230)** was established in 1998; the City Council later adopted Resolution 99-1 to establish a policy of continued contribution by the City of funds to be used in acquiring and maintaining open space lands within Brisbane.

7. **Office of Traffic Safety Grant (250)** expends funds in keeping with the grant application for safety training and supplies and receives grant funds in reimbursement.
8. **Local Law Enforcement Block Grants (251)** provides block grant funding for police department equipment needs and accounts for those expenditures.
9. **Community Oriented Policing – Technology (252)** was established to track grant funds and disbursements for Records Management System, an Intranet, and Data Terminals.
10. **Community Oriented Policing – Supplemental Law Enforcement Services Fund (SLESF) (254)** was established to deposit grant revenues received from the Community Oriented Policing program; grant revenues must be spent on specific items delineated in the grant agreement.
11. **Redevelopment Agency Project Area No. 1(281)** fund receives tax increment monies from the County collected on parcels located in Project Area No. 1 and disburses these funds based on an approved agency budget.
12. **Redevelopment Agency Project Area No. 2 (282)** fund receives tax increment monies from the County collected on parcels located in Project Area No. 2 and disburses these funds based on an approved agency budget
13. **Low/Moderate Housing (283)** fund receives 20% of the tax increment from Project Area Nos. 1 and 2 and must utilize these funds for low and moderate housing purposes in accordance with the provisions of the Health and Safety Code.

Debt Service Funds

Debt Service Funds are used to account for the accumulation of resources for and the payment of general long-term debt principal, interest and related costs. The City has issued several debt instruments, which utilize the following funds to accomplish debt service:

1. **Brisbane Public Finance Authority 2002 Utility Bond (310)** fund was established in 2002 when the Utility bonds were purchased by the Authority; debt service for these bonds will be paid for by the water and sewer system users in the City. These bonds were sold to pay for upgrades to various water and sewer system components including, Valley Drive Lift Station, water and sewer line replacement, and cost of chloramine conversion.
2. **2006 Pension Obligation Bonds (340)** fund accounts for debt service on the Pension Obligation Bonds issued to fund the PERS unfunded actuarial accrued liability for City employees pension benefits.

3. **2005 Brisbane Public Financing Authority Lease Revenue Bonds (365)** provides for debt service for the 2005 Lease Revenue Bonds which is generated from the Redevelopment Agency, the Water Enterprise Fund and the GVMID Enterprise Fund, where various portions of the bond proceeds were expended to finance capital improvements. This bond refinanced the 1995 Certificates of Participation which refinanced the earlier 1988 Certificates issued to construct civic center facilities.
4. **2005B Brisbane Public Financing Authority Lease Revenue Bonds (City Hall Renovation) (366)** provides for the debt service for the 2005B Lease Revenue Bonds which is generated by the Lease Agreement between the City and the Brisbane Public Financing Authority. The bonds were used for seismic upgrade of the city hall building along with other capital improvements.
5. **2009A Brisbane Financing Authority City Hall Completion Lease Revenue Bonds (367)** provides for the debt service for the 2009A Lease Revenue Bonds which is generated by the Lease Agreement between the City and the Brisbane Public Financing Authority. The bonds were used to complete the seismic upgrade of the city hall building along with making the building ADA compatible, finishing the police portion of the building, and community meeting room.
6. **Brisbane Public Financing Authority 2001 Series A (370)** fund accounts for debt service on the refinanced 1984 tax allocation bonds issued for Redevelopment project area No. 1 (Sierra Point). The debt is paid from tax increment in redevelopment area No. 1.
7. **Brisbane Public Financing Authority 2001 Series B (Marina Blvd. & Lagoon Road LID 79-1) (375)** fund accounts for assessments on properties located within district boundaries, which are collected on the county tax rolls and remitted to the city. These assessments are used for debt service payments on the bonds.
8. **Housing Bond (1998) (383)** fund accounts for debt service on the 1998 bond issued by the Agency to help finance the Senior Low/Mod Income housing project (the Tower site). Debt service is met with Housing set aside funds.

Capital Project Funds

The Capital Projects Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities including the following:

1. **Capital Projects (400)** has been established to track most capital projects. Each project has a unique project code that identifies the fiscal year the project was funded.

2. **Tunnel Bridge (410)** has been established to receive Federal/State funds, which will be used to reconstruct Tunnel Avenue Bridge.
3. **LID 79-1 Capital (430) Marina Blvd. & Lagoon Road Improvements** holds bond funds from the sale of Marina Boulevard and Lagoon Road Local Improvement District Bonds in 1979. These funds were used to finance the acquisition, construction, improvement and equipping of capital improvements in, to and on property located within this district.
4. **Special Beautification Capital Projects (440)** fund was established in the mid-1980's. Funds were not appropriated or utilized until recent years. No parameters appear to have been established for the expenditure of these funds; however, the City Council has chosen to utilize the funds for community beautification purposes.
5. **Facilities Fund (450)** was established in 1993 when the Northeast Ridge developers, as a condition of approval of their final map, deposited \$4,078,419 to be used for various city-wide improvements such as a municipal swimming pool, trails, fire buffers, municipal facilities, etc.

Enterprise Funds

1. **Utility Fund (540) and (545)** account for revenues and expenses related to providing water and sewer service throughout the City of Brisbane as well as other municipal services to businesses and residents located within the boundaries of the Guadalupe Valley Municipal Improvement District. Revenues are generated by water and sewer charges as well as some revenues that are part of the the GVMID. Expenses incurred are for: the purchase and distribution of water to City residents and businesses; collection and pumping of sewage waste to the City of San Francisco Sewer Plant where it is treated and discharged into the bay; and providing some municipal services to the residents and businesses located within the GVMID.
2. **Park and Recreation Enterprise Fund (550) Park and Recreation Capital Fund (555)** account for expenses incurred in the operation and maintenance of City recreational programs and facilities, including Mission Blue Community Center, the Community Center, and the Marina.

Internal Service Funds

1. **Fringe Benefit (600)** fund serves as a reserve to fund future new or increased levels of fringe benefits bargained with the various employee groups.
2. **Dental Trust (620)** fund serves for the deposit of \$90 per month per employee to be used for dental expenses. The City administers this self-insurance program, based on a prescribed set of guidelines.

3. **Liability Insurance Fund (630)** accounts for the expenditures for all liability, earthquake, and auto insurance costs that the City incurs. Revenue is transferred to this fund from the other funds based upon payroll costs.
4. **Workers Compensation Fund (640)** accounts for the expenditures for all workers' compensation costs that City incurs. Revenue is transferred to this fund from the other funds based upon payroll costs.
5. **Retiree Supplemental Stipend Fund (650)** accounts for the expenditures for the City's supplemental stipend for retirees. The current contracts allow for a supplemental stipend for employees who were hired prior to July 1, 2008.
6. **Rainy Day Fund (690)** These are funds set aside from the result of a correction to Sales Tax receipts which took place over multiple years. These funds were set aside with intention of using them for one-time capital projects, or to cover short-term financial needs of the City.

Trust and Agency Funds

1. **NER Phase 2 Revolving (715)** was established as a revolving account, wherein Brookfield Homes deposits monies to be used in processing their Phase 2 development application.
2. **Sister City Trust (750)** holds funds deposited for Sister City activities.
3. **Opus Permits/Fees Trust (760)** fund was established to receive deposits from Opus relative to their various development projects, upon which the City may draw to reimburse itself for costs related to these projects.
4. **Opus Development Trust (765)** was established to receive deposits from Opus for planning and other pre-development costs related to their projects; the City draws down on these funds as it incurs related expenses.
5. **Revolving Fund NER (770)** The City has entered into several agreements with the Ridge developers whereby they must reimburse the city for costs related to their development. This fund is used to track the actual costs incurred by the City and the Ridge is billed periodically in order to keep the balance of this fund at a minimum of \$50,000.
6. **Revolving Fund II-Tuntex (775)** This fund was established many years ago to facilitate several development proposals brought forth by Tuntex. A balance still remains in the S.P. Tank Farm Landscaping.
7. **Baylands Revolving (780)** fund was established in January 1993 with a deposit from Tuntex in the amount of \$50,000. These monies are to be utilized for

various planning-oriented consulting services connected with their proposed projects.

8. **Baylands EIR (781)** fund was established in February 2007 to track Environmental Impact Report expenses on the Baylands. Sunquest deposited \$250,000 towards the contract with ESA.
9. **Geneva/Candlestick Project (782)** was established in January 2007 with deposits from Sunquest and Lennar to cover the costs for the Biggs Cardosa Contract regarding the Geneva Avenue extension.
10. **Quarry Revolving (785)** was established to provide a depository for processing fees paid by the developer of the Quarry during the application phase of this project.
11. **Slough Estates Development (786)** fund was established in May 2006 with a deposit from Slough Estates for the EIR on Sierra Point.
12. **Opus-Sierra Point Development (787)** fund was established to provide a depository for processing fees paid by the developer of Sierra Point.
13. **Hotel Reimbursement Trust (790)** was established as a depository for reimbursable fees charged a hotel developer; such fees are to be refunded to the developer if certain conditions are met pursuant to an incentive agreement.
14. **Northeast Ridge Assessment District 2001 (795)** This fund accounts for debt service on 2001 Northeast Ridge Assessment bonds; funds are received via assessments on district property owners where bond proceeds were utilized for capital improvements.

REVENUE SOURCES

The City finances its many services to the public with revenue derived from a variety of sources. The following will provide insight to these sources as well as the basis for budget estimates:

Fund 100 - General Fund

40101 Secured Taxes

40102 Unsecured Taxes

Property taxes in the State of California are administered for all local agencies at the county level and consist of secured, unsecured and utility tax rolls.

Valuations are established by the Assessor of the County of San Mateo for the secured and unsecured property tax rolls; the utility (unitary) property tax roll is valued by the State Board of Equalization. Under the provisions of Article XIII A of the State Constitution (Proposition 13 adopted by the voters on June 6, 1978), properties are assessed at 100% of full value. Proposition 13 also modified the value of taxable real property for fiscal 1979 by rolling back values to fiscal 1976 levels. From this base of assessment, subsequent annual increases in valuation are limited to a maximum of 2%. However, increases to full value are allowed for property improvements or upon change in ownership. Personal property is excluded from these limitations, and is subject to annual reappraisal.

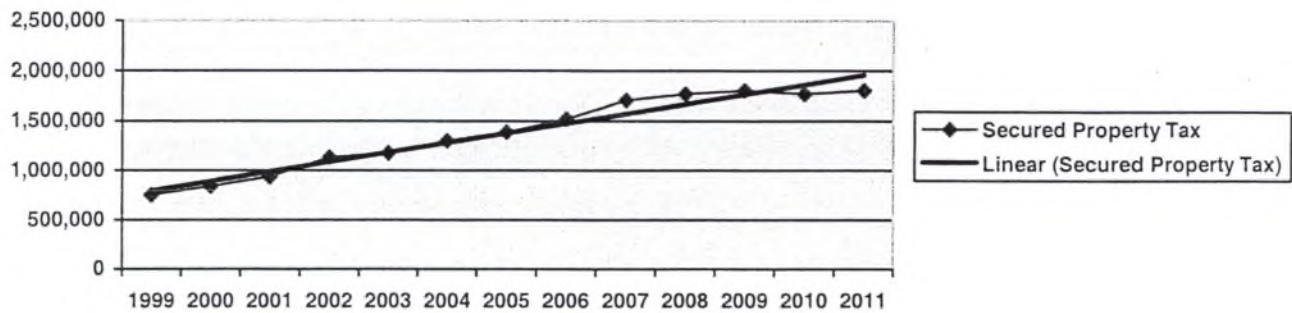
Under the provisions of Proposition 13, the Countywide tax levy for general revenue purposes is limited to 1% of full market value, which results in a tax rate of \$1.00 per \$100 assessed valuation. Tax rates for voter-approved indebtedness are excluded from this limitation.

Due to the nature of the countywide maximum levy, it is not possible to identify general-purpose tax rates for specific entities. Under State legislation adopted subsequent to the passage of proposition 13, apportionments to local agencies are made by the County Auditor-Controller based primarily on the ratio that each agency represented of the total County-wide levy for the three years prior to fiscal 1979; and subsequent adjustments to these apportionments and transfers to the "Educational Revenue Augmentation Fund" (ERAF) as determined by the State.

Property taxes have been severely curtailed in the past due to the State's need to finance its own budget. Since 1993/94 property taxes were shifted from the City to the state pursuant to legislation enacted. San Mateo County is on the Teeter Plan, which provides for payment of 100% of all taxes levied; the County absorbs the delinquencies under this plan. The City receives approximately 20¢ for every dollar paid by the property owner. San Mateo County provides estimates of secured property tax revenues. Due to decrease of housing value, the County Assessor will be reassessing homes sold after 2002 to ensure that their assessed value is current. Brisbane may be impacted more than other cities due this reassessment. The City had a large increase

in assessed value from FY 2005/06 to FY 2008/09. Staff is projecting revenues to be equal to actual revenues received in FY 2007/08.

Unsecured property taxes are derived from taxes on personal property, which are not attached to real property, such as taxes on leasehold interests, boats, airplanes, business equipment in rented buildings, etc. Estimates are based on prior year receipts and County estimates.



40103 Prior Year Taxes

These taxes are generally based on property values which escaped assessment for a variety of reasons during prior years; when collected, a portion is allocated to the City. These estimates of revenues are based on prior year experience.

40105 Supplemental Property Taxes

Includes property taxes apportioned to the City by the County from the 1% Tax Rate of the Supplemental Roll Allocation in accordance with Revenue and Taxation Code 75.50. Supplemental taxes are distributed based on our AB 8 factor and sale of property County-wide. The County Assessor's Office provided guidance to look to FY 2005/06 revenues as to what the City might receive. In FY 2005/06 we received \$107,000. Staff is projecting slightly less than this amount for the next two fiscal years.

40106 Property Transfer Tax

Chapter 3.16 of the Municipal Code enacted in 1967 levies a 2.75% fee for each \$500 value of real property transferred in the City; the County Recorder imposes these fees and remits them to the City. The previous two years show a trend well above the projection for the upcoming two years. However, this is based on sales in the City in particular, rather than County-wide (like the supplemental property tax), it is more conservative to project low to ensure the revenue projection is realized.

40107 VLF as Property Tax

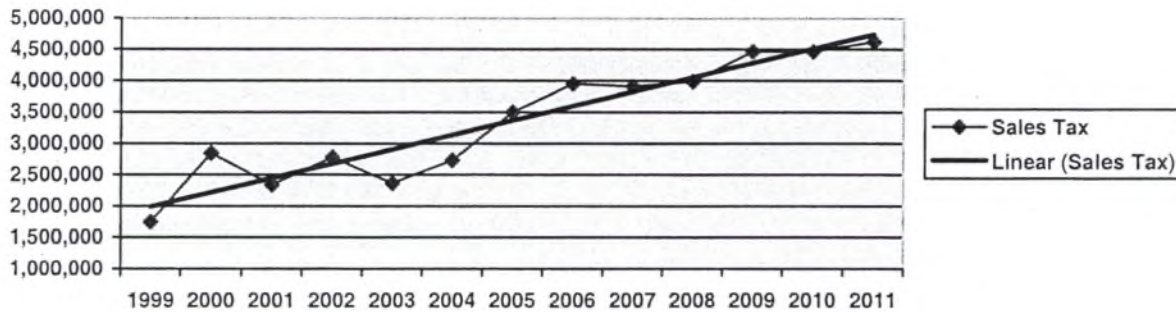
The City started receiving a portion of its Vehicle License Fees as property tax revenue in FY 2004/05. This is increased by the overall increase in the assessed value in the City not just net of the redevelopment agency and therefore is tracked separately.

40150 ERAF Rembursement

The City receives money from the Education Revenue Augementation Fund whenever there is more money in the fund county-wide than is needed to be distributed to the School Districts.

40211 and 40215 Sales Tax-General and Sales Tax as Property Tax

Includes the City's share of sales tax levied on all merchandise sold in the city limits. These funds are received directly from the State on a monthly basis. Revenues are estimated using economic indicators, historical data and projections delivered by the City's sales tax consultant. The City had a new business come into town in the previous year which has helped keep the City's revenues equal to the previous year. Staff is projecting next year to be flat and then increase by 3% to keep pace with inflation.



In March of 2004 the State passed a bond issue to assist them with balancing their budget. The bond will be repaid with a ¼% of the local Burns-Bradley Sales Tax. This portion of the Sales Tax will be backfilled from the State through additional Property Tax revenues. For the purpose of this budget the full 1% local Sales Tax is shown as Sales Tax revenues. However, the City will track this as a separate revenue source.

40212 Sales Tax-Public Safety

SCA I (AB 2788 - Chapter 886 Prop 172) authorized the continued imposition of the one-half cent sales tax commencing 1/1/94 upon approval of the voters. The statewide one-half cent sales tax is allocated based on a share of statewide taxable sales. The monies are allocated by the county auditor and are to be deposited into a separate revenue designation to be used exclusively for public safety. The receipt of these funds is conditioned on maintenance of effort, base year 1992-93. This revenue estimate is based on historical trends and analysis of sales tax trends during the past year.

40221 Franchise Fees - P.G.& E.

40222 Franchise Fees - Garbage

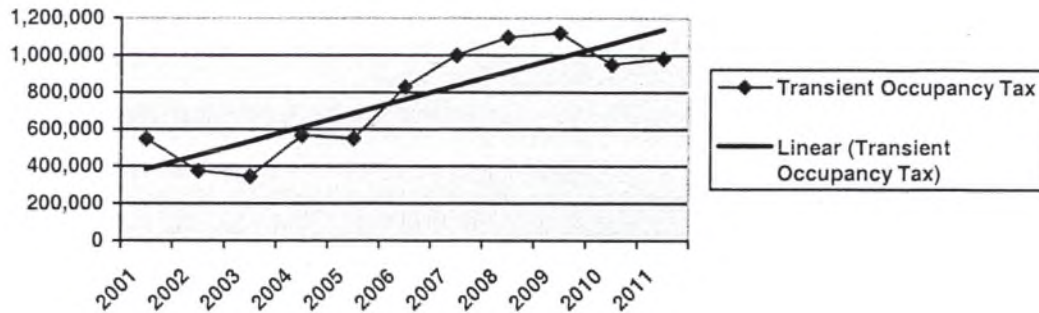
40223 Franchise Fees - Cable TV

The City receives franchise fees from various public utilities and other corporations who furnish gas, electric, Cable TV, refuse or similar services to citizens living within city

boundaries. The various fees are delineated in franchise agreements and are paid directly to the City by these franchisees. Estimates are based on historical experience.

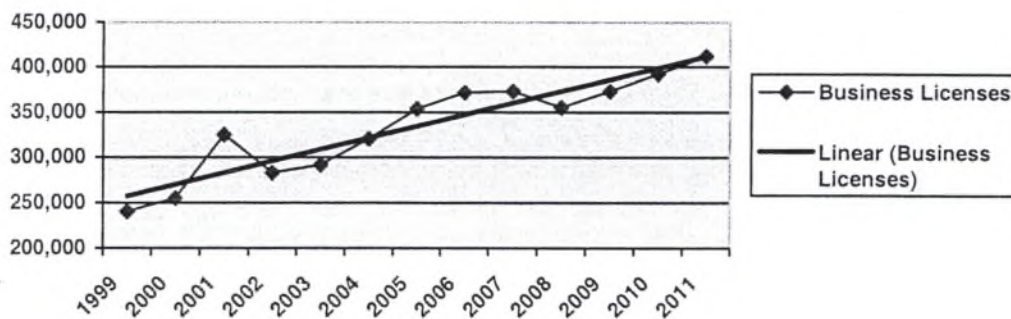
40230 Transient Occupancy Tax

The City's first hotel opened during Fiscal Year 2001. Chapter 3.24 of the Brisbane Municipal Code specifies a tax of 10% of the rent charged by the operator. As you can see by the chart below the City has had three years of greater than \$1,000,000 in room tax. Based on the current economy staff is projecting a significant decrease in room tax receipts over the next couple of years.



40241 Business License Taxes

All businesses within the City are assessed a business license fee in accordance with Municipal Code Title 5. Revenue is estimated based on economic indicators and historical experience. Business licenses are renewed annually in January and are levied, for the most part, based on gross receipts. Some businesses and activities, such as contractors and one-time events, may opt for a flat fee. In FY 2008 the City adopted a change to the business license tax which begins to put money aside for capital improvements. This change does not change the base amount the City will receive in Business License.



40242 Business License-Penalties

Reflects revenue received from penalties charged for failure to purchase a business license in a timely fashion.

40323 Grading Permits/Inspections

Revenue is derived from plan checking and permit requirements relative to the grading of lots. Estimates are based on the Community Development and Engineering departments' estimates of permits to be issued during the upcoming fiscal year.

40324 Encroachment Permits

Reflects the revenue received from permits issued to applicants wishing to encroach in the City right-of-way for any number of reasons. Estimates are based on the Public Works departments' estimate of permits to be issued during the upcoming fiscal year.

40325 Wide Load Permits

Permits are issued to applicants wishing to transport over-the-legal-limit wide loads; estimates are based on the Public Works department's estimate of permits to be issued during the upcoming fiscal year.

40326 Groundwater Discharge Permit

Permits are issued to applicants wishing to discharge into the City's sanitary sewer on a temporary basis; estimates are based on the Public Works department's estimate of permits to be issued during the upcoming fiscal year.

40327 Truck Haul Impact Fees

Impact fees charged to trucks hauling fill on city streets. Estimates of receipts are provided by the Department of Public Works. The City has reevaluated the amount received from this revenue source based on actual history over the past few years. It is anticipated the City will receive about \$180,000 a year.

40331 Building Permits

Building requires securing any one or more of several permits pursuant to the Uniform Building Code, for example: building construction permits, electrical construction fees, mechanical construction fees and plumbing construction fees. Permit fees are specified by the UBC and are collected to cover the cost involved in inspections performed. The Planning and Building Department estimates that they will collect \$143,000 and \$147,000 in the upcoming two years.

40339 Home Occupation & Miscellaneous Permits

In order to operate a business out of a home, planning review and the issuance of a permit is required. The revenue derived from these permits is estimated based on Community Development department experience.

40340 Use Permits

Certain planning uses, in particular zones, require a special use permit to operate. A use permit usually requires that the surrounding property owners be notified of the pending use and are offered an opportunity to protest at a hearing before the Planning Commission. A use permit fee is charged to offset the cost of staff review and noticing requirements. Estimates are based on historical experience.

40341 Variances/Exceptions

Applicants requesting a variance to the zoning regulations are required to pay a fee for the processing of the request and noticing requirements. Estimates are based on historical experience.

40342 Sign Permits

Applicants wishing to construct or install a commercial sign are required under the sign ordinance to undergo review by the Planning Department and/or the Planning Commission. Permit fees are charged to offset the staff time cost for reviewing these applications.

40401 Vehicle Code Fines

The City shares in a portion of the fines levied for violation of the Vehicle Code; citations are issued by the Brisbane Police Department. These fees are collected by the County and then apportioned to the City. Estimates are based on historical experience.

40402 City Code Violation Fines

The City shares in a portion of fines levied for violations under the Brisbane Municipal Code. These fees are collected by the County and then apportioned to the City. Parking fees are collected by a private contractor and remitted to the City. Estimates are based on historical experience. Parking fines collection has improved immensely since the San Mateo cities contracted with Turbo Data for collection services.

40404 Abandoned Vehicle Abatement Program

The City receives funding for the abatement of abandoned vehicles through the State of California via C/CAG. The City of San Carlos administers the various cities abatement efforts and distributes these funds based on population (50%) and the number of vehicles abated (50%).

40501 Investment Earnings

Represents interest earned on General Fund monies invested in the Local Agency Investment Fund and other instruments allowed under the City's Investment Policy and state statute. Estimates are based on expected market conditions relative to interest rates and cash balances available for investment. Interest earnings are based on a 2.0% interest rate for the year.

40502 Rents and Concessions

This is the anticipated rent for City owned property.

40602 State Motor Vehicle In-Lieu Fees

Includes City share of motor vehicle license fees levied, collected and apportioned by the State. Estimates of revenue are based on prior receipts and are expected to be \$28,356. Over \$250,000 is collected through property tax based on the budget changes made at the State in FY 2004/05.

40608 State-Booking Fee Relief

As a part of the 1999/2000 State Budget package, AB 1662 (Leonard) was passed which gives cities ongoing reimbursement for the cost of county booking fees. The amount each city gets is based on the booking fees paid to counties in the 1997/98 year. The reimbursement will be increased by 2% per year thereafter.

40609 State - Homeowner's Property Tax Rebate

The City is reimbursed for property taxes lost due to the allowance of the homeowner's property tax exemption. Estimates are based on historical experience and county estimates. Payments are funneled through the County from the State to the City and are usually received in April and July.

40611 State – Off-Highway Motor Vehicle In-lieu

Includes City share of license fees collected by the State on off-highway vehicles. Estimates are based on historical experience.

40612 State - P.O.S.T. Reimbursements

The cost of training received by City police officers is partially reimbursable from the Peace Officer Standards and Training Commission. Revenues are estimated on the basis of historical experience and the expected training to be given in the upcoming fiscal year.

40613 State - Mandated Costs Reimbursements

The city is reimbursed by the State for certain state-mandated costs. Claims are prepared for the City by a consultant for a flat fee. Although we still file claims, staff has not budgeted any amount due to the large deficits the State is running. Hopefully, after the State has solved its own financial issues they will make back payments to the City.

40701 Zoning and Amendment Fees

Anyone requesting a zoning change or an amendment to the zoning ordinance text to facilitate their particular development must pay the costs of hearing and processing their request. Estimates are based on Planning Department estimates of the numbers of these types of requests that will be received during the upcoming fiscal year.

40702 Environmental Review Fees

Fees are charged for preparation of environmental impact reports that occasionally are required of developer applicants. Estimates are based on Planning Department estimates of the numbers of these types of requests that will be received during the upcoming fiscal year.

40703 Sales of Maps/Publications

The sale of publications such as the General Plan and the Brisbane History published by the City are included as revenue here. Estimates are based on historical experience.

40704 S.M.I. Fees

Fees are passed through to those taking out building permits by the City for the State; Strong Motion Instrumentation Program fees are then remitted to the state after being collected from building applicants. This is strictly a pass-through type of revenue and is estimated based on anticipated building activity in the upcoming year.

40705 Design Review Fees

Fees are charged by the Planning Department for design review services - a service for which a permit fee is collected. Revenues are based on historical experience and the Planning Department's expectations for this type of review in the upcoming fiscal year.

40707 Certificate of Compliance fees

The Planning Department charges a fee for the issuance of a Certificate of Compliance pursuant to Chapter 16.48 of the Brisbane Municipal Code. Any person owning real property may request whether such property complies with the Subdivision chapter of the Code. The Planning Director issues these Certificates of Compliance that the property owner may then record. Estimates are based on the Planning Department's estimates of activity in the upcoming fiscal year.

40716 Tentative Parcel/Subdivision Map Fees

Fees are collected when parcel or subdivision maps are filed which cover the cost of Engineering Department review of the improvement plans. Estimates are based on the Engineering Department's prediction of activity of this type during the upcoming fiscal year.

40720 Appeal Fees

Reflects the cost of fees collected to process and hear appeals of Planning Commission decisions. Estimates are based on historical experience.

40722 Plan Checking Fees

Reflects the cost of fees collected from those submitting plans needing checking; the City hires consultants to perform these services which must be paid for by those requesting plan checking services. Revenues are based on Planning Department estimates of upcoming activity during the budget cycle.

40724 Special Fire Services

The Fire Department periodically inspects every commercial property in Brisbane for fire code violations - these inspections and reinspections are charged to the property owner. Estimates are based on recent activity and Fire Department expected inspections for FY 2009/10 and FY 2010/11.

40725 Fire Paramedic Reimbursement

The 20 cities located in San Mateo County have joined together to form a joint powers agency entitled "San Mateo Pre-hospital Emergency Services Providers Group". These cities now provide Advanced Life Support (ALS) services within their respective jurisdictions, a service which is partially reimbursed by the private provider ambulance company. Those reimbursements are reflected in this account and are previously established by the group.

40726 CPR Class Registration Fees

The Fire Department offers CPR Classes to the public and collects a fee that covers the cost of the instructor and the materials used. Estimates are based on historical experience.

40727 Narcotics Task Force Reimbursement

The City has not assigned an officer to SMNTF during the next two years; therefore no reimbursement of cost is anticipated.

40728 Booking Fees Recovery

On arrests where conviction ultimately occurs, the City may seek to recover the cost of its booking fees from the arrestee. Collections are based upon Police Department estimates of recoveries during the upcoming fiscal year.

40730 Special Engineering Services

Represents engineering service fees charged to developers by the City for staff time. Estimates are based on previous years experience.

40731 Planning Department Service Fees

The Planning Department collects set fees for their services; when the extent of Planning staff services exceed the amount of the fees, applicants are required to deposit additional funding to cover the cost of processing their application.

40732 Police Department Services

Miscellaneous police services rendered such as fingerprinting and paid court appearances. However, since the City no longer provides this service, City staff is taking the most conservative estimate possible by estimating \$0 in revenue.

40733 Weed Abatement/Lot Cleaning

Properties are noticed when weeds and other debris become a fire hazard. Property owners are required to abate these conditions; those who fail to comply are cleaned up by the City and the property is liened for this cost. These charges are difficult to forecast given the sporadic nature of these occurrences.

40750 Sale of Copies

The City sells a variety of copies to various members of the public upon request. Estimates of revenue here are based on previous year's experience.

40751 Police Report Fees

Reflected here are the fees charged for providing copies of police reports. Estimates are based on historical experience and Police Department estimates.

40761 P.G. & E. Bill Collection Fees

The City Finance Department functions as a P.G. & E. bill paying station and receives a small fee for providing this service. This fee is reflected in this account and is based on historical experience.

40901 Indirect Cost Reimbursement

This is the funds the City receives from the City's Enterprise and Special Revenue for the work that General Fund employees do for these funds. Prior to FY 2002/03 the City used to split individuals out to each fund. In FY 2002/03 the City had FCS Group do an indirect cost study to determine the actual cost of providing services to the various funds.

40902 Contractual Services

These are for services we provide to other agencies such as Parks and Recreation Director, STOPPP coordinator, SAMCAT employee, and landscape maintenance to Sierra Point Lighting and Landscaping District and GVMID.

40920 Sale of Surplus Property

Budgeted here is revenue derived from the sale of surplus City-owned real property and equipment. Estimates are difficult to anticipate and depend upon property surplused in any given year.

40930 Insurance Reimbursements

Included in the revenue account are reimbursements from insurance companies for damages done to City property.

40941 Returned Check Fees

This account reflects fees charged to persons whose checks to the City are returned by the bank for lack of funds. Estimates are based on historical experience.

40949 Developer's Contribution

In 1992, the City and Tuntex reached an agreement relative to downward re-appraisals of Tuntex-owned property, wherein the City agreed not to contest the appeal of Tuntex to the Assessor for re-evaluation in exchange for which Tuntex would deposit with the City a set amount of lost tax increment. Tuntex deposits these monies each year with the City based on a complex formula stipulated in this agreement.

40950 Miscellaneous Revenues

Reflected in this account are rental of community garden plots, SamTrans pass commissions, notary services and other unanticipated miscellaneous revenue sources. Historically, staff has budgeted unanticipated savings here. However, based on a budget

which already is conservatively budget there does not seem to be any additional revenues anticipated nor expenditure savings.

40956 Reimbursement for Prior Year Expenditures

This account reflects reimbursements received by the City for expenditures made in a prior year to which, because the books for that year have been closed, cannot be cost applied to the expenditure account.

40959 Reimbursed Expenditures-Current Year

This revenue account is composed of reimbursements received during the current year for City services or materials for which no specific account has been established. Estimates are based on historical experience.

40961 Transfers In From Other Funds

Includes transfers from other funds to the General Fund programmed in the fiscal years 2009/10 and 2010/11 Budget as shown on the separate "Schedule of Transfers".

40970 Administrative Fee from BPFA

In 1991, the Brisbane Public Financing Authority purchased the Marina Blvd. & Lagoon Road Local Improvement District Assessment Bonds and issued new bonds. The 1991 bonds were refinanced in 2001. The LID 79-1 District remains intact and assessments continue to be levied on properties in the district (Sierra Point area); these assessments plus an administrative fee are collected each year on the property tax rolls; the amount needed to pay the BPFA bonds is paid to the trustee and the administrative fees collected as a part of the property assessments is revenue in to the General Fund through this revenue code. The amount expected is based on the established debt service schedule.

40972 Administrative Charges to Northeast Ridge

The City charges the Northeast Ridge Assessment Fund for the cost of processing the engineering and administrative work to run the District.

Fund 200- Gas Tax

40501 Investment Earnings

Represents interest earned on restricted gas tax funds. Estimates are based on trends and historical experience.

40603 Gas Tax - 2106

40604 Gas Tax - 2107

40605 Gas Tax - 2107.5

40606 Gas Tax - 2105

Gasoline taxes levied on the sale of gasoline within City boundaries are distributed pursuant to formulas specified in Streets and Highways Code Sections 2106, 2107, 2107.5, and 2105. Use of Gas Tax is restricted to street and road purposes. Estimates of revenue are based on prior year receipts.

Fund 201 –Traffic Congestion Relief

40620 - Other Grants

Traffic Congestion Relief Revenue.

Fund 205 - Measure A

40213 Sales Tax - Transportation

Reflects receipt of voter-approved, half-cent countywide sales taxes levied to fund transportation improvements distributed by the County; funds are required to be used to pay for local street improvements. Anticipated revenue is based on estimated sales tax receipts and prior year's receipts.

40501 Investment Earnings

Represents interest earned on restricted Measure A funds invested with the State's Local Agency Investment Fund and other instruments. Estimates are based on trends and historical experience. Interest has decreased due to much lower cash carryover balances.

Fund 210 - Sierra Point Lighting and Landscaping District

40109 Special Assessments

Established under the California Lighting and Landscaping District statutes, assessments are calculated based on an Engineer's estimate of costs needed to fund the District budget each year. Assessments are then transmitted to the County Auditor-Controller who places these assessments on the upcoming tax rolls. Once collected, the County pays these assessments to the City, which in turn uses these funds to provide lighting and landscaping services to the Sierra Point Lighting and Landscaping District.

40501 Investment Earnings

Represents interest earned on restricted District funds invested with the State's Local Agency Investment Fund and other instruments. Estimates are based on trends and historical experience. This fund may experience deficit interest in that the fund is in a deficit condition much of the year pending December and April receipt of the assessments.

Fund 220- National Pollution Discharge Elimination System (N.P.D.E.S.)

40109 Special Assessments

The County collects assessments via the property tax bills pursuant to the National Pollution Discharge Elimination System Regulations, a federally mandated program. Assessments for the past three years were levied based on a graduated rate schedule. Revenue estimates are based on the adopted NPDES Budget. Revenues are used to fulfill federal mandated storm drainage requirements.

40501 Investment Earnings

Represents interest earned on NPDES fund balances invested with the State's Local Agency Investment Fund and other instruments. Estimates are based on market indicators and historical trends. This fund may experience deficit interest in that the fund is in a deficit condition much of the year pending receipt of the assessments from the County.

Fund 230 - General Plan Open Space

40501 Investment Earnings

Estimates are based on interest trends and cash balances in this fund.

40961 Transfers In From Other Funds

The City Council, via Resolution No. 99-1 has directed an annual contribution to the Open Space Trust that is to be increased by 10% each year from the preceding year. An Open Space Committee has been established which is charged with developing a plan for the development and preservation of Open Space within the City. The annual contribution to this fund is accomplished through a Transfer In of funds from the City's General Fund. See "Schedule of Transfers".

Fund 250 - Office of Traffic Safety Grant

40618 Federal-OTS Grant

Reflects grant funding anticipated as reimbursement for safety training programs. Revenue is predetermined as a function of the grant award.

Fund 251 - Local Law Enforcement Block Grant

40501 Investment Earnings

Represents interest earned on restricted grant funds invested with the State's Local Agency Investment Fund and other instruments. Estimates are based on trends and historical experience.

Fund 254 – Community Oriented Policing AB3229

40501 Investment Earnings

Estimates are based on trends and historical experience.

40614 COPS Grants

This is for funds received from the State.

Fund 281 - Redevelopment-Project Area No. 1

This fund is the operating fund for the Agency's Project Area No. 1. Funds are transferred to service Project Area No. 1 debt and pay City administration expenses related to Project Area No. 1.

40101 Secured Property Tax

Represents the annual tax increment expected to be received from the County from the property tax rolls. Estimates based on projections provided by the County Assessor.

40102 Property Taxes-Unsecured

Unsecured property taxes are derived from taxes on personal property that may not be attached to real property, such as taxes on leasehold interests, boats, airplanes, business equipment in rented buildings, etc. Estimates are based on projections from the County Assessor and prior years' experience.

40501 Investment Earnings

Estimates are based on interest trends and cash balances in this fund.

Fund 282 - Redevelopment Project Area No. 2

This fund is the operating fund for the Agency's Project Area No. 2 (the Baylands). Funds are transferred to service Project Area No. 2 debt and pay City administration expenses related to Project Area No. 2.

40101 Secured Property Tax

Represents the annual tax increment expected to be received from the County from the property tax rolls. Estimates based on projections provided by the County Assessor.

40102 Property Taxes-Unsecured

Unsecured property taxes are derived from taxes on personal property that may not be attached to real property, such as taxes on leasehold interests, boats, airplanes, business equipment in rented buildings, etc. Estimates are based on projections from the County Assessor and prior years' experience.

40111 County Pass-Through Payment

The Agency and the County have agreed to a pass through of tax increment to the County for its use. That amount is reflected as a contra revenue and is expected to be \$179,920.

40501 Investment Earnings

Estimates are based on interest trends and cash balances in this fund.

Fund 283 - Low Mod Housing

The Low/Mod Housing Fund is a statutory requirement in Redevelopment Law. This activity is primarily funded by 20% of the Redevelopment Agency tax increment that must be set aside each year in a separate fund.

40501 Investment Earnings

Estimates are based on interest trends and cash balances in this fund.

Fund 340 – 2006 Pension Obligation Bonds

40501 Investment Earnings

Estimates are based on trends and historical experience.

Fund 365 – Brisbane Public Financing Authority (BPFA) 2005 Refunding Bond

40501 Investment Earnings

Estimates are based on interest trends and cash balances in this fund.

40961 Transfers In From Other Funds

Funds are transferred from the General Fund, Utility Fund, and Park & Recreation Fund to provide for debt service on this bond. See "Schedule of Transfers".

Fund 366 2005B Lease Revenue Bond

40501 Investment Earnings

Estimates are based on interest trends and cash balances in this fund.

Fund 367 2009A City Hall Completion Lease Revenue Bond

40501 Investment Earnings

Estimates are based on interest trends and cash balances in this fund.

Fund 370 - Brisbane Public Financing Authority 2001 Series A

40501 Investment Earnings

Estimates are based on interest trends and cash balances in this fund.

40961 Transfers In From Other Funds

The Brisbane Public Financing Authority is a financing conduit for certain debt. The debt instrument covered by this fund is described as follows:

These bonds replaced the Brisbane Redevelopment Agency Project Area No. 1 1984 Tax Obligation Bonds and the associated Lease/Leaseback Agreement. The Redevelopment Project Area No.1 operating funds transfers tax revenue to service this debt.

Fund 375 – Brisbane Public Financing Authority 2001 Series B

40109 Special Assessments

Budgeted here are the special assessments levied in the Marina Blvd. and Lagoon Road Local Improvement District. These assessments are placed on the county tax rolls and collected by the County of San Mateo Tax Collector and remitted pursuant to the Teeter Plan to the City by the County Auditor-Controller. The bonds of this District were purchased by the Brisbane Public Financing Authority in 1991 and were not defeased but held by the fiscal agent.

40501 Investment Earnings

Estimates are based on trends and historical experience.

Fund 383 - Housing Bond Fund

40501 Investment Earnings

Estimates are based on interest trends and cash balances in this fund.

40961 Transfers In From Other Funds

Funds are transferred in from Fund 283---the Low/Mod Housing Fund to provide for debt service on this bond. See "Schedule of Transfers".

Fund 410 - Tunnel Avenue Bridge

40615 Federal - Bridge Grant

Bridge construction grant funds are expected for this project; up to 80% would be reimbursed. Of the total amount, \$550,000 is to come from the State Seismic Retrofit funds.

40979 Contributions from Others

Under a settlement agreement dated 3/4/97 among Santa Fe Pacific Pipelines, Inc (SFPP), Southern Pacific Transportation Company, Universal Paragon Corporation, Sunquest Properties (formerly Tuntex Properties) and the City, the companies named are to contribute up to \$1,266,350 (adjusted for inflation based on the ENR Cost Index) toward the cost of replacing the overpass on Tunnel Avenue, or in the absence of federal matching bridge monies, will provide these funds toward seismically upgrading the overpass and the approach roadway. The companies had previously provided \$100,000 to help fund the necessary applications for federal funding of the bridge.

Fund 430 - LID 79-1 Capital

40501 Investment Earnings

Estimates are based on trends and historical experience. The balance in this fund represents the balance of capital raised through the sale of assessment bonds and remains to be expended for improvements on Marina Blvd. and Lagoon Road.

Fund 440 - Special Beautification

40501 Investment Earnings

Represents interest earned on deposited funds invested with the State's Local Agency Investment Fund and other instruments. Estimates are based on trends and historical experience.

Fund 450 – Facilities Fund

40501 Investment Earnings

Estimates are based on trends and historical experience.

Fund 540 – Utility Enterprise

The Utility Enterprise Fund consists of the former Water, Sewer, and GVMID Enterprise Funds.

40101 Property Taxes – Secured

As a special district, GVMID is entitled to a pro-rata share of property taxes collected from the County as a whole. That amount is based upon a formula dictated by statute which represents the District's share of property taxes from within the entire county at the time Proposition 13 was enacted to that of other entities in the County. Estimates of taxes for the new year are based on projections provided by the County Assessor as to the assessed valuations for the new year.

40102 Property Taxes - Unsecured

Unsecured property taxes are derived from taxes on personal property that may not be attached to real property, such as taxes on leasehold interests, boats, airplanes,

business equipment in rented buildings, etc. Estimates are based on projections from the County Assessor and prior years' experience.

40103 Property Taxes - Prior Years

These taxes are generally based on property values that escaped assessment for a variety of reasons during prior years; when collected, a portion is allocated to the City.

40105 Property Taxes - Supplemental

Includes property taxes apportioned to the City by the County from the 1% Tax Rate of the Supplemental Roll Allocation in accordance with Revenue and Taxation Code 75.50. Estimates for 2007/08 and 2008/09 are based on historical experience and County estimates.

40501 Investment Earnings

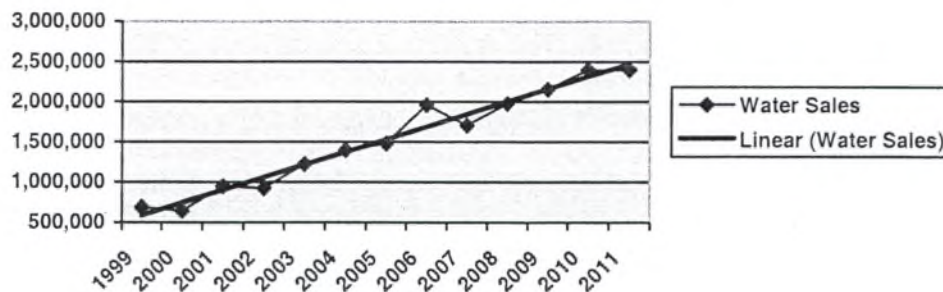
Estimates are based on interest trends and cash balances in this fund.

40609 Homeowner's Property Tax Relief

The district is reimbursed for property taxes lost due to the allowance of the homeowner's property tax exemption. Estimates are based on historical experience and county estimates. Payments are funneled through the county from the State to the District and are usually received in April and July.

40801 Water Sales

This revenue item represents the sale of water to residential and commercial customers in the City and the District. The City Finance Department bills for water bi-monthly based on rates established by the City Council. Revenue estimates for the new year are based on historical trends and the increase adopted in 2008.



40802 Account Opening and Reconnection Charges

The District and City charge a fee to open a new account or to have service reconnected after it has been disconnected for non-payment of the water billing. Those charges are reflected here and are estimated based on prior years experience.

40803 Late Payment Charges

The District and City charge penalties for late payment of water billings. Future revenues are estimated based on prior years experience.

40804 Water Meter Connection Fees

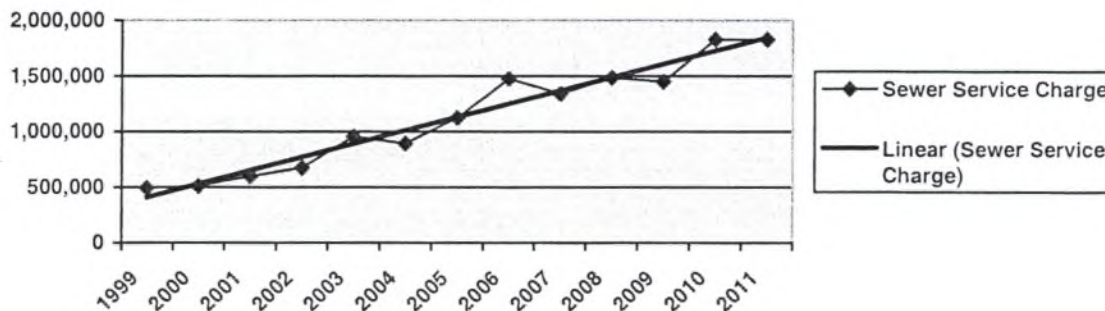
All new hookups/services pay a fee for the privilege of hooking into the District and City water system. Estimates for 2009/10 and 2010/11 are based on the Public Works Department's estimates of hookups in the new year and building activity.

40805 Fire Services Charges

On commercial water accounts and new residential buildings, the District and City charge a rate (\$19.53 per inch) to recover the cost of having water and suitable water pressure available for fire suppression (indoor sprinkler systems).

40820 Sewer Service Charges

Consists of charges the District and City levy for sewer service to residents and commercial enterprises in the District limits. Estimates are based on prior years' experience and the increase adopted in 2008..



40821 Sewer Connection Fees

The District and City charge a sewer connection fee for all new connections into the District sewer system. Estimates are based on Public Works' expectations for building and new service connections in the new year.

Fund 550 Parks and Recreation Enterprise Fund

40501 Investment Earnings

Estimates are based on interest trends and cash balances in this fund.

40502 Rents and Concessions

This is for the soda machine, oil recycling, laundry, dock wheels, and iDock offered at the Marina.

40734 Adult Sports Registration Fees

Reflects the registration fees charged those participating in the Recreation Department's Adult Sports activities. Estimates are based on programming planned for the new year.

40735 Youth Sports

The Recreation Department offers a number of youth sports activities, such as basketball, baseball, wrestling, and softball. The participants are charged a nominal fee to cover the cost of uniforms and referees. Estimates for this budget cycle are based on anticipated programming and historical participation figures.

40737 After School Program Fees

The Recreation Department offers after school programming for children; a participant fee is charged to help offset the cost of staff and materials. Estimates are based on programming planned for the new year and historical participation figures.

40738 Pre-school (Tiny Tots) Fees

The Recreation Department offers programs for Tiny Tots; a participant fee is charged to help offset the cost of staff and materials. Estimates are based on programming planned for the new year and on historical participation figures.

40742 Classes Registration Fees

The Recreation Department offers classes for youth and adults; a participation fee is charged to help offset the cost of the instructor and materials. Estimates are based on programming planned for the new year.

40743 Day Camp Registration Fees

The Recreation Department offers day camp experiences during Winter and Spring vacations for which a small fee is charged to cover staff costs and materials. Revenues anticipated for FY 2009/10 and FY 2010/11 are based on scheduled programming and historical participation.

40744 Adult Lap Swim Fees

Reflects fees charged to adults who utilize the pool for lap swimming. Estimates are based on past history.

40745 Recreational Swim Fees

Recreational swim fees are estimated based on the experience of the facility.

40746 Swim Lesson Fees

Swim lesson fees are estimated based on the experience of the City.

40747 Special Swim Class Fees

The Recreation Department offers special swimming classes such as Water Aerobics, Lifeguard Training and WSI for a fee.

40748 Senior Activities

Reflects fees charged to senior citizens for programs which they use.

40749 Teen Program Fees

The Recreation Department offers programming for teenagers, for which, in some cases, fees are collected to help defray costs. These fees are estimated on historical participation in these programs and based on anticipated programming in the coming fiscal years.

40790 Special Events Registration Fees

The Recreation Department conducts several special events each year, among which are Lagoon Cleanup and the Family Festival, for which various charges are levied on participants for booth rentals, etc. Revenues for the next two years are estimated on historical experience and anticipated special events scheduled.

40795 Facilities Rentals

The Recreation Department rents various City facilities such as the Community Center, Mission Blue Park and Recreation Center and the Community Park to the public; rents are collected and reflected in this account. Estimates are based on historical experience and anticipated future availability of new facilities.

40803 Late Payment Charges

The Marina, which rents boat berths, charges a late penalty on those who do not pay their slip rental on time. These revenues are estimated based on previous years' experience.

40830 Berth Rentals

The Brisbane Marina rents its slips to boaters for varying amounts depending on the length and location of the slip. The estimates for the new year are based on previous years' experience.

40831 Electricity Charges

Beginning in FY 2008/09 the Marina metered the individual slips in order to charge electrical costs to the berth renters.

40833 Berth Application Fees

The Marina charges a small fee for processing new applications for slip rental. Estimates are based on previous years' experience.

40834 Berth Transfer Fees

Should a slip tenant wish to relocate to a different slip, the Marina charges a \$25 fee to cover processing costs. Estimates are based on historical experience.

40837 Office Rent

In FY 2008/09 the City entered into an agreement with a yacht broker to rent space within the Harbor Master's building.

40941 Returned Check Fees

The City charges a fee for all checks returned by the bank for insufficient funds. These fees are estimated based on prior years' experience.

Fund 600 - Fringe Benefit

40501 Investment Earnings

Estimates are based on interest trends and cash balances in this fund.

Fund 620 - Dental Self-Insurance

40501 Investment Earnings

Estimates are based on interest trends and cash balances in this fund.

40958 Other Revenue - Payroll Charge

The City deposits \$95 per month per full-time employee to the Dental Trust Fund. Worker's dental claims are then paid from the trust pursuant to a prescribed set of guidelines.

Fund 630 – Liability Self Insurance Fund

40501 Investment Earnings

Estimates are based on interest trends and cash balances in this fund.

40958 Other Revenue - Payroll Charge

The City will transfer into this fund revenue from departments based upon their budgeted payroll.

Fund 640 – Workers Compensation Fund

40501 Investment Earnings

Estimates are based on interest trends and cash balances in this fund.

40958 Other Revenue - Payroll Charge

The City will transfer into this fund revenue from departments based upon their budgeted payroll.

Fund 690 – Rainy Day Fund

40501 Investment Earnings

Estimates are based on interest trends and cash balances in this fund.

Fund 750- Sister City Trust

40501 Investment Earnings

Estimates are based on interest trends and cash balances in this fund.

Fund 765 - Opus Development Trust

40501 Investment Earnings

Estimates are based on trends and historical experience.

40949 Developer's Contribution

This account reflects deposits from Opus relative to their various development projects upon which the City may draw to reimburse itself for costs related to these projects.

Fund 715/770 - Revolving North East Ridge

40501 Investment Earnings

Estimates are based on trends and historical experience.

40959 Reimbursed Expenses-Current Year

Reflects reimbursements made by Brookfield Homes to the City for staff time and other related costs in connection with the development of the Northeast Ridge. The City bills the developer periodically for reimbursement of costs based on charges posted against this fund. The developer is required to keep this fund at a minimum balance of \$50,000.

40946 Developer's Reimbursements

Reflected in this account is the administrative overhead related to direct costs charged to developers for consultants, surveys, mapping, etc. The City charges 20% overhead.

Fund 781 – Baylands Environmental Impact Report

Fund 782 – Geneva/Candlestick Projects

Fund 780 – Baylands Revolving

40501 Investment Earnings

Estimates are based on trends and historical experience. Monies were deposited by Tuntex in January 1993 in the amount of \$50,000 to be utilized for various planning-oriented consulting services connected with their proposed projects.

40946 Developer's Reimbursements

Reflected in this account is the administrative overhead related to direct costs charged to developers for consultants, surveys, mapping, etc. The City charges 10% overhead

Fund 786 – Slough Estates Development Fund

40501 Investment Earnings

Estimates are based on trends and historical experience.

Fund 795 – Northeast Ridge Assessment District

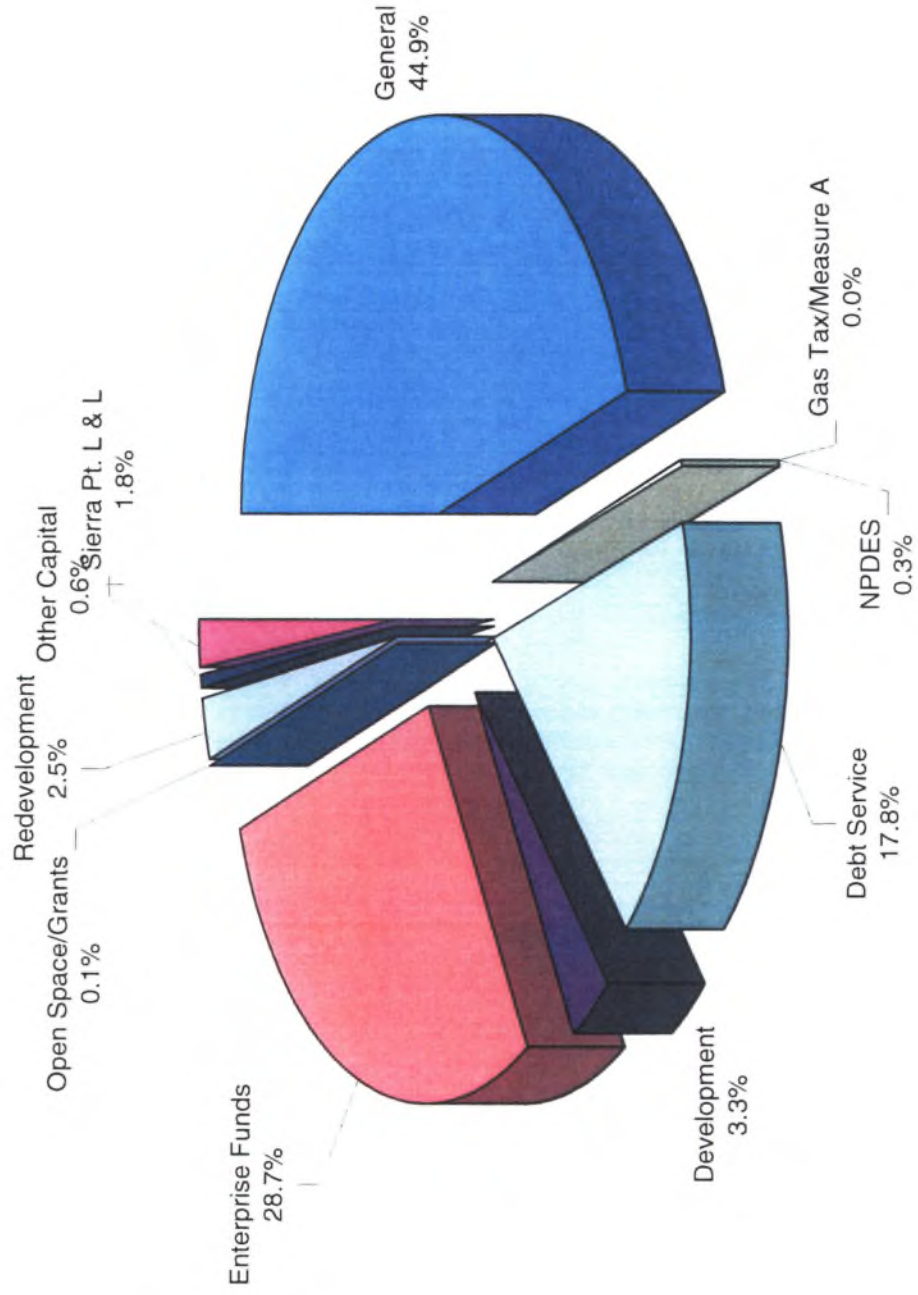
40109 Special Assessments

Special Assessments are levied on properties located on the Northeast Ridge and collected through the property tax cycle. These assessment bonds were sold to provide infrastructure improvements for the housing development on the Ridge. These assessments are used to pay the bonds and their interest.

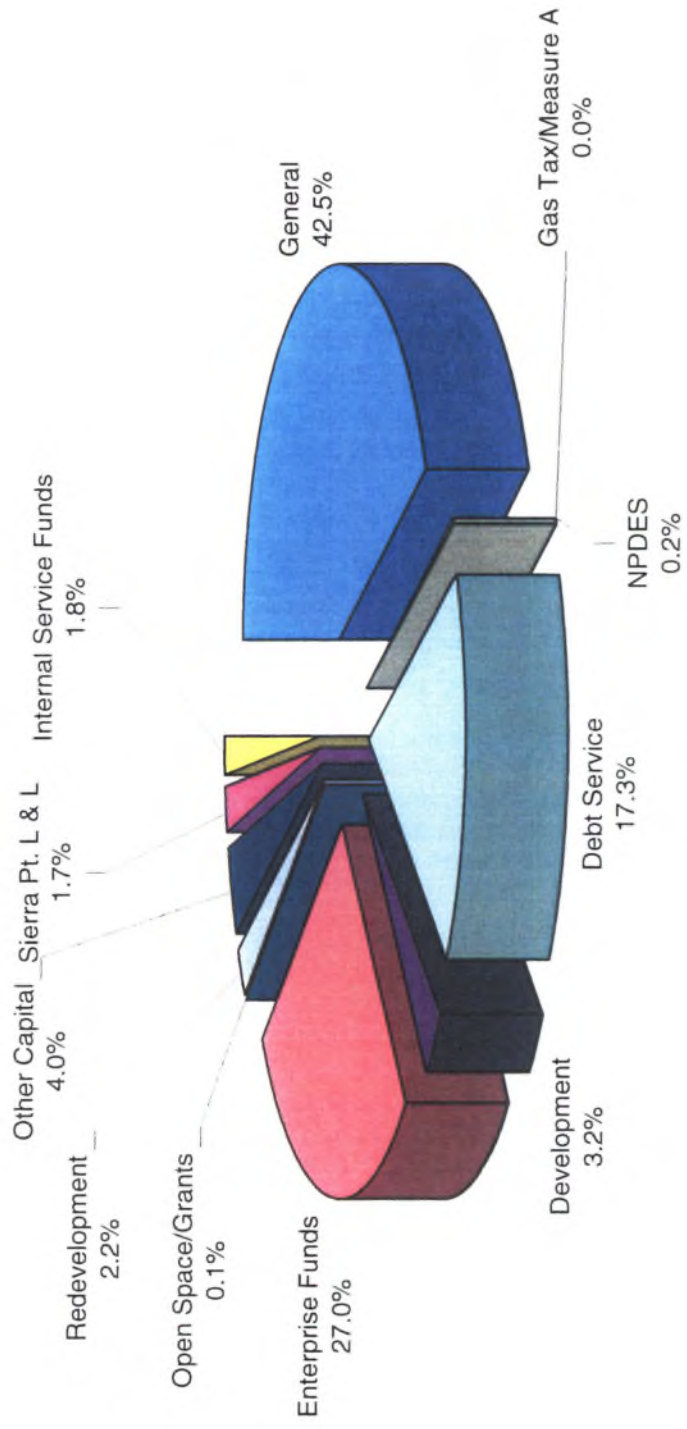
40501 Investment Earnings

Estimates are based on interest trends and cash balances in this fund.

