

**Summary of Departmental Budget
2011/2013
Public Works Department**

	Number of Positions	Annual Salary FY 2011/12	Annual Benefits FY 2011/12	Number of Positions	Annual Salary FY 2012/13	Annual Benefits FY 2012/13
Public Works Director	1	193,693	67,807	1	192,954	76,403
Administrative Assistant	1	66,569	36,267	1	66,315	40,648
Senior Civil Engineer*	1	121,337	33,943	1	120,874	38,818
Associate Civil Engineer	1	98,638	42,425	1	98,261	47,872
Team Leader	2	169,106	62,129	2	168,460	70,268
Public Works Maintenance Worker II	7	448,376	210,724	7	446,665	236,844
Park Maintenance Worker	1	64,054	31,232	1	63,809	35,034
Public Works Inspector	1	95,578	41,842	1	95,213	47,187
Office Specialist (EOC)	0.5	28,163	10,514	0.5	28,163	11,899
Part-time Clerical	.075	4,076	312	.075	4,076	312
Facility* Attendants	0.5	16,349	1,250	0.5	16,349	1,250
Overtime		<u>64,500</u>	<u>0</u>		<u>64,500</u>	<u>0</u>
Total Salaries and Benefits		1,370,439	538,445		1,365,639	606,535

* An additional Senior Civil Engineer is contracted out to CCAG which is not reflected in the budget

Department/Division: TOTAL PUBLIC WORKS -- ALL DEPARTMENTAL BUDGET						Various Funds Fund 100, 210, 540	
Account and Title:	2007/08 Actual Expended	2008/09 Actual Expended	2009/10 Actual Expended	2010/11 Approved Budget	2011/12 Recommended Budget	2012/13 Recommended Budget	
SALARIES							
51101 Salaries	1,473,787	1,519,484	1,562,239	1,765,975	1,257,351	1,252,552	
51201 Part-time Salaries	49,325	38,415	38,179	37,093	48,589	48,589	
51301 Overtime	62,306	60,844	56,922	68,001	64,500	64,500	
Total Salaries	1,585,419	1,618,742	1,657,339	1,871,068	1,370,439	1,365,640	
BENEFITS							
51502 City Pers Contribution	140,149	223,661	217,546	253,098	215,966	258,704	
51503 Employee Paid Pers Contribution	10,811	0	0	0	0	0	
51506 Life Insurance	5,144	5,238	4,399	7,684	5,709	5,697	
51507 Medicare Tax	20,790	22,146	22,273	26,144	18,936	18,867	
51508 Social Security Tax	2,339	1,278	656	1,298	1,266	1,266	
51509 Flexible Benefits	234,482	243,389	251,468	342,185	250,544	275,598	
51510 Retiree Health	0	0	0	0	0	0	
51511 Long-Term Disability	10,046	10,491	8,827	14,375	10,464	10,425	
51602 Dental Insurance	21,908	22,016	20,887	22,800	17,670	17,670	
51603 Vision Insurance	8,094	8,152	7,670	10,239	8,332	8,749	
51605 Employee Assistance Program	798	876	647	2,508	620	620	
51704 Auto Allowance	3,628	3,578	3,610	3,600	3,600	3,600	
51705 Housing Allowance	3,023	2,982	3,008	3,000	3,000	3,000	
51706 Phone Allowance	3,627	3,577	3,404	3,180	2,340	2,340	
Total Benefits	464,839	547,383	544,396	690,113	538,448	606,536	
INSURANCE							
51800 Liability Insurance	67,352	73,844	87,149	96,820	84,393	98,334	
51810 Worker's Compensation	57,768	63,119	74,748	105,470	75,318	83,028	
Total Insurance	125,121	138,963	161,896	202,290	159,711	181,363	
SERVICES AND SUPPLIES							
52200 Safety Clothing	17,328	20,612	17,367	19,865	15,990	15,990	
52221 Communications	5,793	4,383	4,410	8,550	8,550	8,550	
52231 Equipment Maintenance	112,520	97,179	89,793	113,011	113,011	113,011	
52232 Maintenance-Structures/Improve/Grounds	433,245	407,738	400,335	336,274	342,332	342,042	
52233 Memberships	33,293	40,279	46,217	49,005	64,102	62,278	
52234 Office Expense	37,855	40,913	34,712	37,324	37,449	37,449	
52235 Professional Services	240,167	254,980	164,520	199,859	167,240	167,320	
52236 Equipment Rental	8,168	15,885	2,809	19,000	19,000	19,000	
52240 Rent-Real Property	0	0	0	0	0	0	
52241 Special Departmental Expense	100,435	132,988	90,898	51,547	36,795	34,881	
52242 Small Tools & Supplies	45,463	45,261	31,881	34,847	40,039	39,914	
52243 Travel & Training	10,566	6,766	2,668	6,370	7,545	7,545	
52244 Utilities	289,749	294,835	346,326	332,980	332,980	332,980	
52245 Water Purchases	361,397	377,794	307,509	551,765	527,000	537,000	
52246 Sewer Processing	673,628	668,136	717,332	784,878	770,696	799,000	
Total Services & Supplies	2,349,698	2,407,730	2,256,775	2,545,275	2,482,729	2,516,960	
OTHER							
54500 Depreciation	594,161	632,452	635,139	598,131	635,623	635,623	
Total Other	594,161	632,452	635,139	598,131	635,623	635,623	
FIXED ASSETS							
53100 Improvements	5,250	6,320	3,334	0	0	0	
53300 Equipment	38,218	93,365	22,651	37,682	37,682	37,682	
Total Fixed Assets	43,468	93,365	22,651	37,682	37,682	37,682	
EXPENDITURE TRANSFERS							
54250 Indirect Costs	941,071	1,055,390	1,046,526	1,042,956	923,169	1,003,392	
Total Expenditure Transfers	941,071	1,055,390	1,046,526	1,042,956	923,169	1,003,392	
TOTAL BUDGET	6,103,667	6,498,344	6,328,057	6,887,515	6,147,802	6,347,195	