City of Brisbane Budget by Fund 2009/10



City of Brisbane Budget by Fund Total FY 2010/11



**CITY OF BRISBANE
SUMMARY OF BUDGET
2009/10**

Schedule 1

Fund	Estimated Fund Balance 7/1/09	Estimated Revenue 09/10 (Schedule 2)	Transfers In (Schedule 5)	Total Available	Budget Recommended 09/10 (Schedule 4)	Transfers Out (Schedule 5)	Estimated Available Balance 6/30/10
GENERAL OPERATING:							
General (100)	6,500,000	11,960,855	175,253	18,636,108	11,939,389	(2,012,051)	4,684,668
SPECIAL REVENUE FUNDS:							
Gas Tax (200)	25,677	75,000	-	100,677	-	(75,000)	25,677
Measure A (205)	22,020	90,000	-	112,020	-	(90,000)	22,020
Sierra Point Lighting & Landscaping (210)	(267,857)	429,696	-	161,839	485,097	-	(323,259)
NPDES (220)	(55,130)	52,000	-	(3,130)	67,602	-	(70,732)
Open Space (230)	(580,498)	-	46,188	(534,310)	21,200	-	(555,510)
Local Law Enforcement Block Grant (251)	-	-	-	-	-	-	-
Cops Intranet Grant (252)	-	-	-	-	-	-	-
COPS - State Personnel Grant (253)	-	100,000	-	100,000	-	(100,000)	-
C.O.P. Grant (254)	-	-	-	-	-	-	-
COPS - Universal Hiring Grant (255)	-	-	-	-	-	-	-
COPS - CSO Grant (256)	-	-	-	-	-	-	-
Redevelopment Agency, Project #1 (281)	534,963	2,900,000	-	3,434,963	201,596	(2,081,725)	1,151,643
Redevelopment Agency, Project #2 (282)	(113,896)	691,868	-	577,972	337,584	(307,495)	(67,106)
Housing Set Aside (283)	5,008,913	957,718	-	5,966,631	114,495	(120,243)	5,731,893
DEBT SERVICE FUNDS:							
Utility Bond 2002 (310)	3,500	-	288,311	291,811	288,311	-	3,500
BPFA Refunding Lease Revenue Bond (365)	572,056	-	321,873	893,929	321,873	-	572,056
BPFA Lease Revenue Bond 2006 Series B (City Hall) (366)	-	-	259,021	259,021	259,021	-	-
BPFA Lease Revenue Bond 2009 (City Hall Completion) (367)	-	-	189,086	189,086	189,086	-	-
Brisbane Public Financing Authority 2001 A (370)	60,703	-	2,036,466	2,097,169	2,036,466	-	60,703
Brisbane Public Financing Authority 2001 B (375)	1,826,701	1,038,643	-	2,865,344	1,038,643	-	1,826,701
Pension Obligation Bond (340)	-	-	488,250	488,250	488,250	-	-
Housing Bond (383)	120,000	-	120,243	240,243	120,243	-	120,000
CAPITAL PROJECTS FUNDS:							
Capital Projects Labor Clearing (400)	-	-	165,000	165,000	165,000	-	-
Special Beautification (440)	6,425	-	-	6,425	-	-	6,425
Facilities Fund (450)	370,000	-	-	370,000	-	-	370,000

CITY OF BRISBANE
SUMMARY OF BUDGET
2009/10

Schedule 1

Fund	Estimated Fund Balance 7/1/09	Estimated Revenue 09/10 (Schedule 2)	Transfers In (Schedule 5)	Total Available	Budget Recommended 09/10 (Schedule 4)	Transfers Out (Schedule 5)	Estimated Available Balance 6/30/10
ENTERPRISE FUNDS:							
Utility Fund (540)	(905,950)	4,438,200	-	3,532,250	4,105,808	(424,523)	(998,080)
Utility Capital Fund (545)	-	-	-	-	-	-	-
Parks and Recreation (550)	2,764,651	2,124,290	1,013,388	5,902,329	3,510,037	-	2,392,292
INTERNAL SERVICE FUNDS:							
Fringe Benefits (600)	1,161,614	-	-	1,161,614	-	-	1,161,614
Flexible Benefits (610)	48,104	-	-	48,104	-	-	48,104
Dental (620)	180,625	88,783	-	269,408	84,000	-	185,408
Self Insurance (630)	53,220	425,980	-	479,200	230,000	-	249,200
Workers Compensation (640)	(425,156)	365,375	-	(59,781)	200,000	-	(259,781)
Retiree Stipend Fund (650)	-	-	107,958	107,958	107,958	-	(0)
Rainy Day Fund	3,700,000	65,840	-	3,765,840	-	-	3,765,840
TRUST AND AGENCY FUNDS:							
Swimming Pool Trust (710)	-	-	-	-	-	-	-
NER Phase 2 Revolving (715)	50,000	-	-	50,000	-	-	50,000
Sister City Trust (750)	724	20	-	744	-	-	744
Opus Fees/Permits (760)	4,512	-	-	4,512	-	-	4,512
Opus Development Trust (765)	39,619	-	-	39,619	-	-	39,619
NER Revolving (770)	57,020	92,000	-	149,020	92,000	-	57,020
Tuntex Revolving (775)	153,288	-	-	153,288	-	-	153,288
UPC Revolving (780)	50,000	148,946	-	198,946	180,094	-	18,852
NER Assessment District (795)	1,414,525	617,286	-	2,031,811	617,286	-	1,414,525
GRAND TOTALS	22,380,374	26,662,500	5,211,037	54,253,911	27,201,039	(5,211,037)	21,841,835

CITY OF BRISBANE
SUMMARY OF BUDGET
 2010/11

Schedule 1

Fund	Estimated Fund Balance 7/1/10	Estimated Revenue 10/11 (Schedule 2)	Transfers In (Schedule 5)	Total Available	Budget Recommended 10/11 (Schedule 4)	Transfers Out (Schedule 5)	Estimated Available Balance 6/30/11
GENERAL OPERATING:							
General (100)	4,684,668	12,326,473	175,253	17,186,394	12,118,897	(2,095,864)	2,971,633
SPECIAL REVENUE FUNDS:							
Gas Tax (200)	25,677	75,000		100,677	-	(75,000)	25,677
Measure A (205)	22,020	90,000		112,020	-	(90,000)	22,020
Sierra Point Lighting & Landscaping (210)	(323,259)	429,696		106,437	484,456		(378,019)
NPDES (220)	(70,732)	52,000		(18,732)	67,998		(86,730)
Open Space (230)	(555,510)	-	60,454	(495,056)	21,202		(516,258)
Local Law Enforcement Block Grant (251)	-	-		-	-		-
Cops Intranet Grant (252)	-	-		-	-		-
COPS - State Personnel Grant (253)	-	100,000		100,000		(100,000)	-
C.O.P. Grant (254)	-	-		-	-		-
COPS - Universal Hiring Grant (255)	-	-		-	-		-
COPS - CSO Grant (256)	-	-		-	-		-
Redevelopment Agency, Project #1 (281)	1,151,643	3,010,000		4,161,643	197,740	(2,086,552)	1,877,351
Redevelopment Agency, Project #2 (282)	(67,106)	690,049		622,943	334,378	(309,471)	(20,907)
Housing Set Aside (283)	5,731,893	989,218		6,721,111	108,155	(122,915)	6,490,041
DEBT SERVICE FUNDS:							
Utility Bond 2002 (310)	3,500	-	286,818	290,318	289,468		850
BPFA Refunding Lease Revenue Bond (365)	572,056	-	324,823	896,879	324,823		572,056
BPFA Lease Revenue Bond 2006 Series B (City Hall) (366)			404,021	404,021	404,021		-
BPFA Lease Revenue Bond 2009 (City Hall Completion) (367)			190,075	190,075	190,075		-
Brisbane Public Financing Authority 2001 A(370)	60,703	-	2,041,293	2,101,996	2,041,293		60,703
Brisbane Public Financing Authority 2001 B (375)	1,826,701	1,043,983		2,870,684	1,043,983		1,826,701
Pension Obligation Bond (340)	-		524,500	524,500	524,500		-
Housing Bond (383)	120,000	-	122,915	242,915	122,915		120,000
CAPITAL PROJECTS FUNDS:							

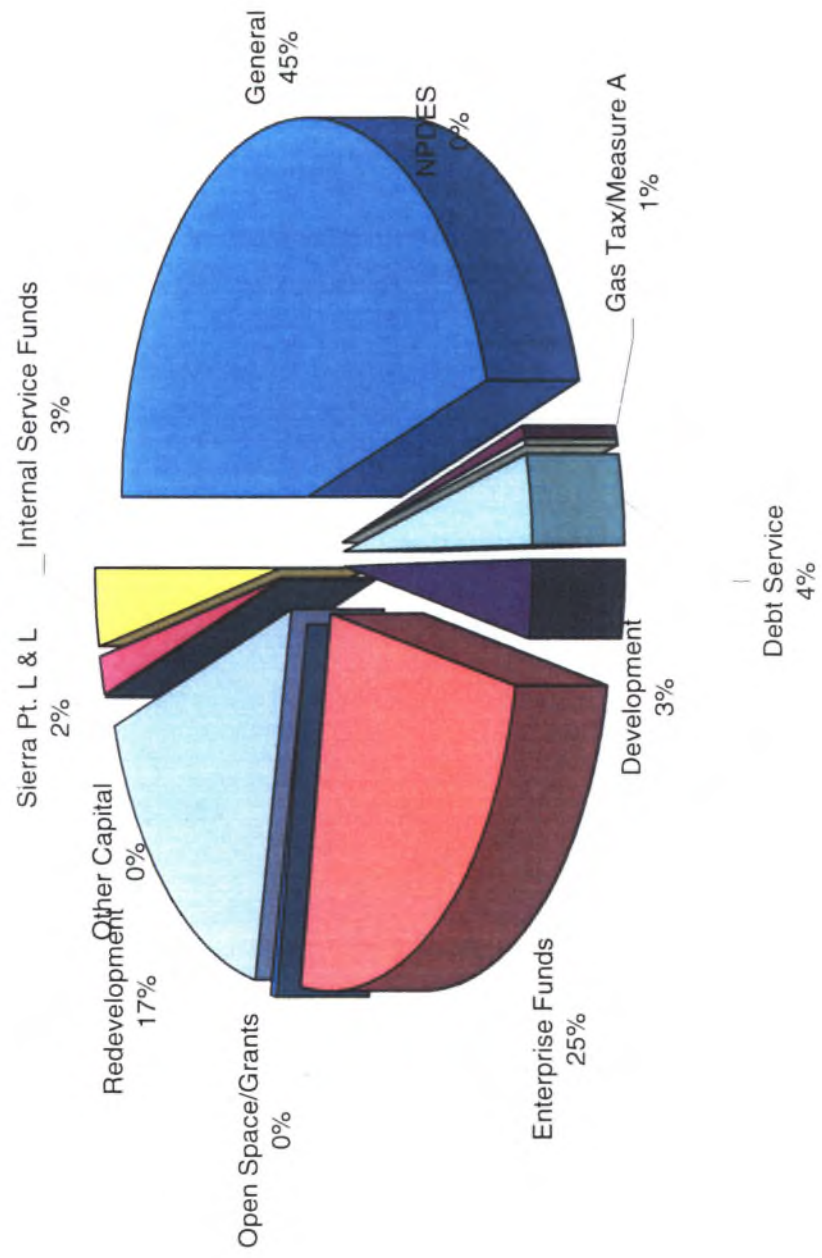
CAPITAL PROJECTS FUNDS:

CITY OF BRISBANE
SUMMARY OF BUDGET
2010/11

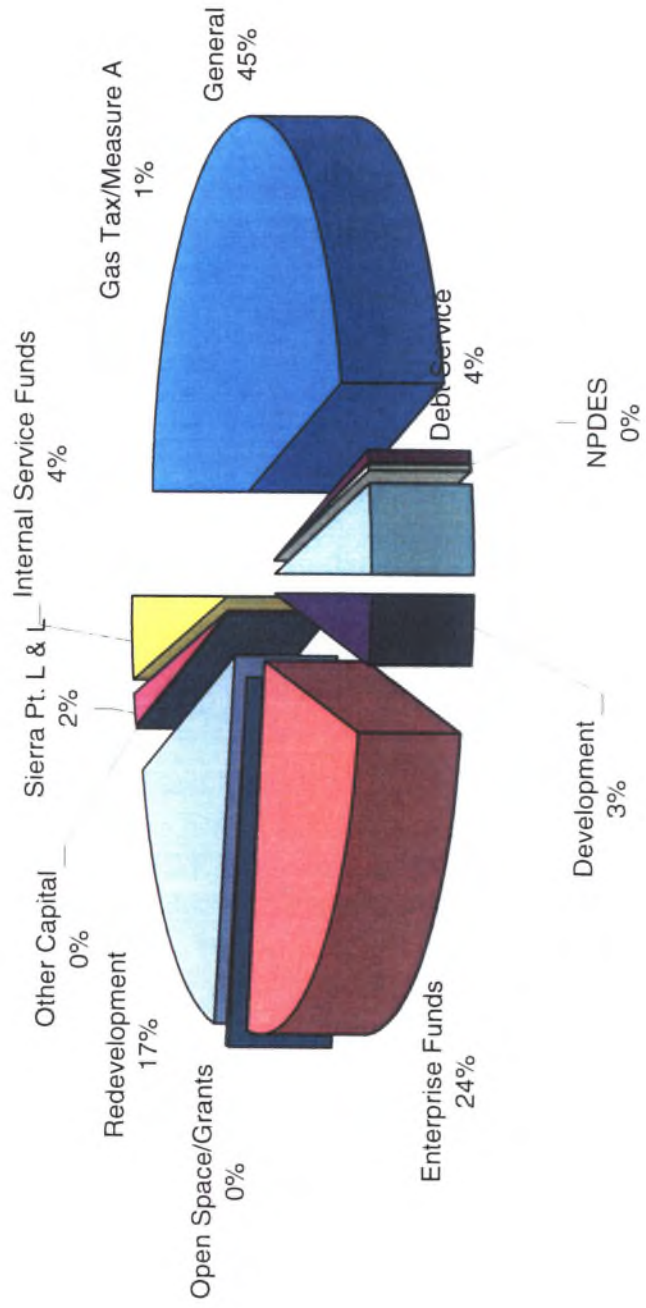
Schedule 1

Fund	Estimated Fund Balance 7/1/10	Estimated Revenue 10/11 (Schedule 2)	Transfers In (Schedule 5)	Total Available	Budget Recommended 10/11 (Schedule 4)	Transfers Out (Schedule 5)	Estimated Available Balance 6/30/11
Capital Projects Labor Clearing (400)	-	-	165,000	165,000	1,137,500	-	(972,500)
Special Beautification (440)	6,425	-	-	6,425	-	-	6,425
Facilities Fund (450)	370,000	-	-	370,000	-	-	370,000
ENTERPRISE FUNDS:							
Utility Fund (540)	(998,080)	4,438,200	-	3,440,120	4,277,457	(424,003)	(1,261,341)
Utility Capital Fund (545)	-	-	-	-	-	-	-
Parks and Recreation (550)	2,392,292	2,143,710	891,999	5,428,000	3,408,068	-	2,019,932
INTERNAL SERVICE FUNDS:							
Fringe Benefits (600)	1,161,614	-	-	1,161,614	-	-	1,161,614
Flexible Benefits (610)	48,104	-	-	48,104	-	-	48,104
Dental (620)	185,408	88,407	-	273,815	84,000	-	189,815
Self Insurance (630)	249,200	468,578	-	717,778	230,000	-	487,778
Workers Compensation (640)	(259,781)	401,912	-	142,131	200,000	-	(57,869)
Retiree Stipend Fund (650)	(0)	-	116,655	116,655	116,655	-	(0)
Rainy Day Fund	3,765,840	65,840	-	3,831,681	-	-	3,831,681
TRUST AND AGENCY FUNDS:							
Swimming Pool Trust (710)	-	-	-	-	-	-	-
NER Phase 2 Revolving (715)	50,000	-	-	50,000	-	-	50,000
Sister City Trust (750)	744	20	-	764	-	-	764
Opus Fees/Permits (760)	4,512	-	-	4,512	-	-	4,512
Opus Development Trust (765)	39,619	-	-	39,619	-	-	39,619
NER Revolving (770)	57,020	92,000	-	149,020	92,000	-	57,020
Tuntex Revolving (775)	153,288	-	-	153,288	-	-	153,288
UPC Revolving (780)	18,852	148,946	-	167,798	187,267	-	(19,469)
NER Assessment District (795)	1,414,525	620,785	-	2,035,310	620,785	-	1,414,525
GRAND TOTALS	21,841,835	27,274,818	5,303,805	54,420,457	28,627,637	(5,303,805)	20,489,016

City of Brisbane 2009/10 Revenue by Fund



City of Brisbane 2010/11 Revenue by Fund



**SUMMARY OF REVENUE
WITHIN FUND BY SOURCE**

2009/11

Account Title:

Schedule 2

	2004/05 Actual Revenue	2005/06 Actual Revenue	2006/07 Actual Revenue	2007/08 Actual Revenue	2008/09 Budgeted Revenue	2009/10 Budgeted Revenue	2010/11 Budgeted Revenue
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GENERAL FUND (100)

40101	Current Secured	1,389,600	1,519,124	1,707,276	1,770,474	2,015,539	1,770,474	1,805,883
40102	Current Unsecured	6,852	20,133	(23,108)	6,318	20,808	6,573	6,705
40103	Prior Year Tax	(1,187)	(114)	-	186	-	-	-
40105	Supplemental Tax	106,441	115,914	98,452	96,010	85,698	102,848	106,448
40106	Transfer Tax	97,883	169,711	61,377	44,759	96,410	47,947	49,625
40107	VLF as Property Tax	194,578	228,902	242,646	248,663	256,123	268,954	290,470
40150	ERAF	(63,662)	17,012	177,780	175,170	180,000	180,000	180,000
40211	Sales Tax	2,917,698	3,319,300	2,929,925	2,987,682	3,475,590	3,346,926	3,464,068
40214	Sales Tax Make-up		-					
40215	Sales Tax as Property Tax	581,463	1,062,484	1,029,331	1,311,067	1,158,530	1,115,642	1,154,689
40212	Sales Tax - Safety	28,866	29,331	29,127	28,564	33,875	32,254	34,273
40221	Franchise Fees - P & E	107,237	110,100	119,412	118,217	129,052	137,914	147,384
40222	Franchise Fees - Scavenger	32,887	35,373	39,056	36,574	38,617	38,802	39,966
40223	Franchise Fees - Cable TV	43,320	46,885	38,074	66,901	63,850	85,432	96,542
40230	Transient Occupancy Tax	550,423	913,630	999,007	1,096,735	1,131,792	950,000	983,250
40241	Business License Tax	353,772	373,121	373,160	355,433	373,409	392,293	412,133
40242	Business License Penalty	6,322	13,317	14,273	11,419	5,000	11,419	11,419
40321	Street Opening Permits							
40323	Grading Permits	51,837	108,095	229,401	95,684	25,750	95,684	95,684
40324	Encroachment Permits	3,481	3,882	3,058	4,029	5,174	6,725	8,687
40325	Wide Load Permits	1,660	1,690	1,456	2,010	1,670	2,237	2,360
40326	Ground Water Discharge Permits							
40327	Truck Haul Impact Fees	121,814	192,454	370,121	172,800	535,806	179,781	183,376
40331	Building Permits	279,075	97,326	148,211	89,889	147,465	95,585	98,224
40339	Home Occup/Misc Permits	2,274	2,245	3,074	829	861	1,088	1,874
40340	Use Permits	17,076	10,146	9,442	4,075	5,900	5,900	5,900
40341	Variances	8,062	9,044	5,825	4,662	3,000	3,000	3,000
40342	Sign Permits	457	595	654	1,079	500	1,079	1,079
40401	Vehicle Code Fines	81,335	66,227	68,342	58,773	60,000	60,000	60,000
40402	City Code Violations	60,923	43,755	39,044	49,924	45,000	45,000	45,000
40404	Abandoned Vehicle Abatement	5,426	5,592	5,880	5,132	5,707	4,881	4,760
40501	Investment Earnings	100,065	193,475	366,840	297,493	315,000	100,000	100,000
40502	Rents & Concessions	5,373	24,763	40,636	28,551	19,185	45,291	46,757
40503	Unrealized Gain/Loss							
40505	Savings from Prepayment of PERS	53,592	80,478					
40602	Motor Vehicle In-Lieu	85,672	27,156	23,352	16,811	31,275	18,541	19,472

**SUMMARY OF REVENUE
WITHIN FUND BY SOURCE**

2009/11

Account Title:

Schedule 2

	2004/05 Actual Revenue	2005/06 Actual Revenue	2006/07 Actual Revenue	2007/08 Actual Revenue	2008/09 Budgeted Revenue	2009/10 Budgeted Revenue	2010/11 Budgeted Revenue
40607	-	-	-	-	-	-	-
40608	-	-	-	-	-	-	-
40609	19,489	19,219	19,741	18,467	19,835	18,315	18,239
40611	132	57	-	-	114	-	-
40612	11,976	14,136	2,872	4,340	9,500	-	-
40613	19,491	5,878	93,414	19,613	20,000	-	-
40614	-	-	-	-	-	-	-
40616	-	-	-	-	-	-	-
40620	2,200	78,860	31,047	60,098	15,300	15,300	15,300
40630	201,228	-	126,420	-	-	-	-
40701	1,538	1,584	1,632	1,255	500	500	500
40702	24,144	29,173	185	3,040	300	300	300
40703	204	245	215	82	700	700	700
40704	2,402	303	1,662	549	2,000	2,000	2,000
40705	17,205	9,070	10,242	9,244	10,000	10,000	10,000
40707	229	735	252	260	500	500	500
40708	1,907	5,340	(1,548)	-	-	-	-
40715	-	-	-	1,288	-	-	-
40716	12,362	5,426	7,774	2,933	500	500	500
40718	1,512	749	1,604	948	-	-	-
40717	-	779	-	-	-	-	-
40720	-	-	802	15	500	500	500
40722	151,092	71,650	92,767	73,146	115,000	115,000	115,000
40723	250	-	-	1,346	-	-	-
40724	152,177	92,623	112,285	90,480	122,767	94,136	96,018
40725	46,832	48,480	34,656	33,372	45,000	33,372	33,372
40726	840	700	945	630	-	-	-
40727	111	83	-	-	-	-	-
40728	13,575	665	449	2,211	-	-	-
40730	36,572	24,916	38,492	33,407	18,000	33,407	33,407
40731	34,389	11,851	21,471	12,335	15,300	12,833	13,090
40732	5,166	7,028	3,184	8,202	-	-	-
40750	1,261	894	1,486	1,110	1,122	8,533	8,704
40751	2,159	2,012	1,363	508	2,040	1,155	1,178
40761	386	356	428	341	350	341	539
40901	1,648,722	1,846,718	1,819,185	1,931,920	2,055,037	1,832,178	1,812,407
40902	69,702	225,838	261,916	241,463	338,551	374,364	446,166
40920	12,497	196,390	10,107	321	-	-	-
40930	3,183	819	-	909	-	-	-

SUMMARY OF REVENUE
WITHIN FUND BY SOURCE
 2009/11 Account Title: Schedule 2

Account	Title:	2004/05 Actual Revenue	2005/06 Actual Revenue	2006/07 Actual Revenue	2007/08 Actual Revenue	2008/09 Budgeted Revenue	2009/10 Budgeted Revenue	2010/11 Budgeted Revenue
40931	Bond Premium Revenue							
40932	Employers Shuttle Fees	(1,122)	(1,170)	(680)				
40941	Return Check Fees	203	138	148	45			
40949	Prop Tax In-lieu	261,095	205,769	210,332	210,161	214,364	218,652	223,025
40950	Miscellaneous Revenue	67,122	(13,986)	14,390	52,162	96,000		
40955	Contributions from others		(81,803)					
40956	Reimbursements-P. Y. Expenses		4,287		4,391			
40957	In-Lieu Tax - Marina			22,112				
40959	Reimbursements-Current Year	1,065			(150)			
40960	Other Revenues - City Hall Rental							
40961	Transfers From Other Funds	629,994	440,682	29,401	287,251			
40962	Transfer to Other Funds (550)							
40970	Admn. Charge to B.P.F.A.	31,000	31,000	31,000	31,000	32,897	31,000	31,000
40972	Admn. Charge to NER	5,000	5,000	5,000	5,000	5,306	5,000	5,000
40974	Admn. Charge to Baylands			28,349				
40999	Prior Year Adjustment	953	258					
	TOTAL	10,720,856	12,133,896	12,186,222	12,329,605	13,408,069	11,960,855	12,326,473

GASOLINE TAX FUND (200)

40501	Investment Earnings	(205)	491	2,094	2,899			
40503	Unrealized Gain/Loss			188	13			
40603	Section. 2106 Allocation	21,587	21,456	21,366	20,943	22,000	22,000	22,000
40604	Section. 2107 Allocation	30,258	30,313	30,389	29,992	30,000	30,000	30,000
40605	Section. 2107.5 Allocation	1,000	1,000	1,000	1,000	1,000	1,000	1,000
40606	Section. 2105 Allocation	22,774	22,728	22,734	22,413	22,000	22,000	22,000
40610	State Aid-STIP Augmentation							
40617	State Aid -CMAQ		9,000		23,250			
40961	Other Grants		84,987	77,771	100,510	75,000	75,000	75,000
	TOTAL	75,414	84,987	77,771	100,510	75,000	75,000	75,000

TRAFFIC CONGESTION RELIEF FUND (201)

40501	Investment Earnings	1	160	1,190	382			
40620	Other Grants		16,628	27,060				
	TOTAL	1	16,788	28,250	382	-	-	-

PROPOSITION 1B (203)

40501	Investment Earnings				2,380			
40620	Other Grants				400,000			
	TOTAL	-	-	-	402,380	-	-	-

SUMMARY OF REVENUE WITHIN FUND BY SOURCE										Schedule 2	
2009/11 Account	Title:	2004/05 Actual Revenue	2005/06 Actual Revenue	2006/07 Actual Revenue	2007/08 Actual Revenue	2008/09 Budgeted Revenue	2009/10 Budgeted Revenue	2010/11 Budgeted Revenue			

MEASURE A (205)										
40213	Measure A Sales Tax	90,636	122,209	132,671	146,856	90,000	90,000	90,000	90,000	
40501	Investment Earnings	1,580	3,554	3,518	4,293					
40503	Unrealized Gain/Loss		311	5						
40620	Other Grants									
TOTAL		92,217	125,762	136,501	151,154	90,000	90,000	90,000	90,000	

SIERRA POINT LANDSCAPE AND LIGHTING FUND (210)										
40109	Spec. Assessments (less Coll. Fees)	427,967	428,478	416,237	427,794	429,696	429,696	429,696	429,696	
40501	Investment Earnings	(4,281)	(6,984)	(13,611)	(13,373)					
TOTAL		423,686	421,494	402,627	414,421	429,696	429,696	429,696	429,696	

NATIONAL POLLUTION DISCHARGE ELIMINATION SYSTEM FUND (220)										
40501	Investment Earnings	(13)	6	(1,195)	(2,082)	-	-	-	-	
40109	Special Assessments	50,685	51,081	50,340	50,855	52,000	52,000	52,000	52,000	
TOTAL		50,672	51,088	49,145	48,773	52,000	52,000	52,000	52,000	

GENERAL PLAN OPEN SPACE (230)										
40501	Investment Earnings	4,123	7,359	2,360	3,397	-	-	-	-	
40503	Unrealized Gain/Loss			4	256					
40620	Other Grants	61,355	274,701							
40955	Contributions - Other		187	182,444	202,000					
40961	Transfers In From Other Funds	97,436	107,180	107,179	117,897					
TOTAL		162,914	389,426	291,987	323,550	-	-	-	-	

OFFICE/TRAFFIC SAFETY GRANT (250)										
40501	Investment Earnings	(160)	(134)	184	119					
40618	Federal-OTS Grant	10,741			772					
40962	Transfer to General Fund									
TOTAL		10,581	(134)	184	890	-	-	-	-	

LOCAL LAW ENFORCEMENT BLOCK GRANTS (251)										
40501	Investment Earnings	812	652	1,140	1,097					
40620	Other Grants									
40961	Transfers from Other Funds									
TOTAL		812	652	1,140	1,097	-	-	-	-	

COPS-TECHNOLOGY GRANT (252)										

**SUMMARY OF REVENUE
WITHIN FUND BY SOURCE**

Account	Title:	2004/05 Actual Revenue	2005/06 Actual Revenue	2006/07 Actual Revenue	2007/08 Actual Revenue	2008/09 Budgeted Revenue	2009/10 Budgeted Revenue	2010/11 Budgeted Revenue
40501	Investment Earnings	1,634	2,699	347	5			
40614	COPS Grants	-	-					
40961	Transfers from Other Funds		28,350					
TOTAL		1,634	2,699	28,697	5	-	-	-

COPS-STATE PERSONNEL GRANT (254)

40501	Investment Earnings	(2,197)	1,188	356	(509)			
40614	COPS Grants	111,711	100,341	100,737	102,412	100,000	100,000	100,000
40620	Other Grants		6,250					
40961	Transfer from Other Funds		62,045	33,241	37,825			
TOTAL		109,514	169,825	134,335	139,729	100,000	100,000	100,000

FIRE TRAINING (270)

40501	Investment Earnings		755	10,468	11,251			
40925	Gain/Loss Disposal of Fixed Assets		259,135					
TOTAL			259,890	10,468	11,251	-	-	-

REDEVELOPMENT OPERATING--PROJECT AREA NO. 1 (281)

40101	State Mandate - ERAF							
40101	Tax Increment-Secured	1,573,884	1,226,309	1,584,374	1,860,345	2,126,891	2,200,000	2,310,000
40102	Tax Increment-Unsecured	967,130	431,957	564,772	550,347	538,856	700,000	700,000
40103	Property Taxes - Prior Year Collection			51,616				
40105	Property Taxes - Supplemental			253,915	237,041			
40111	County Pass-Throughs			(49,970)	(46,575)			
40150	ERAF	75,882	(221,048)	-				
40501	Investment Earnings	24,387	27,004	18,949	12,455			
40503	Unrealized Gain/Loss			1,926	7			
40921	Cancelled Warrant Payable							
40955	Contributions from Others		6,756	79,827				
TOTAL		2,641,284	1,470,978	2,505,409	2,613,620	2,665,747	2,900,000	3,010,000

REDEVELOPMENT OPERATING--PROJECT AREA NO. 2 (282)

40101	Tax Increment-Secured	769,168	927,510	968,238	867,386	1,176,692	800,000	816,000
40102	Tax Increment-Unsecured	90,370	83,819	80,718	80,507	130,872	130,872	130,872
40105	Tax Increment - Supplemental	22,438	22,438	1,742	18,670			
40111	County Pass Through Payment	(252,021)	(256,823)	(295,759)	(239,004)	(256,823)	(239,004)	(256,823)
40150	ERAF		(110,524)	-				
40501	Investment Earnings	1,510	(15,730)	(18,203)	(9,340)			
40503	Unrealized Gain/Loss			(6,173)	(1,774)			

SUMMARY OF REVENUE WITHIN FUND BY SOURCE

Account	Title:	2009/11	2004/05 Actual Revenue	2005/06 Actual Revenue	2006/07 Actual Revenue	2007/08 Actual Revenue	2008/09 Budgeted Revenue	2009/10 Budgeted Revenue	2010/11 Budgeted Revenue
40955	Contributions - Others			5,107					
40988	Fund Closing Transfer			522					
TOTAL			631,466	656,319	730,563	716,446	1,050,741	691,868	690,049

REDEVELOPMENT--LOW/MOD HOUSING (283)

40101	Tax Increment-Secured		678,140	538,455	638,153	681,933	825,896	750,000	781,500
40102	Tax Increment-Unsecured		264,375	128,944	161,372	157,714	167,432	207,718	207,718
40103	Tax Increment - Prior Year Collection				12,904	63,928			
40150	Tax Increment - Supplemental		5,610	5,610	74,337	167,679			
40501	Investment Earnings		74,955	99,068	191,779	32,398	244,439	-	-
TOTAL			1,023,080	772,076	1,078,545	1,103,651	1,237,766	957,718	989,218

2002 UTILITY BOND ISSUE (310)

40501	Investment Earnings		2,867	198,993	195,905	192,696	-	-	-
41961	Transfer from Other Funds		4,132,782	2,650	2,650	2,653	-	-	-
TOTAL			4,135,649	201,643	198,555	195,349	-	-	-

NORTHEAST RIDGE ASSESSMENT DISTRICT (795)

40109	Special Assessment		630,662	623,722	620,319	629,532	594,330	617,286	620,785
40501	Investment Earnings		10,211	23,016	37,672	29,557	18,624	-	-
TOTAL			640,873	646,738	657,991	659,089	612,954	617,286	620,785

PENSION OBLIGATION BONDS (340)

40501	Investment Earnings				82,458	(463)			
40969	Transfers In From Other Funds				370,424	371,674			
TOTAL			-	-	452,882	371,211	-	-	-

CERTIFICATES OF PARTICIPATION DEBT SERVICE FUND (360)

40501	Investment Earnings								
TOTAL			-	-					

BPFA 2005 Refunding Fund (365)

40501	Investment Earnings		11,390	526	351	448	-	-	-
40961	Transfer from Other Funds		660,935	306,789	324,159	213,903			
40969	Other Financing Sources		3,281,434						
TOTAL			3,953,759	307,315	324,509	214,351	-	-	-

**SUMMARY OF REVENUE
WITHIN FUND BY SOURCE**

Account	Title:	2004/05 Actual Revenue	2005/06 Actual Revenue	2006/07 Actual Revenue	2007/08 Actual Revenue	2008/09 Budgeted Revenue	2009/10 Budgeted Revenue	2010/11 Budgeted Revenue
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BPPA 2005B Fund (366)								
40501	Investment Earnings		154,835	273,225	184,148	-	-	-
40961	Transfer from Other Funds		2,500	100,280				
40969	Other Financing Sources		5,970,000					
TOTAL			6,124,835	275,725	284,428	-	-	-

BRISBANE PUBLIC FINANCING AUTHORITY BONDS (370)								
40501	Investment Earnings	48,832	119,076	265,249	67,941			
40961	Transfer from Other Funds	760,737	1,920,287	1,600,864	1,536,725	-	-	-
TOTAL		809,569	2,039,363	1,866,113	1,604,666	-	-	-

BRISBANE PUBLIC FINANCING AUTHORITY BONDS (375)								
40109	Special Assessments--Debt		932,730	992,647	991,230	1,035,944	1,038,643	1,043,983
40501	Investment Earnings	114,156	27,873	45,485	59,278			
TOTAL		114,156	960,603	1,038,131	1,050,508	1,035,944	1,038,643	1,043,983

REDEVELOPMENT--PROJECT AREA NO.2 - DEBT SERVICE (382)								
40501	Investment Earnings	604	1,066	1,301	15			
40961	Transfers In		194,183					
TOTAL		604	195,249	1,301	15	-	-	-

HOUSING BOND FUND (383)								
40501	Investment Earnings	6,860	4,169	5,802	3,445			
40503	Unrealized Gain/Loss		(403)	(3,443)	(677)			
40961	Transfers In From Other Funds		114,800	113,046	113,861			
TOTAL		6,860	118,969	118,848	117,304	-	-	-

CAPITAL PROJECTS (400)								
40501	Investment Earnings	647	(403)	(3,443)	(677)			
40949	Developer Contribution	7,000	186,790	13,210				
40956	Reimburse Prior Year Expenditures				977,444			
40969	Other Financing Sources	357,620	28,842	286,233				
40961	Transfers In From Other Funds	-	403,831	742,000	127,500			
40979	Contribution from Other Agency				348,366			
TOTAL		365,267	619,061	1,038,000	1,452,633	-	-	-

TUNNEL BRIDGE (410)								
40501	Investment Earnings	(19,724)	31,954	4,641	(43,365)			
40615	Federal-Bridge Grant				1,344,505			

**SUMMARY OF REVENUE
WITHIN FUND BY SOURCE**

Account	Title:	2004/05 Actual Revenue	2005/06 Actual Revenue	2006/07 Actual Revenue	2007/08 Actual Revenue	2008/09 Budgeted Revenue	2009/10 Budgeted Revenue	2010/11 Budgeted Revenue
40969	Other Financing Sources		18,848		427			
40979	Contributions From Others	644,594	3,303,777	6,094,775				
TOTAL		624,870	3,354,579	6,099,416	1,301,567	-	-	-

LID 79-1 CAPITAL (430)

40501	Investment Earnings	13,486	1,538	387				
40503	Unrealized Gain/Loss							
TOTAL		13,486	1,538	387	18	-	-	-

SPECIAL BEAUTIFICATION (440)

40501	Investment Earnings	761	1,303	649	271			
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FACILITIES FUND (450)

40501	Investment Earnings	19,276	29,795	49,990	53,371			
40949	Developer's Contribution		225,000	55,323	111,489			
TOTAL		19,276	254,795	105,313	164,860	-	-	-

UTILITY FUND (540)

40101	Current Secured Tax	11,942	1,299	26,254	26,304	11,000	11,000	11,000
40102	Current Unsecured Tax	-	1,751	1,561	1,606	2,500	2,500	2,500
40103	Prior Year Tax	2,139	(1)	-	(3)	-	-	-
40105	Supplemental Property Taxes	427	500	1,065	1,039	-	-	-
40107	Penalties & Interest	-	-	-	-	-	-	-
40109	Special Assessments--Debt	-	310	-	-	-	-	-
40150	ERAF	-	19,376	9,181	875	-	-	-
40501	Investment Earnings	(706)	2,138	39,814	50,614	-	-	-
40609	H.O.P.T.R	129	37	223	203	200	200	200
40801	Water Sales	1,480,568	1,957,897	1,696,359	1,974,391	2,033,623	2,400,000	2,400,000
40802	Account Open/Reconnections	5,392	4,906	5,157	3,027	5,000	5,000	5,000
40803	Late Payment Charges	31,927	35,421	23,288	19,999	25,000	25,000	25,000
40804	Meter Connection Fees	82,015	135,498	226,984	178,278	70,000	70,000	70,000
40805	Fire Service Charges	82,489	90,280	78,539	97,753	80,000	80,000	80,000
40806	Altamar Meter Reading Fee	7,638	7,518	7,536	7,764	7,500	7,500	7,500
40810	Less: Senior Citizens Discount	(2,653)	(2,808)	(9,463)	(8,313)	(3,000)	(3,000)	(3,000)
40820	Sewer Service Charges	1,123,463	1,476,353	1,330,920	1,485,242	1,514,947	1,830,000	1,830,000
40821	Sewer Connection Fees	16,451	27,473	91,443	26,317	10,000	10,000	10,000
40941	Returned Check Fees	755	866	452	529	-	-	-
40950	Miscellaneous Revenue	(474,557)	21,900	56,712	712,071	-	-	-
TOTAL		2,367,419	3,780,713	3,586,025	4,577,698	3,756,770	4,438,200	4,438,200

SUMMARY OF REVENUE WITHIN FUND BY SOURCE

Account	Title	2004/05 Actual Revenue	2005/06 Actual Revenue	2006/07 Actual Revenue	2007/08 Actual Revenue	2008/09 Budgeted Revenue	2009/10 Budgeted Revenue	2010/11 Budgeted Revenue
40501	Investment Earnings	22,691	288	(49,222)	(90,441)			
40969	Other Financing Sources	438,212	95,673	(49,222)	577,077			
	TOTAL	460,903	95,961	(49,222)	486,636	-	-	-

UTILITY FUND CAPITAL (545)

40501	Investment Earnings	22,691	288	(49,222)	(90,441)			
40969	Other Financing Sources	438,212	95,673	(49,222)	577,077			
	TOTAL	460,903	95,961	(49,222)	486,636	-	-	-

PARKS AND RECREATION FUND (550)

40501	Investment Earnings	(2,797)	76,419	(13,459)	(19,814)	68,000	68,000	68,000
40502	Rents & Concessions	5,022	3,692	2,162	3,366	-	-	-
40503	Unrealized Gain/Loss			891	(1,889)			
40734	Adult Sports	9,660	12,933	11,954	8,820	23,000	22,000	23,000
40735	Youth Sports	9,059	13,954	16,404	12,822	29,400	28,000	29,400
40737	After School Program Fees	46,098	48,214	53,053	53,913	54,000	52,000	54,000
40738	Pre-School (Teeny Time) Fees	10,449	27,345	29,414	32,591	22,000	20,000	22,000
40739	Special Event Fees	-	-	-	1,687	-	1,790	1,800
40741	Youth Sports	-	-	-	-	16,000	-	-
40742	Youth Class	20,032	35,056	30,228	45,617	26,200	45,000	45,000
40743	Day Camp	54,295	54,074	70,789	62,155	61,300	59,500	61,300
40744	Adult Lap Swim Fees	66,856	68,058	71,291	67,058	76,000	73,000	76,000
40745	Recreational Swim Fees	25,823	31,974	33,662	28,587	31,000	29,000	31,000
40746	Swim Lesson Fees	30,689	34,679	40,550	37,761	35,000	34,000	35,000
40747	Special Swim Class Fees	28,427	28,147	30,077	30,101	33,000	32,000	33,000
40748	Senior Activity Fees	-	-	-	-	-	-	-
40749	Teen Programs	4,364	3,148	1,686	1,607	4,500	4,000	4,500
40790	Special Event Fees	17,937	17,903	21,648	17,731	26,450	25,900	26,450
40795	Facilities Rental	46,132	52,081	50,449	68,741	60,700	60,000	63,000
40796	Facilities Insurance	-	-	-	-	-	-	-
40803	Late Charges	34,294	33,903	27,504	(11,373)	35,000	35,000	35,000
40830	Berth Rentals	1,373,996	1,414,079	1,446,940	1,414,355	1,465,000	1,465,000	1,465,000
40831	Berth Electricity Payments					60,000	60,000	60,000
40833	Berth Application Fees	2,425	2,475	2,750	1,750	2,500	2,500	2,500
40834	Berth Transfer Fees	1,025	400	475	600	400	400	400
40925	Gain/Loss Disposed Fixed Assets							
40941	Returned Check Fees	887	661	533	493			
40950	Miscellaneous Revenue	3,211	3,700	8,085	29,235	7,360	7,200	7,360
40959	Reimbursed Expenses-Curr Year							
40961	Transfers From Other Funds (100)		847,056	910,445	911,182			
40969	Other Financing Sources			350,307	3,932			
	TOTAL	1,792,642	2,817,949	3,197,841	2,797,096	2,136,810	2,124,290	2,143,710

**SUMMARY OF REVENUE
WITHIN FUND BY SOURCE**

Schedule 2

Account	Title:	2004/05 Actual Revenue	2005/06 Actual Revenue	2006/07 Actual Revenue	2007/08 Actual Revenue	2008/09 Budgeted Revenue	2009/10 Budgeted Revenue	2010/11 Budgeted Revenue
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PARKS AND RECREATION RESERVE FUND (555)

40501	Investment Earnings	34,958	104,515	178,298	166,623	-	-	-
	TOTAL	34,958	104,515	178,298	166,623	-	-	-

FRINGE BENEFIT TRUST (600)

40501	Investment Earnings	19,486	4,795	17,728	42,740	-	-	-
40503	Unrealized Gain/Loss			6,477				
40958	Other Revenue-Payroll Charges							
	TOTAL	19,486	4,795	17,728	49,217	-	-	-

FLEXIBLE BENEFITS TRUST (610)

40501	Investment Earnings	331	1,021	1,976	2,671	-	-	-
40958	Other Revenue-Payroll Charge	76,121	98,188	120,681	148,463	-	-	-
	TOTAL	76,451	99,209	122,656	151,133	-	-	-

DENTAL SELF INSURANCE TRUST (620)

40501	Investment Earnings	2,886	4,628	7,493	7,525	-	-	-
40958	Other Revenue-Payroll Charge	94,487	91,137	100,398	100,969	108,015	88,783	88,407
	TOTAL	97,372	95,765	107,891	108,494	108,015	88,783	88,407

SELF INSURANCE FUND (630)

40501	Investment Earnings	(400)	306	1,292	(643)	-	-	-
40958	Other Revenue-Payroll Charge	257,179	265,208	283,363	345,527	373,447	425,980	468,578
	TOTAL	256,779	265,514	284,655	344,884	373,447	425,980	468,578

SELF INSURED WORKERS COMPENSATION FUND (640)

40501	Investment Earnings	6,401	8,066	12,986	9,287	-	-	-
40958	Other Revenue-Payroll Charge	208,453	247,236	244,538	294,020	299,687	365,375	401,912
	TOTAL	214,854	255,302	257,524	303,307	299,687	365,375	401,912

RETIRE STIPEND FUND (650)

40501	Investment Earnings					-	-	-
40961	Transfer from Other Funds			91,499		-	-	-
	TOTAL	-	-	91,499	91,499	-	-	-

RAINY DAY FUND (660)

40211	Sales Tax				3,289,267	-	-	-
40501	Investments				2,753	-	65,840	65,840

SUMMARY OF REVENUE										Schedule 2	
WITHIN FUND BY SOURCE											
2009/11	Account	Title:	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11		
			Actual Revenue	Actual Revenue	Actual Revenue	Actual Revenue	Budgeted Revenue	Budgeted Revenue	Budgeted Revenue		
			-	-	-	3,292,021	-	65,840	65,840		
		TOTAL									

SWIMMING POOL TRUST (710)

40501	Investment Earnings		-	-							
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NER LANDMARK REVOLVING (715)

40501	Investment Earnings	(272)	(10,576)	7,752	2,771						
40956	Reimbursed Expenses-Prior Year	9,318	104,665		54,732						
40999	Prior Year Adjustment										
	TOTAL	9,046	94,089	7,752	57,503						

SISTER CITY TRUST (750)

40501	Investment Earnings	14	21	35	34	20	20	20	20		
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OPUS DEVELOPMENT TRUST (760) (765)

40501	Investment Earnings	(303)		503	457						
40949	Developer's Contribution										
40962	Transfers to Other Funds										
	TOTAL	(303)	-	503	457	-	-	-	-		

REVOLVING NER (770)

40501	Investment Earnings	(3,311)	(2,193)	(1,421)	5,053						
40946	Developers Reimbursement	467,954	68,942	229,725	(92,043)						
40956	Reimbursed Expenses- Prior Yr				63,368						
40959	Reimbursed Expenses-Curr Yr	18,745	-	-		92,000	92,000	92,000	92,000		
	TOTAL	483,389	66,749	228,304	(23,623)						

TUNTEX REIMBURSEMENT (775)

40501	Investment Earnings	3,430	5,114		8,227						
40323	Grading Permits/Inspections			8,547							
	TOTAL	3,430	5,114	8,547	8,227						

UPC REVOLVING FUND BAYLANDS (780)

40501	Investment Earnings	1,310	(389)	(1,188)	617						
40946	Developers Reimbursement	842	246,605	523,188	315,354	148,946	148,946	148,946	148,946		
	TOTAL	2,152	246,216	522,000	315,972	148,946	148,946	148,946	148,946		

QUARRY REVOLVING FUND (785)

40501	Investment Earnings	(140)	1,599	(717)	(678)						
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**SUMMARY OF REVENUE
WITHIN FUND BY SOURCE**

Account	Title:	2004/05 Actual Revenue	2005/06 Actual Revenue	2006/07 Actual Revenue	2007/08 Actual Revenue	2008/09 Budgeted Revenue	2009/10 Budgeted Revenue	2010/11 Budgeted Revenue
TOTAL		(140)	1,599	(717)	(678)			

SLOUGH ESTATES (786)

40501	Investment Earnings			5,189	21			
40946	Developers Reimbursement		248,279		21,967			
TOTAL		-	248,279	5,189	21,988	-	-	-

HOTEL REIMBURSEMENT TRUST (790)

40501	Investment Earnings	721	104	4	472			
40704	S. M. I. Fees							
40724	Special Fire Services							
TOTAL		721	104	4	472	-	-	-
TOTAL REVENUE		32,448,435	39,563,631	38,314,680	38,526,625	27,673,612	26,662,500	27,274,818

BUDGET AND EXPENDITURES BY DEPARTMENT
2009/11

Schedule 3

	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 City Manager Recommended	2010/11 City Manager Recommended
100 City Council (100)	101,655	141,229	100,215	115,746	120,038	123,599
201 City Clerk (100)	221,873	171,836	172,845	187,286	182,196	182,738
203 City Manager (100)	582,214	705,837	756,365	870,571	833,961	865,761
205 Special Event Cosponsorship (100)	14,886	19,266	23,814	20,000	10,000	10,000
300 Open Space (100)	47,176	48,891	44,038	57,195	59,262	60,618
310 Open Space (230)	851,426	20,000	20,600	21,200	21,200	21,202
400 Finance(100)	666,564	774,894	809,678	972,105	959,739	981,143
402 Human Resources (100)	241,429	267,813	244,879	276,241	252,776	260,627
500 Legal Services-City Attorney (100)	139,092	189,077	180,995	240,735	204,139	208,294
600 Community Development (100)	714,421	807,290	809,297	1,049,967	1,061,127	1,017,577
601 Community Development (780)	275,959	148,946	164,315	176,477	180,094	187,267
900 Library (100)	19,813	22,055	24,894	24,300	28,085	27,930
2001 Police--Administration & Personnel (100)	822,361	773,772	666,592	725,374	619,960	521,114
2002 Police--Communications & Records (100)	227,992	235,591	259,309	291,503	316,256	326,535
2003 Police--Police Patrol (100)	2,284,863	2,388,827	2,437,062	2,746,637	2,531,824	2,617,894
3001 Fire--Administration & Personnel (100)	2,463,282	2,165,752	2,371,928	2,636,257	2,383,437	2,457,206
3007 Fire--Paramedic Services (100)	81,636	78,794	-	-	-	-
4001 Public Works--Admin. & Engineering(100)	621,510	676,717	718,904	849,601	865,050	896,798
4002 Public Works--Streets & Storm Drains(100)	324,874	381,119	334,607	384,184	394,055	404,767
4003 Public Works--Buildings & Grounds(100)	193,880	268,350	329,902	345,140	326,413	335,163
4004 Public Works--Parks Maintenance (550)	148,967	187,825	181,354	166,250	165,853	171,054
4005 Public Works--Landscape Maintenance (100)	221,737	212,080	226,557	239,977	248,332	256,861
4009 Public Works--Sierra Pt. Light/Lands.(210)	451,497	448,706	423,783	489,071	485,097	484,456
4019 Public Works--Development (770)	103,521	92,000	92,000	92,000	92,000	92,000
4020 Public Works--Water (540)	1,205,248	1,192,222	1,097,700	1,236,460	1,279,553	1,327,294
4025 Public Works--GVMID (540)	1,076,130	1,118,996	1,427,641	1,389,403	1,551,459	1,618,374
4026 Public Works--NPDES (220)	73,697	65,014	64,085	70,366	67,602	67,998
4027 Public Works -- STOPPP (100)	12,928	32,979	32,172	38,669	41,429	42,960
4030 Public Works--Sewer (540)	1,059,167	1,136,151	1,184,670	1,177,117	1,274,796	1,331,789
4050 Public Works - Emergency Operations Center (1100)	-	-	-	-	50,000	50,000
5001 Recreation--Admnin & PB&R Comm. (550)	300,844	327,850	325,965	368,746	377,304	395,381
5002 Recreation--Community Center (550)	373,271	346,799	387,526	338,995	392,565	394,918
5003 Recreation--Preschool, Youth & Teen (550)	540,468	506,768	692,654	685,392	685,392	586,588
5004 Recreation--Adult Recreation (550)	47,616	37,553	31,250	60,573	50,550	50,262
5005 Recreation--Senior Citizens (550)	59,144	58,381	65,630	69,827	72,298	71,283
5006 Recreation--Citizen Communications (550)	104,171	110,546	112,073	134,008	59,357	60,416
5007 Recreation--Teen Center (550)	76,478	93,110	93,560	139,173	85,698	83,017
5008 Recreation--Aquatics (550)	472,213	517,006	484,434	596,739	561,265	531,003
5040 Marina--Operations (550)	777,379	881,081	(1,490,970)	940,169	1,059,756	1,064,145
6001 Non-Departmental/Central Services (100)	414,907	468,243	416,034	606,261	451,311	471,311
6051 Dental Payments (620)	103,175	90,816	93,991	84,000	84,000	84,000
6052 Liability Payments (630)	249,279	201,095	410,977	230,000	230,000	230,000
6053 Workers Compensation Payments (640)	(40,620)	163,609	508,319	200,000	200,000	200,000
6054 Retiree Stipend Payments (650)	-	-	91,499	-	-	-
7081 Redevelopment Agency Project Area #1(281)	248,373	347,698	194,946	194,687	201,596	197,740
7082 Redevelopment Agency Project Area #2(282)	242,131	231,606	291,792	329,967	337,584	334,378
7083 Redevelopment--Low/Mod Housing (283)	213,154	381,455	209,643	100,077	114,495	108,155
9061 Tunnel Avenue Bridge (410)	3,281,552	-	-	-	-	-
9305 Water Sampling (400)	26,763	-	-	-	-	-
9306 Lake Pump Station	193,922	-	-	-	-	-
9401 Glen Park Tank	493,446	-	-	-	-	-
9408 Handicap Ramps	36,165	-	-	-	-	-
9413 Pavement Maintenance	17,834	-	-	-	-	-
9502 City Hall Remodel	38,110	-	-	-	-	-
9504 Pavement Maintenance	476,623	-	-	-	-	-
9505 Alvarado Sewer	35,813	-	-	-	-	-
9507 Addition to Public Sewer	61,543	-	-	-	-	-
9508 Crystal Springs Aqueduct	4,301	-	-	-	-	-
9510 Emergency Operations Radio	36,874	-	-	-	-	-
9511 City Hall Energy Efficiency Improvments	9,220	-	-	-	-	-
9512 Solar Thermal for Pool	158,817	-	-	-	-	-
9514 Topographic Map	816	-	-	-	-	-
9515 SPLS Modifications	79,689	-	-	-	-	-
9517 Marina Gate 5 Stairs	10,030	-	-	-	-	-
9518 Marina Restrooms	184,805	-	-	-	-	-
9600 Pavement Maintenance	397,391	-	-	-	-	-
9601 STP Bayshore	330,230	-	-	-	-	-
9602 Bayshore South Sewer	49	-	-	-	-	-
9603 Seismic Upgrade	20	-	-	-	-	-
9604 Bayshore Bikeway	6,887	-	-	-	-	-
9605 Basketball Court	49,821	-	-	-	-	-
9606 4 Solano Shude	41	-	-	-	-	-

BUDGET AND EXPENDITURES BY DEPARTMENT

Schedule 3

2009/11

	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 City Manager Recommended	2010/11 City Manager Recommended
9607 Bayshore No/So Bikeway						
9608 Water Recycle	20,545					
9700 Pavement Maintenance		563,616				
9701 Office of Emergency Services Improvments		83,283				
9702 Corporation Yard		249,841				
9703 Street Crossing Modifications for Crocker Trail		124,492				
9704 800 Humboldt		372,603				
9705 Guadelupe Channel Widening		1,218				
9706 Gate 4 Marina		20,625				
9707 Fire Station Roof		12,358				
9800 Pavement Maintenance			188,250			
9801 Soil Nail Wall			216,616			
9802 Signal Detection Video			125,000			
9803 Safe Routes To School			193,171			
9804 Prop 1B Project			418,682			
9805 CH - Sustainable Parking Lot			250,000			
9900 Pavement Maintenance				200,000		
9901 Piling Removal				20,000		
9902 Replace Promenade Lights				70,000		
9903 Bayshore Boulevard Overlay Project						
9910 Debt Service (305,350,360,366,367,370,375,381,382,383)	5,135,269	5,011,627	5,069,491	5,089,135	5,359,179	5,561,863
Grand Total	30,518,359	25,975,307	24,580,733	27,347,581	26,928,081	27,373,482

BUDGET AND EXPENDITURES BY FUND

Schedule 4

2009/11

	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 City Manager Recommendec	2010/11 City Manager Recommended
GENERAL FUND (100):						
100 City Council	101,655	141,229	100,215	115,746	120,038	123,599
201 City Clerk	221,873	171,836	172,845	187,286	182,196	182,738
203 City Manager	582,214	705,837	756,365	870,571	833,961	865,761
205 Event Cosponsorship	14,886	19,266	23,814	20,000	10,000	10,000
300 Open Space	47,176	48,891	44,038	57,195	59,262	60,618
400 Finance	666,564	774,894	809,678	972,105	959,739	981,143
402 Human Resources	241,429	267,813	244,879	276,241	252,776	260,627
500 Legal Services-City Attorney	139,092	189,077	180,995	240,735	204,139	208,294
600 Community Development	714,421	807,290	809,297	1,049,967	1,061,127	1,017,577
900 Library	19,813	22,055	24,894	24,300	28,085	27,930
2001 Police--Administration & Personnel	822,361	773,772	666,592	725,374	619,960	521,114
2002 Police--Communications & Records	227,992	235,591	259,309	291,503	316,256	326,535
2003 Police--Police Patrol	2,284,863	2,388,827	2,437,062	2,746,637	2,531,824	2,617,894
3001 Fire--Fire Suppression	2,463,282	2,165,752	2,371,928	2,636,257	2,383,437	2,457,206
4001 Public Works--Admin. & Engineering	621,510	676,717	718,904	849,601	865,050	896,798
4002 Public Works--Streets & Storm Drains	324,874	381,119	334,607	384,184	394,055	404,767
4003 Public Works--Buildings & Grounds	193,880	268,350	329,902	345,140	326,413	335,163
4005 Public Works--Landscape Maintenance	221,737	212,080	226,557	239,977	248,332	256,861
4027 Public Works -- STOPPP	12,928	32,979	32,172	38,669	41,429	42,960
4050 Public Works -- Office of Emergency Services				-	50,000	50,000
6001 Non-Departmental/Central Services	414,907	468,243	416,034	606,261	451,311	471,311
Total General Fund	10,419,094	10,830,412	10,960,085	12,677,749	11,939,389	12,118,897
OPEN SPACE AND ECOLOGY (230)						
310 Open Space	851,426	20,000	20,600	21,200	21,200	21,202
Total Open Space and Ecology	851,426	20,000	20,600	21,200	21,200	21,202
UPC REVOLVING FUND (780)						
601 Community Development	275,959	148,946	164,315	176,477	180,094	187,267
Total UPC Revolving Fund	275,959	148,946	164,315	176,477	180,094	187,267
CAPITAL PROJECTS (400)						
			456,000	1,137,500	-	-
			456,000	1,137,500	-	-
TUNNEL AVENUE BRIDGE (410)						
9061 Tunnel Avenue Bridge			-	-	-	-
Total Tunnel Avenue Bridge Fund						
MEASURE A (205)						
9076 Sierra Point Road Widening			-	-	-	-
Total Measure A Fund						
SIERRA POINT LIGHTING AND LANDSCAPING DISTRICT (210)						
4009 Public Works--Sierra Pt. Light/Lands.	451,497	448,706	423,783	489,071	485,097	484,456
Total Sierra Point L & L District Fund	451,497	448,706	423,783	489,071	485,097	484,456
REVOLVING FUND-NER (770)						
4019 Public Works--Development	103,521	92,000	92,000	92,000	92,000	92,000
Total Revolving NER Fund	103,521	92,000	92,000	92,000	92,000	92,000
NPDES (220)						
4026 Public Works--NPDES	73,697	65,014	64,085	70,366	67,602	67,998
Total NPDES Fund	73,697	65,014	64,085	70,366	67,602	67,998
NER ASSESSMENT DISTRICT DEBT SERVICE FUND (350/795)						
9910 Debt Service	617,869	624,778	622,108	612,711	617,286	620,785
Total NER Assmt. Dist. Debt Serv. Fund	617,869	624,778	622,108	612,711	617,286	620,785
UTILITY BOND 2002 FUND (310)						
9910 Debt Service	302,193	293,555	290,349	294,286	288,311	289,468
Total 2002 Utility Debt Service Fund	302,193	293,555	290,349	294,286	288,311	289,468

BUDGET AND EXPENDITURES BY FUND

Schedule 4

2009/11

	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 City Manager Recommended	2010/11 City Manager Recommended
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2006 PENSION OBLIGATION BONDS Fund (340)

9910 Debt Service		516,700	382,175	404,275	488,250	524,500
Total Pension Obligation Bonds Fund		516,700	382,175	404,275	488,250	524,500

COP 95 DEBT SERVICE FUND (360)

9910 Debt Service						
Total COP 95 Debt Service Fund						

BRISBANE REFUNDING LEASE REVENUE FUND (365)

9910 Debt Service	322,726	321,523	315,073	321,473	321,873	324,823
Total COP 95 Debt Service Fund	322,726	321,523	315,073	321,473	321,873	324,823

BRISBANE PUBLIC FINANCING AUTHORITY 2005 B City Hall(366)

9910 Debt Service		259,021	259,021	261,521	259,021	404,021
Total BPFA Series 2005 B Debt Service Fund		259,021	259,021	261,521	259,021	404,021

BRISBANE PUBLIC FINANCING AUTHORITY 2009 City Hall(367)

9910					189,086	190,075
Total BPFA Series 2009 Debt Service Fund					189,086	190,075

BRISBANE PUBLIC FINANCING AUTHORITY 2001 A (370)

9910 Debt Service	2,035,338	2,034,923	2,038,480	2,036,513	2,036,466	2,041,293
Total BPFA Series A Debt Service Fund	2,035,338	2,034,923	2,038,480	2,036,513	2,036,466	2,041,293

BRISBANE PUBLIC FINANCING AUTHORITY 2001 B (375)

9910 Debt Service	819,113	991,142	1,043,617	1,035,944	1,038,643	1,043,983
Total BPFA Series B Debt Service Fund	819,113	991,142	1,043,617	1,035,944	1,038,643	1,043,983

HOUSING FUND (383)

9910 Debt Service	123,104	261,207	118,669	122,413	120,243	122,915
Total Housing Fund Debt Service	123,104	261,207	118,669	122,413	120,243	122,915

PARKS AND RECREATION ENTERPRISE (550)

4004 Public Works--Parks Maintenance	148,967	187,825	181,354	166,250	165,853	171,054
5001 Recreation--Admin & PB&R Comm.	300,844	327,850	325,965	368,746	377,304	395,381
5002 Recreation--Parks & Facility Maint.	373,271	346,799	387,526	338,995	392,565	394,918
5003 Recreation--Preschool, Youth & Teen	540,468	506,768	692,654	685,392	685,392	586,588
5004 Recreation--Adult Recreation	47,616	37,553	31,250	60,573	50,550	50,262
5005 Recreation--Senior Citizens	59,144	58,381	65,630	69,827	72,298	71,283
5006 Recreation--Citizen Communications	104,171	110,546	112,073	134,008	59,357	60,416
5007 Recreation--Teen Center	76,478	93,110	93,560	139,173	85,698	83,017
5008 Marina and Aquatics--Aquatics	472,213	517,006	484,434	596,739	561,265	531,003
5040 Marina and Aquatics--Marina	777,379	881,081	(1,490,970)	940,169	1,059,756	1,064,145
Total Parks and Recreation Fund	2,900,551	3,066,919	883,476	3,499,872	3,510,037	3,408,068

REDEVELOPMENT AGENCY PROJECT AREA NO. 1 (281)

7081 Redevelopment Agency Project Area #1	248,373	347,698	194,946	194,687	201,596	197,740
Total RDA, Project #1 Fund	248,373	347,698	194,946	194,687	201,596	197,740

REDEVELOPMENT AGENCY PROJECT AREA NO. 2 (282)

7082 Redevelopment Agency Project Area #2	242,131	231,606	291,792	329,967	337,584	334,378
Total RDA, Project #2 Fund	242,131	231,606	291,792	329,967	337,584	334,378

LOW/MODERATE HOUSING (283)

7083 Redevelopment--Low/Mod Housing	213,154	381,455	209,643	100,077	114,495	108,155
Total Low/Mod Housing Fund	213,154	381,455	209,643	100,077	114,495	108,155

RDA #2-TAX ALLOCATION DEBT SERVICE (382)

9910 Debt Service	239,410					
Total RDA #2 TAB's Fund	239,410					

BUDGET AND EXPENDITURES BY FUND
2009/11

Schedule 4

	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 City Manager Recommended	2010/11 City Manager Recommended
UTILITY FUND (540)						
4020 Water	1,205,248	1,192,222	1,097,700	1,236,460	1,279,553	1,327,294
4025 GVMID	1,076,130	1,118,996	1,427,641	1,389,403	1,551,459	1,618,374
4030 Sewer	1,059,167	1,136,151	1,184,670	1,177,117	1,274,796	1,331,789
Total Utility Fund	3,340,545	3,447,369	3,710,011	3,802,980	4,105,808	4,277,457
DENTAL FUND (620)						
6051 Dental Payments	103,175	90,816	93,991	84,000	84,000	84,000
Total Dental Fund	103,175	90,816	93,991	84,000	84,000	84,000
SELF INSURANCE FUND						
6052 Liability Payments	249,279	201,095	410,977	230,000	230,000	230,000
Total Self Insurance Fund	249,279	201,095	410,977	230,000	230,000	230,000
WORKERS COMPENSATION FUND						
6053 Workers Compensation Payments	(40,620)	163,609	508,319	200,000	200,000	200,000
Total Workers Compensation Fund	(40,620)	163,609	508,319	200,000	200,000	200,000
GRAND TOTAL ALL FUNDS	23,891,536	24,838,493	23,553,515	28,195,082	26,928,081	27,373,482

SUMMARY OF BUDGET TRANSFERS

2009/10

Description of Transfer	General Fund F-100	Gas Tax F-200	Measure A F-205	Open Space F-230	COPS State F-254	Utility Bond F-310	Pension Bond F-340	City Hall Bond F-366	City Hall Bond F-367	Capital Projects F-400	BPEA Refunding Lease F-365	Parks and Recreation Fund F-530	Utility Fund F-540	Fringe Benefit F-600	RDA #1 Operating F-281	RDA #2 Operating F-282	Low/Mod Fund F-283	RDA #1 Debt Service F-370	Housing Debt Service F-383
a) Transfer from Housing Fund to pay for Housing Debt																			
b) Transfer from RDA#1 to pay debt BPEA 2001 A																			
c) Transfer Water Fund share of COP debt to debt service fund																			
d) Transfer Utility fund share of Lease Revenue to debt service fund																			
e) Transfer from RDA 2 Operating to COP Debt Service Fund	29,994																		
f) To repay General Fund for Sewer Fund Loan																			
g) To cover cost of Parks and Recreation	(921,548)											921,548							
h) Transfer to Capital Projects to cover cost of Pavement Maintenance										165,000									
i) Transfer for Utility Bond Payment	100,000	(75,000)	(90,000)			288,311													
j) Transfer for Police Grants	(46,188)			46,188	(100,000)														
k) Transfer to Open Space Fund for land purchases and management																			
l) Transfer for Capital projects	45,259																		
m) Transfer for Advances to RDAs																			
n) Transfer to Pension Obligation Bond Fund	(488,250)						488,250												
o) Transfer for City Hall Bond Payment	(259,021)							259,021											
p) Transfer for City Hall Bond Payment	(189,086)								189,086										
q) Transfer for Rennee Health	(107,958)																		
TOTALS	(1,836,798)	(75,000)	(90,000)	46,188	(100,000)	288,311	488,250	259,021	189,086	165,000	321,873	1,013,388	(424,523)	107,958	(2,081,725)	(307,495)	(120,243)	2,036,466	120,243

33,00%

(1,822,965)

SUMMARY OF BUDGET TRANSFERS
2010/11

Description of Transfer	General Fund F-100	Gas Tax F-200	Measure A F-205	Open Space F-230	COPS State F-254	Utility Bond F-310	Pension Bond F-340	City Hall Bond F-366	City Hall Bond F-367	Capital Projects F-400	BPPA Refunding Lease F-365	Parks and Recreation Fund F-550	Utility Fund F-540	Fringe Benefit F-600	RDA #1 Operating F-281	RDA #2 Operating F-282	Low/Mid Fund F-283	RDA #1 Debt Service F-370	Housing Debt Service F-383
a) Transfer from Housing Fund to pay for Housing Debt																			
b) Transfer from RDA#1 to pay debt BPPA 2001 A																			
c) Transfer Water Fund share of COP debt to debt service fund																			
d) Transfer Utility fund share of Lease Revenue to debt service fund																			
e) Transfer from RDA 2 Operating to COP Debt Service Fund	29,994										107,192		(107,192)						
f) To repay General Fund for Sewer Fund Loan	(800,159)										217,631		(29,994)			(217,631)			
g) To cover cost of Parks and Recreation												800,159							
h) Transfer to Capital Projects to cover cost of Precinct Maintenance		(75,000)	(90,000)							165,000									
i) Transfer for Utility Bond Payment	100,000					286,818													
j) Transfer for Police Grants	(60,351)			60,454	(100,000)														
k) Transfer to Open Space Fund for land purchases and management																			
l) Transfer for Capital projects	45,259																		
m) Transfer for Advances to RDAs	(574,500)						574,500												
n) Transfer to Pension Obligation Bond Fund								404,021	190,075										
o) City Hall Bond Issue																			
p) City Hall Bond Issue																			
q) Transfer for Retiree Health														116,655					
TOTALS	(1,920,611)	(75,000)	(90,000)	60,454	(100,000)	286,818	574,500	404,021	190,075	165,000	324,823	891,999	(424,003)	116,655	(2,086,532)	(309,471)	(122,915)	2,041,293	122,915

SCHEDULE OF PERSONNEL POSITION ALLOCATION
2009/11

Position Descriptions Within Departments	Positions Allocations Budgeted 2005/06	Positions Allocations Budgeted 2006/07	Positions Allocations Budgeted 2007/08	Positions Allocations Budgeted 2008/09	Positions Allocations Budgeted 2009/10	Positions Allocations Budgeted 2010/11
200 City Manager						
City Manager	1.00	1.00	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00	1.00	1.00
Assistant to the City Manager	1.00	1.00	1.00	1.00	1.00	1.00
Pen TV Contract Employee		1.00	1.00	1.00	1.00	1.00
Human Resources Specialist						
Human Resources Administrator						
Deputy City Clerk/Executive Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Open Space and Ecology Analyst	0.55	0.55	0.55	0.55	0.55	0.55
Office Specialist (part-time)					0.20	0.20
Receptionist						
Total	4.55	5.55	5.55	5.55	5.75	5.75
400 Administrative Services						
Administrative Services Director	1.00	1.00	1.00	1.00	1.00	1.00
Finance Director						
Accountant						
Accounting Assistant II						
Accounting Assistant II						
Senior Accounting Assistant	2.00	2.00	2.00	2.00	2.00	2.00
Management Analyst				1.00	1.00	1.00
IT Trainer						
Human Resources Senior Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Interns	0.46	0.96	0.96	0.96	0.30	0.30
Office Specialist (part-time)	0.50	0.50	0.50	0.50	0.50	0.50
Financial Services Manager	1.00	1.00	1.00	1.00	1.00	1.00
Info. Tech. and Systems Administrator	1.00	1.00	1.00	1.00	1.00	1.00
Total	6.96	7.46	7.46	8.46	7.80	7.80
600 Planning and Community Development						
Community Development Director	1.00	1.00	1.00	1.00	1.00	1.00
Principal Planner	1.00	1.00	1.00	1.00	1.00	1.00
Senior Planner	1.00	1.00	1.00	1.00	1.00	1.00
Assistant to the City Manager/Housing						
Associate Planner		1.00	1.00	1.00	1.00	1.00
Assistant Planner						
Administrative Assistant						
Community Development Technician	1.00	1.00	1.00	1.00	1.00	1.00
Office Specialist	1.00	0.50	0.50	0.50	0.50	0.50
Code Enforcement Officer	0.40	0.40	0.40	0.40	0.40	0.40
Archive Assistant						
Total	5.40	5.90	5.90	5.90	5.90	5.90
2000 Police						
Police Chief	1.00	0.50	0.50	0.50	0.50	0.50
Police Commander	1.00	2.00	2.00	2.00	1.38	1.00
Police Sergeant	4.00	4.00	4.00	4.00	4.00	4.00
Police Officer	11.00	11.00	11.00	11.00	9.00	9.00
Dispatcher/Clerk						
Community Service Officer	1.00	1.00	1.00	1.00	1.00	1.00
Executive Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Office Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Crossing Guard	0.11	0.11	0.11	0.11	0.11	0.11
Total	20.11	20.61	20.61	20.61	17.99	17.61

SCHEDULE OF PERSONNEL POSITION ALLOCATION

2009/11

Position Descriptions Within Departments	Positions Allocations Budgeted 2005/06	Positions Allocations Budgeted 2006/07	Positions Allocations Budgeted 2007/08	Positions Allocations Budgeted 2008/09	Positions Allocations Budgeted 2009/10	Positions Allocations Budgeted 2010/11
3000 Fire						
Fire Chief						
Fire Captain	3.00	3.00	3.00	3.00	3.00	3.00
Firefighter	2.00	2.00	2.00	2.00	0.00	0.00
Firefighter/Paramedic	7.00	7.00	7.00	7.00	6.00	6.00
Fire Prevention Officer	0.00	0.00	0.00	0.00	0.00	0.00
Office Specialist	0.55	1.00	1.00	1.00	1.00	1.00
Total	12.55	13.00	13.00	13.00	10.00	10.00
4000 Public Works						
Public Works Director/City Engineer	1.00	1.00	1.00	1.00	1.00	1.00
Senior Civil Engineer	1.00	1.00	1.00	1.00	1.00	1.00
Associate Civil Engineer		1.00	3.00	3.00	3.00	3.00
Assistant Engineer I/II	3.00	2.00	0.00	0.00	0.00	0.00
Junior Engineer						
Public Works Superintendent						
Public Works Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Office Assistant						
Public Works Inspector	1.00	1.00	1.00	1.00	1.00	1.00
P.W. Lead Maintenance Worker	3.00	3.00	3.00	3.00	3.00	3.00
Maintenance Worker I/II	9.00	10.00	10.00	10.00	10.00	10.00
Maintenance Worker I						
Parks/Facilities Maintenance Worker I/II	1.50	1.50	1.50	1.50	1.50	1.50
Maintenance Worker Assistant						
Total	21.50	22.50	22.50	22.50	22.50	22.50
5000 Recreation						
Parks and Recreation Director	1.00	1.00	1.00	1.00	0.50	0.50
Recreation Services Manager/Aquatics						
Recreation Supervisor	3.00	3.00	3.00	3.00	2.00	2.00
Facilities Attendant	2.75	2.75	2.75	2.75	2.75	2.75
Senior Recreation Leader	1.34	1.00	1.00	1.00	1.00	1.00
Recreation Leader	4.40	4.20	4.20	4.20	4.20	4.20
Recreation Program Coordinator II						
Management Assistant/Deputy City Clerk						
Recreation Program Coordinator		0.75	0.75	0.75	0.00	0.00
Assistant Recreation Program Coordinator						
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Parks/Facilities Maintenance Worker I/II						
Preschool Teacher	0.30	0.30	0.30	0.30	0.30	0.30
Recreation Leader Aide	0.30	0.30	0.30	0.30	0.30	0.30
Cashier	0.75	0.75	0.75	0.75	0.75	0.75
Lifeguard	2.00	2.00	1.02	1.02	1.02	1.02
Swim Instructor	1.33	1.33	1.35	1.35	1.35	1.35
Head Lifeguard	0.50	0.50	1.78	1.78	1.78	1.78
Total	18.67	18.88	19.20	19.20	16.95	16.95
5040 Marina						
Harbormaster						
Marina Services Director	1.00	1.00	1.00	1.00	1.00	1.00
Police Officer						
Administrative Assistant						
Office Specialist						
Marina Maintenance Worker II	1.00	1.00	1.00	1.00	1.00	1.00
Marina Maintenance Worker I	1.00	1.00	1.00	1.00	1.00	1.00
Marina Office Assistant						
Police Service Aide	1.75	1.75	1.75	1.75	1.75	1.75
Recreation Supervisor					1.00	1.00
Cashier					0.75	0.75

SCHEDULE OF PERSONNEL POSITION ALLOCATION
2009/11

Position Descriptions Within Departments	Positions Allocations Budgeted 2005/06	Positions Allocations Budgeted 2006/07	Positions Allocations Budgeted 2007/08	Positions Allocations Budgeted 2008/09	Positions Allocations Budgeted 2009/10	Positions Allocations Budgeted 2010/11
Lifeguard					1.02	1.02
Swim Instructor					1.35	1.35
Head Lifeguard					1.78	1.78
Office Assistant	1.50	1.50	1.50	1.50	1.50	1.50
Total	6.25	6.25	6.25	6.25	12.15	12.15
GRAND TOTALS	95.99	100.15	100.47	101.47	99.04	98.66

Does not include 5 City Council members, 5 Planning Commissioners and 5 PB&R Commissioners or the contract City Attorney

Department/Division: 100 City Council

General Fund
Fund 100

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51201 Part-time Salaries	12,687	14,156	13,604	13,540	13,540	13,540
Total Salaries	12,687	14,156	13,604	13,540	13,540	13,540
BENEFITS						
51502 City Pers Contribution	1,208	1,090	1,026	1,830	1,900	1,920
51506 Life Insurance	0	0	0	0	-	-
51507 Medicare Tax	461	531	525	70	200	200
51508 Social Security Tax	453	466	454	0	-	-
51509 Flexible Benefits	30,143	31,671	34,479	36,780	40,450	44,500
51510 Retiree Health	705	580	0	0	-	-
51511 Long-Term Disability	0	0	0	0	-	-
51602 Dental Insurance	5,201	5,724	5,748	5,700	5,700	5,700
51603 Vision Insurance	1,816	2,115	2,124	2,320	2,440	2,560
51605 Employee Assistance Program	0	0	0	0	-	-
51703 Internet Allowance	2,734	3,011	3,022	3,000	3,000	3,000
51704 Auto Allowance	15,078	18,069	18,138	18,000	18,000	18,000
51705 Housing Allowance	0	0	0	0	-	-
51706 Phone Allowance	1,316	1,445	1,450	1,800	2,100	2,100
Total Benefits	59,116	64,701	66,966	69,500	73,790	77,980
INSURANCE						
51800 Liability Insurance	519	510	570	590	670	730
51810 Worker's Compensation	444	430	490	510	580	620
Total Insurance	963	940	1,060	1,100	1,250	1,350
SERVICES AND SUPPLIES						
52221 Communications	0	0	0	0	-	-
52231 Equipment Maintenance	0	0	0	1,963	-	-
52233 Memberships	0	140	0	318	-	-
52234 Office Expense	8,110	10,107	8,522	6,196	11,795	11,795
52235 Professional Services	555	550	0	2,652	6,500	6,500
52241 Special Department Expense	6,863	42,769	4,769	8,169	4,028	3,739
52242 Small Tools	0	0				
52243 Travel & Training	13,362	7,050	5,294	12,308	9,135	8,695
Total Services & Supplies	28,889	60,616	18,585	31,606	31,458	30,729
FIXED ASSETS						
53200 Land	0	0				
53300 Equipment	0	817				
Total Fixed Assets	0	817	0	0	-	-
TOTAL BUDGET	101,655	141,229	100,215	115,746	120,038	123,599

CITY COUNCIL

ACCOMPLISHMENTS 2007- 2009

Adopted a Green Building ordinance that requires larger commercial and residential projects to meet LEED Silver and Build it Green standards. This is the first and only such ordinance in San Mateo County that applies mandatory green building standards to private development projects.

Initiated and funded an urban forest management program that has eliminated several hazardous stands of eucalyptus trees.

Going beyond the requirements of CEQA, initiated an extensive public process for developing a community preferred alternative specific plan for the Baylands. This alternative will be studied in the EIR at the same level of detail as the developer's proposal.

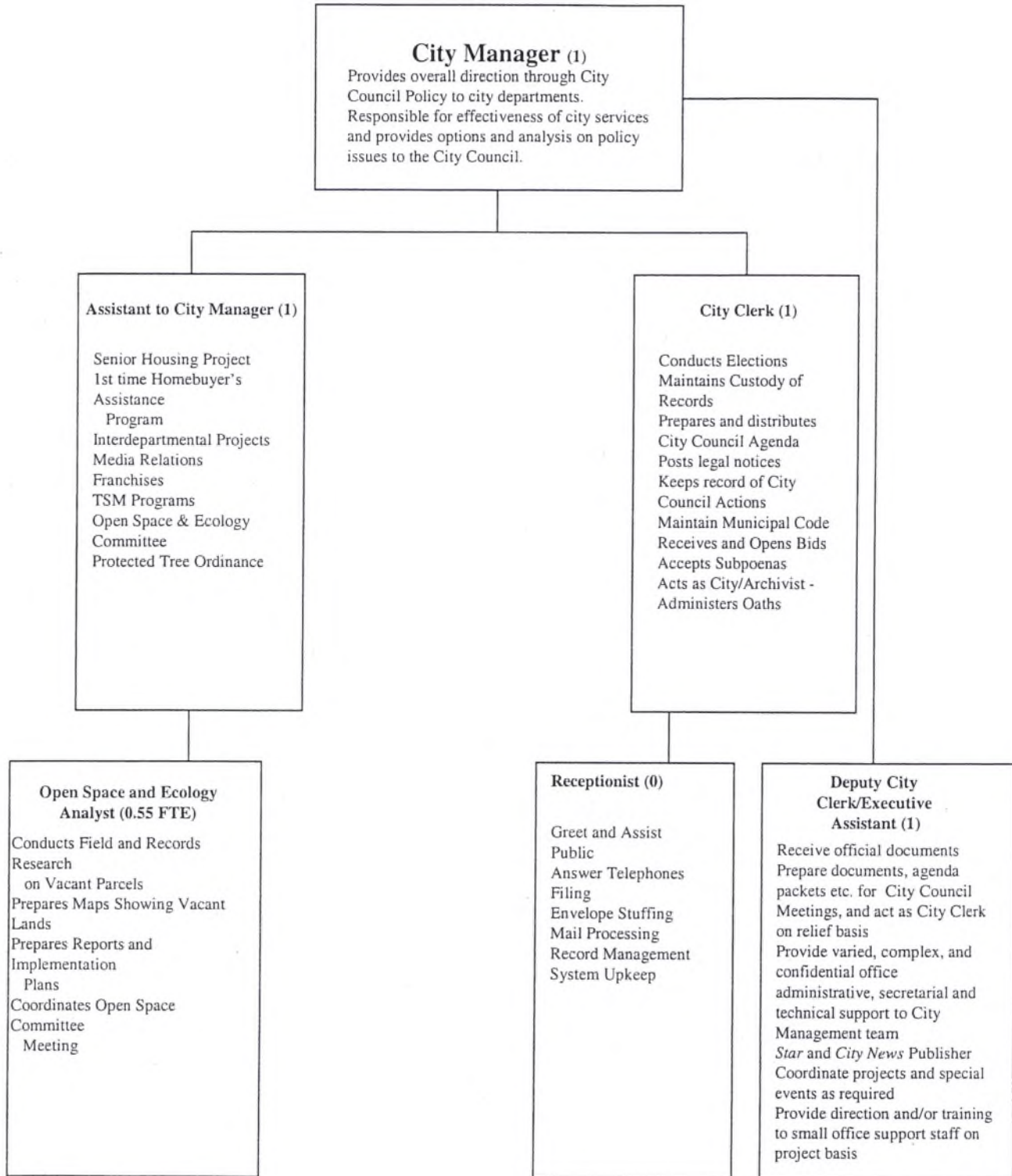
Completed a review and held public workshops in order to update the 1994 General Plan.

100 – CITY COUNCIL

Mission Statement

The City Council serves as the public policy making body for the community. Five representatives are elected by the citizenry to set goals, establish priorities, enact laws and make budgetary and other decisions on behalf of the community.

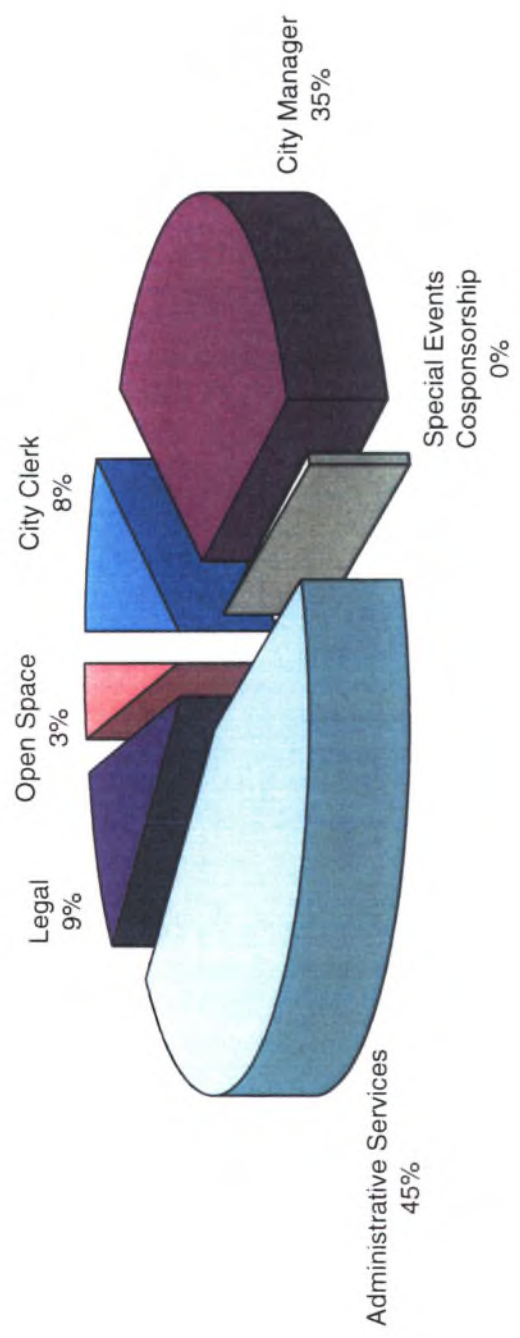
City Management



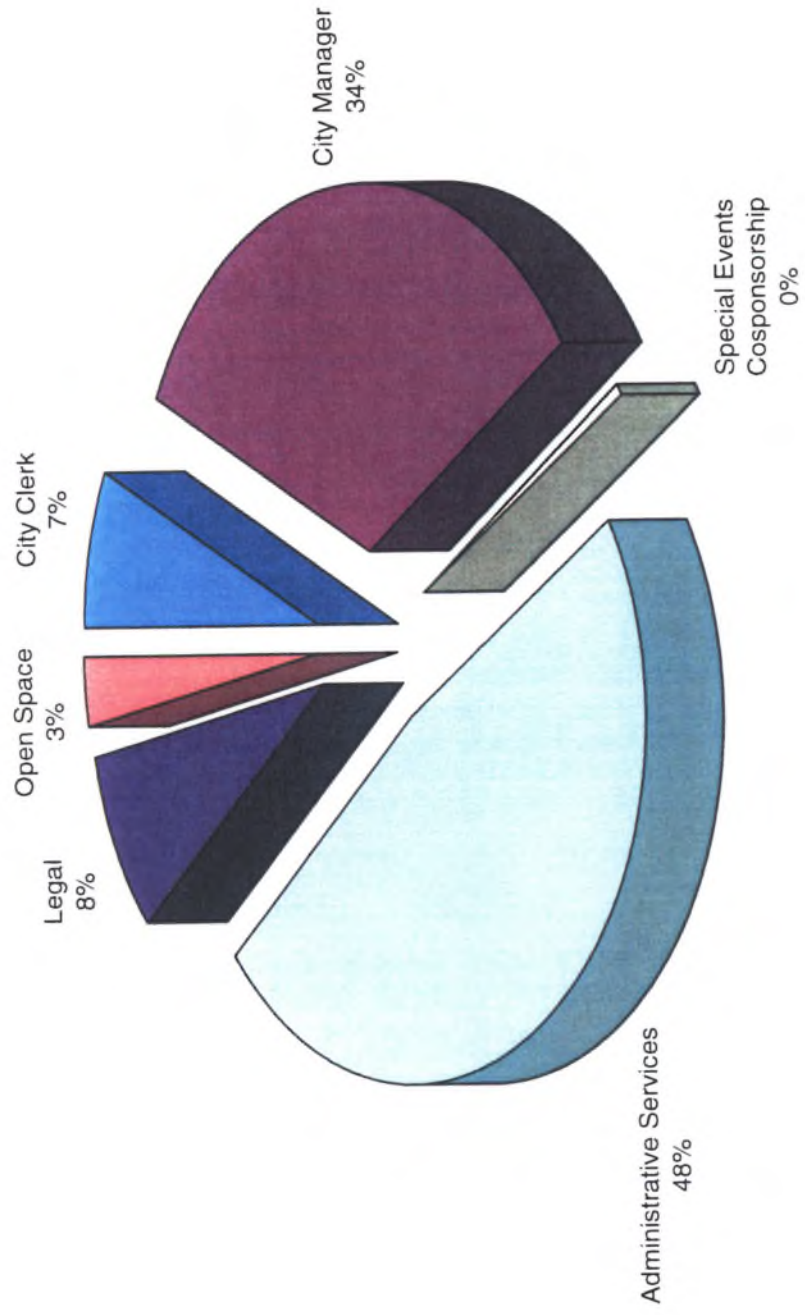
**Summary of Departmental Budget
2009/11
City Management Department**

	Number of Positions	Annual Salary 2009/10	Annual Benefits 2009/10	Number of Positions	Annual Salary 2010/11	Annual Benefits 2010/11
City Manager	1	216,861	104,931	1	216,861	107,355
Assistant to the City Manager	1	134,529	47,681	1	137,892	50,510
City Clerk	1	105,147	31,237	1	107,775	32,658
Deputy City Clerk/ Executive Assistant	1	76,040	24,504	1	77,941	25,620
Receptionist	0	0	0	0	0	0
PENTV Contract Employee	1	73,368	21,793	1	75,202	23,035
Open Space Analyst	.6	35,570	17,476	.6	36,459	18,796
Office Specialist	.2	10,870	1,681	.2	11,142	1,744
Total Salaries and Benefits		652,385	249,303		663,272	259,718

City Management Budget FY 2009/10



**City Manager Budget
Total 2010/11**



Department/Division: Total City Management -- All Program Budgets				General/Open Space Funds Funds 100 and 230		
Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	478,978	514,125	526,202	604,225	605,945	621,093
51201 Part-time Salaries	43,594	41,403	39,061	34,305	46,440	47,601
51301 Overtime	0	0	0	0	0	0
Total Salaries	522,572	555,528	565,263	638,530	652,385	668,694
BENEFITS						
51502 City Pers Contribution	63,590	52,979	53,749	86,195	91,464	94,968
51503 Employee Paid Pers Contribution	0	24,839	26,169	0	0	0
51506 Life Insurance	1,804	1,435	1,499	2,017	2,016	2,025
51507 Medicare Tax	7,773	8,239	9,112	9,259	9,460	9,696
51508 Social Security Tax	0	0	0	0	0	0
51509 Flexible Benefits	41,379	51,183	62,979	64,986	72,818	80,099
51510 Retiree Health	4,449	0	0	0	0	0
51511 Long-Term Disability	3,213	3,163	3,303	4,918	4,932	5,056
51602 Dental Insurance	5,964	6,361	6,380	6,327	6,327	6,327
51603 Vision Insurance	1,962	1,822	1,933	2,576	2,706	2,841
51605 Employee Assistance Program	386	532	276	653	679	696
51704 Auto Allowance	13,251	13,251	13,301	14,400	14,400	14,400
51705 Housing Allowance	5,042	3,011	3,023	3,000	3,000	3,000
51706 Phone Allowance	559	843	846	840	1,080	1,080
51709 PARS Contribution		3,900	3,300	40,002	40,423	41,433
51710 Deferred Compensation	21,167	51,120	53,755	0	0	0
Total Benefits	170,539	222,680	239,624	235,173	249,305	261,622
INSURANCE						
51800 Liability Insurance	17,017	17,688	24,071	27,867	32,435	35,939
51501 Worker's Compensation	14,638	15,058	20,647	23,902	27,821	30,826
Total Insurance	31,654	32,746	44,718	51,769	60,256	66,764
SERVICES AND SUPPLIES						
52221 Communications	0	0	0	0	0	0
52231 Equipment Maintenance	0	0	400	1,025	452	439
52233 Memberships	2,088	2,526	4,095	2,365	2,175	2,175
52234 Office Expense	14,378	15,675	11,413	14,990	17,000	18,600
52235 Professional Services	15,651	46,624	29,255	27,650	2,500	2,500
52236 Equipment Rental	0	0	0	0	0	0
52241 Special Department Expense	115,655	78,224	116,764	163,185	117,256	105,259
52243 Travel & Training	11,370	11,827	6,129	21,565	5,290	14,265
Total Services & Supplies	159,141	154,876	168,056	230,780	144,673	143,238
FIXED ASSETS						
55100 Land	831,426					
53300 Equipment						
Total Fixed Assets	831,426	0	0	0	0	0
TOTAL BUDGET	1,715,332	965,830	1,017,661	1,156,252	1,106,619	1,140,319

Department/Division: 201 City Clerk

General Fund
Fund 100

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	90,109	92,699	91,638	105,292	105,147	107,776
51201 Part-time Salaries	2,171	1,687	1,336	0	10,870	11,142
51301 Overtime	0	0	0	0	-	-
Total Salaries	92,280	94,386	92,974	105,292	116,017	118,917
BENEFITS						
51502 City Pers Contribution	11,193	8,950	8,962	14,213	16,266	16,889
51503 Employee Paid Pers Contribution	0	6,133	6,216	0	-	-
51506 Life Insurance	388	301	300	405	405	405
51507 Medicare Tax	1,424	1,430	1,409	1,527	1,682	1,724
51508 Social Security Tax	0	0	0	0	-	-
51509 Flexible Benefits	4,081	4,527	5,263	5,788	7,700	8,470
51510 Retiree Health	0	0	0	0	-	-
51511 Long-Term Disability	676	650	673	857	856	877
51602 Dental Insurance	1,097	1,145	1,150	1,140	1,140	1,140
51603 Vision Insurance	105	(105)	0	464	488	512
51605 Employee Assistance Program	0	78	43	118	122	125
51704 Auto Allowance	3,614	3,614	3,628	3,600	3,600	3,600
51705 Housing Allowance	2,031	0	0	0	-	-
51706 Phone Allowance	137	422	423	420	660	660
Total Benefits	24,746	27,144	28,067	28,532	32,919	34,403
INSURANCE						
51800 Liability Insurance	3,426	3,494	4,025	4,612	5,768	6,391
51810 Worker's Compensation	2,947	2,974	3,452	3,955	4,947	5,482
Total Insurance	6,373	6,468	7,477	8,567	10,716	11,873
SERVICES AND SUPPLIES						
52231 Equipment Maintenance	0	0	400	760	200	200
52233 Memberships	585	400	345	535	345	345
52234 Office Expense	6,740	8,579	7,535	6,500	6,500	8,100
52235 Professional Services	8,265	13,410	12,823	10,000	500	500
52236 Equipment Rental	0	0	0	0	-	-
52241 Special Department Expense	79,917	18,979	22,134	24,900	13,800	6,000
52243 Travel & Training	2,968	2,471	1,091	2,200	1,200	2,400
Total Services & Supplies	98,474	43,839	44,327	44,895	22,545	17,545
TOTAL BUDGET	221,873	171,836	172,845	187,286	182,196	182,738

City Clerk

Accomplishments 2007-2009

- Accomplishment: Coordinated the move of all inactive records to a Public Storage Facility in Brisbane to allow for the space to remodel City Hall
- Community Value: Informed. Important permanent records are in a safe facility.
- Accomplishment: Participated in a Management Talent Exchange Program in Menlo Park to obtain skills and experience in another capacity
- Community Value: Informed & Interconnected. Ideas from other agencies and communities benefit our community as a whole with new ideas and programs
- Accomplishment: Deputy City Clerk acted as the City Clerk in the Fall of 2008 gaining day-to-day experience in the City Clerk's position
- Community Value: Informed and Interconnected. Staff is able to give consistent service to the community in the absence of other staff members who usually provide that service.
- Accomplishment: Conducted an election in November, 2007 filling two Council seats
- Community Value: Involved. Citizens campaign for and elect their representatives.
- Accomplishment: Conducted an election in November, 2008 relating to the Business License Tax
- Community Value: Involved. Citizens vote and decide on ballot question to provide more revenue to community.
- Accomplishment: Coordinated the Citizen's Academy in the Fall of 2007 for 25 participants
- Community Value: Informed, Interconnected, and Involved. Citizens learn about City government and hopefully are encouraged to become involved.
- Accomplishment: Organized original City records in new fire proof cabinets, cataloging Ordinances, Resolutions, Minutes, Deeds, and other vital records for safekeeping
- Community Value: Informed. Vital City records are preserved for future generations

Goals 2009-2011

Goal: Develop an Intranet site for City Staff to obtain information, forms, and policies that relate to completing work on a day-to-day basis

Community Value: Informed and Caring. This will enable city staff to provide services more expeditiously

Goal: Conduct an election for three Council seats

Community Value: Involved. The community will campaign and elect three members of the City Council to represent their values

Goal: Coordinate and Conduct a Citizens Academy in the Spring of 2010

Community Value: Informed, Interconnected, and Involved. Community members will gain knowledge about City government and hopefully get involved as a result.

201 – CITY CLERK

Mission Statement

It is the mission of the City Clerk's Office to promote openness in government by processing and recording City Council actions and managing all official records of the Council promptly and efficiently.

Program Description

The Office of the City Clerk is the central source of public records of the City government which must be readily available to the city officials, the public, and city staff. The City Clerk is responsible for the preparation of agendas, the recording and maintenance of all Council actions, filing of legal notices, coordination and administration of all City records, documents and public files. The City Clerk advertises and receives bids; conducts all bid openings; maintains the City's Municipal Code; receives all claims filed against the City; and serves as the official custodian of the City Seal. The City Clerk is also the Filing Officer for all Fair Political Practices Commission Statements required of elected officials, department heads and other designated employees. Citizens frequently look to the City Clerk's Office for general information regarding the City organization.

The City Clerk is the Elections Officer for the City. In this capacity, the City Clerk administers all election tasks required for Municipal Elections, receives nomination papers and verifies signatures with the Registrar of Voters.

Department/Division: 203 - City Manager

General Fund
Fund 100

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	388,870	421,426	434,564	498,933	500,798	513,318
51201 Part-time Salaries	12,323	8,881	6,547	0	-	-
51301 Overtime	0	0	0	0	-	-
Total Salaries	401,193	430,307	441,111	498,933	500,798	513,318
BENEFITS						
51502 City Pers Contribution	48,725	40,993	41,811	67,351	70,212	72,901
51503 Employee Paid Pers Contribution	0	18,706	19,953	0	-	-
51506 Life Insurance	1,416	1,134	1,199	1,612	1,611	1,620
51507 Medicare Tax	5,927	6,361	7,252	7,235	7,262	7,443
51508 Social Security Tax	0	0	0	0	-	-
51509 Flexible Benefits	30,798	38,649	48,779	49,188	54,107	59,518
51510 Retiree Health	4,449	0	0	0	-	-
51511 Long-Term Disability	2,537	2,514	2,630	4,061	4,076	4,178
51602 Dental Insurance	4,410	4,587	4,598	4,560	4,560	4,560
51603 Vision Insurance	1,662	1,695	1,699	1,857	1,950	2,048
51605 Employee Assistance Program	386	454	171	472	489	502
51704 Auto Allowance	9,637	9,637	9,674	10,800	10,800	10,800
51705 Housing Allowance	3,011	3,011	3,023	3,000	3,000	3,000
51706 Phone Allowance	422	422	423	420	420	420
51709 PARS Contribution	2,200	3,900	3,300	40,002	40,423	41,433
51710 Deferred Compensation	21,167	51,120	53,755	0	-	-
Total Benefits	136,747	183,183	198,266	190,558	198,911	208,423
INSURANCE						
51800 Liability Insurance	12,490	13,218	18,643	21,852	24,899	27,588
51810 Worker's Compensation	10,743	11,252	15,991	18,743	21,356	23,663
Total Insurance	23,233	24,470	34,634	40,595	46,255	51,251
SERVICES AND SUPPLIES						
52221 Communications	0	0	0	0	-	-
52231 Equipment Maintenance	0	0	0	265	252	239
52233 Memberships	1,503	2,126	3,750	1,830	1,830	1,830
52234 Office Expense	6,539	6,706	3,583	8,490	10,500	10,500
52235 Professional Services	0	32,977	14,332	15,000	-	-
52241 Special Department Expense	4,747	16,787	55,729	96,035	71,826	68,335
52243 Travel & Training	8,252	9,281	4,960	18,865	3,590	11,865
Total Services & Supplies	21,041	67,877	82,354	140,485	87,998	92,769
FIXED ASSETS						
55100 Land						
53300 Equipment						
Total Fixed Assets	0	0	0	0	0	0
TOTAL BUDGET	582,214	705,837	756,365	870,571	833,961	865,761

City Manager

Accomplishments 2007-2009

Accomplishment: Worked with City Council, City departments and the public to oversee extensive public planning process for the Baylands.

Community Value: Caring and informed. Provided information to all residents and businesses and provided a process for receiving public feedback.

Accomplishment: Developed and implemented a five year organizational restructuring plan.

Community Value:

Accomplishment: Used the Davey Resource Group to develop an urban forest management strategic plan and program to manage the urban forest and reduce fire fuel loads in Brisbane.

Community Value: Safety. Reduced the fire fuel load in Brisbane to reduce the severity of future fire events

Accomplishment: Used a \$7,000 matching grant from the Philanthropic Ventures Foundation, to develop a teens summer jobs program to conduct cleaning and restoration projects in City owned open space areas.

Community Value: Environmentally – Progressive and Interconnected. Provided teens an opportunity to work together to restore City open space to more natural and native habitat.

Accomplishment: Worked with the City Hall architect, the Department of Public Works and MCTV to design, contract for, and make operational video production system and equipment for the Community Meeting Room.

Community Value: Informed. Ensured future Council and Commission meetings can be broadcast over the City's Cable Channel.

Accomplishment: Worked with CalFire, County Parks, State Fish and Game and the HCP Habitat Manager to plan and create a 100 foot fire break behind the homes on Kings and Trinity Roads at the urban wildland interface.

Community Value: Safety. Reduced the fire fuel load and created fire break to reduce the severity of future fire events

Goals 2009-2011

Goal: Adopt updated financial and organizational restructuring projections.

Community Value:

Goal: Implement live streaming of channel 27 programming and meetings over the internet.

Community Value: Informed. Provides another opportunity for residents without Cable television to watch Council and Commission meetings and other shows on the City's Cable Channel.

Goal: Select a consultant to research and write an updated "The City of Stars" history book.

Community Value: Informed and Interconnected. The finished product will provide all residents a historically accurate picture of Brisbane.

Goal: Work with intern and/or volunteer(s) to organize and improve accessibility to History archive collection.

Community Value: Informed. The archive provides all residents with access to the history of Brisbane.

Goal: Develop a plan for design, financing and construction of new library with possible housing component.

Community Value: Interconnected and Informed. The Library provides a space for our residents to come together for various learning experiences.

Goal: Work with architects and possible affordable housing developer on concept and design plans for new library project.

Community Value: Interconnected and Informed. The Library provides a space for our residents to come together for various learning experiences.

203 – City Manager

Mission Statement

It is the mission of the City Manager's Department to provide leadership and administrative direction for the implementation of the policies and the accomplishment of the objectives set forth by the City Council. We will recruit and retain quality employees, and maintain and provide informational services to citizens and departments in a timely and effective manner.

Program Description

This department's purpose is to provide policy recommendations for the City Council as well as overall administrative leadership for the implementation of City policies as established by the Council. This shall include providing administrative direction to department managers in order to accomplish the goals and objectives in the City budget. This shall also include insuring that staff reports and all relevant materials and information shall be made available in a timely and equitable basis to the City Council and to the public. The department also acts as Council's representative in order to meet with citizens, employees or businesses to present the City's position or implement its policies.

The department also is responsible for the implementation of the City's Redevelopment Plans for Project Areas #1 and #2 in order to eradicate blight, provide necessary public improvement, and enhance the City's tax base. This shall include implementing programs for the provision of low and moderate income housing to help preserve the economic diversity of the community.

Department/Division: 205 Event Cosponsorship

General Fund
Fund 100

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51201 Part-time Salaries						
Total Salaries	0	0	0	0	0	0
BENEFITS						
51502 City Pers Contribution						
51506 Life Insurance						
51507 Medicare Tax						
51508 Social Security Tax						
51509 Flexible Benefits						
51510 Retiree Health						
51511 Long-Term Disability						
51602 Dental Insurance						
51603 Vision Insurance						
51605 Employee Assistance Program						
51704 Auto Allowance						
51705 Housing Allowance						
51706 Phone Allowance						
Total Benefits	0	0	0	0	0	0
INSURANCE						
51800 Liability Insurance						
51810 Worker's Compensation						
Total Insurance	0	0	0	0	0	0
SERVICES AND SUPPLIES						
52221 Communications						
52231 Equipment Maintenance						
52233 Memberships						
52234 Office Expense	361	323	74			
52235 Professional Services	473	1,000	2,100		2,000	2,000
52241 Special Department Expense	14,052	17,943	21,640	20,000	8,000	8,000
52243 Travel & Training						
Total Services & Supplies	14,886	19,266	23,814	20,000	10,000	10,000
FIXED ASSETS						
53200 Land						
53300 Equipment						
Total Fixed Assets	0	0	0	0	0	0
TOTAL BUDGET	14,886	19,266	23,814	20,000	10,000	10,000

Department/Division: 300 Open Space and Ecology **General and Open Space Funds**
Funds 100 and 230

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51201 Part-time Salaries	29,100	30,835	31,178	34,305	35,570	36,459
51301 Overtime	42					
Total Salaries	29,142	30,835	31,178	34,305	35,570	36,459
BENEFITS						
51502 City Pers Contribution	3,672	3,037	2,975	4,631	4,987	5,178
51506 Life Insurance	0	0	0	0	-	-
51507 Medicare Tax	423	448	451	497	516	529
51508 Social Security Tax	0	0	0	0	-	-
51509 Flexible Benefits	6,500	8,006	8,937	10,010	11,011	12,112
51510 Retiree Health	0	0	0	0	-	-
51511 Long-Term Disability	0	0	0	0	-	-
51602 Dental Insurance	457	630	632	627	627	627
51603 Vision Insurance	194	233	234	255	268	282
51605 Employee Assistance Program	0	0	63	63	67	69
51704 Auto Allowance	0	0	0	0	-	-
51705 Housing Allowance	0	0	0	0	-	-
51706 Phone Allowance	0	0	0	0	-	-
Total Benefits	11,246	12,353	13,292	16,083	17,476	18,796
INSURANCE						
51800 Liability Insurance	1,101	976	1,403	1,403	1,768	1,959
51810 Worker's Compensation	947	832	1,204	1,204	1,517	1,681
Total Insurance	2,048	1,808	2,607	2,607	3,285	3,640
SERVICES AND SUPPLIES						
52221 Communications						
52231 Equipment Maintenance						
52233 Memberships						
52234 Office Expense	737	68	221.77		-	-
52235 Professional Services	6,913	(763)	0	2,650	-	-
52241 Special Department Expense	16,940	24,515	17,261	22,250	23,630	22,924
52243 Travel & Training	150	75	78	500	500	-
Total Services & Supplies	24,740	23,895	17,561	25,400	24,130	22,924
FIXED ASSETS						
53200 Land	831,426	182,823	446,647			
53300 Equipment						
Total Fixed Assets	831,426	182,823	446,647	0	0	0
TOTAL BUDGET	898,602	251,714	511,285	78,395	80,462	81,820

Department/Division: 300 Open Space and Ecology

General and Open Space Funds
Funds 100 and 230

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51201 Part-time Salaries	29,100	30,835	31,178	34,305	35,570	36,459
51301 Overtime	42					
Total Salaries	29,142	30,835	31,178	34,305	35,570	36,459
BENEFITS						
51502 City Pers Contribution	3,672	3,037	2,975	4,631	4,987	5,178
51506 Life Insurance	0	0	0	0	-	-
51507 Medicare Tax	423	448	451	497	516	529
51508 Social Security Tax	0	0	0	0	-	-
51509 Flexible Benefits	6,500	8,006	8,937	10,010	11,011	12,112
51510 Retiree Health	0	0	0	0	-	-
51511 Long-Term Disability	0	0	0	0	-	-
51602 Dental Insurance	457	630	632	627	627	627
51603 Vision Insurance	194	233	234	255	268	282
51605 Employee Assistance Program	0	0	63	63	67	69
51704 Auto Allowance	0	0	0	0	-	-
51705 Housing Allowance	0	0	0	0	-	-
51706 Phone Allowance	0	0	0	0	-	-
Total Benefits	11,246	12,353	13,292	16,083	17,476	18,796
INSURANCE						
51800 Liability Insurance	1,101	976	1,403	1,403	1,768	1,959
51810 Worker's Compensation	947	832	1,204	1,204	1,517	1,681
Total Insurance	2,048	1,808	2,607	2,607	3,285	3,640
SERVICES AND SUPPLIES						
52221 Communications						
52231 Equipment Maintenance						
52233 Memberships						
52234 Office Expense	737	68	221.77		-	-
52235 Professional Services	6,913	(763)	0	2,650	-	-
52241 Special Department Expense	16,940	24,515	17,261	22,250	23,630	22,924
52243 Travel & Training	150	75	78	500	500	-
Total Services & Supplies	24,740	23,895	17,561	25,400	24,130	22,924
FIXED ASSETS						
53200 Land	831,426	182,823	446,647			
53300 Equipment						
Total Fixed Assets	831,426	182,823	446,647	0	0	0
TOTAL BUDGET	898,602	251,714	511,285	78,395	80,462	81,820

300- Open Space and Ecology

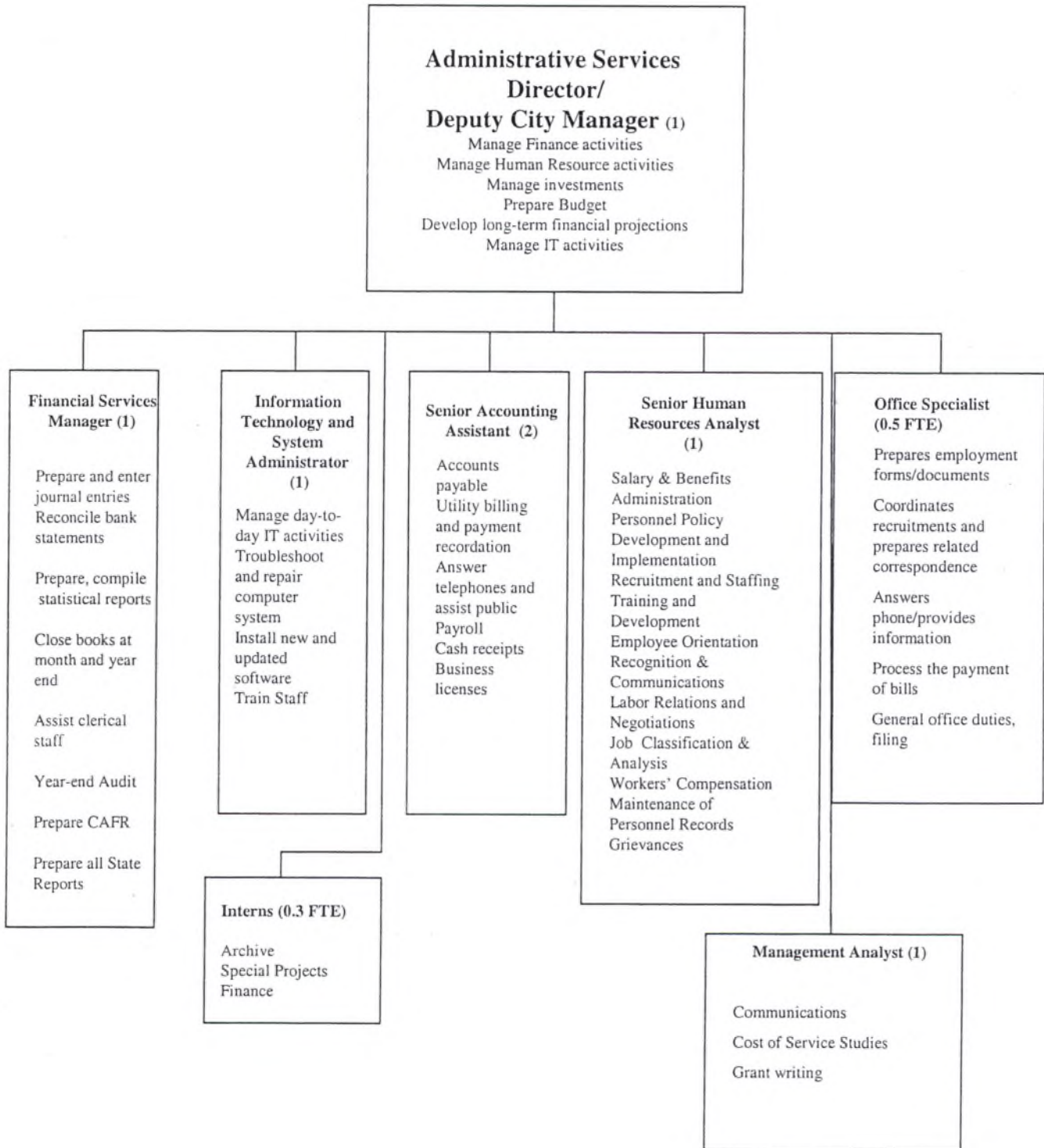
Mission Statement

It is the mission of the Open Space Department to implement the relevant programs and policies of the Open Space and Conservation Elements as well as the sustainability parts of the Local Economic Development chapter of the Brisbane General Plan.

Program Description

This department's purpose is to assist the Open Space and Ecology Committee to provide recommendations to the City Council on open space preservation issues and other programs and policies pertaining to conservation and sustainability. The department provides staff support to the Committee by directing research efforts and providing staff reports, minutes of meetings and other relevant materials on timely basis. The department is also responsible for implementation of City's Open Space Plan.

Department of Administrative Services



**Administrative Services
Personnel Costs
FY 2009/2011**

	Number of Positions	Annual Salary 2009/10	Annual Benefits 2009/10	Number of Positions	Annual Salary 2010/11	Annual Benefits 2010/11
Administrative Services	1	193,081	60,216	1	197,908	63,391
Director Information Tech. and System Administrator	1	101,823	26,435	1	104,369	27,838
Financial Services Manager	1	115,507	36,364	1	118,395	38,617
Senior Accounting Assistant	2	128,772	55,964	2	131,991	59,881
Senior Human Resources Analyst	1	90,248	36,870	1	92,504	39,436
Office Specialist (Human Resources)	0.5	30,613	2,342	0.5	31,378	2,400
Interns	0.3	9,600	734	0.3	9,600	734
Management Analyst		70,024	21,231	1	75,364	23,061
Special Counsel*		120,000	9,180		120,000	9,180
Overtime		500	0		500	0
Total Salaries and Benefits		860,168	249,336		882,009	264,538

* Not included in budget since the position is reimbursed by development

Department/Division: Total Administrative Services--All Program Budgets						General Fund Fund 100
Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	490,274	562,837	594,600	693,098	699,456	720,531
51201 Part-time Salaries	40,185	45,918	47,622	57,724	40,213	40,978
51301 Overtime	90	101	0	500	500	500
Total Salaries	530,549	608,856	642,222	751,322	740,169	762,009
BENEFITS						
51502 City Pers Contribution	59,679	56,295	60,082	97,368	98,064	102,330
51503 Employee Paid Pers Contribution	0	11,668	11,524	0	0	0
51506 Life Insurance	1,900	1,676	1,764	2,655	2,693	2,738
51507 Medicare Tax	7,774	8,830	9,314	10,886	10,725	11,042
51508 Social Security Tax	2,497	1,326	353	1,830	2,493	2,541
51509 Flexible Benefits	52,458	61,760	77,400	91,188	101,639	111,803
51510 Retiree Health	26,722	29,002	0	0	0	0
51511 Long-Term Disability	3,221	3,542	3,833	5,642	5,694	5,865
51602 Dental Insurance	6,251	6,869	7,031	7,980	7,980	7,980
51603 Vision Insurance	2,327	2,503	2,598	3,250	3,413	3,584
51605 Employee Assistance Program	608	670	262	826	857	878
51704 Auto Allowance	3,614	3,614	3,628	3,600	3,600	3,600
51705 Housing Allowance	3,011	3,011	3,023	3,000	3,000	3,000
51706 Phone Allowance	0	0	0	0	0	0
Total Benefits	170,062	190,766	180,811	228,225	240,158	255,360
INSURANCE						
51800 Liability Insurance	21,264	22,887	27,564	32,884	36,775	40,927
51810 Worker's Compensation	18,320	19,513	23,642	28,206	31,543	35,104
Total Insurance	39,584	42,400	51,206	61,090	68,318	76,031
SERVICES AND SUPPLIES						
52221 Communications	146	152	161	320	120	120
52231 Equipment Maintenance	215	0	0	850	450	450
52233 Memberships	1,693	4,347	1,355	2,200	1,740	1,740
52234 Office Expense	15,949	16,310	12,968	18,460	14,400	14,500
52235 Professional Services	118,458	148,616	146,381	145,044	120,550	104,950
52241 Special Department Expense	1,009	2,578	1,603	2,900	400	400
52243 Travel & Training	19,720	27,140	15,722	37,935	26,210	26,210
Total Services & Supplies	157,189	199,143	178,190	207,709	163,870	148,370
FIXED ASSETS						
53300 Equipment	10,409	1,541	678	0	0	0
Total Fixed Assets	10,409	1,541	678	0	0	0
TOTAL BUDGET	907,793	1,042,706	1,053,107	1,248,346	1,212,515	1,241,770

Administrative Services

ACCOMPLISHMENTS 2007-2009

Accomplishment: Water and Sewer rates increased to cover the cost of depreciation to system.

Community Value: Environmentally progressive - ensures funds will be available to ensure clean drinking water and an environmentally secure wastewater system.

Accomplishment: Business License tax collection changed for larger businesses.

Community Value: Interconnected - Change in business license tax provides money for capital projects to ensure public spaces are available for community interaction.

Accomplishment: City weblog created and maintained on a weekly basis.

Community Value: Informed – The blog provides another vehicle to convey information to the public.

Accomplishment: Received a police technology grant.

Community Value: Safety- provides funds to upgrade the security of the Police Station, and provide equipment for vehicles and officers.
Informed – Provides money to upgrade the City's website to ensure its continued usability.

Accomplishment: Water and Sewer late billing fee adjusted.

Community Value: Caring – Reduced the initial late fee to \$5.

Accomplishment: Computer system moved to temporary City Hall and back with minimal interruption in service.

Community Value:

Accomplishment: Implemented a two-tier retirement program

Community Value: Caring – Showed respect for current employees while at the same time showed long-term financial care.

Accomplishment: Developed an ergonomic policy for our safety program.

Community Value: Caring – Showed concern for our employees by ensuring repetitive motion stresses would be minimized.

GOALS 2009-2011

Goal: Update City Performance Measurement System.

Community Value: Informed – Develop a performance measurement system which informs the community how the programs and budgets of the City meet the needs of the community.

Goal: Develop a new website.

Community Value: Informed – Develop a website which provides more information to the public and allows for greater interaction with residents.

Goal: Provide training opportunities for all staff.

Community Value: Safety – Provide trainings to ensure staff is ready to respond to emergency situations.
Caring – Ensure staff is provided training which encourages them to provide the highest quality services to the public.

Goal: Review and update the City's method for recruitment.

Community Value: Caring and Informed - Provide for a new method of recruiting employees to take advantage of new technologies and diverse styles among potential employees.

Department/Division: 400 Finance

General Fund
Fund 100

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	417,189	480,629	507,251	602,726	609,208	628,027
51201 Part-time Salaries	9,420	26,079	18,248	28,200	9,600	9,600
51301 Overtime	90	101	0	500	500	500
Total Salaries	426,699	506,809	525,499	631,426	619,308	638,127
BENEFITS						
51502 City Pers Contribution	50,917	46,724	49,718	85,169	85,411	89,192
51503 Employee Paid Pers Contribution		11,668	11,524	0	-	-
51506 Life Insurance	1,541	1,375	1,454	2,250	2,288	2,333
51507 Medicare Tax	6,296	7,410	7,675	9,148	8,973	9,246
51508 Social Security Tax	590	1,224	0	0	595	595
51509 Flexible Benefits	40,055	47,327	61,245	72,988	81,619	89,781
51510 Retiree Health	15,114	16,202	0	0	-	-
51511 Long-Term Disability	2,681	2,974	3,218	4,906	4,959	5,112
51602 Dental Insurance	5,154	5,724	5,882	6,840	6,840	6,840
51603 Vision Insurance	1,922	2,080	2,173	2,786	2,926	3,072
51605 Employee Assistance Program	499	557	219	708	734	753
51704 Auto Allowance	3,614	3,614	3,628	3,600	3,600	3,600
51705 Housing Allowance	3,011	3,011	3,023	3,000	3,000	3,000
51706 Phone Allowance	0	0	0	0	-	-
Total Benefits	131,394	149,890	149,757	191,395	200,945	213,524
INSURANCE						
51800 Liability Insurance	17,215	18,767	22,567	27,633	30,766	34,269
51810 Worker's Compensation	14,837	16,005	19,356	23,702	26,389	29,393
Total Insurance	32,052	34,772	41,923	51,335	57,155	63,662
SERVICES AND SUPPLIES						
52221 Communications	146	152	161	120	120	120
52231 Equipment Maintenance	83	0	0	500	300	300
52232 Maintenance-Structures	200					
52233 Memberships	995	885	750	1,450	1,150	1,150
52234 Office Expense	12,962	11,814	9,557	8,900	7,400	7,400
52235 Professional Services	41,237	56,997	70,162	65,644	63,050	46,550
52241 Special Department Expense	415	615	627	900	400	400
52243 Travel & Training	9,972	11,871	10,564	20,435	9,910	9,910
Total Services & Supplies	66,009	82,335	91,821	97,949	82,330	65,830
FIXED ASSETS						
53300 Equipment	10,409	1,088	678			
Total Fixed Assets	10,409	1,088	678	0	0	0
TOTAL BUDGET	666,564	774,894	809,678	972,105	959,739	981,143

400 - FINANCE

Mission Statement

The Finance Department delivers reliable financial and information technology services. We are responsible for facilitating the planning, organization, implementation, control, coordination, and direction of the financial and technological policies and programs of the City, as established by the City Council and the City Manager. The Department also prepares and publishes the Comprehensive Annual Financial Report, and the Operating and Capital Budget for the City and the Agency.

Department Description

Finance consists of the following areas of responsibility: accounting, investments, business license billing and collection, capital projects accounting, information services, payroll, purchasing, self-insurance, and utility billing

Department/Division: 402 Human Resources

General Fund
Fund 100

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	73,084	82,208	87,349	90,372	90,248	92,504
51201 Part-time Salaries	30,765	19,839	29,373	29,524	30,613	31,378
Total Salaries	103,849	102,047	116,723	119,896	120,860	123,882
BENEFITS						
51502 City Pers Contribution	8,762	9,570	10,364	12,199	12,653	13,137
51506 Life Insurance	359	302	310	405	405	405
51507 Medicare Tax	1,478	1,420	1,639	1,738	1,752	1,796
51508 Social Security Tax	1,907	102	353	1,830	1,898	1,945
51509 Flexible Benefits	12,403	14,433	16,155	18,200	20,020	22,022
51510 Retiree Health	11,607	12,801	0	0	-	-
51511 Long-Term Disability	540	568	615	736	735	753
51602 Dental Insurance	1,097	1,145	1,150	1,140	1,140	1,140
51603 Vision Insurance	405	423	425	464	488	512
51605 Employee Assistance Program	109	113	43	118	122	125
51704 Auto Allowance	0	0	0	0	-	-
51705 Housing Allowance	0	0	0	0	-	-
51706 Phone Allowance	0	0	0	0	-	-
Total Benefits	38,668	40,876	31,054	36,830	39,213	41,836
INSURANCE						
51800 Liability Insurance	4,049	4,120	4,997	5,251	6,009	6,658
51810 Worker's Compensation	3,483	3,508	4,286	4,504	5,154	5,711
Total Insurance	7,532	7,628	9,283	9,755	11,163	12,369
SERVICES AND SUPPLIES						
52221 Communications	0	0	0	200	-	-
52231 Equipment Maintenance	133	0	0	350	150	150
52232 Maintenance Structures			1,450	0		
52233 Memberships	698	3,462	605	750	590	590
52234 Office Expense	2,987	4,496	3,411	9,560	7,000	7,100
52235 Professional Services	77,221	91,619	76,220	79,400	57,500	58,400
52241 Special Department Expense	594	1,963	976	2,000	-	-
52243 Travel & Training	9,748	15,268	5,158	17,500	16,300	16,300
Total Services & Supplies	91,379	116,808	87,819	109,760	81,540	82,540
FIXED ASSETS						
53300 Equipment	0	454				
Total Fixed Assets	0	454	0	0	-	-
TOTAL BUDGET	241,429	267,813	244,879	276,241	252,776	260,627

402 – HUMAN RESOURCES

Mission Statement

The Human Resources Department recognizes the value and importance of human resources management and employees to the organization and is committed to providing high quality human resource services. We are a resource and advisor to all City departments and employees and to deliver cost effective, results-oriented services.

Program Description

The Human Resources Department provides resources and advice to all City departments in the following areas of service: recruitment and staffing, training and development, policy development and implementation, grievance and discipline, salary and benefits administration, job classification and analysis, workers' compensation, risk management and safety programs, labor relations and negotiations, maintenance of personnel records, and employee recognition.

Department/Division: 500 Legal Services

General Fund
Fund 100

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51201 Part-time Salaries	105,322	106,845	108,104	167,670	135,220	138,601
51301 Overtime	0					
Total Salaries	105,322	106,845	108,104	167,670	135,220	138,601
BENEFITS						
51502 City Pers Contribution	13,208	10,513	10,262	22,634	18,958	19,684
51503 Employee Paid Pers Contribution		7,306	7,567	0	-	
51506 Life Insurance		0	0	0		
51507 Medicare Tax	1,527	1,549	1,568	2,431	1,961	2,010
51508 Social Security Tax						
51509 Flexible Benefits						
51510 Retiree Health						
51511 Long-Term Disability						
51602 Dental Insurance						
51603 Vision Insurance						
51605 Employee Assistance Program						
51704 Auto Allowance						
51705 Housing Allowance						
51706 Phone Allowance						
Total Benefits	14,735	19,368	19,397	25,065	20,919	21,694
INSURANCE						
51800 Liability Insurance						
51810 Worker's Compensation						
Total Insurance	0	0	0	0	0	0
SERVICES AND SUPPLIES						
52221 Communications	0	0	0	0	0	0
52234 Office Expense	36	0	0	3,000	3,000	3,000
52235 Professional Services	16,369	60,720	51,102	40,000	40,000	40,000
52243 Travel & Training	2,629	2,144	2,392	5,000	5,000	5,000
Total Services & Supplies	19,034	62,864	53,494	48,000	48,000	48,000
TOTAL BUDGET	139,092	189,077	180,995	240,735	204,139	208,294

City Attorney

Accomplishments 2007-2009

- Accomplishment: Adoption of Green Building Ordinance.
- Community Value: Environmentally-Progressive. Brisbane was the first City in San Mateo County to adopt a Green Building Ordinance.
- Accomplishment: Completion of Development Agreement for HCP biotech project.
- Community Value: Environmentally-Progressive and Informed. Provided for a public hearing process so all concerned residents were heard. Project meets LEED Silver Standard eventhough it was not required also has a component of renewable energy.
- Accomplishment: Adoption of Uniform Building and Fire Codes.
- Community Value: Safety. Codes ensures building built within Brisbane meet current standards for earthquake and fire safety.
- Accomplishment: Completed acquisition of additional open space parcels in Brisbane Acres.
- Community Value: Environmentally-Progressive and Caring. Provides for future open space within Brisbane and ensures environmentally sensitive habitat is preserved.
- Accomplishment: Completed homeowner loan documents for the affordable units in the Habitat and I San Bruno projects.
- Community Value: Caring and involved. Affordable units allows diverse economic groups to live in Brisbane and partake in the benefits of the town.
- Accomplishment: Adoption of Affordable Housing Ordinance.
- Community Value: Caring and involved. Affordable units allows diverse economic groups to live in Brisbane and partake in the benefits of the town.
- Accomplishment: Adoption of Tobacco Retailer Ordinance.
- Community Value: Safety. Provided a mechanism for the enforcement of underage smoking requirements.
- Accomplishment: Prepared City Attorney Impartial Analysis and related ballot materials for business license Tax.
- Community Value: Informed – Provided information to voters to ensure everyone understood the issues involved on the ballot measure.
- Accomplishment: Removal of eucalyptus trees on Wang and Oungouliau properties.

Community Value: Safety. Reduced the fire fuel load in Brisbane to reduce the severity of future fire events

Accomplishment: Successfully concluded code violation action against Singh and recovery of \$50,000 damage award for current owner of property.

Community Value:

Accomplishment: Adoption of weed abatement ordinance.

Community Value: Safety. Reduced the fire fuel load in Brisbane to reduce the severity of future fire events

Goals 2009-2011

Goal: Complete purchase of Lau property, to be followed by negotiation of a development agreement with Habitat for development of such property with affordable housing units.

Community Value: Caring and involved. Affordable units allows diverse economic groups to live in Brisbane and partake in the benefits of the town.

Goal: Revise grading ordinance, to include changes required under the settlement agreement with Mountain Watch pertaining to the Ng project.

Community Value: Caring and Involved. By insuring the changes are made provides individuals with further assurance their voices are heard and respected during public hearing.

Goal: Complete approval process for the modified Northeast Ridge Unit II project, including conduct of HCP compliance hearing, approval of amendment to tentative map, preparation and execution of Improvement Agreement for Unit II, and granting of final map approval.

Community Value: Caring, Informed, and Environmentally-Progressive. The City has taken a leadership role in preserving butterfly habitat on the Northeast Ridge. The process will continue to allow for input for various members of the community.

Goal: Assist special counsel in obtaining favorable judgment in lawsuit against State Board of Equalization for reallocation of sales tax, or negotiation of settlement agreement with the BOE.

Community Value:

Goal: Assist in preparation and completion of EIR for Baylands project and drafting of land use entitlements, including zoning ordinance, development agreement, planned development permits, and improvement agreements.

Community Value: Involved, Caring, Environmentally Progressive, Safety, Informed, and Interconnected. As potentially the largest project occurring within Brisbane this project will have impact on all of the City's values.

Goal: Assist in negotiation of updated contract with Brisbane Elementary School District for shared use of public facilities.

Community Value: Interconnected. Ensures facilities are available for the public to use for recreational purposes.

Goal: Assist property owners on Humboldt Road using shared private sewer line with the formation of an owners association or cooperative agreement for maintenance and repair of the shared sewer facility.

Community Value: Caring. Ensure all property owners know what is expected of them to maintain sewer line so they can all respect the needs of the others.

Goal: Update Informal Bidding Ordinance to reflect higher limits.

Community Value: Involved. This will allow more local vendors to participate in our bidding process.

500 – CITY ATTORNEY

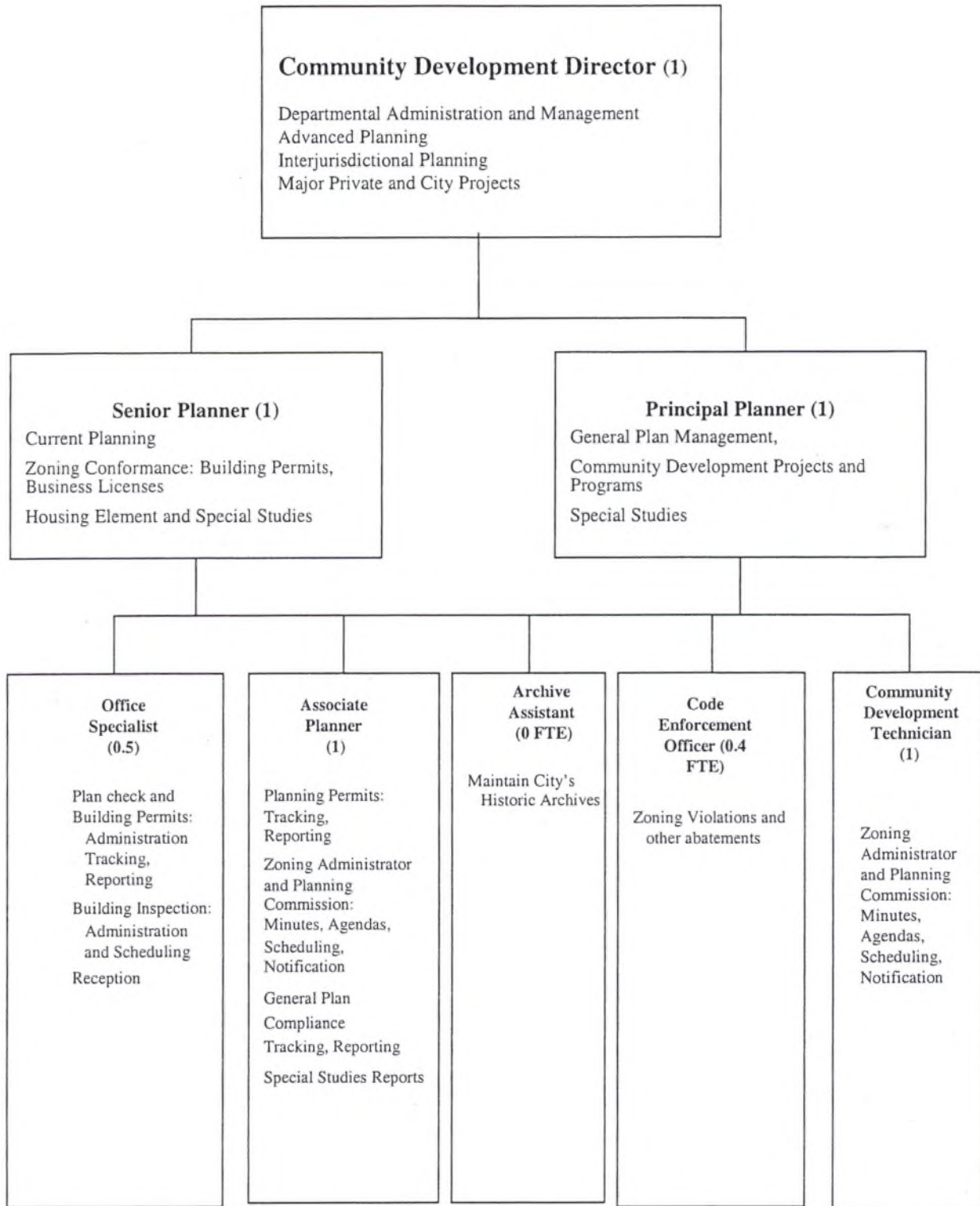
Mission Statement

The City Attorney is the legal advisor to the City Council, City boards and commissions, and the City Staff. The City Attorney is responsible for preparing or reviewing contracts, ordinances, resolutions, or other legal documents, and handling litigation to which the City is a party.

Department Description

The City Attorney is under contract directly with the City Council. Legal services rendered to the City are billed monthly at a fixed hourly rate. The City Attorney provides his own support staff and general overhead facilities, including secretaries, office space, and equipment, supplies, and law library. Such overhead expenses are included in the City Attorney's basic hourly rate charged to the City. The City Attorney's budget also includes fees and costs paid to outside counsel retained for the handling of an individual lawsuit or specialized matter.

Department of Community Development



**Summary of Departmental Budget
2009/2011
Community Development Department**

	Number of Positions	Annual Salary FY 2009/10	Annual Benefits FY 2009/10	Number of Positions	Annual Salary FY 2010/11	Annual Benefits FY 2010/11
Director of Community Development	1	169,758	49,458	1	174,002	52,033
Senior Planner	1	106,444	27,188	1	109,105	28,617
Principal Planner	1	125,856	42,669	1	129,003	45,445
Associate Planner	1	92,066	37,167	1	94,368	39,743
Community Development Technician	1	69,660	33,489	1	71,401	35,941
Office Specialist	.5	26,271	4,420	.5	26,903	4,579
Archive Assistant	0.0	0	0	0	0	0
Code Enforcement Officer	0.4	26,247	2,007	.4	26,927	2,058
Planning Commissioner	5	6,500	497	5	6,500	497
Overtime		<u>2,600</u>	<u>0</u>		<u>2,600</u>	<u>0</u>
Total Salaries and Benefits		625,402	196,895		640,809	208,913

Department/Division: 600 and 601 Community Development **General Fund and Developer Reimbursement Funds 100 and 780**

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	447,682	484,761	503,903	579,987	563,784	577,878
51201 Part-time Salaries	27,733	37,253	52,768	31,813	59,017	60,330
51301 Overtime	0	0	2,116	2,600	2,600	2,600
Total Salaries	475,415	522,015	558,786	614,400	625,401	640,809
BENEFITS						
51502 City Pers Contribution	56,040	48,009	50,867	78,282	82,726	85,895
51503 Employee Paid Pers Contribution		9,516	9,971	0	-	-
51506 Life Insurance	1,722	1,419	1,498	2,121	2,138	2,151
51507 Medicare Tax	6,930	7,598	8,101	8,871	9,031	9,254
51508 Social Security Tax	1,712	1,819	1,795	1,972	2,030	2,071
51509 Flexible Benefits	48,726	59,004	68,341	75,599	83,159	91,475
51510 Retiree Health	9,637	9,920	0	0	-	-
51511 Long-Term Disability	3,208	3,193	3,341	4,721	4,803	4,923
51602 Dental Insurance	5,467	5,871	6,309	5,700	5,700	5,700
51603 Vision Insurance	2,008	2,169	2,331	2,322	2,438	2,560
51605 Employee Assistance Program	553	563	213	590	612	627
51704 Auto Allowance	6,023	3,660	3,628	3,600	3,600	3,600
51705 Housing Allowance	0	0	0	0	-	-
51706 Phone Allowance	422	422	423	660	660	660
Total Benefits	142,447	153,163	156,818	184,438	196,897	208,916
INSURANCE						
51800 Liability Insurance	18,818	20,566	24,414	26,795	30,965	34,300
51810 Worker's Compensation	15,217	17,507	20,941	22,983	26,559	29,420
Total Insurance	34,035	38,073	45,355	49,778	57,524	63,720
SERVICES AND SUPPLIES						
52221 Communications	0	0	0	920	-	-
52231 Equipment Maintenance	0	0	17,305	1,020	1,020	1,020
52232 Maintenance Structures		8,653				
52233 Memberships	663	813	1,574	1,300	850	850
52234 Office Expense	15,400	16,038	6,698	17,715	16,827	16,826
52235 Professional Services	310,537	205,611	181,867	343,273	335,703	265,703
52241 Special Department Expense	5,442	1,292	510	4,000	4,000	4,000
52242 Small Tools	0	0	140			
52243 Travel & Training	6,441	10,580	4,559	9,600	3,000	3,000
Total Services & Supplies	338,483	242,986	212,652	377,828	361,400	291,399
FIXED ASSETS						
53300 Equipment						
Total Fixed Assets	0	0	0	0	-	-
TOTAL BUDGET	990,380	956,236	973,612	1,226,444	1,241,221	1,204,844

Community Development

Accomplishments 2007-2009

Accomplishment: Successfully managed the Community Development Department: provided leadership, kept abreast of state planning, zoning, housing and environmental law, reviewed all staff reports from department to Planning Commission and City Council, wrote performance evaluations of staff, prepared budget, reviewed contracts, attended numerous meetings, managed appeals of controversial projects (i.e. 325 Valley Drive), represented City with other agencies, administrative matters (invoices, time sheets etc).

Community Value:

Accomplishment: Completed the revisions to the goals, policies and programs of the background elements of the General Plan (Community Character, Economic Development, Parks & Recreation, Open Space, Health and Safety, Conservation and Transportation) per City Council review and changes.

Community Value: Informed. Provided information to the Council, Planning Commission, and the public so the City's General Plan can be updated.

Accomplishment: Wrote and presented staff reports to Planning Commission and City Council on New Urbanism, Placemaking, and Transit Oriented Deployment for the subareas of the Land Use Element to the General Plan and recommended changes to land use plan to reflect those models of development.

Community Value: Informed and Environmentally-Progressive. Provided the latest information concerning environmental issues related to the General Plan update.

Accomplishment: Drafted initial changes to the text of the general plan elements additional revisions underway to reflect outcome of recent state legislation on global warming and GHG emissions (SB2) and regional planning response (AB375).

Community Value: Informed and Environmentally-Progressive. Provided the latest information concerning environmental issues related to the General Plan update.

Accomplishment: Recommend that key Sierra Point property owners fund and City Council retain services of urban designers, Freedman Tung and Bottemley, (FTB) to revise Sierra Point Design Guidelines to improve public space at Sierra Point, including public plaza concept. The revisions and plaza has been recommended for approval by the Planning Commission (currently being revised accordingly for presentation to City Council).

Community Value: Interconnected. A public plaza would provide the residents of the City a gathering spot on Sierra Point.

Accomplishment: Represented the City at San Mateo County Technical Advisory Committee meetings on the Regional Housing Needs Assessment (RHNA), reported back to Council on City's fair share and arranged to have Polly Marshall (housing law expert and Attorney with Goldfarb Lippman) address the Council on Housing Law, in order to achieve Council acceptance of City's "fair share" of RHNA numbers.

Community Value: Caring and involved. Affordable units allows diverse economic groups to live in Brisbane and partake in the benefits of the town.

Accomplishment: Helped with the development of the Inclusionary Housing Ordinance and gave staff presentation to Council.

Community Value: Caring and involved. Affordable units allow diverse economic groups to live in Brisbane and partake in the benefits of the town.

Accomplishment: Analyzed the potential and developed strategies for the city to meet it's state housing obligations for 2007-2014 and beyond, through review of housing law requirements, examination of land use inventory and demographic/housing need projections. Scheduling of public hearings in April and May for completion of draft element by July 2009.

Community Value: Informed. Provided the City Council, Planning Commission and community on the issues related to the our obligations under State law.

Accomplishment: Obtained the services of several additional speakers for University of Brisbane/Baylands Speaker's Series (Greg Searle, Hunter Lovins, Charles Jenks and Richard Register - October- December 2007)

Community Value: Informed. Provided the public additional educational opportunities related to environmental and planning issues surrounding the Baylands and General Plan Update.

Accomplishment: Assisted in developing approach to Baylands land use alternatives (Dyett Bhatia) and open space planning (Dangermond).

Community Value: Informed and Caring. Provided a mechanism for the community to become informed and provide feedback in order for the City Council to create the community alternative for the Baylands Specific Plan.

Goals 2009 - 2011

Goal: Complete the text revisions to the general plan update reflecting the recent adoption and ongoing implementation of SB2 and AB 375

Community Value: Caring. The General Plan update process ensures the community's desires are translated into goals and policies.

Goal: Adopt a new housing element (in 2009) for the 2007-2014 housing element cycle and begin to implement those programs that the City has agreed to complete (HCD) within the first year after adoption.

Community Value: Caring and involved. Affordable units allow diverse economic groups to live in Brisbane and partake in the benefits of the town.

Goal: Complete the draft EIR for the Baylands Specific Plan

Community Value: Involved, Caring, Environmentally Progressive, Safety, Informed, and Interconnected. As potentially the largest project occurring within Brisbane this project will have impact on all of the City's values.

Goal: Prepare (if necessary) any supplemental environmental review to the Baylands Specific Plan Environmental Impact Report, to use as the environmental document for the new General Plan. Hold hearings at the Planning Commission and City Council and adopt the plan.

Community Value:

Goal: Hold public hearings on the Baylands Specific Plan and Environmental Impact Report.

Community Value: Informed and Caring. Ensures the public knows what is being put forth in the Baylands Specific Plan and the Environmental Impact Report and allows the public an opportunity to comment.

Goal: Implement programs in the general plan according to relevant priority

Community Value:

Goal: Amend the Zoning ordinance, as necessary, for consistency with the General Plan and the Baylands Specific Plan

Community Value:

Goal: Review all building and planning contracts

Community Value:

600 – COMMUNITY DEVELOPMENT

Mission Statement

The Department of Community Development is committed to assist the Citizens of Brisbane, the Planning Commission and the City Council to develop and maintain community goals in regard to quality of life and the built environment by applying its professional and technical skills to the analysis of complex issues and by overseeing private and public development projects.

Department Description

The Department of Community Development implements the General Plan by evaluating private and public development projects, considering their physical, social, economic and environmental impacts; by reviewing and revising City ordinances as needed; by completing special studies to provide data to decision-makers as well as to update the General Plan and its Elements; and by responding to various State and Federal requirements. The Department provides staff support to the Planning Commission and City Council and works in cooperation with other private and public agencies to address mutual planning problems facing the community.

Administration Program Description

This program provides for the management of the department, providing oversight and direction in the performance of diverse activities, budgetary responsibilities and personnel management. The program provides staff and resources to support the work of the Zoning Administrator, Planning Commission and City Council. It also provides a broad public information function and arranges for coordination with City departments, local, regional, State and Federal agencies.

The General Plan and Zoning Consistency Program Description

Maintenance of the General Plan includes activities such as maintaining background data, amendments, the development or analysis of area and specific plans and evaluating proposed programs and capital projects for consistency with City policies. This fiscal year will continue the comprehensive revisions to the General Plan started during the summer of 2004. Updating the Housing Element at intervals set by state law is a major activity under this program and the Certified Element obligates the City to a substantial implementation program. Revising the Zoning Ordinance to conform to the General Plan is another substantial responsibility which is on-going. Also included under this program are the analysis of land use proposals, EIR's and projects of outside jurisdictions and agencies in order to represent City policy and protect City interests.

Development Review Program Description

This program encompasses the implementation of City policy in terms of land use through the application of adopted regulations in Zoning, Subdivision and other development codes and standards and the California Environmental Quality Act to the review of development proposals.

Included in this program are activities to assist in the planning and implementation of projects to provide City facilities.

Building Inspection and Code Enforcement Program Description

Resources to provide the public with professional plan evaluation of building permit applications for compliance with adopted building, plumbing, electrical, mechanical and fire codes and field inspections to assure that construction conforms with approved plans are provided under this program. Also included is the enforcement of violations of building, zoning and other City codes.

Redevelopment and Housing Program Description

Under this program, attention is given to planning and implementing programs and projects in the City's two Redevelopment Areas; providing reports required under State Law and coordinating these efforts with other City Departments and outside Agencies. Housing programs provided for under Redevelopment Law using set-aside funds are also addressed under this program.

Department/Division: 900 Library

General Fund
Fund 100

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SERVICES AND SUPPLIES						
52232 Maint. Structures/Improvement.Grounds	3,840	4,125	6,305	5,200	5,285	5,130
52235 Professional Services		0				
52242 Small Tools & Supplies	0	0	0	500	0	0
52244 Utilities	1,566	1,274	1,596	2,000	1,800	1,800
Total Services & Supplies	5,406	5,399	7,901	7,700	7,085	6,930
OTHER						
52900 Contributions	14,407	16,656	16,993	16,600	21,000	21,000
Total Other	14,407	16,656	16,993	16,600	21,000	21,000
TOTAL BUDGET	19,813	22,055	24,894	24,300	28,085	27,930

900 – LIBRARY

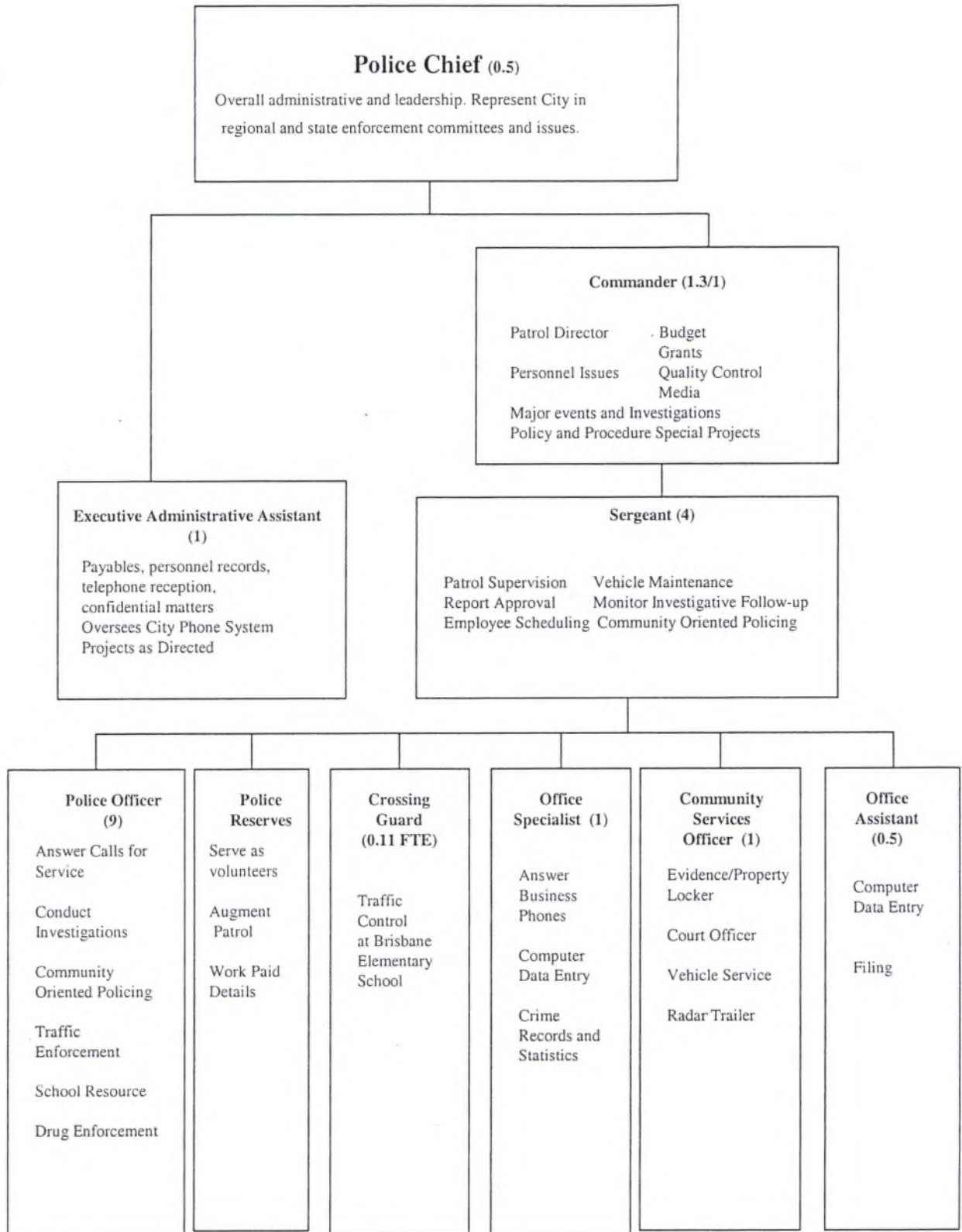
Mission Statement

The Library budget serves to provide funding necessary to ensure quality library services for the citizens of Brisbane.

Program Description

The City Council approved and entered into a Joint Powers Agreement for Library Services on January 11, 1999. Under this arrangement, the City no longer needs to subsidize the library to ensure extended hours up to 40 hours per week—this service is now provided as a function of this Agreement. The City, however, is responsible for all maintenance, repair and utility costs related to the space occupied by the library.

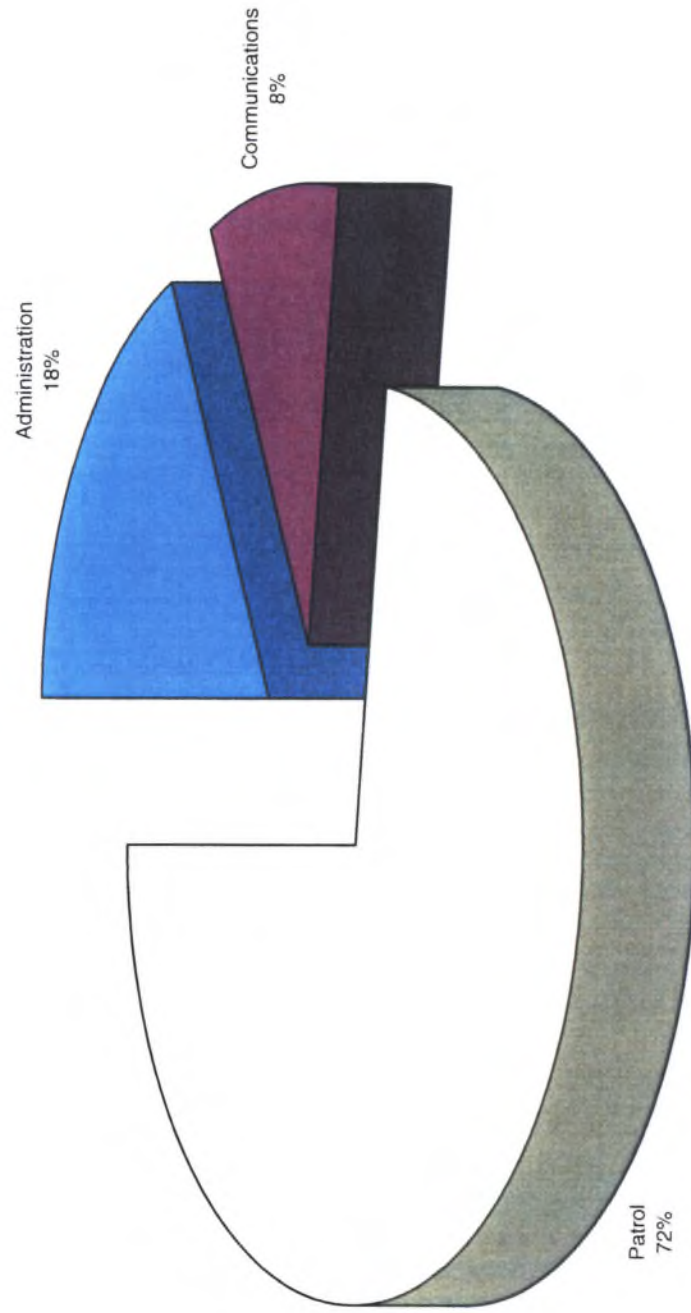
Police Department



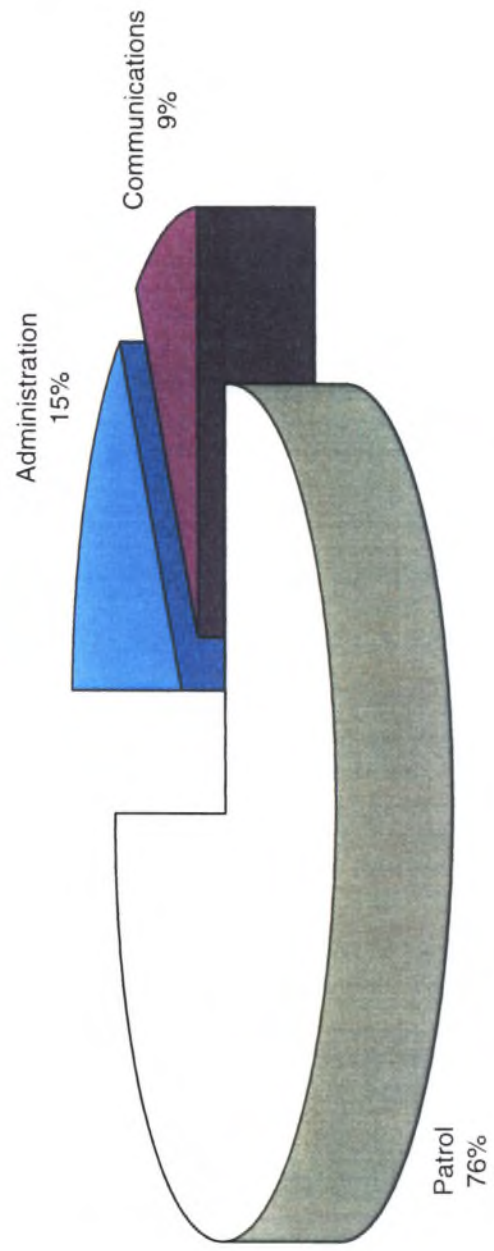
**Summary of Departmental Budget
2009/11
Police Department**

	Number of Positions	Annual Salary FY 2009/10	Annual Benefits FY 2009/10	Number of Positions	Annual Salary FY 2010/11	Annual Benefits FY 2010/11
Chief of Police	.5	144,000	11,016	.5	144,000	11,016
Police Commander	1.38	246,248	74,524	1	169,464	55,007
Executive Administrative Assistant	1	70,786	21,359	1	72,556	22,586
Office Specialist	1	64,200	32,570	1	65,805	34,990
Sergeants	4	502,582	215,382	4	514,793	226,209
Police Officers	9	904,432	347,098	9	931,417	363,462
Community Service Officer	1	57,602	19,140	1	59,042	20,288
Crossing Guard	0.11	7,014	536	0.11	7,189	550
Overtime		<u>88,150</u>	<u>1,278</u>		<u>90,354</u>	<u>1,310</u>
Total Salaries and Benefits		2,111,284	724,913		2,081,547	737,478

**Total Police Department Budget
FY 2009/2010**



Total Police Department Budget FY 2010/11



Department/Division: TOTAL POLICE--ALL DEPARTMENTAL BUDGETS						General Fund Fund 100
Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	1,677,470	1,698,701	1,741,354	1,967,335	1,783,598	1,749,010
51201 Part-time Salaries	8,452	154,178	166,284	172,055	151,014	151,189
51301 Overtime	64,374	109,108	81,830	89,010	88,150	90,354
51302 Holiday Premium	51,709	53,744	58,553	69,763	62,251	64,066
Total Salaries	1,802,005	2,015,731	2,048,022	2,298,163	2,085,013	2,054,619
BENEFITS						
51502 City Pers Contribution	486,746	264,238	282,668	299,074	283,637	278,836
51503 Employee Paid Pers Contribution	112,921	121,494	133,084	139,532	126,631	130,159
51506 Life Insurance	7,145	5,374	5,677	7,888	7,115	6,736
51507 Medicare Tax	25,851	28,601	29,082	31,235	30,233	29,792
51508 Social Security Tax	693	9,817	6,742	10,667	9,363	9,374
51509 Flexible Benefits	161,026	169,880	216,246	232,775	228,572	244,162
51510 Retiree Health	2,482	14,206	0	0	0	0
51511 Long-Term Disability	6,825	6,043	6,074	6,842	6,068	5,482
51602 Dental Insurance	21,220	21,216	21,831	22,800	19,756	19,380
51603 Vision Insurance	7,840	7,704	8,084	9,287	8,450	8,704
51605 Employee Assistance Program	2,099	2,084	788	2,360	2,203	2,132
51704 Auto Allowance	7,151	2,942	0	0	0	0
51705 Housing Allowance	0	0	0	0	0	0
51706 Phone Allowance	1,973	732	665	840	878	660
Total Benefits	843,973	654,332	710,942	763,300	722,905	735,416
INSURANCE						
51800 Liability Insurance	70,388	76,913	93,619	100,655	103,663	110,424
51810 Worker's Compensation	60,546	65,474	80,298	86,334	88,915	94,714
Total Insurance	130,935	142,387	173,917	186,989	192,577	205,138
SERVICES AND SUPPLIES						
52200 Safety Clothing	17,158	25,611	18,582	16,560	14,400	14,100
52221 Communications	19,551	28,187	24,770	24,306	25,030	25,100
52231 Equipment Maintenance	71,848	89,132	81,088	80,567	79,250	78,960
52232 Maintenance-Structures, Improvements						
52233 Memberships	1,465	605	1,045	1,695	1,695	1,695
52234 Office Expense	15,179	10,857	5,599	11,702	7,780	6,730
52235 Professional Services	257,979	252,841	204,789	260,352	266,615	273,910
52240 Rent-Real Property	28,448	23,345	25,198	14,000	0	0
52241 Special Department Expense	38,193	24,078	19,488	25,120	22,000	19,500
52242 Small Tools & Supplies	418	278	492	1,260	650	650
52243 Travel & Training	27,977	17,998	23,412	21,500	20,625	20,225
52244 Utilities	0	0	0	0	0	0
Total Services & Supplies	478,215	472,933	404,465	457,062	438,045	440,870
FIXED ASSETS						
53100 Improvements						
53300 Equipment	79,634	112,594	24,325	58,000	29,500	29,500
Total Fixed Assets	79,634	112,594	24,325	58,000	29,500	29,500
TOTAL BUDGET	3,334,762	3,397,977	3,361,670	3,763,514	3,468,040	3,465,543

Police

Accomplishments 2007-09

- Accomplishment: Scanned reports into the Records Management System for quicker response and accessibility for citizen's requesting reports and for officers.
- Community Value: Informed, Safety, and Caring. Allows citizens to easier access to reports.
- Accomplishment: Educated the local merchants of the laws regarding selling alcohol to minors due to the number of contacts of minors found under the influence of alcohol.
- Community Value: Informed.
- Accomplishment: Opened 7 Problem Oriented Policing Projects that addressed citizen's concerns and provided directed patrol to meet these areas of need.
- Community Value: Safety and Caring. Problem Oriented Policing provides the community an opportunity to recommend areas where additional police services are needed.
- Accomplishment: Provided K-9 demonstrations and presentations to the Brisbane Girl Scout Troops and discussed personal safety.
- Community Value: Informed, Safety and Interconnected. Provides the community an opportunity to interact with each other and officers an informal manner.
- Accomplishment: Provided child safety presentations and safety car seat installations.
- Community Value: Informed, Safety and Interconnected. Provides the community an opportunity to interact with each other and officers an informal manner.
- Accomplishment: School Resource Officer conducted general safety and drug/alcohol awareness presentations to all grade levels at the schools.
- Community Value: Informed and Safety. Provides the community an opportunity to interact with each other and officers an informal manner.

Accomplishment: Patrol developed and delivered educational fliers to businesses and the community on noise and air quality control concerns.

Community Value: Informed and Environmentally – Progressive. Provides information to the business and residential community relating to an environmentally sensitive issue.

Accomplishment: Used the Blog and Website as a means in providing immediate and updated information on current incidents and crime trends.

Community Value: Informed. Used the latest technique to get information out to the community.

Accomplishment: Received a technology grant which will fund the upgrade of the car computers, and car and portable radios.

Community Value: Safety. Assists the department in being better prepared for public safety issues.

Accomplishment: Prepared an action plan following OES guidelines to ensure continuity of police operations in the event of the Pandemic Influenza.

Community Value: Safety. The Department took a proactive step in ensuring the community has police coverage during a Pandemic Influenza outbreak.

Goals 2009-2011

Goal: Implement a Prescription Drug Disposal Program.

Community Value: Environmentally – Progressive. By having a proper disposal place for prescription drugs individuals will not dump them down their toilet where they would flow to the Bay or throw them in the trash where they would reach the landfills.

Goal: School Resource Officer to work with school administrators to implement drug/alcohol awareness program/presentations at the schools.

Community Value: Informed and Safety. By working with the schools we are able to reduce the number of children who have drug and alcohol issues later in life.

- Goal: Implement 2-3 town hall meetings between police department and citizens to facilitate the exchange of information and for them to become more familiar with the police department personnel.
- Community Value: Informed and Caring. Provides a forum for individuals to express their concerns about the community and provides the department an opportunity to inform the community on ways to be safer.
- Goal: Upgrade our current Website to become more user friendly and automated for request of forms.
- Community Value: Informed. The Website allows visitors to become more informed on issues within the City and provide feedback to the department on issues happening in their neighborhood.
- Goal: Develop succession planning within the department.
- Community Value:
- Goal: Community Service Officer and traffic division to implement an Abandoned Vehicle Program to monitor repeat offenders within town and the commercial area.
- Community Value: Safety. Provides the department a method to reduce the number of abandoned vehicles on the streets.
- Goal: Determine community interest for the re-implementation of Neighborhood Watch Program.
- Community Value: Informed, Interconnected, and Safety. Allows residents to work together to reduce incidents of crime within the City.
- Goal: Re-establish the Reserve Program in order to assist with staffing and future hiring solutions.
- Community Value:

Department/Division: 2001 Police-Administration/Personnel

General Fund
Funds 100/252

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	499,772	384,403	338,816	369,275	317,034	242,019
51201 Part-time Salaries	1,944	147,544	156,614	165,291	144,000	144,000
51301 Overtime	0	0	0	0		
Total Salaries	501,716	531,947	495,430	534,566	461,034	386,019
BENEFITS						
51502 City Pers Contribution	127,100	50,529	47,446	53,765	48,149	36,610
51506 Life Insurance	1,486	863	823	1,179	1,192	797
51507 Medicare Tax	6,482	6,869	6,376	5,663	6,685	5,597
51508 Social Security Tax	116	9,148	5,890	10,248	8,928	8,928
51509 Flexible Benefits	42,093	34,889	35,264	43,400	34,326	30,492
51510 Retiree Health	2,482	14,206	0	0	-	-
51511 Long-Term Disability	3,024	2,061	1,902	3,006	2,581	1,970
51602 Dental Insurance	4,389	3,477	3,192	3,420	2,656	2,280
51603 Vision Insurance	1,622	1,255	1,179	1,393	1,136	1,024
51605 Employee Assistance Program	434	338	113	354	367	251
51704 Auto Allowance	7,151	2,942	0	0	-	-
51705 Housing Allowance	0	0	0	0	-	-
51706 Phone Allowance	1,973	732	665	840	878	660
Total Benefits	198,353	127,310	102,850	123,268	106,899	88,609
INSURANCE						
51800 Liability Insurance	13,074	14,275	22,072	23,413	22,922	20,746
51810 Worker's Compensation	11,247	12,152	18,931	20,082	19,661	17,795
Total Insurance	24,321	26,427	41,003	43,495	42,582	38,541
SERVICES AND SUPPLIES						
52221 Communications	0	0	84	0	-	-
52231 Equipment Maintenance	100	0	25	350	350	350
52233 Memberships	830	155	605	820	820	820
52234 Office Expense	1,775	1,895	409	2,400	1,300	1,250
52235 Professional Services	50,132	58,561	0	0	-	-
52240 Rent-Real Property	28,448	23,345	25,198	14,000	-	-
52241 Special Department Expense	133	192	96	300	1,150	150
52242 Small Tools & Supplies	0	206	4	200	150	150
52243 Travel & Training	4,793	3,735	887	5,975	5,675	5,225
Total Services & Supplies	86,211	88,088	27,309	24,045	9,445	7,945
FIXED ASSETS						
53300 Equipment	11,760	0	0	0		
Total Fixed Assets	11,760	0	0	0	-	-
TOTAL BUDGET	822,361	773,772	666,592	725,374	619,960	521,114

2001 - POLICE ADMINISTRATION AND PERSONNEL

Mission Statement

It is the mission of the men and women of the Brisbane Police Department, working in *Partnership with the Community*, to provide highly effective and responsive police services, which protect individual rights, respect community values, and enhance professional ethics. We welcome the challenge to meet the present demands and prepare for the future while preserving the unique environment of the community we serve.

Program Description

The purpose of Administration and Personnel is to identify the direction and purpose of the department, define its goals and objectives, and direct its progress towards fulfillment of its mission. This program is responsible for the budget, career development, recruitment, and training. This program supports the concept of Community Based Policing and Problem Solving and encourages the participation of the employees, the community, and other city departments.

Department/Division: 2002 Police-Communications & Records General Fund
Fund 100

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	56,836	58,328	59,739	61,916	64,200	65,805
51201 Part-time Salaries			3,650			
51301 Overtime	224		86			
51302 Holiday Premium						
Total Salaries	57,060	58,328	63,475	61,916	64,200	65,805
BENEFITS						
51502 City Pers Contribution	7,157	5,739	5,756	8,358	9,001	9,346
51506 Life Insurance	293	233	246	334	347	355
51507 Medicare Tax	835	853	928	898	931	954
51508 Social Security Tax	0	0	226	0	-	-
51509 Flexible Benefits	4,081	4,794	17,244	5,788	20,020	22,022
51510 Retiree Health	0	0	0	0	-	-
51511 Long-Term Disability	443	424	438	504	523	536
51602 Dental Insurance	1,097	1,145	1,150	1,140	1,140	1,140
51603 Vision Insurance	405	423	425	464	488	512
51605 Employee Assistance Program	109	113	43	118	122	125
51704 Auto Allowance		0	0	0	-	-
51705 Housing Allowance		0	0	0	-	-
51706 Phone Allowance		0	0	0	-	-
Total Benefits	14,421	13,724	26,455	17,604	32,571	34,990
INSURANCE						
51800 Liability Insurance	2,156	2,198	2,533	2,712	3,192	3,537
51810 Worker's Compensation	1,854	1,871	2,172	2,326	2,738	3,033
Total Insurance	4,011	4,069	4,705	5,038	5,930	6,570
SERVICES AND SUPPLIES						
52221 Communications	19,551	28,187	24,686	24,306	25,030	25,100
52231 Equipment Maintenance	5,891	5,935	7,593	9,012	9,210	9,410
52232 Maintenance-Structures, Improvements	0	213	244	0		
52233 Memberships	50	50	50	250	250	250
52234 Office Expense	2,856	1,864	1,744	2,450	1,950	1,950
52235 Professional Services	122,769	121,344	129,148	167,877	173,965	179,310
52241 Special Departmental Expense	0	0	0	0	-	-
52242 Small Tools & Supplies	0	0	0	0	-	-
52243 Travel & Training	1,384	1,876	1,209	3,050	3,150	3,150
Total Services & Supplies	152,500	159,469	164,674	206,945	213,555	219,170
FIXED ASSETS						
53100 Improvements						
53300 Equipment						
Total Fixed Assets	0	0	0	0	-	-
TOTAL BUDGET	227,992	235,591	259,309	291,503	316,256	326,535

2002 – POLICE COMMUNICATIONS AND RECORDS

Mission Statement

It is the mission of the men and women of the Brisbane Police Department, working in *Partnership with the Community*, to provide highly effective and responsive police services, which protect individual rights, respect community values, and enhance professional ethics. We welcome the challenge to meet the present demands and prepare for the future while preserving the unique environment of the community we serve.

Program Description

The purpose of this program is to provide communications for Police and Public Works and record services for the Police Department. Personnel receive service requests from the public and dispatch the appropriate emergency response. They also act as an information resource for the officers in the field. This program is responsible for processing, storing, and when appropriate, the destroying police reports and other documents. This program generates required state and federal statistical reports.

Department/Division: 2003 Police-Patrol/Reserves

General/OTS/COPS
Funds 100/250/252/254

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	1,120,862	1,255,970	1,342,799	1,536,144	1,402,364	1,441,186
51201 Part-time Salaries	6,508	6,634	6,020	6,764	7,014	7,189
51301 Overtime	64,374	109,108	81,830	89,010	88,150	90,354
51302 Holiday Premium	51,709	53,744	58,553	69,763	62,251	64,066
Total Salaries	1,243,453	1,425,456	1,489,202	1,701,681	1,559,779	1,602,794
BENEFITS						
51502 City Pers Contribution	352,489	207,970	229,466	236,951	226,486	232,880
51503 Employee Paid Pers Contribution	112,921	121,494	133,084	139,532	126,631	130,159
51506 Life Insurance	5,367	4,278	4,608	6,375	5,576	5,584
51507 Medicare Tax	18,534	20,879	21,778	24,674	22,617	23,241
51508 Social Security Tax	577	669	626	419	435	446
51509 Flexible Benefits	114,851	130,197	163,739	183,587	174,226	191,648
51510 Retiree Health	0	0	0	0	-	-
51511 Long-Term Disability	3,358	3,557	3,734	3,332	2,965	2,977
51602 Dental Insurance	15,734	16,594	17,490	18,240	15,960	15,960
51603 Vision Insurance	5,813	6,026	6,479	7,430	6,826	7,168
51605 Employee Assistance Program	1,556	1,633	632	1,888	1,713	1,756
51704 Auto Allowance	0	0	0	0	-	-
51705 Housing Allowance	0	0	0	0	-	-
51706 Phone Allowance	0	0	0	0	-	-
Total Benefits	631,199	513,298	581,636	622,428	583,435	611,817
INSURANCE						
51800 Liability Insurance	55,158	60,440	69,014	74,530	77,549	86,141
51810 Worker's Compensation	47,445	51,451	59,195	63,926	66,516	73,886
Total Insurance	102,603	111,891	128,209	138,456	144,065	160,027
SERVICES AND SUPPLIES						
52200 Safety Clothing	17,158	25,611	18,582	16,560	14,400	14,100
52221 Communications	0	0	0	0	-	-
52231 Equipment Maintenance	65,857	83,197	73,470	71,205	69,690	69,200
52232 Maintenance-Structures/Improvements	230	0	645	0	-	-
52233 Memberships	585	400	390	625	625	625
52234 Office Expense	10,548	7,098	3,447	6,852	4,530	3,530
52235 Professional Services	85,077	72,936	75,640	92,475	92,650	94,600
52240 Rental Real Property			319			
52241 Special Department Expense	38,060	23,886	19,392	24,820	20,850	19,350
52242 Small Tools & Supplies	418	72	488	1,060	500	500
52243 Travel & Training	21,801	12,387	21,316	12,475	11,800	11,850
Total Services & Supplies	239,733	225,588	213,690	226,072	215,045	213,755
FIXED ASSETS						
53300 Equipment	67,874	112,594	24,325	58,000	29,500	29,500
Total Fixed Assets	67,874	112,594	24,325	58,000	29,500	29,500
TOTAL BUDGET	2,284,863	2,388,827	2,437,062	2,746,637	2,531,824	2,617,894

2003 – Police Patrol and Reserve Services

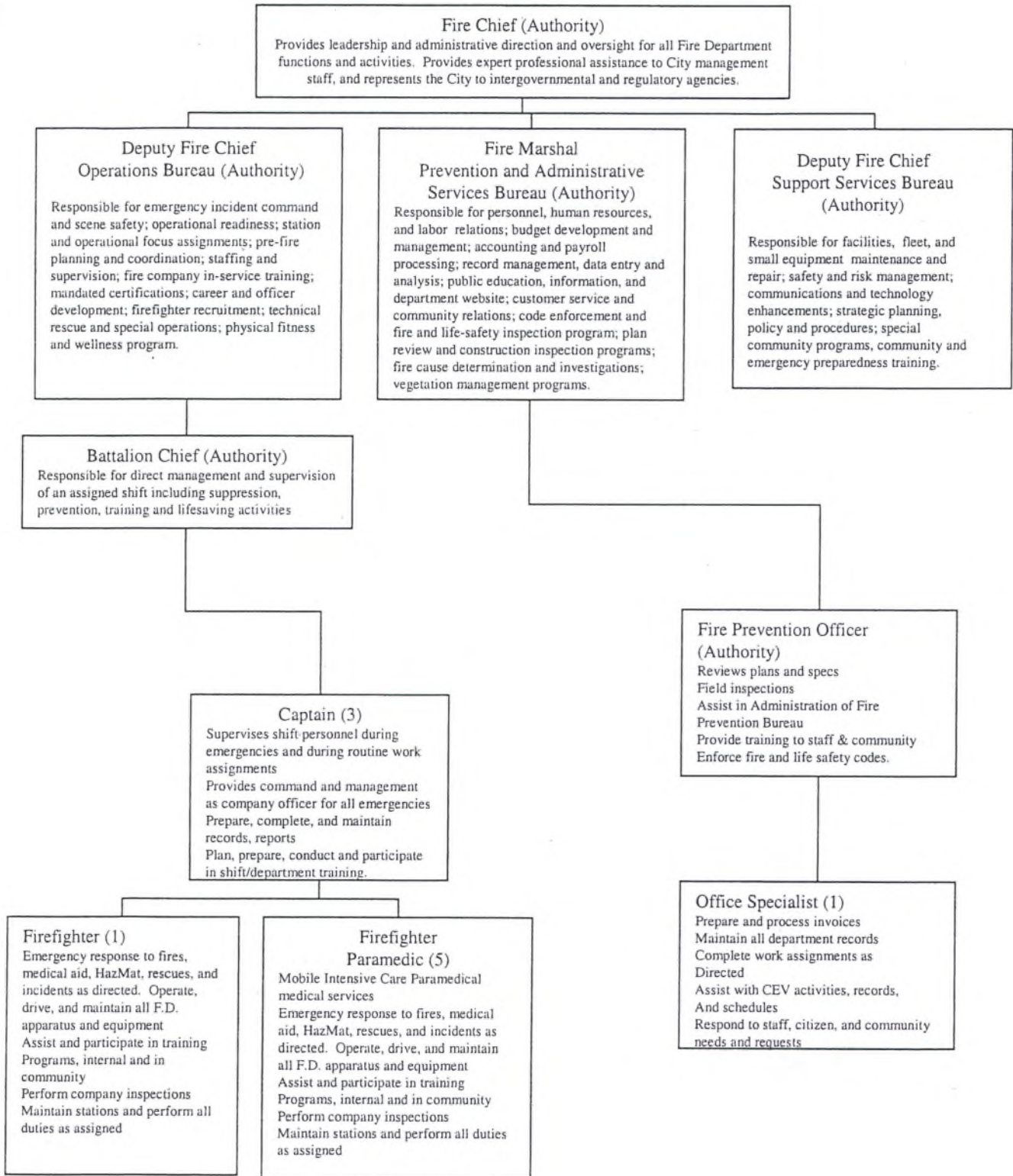
Mission Statement

It is the Mission of the men and women of the Brisbane Police Department, working in *Partnership with the Community*, to provide highly effective and responsive police services, which protect individual rights, respect community values, and enhance professional ethics. We welcome the challenge to meet the present demands and prepare for the future while preserving the unique environment of the community we serve.

Program Description

Police Patrol protects lives and property through police patrol, criminal investigations, and the enforcement of laws. Patrol personnel provide service to the community for crime prevention, disaster preparedness, hazard abatement, and the mediation of disputes. Community Oriented Policing and Problem Solving encourages community involvement in identifying community problems and concerns, and developing and implementing solutions.

Fire Department



**Summary of Departmental Budget
2009/2011
Fire Department**

	Number of Positions	Annual Salary FY 2009/10	Annual Benefits FY 2009/10	Number of Positions	Annual Salary FY 2010/11	Annual Benefits FY 2010/11
Captains	3	383,153	134,675	3	392,733	142,467
Firefighters	6	643,900	230,640	6	670,628	237,407
Fire Office Assistant	1	54,425	29,176	1	55,786	31,508
Overtime		<u>184,482</u>	<u>2,675</u>		<u>189,094</u>	<u>2,742</u>
Total Salaries and Benefits		1,265,960	397,166		1,308,241	414,124

Fire Chief and Fire Inspection services provided through agreement with North County Fire JPA

Department/Division: 3001 Fire Administration, Prevention, Emergency

General Fund
Fund 100

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	993,365	936,254	1,064,563	1,328,300	1,081,480	1,119,147
51201 Part-time Salaries	416		0	0	-	-
51301 Overtime	78,611	181,362	240,065	76,618	184,482	189,094
51302 Holiday Pay						
Total Salaries	1,072,392	1,117,616	1,304,628	1,404,918	1,265,962	1,308,241
BENEFITS						
51502 City Pers Contribution	293,681	152,532	160,943	195,995	167,060	172,988
51506 Life Insurance	4,637	3,240	3,203	5,106	3,939	3,946
51507 Medicare Tax	13,951	14,757	16,026	20,371	18,356	18,969
51508 Social Security Tax	0	0	0	0	-	-
51509 Flexible Benefits	119,157	138,450	148,592	202,998	183,258	193,114
51510 Retiree Health	16,234	18,179	0	0	-	-
51511 Long-Term Disability	2,357	2,625	2,625	10,812	8,803	9,110
51602 Dental Insurance	13,633	13,419	12,398	13,680	10,260	10,260
51603 Vision Insurance	5,044	4,888	4,489	464	4,388	4,608
51605 Employee Assistance Program	1,354	1,290	452	1,416	1,101	1,129
51704 Auto Allowance	0	0	0	0	-	-
51705 Housing Allowance	0	0	0	0	-	-
51706 Phone Allowance	0	0	0	0	-	-
Total Benefits	470,048	349,380	348,728	450,842	397,167	414,125
INSURANCE						
51800 Liability Insurance	40,801	44,545	56,285	61,532	62,941	70,311
51810 Worker's Compensation	35,096	37,920	45,931	52,778	53,986	60,307
Total Insurance	75,896	82,465	102,216	114,310	116,928	130,618
SERVICES AND SUPPLIES						
52200 Safety Clothing	13,241	21,304	6,059	13,200	12,700	13,200
52221 Communications	19,341	13,399	13,840	12,347	8,800	8,800
52231 Equipment Maintenance	35,797	71,117	57,456	34,700	41,900	41,900
52232 Maint. Structures/Improvement.Grounds	12,028	12,276	9,185	12,500	11,000	11,000
52233 Memberships	385	381	620	250	250	-
52234 Office Expense	4,041	5,009	6,905	9,935	7,100	7,100
52235 Professional Services	408,051	430,671	477,632	504,044	463,375	469,467
52241 Special Department Expense	2,026	8,472	11,044	9,055	11,000	10,500
52242 Small Tools & Supplies	1,511	642	4,580	6,301	2,085	2,085
52243 Travel & Training	12,413	10,110	7,799	12,855	5,170	5,170
52244 Utilities	15,134	17,144	14,349	13,000	14,500	15,000
Total Services & Supplies	523,968	590,525	609,470	628,187	577,880	584,222
FIXED ASSETS						
53100 Improvements		22,352	6,886	20,000	5,000	-
53300 Equipment	320,979	3,414				
53301 Sinking Fund Replacement	0	0	0	18,000	20,500	20,000
Total Fixed Assets	320,979	25,766	6,886	38,000	25,500	20,000
TOTAL BUDGET	2,463,282	2,165,752	2,371,928	2,636,257	2,383,437	2,457,206

Fire

2007-2009 Accomplishments

Accomplishment: Achieved an overall "Customer Satisfaction" rating of 98% in the delivery of emergency services.

Community Value: Caring.

Accomplishment: Participated and presented a program as part of the annual Citizens Academy.

Community Value: Informed.

Accomplishment: Completed and coordinated community service announcements, public displays, fairs, festivals, presentations, speaking engagements, and fire company visitations of all school classrooms, resulting in thousands of contacts with community adults and children.

Community Value: Informed and Interconnected. Provides information to the public in locations where the public are and provides an additional reason for community members to participate in City-wide programs.

Accomplishment: Completed, through on-duty fire companies, the monthly reading program to children at the library.

Community Value: Caring.

Accomplishment: Provided to the seniors and families of the community, a blood pressure monitoring program and distribution of child identification and DNA kits.

Community Value: Caring, Safety and Interconnected. Worked with various age groups within the community to ensure their continued safety and well-being.

Accomplishment: Community Emergency Volunteers (CEV's) were supported and provided training.

Community Value: Interconnected and Safety. Provides an opportunity for community members to come together and assist in times of emergencies.

Accomplishment: Provided the community with a “Fire Service Day” event where the fire station was open with public education and safety information available, as well as demonstrations of specialized services, apparatus and equipment.

Community Value: Informed. A unique day to provide information to the public concerning areas of public safety.

Accomplishment: Provided instruction and certification in “Cardio Pulmonary Resuscitation” (CPR) and basic first aid training to the public.

Community Value: Informed and Safety. Provided people information on how to handle emergencies on their own.

Accomplishment: Achieved a travel time goal of 4 minutes or less to 90% of all emergency incidents.

Community Value: Safety. Quickly provided safety personnel to emergency events.

Accomplishment: Through the Training Division and Special Operations Division, we averaged 240 hours per firefighter of in-service recurrent and mandated training as well as completing all required annual continuing education and certifications for firefighter/paramedics and EMT’s.

Community Value: Safety. Prepared employees for future emergencies.

Accomplishment: Provided timely and high quality plan check reviews for proposed new and existing building construction, remodeling and tenant improvement projects, as well as inspections of all those projects approved and completed.

Community Value: Safety. Ensured all building projects met current fire codes.

Accomplishment: Fire Companies completed life-safety and fire code compliance inspections and re-inspections of all business and multi-family (apartment) occupancies.

Community Value: Safety. Fire Companies became aware of the hazards which may be faced during emergencies in various buildings throughout the City.

Accomplishment: Conducted Fire Prevention Week in October, which is full of events and activities.

Community Value: Informed. Provided the Community a number of informational

items throughout the week and brought awareness to fire safety issues.

Accomplishment: Safety Inspectors from the Fire Prevention Services Bureau completed life-safety and fire code compliance inspections and re-inspections of all businesses and occupancies requiring a permit to operate.

Community Value: Safety. Ensured businesses and occupancies met current codes and standards.

Accomplishment: Safety Inspectors completed all inspections and re-inspections of land parcels through the "Vegetation Abatement and Management Program," and with assistance from property owners achieved 100% compliance.

Community Value: Safety. Ensured the wildland interfaces met current standards which would reduce the size of a fire incident in the future.

Accomplishment: Provided fire extinguishers hands on training to numerous businesses, entities, agencies, and the public.

Community Value: Information and Safety. Ensures that fire extinguishers are properly used which could result in fires being put out at the origin instead of requiring a multi-engine response.

Goals 2009 - 2011

Goal: Achieve an overall "Customer Satisfaction" rating of 98% or greater in the delivery of emergency services.

Community Value: Caring.

Goal: Achieve a travel time goal of 4 minutes or less to 90% of all emergency incidents.

Community Value: Safety. Quickly provide safety personnel to emergency events.

Goal: Complete 240 hours per firefighter on average of in-service recurrent and mandated training, as well as complete all required annual continuing education and certifications for Firefighter/Paramedics and EMT's.

Community Value: Safety. Prepare employees for future emergencies.

Goal: Provide timely and high quality plan check reviews for proposed

new and existing building construction, remodeling and tenant improvement projects, as well as inspections of all those projects approved and completed.

Community Value: Safety. Ensure businesses and occupancies meet current codes and standards.

Goal: Complete life-safety and fire code compliance inspections and re-inspections of all permitted business and multi-family (apartment) occupancies.

Community Value: Safety. Ensure businesses and occupancies meet current codes and standards.

Goal: Complete all inspections and re-inspections of land parcels through the "Vegetation Abatement and Management Program," and with assistance from property owners achieve 100% compliance.

Community Value: Safety. Ensured the wildland interfaces met current standards which would reduce the size of a fire incident in the future.

3001 – FIRE ADMINISTRATION, PREVENTION, EMERGENCY SERVICES, DISASTER PREPAREDNESS, COMMUNICATIONS

Mission Statement

To protect life, property, and the environment from fires, accidents, medical emergencies, and natural disasters through Training, Public Education, Fire Prevention, Emergency Response.

Department Description:

The Fire Department protects life, property, and the environment from fires, accidents, medical emergencies and disasters through training, public education, community outreach, fire prevention and emergency response. The Fire Department and the City have entered into an agreement (JPA) with neighboring communities, identified as the North County Fire Authority, which combines and shares staff in the overall administration, management, supervision, training and other services provided by those fire agencies. The Daly City Fire Chief serves as the Fire Chief for those communities within the North County Fire Authority. From strategically located fire stations rapid assistance is provided for medical, fire or hazardous situations. Brisbane's paramedic program, as part of the Countywide JPA Paramedic Program, provides for rapid response and arrival on scene of a highly trained Firefighter/Paramedic to provide patient care during those first critical minutes and until the transport ambulance arrives. The Fire Department oversees and manages the delivery of these services by way of three functional areas consisting of the Operations and Training Bureau, Planning and Support Services Bureau, and Fire Prevention and Administrative Services Bureau.

Program Description

Operations Bureau provides the community with a broad range of emergency services that protects life and property. These services include the Advanced Life Support (ALS) program, which places a paramedic on each fire company throughout the city. Additionally, all fire engine and ladder truck companies conduct annual fire code and safety inspections in every commercial business and multi-family occupancy. Daily operational staffing consists of three rotating platoons of firefighters and paramedics working 24 hours each day of the year. Platoons are commanded by Battalions Chiefs and platoons are divided into units of firefighting and rescue teams called Fire Companies. A Fire Company assigned to a pumping engine is referred to as an Engine Company and those assigned to a ladder truck are classified as a Truck Company. A Fire Captain, for efficiency and safety purposes, supervises Fire Companies. The coordination of personnel, equipment, resources, communications and automatic aid with surrounding cities is a crucial and vital element of the Fire Department. The Bureau further is responsible for developing, instructing and coordinating recurrent and mandated training for all personnel, including emergency medical services and the paramedic program. In addition, this Bureau coordinates department recruitments and physical fitness and wellness programs. This preparation is critical in delivering the highest quality services to our customers and in mitigating the severity of emergencies.

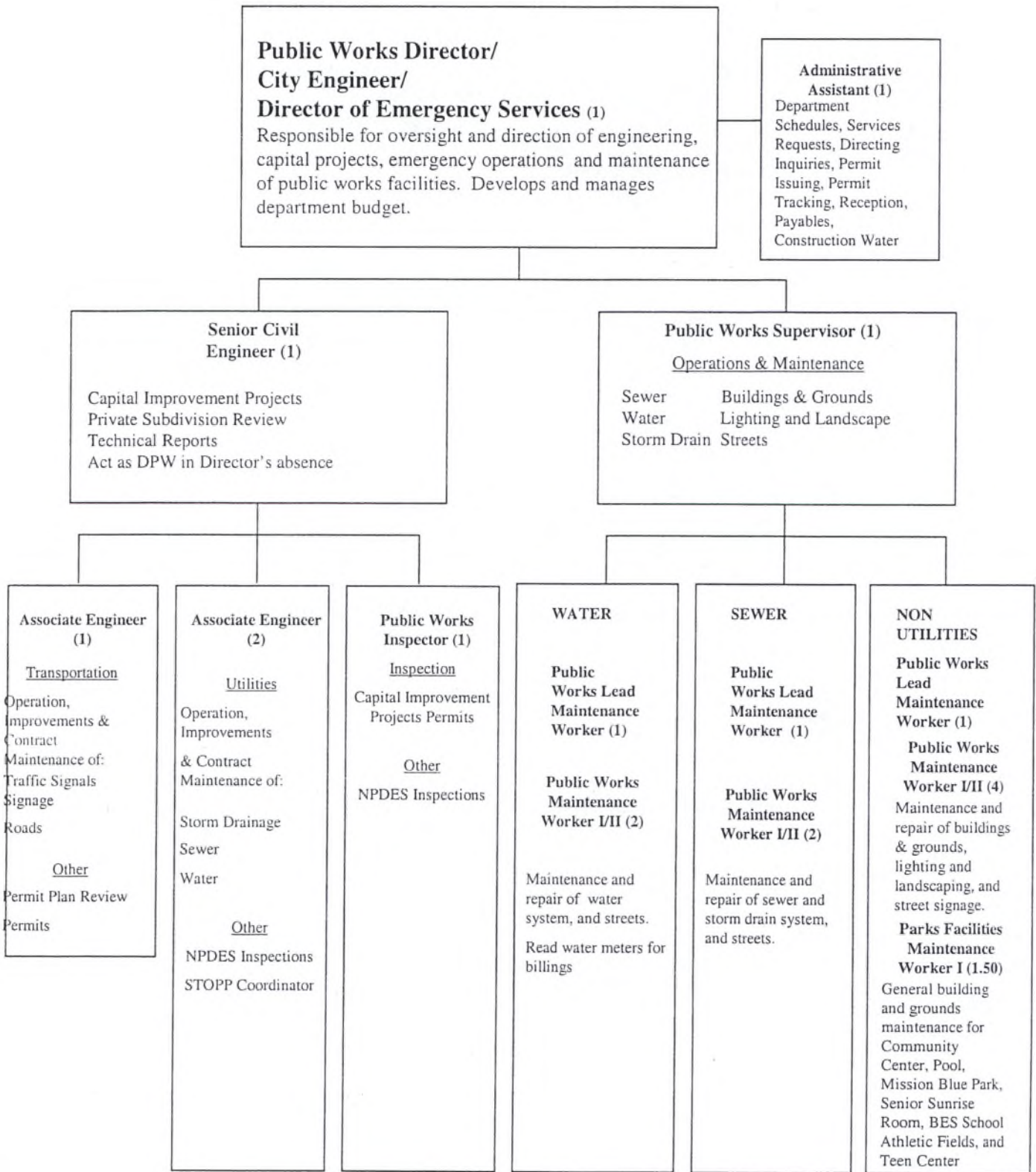
Support Services Bureau is responsible for resource management in overseeing the following: maintenance and repair of the fleet and small equipment, facilities and grounds, breathing apparatus, communications equipment, inventory control of supplies and fire equipment as well as personal protective equipment. Technical services consisting of safety and risk management, department illness and injury prevention program (IIPP), communications and computer aided dispatch liaison, mapping and technology enhancements, strategic planning, department policy and procedures, as well as rules and regulations, emergency preparedness, community disaster response training and special community programs.

Fire Prevention and Administrative Services Bureau provides assurance that new and existing buildings in the community are constructed and maintained in conformance with provisions of the California Fire Code and other applicable requirements or standards for the purpose of preventing fire. Regulates the storage and use of hazardous materials and operations, maintains warning devices, life safety and fire extinguishing equipment, building exit systems, plan checks, vegetation management as well as fire cause and determination investigations. The Bureau is also responsible for budget development and control, accounting, payables and payroll processing, human resources and personnel activities, labor relations, clerical support, records management, data entry and analysis, workers compensation coordination, community outreach, public education and information.

Paramedic Response Service

This program provides for the provision of paramedic services to the citizens of Brisbane. A significant number of our emergency responses are to provide emergency medical care. The fire department as the first responder arrives on scene in four (4) to six (6) minutes, long before the transport ambulance. Brisbane's paramedic program, as part of the Countywide JPA Paramedic Program, provides for rapid response and arrival on scene of a highly trained Firefighter/Paramedic to provide patient care during those first critical minutes and until the transport ambulance arrives.

Department of Public Works

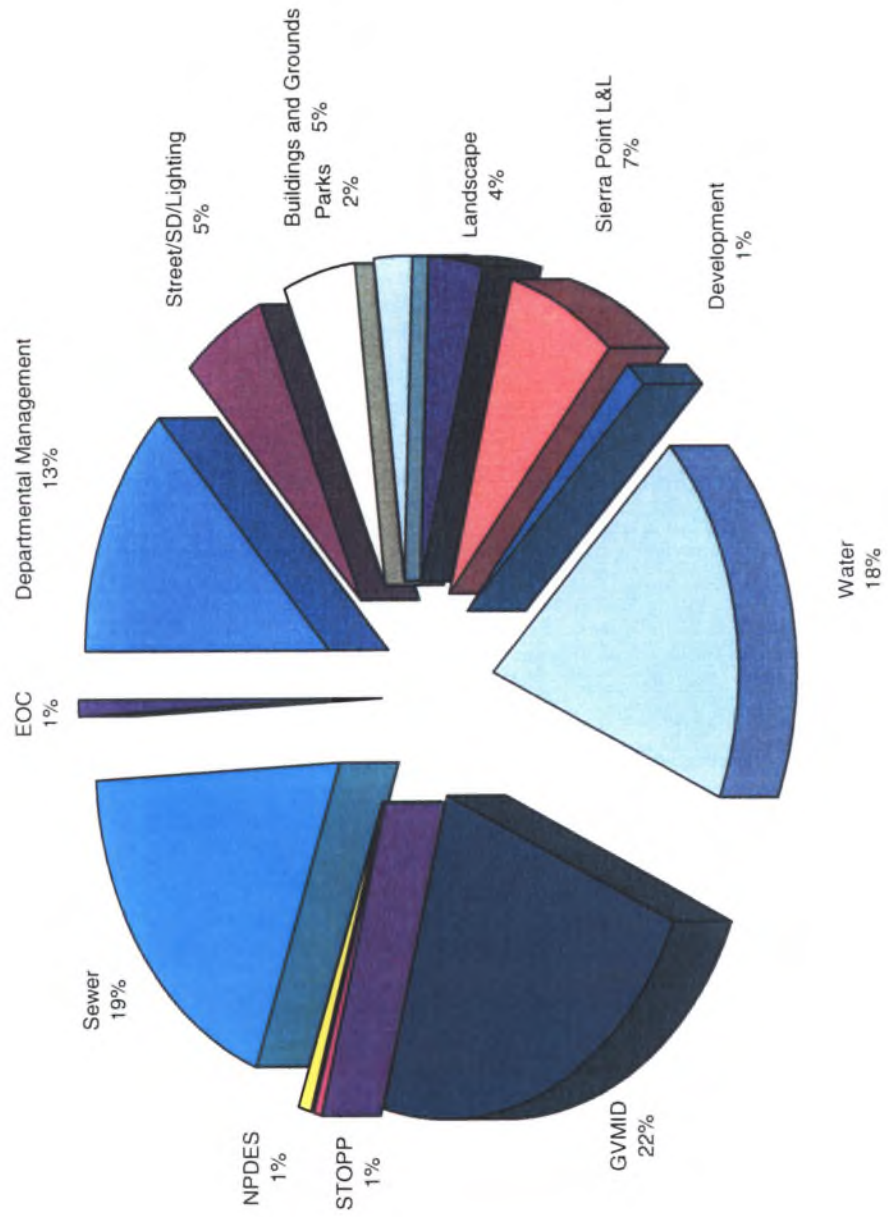


**Summary of Departmental Budget
2009/2011
Public Works Department**

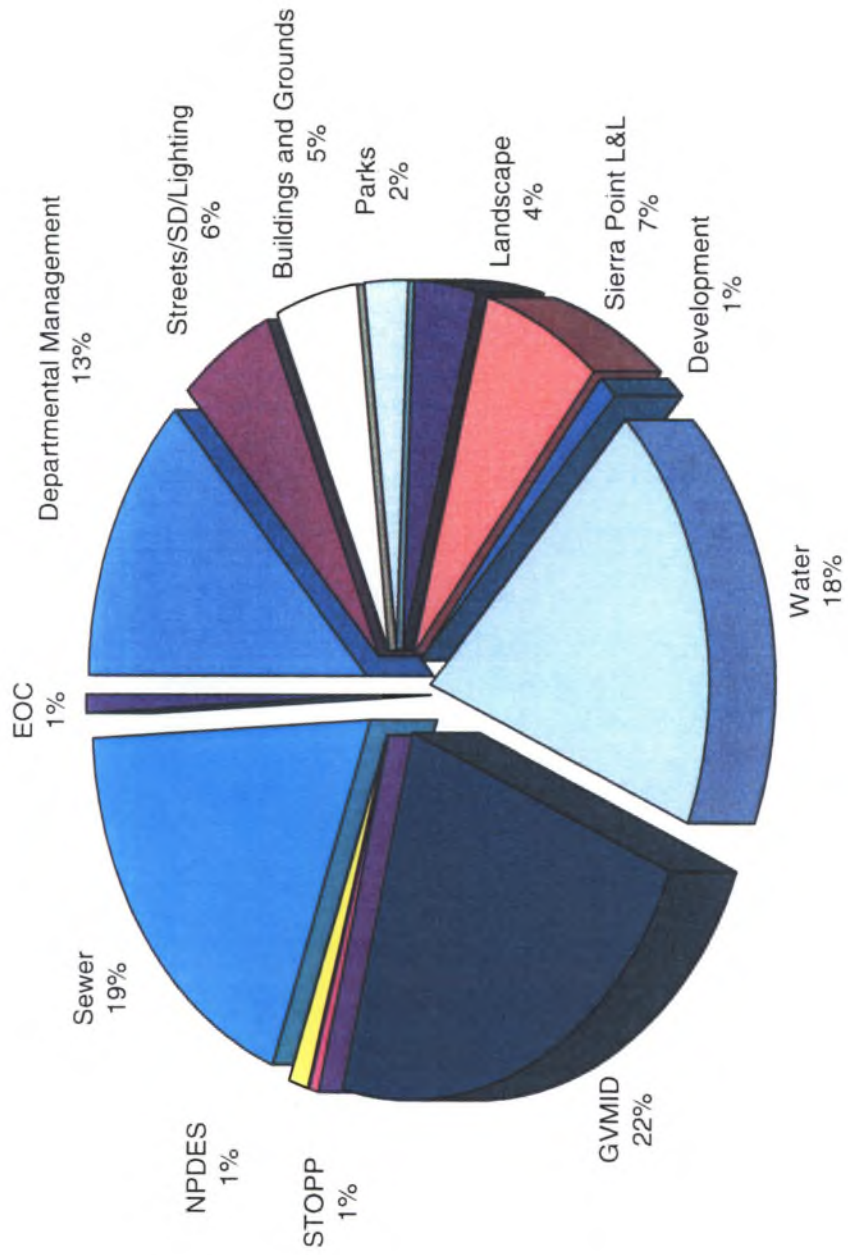
	Number of Positions	Annual Salary FY 2009/10	Annual Benefits FY 2009/10	Number of Positions	Annual Salary FY 2010/11	Annual Benefits FY 2010/11
Public Works Director	1	198,727	61,795	1	203,695	65,004
Administrative Assistant	1	68,321	33,264	1	70,029	35,708
Senior Civil Engineer	1	124,478	30,544	1	127,590	32,081
Public Works Supervisor	1	94,677	25,272	1	97,044	26,631
Associate Civil Engineer	3	313,743	113,413	3	321,586	120,903
Lead Maintenance Worker	3	236,607	84,752	3	242,523	90,090
Public Works Maintenance Worker II	8	519,437	223,050	8	538,837	239,679
Park Maintenance Worker	1	62,584	32,719	1	64,148	35,128
Public Works Inspector	1	98,069	38,144	1	100,521	40,756
Office Specialist (EOC)	.3	15,762	2,438	.3	16,156	2,528
Part-time Clerical	.075	4,076	312	.075	4,178	320
Facility Attendants	0.5	16,349	1,250	0.5	16,758	1,282
Overtime		<u>68,000</u>	<u>0</u>		<u>68,000</u>	<u>0</u>
Total Salaries and Benefits		1,820,830	646,953		1,871,065	690,110

Department/Division: TOTAL PUBLIC WORKS -- ALL DEPARTMENTAL BUDGET						Various Funds
Account and Title:	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11
	Actual Expended	Actual Expended	Actual Expended	Approved Budget	Recommended Budget	Recommended Budget
SALARIES						
51101 Salaries	1,212,369	1,329,253	1,473,787	1,664,429	1,716,644	1,765,975
51201 Part-time Salaries	23,084	28,611	49,325	24,768	36,188	37,093
51301 Overtime	63,037	64,504	62,306	61,811	68,000	68,001
Total Salaries	1,298,491	1,422,368	1,585,419	1,751,008	1,820,831	1,871,068
BENEFITS						
51502 City Pers Contribution	149,710	127,975	140,149	224,683	242,883	253,098
51503 Employee Paid Pers Contribution		10,864	10,811	0	0	0
51506 Life Insurance	5,454	4,545	5,144	7,389	7,562	7,684
51507 Medicare Tax	16,562	18,345	20,790	24,362	25,416	26,144
51508 Social Security Tax	1,342	1,474	2,339	978	1,266	1,298
51509 Flexible Benefits	159,667	200,124	234,482	282,799	311,077	342,185
51510 Retiree Health	2,091	2,707	0	0	0	0
51511 Long-Term Disability	8,833	8,891	10,046	13,549	13,973	14,375
51602 Dental Insurance	18,283	20,016	21,908	21,607	22,800	22,800
51603 Vision Insurance	6,632	7,431	8,094	9,287	9,752	10,239
51605 Employee Assistance Program	1,817	1,981	798	2,362	2,447	2,508
51704 Auto Allowance	3,614	3,614	3,628	3,600	3,600	3,600
51705 Housing Allowance	3,012	3,012	3,023	3,000	3,000	3,000
51706 Phone Allowance	1,421	3,613	3,627	3,180	3,180	3,180
Total Benefits	378,439	414,591	464,839	596,796	646,957	690,113
INSURANCE						
51800 Liability Insurance	53,947	56,526	67,352	73,844	87,147	96,820
51810 Worker's Compensation	43,055	48,861	57,768	63,119	74,749	105,470
Total Insurance	97,002	105,387	125,121	136,963	161,896	202,290
SERVICES AND SUPPLIES						
52200 Safety Clothing	17,774	20,359	17,328	15,252	19,865	19,865
52221 Communications	7,837	5,785	5,793	7,450	8,550	8,550
52231 Equipment Maintenance	91,132	140,382	112,520	87,297	108,474	113,011
52232 Maintenance-Structures/Improve/Grounds	437,428	450,560	433,245	440,218	369,642	336,274
52233 Memberships	22,711	28,433	33,293	38,911	47,180	49,005
52234 Office Expense	31,970	41,883	37,855	22,511	36,844	37,324
52235 Professional Services	200,703	209,002	240,167	285,448	270,672	291,859
52236 Equipment Rental	3,274	16,540	8,168	5,100	19,000	19,000
52240 Rent-Real Property	0	0	0	0	0	0
52241 Special Departmental Expense	69,566	111,498	100,435	25,824	52,828	51,547
52242 Small Tools & Supplies	57,610	43,176	45,463	63,926	45,913	34,847
52243 Travel & Training	12,102	18,049	10,566	18,305	6,370	6,370
52244 Utilities	264,178	300,528	269,749	279,180	312,777	332,980
52245 Water Purchases	362,314	275,901	361,397	455,477	480,155	551,765
52246 Sewer Processing	545,263	540,951	673,628	624,766	751,705	784,878
Total Services & Supplies	2,123,864	2,203,045	2,349,608	2,369,665	2,529,975	2,637,275
OTHER						
54500 Depreciation	488,406	528,680	594,161	488,406	598,131	598,131
Total Other	488,406	528,680	594,161	488,406	598,131	598,131
FIXED ASSETS						
53100 Improvements	0	33,945	5,250	10,000	0	0
53300 Equipment	37,964	38,878	38,218	70,000	37,682	37,682
Total Fixed Assets	37,964	72,823	43,468	70,000	37,682	37,682
EXPENDITURE TRANSFERS						
54250 Indirect Costs	1,023,905	1,028,303	941,071	1,055,400	1,046,165	1,042,956
Total Expenditure Transfers	1,023,905	1,028,303	941,071	1,055,400	1,046,165	1,042,956
TOTAL BUDGET	5,448,070	5,775,196	6,103,687	6,478,238	6,841,639	7,079,516

Total Public Works Budget FY 2009/10



**Total Public Works Budget
FY 2010/11**



Department/Division: TOTAL PUBLIC WORKS -- ALL DEPARTMENTAL BUDGET Various Funds

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	1,212,369	1,329,253	1,473,787	1,664,429	1,716,644	1,765,975
51201 Part-time Salaries	23,084	28,611	49,325	24,768	36,188	37,093
51301 Overtime	63,037	64,504	62,306	61,811	68,000	68,001
Total Salaries	1,298,491	1,422,368	1,585,419	1,751,008	1,820,831	1,871,068
BENEFITS						
51502 City Pers Contribution	149,710	127,975	140,149	224,683	242,883	253,098
51503 Employee Paid Pers Contribution		10,864	10,811	0	0	0
51506 Life Insurance	5,454	4,545	5,144	7,389	7,562	7,684
51507 Medicare Tax	16,562	18,345	20,790	24,362	25,416	26,144
51508 Social Security Tax	1,342	1,474	2,339	978	1,266	1,298
51509 Flexible Benefits	159,667	200,124	234,482	282,799	311,077	342,185
51510 Retiree Health	2,091	2,707	0	0	0	0
51511 Long-Term Disability	8,833	8,891	10,046	13,549	13,973	14,375
51602 Dental Insurance	18,283	20,016	21,908	21,607	22,800	22,800
51603 Vision Insurance	6,632	7,431	8,094	9,287	9,752	10,239
51605 Employee Assistance Program	1,817	1,981	798	2,362	2,447	2,508
51704 Auto Allowance	3,614	3,614	3,628	3,600	3,600	3,600
51705 Housing Allowance	3,012	3,012	3,023	3,000	3,000	3,000
51706 Phone Allowance	1,421	3,613	3,627	3,180	3,180	3,180
Total Benefits	378,439	414,591	464,839	596,796	646,957	690,113
INSURANCE						
51800 Liability Insurance	53,947	56,526	67,352	73,844	87,147	96,820
51810 Worker's Compensation	43,055	48,861	57,768	63,119	74,749	105,470
Total Insurance	97,002	105,387	125,121	136,963	161,896	202,290
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52221 Communications	7,837	5,785	5,793	7,450	8,550	8,550
52231 Equipment Maintenance	91,132	140,382	112,520	87,297	108,474	113,011
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52236 Equipment Rental	3,274	16,540	8,168	5,100	19,000	19,000
52240 Rent-Real Property	0	0	0	0	0	0
52241 Special Departmental Expense	69,566	111,498	100,435	25,824	52,828	51,547
52242 Small Tools & Supplies	57,610	43,176	45,463	63,926	45,913	34,847
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Total Services & Supplies	2,123,864	2,203,045	2,349,608	2,369,665	2,529,975	2,637,275
OTHER						
54500 Depreciation	488,406	528,680	594,161	488,406	598,131	598,131
Total Other	488,406	528,680	594,161	488,406	598,131	598,131
FIXED ASSETS						
53100 Improvements	0	33,945	5,250	10,000	0	0
53300 Equipment	37,964	38,878	38,218	70,000	37,682	37,682
Total Fixed Assets	37,964	72,823	43,468	70,000	37,682	37,682
EXPENDITURE TRANSFERS						
54250 Indirect Costs	1,023,905	1,028,303	941,071	1,055,400	1,046,165	1,042,956
Total Expenditure Transfers	1,023,905	1,028,303	941,071	1,055,400	1,046,165	1,042,956
TOTAL BUDGET	5,448,070	5,775,196	6,103,687	6,478,238	6,841,639	7,079,516

Public Works

Accomplishments 2007-2009

Accomplishment: Completed physical remodel of City Emergency Operations Center at Station 81.

Community Value: Safety - an EOC prepared in advance of a major event ensures that assistance will be available to citizens.

Accomplishment: Engineering standards were digitized and placed on the city's website.

Community Value: Informed - provides easy public access for the community and contractors. Caring-maximum use of the internet reduces vehicle miles traveled and GHG emitted while picking up "hard" copies of plans, and minimizes reliance on paper.

Accomplishment: Landscape beds at Sierra Point were re-vegetated with gopher resistant species.

Community Value: Interconnected - uncontrolled proliferation of gophers was eroding public spaces.
Caring - the use of selected landscaping is more environmentally sensitive than a continued program of trapping or other methods of gopher control.

Accomplishment: All water team personnel have obtained Department of Public Health D2 Water Distribution Operator certification.

Community Value: Environmentally Progressive - enhanced training and knowledge associated with this certification ensures the highest quality of potable water is delivered to our citizens.

Accomplishment: Completed and certified key components of the Sanitary Sewer Management Plan to the Regional Water Quality Control Board.

Community Value: Environmentally Progressive & Caring - proactive and thoughtful management of the sewer collection system ensures that only treated sewage is released to receiving waters.

Accomplishment: Executed a new lower cost street sweeping contract.

Community Value: Environmentally Progressive & Caring - in addition to the cost leveraging obtained by participating in a multiple agency procurement, the provision of these services minimizes the amount of sediment that reaches the Lagoon and Bay.

Accomplishment: Maintenance staff participated in an Integrated Pest Management training workshop.

Community Value: Caring - staff's ongoing compliance and attention to the county's IPM program (which was written based on a Brisbane model) demonstrates the commitment to environmentally responsible pest management.

Accomplishment: Construction of a Rain Garden to treat the stormwater coming from the impervious surfaces of the remodeled City Hall.

Community Value: Environmentally Progressive & Caring - this project was the first county use of Sustainable Green Street and Parking Lots grant funds to demonstrate that stormwater can be treated using natural means and methods before discharge to the Bay and Lagoon.

Accomplishment: Completion of Bayshore Boulevard Bikeway (south) and Safe Routes To School projects.

Community Value: Environmentally Progressive & Caring - completion of facilities that encourage the use of pedestrian/bicyclist modes of travel reduce vehicle miles traveled and that mode's reliance on petroleum fuel. Informed-these projects both included extensive outreach and public input. Safety-these projects were specifically designed to enhance the safety of bicyclists and pedestrians of all ages.

Accomplishment: Engineering staff completed the Stage 2 Disinfectants and Disinfection Byproducts Rule Initial Distribution System Evaluation Report and submitted it to the Department of Public Health.

Community Value: Environmentally Progressive - completion of this Brisbane-specific water system report ensures the highest quality of potable water is delivered to our citizens.

Goals 2009-2011

Goal: Provide components necessary for operation of an Emergency Operations Center in the City Hall Community Meeting Room.

Community Value: Safety - an EOC prepared in advance of a major event ensures that assistance will be available to citizens. Providing a second EOC at City Hall will enhance the ability to assist citizens by allowing a more seamless transition for staff from daily functions to EOC assignments, and will also allow for better citizen access than the current primary facility permits.

Goal: Complete sewer Waste Discharge Requirements and submit to the State Water Resources Control Board for review/approval

Community Value: Environmentally Progressive - continued improvement of the sewer collection system prevents sanitary sewer overflows and ensures only properly treated waste is discharged to receiving waters.

Goal: Develop an Efficient Landscape Ordinance for Council adoption

Community Value: Caring - thoughtful and responsible utilization of potable water resources ensures that water is available for both human and non-human users.

Goal: Two staff members to become certified as Accredited Professionals in the Leadership in Energy and Environmental Design standards for new construction and major renovations.

Community Value: Caring - a knowledge of sustainable construction building practices will help the city require that key natural resources are used wisely by development.

Goal: Pursue grant funding for a LED streetlight demonstration program and other opportunities to reduce our reliance on fossil fuel based energy.

Community Value: Caring - complies with the imperative to reduce GHG emissions.

Department/Division: 4001 Public Works-Administration						General Fund Fund 100
Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	426,113	467,729	493,730	578,930	584,273	598,880
51201 Part-time Salaries	4,897	12,325	22,075	9,000	4,076	4,178
51301 Overtime	14,689	7,472	6,941	9,000	9,000	9,001
Total Salaries	445,699	487,525	522,745	596,930	597,349	612,059
BENEFITS						
51502 City Pers Contribution	51,901	44,226	47,138	78,150	81,915	85,053
51503 Employee Paid Pers Contribution		10,864	10,811	0	-	-
51506 Life Insurance	1,536	1,220	1,346	1,976	1,989	1,998
51507 Medicare Tax	6,388	6,983	7,477	8,394	8,531	8,744
51508 Social Security Tax	215	485	649	0	253	259
51509 Flexible Benefits	39,265	46,222	52,898	68,599	75,459	83,005
51510 Retiree Health	1,399	1,811	0	0	-	-
51511 Long-Term Disability	2,850	2,753	3,002	4,712	4,756	4,875
51602 Dental Insurance	4,562	4,954	5,405	5,700	5,700	5,700
51603 Vision Insurance	1,686	1,830	1,997	2,322	2,438	2,560
51605 Employee Assistance Program	455	482	190	590	612	627
51704 Auto Allowance	3,614	3,614	3,628	3,600	3,600	3,600
51705 Housing Allowance	3,012	3,012	3,023	3,000	3,000	3,000
51706 Phone Allowance	1,155	1,505	1,511	1,080	1,080	1,080
Total Benefits	118,037	129,960	139,075	178,123	189,333	200,502
INSURANCE						
51800 Liability Insurance	19,110	19,486	23,148	25,356	29,252	32,411
51810 Worker's Compensation	16,438	16,588	19,854	21,748	25,090	27,800
Total Insurance	35,549	36,074	43,002	47,104	54,342	60,211
SERVICES AND SUPPLIES						
52200 Safety Clothing	498	449	548	1,125	1,125	1,125
52221 Communications	1,691	1,239	1,252	3,800	3,800	3,800
52231 Equipment Maintenance	219	411	0	4,000	4,000	4,000
52232 Maintenance Structures	0	10	0	0	-	-
52233 Memberships	372	1,356	802	585	438	438
52234 Office Expense	5,627	8,294	7,033	6,894	6,894	6,894
52235 Professional Services	10,691	2,651	0	200	200	200
52241 Special Departmental Expense	0	0	522	3,900	3,900	3,900
52242 Small Tools & Supplies	3	22	25	0	-	-
52243 Travel & Training	3,124	8,727	3,900	6,940	3,670	3,670
52244 Utilities	0	0	0	0	-	-
Total Services & Supplies	22,226	23,158	14,082	27,444	24,027	24,027
FIXED ASSETS						
53300 Equipment	0	0				
Total Fixed Assets	0	0	0	0	0	0
TOTAL BUDGET	621,510	676,717	718,904	849,601	865,050	896,798

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

Department/Division: 4002 Public Works--Street/Storm Drain/Lighting Maintenance

General Fund
Fund 100

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	37,550	100,686	81,478	117,263	126,507	129,670
51201 Part-time Salaries	4,110	6,594	8,016			
51301 Overtime	8,762	6,873	7,767	10,000	10,000	10,000
Total Salaries	50,422	114,153	97,261	127,263	136,507	139,670
BENEFITS						
51502 City Pers Contribution	4,414	9,463	7,295	15,829	17,736	18,416
51506 Life Insurance	175	399	287	506	506	506
51507 Medicare Tax	572	1,535	1,209	1,700	1,834	1,880
51508 Social Security Tax	255	409	497	0	-	-
51509 Flexible Benefits	2,498	13,172	12,422	18,550	25,025	27,527
51510 Retiree Health	0	0	0	0	-	-
51511 Long-Term Disability	265	731	581	955	1,030	1,056
51602 Dental Insurance	571	1,789	1,068	1,425	1,425	1,425
51603 Vision Insurance	211	714	394	580	609	640
51605 Employee Assistance Program	57	182	33	148	153	157
51704 Auto Allowance	0	0	0	0	-	-
51705 Housing Allowance	0	0	0	0	-	-
51706 Phone Allowance	0	0	0	0	-	-
Total Benefits	9,018	28,393	23,786	39,693	48,319	51,607
INSURANCE						
51800 Liability Insurance	2,421	4,536	4,568	5,136	6,290	6,969
51810 Worker's Compensation	2,082	3,862	3,918	4,405	5,395	5,978
Total Insurance	4,503	8,398	8,486	9,541	11,685	12,947
SERVICES AND SUPPLIES						
52200 Safety Clothing	2,181	2,339	1,730	1,220	1,200	1,200
52221 Communications	1,154	849	859	150	650	650
52231 Equipment Maintenance	17,174	24,932	20,144	17,450	14,261	12,579
52232 Maint. Structures/Improvement, Grounds	94,423	88,838	87,024	85,190	89,366	91,030
52233 Memberships	555	0	100	500	357	375
52234 Office Expense	1,293	1,770	2,599	1,000	1,000	1,000
52235 Professional Services	27,955	14,195	12,784	12,100	12,100	12,100
52236 Equipment Rental	2,361	10,900	7,974	4,000	10,000	10,000
52241 Special Department Expense	51,896	18,557	987	6,000	-	-
52242 Small Tools & Supplies	11,190	6,703	17,345	18,577	15,110	13,110
52243 Travel & Training	4,462	4,285	923	1,500	500	500
52244 Utilities	46,288	56,704	52,352	60,000	53,000	58,000
Total Services & Supplies	260,931	230,073	204,821	207,687	197,544	200,544
FIXED ASSETS						
53300 Equipment		103	253			
53100 Improvements			0			
Total Fixed assets	0	103	253	0	-	-
TOTAL BUDGET	324,874	381,119	334,607	384,184	394,055	404,767

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

Department/Division: 4003 Building & Grounds Maintenance						General Fund Fund 100
Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	69,630	73,449	133,649	139,437	144,580	148,194
51201 Part-time Salaries	0	0	0	0	-	-
51301 Overtime	2,554	3,340	5,841	6,030	6,000	6,000
Total Salaries	72,183	76,789	139,490	145,467	150,580	154,194
BENEFITS						
51502 City Pers Contribution	8,766	7,227	12,883	18,823	20,270	21,047
51506 Life Insurance	359	287	549	747	760	769
51507 Medicare Tax	1,024	1,081	1,041	2,022	2,096	2,149
51508 Social Security Tax	0	0	0	0	-	-
51509 Flexible Benefits	4,776	5,572	22,223	25,200	27,720	30,492
51510 Retiree Health	0	0	0	0	-	-
51511 Long-Term Disability	542	521	980	1,135	1,177	1,206
51602 Dental Insurance	1,097	1,145	2,280	2,280	2,280	2,280
51603 Vision Insurance	405	423	842	929	975	1,024
51605 Employee Assistance Program	109	113	90	236	245	251
51704 Auto Allowance	0	0	0	0	-	-
51705 Housing Allowance	0	0	0	0	-	-
51706 Phone Allowance	266	422	423	420	420	420
Total Benefits	17,345	16,791	41,312	51,792	55,943	59,637
INSURANCE						
51800 Liability Insurance	2,648	2,299	5,703	6,107	7,188	7,965
51810 Worker's Compensation	2,278	2,700	4,892	5,238	6,166	6,831
Total Insurance	4,926	4,999	10,595	11,345	13,354	14,796
SERVICES AND SUPPLIES						
52200 Safety Clothing	1,506	1,510	1,578	1,070	2,400	2,400
52221 Communications	227	165	167	500	200	200
52231 Equipment Maintenance	12,289	14,900	17,457	9,850	15,000	16,600
52232 Maint. Structures/Improvement.Grounds	52,239	73,802	46,866	33,150	29,780	11,536
52233 Memberships		83			200	200
52234 Office Expense	732	393	213	600	300	300
52235 Professional Services	0	660	23,106	28,000	9,250	28,000
52236 Equipment Rental	640	300	0	0	-	-
52240 Rent-Real Property	0	0	0	0	-	-
52241 Special Department Expense	555	570	676	0	-	-
52242 Small Tools & Supplies	11,126	13,040	8,004	13,116	9,356	5,000
52243 Travel & Training	29	79	656	250	50	50
52244 Utilities	20,084	34,967	37,579	20,000	40,000	42,250
Total Services & Supplies	99,426	140,469	136,304	106,536	106,536	106,536
FIXED ASSETS						
53100 Improvements						
53300 Equipment		29,303	2,201	30,000		
Total Fixed Assets	0	29,303	2,201	30,000	-	-
TOTAL BUDGET	193,880	268,350	329,902	345,140	326,413	335,163

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

Department/Division: 4004 Park Maintenance

Park and Recreation Fund
Fund 550

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	54,032	57,694	60,385	60,358	62,584	64,148
51201 Part-time Salaries	14,077	9,693	19,234	15,768	16,349	16,758
51301 Overtime	316	1,497	404	3,060	3,000	3,000
Total Salaries	68,426	68,884	80,023	79,186	81,933	83,906
BENEFITS						
51502 City Pers Contribution	6,805	5,677	5,819	8,148	8,774	9,110
51506 Life Insurance	272	230	250	326	338	346
51507 Medicare Tax	1,000	987	1,181	1,104	1,145	1,173
51508 Social Security Tax	873	580	1,192	978	1,014	1,039
51509 Flexible Benefits	12,269	14,410	16,186	18,200	20,020	22,022
51510 Retiree Health	0	0	0	0	-	-
51511 Long-Term Disability	429	402	449	491	509	522
51602 Dental Insurance	1,121	1,121	1,150	1,140	1,140	1,140
51603 Vision Insurance	414	414	425	464	488	512
51605 Employee Assistance Program	111	111	43	118	122	125
51704 Auto Allowance	0	0	0	0	-	-
51705 Housing Allowance	0	0	0	0	-	-
51706 Phone Allowance	266	422	423	420	420	420
Total Benefits	23,560	24,353	27,118	31,389	33,970	36,410
INSURANCE						
51800 Liability Insurance	2,553	2,809	3,114	3,334	3,924	4,348
51810 Worker's Compensation	2,197	2,391	2,671	2,860	3,366	3,730
Total Insurance	4,750	5,200	5,785	6,194	7,290	8,078
SERVICES AND SUPPLIES						
52200 Safety Clothing	2,513	2,731	3,288	1,370	2,400	2,400
52221 Communications	0	0	0	0	-	-
52231 Equipment Maintenance	5,178	8,057	5,432	3,100	9,108	12,770
52232 Maint. Structures/Improvement.Grounds	26,350	31,607	15,021	13,660	10,510	10,560
52233 Memberships	0	0	0	125	125	125
52234 Office Expense	31	40	32	0	-	-
52235 Professional Services	0	0	9,875	10,560	10,560	10,560
52236 Equipment Rental	149	739	106	600	2,000	2,000
52240 Rent-Real Property	0	0	0	0	-	-
52241 Special Department Expense	0	0	23,489	0	-	-
52242 Small Tools & Supplies	14,874	7,479	3,078	9,066	3,778	66
52243 Travel & Training	0	889	133	1,000	-	-
52244 Utilities	0	0	0	0	-	-
Total Services & Supplies	49,096	51,542	60,454	39,481	38,481	38,481
FIXED ASSETS						
53100 Improvements		33,945	5,250	10,000		
53300 Equipment						
54500 Depreciation	3,135	3,901	2,724		4,179	4,179
Total Fixed Assets	3,135	37,846	7,974	10,000	4,179	4,179
TOTAL BUDGET	148,967	187,825	181,354	166,250	165,853	171,054

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, 4 Solano Street playground Sunrise Senior Activity Room Lipman Tennis Courts Community Center Mission Blue Center Mission Blue Center Annex – Restroom/Concession, Tennis Courts, Ball field Bleachers	Community Swimming Pool Ballfields at Lipman and Brisbane Elementary schools Teen Center Modular building and office space at Brisbane Elementary School Skate Park Basketball Park Old Quarry Road Park
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Department/Division: 4005 Landscape Maintenance

General Fund
Fund 100

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	98,160	107,227	115,188	123,732	131,422	134,708
51201 Part-time Salaries				0	-	-
51301 Overtime	1,497	3,724	3,956	0	-	-
Total Salaries	99,657	110,950	119,144	123,732	131,422	134,708
BENEFITS						
51502 City Pers Contribution	11,963	10,645	11,105	16,703	18,425	19,131
51506 Life Insurance	499	429	472	668	710	727
51507 Medicare Tax	1,429	1,737	1,724	1,794	1,906	1,953
51508 Social Security Tax	0	0	0	0	-	-
51509 Flexible Benefits	21,738	25,500	28,637	32,200	30,800	33,880
51510 Retiree Health	0	0	0	0	-	-
51511 Long-Term Disability	754	779	843	1,007	1,070	1,097
51602 Dental Insurance	2,119	2,290	2,299	2,280	2,280	2,280
51603 Vision Insurance	660	846	849	929	975	1,024
51605 Employee Assistance Program	214	227	85	236	245	251
51704 Auto Allowance		0	0	0	-	-
51705 Housing Allowance		0	0	0	-	-
51706 Phone Allowance		0	0	0	-	-
Total Benefits	39,376	42,452	46,015	55,817	56,410	60,343
INSURANCE						
51800 Liability Insurance	4,003	4,285	4,820	5,419	6,534	7,240
51810 Worker's Compensation	3,443	3,648	4,134	4,648	5,604	6,210
Total Insurance	7,446	7,933	8,954	10,067	12,139	13,450
SERVICES AND SUPPLIES						
52200 Safety Clothing	202	2,371	0	2,140	2,400	2,400
52221 Communications	0	7	6	1,000	500	500
52231 Equipment Maintenance	3,242	11,315	10,412	5,000	13,611	14,379
52232 Maint. Structures/Improvement.Grounds	39,791	28,268	37,352	33,830	22,130	22,362
52233 Memberships	0	0	0		-	-
52234 Office Expense	(25)	0	0		-	-
52235 Professional Services	159	1,935	0		-	-
52236 Equipment Rental	0	3,460	88	500	4,000	4,000
52240 Rent-Real Property		0	0		-	-
52241 Special Department Expense		52	0		-	-
52242 Small Tools & Supplies	3,711	2,991	204	5,891	5,720	4,720
52243 Travel & Training	179	347	4,129	2,000	-	-
52244 Utilities		0	0		-	-
Total Services & Supplies	47,258	50,745	52,191	50,361	48,361	48,361
FIXED ASSETS						
53100 Improvements						
53300 Equipment	28,000	0	253			
Total Fixed Assets	28,000	0	253	0	-	-
TOTAL BUDGET	221,737	212,080	226,557	239,977	248,332	256,861

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

Department/Division: 4009 Public Works - Sierra Point Lighting and Landscaping District					Sierra Point L & L Fund 210	
Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	58,842	61,193	61,280	63,373	65,711	67,354
51201 Part-time Salaries	0	0				
51301 Overtime	1,972	1,654	1,766	6,001	3,000	3,000
Total Salaries	60,814	62,847	63,046	69,374	68,711	70,354
BENEFITS						
51502 City Pers Contribution	7,567	6,052	5,904	8,555	9,213	9,566
51506 Life Insurance	297	239	250	342	355	364
51507 Medicare Tax	960	970	990	919	953	977
51508 Social Security Tax	0	0	0	0	0	0
51509 Flexible Benefits	4,791	9,852	12,451	14,000	15,400	16,940
51510 Retiree Health	0	0	0	0	0	0
51511 Long-Term Disability	448	434	449	516	535	548
51602 Dental Insurance	1,097	1,145	1,150	1,140	1,140	1,140
51603 Vision Insurance	405	423	425	464	488	512
51605 Employee Assistance Program	109	113	43	118	122	125
51704 Auto Allowance	0	0	0	0	0	0
51705 Housing Allowance	0	0	0	0	0	0
51706 Phone Allowance	0	0	0	0	0	0
Total Benefits	15,673	19,228	21,662	26,054	28,205	30,171
INSURANCE						
51800 Liability Insurance	2,206	2,250	2,592	2,776	3,267	3,620
51810 Worker's Compensation	1,898	1,915	2,223	2,381	2,802	3,105
Total Insurance	4,104	4,165	4,816	5,157	6,069	6,725
SERVICES AND SUPPLIES						
52200 Safety Clothing	1,512	1,530	1,423	1,200	1,200	1,200
52221 Communications	1,134	865	835	500	750	750
52231 Equipment Maintenance	7,505	8,404	8,714	7,000	12,029	12,000
52232 Maint. Structures/Improvement Grounds	115,059	84,113	107,876	132,885	104,006	93,035
52233 Memberships	248	0	100	150	225	225
52234 Office Expense	50	23	279	200	200	200
52235 Professional Services	367	381	388	3,500	3,000	3,000
52236 Equipment Rental	284	689	0	0	3,000	3,000
52240 Rent-Real Property	0	0	0	0	0	0
52241 Special Department Expense	0	0	2	0	0	0
52242 Small Tools & Supplies	3,198	1,521	2,578	2,000	0	0
52243 Travel & Training	39	15	63	250	100	100
52244 Utilities	126,561	127,229	100,201	115,900	139,000	150,000
Total Services & Supplies	255,957	224,770	222,459	263,585	263,510	263,510
FIXED ASSETS						
53300 Equipment	1,280	14,400	253			
54500 Depreciation						
Total Fixed Assets	1,280	14,400	253	0	0	0
EXPENDITURE TRANSFERS						
54250 Indirect Costs	113,669	123,295	111,548	124,901	118,602	113,696
Total Expenditure Transfers	113,669	123,295	111,548	124,901	118,602	113,696
TOTAL BUDGET	451,497	448,706	423,783	489,071	485,097	484,456

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.

Department/Division: 4019 Public Works-Development

Development
Fund 770

Account and Title:	2005/06 Actual Expended	2006/07 Approved Budget	2007/08 City Manager Recommended	2008/09 City Manager Recommended	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries						
51201 Part-time Salaries						
51301 Overtime						
Total Salaries	0	0	0	0	0	0
BENEFITS						
51502 City Pers Contribution						
51506 Life Insurance						
51507 Medicare Tax						
51508 Social Security Tax						
51509 Flexible Benefits						
51510 Retiree Health						
51511 Long-Term Disability						
51602 Dental Insurance						
51603 Vision Insurance						
51605 Employee Assistance Program						
51704 Auto Allowance						
51705 Housing Allowance						
51706 Phone Allowance						
Total Benefits	0	0	0	0	0	0
INSURANCE						
51800 Liability Insurance						
51810 Worker's Compensation						
Total Insurance	0	0	0	0	0	0
SERVICES AND SUPPLIES						
52200 Safety Clothing						
52221 Communications						
52231 Equipment Maintenance						
52232 Maintenance-Structures/Improve/Grounds						
52233 Memberships						
52234 Office Expense	16					
52235 Professional Services	21,879	92,000	92,000	92,000	92,000	92,000
52240 Rent-Real Property						
52241 Special Departmental Expense						
52242 Small Tools & Supplies						
52243 Travel & Training						
52244 Utilities						
Total Services & Supplies	21,895	92,000	92,000	92,000	92,000	92,000
EXPENDITURE TRANSFERS						
54250 Indirect Costs	81,626	0				
Total Expenditure Transfers	81,626	0	0	0	0	0
TOTAL BUDGET	103,521	92,000	92,000	92,000	92,000	92,000

4019 - Public Works - Development

Mission Statement

To provide engineering and inspection services as they relate to all development and permit applications submitted by large developments as well as by individual property owners and utility companies.

Program Description

The Public Works-Development Program consists of the following areas of responsibility:

- Municipal engineering
- Encroachment permits
- Utility coordination
- Grading permits
- Development review

Department/Division: 4020 Water

Utility
Fund 540

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	183,967	190,507	156,660	184,221	192,057	200,066
51201 Part-time Salaries						-
51301 Overtime	15,125	20,919	16,702	10,720	15,000	15,000
Total Salaries	199,092	211,426	173,361	194,941	207,057	215,066
BENEFITS						
51502 City Pers Contribution	22,684	18,571	14,342	24,868	26,926	28,413
51506 Life Insurance	917	742	597	918	945	971
51507 Medicare Tax	1,629	1,872	2,318	2,671	2,785	2,901
51509 Flexible Benefits	33,140	35,988	22,671	30,100	33,110	36,421
51510 Retiree Health	0	0	0	0	-	-
51511 Long-Term Disability	1,396	1,399	1,094	1,500	1,563	1,629
51602 Dental Insurance	2,928	3,102	2,573	1,657	2,850	2,850
51603 Vision Insurance	1,082	1,129	951	1,161	1,219	1,280
51605 Employee Assistance Program	290	312	90	295	306	314
51704 Auto Allowance	0	0	0	0	-	-
51705 Housing Allowance	0	0	0	0	-	-
51706 Phone Allowance	266	422	423	420	420	420
Total Benefits	64,332	63,537	45,058	63,590	70,125	75,198
51800 Liability Insurance	8,233	7,945	7,325	8,068	9,549	10,752
51810 Worker's Compensation	6,702	6,763	6,282	6,921	8,190	9,223
Total Insurance	14,936	14,708	13,607	14,989	17,739	19,975
SERVICES AND SUPPLIES						
52200 Safety Clothing	3,345	3,398	3,278	2,694	3,340	3,340
52221 Communications	1,678	1,225	1,235	500	1,380	1,380
52231 Equipment Maintenance	22,245	32,317	20,614	15,277	15,801	15,300
52232 Maint. Structures/Improvement.Grounds	60,760	69,935	59,655	72,824	57,204	54,991
52233 Memberships	10,513	13,256	13,817	15,276	19,409	20,398
52234 Office Expense	10,594	13,419	11,932	7,638	12,000	12,000
52235 Professional Services	80,778	48,402	27,558	33,547	45,070	46,440
52236 Equipment Rental	0	0	0	0	-	-
52240 Rent-Real Property		0				
52241 Special Department Expense	2,399	54,280	44,388	6,213	4,200	4,200
52242 Small Tools & Supplies	9,008	9,084	7,013	7,426	6,830	6,830
52243 Travel & Training	2,901	2,322	110	3,183	1,000	1,000
52244 Utilities	8,324	14,708	11,560	16,974	11,877	12,233
52245 Water Purchases	237,220	152,261	179,929	283,185	274,171	306,632
Total Services & Supplies	449,765	414,608	381,091	464,737	452,282	484,744
OTHER						
54500 Depreciation	125,859	149,613	153,596	125,859	171,669	171,669
55200 Interest						
Total Other	125,859	149,613	153,596	125,859	171,669	171,669
FIXED ASSETS						
53300 Equipment	36,684	(4,928)	35,258	40,000	37,682	37,682
Total Fixed Assets	36,684	(4,928)	35,258	40,000	37,682	37,682
EXPENDITURE TRANSFERS						
54250 Indirect Costs	314,579	343,258	295,728	332,344	323,000	322,960
Total Expenditure Transfers	314,579	343,258	295,728	332,344	323,000	322,960
TOTAL BUDGET	1,205,248	1,192,222	1,097,700	1,236,460	1,279,553	1,327,294

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

Department/Division: 4025 Guadalupe Valley Municipal Utility District

GVMID
Fund 540

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	86,885	77,784	136,589	146,194	153,597	160,645
51301 Overtime	3,889	2,665	3,022	6,000	6,000	6,000
Total Salaries	90,774	80,449	139,611	152,194	159,597	166,645
BENEFITS						
51502 City Pers Contribution	10,945	7,699	13,102	19,735	21,534	22,815
51506 Life Insurance	446	311	541	754	794	829
51507 Medicare Tax	1,467	1,235	2,121	2,120	2,227	2,329
51508 Social Security Tax	0	0	0	0	-	-
51509 Flexible Benefits	17,284	16,940	26,313	29,750	32,725	35,997
51510 Retiree Health	0	0	0	0	-	-
51511 Long-Term Disability	673	563	997	1,190	1,250	1,308
51602 Dental Insurance	1,762	1,553	2,577	2,565	2,565	2,565
51603 Vision Insurance	651	574	952	1,045	1,097	1,152
51605 Employee Assistance Program	174	154	97	266	275	282
51704 Auto Allowance	0	0	0	0	-	-
51705 Housing Allowance	0	0	0	0	-	-
51706 Phone Allowance	0	0	0	0	-	-
Total Benefits	33,404	29,029	46,700	57,425	62,468	67,277
INSURANCE						
51800 Liability Insurance	4,554	4,194	5,819	6,658	7,637	8,634
51810 Worker's Compensation	3,917	3,570	4,991	5,492	6,550	7,405
Total Insurance	8,471	7,764	10,810	12,150	14,187	16,039
SERVICES AND SUPPLIES						
52200 Safety Clothing	2,858	3,121	2,675	2,163	2,900	2,900
52221 Communications	680	497	501	500	500	500
52231 Equipment Maintenance	5,544	14,255	13,872	10,874	11,996	11,682
52232 Maint. Structures/Improvement.Grounds	38,449	44,177	62,863	47,885	44,452	42,803
52233 Memberships	6,878	8,299	6,928	9,434	13,238	13,465
52234 Office Expense	7,249	9,379	7,365	3,315	8,000	8,240
52235 Professional Services	28,902	24,459	46,854	77,539	78,890	79,385
52236 Equipment Rental	(160)	453	0	0	-	-
52240 Rent-Real property	0	0	0	0	-	-
52241 Special Department Expense	755	0	11,043	2,872	750	750
52242 Small Tools & Supplies	988	430	2,576	2,121	2,120	2,121
52243 Travel & Training	679	452	0	1,061	300	300
52244 Utilities	45,328	47,194	48,558	55,697	49,000	50,000
52245 Water Purchases	125,095	123,640	181,468	172,292	205,984	245,133
52246 Sewer Processing	218,105	229,040	285,216	249,906	300,682	313,951
Total Services & Supplies	481,348	505,397	669,919	635,659	718,812	771,230
FIXED ASSETS						
53100 Improvements			4,122			
53300 Equipment	0	0	682			
Total Fixed Assets	0	0	4,804	0	-	-
OTHER						
54500 Depreciation	284,671	300,118	338,899	284,671	338,819	338,819
55100 Principal						
55200 Interest						
Total Other	284,671	300,118	338,899	284,671	338,819	338,819
EXPENDITURE TRANSFERS						
54250 Indirect Costs	177,462	196,240	216,898	247,304	257,576	258,364
Total Expenditure Transfers	177,462	196,240	216,898	247,304	257,576	258,364
TOTAL BUDGET	1,076,130	1,118,996	1,427,641	1,389,403	1,551,459	1,616,374

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

Department/Division: 4026 NPDES

NPDES
Fund 220

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51301 Overtime	0	0	0	1,000	1,000	1,000
Total Salaries	0	0	0	1,000	1,000	1,000
SERVICES AND SUPPLIES						
52200 Safety Clothing	6	0	0	0	-	-
52221 Communications	229	177	170	0	-	-
52231 Equipment Maintenance	59	61	13	0	-	-
52232 Maint. Structures/Improvement.Grounds	11	0	614	0	-	-
52233 Memberships	2,563	2,963	9,956	10,426	11,049	11,380
52234 Office Expense	322	510	404	530	450	450
52235 Professional Services	25,364	21,380	23,797	21,060	15,527	15,993
52236 Equipment Rental	0	0	0	0	-	-
52241 Special Departmental Expense	13,961	6,767	1,388	6,839	11,635	10,838
52242 Small Tools & Supplies	188	338	196	0	-	-
52243 Travel & Training	77	10	20	0	-	-
Total Services & Supplies	42,781	32,206	36,558	38,855	38,661	38,661
FIXED ASSETS						
53100 Improvments						
Total Expenditure Transfers	0	0	0	0	-	-
EXPENDITURE TRANSFERS						
54250 Indirect Costs	30,916	32,808	27,527	30,511	27,941	28,337
Total Expenditure Transfers	30,916	32,808	27,527	30,511	27,941	28,337
TOTAL BUDGET	73,697	65,014	64,085	70,366	67,602	67,998

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

Department/Division: 4027 STOPPP (Reimbursable)						General Fund 100
Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	9,824	24,582	21,256	27,871	27,833	28,528
51301 Overtime						
Total Salaries	9,824	24,582	21,256	27,871	27,833	28,528
BENEFITS						
51502 City Pers Contribution	1,493	2,932	2,594	3,762	3,902	4,052
51506 Life Insurance	51	94	81	101	101	101
51507 Medicare Tax	172	434	396	404	404	414
51509 Flexible Benefits	686	3,406	3,219	3,500	3,850	4,235
51510 Retiree Health			0	0	-	-
51511 Long-Term Disability	84	197	179	227	227	232
51602 Dental Insurance	146	347	298	285	285	285
51603 Vision Insurance	54	128	110	116	122	128
51605 Employee Assistance Program	14	34	12	30	31	31
51704 Auto Allowance						
51705 Housing Allowance						
51706 Phone Allowance			0	105	105	105
Total Benefits	2,701	7,573	6,890	8,530	9,026	9,583
INSURANCE						
51800 Liability Insurance			1,140	1,221	1,384	1,533
51810 Worker's Compensation			978	1,047	1,187	1,315
Total Insurance	0	0	2,118	2,268	2,571	2,848
SERVICES AND SUPPLIES						
52200 Safety Clothing						
52221 Communications						
52231 Equipment Maintenance						
52232 Maint. Structures/Improvement.Grounds						
52233 Memberships						
52234 Office Expense	22					
52235 Professional Services						
52236 Equipment Rental						
52241 Special Department Expense	251	824	1,908		2,000	2,000
52242 Small Tools & Supplies	61					
52243 Travel & Training	69					
52244 Utilities						
52246 Sewer Treatment						
Total Services & Supplies	403	824	1,908	0	2,000	2,000
FIXED ASSETS						
53300 Equipment						
Total Fixed Assets	0	0	0	0	-	-
OTHER						
54500 Depreciation						
Total Fixed Assets	0	0	0	0	-	-
EXPENDITURE TRANSFERS						
54250 Indirect Costs						
Total Expenditure Transfers	0	0	0	0	-	-
TOTAL BUDGET	12,928	32,979	32,172	38,669	41,429	42,960

Department/Division: 4030 Sewer						Sewer Fund 540
Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	197,191	192,984	213,572	223,050	228,080	233,782
51301 Overtime	14,233	16,361	15,908	10,000	15,000	15,000
Total Salaries	211,424	209,345	229,481	233,050	243,080	248,782
BENEFITS						
51502 City Pers Contribution	24,666	18,414	19,968	30,110	31,977	33,202
51506 Life Insurance	952	688	770	1,051	1,064	1,072
51507 Medicare Tax	2,093	1,945	2,333	3,234	3,307	3,390
51509 Flexible Benefits	23,905	32,469	37,462	42,700	46,970	51,666
51510 Retiree Health	692	896	0	0	-	-
51511 Long-Term Disability	1,477	1,309	1,472	1,816	1,857	1,903
51602 Dental Insurance	3,025	2,918	3,109	3,135	3,135	3,135
51603 Vision Insurance	1,118	1,078	1,149	1,277	1,341	1,408
51605 Employee Assistance Program	299	289	114	325	337	345
51704 Auto Allowance	0	0				
51705 Housing Allowance	0	0				
51706 Phone Allowance	485	843	846	735	735	735
Total Benefits	58,712	60,849	67,223	84,383	90,721	96,856
INSURANCE						
51800 Liability Insurance	8,217	8,722	9,123	9,769	11,340	12,564
51810 Worker's Compensation	4,099	7,424	7,825	8,379	9,726	33,202
Total Insurance	12,317	16,146	16,948	18,148	21,066	45,766
SERVICES AND SUPPLIES						
52200 Safety Clothing	3,159	2,909	2,808	2,270	2,900	2,900
52221 Communications	1,043	762	768	500	770	770
52231 Equipment Maintenance	17,677	25,729	15,862	14,746	12,668	13,701
52232 Maint. Structures/Improvement.Grounds	10,345	29,809	15,973	20,794	12,194	9,957
52233 Memberships	1,582	2,559	1,591	2,415	2,139	2,399
52234 Office Expense	6,081	8,054	7,999	2,334	8,000	8,240
52235 Professional Services	4,610	2,939	3,803	6,942	4,075	4,181
52236 Equipment Rental	0	0	0	0	-	-
52241 Special Department Expense	0	31,272	17,938	0	-	-
52242 Small Tools & Supplies	3,324	1,567	4,443	5,729	2,999	3,000
52243 Travel & Training	613	923	632	2,121	750	750
52244 Utilities	17,593	19,726	19,499	10,609	19,900	20,497
52246 Sewer Treatment	327,158	311,911	388,412	374,860	451,023	470,927
Total Services & Supplies	393,186	438,160	479,729	443,320	517,418	537,322
FIXED ASSETS						
53300 Equipment			253			
Total Fixed Assets	0	0	253	0	-	-
OTHER						
54500 Depreciation	77,876	78,949	101,666	77,876	83,464	83,464
Total Fixed Assets	77,876	78,949	101,666	77,876	83,464	83,464
EXPENDITURE TRANSFERS						
54250 Indirect Costs	305,653	332,702	289,370	320,340	319,047	319,599
Total Expenditure Transfers	305,653	332,702	289,370	320,340	319,047	319,599
TOTAL BUDGET	1,059,167	1,136,151	1,184,670	1,177,117	1,274,796	1,331,789

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:

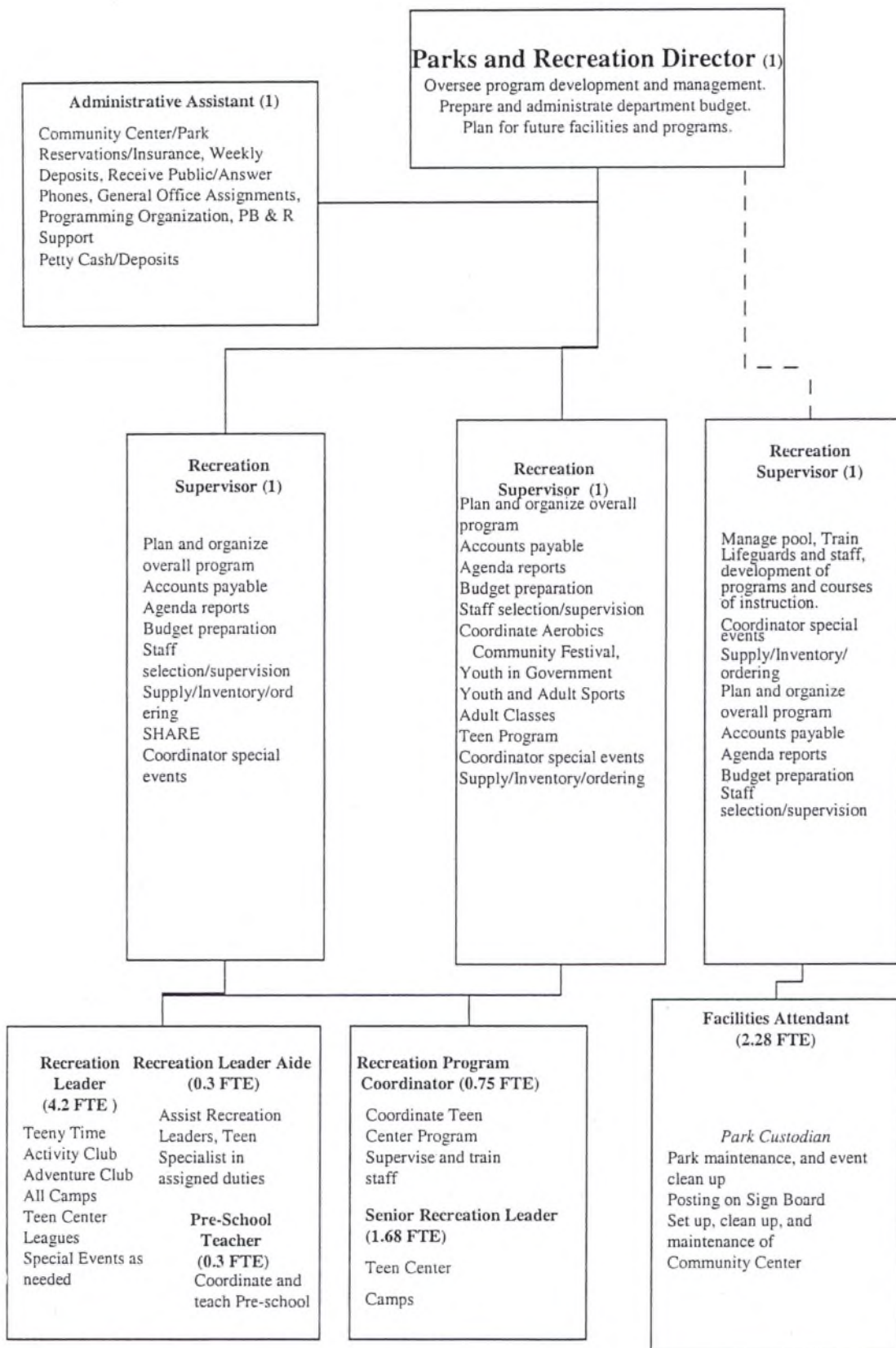
- Municipal sanitary sewer system maintenance and operations

Emergency Operations Center 4050
 Department/Division: 100 General

General
 FUND 100

Account and Title:	2005/06 Actual Expended	2006/07 Approved Budget	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51201 Part-time Salaries					15,762	16,156
51301 Overtime						
Total Salaries	0	0	0	0	15,762	16,156
BENEFITS						
51502 City Pers Contribution					2,210	2,295
51506 Life Insurance						
51507 Medicare Tax					229	234
51509 Flexible Benefits						
51510 Retiree Health						
51511 Long-Term Disability						
51602 Dental Insurance						
51603 Vision Insurance						
51605 Employee Assistance Program						
51704 Auto Allowance						
51705 Housing Allowance						
51706 Phone Allowance						
Total Benefits	0	0	0	0	2,438	2,529
INSURANCE						
51800 Liability Insurance					784	784
51810 Worker's Compensation					672	672
Total Insurance	0	0	0	0	1,456	1,456
SERVICES AND SUPPLIES						
52200 Safety Clothing						
52221 Communications						
52231 Equipment Maintenance						
52232 Maint. Structures/Improvement.Grounds			23,376			
52233 Memberships						
52234 Office Expense						
52235 Professional Services						
52236 Equipment Rental						
52241 Special Department Expense			12,800		30,343	29,859
52242 Small Tools & Supplies						
52243 Travel & Training						
52244 Utilities						
Total Services & Supplies	0	0	36,176	0	30,343	29,859
FIXED ASSETS						
53300 Equipment						
Total Fixed Assets	0	0	0	0	-	-
TOTAL BUDGET	0	0	36,176	0	50,000	50,000

Parks and Recreation Department



**Summary of Departmental Budget
2009/2011
Parks and Recreation Department**

	Number of Positions	Annual Salary FY 2009/10	Annual Benefits FY 2009/10	Number of positions	Annual Salary FY 2010/11	Annual Benefits FY 2010/11
Parks and Recreation Director	1	178,062	58,430	1	182,513	61,517
Recreation Supervisor	2	172,132	68,600	2	176,436	73,218
Administrative Assistant	1	68,321	19,612	1	70,029	20,691
Office Assistance	0.075	3,388	259	0.075	3,472	266
Teen Coordinator	0	0	0	0	0	0
Facility Attendants	2.28	76,559	5,857	2.28	78,473	6,003
Senior Recreation Leader	1.68	46,218	5,476	1.68	47,373	5,660
Recreation Leader	4.18	119,819	9,166	4.18	122,815	9,395
Recreation Leader Aide	0.29	2,603	199	0.29	2,668	204
Preschool Teacher	0.3	10,268	785	0.3	10,525	805
Van Driver	0.5	18,812	1,439	0.5	19,282	1,475
Park and Recreation Commissioners	5	6,000	459	5	6,000	459
Overtime		<u>1,000</u>	<u>0</u>		<u>1,000</u>	<u>0</u>
Total Salaries and Benefits		703,182	170,282		720,586	179,693

Department/Division: TOTAL PARKS AND RECREATION ALL DEPARTMENTAL BUDGET				Parks and Recreation Fund Fund 550		
Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Adopted Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	408,649	428,448	423,183	524,505	418,516	428,979
51201 Part-time Salaries	369,225	384,937	409,713	414,170	283,666	290,608
51301 Overtime	2,578	2,162	1,470	2,000	1,000	1,000
51302 Holiday Pay						
Total Salaries	780,451	815,547	834,366	940,675	703,182	720,587
BENEFITS						
51502 City Pers Contribution	65,960	55,477	42,383	74,377	62,155	64,536
51503 Employee Paid Pers Contribution	0	9,443	9,553	0	0	0
51506 Life Insurance	1,754	1,410	1,382	2,180	1,584	1,593
51507 Medicare Tax	11,390	11,909	12,107	13,610	10,182	10,434
51508 Social Security Tax	14,992	14,842	23,396	24,037	16,049	16,441
51509 Flexible Benefits	43,296	53,851	59,085	80,688	61,807	67,987
51511 Long-Term Disability	2,916	2,806	2,786	4,270	3,407	3,492
51602 Dental Insurance	5,513	6,745	6,249	7,695	4,560	4,560
51603 Vision Insurance	2,037	2,475	2,320	3,134	1,950	2,048
51605 Employee Assistance Program	546	561	201	797	489	502
51704 Auto Allowance	3,614	3,614	3,628	3,600	3,600	3,600
51705 Housing Allowance	3,011	3,011	3,023	3,000	3,000	3,000
51706 Phone Allowance	1,927	1,917	1,527	1,920	1,500	1,500
Total Benefits	156,955	168,061	168,586	219,308	170,283	179,693
INSURANCE						
51800 Liability Insurance	30,473	31,511	37,568	40,399	34,911	38,674
51810 Worker's Compensation	26,211	26,831	32,223	34,653	24,820	33,172
Total Insurance	56,684	58,342	69,791	75,052	59,731	71,845
SERVICES AND SUPPLIES						
52200 Safety Clothing	988	1,357	1,161	2,050	775	775
52221 Communications	2,193	2,231	1,596	5,000	2,200	2,200
52231 Equipment Maintenance	7,510	4,844	5,116	5,045	4,775	4,775
52232 Maint. Structures/Improvement.Grounds	38,231	30,943	19,622	21,650	20,300	20,300
52233 Memberships	1,105	1,400	725	1,670	1,180	1,180
52234 Office Expense	41,497	37,439	37,046	47,490	11,900	11,900
52235 Professional Services	108,870	118,205	127,210	147,400	106,830	108,830
52236 Equipment Rental	19,227	21,581	17,670	19,100	16,700	16,700
52240 Rental-Real Property						
52241 Special Department Expense	125,064	135,579	129,861	136,400	60,975	61,975
52242 Small Tools & Supplies	3,652	3,831	6,649	5,850	32,085	32,085
52243 Travel & Training	4,362	4,678	6,492	5,944	2,100	2,100
52244 Utilities	156,390	157,434	130,974	153,840	100,000	105,000
Total Services & Supplies	509,089	519,523	484,123	551,439	359,820	367,820
FIXED ASSETS						
53100 Improvements	306	0	9,246	5,000	5,000	5,000
53300 Equipment	8,091	13,264	5,421	3,900	3,565	3,565
Total Fixed Assets	8,397	13,264	14,666	8,900	8,565	8,565
OTHER						
54500 Depreciation	138,078	144,878	145,165	138,077	79,914	79,914
56200 Loans						
52900 Contributions	117,899	54,892	179,467	125,300	125,300	125,300
Total Other	255,977	199,770	324,632	263,377	205,214	205,214
EXPENDITURE TRANSFERS						
54250 Indirect Costs	206,652	219,971	296,432	334,702	121,743	88,142
Total Expenditure Transfers	206,652	219,971	296,432	334,702	121,743	88,142
TOTAL BUDGET	1,974,206	1,994,478	2,192,596	2,393,453	1,628,538	1,641,866

PARKS AND RECREATION

Accomplishments 2007- 2009

- Accomplishment: Completed Crocker Park Recreational Trail
- Community Value: Interconnected. Provided an additional recreational opportunity for the residents and community members of Brisbane.
- Accomplishment: Placement of Volunteer of the Year recognition boulder/plaque at City hall.
- Community Value: Caring. Highlights the various ways which our community members assist each other.
- Accomplishment: Completed Park Lane basketball courts lighting.
- Community Value: Interconnected. Provided additional time which the outdoor basketball courts could be used.
- Accomplishment: Reconstituted Youth Advisory Committee with an all-youth group (first time in their history) meeting regularly.
- Community Value: Interconnected and Caring. Provides another opportunity for our youth to interact in a safe environment while providing them a voice in the decision making process of the City.
- Accomplishment: Placement of bird signs on Tunnel Avenue Bridge.
- Community Value: Informed. Provides the users of the bridge information concerning the birds who use the Lagoon as habitation.
- Accomplishment: Renovation of Solano Street play equipment.
- Community Value: Interconnected, Caring and Safety. Provided a forum for the users of the park to determine the equipment available at a public facility.
- Accomplishment: Re-instituted Brisbane Derby as part of the Day in the Park Festival.
- Community Value: Interconnected. Provided the youth of the community another event to participate in during the Day in the Park.
- Accomplishment: Expanded youth swim team from summer only to year round.

Community Value: Interconnected. Provided additional opportunity for youth swimmers to participate.

Accomplishment: Increased youth baseball participation level by 30%.

Community Value: Interconnected. Provided additional opportunity for youth to participate in baseball.

Accomplishment: Increased Senior Sunrise Room attendance by 25%.

Community Value: Interconnected. Provided seniors more opportunities to interact with each other.

Goals 2009 - 2011

Goal: Community Park Play equipment renovation.

Community Value: Interconnected, Caring and Safety. Provide a forum for the users of the park to determine the equipment available at a public facility.

Goal: Increase marketing efforts for Mission Blue Center.

Community Value: Informed. Provide businesses and community members more information regarding how and when Mission Blue Center can be used.

Goal: Increase "Reach Out" efforts to local key businesses inviting employee involvement with programs and events.

Community Value: Interconnected. Get the businesses to interact more with the community.

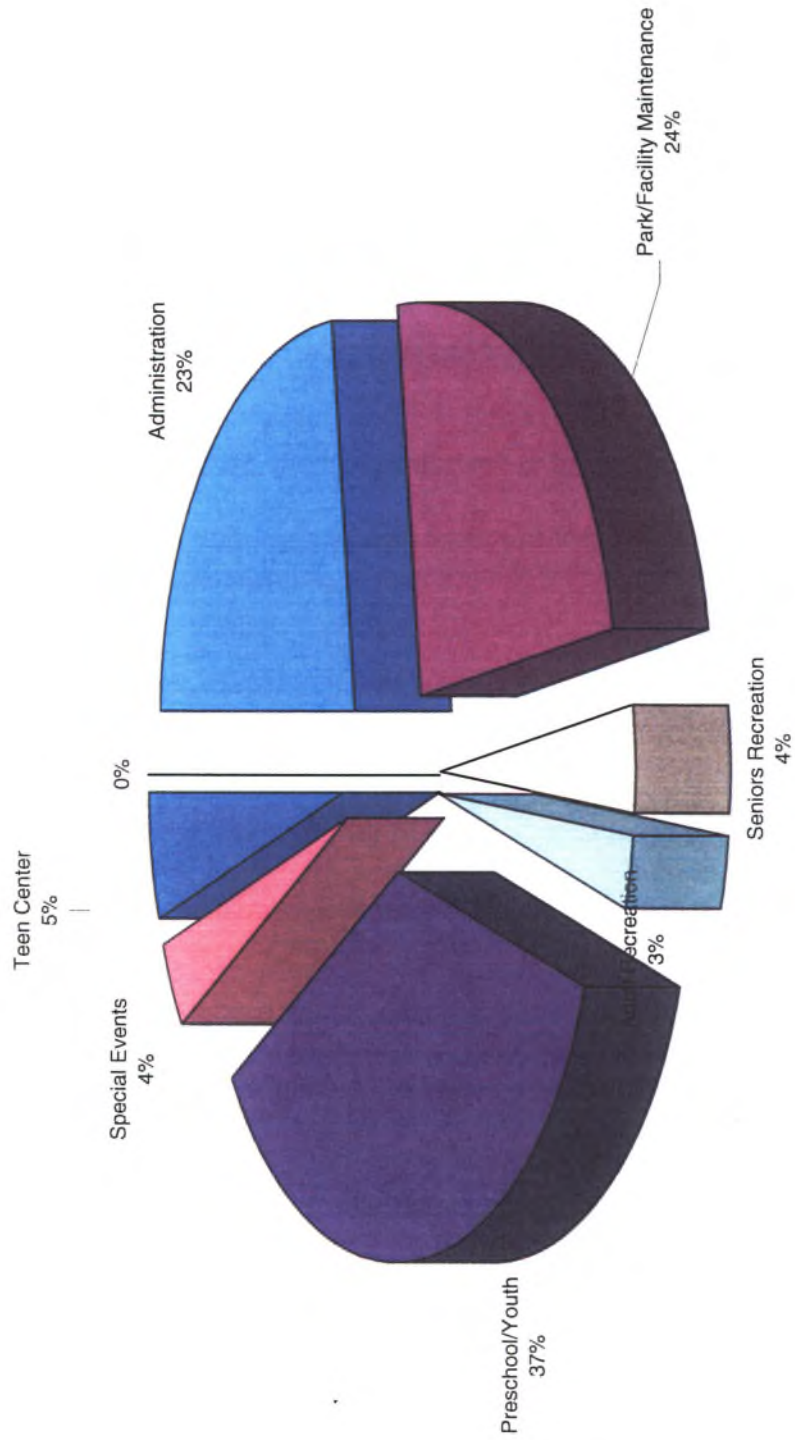
Goal: Retrofit all recreational facilities with card lock systems.

Community Value: Interconnected. Make the recreational facilities easier and less expensive for users to use.

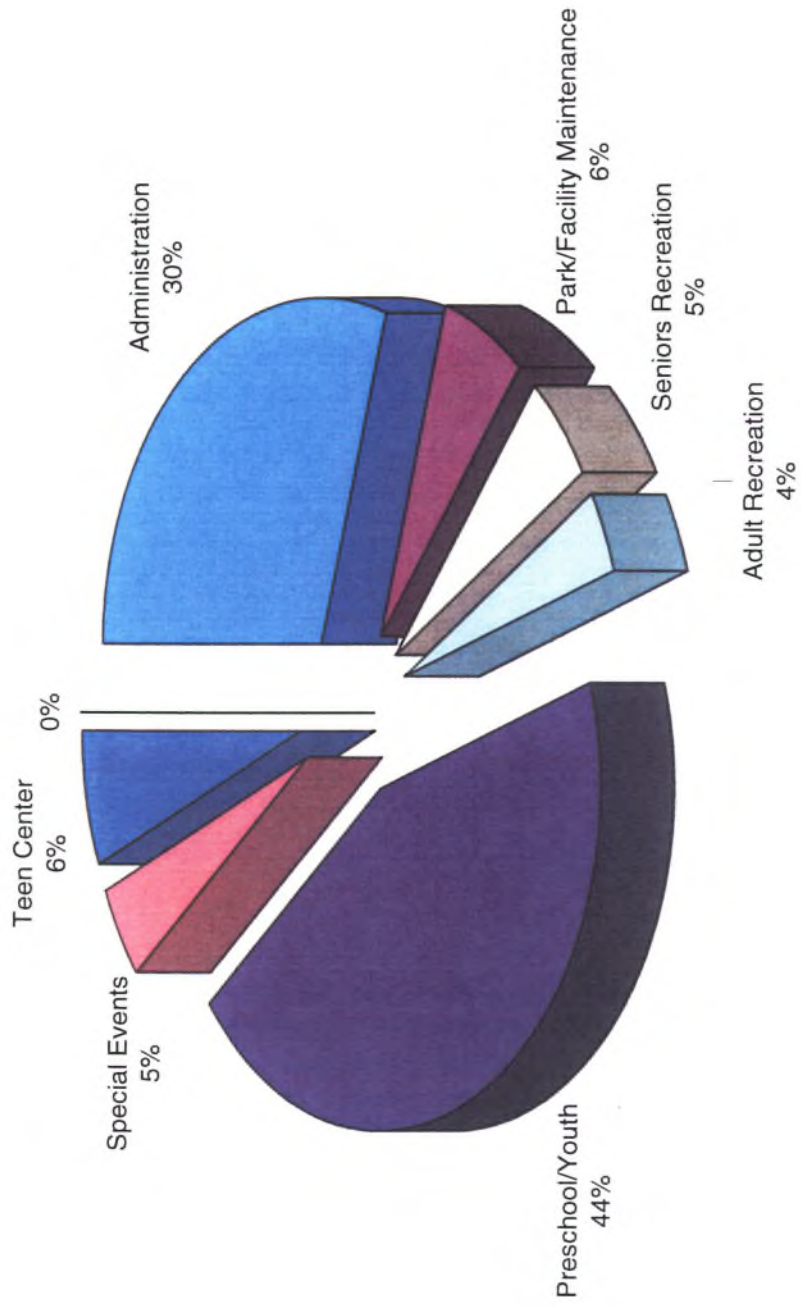
Goal: Increase volunteer level in youth sports program.

Community Value: Interconnected and Caring. Provide adults more opportunities to interact with the youth of the community.

Total Parks and Recreation Budget Total 2009/10



**Total Parks and Recreation Budget
FY 2010/11**



Department/Division: 5001 Recreation-Administration Parks and Recreation Fund
Fund 550

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	198,986	204,816	204,621	239,377	246,383	252,543
51201 Part-time Salaries	11,069	9,570	17,487	9,267	9,388	9,472
51301 Overtime	65	0	0	1,000	1,000	1,000
Total Salaries	210,120	214,386	222,108	249,644	256,771	263,015
BENEFITS						
51502 City Pers Contribution	24,624	20,081	20,490	32,313	34,543	35,866
51503 Employee Paid Pers Contribution		9,443	9,553	0	-	-
51506 Life Insurance	698	550	571	822	774	783
51507 Medicare Tax	3,149	3,218	3,260	3,605	3,709	3,799
51508 Social Security Tax	550	260	267	575	582	587
51509 Flexible Benefits	16,498	17,144	17,805	26,088	26,387	29,026
51510 Retiree Health	0	0	0	0	-	-
51511 Long-Term Disability	1,306	1,247	1,265	1,949	2,006	2,056
51602 Dental Insurance	2,189	2,295	2,312	2,622	2,280	2,280
51603 Vision Insurance	809	848	854	1,068	975	1,024
51605 Employee Assistance Program	217	227	85	271	245	251
51704 Auto Allowance	3,614	3,614	3,628	3,600	3,600	3,600
51705 Housing Allowance	3,011	3,011	3,023	3,000	3,000	3,000
51706 Phone Allowance	662	662	665	660	660	660
Total Benefits	57,327	62,602	63,778	76,573	78,760	82,932
INSURANCE						
51800 Liability Insurance	7,931	8,080	9,723	10,890	12,716	14,082
51810 Worker's Compensation	6,822	6,879	8,340	9,341	5,783	12,078
Total Insurance	14,753	14,959	18,063	20,231	18,499	26,160
SERVICES AND SUPPLIES						
52221 Communications	0	0				
52231 Equipment Maintenance	0	0	0	2,045	1,915	1,915
52232 Maintenance Structures	0	0			0	0
52233 Memberships	1,005	1,300	725	1,520	1,180	1,180
52234 Office Expense	5,506	5,624	6,344	5,000	10,800	10,800
52235 Professional Services	5,352	17,865	8,161	5,900	6,170	6,170
52240 Rental-Real Property	0	0			0	0
52241 Special Department Expense	2,188	2,979	858	2,050	1,225	1,225
52242 Small Tools & Supplies	80	67	264	300	280	280
52243 Travel & Training	4,174	4,678	5,441	5,144	1,480	1,480
52244 Utilities	0	0				
Total Services & Supplies	18,305	32,513	21,792	21,959	23,050	23,050
OTHER						
54500 Depreciation	339	224	224	339	224	224
Total Other	339	224	224	339	224	224
FIXED ASSETS						
53100 Improvements		1,950				
53300 Equipment	0	1,216				
Total Fixed Assets	0	1,216	0	0	-	-
TOTAL BUDGET	300,844	327,850	325,965	368,746	377,304	395,381

5001 – PARKS AND RECREATION – ADMINISTRATION

Mission Statement

The mission of the Parks and Recreation Department's Administrative Program is to provide administrative support to the community recreation programs, facilities, and City Parks and Recreation staff; play a prominent role in publicizing the department's role in the community; interacting with various community groups and interested individuals; and to provide staff support to the Parks, Beaches & Recreation Commission.

Program Description

The Recreation Administrative Program functions to provide leadership support for all Recreation programs; coordinates maintenance and general improvements to City recreation facilities; is responsible for the preparation and dissemination of agendas and minutes of the Parks, Beaches and Recreation Commission; and provides payroll and budgetary functions for the department.

Department/Division: 5002 Recreation-Parks & Facility Operations

Parks and Recreation Fund
Fund 550

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	33		349			
51201 Part-time Salaries	79,791	81,821	96,664	73,198	75,898	77,796
51301 Overtime	1,154	725	1,074			
Total Salaries	79,791	82,546	98,088	73,198	75,898	77,796
BENEFITS						
51502 City Pers Contribution	5,132	4,171	(3,591)			
51506 Life Insurance	0	0				
51507 Medicare Tax	1,174	1,210	1,567	1,061	1,101	1,128
51508 Social Security Tax	2,409	2,499	9,148	4,538	4,706	4,823
51509 Flexible Benefits	0	0				
51510 Retiree Health	0	0	946			
51511 Long-Term Disability	0	0				
51602 Dental Insurance	0	0	131			
51603 Vision Insurance	0	0	59			
51605 Employee Assistance Program	0	0				
51704 Auto Allowance	0	0				
51705 Housing Allowance	0	0				
51706 Phone Allowance	0	0				
Total Benefits	8,715	7,879	8,260	5,599	5,806	5,951
INSURANCE						
51800 Liability Insurance	2,547	2,596	2,994	3,206	3,774	4,181
51810 Worker's Compensation	2,190	2,210	2,568	2,750	3,237	3,586
Total Insurance	4,737	4,806	5,562	5,956	7,010	7,767
SERVICES AND SUPPLIES						
52200 Safety Clothing	0	281	174	450	300	300
52221 Communications	1,140	779	70	1,400	1,200	1,200
52231 Equipment Maintenance	7,413	4,844	5,116	2,200	2,100	2,100
52232 Maint. Structures/Improvement/Grounds	38,231	30,943	19,613	21,650	20,300	20,300
52233 Memberships	0	0			0	0
52234 Office Expense	158	101	288	300	250	250
52235 Professional Services	37,022	38,437	42,645	40,800	36,100	38,100
52236 Equipment Rental	5,375	6,314	9,531	7,300	6,900	6,900
52240 Rental-Real Property	0	0				
52241 Special Department Expense	75	0			0	0
52242 Small Tools & Supplies	773	948	813	1,100	650	650
52243 Travel and Training	0	0			0	0
52244 Utilities	119,001	100,702	71,712	90,840	100,000	105,000
Total Services & Supplies	209,188	183,348	149,962	166,040	167,800	174,800
OTHER						
54500 Depreciation	29,007	28,512	64,971	29,007	71,472	71,472
Total Other	29,007	28,512	64,971	29,007	71,472	71,472
FIXED ASSETS						
53100 Improvements	306	0	9,246	5,000	5,000	5,000
53300 Equipment	6,320	2,713	3,184	1,900	1,750	1,750
Total Fixed Assets	6,626	2,713	12,430	6,900	6,750	6,750
EXPENDITURE TRANSFERS						
54250 Indirect Costs	34,021	36,994	48,253	52,295	57,829	50,382
Total Expenditure Transfers	34,021	36,994	48,253	52,295	57,829	50,382
TOTAL BUDGET	373,271	346,799	387,526	338,995	392,565	394,918

5002 PARKS AND RECREATION—PARKS & FACILITIES OPERATIONS

Mission Statement

The mission of the Park and Recreation Department's Parks & Facilities Maintenance program is, in coordination with Public Works, to provide functional, clean, safe and well-maintained facilities for activities, meetings, and rental space for recreation programs, community organizations and citizen-sponsored social activities and parks for passive and active recreational activities.

Program Description

This program is responsible for the coordinated general maintenance of:

- | | |
|--|--|
| 1 - Community Park | 9 - Teen Center |
| 2 - 4 Solano Street building and playground | 10 - Modular building and Office space at Brisbane Elementary School |
| 3 - Sunrise Senior Activity Room | 11 - Park Lane Skatepark & Basketball Courts |
| 4 - Firth Park | 12 - Quarry Road Park |
| 5 - Community Center | 13 - Crocker Park Recreational Trail |
| 6 - Mission Blue Park | |
| 7 - Community Swimming Pool | |
| 8 - Ballfields at Lipman and Brisbane Elementary schools | |

Department/Division: 5003 Recreation-Youth Activities

Parks and Recreation Fund
Fund 550

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	117,759	130,021	143,375	150,824	150,616	154,382
51201 Part-time Salaries	108,161	113,879	120,386	138,880	145,449	149,085
51301 Overtime	60	57	58	0		
Total Salaries	225,980	243,957	263,818	289,704	296,065	303,467
BENEFITS						
51502 City Pers Contribution	18,856	16,549	17,825	20,360	21,116	21,925
51506 Life Insurance	601	498	543	709	709	709
51507 Medicare Tax	3,239	3,490	3,783	4,201	4,293	4,400
51508 Social Security Tax	4,517	4,437	4,655	8,611	9,018	9,243
51509 Flexible Benefits	19,461	26,161	34,168	28,700	31,570	34,727
51510 Retiree Health	0	0	0	0	-	-
51511 Long-Term Disability	894	927	1,029	1,228	1,226	1,257
51602 Dental Insurance	1,863	2,719	2,814	1,995	1,995	1,995
51603 Vision Insurance	688	1,005	1,040	813	853	896
51605 Employee Assistance Program	184	202	80	207	214	219
51704 Auto Allowance	0	0	0	0	-	-
51705 Housing Allowance	0	0	0	0	-	-
51706 Phone Allowance	730	738	740	735	735	735
Total Benefits	51,035	56,726	66,677	67,559	71,729	76,106
INSURANCE						
51800 Liability Insurance	9,583	9,917	11,604	12,688	14,720	16,310
51810 Worker's Compensation	8,244	8,442	9,953	10,883	12,626	13,989
Total Insurance	17,827	18,359	21,557	23,571	27,345	30,299
SERVICES AND SUPPLIES						
52200 Safety Clothing			0	500	475	475
52221 Communications	0	0	0	100	-	-
52231 Equipment Maintenance	0	0			-	-
52232 Maint. Structures/Improvement.Grounds	0	0				
52234 Office Expense	605	559	380	400	-	-
52235 Professional Services	26,117	23,706	34,357	33,800	23,800	23,800
52236 Equipment Rental	13,851	15,268	8,139	11,300	9,800	9,800
52240 Rent-Real Property	0	0				
52241 Special Department Expense	35,003	34,885	33,544	32,750	30,650	30,650
52242 Small Tools & Supplies	362	180	144	500	300	300
52243 Travel & Training	117	0	582			
52244 Utilities	0	0				
Total Services & Supplies	76,056	74,596	77,147	79,350	65,025	65,025
OTHER						
52900 Contributions	99,899	34,792	159,067	104,900	104,900	104,900
54500 Depreciation	3,972	3,972	3,273	3,972	3,273	3,273
Total Other	103,871	38,764	162,340	108,872	108,173	108,173
FIXED ASSETS						
53300 Equipment	0					
Total Fixed Assets	0	0	0	0	-	-
EXPENDITURE TRANSFERS						
54250 Indirect Costs	65,699	74,365	101,115	116,336	22,429	3,518
Total Expenditure Transfers	65,699	74,365	101,115	116,336	22,429	3,518
TOTAL BUDGET	540,468	506,768	692,654	685,392	590,766	586,588

5003 PARKS AND RECREATION—YOUTH ACTIVITIES

Mission Statement

The mission of the Park and Recreation Department's Youth Activities Program is to provide a variety of recreational opportunities for Brisbane youth in safe and pleasant facilities that enrich their lives and aid in their physical and social development.

Program Description

This program supports a comprehensive array of youth classes and programs that include sports, leisure activities, special classes, seasonal camps, trips and social interaction.

Department/Division: 5004 Recreation-Adult Activities Parks and Recreation Fund
Fund 550

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	0	0				
51201 Part-time Salaries	84	0	0	3,404	3,530	3,618
51301 Overtime	0	0	0	0		
Total Salaries	84	0	0	3,404	3,530	3,618
BENEFITS						
51502 City Pers Contribution	0	0				
51506 Life Insurance	0	0				
51507 Medicare Tax	1	0	0	49	51	52
51508 Social Security Tax	5	0	0	211	219	224
51509 Flexible Benefits	0	0				
51510 Retiree Health	0	0				
51511 Long-Term Disability	0	0				
51602 Dental Insurance	0	0				
51603 Vision Insurance	0	0				
51605 Employee Assistance Program	0	0				
51704 Auto Allowance	0	0				
51705 Housing Allowance	0	0				
51706 Phone Allowance	0	0				
Total Benefits	6	0	0	260	270	277
INSURANCE						
51800 Liability Insurance	118	137	139	149	176	194
51810 Worker's Compensation	101	117	119	128	151	167
Total Insurance	220	254	258	277	326	361
SERVICES AND SUPPLIES						
52232 Maintenance - Structures			71			
52233 Memberships	100	100	0	100	-	-
52234 Office Expense	163	1	89	450	250	250
52235 Professional Services	22,064	21,902	18,610	37,400	33,660	33,660
52240 Rental-Real Property	0	0	0	0		
52241 Special Department Expense	3,451	4,785	2,570	3,750	3,250	3,250
52242 Small Tools & Supplies	0	0	0	500	285	285
Total Services & Supplies	25,778	26,788	21,269	42,200	37,445	37,445
OTHER						
54500 Depreciation	5,908	5,778	2,148	5,908	2,148	2,148
Total Other	5,908	5,778	2,148	5,908	2,148	2,148
EXPENDITURE TRANSFERS						
54250 Indirect Costs	15,620	4,733	7,504	8,524	6,830	6,413
Total Expenditure Transfers	15,620	4,733	7,504	8,524	6,830	6,413
TOTAL BUDGET	47,616	37,553	31,250	60,573	50,550	50,262

5004 PARKS AND RECREATION—ADULT ACTIVITIES

Mission Statement

The mission of the Parks and Recreation Department's Adult Activities Program is to provide adults (18 years and older) with a variety of leisure time activities and programs held at safe and aesthetically pleasing facilities.

Program Description

This program offers adults leisure time opportunities, including adult sports leagues, special interest classes and activities, and special events.

Department/Division: 5005 Recreation-Senior Citizens Activities Parks and Recreation Fund
Fund 550

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	0	0				
51201 Part-time Salaries	19,674	21,576	20,721	23,935	24,818	25,438
Total Salaries	19,674	21,576	20,721	23,935	24,818	25,438
BENEFITS						
51502 City Pers Contribution	2,478	2,099	741		3,479	3,613
51506 Life Insurance	0	0				
51507 Medicare Tax	285	313	144	347	360	369
51508 Social Security Tax	0	15	115	1,484		
51509 Flexible Benefits	0	0				
51510 Retiree Health	0	0				
51511 Long-Term Disability	0	0				
51602 Dental Insurance	0	0				
51603 Vision Insurance	0	0				
51605 Employee Assistance Program	0	0				
51704 Auto Allowance	0	0				
51705 Housing Allowance	0	0				
51706 Phone Allowance	0	0				
Total Benefits	2,763	2,428	1,000	1,831	3,839	3,982
INSURANCE						
51800 Liability Insurance	832	849	979	1,048	1,234	1,367
51810 Worker's Compensation	716	729	840	899	1,058	1,173
Total Insurance	1,548	1,578	1,819	1,947	2,292	2,540
SERVICES AND SUPPLIES						
52221 Communications	0	0	38	500	450	450
52231 Equipment Maintenance	0	0				
52234 Office Expense	0	4	47			
52235 Professional Services	2,848	2,725	4,500	4,700	4,500	4,500
52240 Rental-Real Property	0	0				
52241 Special Department Expense	6,557	1,036	4,972	4,500	4,500	4,500
52242 Small Tools & Supplies	0	0				
Total Services & Supplies	9,404	3,765	9,556	9,700	9,450	9,450
OTHER						
52900 Contributions	18,000	20,100	20,400	20,400	20,400	20,400
54500 Depreciation						
Total Other	18,000	20,100	20,400	20,400	20,400	20,400
FIXED ASSETS						
53300 Equipment	0	141	1,812	500	380	380
Total Fixed Assets	0	141	1,812	500	380	380
EXPENDITURE TRANSFERS						
54250 Indirect Costs	7,754	8,794	10,322	11,514	11,119	9,093
Total Expenditure Transfers	7,754	8,794	10,322	11,514	11,119	9,093
TOTAL BUDGET	59,144	58,381	65,630	69,827	72,298	71,283

5005 – PARKS AND RECREATION—SENIOR CITIZENS ACTIVITIES

Mission Statement

The mission of the Parks and Recreation Department's Senior Citizens Activities Program is to provide seniors with a dedicated space for meetings and activities, and support services for their social, emotional and physical needs.

Program Description

The Senior Citizens Activities program strives to maintain functioning and safe facilities; provide programs and support staff, to provide funding for the weekly senior luncheon program and travel and to provide volunteer opportunities in a wide range of other recreation programs.

Department/Division: 5006 Recreation-Special Events/Communications Parks and Recreation Fund
Fund 550

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	0	0				
51201 Part-time Salaries	972	1,400	1,337	3,026	3,138	3,216
51301 Overtime	33	45				
Total Salaries	1,004	1,446	1,337	3,026	3,138	3,216
BENEFITS						
51502 City Pers Contribution	54	87	50			
51506 Life Insurance	0	0				
51507 Medicare Tax	14	21	21	44	45	47
51508 Social Security Tax	35	33	55	188	195	199
51509 Flexible Benefits	0	21	23			
51510 Retiree Health	0	0				
51511 Long-Term Disability	0	0				
51602 Dental Insurance	0	4	2			
51603 Vision Insurance	0	2	1			
51605 Employee Assistance Program	0	0				
51704 Auto Allowance	0	0				
51705 Housing Allowance	0	0				
51706 Phone Allowance	0	0				
Total Benefits	103	167	152	232	240	246
INSURANCE						
51800 Liability Insurance	129	107	124	133	156	173
51810 Worker's Compensation	110	91	106	114	134	148
Total Insurance	239	198	230	247	290	321
SERVICES AND SUPPLIES						
52233 Memberships						
52234 Office Expense	33,476	28,061	27,741	38,000	-	-
52235 Professional Services	8,189	5,647	7,680	10,300	-	-
52240 Rent-Real Property	0	0	0	0		
52241 Special Department Expense	49,926	55,827	58,096	63,950	47,500	48,500
52243 Travel and Training		415				
Total Services & Supplies	91,590	89,950	93,516	112,250	47,500	48,500
FIXED ASSETS						
53100 Improvements						
53300 Equipment		5,373				
54500 Depreciation		1,169	425		425	425
Total Fixed Assets		5,373	425	0	425	425
EXPENDITURE TRANSFERS						
54250 Indirect Costs	11,235	12,242	16,413	18,253	7,764	7,708
Total Expenditure Transfers	11,235	12,242	16,413	18,253	7,764	7,708
TOTAL BUDGET	104,171	110,546	112,073	134,008	59,357	60,416

5006 PARKS AND RECREATION—SPECIAL EVENTS/CITIZEN COMMUNICATION

Mission Statement

The mission of the Parks and Recreation Department's Special Events/Citizen Communication is to coordinate special events of community interest, and to provide written publications of interest to citizens of Brisbane, with the intent of encouraging community participation and involvement.

Program Description

This program is responsible for coordinating special events such as the Community Festival, Festival of Lights, Star Awards, Concerts in the Park, Monte Carlo Night, Beautification Day, Fitness Fair, Water Carnival, Giants Community Night, Fire Hydrant Painting Program and Lagoon Clean-up Day.

Department/Division: 5007 Recreation-Teen Center				Parks and Recreation Fund Fund 550		
Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	16,509	19,478	25,123	21,546	21,517	22,055
51201 Part-time Salaries	27,113	34,100	25,894	47,166	21,446	21,982
51301 Overtime	0	77				
Total Salaries	43,622	53,655	51,017	68,712	42,963	44,037
BENEFITS						
51502 City Pers Contribution	2,624	3,043	2,017	6,483	3,017	3,132
51506 Life Insurance	86	68	78	101	101	101
51507 Medicare Tax	634	780	741	996	623	639
51508 Social Security Tax	1,396	1,306	1,578	1,282	1,330	1,363
51509 Flexible Benefits	2,544	5,115	3,249	14,000	3,850	4,235
51510 Retiree Health	0	0	0	0	-	-
51511 Long-Term Disability	138	112	124	175	175	180
51602 Dental Insurance	314	660	287	1,140	285	285
51603 Vision Insurance	116	227	106	464	122	128
51605 Employee Assistance Program	31	27	6	118	31	31
51704 Auto Allowance	0	0	0	0	-	-
51705 Housing Allowance	0	0	0	0	-	-
51706 Phone Allowance	113	105	106	105	105	105
Total Benefits	7,996	11,443	8,293	24,864	9,638	10,199
INSURANCE						
51800 Liability Insurance	1,916	2,176	2,729	3,009	2,136	2,367
51810 Worker's Compensation	1,648	1,852	2,340	2,581	1,832	2,030
Total Insurance	3,564	4,028	5,069	5,590	3,968	4,397
SERVICES AND SUPPLIES						
52221 Communications	0	0	0	1,100	550	550
52231 Equipment Maintenance	97	0	0	800	760	760
52232 Maint. Structures/Improvement Grounds	0	0	9	0		
52233 Memberships	0	0	0	0		
52234 Office Expense	403	791	375	1,190	600	600
52235 Professional Services	2,306	1,879	2,953	2,900	2,600	2,600
52236 Equipment Rental	0	0	0	500	-	-
52241 Special Department Expense	3,763	3,085	2,002	4,900	4,500	4,500
52242 Small Tools & Supplies	26	32	13	250	220	220
52243 Travel & Training	0	0	30	100	320	320
52244 Utilities	0	0	0	0		
Total Services & Supplies	6,595	5,787	5,383	11,740	9,550	9,550
OTHER						
54500 Depreciation	2,372	2,372	2,372	2,372	2,372	2,372
Total Other	2,372	2,372	2,372	2,372	2,372	2,372
FIXED ASSETS						
53100 Improvements	0	0				
53300 Equipment	1,771	3,821	425	1,500	1,435	1,435
Total Fixed Assets	1,771	3,821	425	1,500	1,435	1,435
EXPENDITURE TRANSFERS						
54250 Indirect Costs	10,558	12,004	21,001	24,395	15,772	11,028
Total Expenditure Transfers	10,558	12,004	21,001	24,395	15,772	11,028
TOTAL BUDGET	76,478	93,110	93,560	139,173	85,698	83,017

5007 – PARKS AND RECREATION – TEEN CENTER AND PROGRAMS

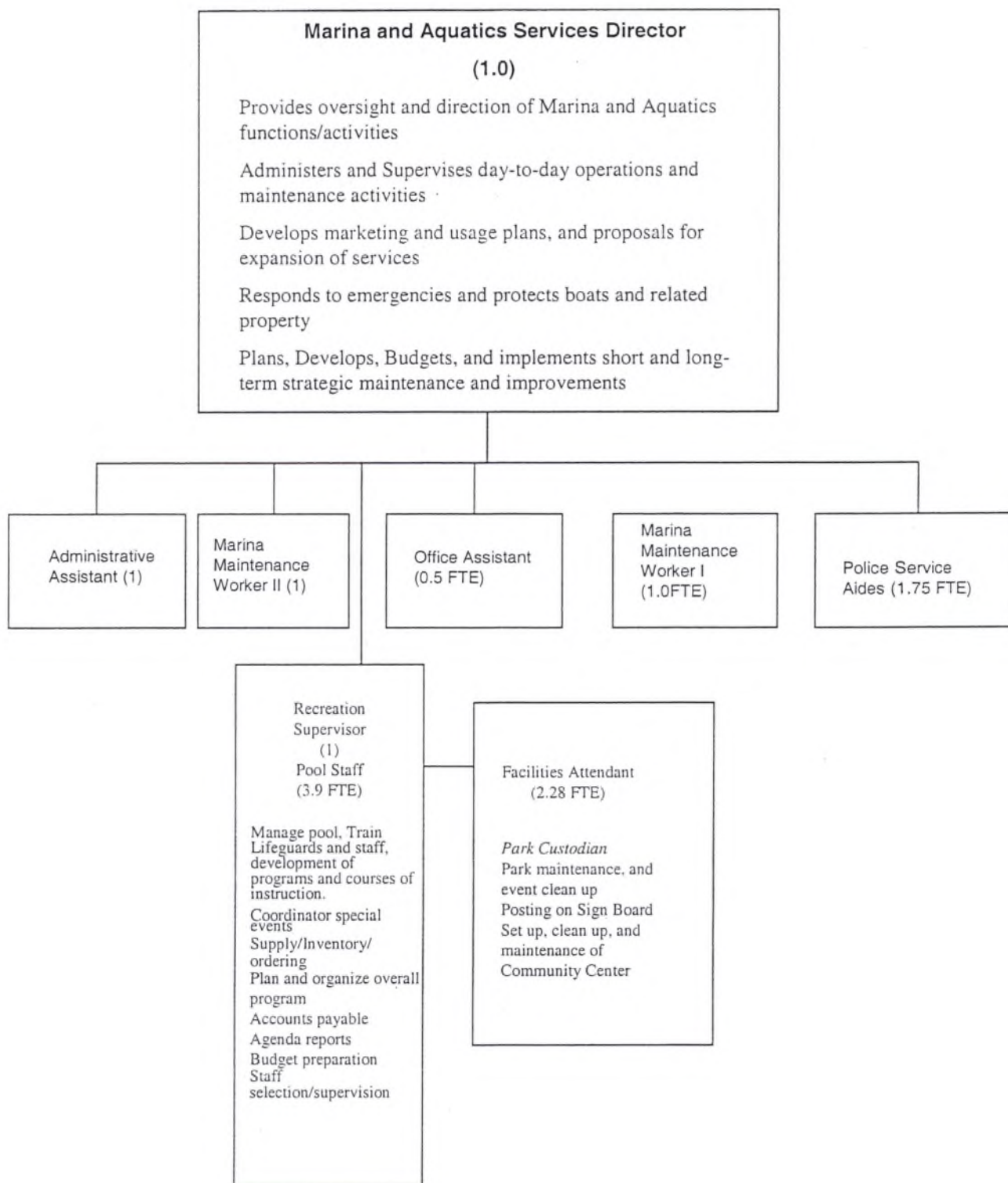
Mission Statement

The mission of the Parks and Recreation Department's Teen Center and Programs is to provide youth, ages 11 through 18 years, with programs, activities and a safe and nurturing facility dedicated to meet their leisure time needs.

Program Description

The function of the Teen Programs is to offer programs and activities to Brisbane teens that enrich their lives and foster healthy, positive lifestyles while meeting their educational, recreational and/or social needs.

Marina and Aquatics



**Summary of Departmental Budget
2009/2011
Marina and Aquatics**

	Number of Positions	Annual Salary FY 2009/10	Annual Benefits FY 2009/10	Number of Positions	Annual Salary FY 2010/11	Annual Benefits FY 2010/11
Director of Marina and Aquatic Services	1	112,125	35,133	1	114,928	36,596
Recreation Supervisor	1	86,066	31,990	1	88,218	34,068
Administrative Assistant	1	61,663	18,491	1	66,365	20,067
Office Assistant	0.5	23,516	1,799	0.5	24,104	1,844
Marina Maintenance Worker II	1.0	65,711	28,205	1.0	67,354	30,171
Police Service Aides	1.75	54,768	4,189	1.75	56,137	4,294
Marina Maintenance Worker I	1.0	56,120	4,292	1.0	57,524	4,400
Head Lifeguard	.79	28,708	2,196	.79	29,426	2,251
Swim Instructor	1.35	42,479	3,249	1.35	43,541	3,330
Lifeguard	1.2	29,688	2,271	1.2	30,431	2,328
Cashier	.77	18,672	1,428	.77	19,139	1,464
Overtime		<u>2,000</u>			<u>2,000</u>	
Total Salaries and Benefits		581,516	133,243		599,167	140,813

Department/Division: Marina and Aquatic Services Parks and Recreation Fund
Fund 550

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
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SALARIES						
51101 Salaries	285,942	273,315	253,346	334,361	325,566	336,865
51201 Part-time Salaries	205,705	232,575	238,525	244,917	253,951	260,300
51301 Overtime	2,039	1,941	898	2,000	2,000	2,000
Total Salaries	493,686	507,831	492,769	581,278	581,517	599,165
BENEFITS						
51502 City Pers Contribution	40,149	30,192	25,924	45,135	45,644	47,842
51503 Employee Paid Pers Contribution	0	6,145	6,217	0	0	0
51506 Life Insurance	1,387	1,024	960	1,580	1,498	1,532
51507 Medicare Tax	7,283	7,451	7,270	8,400	8,403	8,659
51508 Social Security Tax	10,434	12,241	13,583	15,185	15,745	16,139
51509 Flexible Benefits	28,474	26,247	27,770	38,688	44,867	49,354
51510 Retiree Health	9,642	10,778	0	0	0	0
51511 Long-Term Disability	2,200	1,957	1,865	2,722	2,650	2,742
51602 Dental Insurance	4,806	4,526	4,152	5,358	4,560	4,560
51603 Vision Insurance	1,803	1,673	1,534	2,182	1,950	2,048
51605 Employee Assistance Program	478	449	158	555	489	502
51704 Auto Allowance	3,614	3,614	3,628	3,600	3,600	3,600
51705 Housing Allowance	3,011	3,011	3,023	3,000	3,000	3,000
51706 Phone Allowance	843	833	439	840	840	840
Total Benefits	114,125	110,140	96,523	127,245	133,247	140,816
INSURANCE						
51800 Liability Insurance	19,398	19,866	23,360	24,659	28,812	30,990
51810 Worker's Compensation	16,686	16,911	20,037	21,151	24,713	26,581
Total Insurance	36,083	36,777	43,397	45,810	53,526	57,571
SERVICES AND SUPPLIES						
52200 Safety Clothing	1,507	1,792	1,554	2,100	2,850	2,809
52221 Communications	4,235	6,178	8,686	4,900	4,655	4,629
52231 Equipment Maintenance	3,950	3,149	5,316	6,332	5,493	5,493
52232 Maint. Structures/Improvement.Grounds	51,692	77,821	44,245	56,280	40,870	40,870
52233 Memberships	1,321	1,346	275	1,425	275	275
52234 Office Expense	33,490	38,317	38,659	38,248	29,611	29,611
52235 Professional Services	14,907	20,840	8,894	18,600	17,720	17,720
52236 Equipment Rental	0	0	0	0	0	0
52240 Rental of Real Property	0	0	0	0	0	0
52241 Special Department Expense	49,920	59,622	49,050	51,143	42,498	42,110
52242 Small Tools & Supplies	2,411	2,947	5,415	3,700	3,515	3,515
52243 Travel & Training	1,746	1,271	1,053	3,200	1,900	1,903
52244 Utilities	153,988	177,804	174,262	158,000	138,050	140,450
Total Services & Supplies	319,168	391,087	337,408	343,928	287,437	289,385
OTHER						
54500 Depreciation	113,430	115,674	(2,240,903)	113,430	292,446	292,446
Total Other	113,430	115,674	(2,240,903)	113,430	292,446	292,446
FIXED ASSETS						
53100 Improvements	750	43,795	39,916	67,850	0	0
53300 Equipment	0	0	0	0	20,000	0
Total Fixed Assets	0	0	0	0	20,000	0
EXPENDITURE TRANSFERS						
54250 Indirect Costs	172,349	192,782	224,354	257,367	252,848	215,764
Total Expenditure Transfers	172,349	192,782	224,354	257,367	252,848	215,764
TOTAL BUDGET	1,249,592	1,398,086	(1,006,536)	1,536,908	1,621,020	1,595,147

Marina and Aquatics

Accomplishments 2007-2009

- Accomplishment: Expanded the swim team program to a year around program rather than just summer.
- Community Value: Interconnected. Provided the youth of the community more of an opportunity to exercise.
- Accomplishment: Successfully filled vacant lifeguard positions for the morning lap swim shift.
- Community Value: Interconnected. Provided lap swimmers more hours to participate in lap swimming.
- Accomplishment: Offered adult swim clinics on Sundays through a sponsorship from Seton Medical.
- Community Value: Informed and Interconnected. Provided adults an opportunity to learn to swim better with other adults.
- Accomplishment: Implemented new policies at the pool to increase safety including lifeguard to patron ratios.
- Community Value: Safety. Allowed lifeguards to better provide a safe environment for pool users.
- Accomplishment: Successfully ran a junior lifeguard program over the summer in order to encourage younger community members to consider becoming a lifeguard when they are old enough.
- Community Value: Informed and interconnected. Provide youth an opportunity to learn what is needed to become a lifeguard.
- Accomplishment: Established a new yacht broker.
- Community Value:
- Accomplishment: Established a PG&E meter at the Sierra Point Yacht Club.
- Community Value: Caring. Ensures the Sierra Point Yacht Club becomes a responsible energy user.
- Accomplishment: Removed 22 creosote pilings.

Community Value:

Accomplishment: Received State grants to remove abandoned vessels.

Community Value:

Accomplishment: Hosted the 30th annual California British Car Meet for the first time.

Community Value: Interconnected. Provided the community another event in which to participate.

Accomplishment: Hosted the Lions Club 6th Annual 5K/10K Fun Run "The Sierra Point Prowl"

Community Value: Interconnected. Provided the community another event in which to participate.

Accomplishment: Coordinated a Clean Marina Week.

Community Value: Caring.

Accomplishment: Hosted a classic car show for a Pancreatic Cancer Benefit.

Community Value: Interconnected. Provided the community another event in which to participate.

Accomplishment: Settled a claim for the City with the Cosco Busan oil spill.

Community Value:

Accomplishment: Hosted a classic BMW car show.

Community Value: Interconnected. Provided the community another event in which to participate.

Accomplishment: Re-bid the janitorial contract, saving the City \$12,000 per year.

Community Value:

Accomplishment: Installed electrical meters and instituted billing for electricity to the berth renters.

Community Value: Caring. Ensures the boaters become responsible energy users.

Accomplishment: Installed directional signage to the Marina on major roads.

Community Value:

Accomplishment: Contracted with a Collections Company to go after bad debt.

Community Value:

Accomplishment: Installed new fire hose cabinets on the docks.

Community Value: Public Safety. Ensured the Marina was able to handle fire emergencies.

Accomplishment: Replaced stolen wiring to all of the lights in the north parking lots.

Community Value: Safety. Allows lighting to be available in parking lots.

Goals 2009-2011

Goal: To establish and implement a routine maintenance schedule for the pool facility.

Community Value: Environmentally – Progressive. Provide an environmentally progressive and cost-saving system to ensure efficient energy usage and long life of facility components.

Goal: To address and evaluate additional ways to reduce energy usage at the pool.

Community Value: Environmentally-Progressive. Provide an environmentally progressive and cost-saving system to reduce energy usage at the pool.

Goal: To increase the marketing of the pool and track the results.

Community Value: Informed. Provide an informed public of access to healthy recreational and leisure activities to people from all walks of life, while ensuring an economically viable facility.

Goal: To improve training and leadership skills for the lifeguards and head lifeguards.

Community Value: Public Safety. Provide greater public safety and customer service through staff development.

Goal: Remodel/refurbish north and south boater restrooms.

Community Value: Public Safety and Caring. Provide for safe, comfortable, energy and water efficient facilities.

Goal: Paint outside trim of cupola on Harbormaster office.

Community Value: Caring. Provide for attractive public facilities that reflect pride and caring for public places.

Goal: Interface Marina to City's Parks and Recreation facilities webpage.

Community Value: Informed. Provide for further interconnected and involved Marina activities with the public.

Goal: Evaluate and increase more non-boating activity at the Marina (outreach to local community regarding use of the Marina Green).

Community Value: Interconnected. Provide for further interconnected and involved Marina activities with the public.

Goal: Conduct a Bathymetric Survey of the Marina.

Community Value: Public Safety. Provide for continued and future safe navigation within the Marina's waterways

Goal: Interface electrical meter reading software, e-billing, e-payments and electronic credit card payments with The Marina Program.

Community Value: Caring. Provide environmentally, paperless progressive systems that integrate efficient technologies to allow employees to better serve customers and the public.

Goal: Provide better Wi-Fi coverage with the installation of an additional antenna near dock 3.

Community Value: Informed. Provide better Internet service to the customers and the public by environmentally progressive systems that integrate efficient technologies.

Department/Division: 5008 Aquatics

Parks and Recreation Fund
Fund 550

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51101 Salaries	75,364	74,133	49,714	112,758	86,066	88,218
51201 Part-time Salaries	122,360	122,590	127,224	115,294	119,547	122,536
51301 Overtime	1,265	1,257	338	1,000	1,000	1,000
Total Salaries	198,990	197,981	177,276	229,052	206,613	211,754
BENEFITS						
51502 City Pers Contribution	12,192	9,446	4,850	15,221	12,067	12,529
51506 Life Insurance	369	294	190	548	405	405
51507 Medicare Tax	2,893	2,877	2,591	3,307	2,981	3,056
51508 Social Security Tax	6,082	6,292	7,577	7,148	7,412	7,597
51509 Flexible Benefits	4,791	5,410	3,840	11,900	15,400	16,940
51510 Retiree Health	0	0	0	0	-	-
51511 Long-Term Disability	577	520	369	918	701	718
51602 Dental Insurance	1,148	1,066	703	1,938	1,140	1,140
51603 Vision Insurance	424	394	260	789	488	512
51605 Employee Assistance Program	114	105	30	201	122	125
51704 Auto Allowance	0	0	0	0	-	-
51705 Housing Allowance	0	0	0	0	-	-
51706 Phone Allowance	422	412	16	420	420	420
Total Benefits	29,011	26,815	20,426	42,390	41,135	43,442
INSURANCE						
51800 Liability Insurance	7,417	7,649	9,276	9,276	10,223	10,223
51810 Worker's Compensation	6,379	6,511	7,957	7,957	8,768	8,768
Total Insurance	13,796	14,160	17,233	17,233	18,991	18,991
SERVICES AND SUPPLIES						
52200 Safety Clothing	988	1,077	987	1,100	1,900	1,859
52221 Communications	1,053	1,452	1,488	1,900	1,805	1,779
52231 Equipment Maintenance	0	0	0	0	-	-
52232 Maint. Structures/Improvement.Grounds	0	0	0	0	-	-
52233 Memberships	0	0	0	50	-	-
52234 Office Expense	1,187	2,299	1,783	2,150	950	950
52235 Professional Services	4,972	6,045	8,304	11,600	11,020	11,020
52236 Equipment Rental	0	0	0	0	-	-
52240 Rental of Real Property	0	0	0	0	-	-
52241 Special Department Expense	24,101	32,983	27,820	24,500	23,400	23,012
52242 Small Tools & Supplies	2,411	2,605	5,415	3,200	3,040	3,040
52243 Travel & Training	71	0	439	700	665	665
52244 Utilities	37,389	56,732	59,262	63,000	63,000	65,400
Total Services & Supplies	72,172	103,192	105,498	108,200	105,780	107,725
OTHER						
54500 Depreciation	96,479	104,020	72,177	96,479	76,092	76,092
Total Other	96,479	104,020	72,177	96,479	76,092	76,092
FIXED ASSETS						
53300 Equipment	0	0			20,000	
Total Fixed Assets	0	0	0	0	20,000	-
EXPENDITURE TRANSFERS						
54250 Indirect Costs	61,765	70,839	91,824	103,385	92,653	72,999
Total Expenditure Transfers	61,765	70,839	91,824	103,385	92,653	72,999
TOTAL BUDGET	472,213	517,006	484,434	596,739	561,265	531,003

5008 – MARINA AND AQUATICS – AQUATICS

Mission Statement

The mission of the Aquatics Program is to provide a comprehensive swim program and superior facility for all ages at the Community Swimming Pool.

Program Description

The Community Pool functions as a year-round swimming pool providing recreation opportunities and health and wellness programs for the entire community. The Aquatics Program includes American Red Cross Swim Lessons, adult lap swim programs, recreation swimming for families, birthday party packages, teen parties, private facility rentals, fitness classes, infant and preschool programs, lifeguard training classes, Water Safety Instructor classes, special events, masters swimming, youth swim team, adult intensive swim camp, Lipman School Educational Programs, scuba diving classes, and special needs swim programs.

Department/Division: 5040 Marina		Parks and Recreation Fund					Fund 550
Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget	
SALARIES							
51101 Salaries	210,578	199,182	203,632	221,603	239,499	248,647	
51201 Part-time Salaries	83,344	109,984	111,301	129,623	134,404	137,764	
51301 Overtime	774	684	561	1,000	1,000	1,000	
Total Salaries	294,696	309,850	315,493	352,226	374,903	387,411	
BENEFITS							
51502 City Pers Contribution	27,957	20,746	21,074	29,914	33,578	35,313	
51503 Employee Paid Pers Contribution		6,145	6,217	0	-	-	
51506 Life Insurance	1,018	730	770	1,032	1,093	1,127	
51507 Medicare Tax	4,390	4,574	4,679	5,093	5,422	5,603	
51508 Social Security Tax	4,353	5,950	6,006	8,037	8,333	8,541	
51509 Flexible Benefits	23,683	20,837	23,930	26,788	29,467	32,414	
51510 Retiree Health	9,642	10,778	0	0	-	-	
51511 Long-Term Disability	1,622	1,437	1,497	1,804	1,950	2,024	
51602 Dental Insurance	3,659	3,460	3,449	3,420	3,420	3,420	
51603 Vision Insurance	1,379	1,279	1,274	1,393	1,463	1,536	
51605 Employee Assistance Program	365	343	128	354	367	376	
51704 Auto Allowance	3,614	3,614	3,628	3,600	3,600	3,600	
51705 Housing Allowance	3,011	3,011	3,023	3,000	3,000	3,000	
51706 Phone Allowance	422	422	423	420	420	420	
Total Benefits	85,115	83,325	76,097	84,855	92,112	97,374	
INSURANCE							
51800 Liability Insurance	11,981	12,217	14,084	15,383	18,590	20,767	
51810 Worker's Compensation	10,306	10,400	12,080	13,194	15,945	17,813	
Total Insurance	22,287	22,617	26,164	28,577	34,535	38,580	
SERVICES AND SUPPLIES							
52200 Safety Clothing	519	715	567	1,000	950	950	
52221 Communications	3,182	4,726	7,198	3,000	2,850	2,850	
52231 Equipment Maintenance	3,950	3,149	5,316	6,332	5,493	5,493	
52232 Maint. Structures/Improvement.Grounds	51,692	77,821	44,245	56,280	40,870	40,870	
52233 Memberships	1,321	1,346	275	1,375	275	275	
52234 Office Expense	32,304	36,019	36,877	36,098	28,661	28,661	
52235 Professional Services	9,935	14,795	590	7,000	6,700	6,700	
52236 Equipment Rental	0	0	0	0			
52241 Special Department Expense	25,819	26,639	21,230	26,643	19,098	19,098	
52242 Small Tools & Supplies	0	342	0	500	475	475	
52243 Travel & Training	1,675	1,271	613	2,500	1,235	1,238	
52244 Utilities	116,599	121,072	115,000	95,000	75,050	75,050	
Total Services & Supplies	246,996	287,896	231,910	235,728	181,657	181,660	
OTHER							
54500 Depreciation	16,951	11,655	(2,313,080)	16,951	216,354	216,354	
Total Other	16,951	11,655	(2,313,080)	16,951	216,354	216,354	
FIXED ASSETS							
53100 Improvements	750	43,795	39,916	67,850			
53300 Equipment							
Total Fixed Assets	750	43,795	39,916	67,850	-	-	
EXPENDITURE TRANSFERS							
54250 Indirect Costs	110,584	121,943	132,530	153,982	160,195	142,765	
Total Expenditure Transfers	110,584	121,943	132,530	153,982	160,195	142,765	
TOTAL BUDGET	777,379	881,081	(1,490,970)	940,169	1,059,756	1,064,145	

5040 – MARINA

Mission Statement

The mission of the Marina is to professionally operate a well-maintained, clean and secure facility with prompt, courteous customer service for boaters and the general public.

Program Description

The Marina is responsible for the daily operations and maintenance of the Brisbane Marina, which primarily includes maintenance of all docking and flotation systems; maintenance of the buildings adjacent to the marina (marina office and restroom facilities); billing and collections; customer service; promotional activities and marketing; and enforcement of marina rules and regulations.

Department/Division: 6001 Central Services

General Fund
Fund 100

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SALARIES						
51201 Part-time Salaries	0	0	0	0		
Total Salaries	0	0	0	0	-	-
SERVICES AND SUPPLIES						
52221 Communications	46,362	51,837	45,698	49,500	50,000	51,000
52231 Equipment Maintenance	47,849	42,385	13,334	17,250	37,250	37,250
52232 Maint. Structures/Improvement.Grounds	18,310	16,370	20,195	28,000	27,500	28,500
52233 Memberships	44,067	51,671	42,588	51,661	46,161	46,161
52234 Office Expense	45,120	31,115	38,292	11,800	10,800	10,800
52235 Professional Services	113,952	104,742	97,576	186,000	90,800	90,300
52236 Equipment Rental	32,767	34,774	39,818	900	900	900
52240 Rent-Real Property	0	0	0	0	-	-
52241 Special Department Expense	10,659	11,349	13,181	11,000	6,000	6,000
52242 Small Tools & Supplies	305	1,319	313	0	-	-
52243 Travel & Training	112	415	0	2,000	1,000	1,000
52244 Utilities	69,732	70,099	62,244	89,750	80,500	84,000
52804 Non-Departmental	0	0	36			
Total Services & Supplies	429,234	416,075	373,277	447,861	350,911	355,911
FIXED ASSETS						
53100 Improvements	(76,696)	5,658				
53200 Land	(5,107)	0				
53300 Equipment	28,827	26,409	22,357	138,000	80,000	95,000
Total Fixed Assets	23,720	26,409	22,357	138,000	80,000	95,000
OTHER						
52900 Contributions	20,000	20,100	20,400	20,400	20,400	20,400
55900 Other Financing Uses	18,650					
56200 Loans						
Total Other	38,650	20,100	20,400	20,400	20,400	20,400
EXPENDITURE TRANSFERS						
54400 Insurance Costs						
Total Expenditure Transfers	0	0	0	0	-	-
TOTAL BUDGET	414,907	468,243	416,034	606,261	451,311	471,311

6001 – CENTRAL SERVICES

Mission Statement

The Central Services Department mission is to provide an accounting mechanism for charging costs, which provide citywide benefit and are not necessarily attributable to any single department(s).

Department Description

Central Services accounts for memberships of city wide benefit, for operating costs and for maintenance of the physical plant facilities which house the City's legislative and administrative offices, as well as upkeep and maintenance of equipment utilized by all city departments.

Department/Division: TOTAL REDEVELOPMENT -- ALL DEPARTMENTAL BUDGETS

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Adopted Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SERVICES AND SUPPLIES						
52233 Memberships	2,200	2,500	2,500	2,575	2,575	2,575
52234 Office Expense	498	50	0	0	0	0
52235 Professional Services	56,925	121,808	6,944	54,244	79,132	48,955
52241 Special Department Expense						
52243 Travel and Training	0	0	2,890	2,977	2,699	2,435
Total Services and Supplies	59,624	124,359	12,334	59,796	84,406	53,965
OTHER						
56200 Loans	0	0	110,208	0	0	0
53200 Land Acquisition						
55200 Interest						
Total Other	0	0	110,208	0	0	0
EXPENDITURE TRANSFERS						
54100 Administrative Charges	505,577	591,264	561,887	564,935	564,269	581,308
Total Expenditure Transfers	505,577	591,264	561,887	564,935	564,269	581,308
TOTAL BUDGET	565,201	715,623	684,429	624,731	648,675	635,273

Department/Division: 7081 Redevelopment-Project 1

RDA #1
Fund 281

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SERVICES AND SUPPLIES						
52233 Memberships	2,200	2,500	2,500	2,575	2,575	2,575
52234 Office Expense	30	55				
52235 Professional Services	31,939	117,715			9,200	
52240 Rental Real Property						
52241 Special Department Expense						
52243 Travel and Training	0	0	2,890	2,977	2,699	2,435
Total Services and Supplies	34,168	120,270	5,390	5,552	14,474	5,010
FIXED ASSETS						
53200 Land Acquisition	11,863					
53300 Equipment						
Total Fixed Assets	11,863	0	0	0	0	0
EXPENDITURE TRANSFERS						
54100 Administrative Charges	202,342	227,428	189,556	189,135	187,122	192,730
Total Expenditure Transfers	202,342	227,428	189,556	189,135	187,122	192,730
TOTAL BUDGET	248,373	347,698	194,946	194,687	201,596	197,740

7081 – Redevelopment—Project Area No. 1

Mission Statement

The mission of Redevelopment Project Area No. 1 is to provide an improved physical, social and economic environment within the City of Brisbane by the elimination of economic, social and physical blight existing within the project area. Additionally, the Project strives to expand employment opportunities for jobless, underemployed and low-income persons and to provide an environment for the social, economic and psychological growth and well being of all citizens.

Department Description

The Redevelopment Project Area No. 1 provides a vehicle pursuant to the provisions of California Health and Safety statutes, which allow the city to undertake certain specific activities to further the mission of the Project.

The Project Area includes the entire bay frontage of the City of Brisbane, including that area adjacent to the freeway and the Sierra Point landfilled site; the Brisbane Lagoon; and the southern portion of the Southern Pacific landfill located north of the Brisbane Lagoon.

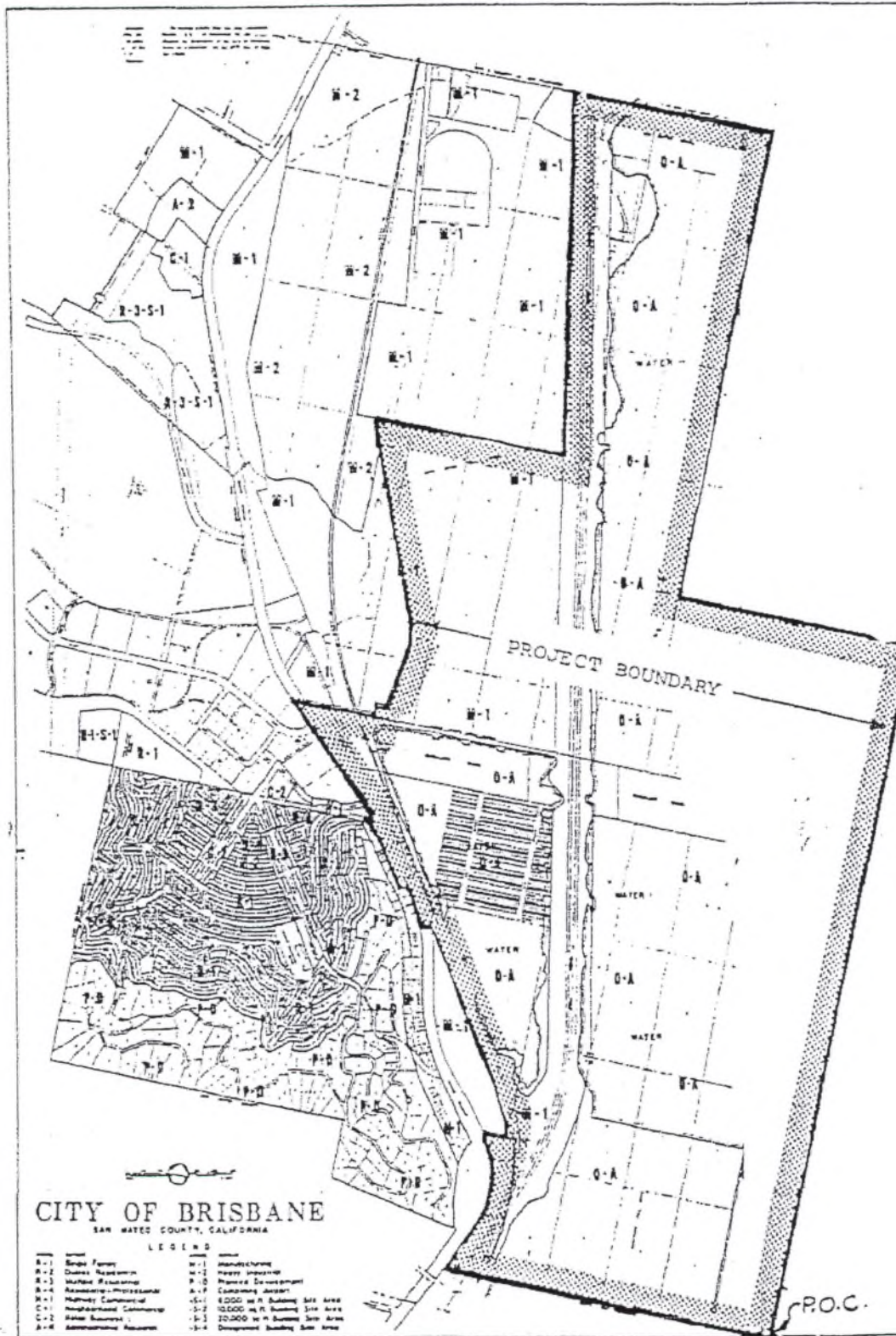
A MAP OF PROJECT AREA NO. 1 BOUNDARY IS PROVIDED AT THE END OF THE SECTION.

The City, in order to meet the mission of the Project Area, may undertake any one or more of the following activities:

- Provision of vehicular and pedestrian access to the project area, including the construction of roads, a freeway interchange, and pedestrian and bicycle paths.
- Construction of public utilities so as to provide their availability to the Project Area.
- Beautification and enhancement of the Project Area to create an improved visual environment and to promote comfort, convenience, safety, and visual unity in the Project Area through the provision of landscaping, well-designed roads, construction of carefully controlled and architecturally meritorious structures and development of public plazas, walkways and open spaces.
- Creation of off-street parking facilities
- Development of a wide variety of recreational uses, including public access to the bay in the form of a fisherman's park, a public park, trails and paths for pedestrians and bicycles, a publicly owned marina, convention facilities, swimming, fishing and non-motorized boating in the Brisbane lagoon and a golf course.
- Provision of public facilities which will be needed to support the Project Area, which public facilities may include any building, facility, structure or other improvement reasonably required to provide recreational facilities, open space, utilities, a public services complex containing a fire station and possibly police office and other public services, harbor master

and other structures accessory to the marina and other reasonably required public buildings, facilities, structures or improvements.

- Provision of expanded employment opportunities during the construction phase and on an on-going basis in the recreational, commercial, and public facilities to be provided in the Project Area.



CITY OF BRISBANE
SAN MATEO COUNTY, CALIFORNIA

LEGEND

A-1 Single Family	M-1 Manufacturing
A-2 Double Residential	M-2 Heavy Industrial
B-1 Medium Density Residential	P-O Planned Development
B-2 Residential-Professional	A-F Community District
M-1 Medium Density Commercial	S-1 6,000 sq ft Building Site Area
C-1 Neighborhood Commercial	S-2 10,000 sq ft Building Site Area
C-2 Retail Business	S-3 20,000 sq ft Building Site Area
A-4 Agricultural Reserve	S-4 Dispersed Building Site Area

P.O.C.

Department/Division: 7082 Redevelopment--Project 2

RDA #2
Fund 282

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SERVICES AND SUPPLIES						
52233 Memberships			1,100			
52234 Office Expense	28	50	0			
52235 Professional Services	4,392	1,766	5,733	50,000	56,700	45,125
52241 Special Department Expense						
52243 Travel and Training	125		6,953			
Total Services & Supplies	4,545	1,816	12,686	50,000	56,700	45,125
EXPENDITURE TRANSFERS						
54100 Administrative Charges	237,586	229,790	279,106	279,967	280,884	289,253
Total Expenditure Transfers	237,586	229,790	279,106	279,967	280,884	289,253
TOTAL BUDGET	242,131	231,606	291,792	329,967	337,584	334,378

7082 – Redevelopment—Project Area No. 2

Mission Statement

The Mission of Redevelopment Project Area No. 2 is to provide an improved physical, social and economic environment within the City of Brisbane by the elimination of economic, social and physical blight existing within the project area. Additionally, the Project strives to expand employment opportunities for jobless, underemployed and low-income persons and to provide an environment for the social, economic and psychological growth and well being of all citizens.

Department Description

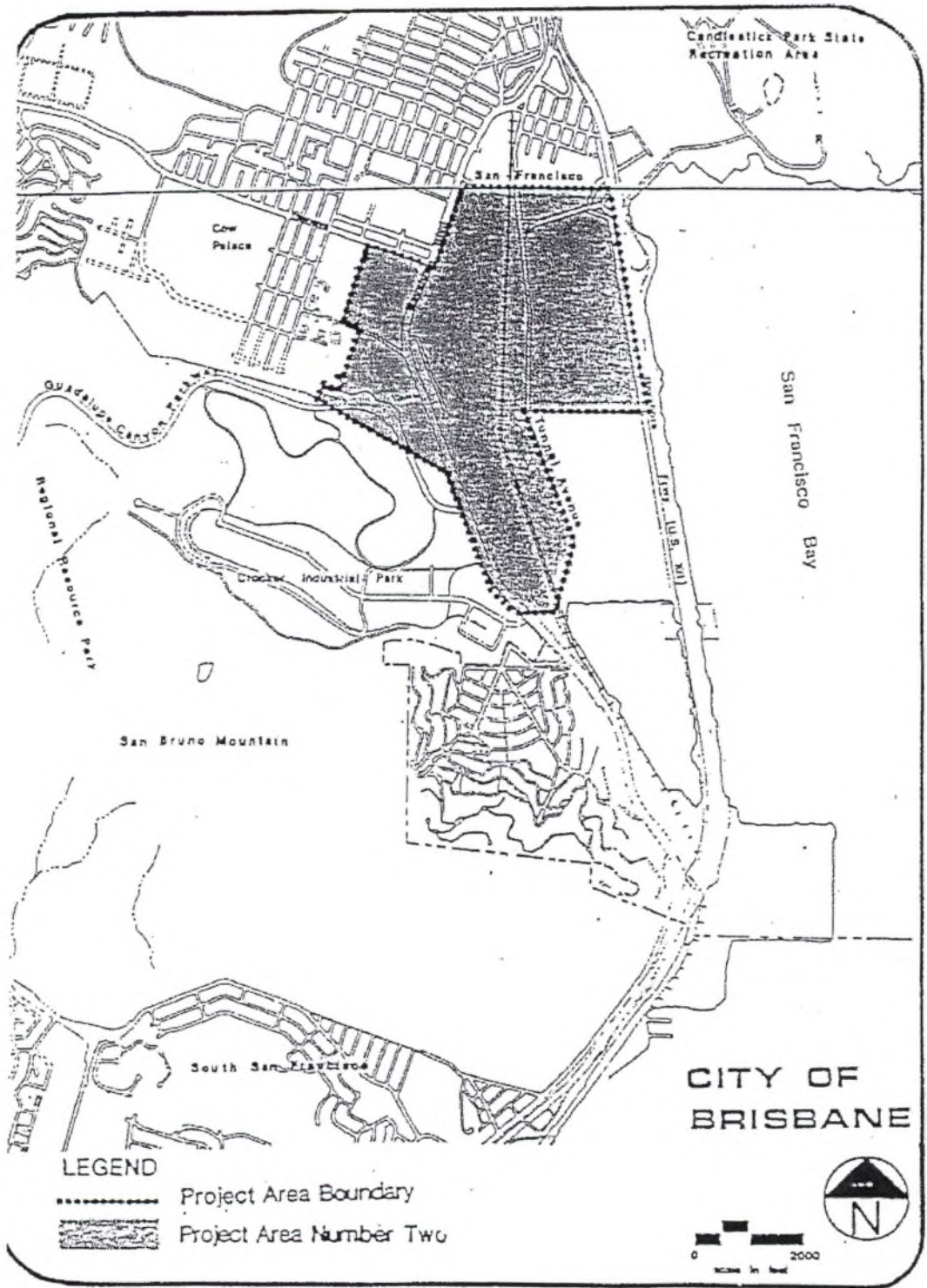
The Redevelopment Project Area No. 2 provides a vehicle pursuant to the provisions of California Health and Safety statutes, which allow the city to undertake certain specific activities to further the mission of the Project.

The Project Area is composed of all property between Bayshore Boulevard and the Bayshore Freeway, from the intersection of Tunnel Avenue northward to the city limit; Franciscan Heights and a portion of the PG&E substation; and an area surrounding a short segment of Guadalupe Canyon Parkway, which lies within the Brisbane City limits.

A MAP OF PROJECT AREA NO. 2 BOUNDARIES IS PROVIDED AT THE END OF THE SECTION.

The City, in order to meet the mission of the Project Area, may undertake any one or more of the following activities:

- Provide vehicular and pedestrian access to the Project Area, including the construction of roads, a freeway interchange, railroad over crossings, and pedestrian and bicycle paths.
- Construct public utilities so as to provide their availability to the Project area.
- Beautify and enhance the Project Area to create an improved visual environment and promote comfort, convenience, safety and visual unity in the Project Area through the provision of landscaping, well designed roads, construction of carefully controlled and architecturally meritorious structures and development of public plazas, walkways and open spaces.
- Create off-street parking facilities.
- Provide public facilities, which will be needed to support the Project Area.
- Provide expanded employment opportunities during the construction phase and on an on-going basis in the recreational, commercial and public facilities to be provided in the Project Area.
- Provide for an increased and improved supply of housing available at an affordable cost to persons and families of very low, low and moderate income



BOUNDARY MAP

Brisbane Community Redevelopment
 Project Area Number Two

Ironside & Associates
 Planning Consultants

Department/Division: 7083 Redevelopment--Low/Mod Housing

Low/Mod Housing
Fund 283

Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SERVICES AND SUPPLIES						
52232 Maintenance - Structures	640					
52234 Office Expense	470					
52235 Professional Services	20,595	2,328	1,210	4,244	13,232	3,830
52241 Special Department Expense	800					
52243 Travel/Training						
52703 First-Time Home	125,000					
Total Services & Supplies	147,505	2,328	1,210	4,244	13,232	3,830
FIXED ASSETS						
53100 Improvements						
Total Fixed Assets	0	0	0	0	0	0
OTHER						
56200 Loans		0	110,208			
52705 Habitat Program		245,082				
52900 Contributions			5,000		5,000	5,000
53200 Land Acquisition						
55200 Interest						
Total Other	0	0	110,208	0	0	0
EXPENDITURE TRANSFERS						
54100 Administrative Charges	65,649	134,046	93,225	95,833	96,263	99,325
Total Expenditure Transfers	65,649	134,046	93,225	95,833	96,263	99,325
TOTAL BUDGET	213,154	381,455	209,643	100,077	114,495	108,155

7083 – Redevelopment—Low/Moderate Housing

Mission Statement

The Mission of Redevelopment Low/Moderate Housing Program is to increase, improve and preserve the community's supply of low and moderate-income housing.

Department Description

The Redevelopment Low/Moderate Housing program provides a vehicle pursuant to the provisions of California Health and Safety statutes (specifically Health & Safety Code Section 33334 et. Seq.) which allow the city to undertake certain specific activities to further the mission of the Project.

The City, in order to meet the mission of this program, may undertake any one or more of the following activities:

- Acquisition of land or buildings;
- Construction of buildings;
- Onsite improvements or offsite improvements;
- Rehabilitation of buildings;
- Paying a portion of the principal and interest on bonds issued to finance low- and moderate-income housing;
- The preservation of housing subsidized by federal, state or local government and subject to conversion to market rate rental;
- The maintenance of the community's supply of mobile homes;
- Provide subsidies for financing of housing.

(See Health & Safety Sections 33334.2 and 33334.3.)

Historical overview:

In many early California redevelopment projects, a major focus was upon demolition of blighted residential buildings and development of new non-residential uses or high income residential uses to replace the demolished residential buildings. Those kinds of projects worked to eliminate blighting conditions. However, these projects did little or nothing to aid the mostly low- and moderate-income residents of the housing that was demolished. Further, those projects clearly had a negative impact on the community's supply of low- and moderate-income housing.

To address these problems, the Legislature enacted a series of comprehensive revisions to the California Redevelopment Law, which require redevelopment agencies to undertake activities which will assist in the production of low- and moderate-income housing.

Generally, for each redevelopment plan adopted after 1976, an agency is required to set aside at least 20% of all tax increment revenue generated from the project area for the purpose of "increasing, improving, and preserving the community's supply of low- and moderate-income housing". (Section 33334.2).

The Low and Moderate Income Housing fund loans its 20% of the tax increment received from Project Area No. 1 back to RDA #1 to be utilized for debt service on Tax Allocation Bond, 1984. These amounts accrue as a debt of Project Area No. 1 to the Low and Moderate Income Housing fund. California Redevelopment Law provides that, for project areas established prior to 1977, agencies may reduce their set-asides by an amount necessary to allow payment of debt incurred prior to 1/1/86 (Section 33334.6). Typically, the Agency makes a finding each year as a function of the adoption of the final budget that it has spent or will make expenditures for eligible pre-existing debt in an amount exceeding 80% of its total tax increment revenue for that year. This reduced set-aside must be made up in the future pursuant to an adopted repayment plan.

Department/Division: 9910 Debt Service						Various Debt Service Funds
Account and Title:	2005/06 Actual Expended	2006/07 Actual Expended	2007/08 Actual Expended	2008/09 Adopted Budget	2009/10 Recommended Budget	2010/11 Recommended Budget
SERVICES AND SUPPLIES						
52235 Professional Services	31,834	46,611	38,742	47,000	46,300	46,300
Total Services & Supplies	31,834	46,611	38,742	47,000	46,300	46,300
OTHER						
55100 Principal	1,800,000	2,110,000	2,100,000	2,210,000	2,470,000	2,795,000
55200 Interest	3,238,779	2,819,016	2,894,749	2,796,135	2,806,879	2,684,563
55320 Bond Discount	28,656					
Total Other	5,067,435	4,929,016	4,994,749	5,006,135	5,276,879	5,479,563
EXPENDITURE TRANSFERS						
54100 Administrative Charges	36,000	36,000	36,000	36,000	36,000	36,000
Total Expenditure Transfers	36,000	36,000	36,000	36,000	36,000	36,000
TOTAL BUDGET	5,135,269	5,011,627	5,069,491	5,089,135	5,359,179	5,561,863

RECAP OF DEBT SERVICE FUND BUDGET FOR FY 2009/10

Fund and Bond	52235 Professional Services	55100 Principal	55200 Interest	54100 Administrative Charges	Total Budget by Fund
Fund 340/Pension Obligation Bonds	2,500	250,000	235,750		488,250
Fund 365/Brisbane Refunding Lease Revenue	2,650	235,000	84,223		321,873
Fund 366/ Brisbane Lease Revenue Bond (City Hall)	2,500	0	256,521		259,021
Fund 367/ Brisbane Lease Revenue Bond (City Hal Completion)	2,500	70,000	116,586		189,086
Fund 370/BPFA, 2001 Series A	7,500	780,000	1,248,966		2,036,466
Fund 375/BPFA, 2001 Series B	8,000	680,000	319,643	31,000	1,038,643
Fund 545/BPFA Enterprise Revenue	2,650	100,000	185,661		288,311
Fund 383/Housing Bond	5,000	40,000	75,243		120,243
Fund 795/Northeast Ridge Assmt	13,000	315,000	284,286	5,000	617,286
TOTALS	46,300	2,470,000	2,806,879	36,000	5,359,179

RECAP OF DEBT SERVICE FUND BUDGET FOR FY 2010/11

Fund and Bond	52235 Professional Services	55100 Principal	55200 Interest	54100 Administrative Charges	Total Budget by Fund
Fund 340/Pension Obligation Bonds	2,500	300,000	222,000		524,500
Fund 365/Brisbane Refunding Lease Revenue	2,650	245,000	77,173		324,823
Fund 366/ Brisbane Lease Revenue Bond (City Hall)	2,500	145,000	256,521		404,021
Fund 367/ Brisbane Lease Revenue Bond (City Hall)	2,500	75,000	112,575		190,075
Fund 370/BPFA, 2001 Series A	7,500	825,000	1,208,793		2,041,293
Fund 375/BPFA, 2001 Series B	8,000	720,000	284,983	31,000	1,043,983
Fund 545/BPFA Enterprise Revenue	2,650	105,000	181,818		289,468
Fund 383/Housing Bond	5,000	45,000	72,915		122,915
Fund 795/Northeast Ridge Assmt	13,000	335,000	267,785	5,000	620,785
TOTALS	46,300	2,795,000	2,684,563	36,000	5,561,863

GLOSSARY OF BUDGET TERMS

Appropriation – An authorization by the City Council to make expenditures/expenses and to incur obligations for a specific purpose within a specific time frame.

Assessed Valuation – A dollar value placed on real estate or other property by the County as a basis for levying property taxes.

Audit – A view of the City's accounts by an independent auditing firm to substantiate fiscal year-end funds, salaries, reserves, and cash on hand.

Beginning/Ending (Unappropriated) Fund Balance – Unencumbered resources available in a fund from the prior/current fiscal year after payment of the prior/current fiscal year's expenditures/expenses. This is not necessarily cash on hand.

Bond – A City may raise capital by issuing a written promise to pay a specific sum of money, called the face value or principal amount, at a specific date or dates in the future, together with periodic interest at a specific rate. There are two types of bonds: General Obligation and Revenue.

Budget – A fiscal plan of financial operation listing an estimate of proposed applications or expenditures/expenses and the proposed means of financing them for a particular time period. The budget is proposed until it has been approved by the City Council.

Capital Improvement – A permanent addition to the City's assets, including the design, construction, or purchase of land, buildings or facilities, or major renovations of it.

Capital Improvement Program – A financial plan of proposed capital improvement projects with single- and multiple-year capital expenditures/expenses.

Capital Outlay – A budget appropriation category, which budgets all equipment having an estimated useful life of over one-year.

City Manager's Transmittal Letter – A general discussion of the budget by the City Manager, which contains an explanation of principal budget items and summaries, as well as future projections.

Debt Service – Payment of the principal and interest on an obligation resulting from the issuance of bonds, notes, or Certificates of Participation (COPs).

Debt Service Requirements – The amount of money required to pay interest and principal on outstanding debt and required contributions to accumulate monies for future retirement of term bonds.

Deficit – An excess of expenditures or expenses over revenues.

Department – An organization unit comprised of divisions. It is the basic unit of service responsibility encompassing a broad mandate of related activities.

Division – A sub-section (of activity) within a department, which furthers the objectives of the City Council by providing specific services or a product.

Encumbrances – A legal obligation to pay funds, the expenditures/expense of which has not yet occurred. They cease to be encumbrances when the obligations are paid or otherwise terminated.

Enterprise Fund – A type of fund established for the total costs of those governmental facilities and services that are operated in a manner similar to private enterprise. These programs are entirely or predominately self-supporting.

Expenditure – The actual spending of governmental funds set-aside by appropriation.

Expense – The actual spending of proprietary funds (Enterprise and Internal Service Fund types) set-aside by an appropriation.

Fiscal Year – A twelve-month period of time to which a budget applies. In Brisbane, it is July 1st through June 30th.

Fund – An independent fiscal and accounting entity used to record all financial transactions related to the specific purpose for which the fund was created.

Fund Balance – The amount of financial resources available for use. Generally, this represents the detail of the entire annual operating surpluses and deficits since the fund's inception.

General Fund – The primary fund of the City used to account for all revenues and expenditures of the city not legally restricted as to use. This fund is used to offset the cost of the City's general operations. Examples of departments financed by the General Fund include the City Council, Police, Fire, Administration and others.

General Obligation Bond – Bonds used for various purposes and repaid by the regular (usually via the General Fund) revenue raising powers of the city.

Grant – Contributions, gifts of cash, or other assets from another governmental entity to be used or expended for a specific purpose, activity, or facility. An example is the Community Development Block Grant provided by the Federal Government.

Interfund Transfers – Monies transferred from one fund to another. Such money is transferred to finance the operations of another fund or to reimburse the fund for certain expenditures/expenses.

Internal Service Fund – An Internal Service Fund provides services to other city departments and bills the various other funds for services rendered, just as would private business.

Materials, Supplies and Services - Expenditures/expenses for materials, supplies, and services which are ordinarily consumed within a fiscal year and which are not included in departmental inventories.

Municipal Code – The City Council approved ordinances currently in effect. The Code defines city policy with respect to areas such as planning, zoning, traffic, public services, etc.

Objectives – The expected results or achievements of a budget activity.

Operating Budget – Annual appropriation of funds for on-going program costs, including salaries and benefits, services and supplies, debt service, capital outlay and capital improvements.

Ordinance – A formal legislative enactment by the City Council, which has the full force and effect of law within city boundaries unless, preempted by a higher form of law. An ordinance has a higher legal standing than a resolution. The body of ordinances is known as the Municipal Code.

Project – Physical structural improvements with a useful life of one year or more. Examples include a new park, building modifications or street improvements.

Reimbursement – Payment of an amount remitted on behalf of another party, department or fund.

Reserve – An account used to record a portion of the fund balance as legally segregated for a specific use.

Resolution - A special order of the City Council (equivalent to a written motion), which has a lower legal standing than an ordinance.

Revenues – Amount received for taxes, fees, permits, licenses, interest, intergovernmental sources, or other sources during the fiscal year.

Revenue Bonds – A type of bonds usually issued to construct facilities. The bonds are repaid from the revenue produced by the operation of these facilities.

Salaries and Benefits – A budget category which generally accounts for full-time and temporary employees, overtime expenses, and all employee benefits, such as medical, dental and retirement.

Special Revenue Funds – This fund type collects revenues that are restricted by the city, state or Federal government as to how the city may expend them.

BUDGET AND FISCAL POLICIES

Financial Plan Purpose and Organization

- A. Through its financial plan, the City will:
1. Identify community needs for essential services.
 2. Organize the programs required to provide these essential services.
 3. Establish program policies and goals, which define the nature and level of program services required.
 4. Identify activities performed in delivering program services.
 5. Propose objectives for improving the delivery of program services.
 6. Identify and appropriate the resources required to perform program activities and accomplish program objectives.
 7. Set standards to measure and evaluate the:
 - a. Output of program activities
 - b. Accomplishment of program objectives
 - c. Expenditure of program appropriations
- B. The City is commencing a two-year financial plan, which emphasizes long-range planning and effective program management. The benefits to using a two-year budget are:
1. Reinforcing the importance of long-range planning in managing the City's fiscal affairs.
 2. Concentrating on developing and budgeting for the accomplishment of significant objectives.
 3. Establishing realistic timeframes for achieving objectives.
 4. Creating a pro-active budget that provides for stable operations and assures the City's long-term fiscal health.
 5. Promoting more orderly spending patterns.
 6. Reducing the amount of time and resources allocated to preparing the annual budget.
- C. The two-year financial plan establishes measurable program objectives and allow reasonable time to accomplish those objectives.

- D. Before the beginning of the second year of the two-year cycle, the Council will review progress during the first year and approve any necessary changes to the appropriations for the second fiscal year.
- E. Operating program appropriations not spent during the first fiscal year may be carried over for specific purposes into the second fiscal year with the approval of the City Manager and City Council.
- F. The status of major program objectives will be formally reported to the Council on an ongoing, periodic basis.
- G. The Council will review and amend appropriations, if necessary, six months after the beginning of each fiscal year.
- H. The City will maintain a balanced budget over the two-year period of the budget.
 - 1. Operating revenues must fully cover operating expenditures, including debt service.
 - 2. Ending fund balance (or working capital in the enterprise funds) must meet minimum policy levels. For the General Fund, this level has been established at 50% of operating expenditures; for enterprise funds, this level is established at 20% of operating expenditures.

Under this policy, it is allowable for total expenditures to exceed revenues in a given year, however, in this situation beginning fund balance can only be used to fund capital improvement plan projects, or other "one-time", non-recurring expenditures.

General Revenue Management

- A. The City will seek to maintain a diversified and stable revenue base to protect it from short-term fluctuations in any one revenue source.
- B. To emphasize and facilitate long-range financial planning, the City will maintain current projections of revenues for the succeeding five years.
- C. The City's goal is to cover all current expenditures with current revenues, avoiding procedures that balance current budgets by postponing needed expenditures, accruing future revenues, or rolling over short-term debt.
- D. In order to achieve important public policy goals, the City has established various special revenue, capital project, and debt service and enterprise funds to account for revenues whose use would be restricted to certain activities. Accordingly, each fund exists as a separate financing entity from other funds, with its own revenue sources, expenditures and fund equity.

Any transfers between funds for operating purposes are clearly set forth in the budget, and can only be made by the Administrative Services Director in accordance with the adopted budget. These operating transfers, under which financial resources are transferred from one fund to another, are distinctly different from interfund borrowings, which are usually made for temporary cash flow reasons, and are not intended to result in a transfer of financial resources by the end of the fiscal year. In summary, interfund transfers result in a change in fund equity; interfund borrowings do not, as the intent is to repay the loan in the near term.

From time-to-time, interfund borrowings may be appropriate; however, these are subject to the following criteria in ensuring that the fiduciary purpose of the fund is met:

1. The Administrative Services Director is authorized to approve temporary interfund borrowings for cash flow purposes whenever the cash shortfall is expected to be resolved within 45 days. The most common use of interfund borrowing under this circumstance is for grant programs, where costs are incurred before drawdowns are initiated and received and at year end in order to close the books with positive cash balances. However, receipt of funds is typically received shortly after the request for funds has been made.
2. Any other interfund borrowings for cash flow or other purposes require case-by-case approval by the Council.
3. Any transfers between funds where reimbursement is not expected by within one fiscal year shall not be recorded as interfund borrowings; they shall be recorded as interfund operating transfers that affect equity by moving financial resources from one fund to another.

User Fee Cost Recovery Goals

A. Ongoing Review

Fees will be reviewed and updated on an ongoing basis to ensure that they keep pace with changes in the cost-of-living as well as changes in methods or levels of service delivery.

B. User Fee Cost Recovery Levels

In setting user fees and cost recovery levels, the following factors will be considered:

1. Community-wide vs. Special Benefit

The level of user fee cost recovery should consider the *community-wide* versus *special service* nature of the program or activity. The use of general purpose (tax) revenues is appropriate for community-wide services, while user fees are

appropriate for services, which are of special benefit to easily, identified individuals or groups.

2. Service Recipient vs. Service Driver

After considering community-wide versus special benefit of the service, the concept of *service recipient* versus *service driver* should also be considered. For example, it could be argued that the applicant is not the beneficiary of the City's development review efforts: The community is the primary beneficiary. However, the applicant is the *driver* of the development review costs, and as such, cost recovery from the applicant is appropriate.

3. Effect of Pricing on the Demand for Services

The level of cost recovery and related pricing of services can significantly affect the demand and subsequent level of services provided. Full cost recovery has the specific advantage of ensuring that the City is providing services for which there is genuinely a market that is not over-stimulated by artificially low prices. Conversely, high levels of cost recovery will negatively impact the delivery of services to lower income groups. This negative feature is especially pronounced, and works against public policy, if services are specifically targeted to low income groups.

4. Feasibility of Collection and Recovery

Although it may be determined that a high level of cost recovery may be appropriate for specific services, it may be impractical or too costly to establish a system to identify and charge the user. Accordingly, the feasibility of assessing and collecting charges should also be considered in developing user fees, especially if significant program costs are intended to be financed from that source.

C. Factors Which Favor Low Cost Recovery Levels

Very low cost recovery levels are appropriate under the following circumstances:

1. There is no intended relationship between the amount paid and the benefit received. Almost all "social service" programs fall into this category as it is expected that one group will subsidize another.
2. Collecting fees is not cost-effective or will significantly impact the efficient delivery of the services.
3. There is no intent to limit the use of (or entitlement to) the service. Again, most "social service" programs fit into this category as well as many public safety

emergency response services. Historically, access to neighborhood and community parks would also fit into this category.

4. The service is non-recurring, generally delivered on a “peak demand” or emergency basis, cannot be reasonably planned for on an individual basis, and is not readily available from a private sector source. Many public safety services also fall into this category.
5. Collecting fees would discourage compliance with regulatory requirements and adherence is primarily self-identified, and as such, failure to comply would not be readily detected by the City. Many small-scale licenses and permits fall into this category.

D. Factors Which Favor High Cost Recovery Levels

The use of service charges as a major source of funding service levels is especially appropriate under the following circumstances:

1. The service is similar to services provided through the private sector.
2. Other private or public sector alternatives could or do exist for the delivery of the services.
3. For equity or demand management purposes, it is intended that there be a direct relationship between the amount paid and the level and cost of the service received.
4. The use of the service is specifically discouraged. Police responses to disturbances or false alarms might fall into this category.
5. The service is regulatory in nature and voluntary compliance is not expected to be the primary method of detecting failure to meet regulatory requirements. Building permit, plan checks, and subdivision review fees for large projects would fall into this category.

E. General Concepts Regarding the Use of Service Charges

The following general concepts will be used in developing and implementing services charges:

1. Revenue should not exceed the reasonable cost of providing the service.
2. Cost recovery goals should be based on the total cost of delivering the service, including direct costs, departmental administration costs, and organization-wide support costs such as accounting, personnel, data processing, vehicle maintenance, and insurance.

3. The method of assessing and collecting fees should be as simple as possible in order to reduce the administrative cost of collection.
4. Rate structures should be sensitive to the "market" for similar services as well as to smaller, infrequent users of the service.
5. A unified approach should be used in determining cost recovery levels for various programs based on the factors discussed above.

F. Low Cost-Recovery Services

Based on the criteria discussed above, the following types of services should have very low cost recovery goals. In selected circumstances, there may be specific activities within the broad scope of services provided that should have user charges associated with them. However, the primary source of funding for the operation as a whole should be general-purpose revenues, not user fees.

1. Delivering public safety emergency response services such as police patrol services and fire suppression.
2. Maintaining and developing public facilities that are provided on a uniform, community-wide basis such as streets, parks and general-purpose buildings.
3. Providing social service programs and economic development activities.

G. Recreation Programs

1. Cost recovery for activities directed to adults should be relatively high.
2. Cost recovery for activities directed to youth and seniors should be relatively low. In those circumstances where services are similar to those provided in the private sector, cost recovery levels should be higher.

Although ability to pay may not be a concern for all youth and senior participants, these are desired program activities, and the cost of determining need may be greater than the cost of providing a uniform service fee structure to all participants. Further, there is a community-wide benefit in encouraging high levels of participation in youth and senior recreation activities regardless of financial status.

3. Cost recovery goals for specific recreation activities are set as follows:

High-Range Cost Recovery Activities (67% to 80%)

- a. Classes (Adult & Youth)

80%

b. Day Care Services	75%
c. Adult athletics (volleyball, basketball, softball, lap swim)	67%
d. Facility rentals (Community Center, Mission Blue Center, etc)	67%

Mid-Range Cost Recovery Activities (30% to 50%)

a. Special events	50%
b. Youth basketball	30%
c. Swim lessons	30%
d. Outdoor facility and equipment rentals	30%

Low-Range Cost Recovery Activities (0 to 25%)

a. Public Swim	25%
b. Special swim classes	15%
c. Community garden	10%
d. Teen Services	0%
e. Senior Services	0%

4. For cost recovery activities of less than 100%, there should be a differential in rates between residents and non-residents.
5. Charges will be assessed for use of rooms, pools, gymnasiums, ball fields, special-use areas, and recreation equipment for activities not sponsored or co-sponsored by the City. Such charges will generally conform to the fee guidelines described above.
6. The Park and Recreation Department fees may be waived pursuant to the following conditions:
 - a. The applicant shall complete a Low Income Rate Assistance (LIRA) application. The application shall provide adequate documentation that the household is a service user whose account is listed at the service address within city limits and is personally responsible for the payment of the utility service at the service address and participates in the Pacific Gas and Electric lifeline program.
 - b. For households who do not pay gas or electric at a city service address, the City Manager shall make eligibility determination based upon the standards of PG&E lifeline program, as it now exists or may be amended in the future.
 - c. Should the applicant wish to appeal the City Manager's decision relative to recreation fee waiver, such appeal shall be filed with the City Clerk within ten (10) days after the date on which the City Manager's decision was rendered. Thereafter, the City Clerk shall agendaize said appeal for the consideration of the City Council. The decision of the City Council shall be final.

H. Development Review Programs

1. Services provided under this category include:
 - a. Planning (planned development permits, tentative tract and parcel maps, rezonings, general plan amendments, variances, use permits).
 - b. Building and safety (building permits, structural plan checks, inspections).
 - c. Engineering (public improvement plan checks, inspections, subdivision requirements, encroachments).
 - d. Fire plans check.
2. Cost recovery for these services should generally be very high. In most instances, the City's cost recovery goal should be 100%.

I. Comparability With Other Communities

1. Surveying the comparability of the city's fees to other communities provides useful background information in setting fees for several reasons:
 - a. They reflect the "market" for these fees and can assist in assessing the reasonableness of Brisbane's fees.
 - b. If prudently analyzed, they can serve as a benchmark for how cost-effectively Brisbane provides its services.
2. However, fee surveys should never be the sole or primary criteria in setting City fees as there are many factors that affect how and why other communities have set their fees at their levels. For example:
 - a. What level of cost recovery is their fee intended to achieve compared with our cost recovery objectives?
 - b. What costs have been considered in computing the fees?
 - c. When was the last time that their fees were comprehensively evaluated?
 - d. What level of service do they provide compared with our service or performance standards?
 - e. Is their rate structure significantly different than ours and what is it intended to achieve?

These can be very difficult questions to address in fairly evaluating fees among different communities. As such, the comparability of our fees to other

communities should be one factor among many that is considered in setting City fees.

Enterprise Fund Fees and Rates

- A. The City will attempt to establish fees and rates at levels which cover the full cost to provide the subject service. It may occasionally be necessary to subsidize these services from General Fund surpluses, but enterprise funds should generally be self-supporting.
- B. The City will review and adjust enterprise fees and rate structures as required to ensure that they remain appropriate and equitable.

Investments

- A. Investments and cash management will be the responsibility of the City Treasurer or designee.
- B. The City's primary investment objective is to achieve a reasonable rate of return while minimizing the potential for capital losses arising from market changes or issuer default. Accordingly, the following factors will be considered in priority order in determining individual investment placements:
 - 1. Safety
 - 2. Liquidity
 - 3. Yield
- C. The City will strive to keep all idle cash balances fully invested through daily projections of cash flow requirements. To avoid forced liquidations and losses of investment earnings, cash flow and future requirements will be the primary consideration when selecting maturities.
- D. As the market and the City's investment portfolio change, care will be taken to maintain a healthy balance of investment types and maturities.
- E. The City will invest only in those instruments authorized by the California Government code Section 53601 and the adopted City Investment Policy. The City will not invest in stock, will not speculate, and will not deal in futures or options. The investment market is highly volatile and continually offers new and creative opportunities for enhancing interest earnings. Accordingly, the City will thoroughly investigate any new investment vehicles prior to committing City funds to them.
- F. In order to maximize yields from its overall portfolio, the City will consolidate cash balances from all funds for investment purposes, and will allocate investment earnings to each fund in accordance with generally accepted accounting principles.

- G. Ownership of the City's investment securities will be protected through third-party custodial safekeeping.
- H. The City Treasurer will develop and maintain a comprehensive, well-documented investment reporting system, which will comply with Government Code Section 53607. This system will provide the Council and Department heads with appropriate investment performance information.

Appropriations Limitation

- A. The Council will annually adopt a resolution establishing the City's appropriations limit calculated in accordance with Article XIII B of the Constitution of the State of California, Section 7900 of the State of California Government Code, and any other voter approved amendments or state legislation that affect the city's appropriations limit.
- B. The supporting documentation used in calculating the City's appropriations limit and projected appropriations subject to the limit will be available for public and Council review at least 10 days before Council consideration of a resolution to adopt an appropriations limit. The Council will generally consider this resolution in connection with final approval of the budget.
- C. The City will strive to develop revenue sources, both new and existing, which are considered non-tax proceeds in calculating its appropriations subject to limitation.
- D. The City will actively support legislation or initiatives sponsored or approved by League of California Cities which would modify Article XIII B of the Constitution in a manner which would allow the City to retain projected tax revenues resulting from growth in the local economy for use as determined by the Council.

Fund Balance Designations and Reserves

- A. The City will maintain fund or working capital balances of at least 50% of operating expenditures in the General Fund and 20% of Utility and Parks and Recreation Funds Enterprise funds. This is considered the minimum level necessary to maintain the City's credit worthiness and to adequately provide for:
 - 1. Economic uncertainties, local disasters, and other financial hardships, or downturns in the local or national economy.
 - 2. Contingencies for unseen operating or capital needs.
 - 3. Cash flow requirements.
- B. For General Fund assets, the City will establish and maintain an Equipment Replacement Fund to provide for the timely replacement of vehicles and capital equipment with an individual replacement cost of \$15,000 or more. The City will

maintain a minimum fund balance in the Equipment Replacement Fund of at least 20% of the original purchase cost of the items accounted for in this fund. The annual contribution to this fund will generally be based on the annual use allowance, which is determined based on the estimated life of the vehicle or equipment and its cost of replacement. Interest earnings and sales of surplus equipment as well as any related damage or insurance recoveries will be credited to the Equipment Replacement fund

- C. The Council may designate specific fund balance levels for future development of capital projects, which it has determined to be in the best long-term interests of the City.
- D. In addition to the designations noted above, fund balance levels will be sufficient to meet funding requirements for projects approved in prior years which are carried forward into the new year; debt service reserve requirements, reserves for encumbrances; and other reserves or designations required by contractual obligations, state law, or generally accepted accounting principles.

Capital Improvement Management

- A. Construction projects and large equipment purchases will be included in the Capital Improvement Plan (CIP); minor capital outlays will be included with operating program budgets.
- B. The purpose of the CIP is to systematically plan, schedule, and finance capital projects to ensure cost-effectiveness as well as conformance with established policies. The CIP is a five and ten-year plan organized into the same functional groupings as used for the operating programs. The CIP will reflect a balance between capital replacement projects which repair, replace, or enhance existing facilities, equipment or infrastructure and capital facility projects which significantly expand or add to the City's existing fixed assets.
- C. The CIP will emphasize project planning. One or any number of the following phases may be included in the CIP in any given year, which may ultimately finalize with a completed project. Projects included in the CIP may only consist of such phases as #1 and #2. Other projects may only consist of phases #1 and #10. The CIP is a planning document and its content could consist of any one or more of the following phases, not necessarily in the following order:
 - 1. **Designate.** Appropriates funds based on projects designated for funding by the Council through the adoption of the budget.
 - 2. **Study.** Concept design, site selection, feasibility analysis, schematic design, property appraisals, scheduling, grant application, grant approval, specification preparation for equipment purchases.

3. **Environmental Review.** Environmental determination, EIR preparation, other environmental studies.
4. **Real property acquisitions.** Property acquisition for projects, if necessary.
5. **Site preparation.** Demolition, hazardous materials abatements, other pre-construction work.
6. **Design.** Final design, plan and specification preparation, and construction cost estimation.
7. **Public review, review by appropriate commissions and City Council.**
8. **Construction.** Construction contracts.
9. **Construction management.** Contract project management and inspection, soils and material tests, other support services during construction.
10. **Equipment Acquisitions.** Vehicles, heavy machinery, computers, office furnishings, other equipment items acquired and installed independently from construction contracts.
11. **Debt Service.** Installment payments of principal and interest for completed projects funded through debt financings. Expenditures for this project phase are included in the debt service section of the budget.

Generally, it will become more difficult for a project to move from one phase to the next. As such, more projects will be studied than will be designed, and more projects will be designed than will be constructed or purchased during the term of the CIP.

D. The City's annual CIP appropriation for study, design, acquisition, and/or construction is based on the projects designated by the Council through adoption of the budget. Adoption of the Budget CIP appropriation does not automatically authorize funding for specific project phases. This authorization generally occurs only after the preceding project phase has been completed and approved by the Council and costs for the succeeding phases have been fully developed. Accordingly, project appropriations are generally made when contracts are awarded. If project costs at the time of bid award are less than the budgeted amount, the balance will be unappropriated and returned to fund balance or allocated to another project. If project costs at the time of bid award are greater than budget amounts, five basic options are available to the Council:

1. Eliminate the project.
2. Defer the project for consideration to the next budget period.
3. Rescope or change the phasing of the project to meet the existing budget.
4. Transfer funding from another specified, lower priority project.
5. Appropriate additional resources as necessary from fund balance.

Capital Financing and Debt Management

Capital Financing

- A. The City will consider the use of debt financing only for one-time capital improvement projects and only under the most conservative risk exposure, under the following circumstances:
 1. When the project's useful life will exceed the term of the financing.
 2. When project revenues or specific resources will be sufficient to service the long-term debt.
- B. Debt financing will not be considered appropriate for any reoccurring purpose such as current operating and maintenance expenditures.
- C. Capital improvement will be financed primarily through user fees, service charges, assessments, special taxes, or developer agreements when benefits can be specifically attributed to users of the facility. Accordingly, development impact fees should be created and implemented at levels sufficient to ensure that new development pays its fair share of the cost of constructing necessary community facilities.
- D. The City will use the following criteria to evaluate pay-as-you-go versus long-term financing in funding capital improvements:

Factors which favor pay-as-you-go financing:

1. Current revenues and adequate fund balances are available or project phasing can be accomplished.
2. Existing debt levels adversely affect the City's credit rating.
3. Market conditions are unstable or present difficulties in marketing.

Factors which favor long-term financing:

1. Revenues available for debt service are deemed to be sufficient and reliable so that long-term financings can be marketed with investment grade credit ratings.
2. The project securing the financing is of the type, which will support an investment grade credit rating.
3. Market conditions present favorable interest rates and demand for City financings.
4. A project is mandated by state or federal requirements, and resources are insufficient or unavailable.
5. The project is immediately required to meet or relieve capacity needs and current resources are insufficient or unavailable.
6. The life of the project or asset to be financed is 10 years or longer.

Debt Management

- A. The City will not obligate the General Fund to secure long-term financings except when marketability can be significantly enhanced.

- B. No more than 60% of capital improvement outlays will be funded from long-term financings; and direct debt will not exceed 2% of net assessed valuation.
- C. An internal feasibility analysis will be prepared for each long-term financing which analyzes the impact on current and future budgets for debt service and operations. This analysis will also address the reliability of revenues to support debt service.
- D. The City will generally conduct financings on a competitive basis. However, negotiated financings may be used due to market volatility or the use of an unusual or complex financing or security structure.
- E. The City will seek an investment grade rating (Baa/BBB or greater) on any direct debt and will seek credit enhancements such as letters of credit or insurance when necessary for marketing purposes, availability, or cost-effectiveness.
- F. The City will monitor all forms of debt annually coincident with the City's Financial Plan preparation and review process and report concerns and remedies, if needed, to the Council.
- G. The City will diligently monitor its compliance with bond covenants and ensure its adherence to federal arbitrage regulations and continuing disclosure requirements.
- H. The City will maintain good communications with bond rating agencies about its financial condition. The City will follow a policy of full disclosure on every financial report and bond prospectus (Official Statement).

Conduit Financings

Conduit financings are defined as a financing in which the proceeds of the issue are loaned to a nongovernmental borrower who then applies the proceeds for a project financing or (if permitted by federal tax law for a qualified 501 (C) (3) bond) for working capital purposes. Typically, the project financed is owned and operated by the borrower, but projects may also be financed for lease to the private user or for sale pursuant to an installment sales contract. Statutes authorizing conduit financings generally specify the nature of the projects, which may be financed, and limit such projects to those with a specified public purpose.

- A. The City will consider requests for conduit financing on a case-by-case basis using the following criteria:
 - 1. The City's bond counsel will review the terms of the financing, and render an opinion that there will be no liability to the City in issuing the bonds on behalf of the applicant.

2. There is a clearly articulated public purpose in providing the conduit financing.
 3. The applicant is capable of achieving this public purpose.
 4. The applicant is able to demonstrate a high likelihood of successfully completing the project being financed.
- B. This means that the review of request for conduit financing will generally be a two-step process: first, asking the Council if they are interested in considering the request, and establishing the ground rules for evaluating it; and then, returning with the results of this evaluation, and recommending approval of appropriate financing documents if warranted. This two-step approach ensures that the issues are clear for both the City and applicant and that key policy questions are answered.

Human Resource Management

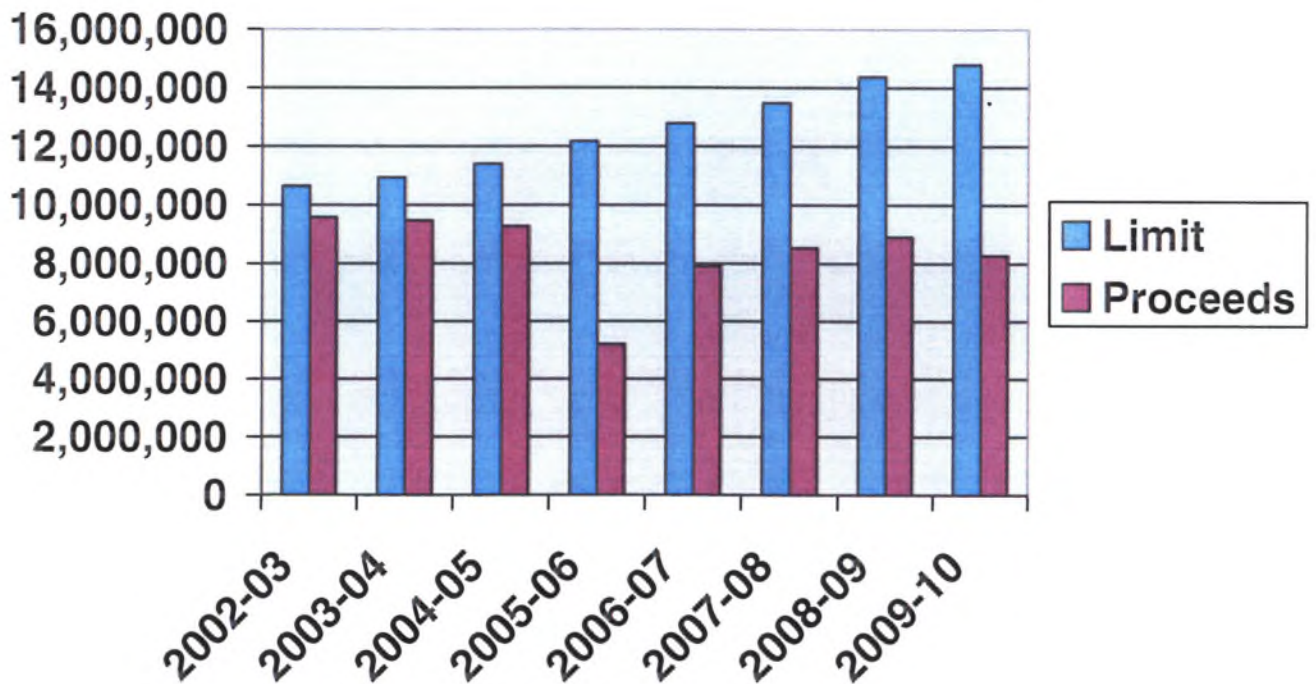
- A. The budget will fully appropriate the resources needed for authorized regular staffing and will limit programs to the regular staffing authorized.
- B. Regular full-time and part-time employees will be the core work force and the preferred means of staffing ongoing, year-round program activities that should be performed by full-time city employees rather than independent contractors. The City will strive to provide competitive compensation and benefit schedules for its authorized regular work force. Each regular employee will:
1. Fill an authorized regular position.
 2. Be assigned to an appropriate bargaining unit.
 3. Receive salary and benefits consistent with labor agreements and other compensation plans.
- C. To manage the growth of the regular work force and overall staffing costs, the City will follow these procedures:
1. The Council will authorize all regular positions.
 2. The Human Resources Department will coordinate and approve the hiring of all regular and temporary employees.
 3. All requests for additional regular positions will include evaluations of:
 - a. The necessity, term, and expected results of the proposed activity.
 - b. Staffing and materials costs including salary, benefits, equipment, uniforms, clerical support and facilities.
 - c. The ability of private industry to provide the proposed service.
 - d. The pros and cons of alternate solutions (such as contracting with other agencies, temporary hires or contract employees).
 - e. Additional revenues or cost savings, which may be realized.

4. Periodically, and prior to any request for additional regular positions, programs will be evaluated to determine if they can be accomplished with fewer regular employees.
- D. Temporary employees include all employees other than regular employees, elected officials, and volunteers. Temporary employees will generally augment regular City staffing as extra-help employees, seasonal employees, contract employees, interns and work-study assistants. The City Manager and Department Heads will encourage the use of temporary rather than regular employees to meet peak workload requirements, fill interim vacancies, and accomplish tasks where less than full-time year-round staffing is required. Under this guideline, temporary employee hours will generally not exceed 50% of a regular, full-time position (1000 hours annually). There may be limited circumstances where the use of temporary employees on an ongoing basis in excess of this target may be appropriate due to unique programming or staffing requirements. However, any such exceptions must be approved by the City Manager.
 - E. Contract employees are defined as temporary employees with written contracts approved by the City Manager who may receive approved benefits depending on hourly requirements and the length of their contract. Contract employees will generally be used for medium-term (generally between 6 months and two years) projects, programs or activities requiring specialized or augmented levels of staffing for a specific period of time. The services of contract employees will be discontinued upon completion of the assigned project, program or activity. Accordingly, contract employees will not be used for services that are anticipated to be delivered on an ongoing basis.
 - F. Independent contractors will not be considered City employees. Independent contractors may be used in two situations:
 1. Short-term peak workload assignments to be accomplished through the use of personnel contracted through an outside temporary employment agency (OEA). In this situation, it is anticipated that City staff will closely monitor the work of the OEA employees and minimal training will be required. However, they will always be considered the employees of the OEA and not the City. All placements through an OEA will be coordinated through the Human Resources Department and subject to the approval of the City Manager.
 2. Delivery of specialized professional services not routinely performed by City employees will be provided without close supervision by City staff, and the required methods, skills and equipment will generally be determined and provided by the contractor. Contract awards will be guided by the City's purchasing policies and procedures.

California Gann Limit Analysis

In November 1979, voters of the State of California approved Proposition 4, commonly known as the Gann Initiative. The Proposition created Article XIII B of the State Constitution placing limits on the amount of revenue that can be spent by all entities of government. Proposition 4 became effective for the 1980-81 fiscal year, but the formula for calculating the limit was based on the 1978-79 "base year" revenues.

The limit specifies the maximum appropriations that may be funded by proceeds of taxes. Adopted limits are adjusted every year by a factor that is tied to growth indicators specified by the State. By applying this factor to the prior year's appropriation limit, a new limit is calculated for the next year. If a city receives more revenue than the appropriation limit, the revenue must be returned to the taxpayers through a tax reduction or refund. The City of Brisbane did this in the mid 1980's.



CITY OF BRISBANE
 2009/10
 MASTER FEE SCHEDULE

Planning Fees	2007/2008 Adopted Fee		2009/2010 Proposed Fee		Basis
Full Cost Hourly Rates by Staff Position:					
Director	\$	187.00	\$	193.00	expressed for 100% cost recovery; may be adjusted downward for applicable cost recovery on a permit for which a fee is charged on an hourly basis
Principal Planner	\$	153.00	\$	158.00	
Senior Planner	\$	146.00	\$	150.00	
Office Specialist	\$	128.00	\$	132.00	
Community Development Technician	\$	125.00	\$	129.00	
Archive Assistant	\$	116.00	\$	119.00	
Use Permits:					
P1 Conditional uses listed in District Regulations not listed below	\$	279.00	\$	287.00	
P2 Transfer of development rights within the R- BA district	\$	651.00	\$	671.00	
P4 Exceptions to Fence Regulations	\$		\$	-	
- Residential Uses	\$	260.00	\$	268.00	
- Retaining Walls	\$	260.00	\$	268.00	
- All Other Uses	\$	1,046.00	\$	1,077.00	
P5 Greenhouses on standard lots	\$	279.00	\$	287.00	
P6 Horses in any district (with exceptions)	\$	279.00	\$	287.00	
P7 Public buildings, schools, parks, churches:					
- New Construction	\$	2,619.00	\$	2,698.00	
- Use Only	\$	279.00	\$	287.00	
P8 Hospitals, etc.	\$	2,619.00	\$	2,698.00	
P9 Philanthropic or charitable institutions					
- New Construction	\$	2,619.00	\$	2,698.00	
- Use Only	\$	279.00	\$	287.00	
P10 Public utilities in all districts	\$	2,619.00	\$	2,698.00	
P11 Temporary uses of not more than 45 days duration - all districts	\$	272.00	\$	280.00	
P12 Condominiums, cooperatives, new construction and conversion	\$	1,949.00	\$	2,007.00	

Planning Fees	2007/2008 Adopted Fee		2009/2010 Proposed Fee		Basis
	\$	\$	\$	\$	
P13 Non conforming parking - in R and NCRO districts - in other districts	\$	377.00	\$	388.00	
P13a Use Permit to Expand Nonconforming Residential Uses	\$	1,509.00	\$	1,554.00	
Home Occupation Permits:	\$	377.00	\$	388.00	
P14 Home occupations in residential districts	\$	104.00	\$	107.00	
Design Permits	\$		\$		
P15 Design Permit for new construction: residential	\$	2,217.00	\$	2,284.00	
Design Permit for new construction: non-residential or mixed use	\$	2,767.00	\$	2,850.00	
P16 Design Permit for remodeling existing structures	\$	1,112.00	\$	1,145.00	
P16a Design Permit Extension	\$	1,332.00	\$	1,372.00	
Variances:	\$		\$		
P17 Variance to code provisions for new construction to all structures	\$	1,333.00	\$	1,373.00	
P18 Variance to code provisions for remodel of existing structures	\$		\$		
- residential structures	\$	333.00	\$	343.00	
- other structures	\$	1,333.00	\$	1,373.00	
Sign Permits:	\$		\$		
P19 Sign permits in all districts	\$	97.00	\$	100.00	
- with Hearing	\$		\$		
- without Hearing	\$	63.00	\$	65.00	

Planning Fees	2007/2008 Adopted Fee		2009/2010 Proposed Fee		Basis
	\$		\$		
P20 Sign Programs	\$	97.00	\$	100.00	
Planned Development Permits:					
P21 Planned Development Permit		hourly		hourly	deposit required
Development Agreements:					
P22 Development Agreement		hourly		hourly	deposit required
Specific Plans:					
P23 Specific Plan		hourly		hourly	deposit required
Exceptions to the Code:					
P25 Height limits per BMC 17.32.060	\$	1,112.00	\$	1,145.00	
P60 Accessibility Improvement Permits		\$333.00		343.00	
P61a Setback Exception Modification residential properties		\$333.00		343.00	
P61b Setback Exception Modification all other properties		\$1,333.00		1,373.00	
Minor Modifications:					
P26 Minor modifications per BMC 17.56.090	\$	333.00	\$	343.00	
Grading Permits:					
P27 Grading Permit Review by Planning Commission	\$	1,333.00	\$	1,373.00	
Amendments:					
P28 General Plan Map	\$	2,084.00	\$	2,147.00	
P29 General Plan Text	\$	1,791.00	\$	1,845.00	
P30 Zoning Map	\$	2,084.00	\$	2,147.00	
P31 Zoning Ordinance Text	\$	1,681.00	\$	1,731.00	
Subdivisions:					
P32 Tentative Subdivision Map and Condominium Plans with 5 or more lots/units	\$	2,933.00	\$	3,021.00	Plus \$275 per lot

Planning Fees	2007/2008		2009/2010		Basis
	Adopted Fee	Proposed Fee	Adopted Fee	Proposed Fee	
P 33					
P34	\$ 4,032.00	\$ 4,153.00			
P35	\$ 403.00	\$ 415.00			
P36	\$ 1,371.00	\$ 1,412.00			
P37	\$ 1,775.00	\$ 1,828.00			
P38	\$ 1,812.00	\$ 1,866.00			
P39	\$ -	\$ -			as determined by City Engineer 16.28.010
P40	\$ 1,627.00	\$ 1,676.00			
P41	\$ 2,933.00	\$ 3,021.00			
P42a	\$ 1,107.00	\$ 1,140.00			
P42b	\$ 260.00	\$ 268.00			
P43	\$ 826.00	\$ 851.00			
P44	\$ 826.00	\$ 851.00			
P45	\$ 358.00	\$ 369.00			
Appeals:					
P46	\$ -	\$ -			
P47	\$ 1,406.00	\$ 1,448.00			
Environmental Review:					
P48	\$ -	\$ -			
P49	\$ 1,505.00	\$ 1,550.00			reimbursement for peer review may be required
P50	\$ -	\$ -			deposit required
P51	consult. cost +10% hourly	consult. cost +10% hourly			
Other Services:					
P52	\$ -	\$ -			
P53	hourly	hourly			
P2	\$ 661.00	\$ 681.00			
P54	\$ 609.00	\$ 627.00			
	\$ 624.00	\$ 643.00			

CITY OF BRISBANE
 2009/10
 MASTER FEE SCHEDULE

Planning Fees	2007/2008 Adopted Fee		2009/2010 Proposed Fee		Basis
	consult. cost +10% 10x orig fee Set by Building Fees \$	consult. cost +10% 10x orig fee Set by Building Fees \$	consult. cost +10% 10x orig fee Set by Building Fees \$	consult. cost +10% 10x orig fee Set by Building Fees \$	
P55 Research record search					
P56 Technical report review					
P57 Zoning enforcement penalty					
P58 Review for zoning conformance of building permits					
P59 Archiving of records					
P62a Concept review (greater 20,000 sq. feet commercial or 10 units or more of residential)	\$ 19.00	\$ 530.00	\$ 20.00	\$ 546.00	
P62b Concept review (less than 20,000 sq. feet or less than 10 residential units)	\$ 212.00	\$ 212.00	\$ 218.00	\$ 218.00	
P63 Telecommunications Administrative Permit	\$ 826.00	\$ 826.00	\$ 851.00	\$ 851.00	

Parks and Recreation Fees	2007/2008 Adopted Fee		2009/2010 Proposed Fee		Basis
Facility Rentals:					
Athletic Fields					
Lights	\$	15.00	\$	18.00	per hour
Non Profit Closed to Public	\$	15.00	\$	18.00	per hour
Residential	\$	31.00	\$	33.00	per hour
Non-Residential	\$	52.00	\$	55.00	per hour
Game Preparation	\$	15.00	\$	20.00	per game
Mission Blue					
Residential					
1 Room - Weekday	\$	82.00	\$	\$51 - \$68	
Entire Facility - Weekday	\$	126.00	\$	104.00	
1 Room - Weekend	\$	82.00	\$	\$64 - \$85	
Entire Facility - Weekend	\$	126.00	\$	130.00	
Non-Residential					
1 Room - Weekday	\$	165.00	\$	\$ 102 - \$136	
Entire Facility - Weekday	\$	251.00	\$	208.00	
1 Room - Weekend	\$	165.00	\$	\$ 128 - \$170	
Entire Facility - Weekend	\$	251.00	\$	260.00	
Community Center Rental: Resident	\$	46.00	\$	47.00	per hour
Community Center Rental: Non-Resident	\$	118.00	\$	122.00	per hour
Community Park Rentals:					
Picnic Use Permit: Resident	\$	2.00	\$	3.00	per table per hour
Picnic Use Permit: Non-Resident	\$	7.00	\$	8.00	per table per hour
Grassy Area: Resident	\$	27.00	\$	30.00	per event
Grassy Area: Non-Resident	\$	79.00	\$	84.00	per event
Gazebo Area: Resident	\$	54.00	\$	57.00	per hour
Gazebo Area: Non-Resident	\$	160.00	\$	165.00	per hour
Preschool/Youth Activities:					
Club Rec: Resident	\$	7.00	\$	7.00	per person, per day
Club Rec: Non-Resident	\$	8.00	\$	8.00	per person, per day
Club Rec Monthly	\$	119.00	\$	119.00	per person, per month
Winter and Spring Camps	\$	23.00	\$	23.00	per person, per day
Summer Day Camp	\$	87.00	\$	87.00	per person, per session
Preschool	\$	183.00	\$	183.00	per person, per month
Kinder Care	\$	22.00	\$	22.00	per person, per month

CITY OF BRISBANE
2009/10
MASTER FEE SCHEDULE

	2007/2008 Adopted Fee	2009/2010 Proposed Fee	Basis
Youth Classes	\$ 4.00	\$ 4.00	per person, per activity
Youth Sports	\$ 54.00	\$ 54.00	per person, per season
Processing Fee	\$ -	\$ 10.00	Per class session or sports
Adult Activities:			
Adult Basketball	\$ 568.00	\$ 628.00	per team, per season

Parks and Recreation Fees

Adult Volleyball	\$ 174.00	\$ 308.00	per team, per season
Adult Softball	\$ 568.00	\$ 568.00	per team, per season
Adult Open Gym	\$ 3.00	\$ 3.00	per person, per class
Processing Fee	\$ -	\$ 10.00	Per class session or sports
Teen Center:			
Teen Programs	\$ 6.00	\$ 6.00	per person, per activity
Aquatics:			
Daily Admission: Adult Resident	\$ 4.00	\$ 5.00	per person
Daily Admission: Adult Non-Resident	\$ 6.00	\$ 7.00	per person
15-Day Punch Pass: Adult Resident	\$ 54.00	\$ 54.00	per pass
15-Day Punch Pass: Adult Non-Resident	\$ 67.00	\$ 67.00	per pass
Monthly Pass: Adult Resident	\$ 47.00	\$ 47.00	per pass
Monthly Pass: Adult Non-Resident	\$ 62.00	\$ 62.00	per pass
Daily Admission: Youth/Senior Resident	\$ 2.00	\$ 2.00	per person
Daily Admission: Youth/Senior Non-Res.	\$ 3.00	\$ 3.00	per person
15-Day Punch Pass: Youth/Senior Res.	\$ 29.00	\$ 29.00	per pass
15-Day Punch Pass: Youth/Senior Non-Res.	\$ 41.00	\$ 41.00	per pass
Monthly Pass: Youth/Senior Resident	\$ 35.00	\$ 35.00	per pass
Monthly Pass: Youth/Senior Non-Resident	\$ 52.00	\$ 55.00	per pass
Swim Lessons (8): Resident	\$ 52.00	\$ 55.00	per lesson package
Swim Lessons (8): Non-Resident	\$ 63.00	\$ 66.00	per lesson package
Aqua Exercise	\$ 6.00	\$ 6.00	per class
B-Days: Resident	\$ 82.00	\$ 84.00	
B-Days: Resident	\$ 231.00	\$ 236.00	
B-Days: Non-Resident	\$ 103.00	\$ 106.00	
B-Days: Non-Resident	\$ 272.00	\$ 280.00	
Summer Pass: Resident	\$ 201.00	\$ 201.00	
Summer Pass: Non-Resident	\$ 215.00	\$ 215.00	

CITY OF BRISBANE
 2009/10
 MASTER FEE SCHEDULE

Finance Fees		2007/2008		2009/2010		Basis
		Adopted Fee		Proposed Fee		
F1	Deposit for Water and Service: Single/Commercial (\$20 non-refundable)	\$	5.00	\$	5.00	refundable deposit continues as
F1	Deposit for Water and Service: Duplex (\$20 non-refundable)	\$	40.00	\$	40.00	current; \$20 non-refundable fee
F2	Deposit after 2nd Disconnection	\$	39.00	\$	39.00	max of fee or 5% of balance
F3	Penalty for delinquent payment (5 days prior to shut off)	\$	100.00	\$	100.00	max of fee or 5% of balance
F4	Penalty for delinquent payment (24 hours prior to shut off)	\$		\$		
F6	Water Turn On - After payment of delinquent account: 8a-4p	\$		\$		
F6	Water Turn On - After payment of delinquent account: after 4p	\$		\$		
F6a	Water Turn On - After 3rd notice for backflow recertification	\$		\$		
F7	Copy of Annual Budget	\$	59.00	\$	59.00	
F8	Annual Financial Report	\$	15.00	\$	15.00	
F9	Returned Check Charge (All Departments)	\$	45.00	\$	45.00	

CITY OF BRISBANE
 2009/10
 MASTER FEE SCHEDULE

		2007/2008		2009/2010		Basis
		Adopted Fee	Proposed Fee	Adopted Fee	Proposed Fee	
C1	Agenda Packet Subscription: Regular	\$ 33.00	\$ 33.00			
C1	Agenda Only: Regular (no packet, SASE from subscriber)					
C1	Agenda by Email					
C1	Agenda Subscription: Seniors/Students					
C4	Copy of Election Documents					
C5	Copy of Municipal Code Book	\$ 217.00				
C6	Document Certification	\$ 2.00	\$ 2.00			
C7	Annual Minutes Subscription: Regular Mail	\$ 110.00	\$ 110.00			
C7	Minutes Subscription: Email					
C8	Photocopying	\$ 0.30	\$ 0.30			in addition to per page fee
C10	Tapes of Meetings (per tape)	\$ 15.00	\$ 15.00			per page; no labor time allowed
C11	Transcription of Minutes	\$ 6.00	\$ 6.00			in addition to \$50/hr contract
C12	Campaign Statements					\$0.10 per page max by law
C13	General Research (per hour) - City Clerk					cannot charge for labor time
C13	General Research (per hour) - Deputy City Clerk					cannot charge for labor time

CITY OF BRISBANE
2009/10
MASTER FEE SCHEDULE

	2007/2008 Adopted Fee		2009/2010 Proposed Fee		Basis
PO1 Copies of Reports	\$	15.00	\$	15.00	
PO2 Alarm System Permits	\$	57.00	\$	59.00	
PO3 Bicycle Registration	\$	-	\$	-	
PO4 Booking Fee	\$	107.00	\$	110.00	
PO5 Clearance & Good Conduct Letters: Resident	\$	6.00	\$	6.00	
PO5 Clearance & Good Conduct Letters: Non-Resident	\$	25.00	\$	26.00	
PO6 Subpoena Dues / Tecum Processing (per hour)	\$	25.00	\$	26.00	
PO7 Concealed Weapons Permit Process	\$	49.00	\$	50.00	
PO8 Concealed Weapons Renewal Fee	\$	16.00	\$	16.00	
PO9 Copies of Tape Recordings	\$	23.00	\$	24.00	
PO10 Court Appearance / Sergeant (max by law)	\$	102.00	\$	105.00	per hour or legal max (\$150 deposit)
PO11 Court Appearance / Officer (max by law)	\$	89.00	\$	92.00	per hour or legal max (\$150 deposit)
PO12 Court Appearance / Lead Dispatcher (max by law + \$0.20/mile)	\$	hourly	\$	hourly	charge legal max
PO13 Court Appearance / Dispatcher (max by law + \$0.20/mile)	\$	hourly	\$	hourly	charge legal max
PO14 False Alarms - Structure	\$	40.00	\$	41.00	
PO15 Fingerprinting Resident: Adult	\$	22.00	\$	23.00	
PO15 Fingerprinting Resident: Minor	\$	-	\$	-	
PO16 Fingerprinting Non-Resident	\$	73.00	\$	75.00	
PO17 Massage Fee	\$	33.00	\$	34.00	
PO18 Massage Technician Permit Fee	\$	122.00	\$	126.00	
PO19 Special Event Permit (per hour)	\$	34.00	\$	35.00	
PO20 Photograph Copies (plus actual costs)	\$	66.00	\$	68.00	
PO21 Photograph Enlargements (plus actual costs)	\$	66.00	\$	68.00	
PO22 Private Patrol Permit Fee	\$	56.00	\$	58.00	
PO23 Repeat Nuisance Call (per hour)	\$	46.00	\$	47.00	
PO24 Vehicle Releases / Enforcement	\$	42.00	\$	43.00	
PO25 Vehicle Releases / Abandonment	\$	42.00	\$	43.00	
PO26 Film Crew	\$	407.00	\$	419.00	
PO27 Repressed Vehicle Release	\$	15.00	\$	15.00	

CITY OF BRISBANE
 2009/10
 MASTER FEE SCHEDULE

Fire Fees	2007/2008 Adopted Fee		2009/2010 Proposed Fee		Basis
FD1 Aerosol Products	\$	190.00		A	
FD2 Aircraft Refuel	\$	142.00		A	
FD3 Aircraft Repair Hanger	\$	190.00		A	
FD4 Asbestos/Lead Coating Removal	\$	-			
Occupied buildings 1 and 2 story	\$	-			
to 5,000 sq ft	\$	283.00		EO	
> 5,000 sq ft	\$	283.00		EO, plus \$0.020 per sq. ft. over 5,000	
> 2 stories	\$	-			
to 5,000 sq ft	\$	378.00		EO	
> 5,000 sq ft	\$	378.00		EO, plus \$0.03 per sq. ft. over 5,000	
Unoccupied buildings 1 and 2 stories	\$	-			
to 5,000 sq ft	\$	190.00		EO	
> 5,000 sq ft	\$	190.00		EO, plus \$0.025 per sq. ft. over 5,000	
> 2 stories	\$	-			
to 5,000 sq ft	\$	283.00		EO	
> 5,000 sq ft	\$	283.00		EO, plus \$0.025 per sq. ft. over 5,000	
Automobile Wrecking Yard	\$	190.00		A	
Apartment House (3 or more units; incl. condos & congregate res.)	\$	-			
- 3 units to 10 units	\$	142.00		A	
- 11 units to 20 units	\$	190.00		A	
- Greater than 20 units (\$1.30/each unit over 20)	\$	190.00		A, plus \$1.30 per unit over 20	
Battery system	\$	236.00		A	
Candles or Open Flames in Assembly Areas (may combine with assembly permit application for dining establishments and churches)	\$	95.00		A/EO	
Carnivals or Fairs	\$	283.00		EO	
Cellulose Nitrate Film	\$	142.00		A	
Cellulose Nitrate Storage	\$	236.00		A	
Combustible Fiber Storage	\$	190.00		A	

Fire Fees

"A" designates an Annual Permit; "EO" an Each Occurrence Permit; "A/EO" both

CITY OF BRISBANE
2009/10
MASTER FEE SCHEDULE

Fire Fees	Proposed Fee		Basis
	2007/2008 Adopted Fee	2009/2010 Proposed Fee	
FD13 Combustible Material Storage	\$ 190.00		A
FD14 Compressed Gases (in excess of the amts. listed in CFC, Table 105-A)	\$ 283.00		A
FD15 Commercial Rubbish Handling Plant	\$ HazMat tbl.		A
FD16 Cryogen's (in excess of the amounts listed in CFC, Table 105-B)	\$ 190.00		A
FD17 Dry Cleaning Plants	\$ 190.00		A/EO
FD18 Dust Producing Operations	\$ -		A
FD19 Explosives or Blasting Agents each permanent site	\$ 283.00		A
each temporary site	\$ 283.00		EO
FD20 Fire hydrants and water control valves	\$ 95.00		EO
FD21 Fireworks Display (fees for standby Fire staff, when req'd, are add'l)	\$ 283.00		EO
FD22 Flammable or Combustible Liquid Pipeline	\$ -		A
- Use or operation	\$ 283.00		EO
- Repair or modification	\$ 190.00		EO
- Excavate or work below grade within 10 feet	\$ 190.00		EO
FD23 To Store, Handle or Use Flam/Combust. Liquids	\$ -		A
- Flammable Liquids (over 5 gal. inside or 10 gal. outside)	\$ 142.00		A
- Combustible Liquids (over 25 gal. inside or 60 gal. outside)	\$ 142.00		A
- Combination (flammable and combustible)	\$ 142.00		A
FD24 Flammable or Combustible Liquids in Tanks; vessels > 60 gal. capacity); largest tank size will be used for fee basis for tanks of mixed size categories)	\$ -		A
To 10,000 gallons tank size:	\$ -		A
1 tank	\$ 190.00		A, plus \$104 per tank over the first
2-3 tanks	\$ 190.00		A, plus \$78 per tank over the first
3+ tanks	\$ 440.00		A
Over 10,000 to 100,000 gallons tank size:	\$ -		A
1 tank	\$ 283.00		A, plus \$156 per tank over the first
2-3 tanks	\$ 283.00		A, plus \$117 per tank over the first
3+ tanks	\$ 662.00		A

CITY OF BRISBANE
2009/10
MASTER FEE SCHEDULE

Fire Fees	Proposed Fee		Basis
	2007/2008 Adopted Fee	2009/2010 Proposed Fee	
Over 100,000 gallons tank size:			
1 tank	\$ 568.00	A	A, plus \$312 per tank over the first
2-3 tanks	\$ 568.00	A	A, plus \$234 per tank over the first
3+ tanks	\$ 1,324.00	A/EO	A/EO
FD25 Remove Flammable/Combustible Liquids from an underground tank used to refuel motor vehicles	\$ 283.00	A	A
FD26 Tank Vehicles	\$ 142.00	EO	EO
FD27 Install, Alter, Remove, Abandon, Place Temporarily Any Flammable/Combustible Liquid Tank	\$ 378.00	EO	EO
FD28 Change Type of Contents Stored in a Flammable/Combustible Liquid Tank to a material other than that for which the tank is designed	\$ 283.00	A	A
FD29 Fruit Ripening	\$ 190.00	A	A
FD30 Fumigation or Thermal Insecticidal Fogging: each permanent site	\$ 142.00	EO	EO
each temporary site	\$ 142.00		
FD31 Hazardous Materials (to store, dispense, handle amounts in excess of the following quantities; for cryogenics, compressed gases, flammable or combustible liquids, and liquefied petroleum gases, see the respective permit categories elsewhere in this fee schedule)	HazMat tbl.		
A. Corrosives:			
Liquids: 55 gal.	HazMat tbl.		A
Solids: 500 lbs.	HazMat tbl.		A
B. Flammable Solids: 100 lbs.	HazMat tbl.		A
C. Highly Toxic Materials (including pesticides, fumigants, and acutely hazardous materials): any amount	HazMat tbl.		A
D. Irritants:			
Liquids: 55 gal.	HazMat tbl.		A
Solids: 500 lbs.	HazMat tbl.		A

CITY OF BRISBANE
 2009/10
 MASTER FEE SCHEDULE

Fire Fees	Adopted Fee		Proposed Fee		Basis
	2007/2008	2009/2010	2007/2008	2009/2010	
"A" designates an Annual Permit; "EO" an Each Occurrence Permit; "A/EO" both E. Oxidizing Liquids: Class 4: any amount Class 3: 1 gal. Class 2: 10 gal. Class 1: 55 gal. F. Oxidizing Solids: Class 4: any amount Class 3: 10 lbs. Class 2: 100 lbs. Class 1: 500 lbs. G. Organic Peroxides: Class I: any amount Class II: any amount Class III: 10 lbs. Class IV: 20 lbs. H. Other Health Hazards: Liquids: 55 gal. Solids: 500 lbs. I. Pyrophoric Materials: any amount J. Sensitizers: Liquids: 55 gal. Solids: 500 lbs. K. Toxics: Liquids: 10 gal. Solids: 100 lbs.	\$ HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl.	\$ HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl. HazMat tbl.	A A A A A A A A A A A A A A A A A A A A A A A A		

CITY OF BRISBANE
 2009/10
 MASTER FEE SCHEDULE

Fire Fees	Proposed Fee		Basis
	2007/2008 Adopted Fee	2009/2010 Proposed Fee	
L. Unstable (reactive) Liquids:			
Class 4: any amount	HazMat tbl.	A	
Class 3: any amount	HazMat tbl.	A	
Class 2: 5 gal.	HazMat tbl.	A	
Class 1: 10 gal.	HazMat tbl.	A	
M. Unstable (reactive) Solids:			
Class 4: any amount	HazMat tbl.	A	
Class 3: any amount	HazMat tbl.	A	
Class 2: 50 lbs.	HazMat tbl.	A	
Class 1: 100 lbs.	HazMat tbl.	A	
N. Water-reactive Liquids:			
Class 3: any amount	HazMat tbl.	A	
Class 2: 5 gal.	HazMat tbl.	A	
Class 1: 10 gal.	HazMat tbl.	A	
O. Water-reactive Solids:			
Class 3: any amount	HazMat tbl.	A	
Class 2: 50 lbs.	HazMat tbl.	A	
Class 2: 100 lbs.	HazMat tbl.	A	
FD32 High-Piled Combustible Storage			
500 to 2,500 sq ft	\$ -	A	
2,500 to 5,000 sq. ft.	\$ 71.00	A	
Over 5,000 to 25,000 sq. ft.	\$ 190.00	A	
Over 25,000 to 50,000 sq. ft.	\$ 283.00	A	
Greater than 50,000 sq. ft.	\$ 425.00	A	
FD33 High-Rise Building Annual Inspection	\$ 425.00	A, plus \$0.006 per sq. ft. over 50,000	
	\$ -	A, plus \$58 per 10,000 sq. ft.	
	\$ 283.00		

CITY OF BRISBANE
 2009/10
 MASTER FEE SCHEDULE

Fire Fees	2007/2008 Adopted Fee		2009/2010 Proposed Fee		Basis
FD34 Hot work operations:					
A. Portable (hand-dolly/carried; may be combined with motor vehicle repair garage permit application)					
1-3 units	\$	95.00			A
> 3 units	\$	118.00			A
B. Semi-portable or fixed	\$	142.00			A
C. Manifold w/ connected cylinder capacity of >3,000 cu. ft. fuel-gas or 300 lbs. LPG	\$	190.00			A
D. Temporary Job Site	\$	118.00			EO/A
FD35 Hotels, Motels and Lodging Houses					
1 to 5 units	\$	142.00			A
6 to 20 units	\$	190.00			A
Over 20 units	\$	190.00			A, plus \$1.30 per unit over 20
FD36 Liquefied Petroleum Gases (except portable containers <125 gal. cap.)	\$	142.00			EO
FD37 Liquid/Gas-Fueled Vehicles or Equipment in Assembly Buildings	\$	190.00			A
FD38 Lumber Yards (over 100,000 board feet)	\$	142.00			A
FD39 Magnesium Working	\$	283.00			A
FD40 Mall, Covered	\$	-			
FD41 Motor vehicle fuel dispensing stations:	\$	-			
Installation:	\$	-			
1st with tank fee	\$	95.00			EO
without tank 1st	\$	283.00			EO
each additional	\$	95.00			EO
Annual:	\$	-			
Each additional dispenser (first dispenser with tank fee)	\$	47.00			A
FD42 Occupant Load Increase	\$	190.00			EO
FD43 Open Burning	\$	142.00			EO

CITY OF BRISBANE
2009/10
MASTER FEE SCHEDULE

Fire Fees	2007/2008		2009/2010		Basis
	Adopted Fee	Proposed Fee	Adopted Fee	Proposed Fee	
FD44 Organic Coatings	\$ 236.00				A
FD45 Ovens, Industrial Baking or Drying	\$ 190.00				A
FD46 Parade Floats	\$ 47.00				A
FD47 Places of Assembly (churches, schools, NPOs permitted at no fee)	\$ -				
- A-1, A-2, A-2.1	\$ 283.00				A
- A-3, A-4	\$ 190.00				A
Special assembly events	\$ 190.00				A
FD48 Pyrotechnic Special Effects Material (fees for standby Fire staff, when required, are additional)	\$ 283.00				EO
FD49 Radioactive Materials	\$ 142.00				A
FD50 Refrigeration Equipment	\$ 142.00				A
FD51 Repair Garage	\$ 190.00				A
FD52 Spraying or Dipping	\$ 190.00				A
FD53 Temporary membrane structures, tents, and canopies	\$ 190.00				EO
FD54 Tire Storage	\$ 190.00				A
FD55 Wood Products (over 200 cu. ft.)	\$ 190.00				A
Hazardous Materials Table Schedule HM-1:					
Range Solids (pounds)					
1 > 0 to 500	\$ -				
2 > 500 to 5,000	\$ 339.00				
3 > 5,000 to 25,000	\$ 474.00				
4 > 25,000 to 50,000	\$ 633.00				
5 > 50,000 to 80,000	\$ 925.00				
6 > 80,000 to 120,000	\$ 1,337.00				
7 > 120,000	\$ 1,938.00				
	\$ 2,522.00				

Fire Fees

"A" designates an Annual Permit; "EO" an Each Occurrence Permit; "A/EO" both

CITY OF BRISBANE
2009/10
MASTER FEE SCHEDULE

Fire Fees		2007/2008 Adopted Fee		2009/2010 Proposed Fee		Basis
"A" designates an Annual Permit; "EO" an Each Occurrence Permit; "A/EO" both						
Range	Liquids (gallons)					
1	> 0 to 55	\$	339.00			
2	> 55 to 550	\$	474.00			
3	> 550 to 2,750	\$	633.00			
4	> 2,750 to 5,500	\$	925.00			
5	> 5,500 to 10,000	\$	1,337.00			
6	>10,000 to 15,000	\$	1,938.00			
7	> 15,000	\$	2,522.00			
Range	Gas (cubic feet)					
1	> 0 to 200	\$	339.00			
2	> 200 to 2,000	\$	474.00			
3	> 2,000 to 10,000	\$	633.00			
4	> 10,000 to 20,000	\$	925.00			
5	> 20,000 to 40,000	\$	1,337.00			
6	>40,000 to 60,000	\$	1,938.00			
7	> 60,000	\$	2,522.00			
Construction Fire Permit Fees:						
Automatic Sprinkler System Permit (installation of suspended piping larger than 4" nominal pipe size also requires Building Department approval of imposed loading on structure):						
FD56	For other than 1 and 2 family dwellings:	\$	-			
	- New (per sq. ft.)	\$	-			per square foot; \$323 minimum fee
	- Alteration (per sq. ft. of protected area,)	\$	-			per square foot; \$202 minimum fee
FD57	One and Two-family dwellings:	\$	-			
	- New (per sq. ft.)	\$	-			per square foot; \$213 minimum fee
	- Alteration (per sq. ft. of protected area)	\$	-			per square foot; \$133 minimum fee
Fixed Extinguishing System Permit:						

CITY OF BRISBANE
2009/10
MASTER FEE SCHEDULE

	Proposed Fee		Basis
	2007/2008 Adopted Fee	2009/2010	
Fire Fees			
"A" designates an Annual Permit; "EO" an Each Occurrence Permit; "A/EO" both			
FD58 Mechanical Detection System:			
- New	\$ 190.00		minimum
- Alteration	\$ 118.00		minimum
FD59 Electronic Detection System:			
- New	\$ 382.00		minimum
- Alteration	\$ 215.00		minimum
FD60 Fire Alarm Permit:			
- Manual initiating system (per sq. ft.)	\$ 0.02		per square foot; \$200 minimum fee
- Automatic initiating system (per sq. ft.)	\$ 0.05		per square foot; \$200 minimum fee
FD61 Construction, Alteration & Renovation Permit			
- Base rate	\$ -		
- Hazardous occupancies (base rate plus...)	\$ 0.15		per square foot; \$120 minimum fee
- High-rise buildings (base rate plus...)	\$ 0.06		per square foot
- Individual mechanical electrical or plumbing	\$ 0.06		per square foot
FD62 Gas Piping System Installation Permit			
FD63 Underground Fire Protection Piping Permit (per 1,000 ft.)	\$ 0.8x bldg pmt		\$61 minimum
Miscellaneous Fees:			
FD64 Consultant Service Fee (actual cost plus admin fee)	\$ 335.00		per 1,000 ft
FD65 Copy of Documents (per page)	\$ 38.00		per hour in addition to cost
FD66 Copy of Fire Report (each)	\$ -		
FD67 Document Review (per hour)	\$ 19.00		per hour
FD68 Emergency Response to International False Alarm (per hour)	\$ 95.00		for 1st hour; \$106 ea. add'l. 1/2 hr.
FD69 False Alarm in Excess of 3 per Calendar Year (accidental or equipment)	\$ 241.00		
FD70 Fire Hazard Abatement performed by City or City Contractor (including, but not limited to, combustible or flammable vegetation removal)	\$ 119.00		
FD71 Hydrant Flow Test	\$ 142.00		
	\$ 142.00		

CITY OF BRISBANE
 2009/10
 MASTER FEE SCHEDULE

Fire Fees	2007/2008 Adopted Fee		2009/2010 Proposed Fee		Basis
"A" designates an Annual Permit; "EO" an Each Occurrence Permit; "A/EO" both					
FD72 New Business Fire Inspection	\$		\$		
- Minimum Fee	\$	62.00	\$		
- Over 5,000 to 10,000 sq. ft.	\$	142.00	\$		
- Over 10,000 to 25,000 sq. ft.	\$	190.00	\$		
- Over 25,000 sq. ft.	\$	283.00	\$		
FD73 Other Services (per half hour and portion thereof)	\$	47.00	\$		per half-hour
FD74 Re-Inspection Fee (for each following second re-inspection)	\$	95.00	\$		for 1st hour; \$106 ea. add'l. 1/2 hr.
FD75 Standby Engine Company	\$	241.00	\$		per hour
FD76 Standby Firefighter (1 hour minimum)	\$	80.00	\$		per hour
FD77 Work Performed after Normal Working Hours (Callback is a 3-hr min)	\$	142.00	\$		

	2007/2008 Adopted Fee		2009/2010 Proposed Fee		Basis
Public Works Fees					
"F/A" designates the need for a Force Account					
PW 1 Grading Permit - Plan Check:					
- 0-5 cub. yds. (no permit required)	\$ -	\$ 74.00	\$ -	\$ 78.00	
- 6-50 cub. yds.	\$ -	\$ 74.00	\$ -	\$ 78.00	
- 51-100 cub. yds.	\$ 298.00	\$ 298.00	\$ 313.00	\$ 313.00	
- 1,001-10,000 cub. yds.	\$ 595.00	\$ 595.00	\$ 625.00	\$ 625.00	
- 10,001-100,000 cub. yds.	\$ 3,204.00	\$ 3,204.00	\$ 3,364.00	\$ 3,364.00	
- 100,001-200,000 cub. yds.	\$ 5,343.00	\$ 5,343.00	\$ 5,610.00	\$ 5,610.00	
- 200,000 or more cub. yds.	\$ 10,685.00	\$ 10,685.00	\$ 11,219.00	\$ 11,219.00	
PW 1a Geotechnical Peer Review	Actual Cost	Actual Cost	Actual Cost	Actual Cost	Force Account minimum \$5,000
PW 2 Grading Permit - Inspection:					
- 0-5 cub. yds. (no permit required)	\$ -	\$ -	\$ -	\$ -	
- 6-50 cub. yds.	\$ 296.00	\$ 296.00	\$ 311.00	\$ 311.00	
- 51-100 cub. yds.	\$ 591.00	\$ 591.00	\$ 621.00	\$ 621.00	
- 101-1,000 cub. yds.	\$ 10,609.00	\$ 10,609.00	\$ 11,139.00	\$ 11,139.00	
- 1,001-10,000 cub. yds.	\$ 15,914.00	\$ 15,914.00	\$ 16,710.00	\$ 16,710.00	actual cost w/ F/A min \$10,000 actual cost w/ F/A min \$10,000 actual cost w/ F/A min \$10,000
- 10,001-100,000 cub. yds.					
- 100,000 - 200,000 cub. yds.					
- 200,000 + cub. yds.					
PW 2a Grading Permit - SWPPP Compliance					
Single Parcel (assessed every 2 reviews)	\$ -	\$ -	\$ 110.00	\$ 110.00	plus actual cost insp w/F/A min \$591
Subdivision subject to Map Act Provisions (assessed every 2 reviews)	\$ -	\$ -	\$ 440.00	\$ 440.00	plus actual cost insp w/F/A = actual cost of erosion control plan
Development subject to C.3 Provisions (assessed every 2 reviews)	\$ -	\$ -	\$ 880.00	\$ 880.00	plus actual cost insp w/F/A = actual cost of erosion control plan
PW 3 Blasting Permit	\$ 595.00	\$ 595.00	\$ 625.00	\$ 625.00	
PW 4 Special Permit (after hours work), plus actual cost of inspection/work	\$ 149.00	\$ 149.00	\$ 156.00	\$ 156.00	F/A min \$500 for Inspection
PW 5 Grading Permit (paving), plus actual cost of inspection/work	\$ 149.00	\$ 149.00	\$ 156.00	\$ 156.00	F/A min \$500 for Inspection
PW 6 Grading Permit (drainage alteration), plus actual cost of inspect/work	\$ 149.00	\$ 149.00	\$ 156.00	\$ 156.00	F/A min \$500 for Inspection
PW 7 Truck Haul Permit	\$ 74.00	\$ 74.00	\$ 78.00	\$ 78.00	
PW 7a Truck Haul Impact Fee (per cubic yard, \$90 minimum fee)	\$ -	\$ -	\$ -	\$ -	plus actual cost insp w/ F/A min \$500
PW 8 Encroachment Permit (hourly inspect. cost)	\$ 74.00	\$ 74.00	\$ 78.00	\$ 78.00	
PW 9 Site Work Permit - Engineering Review (assessed every 2 reviews)	\$ 297.00	\$ 297.00	\$ 312.00	\$ 312.00	Force Account minimum \$5,000
PW 9a Site Work Permit - Retaining Wall Design	Actual Cost	Actual Cost	Actual Cost	Actual Cost	

CITY OF BRISBANE
 2009/10
 MASTER FEE SCHEDULE

	2007/2008		2009/2010		Basis
	Adopted Fee		Proposed Fee		
Public Works Fees					
"F/A" designates the need for a Force Account					
PW 9b Site Work Permit - Fast Track Review (each occurrence)	\$	403.00	\$	423.00	
PW 10 Tentative Parcel Map Review	\$	403.00	\$	423.00	plus actual cost LS review (requires \$1,500 F/A min)
PW 11 Final Parcel Map Review	\$	496.00	\$	521.00	F/A min \$2,500 for inspection, materials and installation
PW 12 Water Meter Installation:	\$	496.00	\$	521.00	F/A min \$2,500 for inspection, materials and installation
- 5/8" meter	\$	496.00	\$	521.00	F/A min \$5,000 for inspection, materials and installation
- 3/4" meter	\$	940.00	\$	987.00	F/A min \$5,000 for inspection, materials and installation
- 1" meter	\$	1,584.00	\$	1,663.00	F/A min \$5,000 for inspection, materials and installation
- 1.5" meter	\$		\$		
- 2" meter or larger	\$		\$		
PW 13 Sanitary Sewer Lateral Installation	\$	697.00	\$	697.00	F/A min \$2,500 for inspection, materials and installation
Single Family Unit	\$		\$	1,254.00	F/A min \$2,500 for inspection, materials and installation
Multiple Unit Dwelling	\$		\$	1,952.00	F/A min \$5,000 for inspection, materials and installation
Commercial, Industrial, Public & Other Uses	\$		\$		
PW 14 Final Subdivision Map	\$	5,150.00	\$	5,408.00	Plus \$500 per lot

RESOLUTION NO. RA 2009-01

**A RESOLUTION OF THE REDEVELOPMENT AGENCY
OF THE CITY OF BRISBANE
ADOPTING THE ANNUAL BUDGET
FOR THE FISCAL YEARS 2009-2010 AND 2010-2011 AND
MAKING APPROPRIATIONS FOR THE AMOUNTS BUDGETED**

WHEREAS, a proposed annual budget for the Redevelopment Agency Of the City of Brisbane for the Fiscal Years commencing July 1, 2009 and ending June 30, 2010 and commencing on July 1, 2010 and ending on June 30, 2011 was submitted to the Board of Directors and

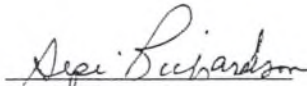
WHEREAS, a public hearing and proceedings for the adoption of said budget have been duly held and

WHEREAS, the Redevelopment Agency has made certain revisions, corrections, and modifications to said proposed budget at Budget Study Sessions held on May 3rd, May 4th, May 11th, and May 18th 2009.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Redevelopment Agency of the City of Brisbane that the proposed budget, as submitted is adopted as the annual budget for the Fiscal Years commencing July 1, 2009 and ending June 30, 2010 and commencing on July 1, 2010 and ending on June 30, 2011 and thereby appropriates the amounts budgeted.

BE IT FURTHER RESOLVED, that the proposed budget shall be modified, revised and corrected to the extent provided by the Redevelopment Agency's Board of Director's actions prior to the adoption of this Resolution and as reflected in Exhibit A attached and incorporated as though set forth in full.

PASSED, APPROVED AND ADOPTED this 23rd day of June 2009.

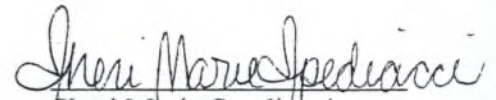

Sepi Richardson
Chairwoman

I hereby certify that the foregoing **Resolution No. RA 2009-01** was duly and regularly adopted at a regular meeting of the Redevelopment Agency on June 23rd, 2009 by the following vote:

AYES: Boardmembers Barnes, Bologoff, Conway, Waldo, and President Richardson

NOES: None

ABSENT: None



Sheri Marie Spediacci

District Secretary

EXHIBIT A

Remove televising of Planning Commission meetings and provide action minutes only, but video and retain DVD – Savings of \$19,000 a year

Remove BayBio membership – Savings of \$500 a year

Remove Senior Ombudsman contribution – Savings of \$5,000 a year

Decrease hours for City Attorney to more closely reflect past history – Savings of \$40,000

Provide Action minutes for Council Meetings – Savings - \$8,000

Begin televising PB&R meetings and provide action minutes only – Savings - \$1,330

Eliminate the intern in Public Works – Savings of \$16,000 a year

Eliminate part-time clerical support in Police – Savings of \$28,000 a year

RESOLUTION NO. GVMID 2009-01

**A RESOLUTION OF GUADALUPE VALLEY
MUNICIPAL IMPROVEMENT DISTRICT (GVMID)
ADOPTING THE ANNUAL BUDGET
FOR THE FISCAL YEARS 2009-2010 AND 2010-2011 AND
MAKING APPROPRIATIONS FOR THE AMOUNTS BUDGETED**

WHEREAS, a proposed annual budget for the Guadalupe Valley Municipal District (GVMID) for the Fiscal Years commencing July 1, 2009 and ending June 30, 2010 and July 1, 2010 and ending June 30, 2011 was submitted to the Board of Directors, and

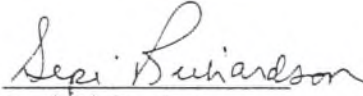
WHEREAS, a public hearing and proceedings for the adoption of said budget have been duly held and

WHEREAS, the GVMID Board has made certain revisions, corrections, and modifications to said proposed budget at Budget Study Sessions held on May 3rd, May 4th, May 11th, and May 18th 2009.

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the GVMID that the proposed budget, as submitted, is adopted as the annual budget for the Fiscal Years commencing July 1, 2009 and ending June 30, 2010 and commencing on July 1, 2010 and ending June 30, 2011 and thereby appropriates the amounts budgeted.

BE IT FURTHER RESOLVED, that the proposed budget shall be modified, revised and corrected to the extent provided by the Board of Director's actions prior to the adoption of this Resolution and as reflected in Exhibit A attached and incorporated as though set forth in full.

PASSED, APPROVED AND ADOPTED this 23rd day of June 2009.


Sepi Richardson
President of the Board

I hereby certify that the foregoing **Resolution No. GVMID 2009-01** was duly and regularly adopted at a regular meeting of the Guadalupe Valley Municipal Improvement District on June 23rd, 2009 by the following vote:

AYES: Boardmembers Barnes, Bologoff, Conway, Waldo, and President Richardson

NOES: None

ABSENT: None

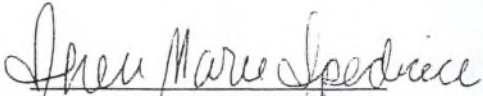

Sheri Marie Spediacci
District Secretary

EXHIBIT A

Remove televising of Planning Commission meetings and provide action minutes only, but video and retain DVD – Savings of \$19,000 a year

Remove BayBio membership – Savings of \$500 a year

Remove Senior Ombudsman contribution – Savings of \$5,000 a year

Decrease hours for City Attorney to more closely reflect past history – Savings of \$40,000

Provide Action minutes for Council Meetings – Savings - \$8,000

Begin televising PB&R meetings and provide action minutes only – Savings - \$1,330

Eliminate the intern in Public Works – Savings of \$16,000 a year

Eliminate part-time clerical support in Police – Savings of \$28,000 a year

RESOLUTION NO. 2009-15

A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF BRISBANE
ADOPTING THE ANNUAL BUDGET
FOR THE FISCAL YEAR 2009-2010 AND FISCAL YEAR 2010-11 AND
MAKING APPROPRIATIONS FOR THE AMOUNTS BUDGETED

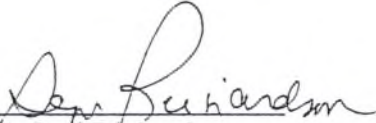
WHEREAS, a proposed annual budgets for the City of Brisbane for the Fiscal Years commencing July 1, 2009 and ending June 30, 2010 and July 1, 2010 and ending June 30, 2011 was submitted to the City Council and

WHEREAS, the City Council has made certain revisions, corrections, and modifications to said proposed budget at Budget Study Sessions held on May 3rd, May 4th, and May 18th..

NOW, THEREFORE, THE CITY COUNCIL DOES RESOLVE, that the proposed budget, as submitted is adopted as the annual budgets for the Fiscal Years commencing July 1, 2009 and ending June 30, 2010 and July 1, 2010 and ending June 30, 2011 and thereby appropriates the amounts budgeted.

BE IT FURTHER RESOLVED, that the proposed budget shall be modified, revised and corrected to the extent provided by the City Council's actions prior to the adoption of this Resolution and as reflected in Exhibit A attached and incorporated as though set forth in full.

PASSED, APPROVED AND ADOPTED this 23rd day of June 2009.


A Sepi Richardson
Mayor

I hereby certify that the foregoing **Resolution No. 2009-15** was duly and regularly adopted at a regular meeting of the Brisbane City Council on June 23rd, 2009 by the following vote:

AYES: Councilmembers Barnes, Bologoff, Conway, Waldo, and Mayor Richardson

NOES: None

ABSENT: None

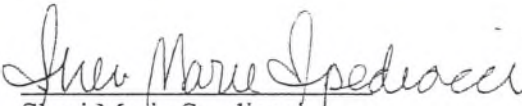

Sheri Marie Spediacci
City Clerk

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