Department/Division: 4001 Public Works-Administration						General Fund Fund 100	
Account and Title:	2007/08 Actual Expended	2008/09 Actual Expended	2009/10 Actual Expended	2010/11 Approved Budget	2011/12 Recommended Budget	2012/13 Recommended Budget	
SALARIES							
51101 Salaries	493,730	528,541	493,905	598,880	327,278	326,029	
51201 Part-time Salaries	22,075	21,691	7,135	4,178	4,076	4,076	
51301 Overtime	6,941	6,456	4,130	9,001	7,000	7,000	
Total Salaries	522,745	556,689	505,171	612,059	338,355	337,105	
BENEFITS							
51502 City Pers Contribution	47,138	76,419	69,438	85,053	54,983	65,858	
51503 Employee Paid Pers Contribution	10,811	0	-	-	-	-	
51506 Life Insurance	1,346	1,361	1,080	1,998	1,109	1,107	
51507 Medicare Tax	7,477	8,064	7,289	8,744	4,805	4,787	
51508 Social Security Tax	649	241	30	259	253	253	
51509 Flexible Benefits	52,898	57,404	55,997	83,005	55,980	61,578	
51510 Retiree Health	0	0	-	-	-	-	
51511 Long-Term Disability	3,002	3,089	2,463	4,875	2,664	2,654	
51602 Dental Insurance	5,405	5,615	4,930	5,700	3,249	3,249	
51603 Vision Insurance	1,997	2,075	1,827	2,560	1,532	1,609	
51605 Employee Assistance Program	190	209	153	627	114	114	
51704 Auto Allowance	3,628	3,578	3,610	3,600	2,700	2,700	
51705 Housing Allowance	3,023	2,982	3,008	3,000	2,250	2,250	
51706 Phone Allowance	1,511	1,491	1,298	1,080	663	663	
Total Benefits	139,075	162,527	151,123	200,502	130,301	146,821	
INSURANCE							
51800 Liability Insurance	23,148	25,356	29,252	32,411	21,216	23,425	
51810 Worker's Compensation	19,854	21,748	25,090	27,800	18,934	20,906	
Total Insurance	43,002	47,104	54,342	60,211	40,150	44,332	
SERVICES AND SUPPLIES							
52200 Safety Clothing	548	406	242	1,125	150	150	
52221 Communications	1,252	999	1,004	3,800	3,800	3,800	
52231 Equipment Maintenance	0	200	58	4,000	4,000	4,000	
52232 Maintenance Structures	0	0	-	-	-	-	
52233 Memberships	802	341	470	438	438	438	
52234 Office Expense	7,033	5,110	4,182	6,894	6,894	6,894	
52235 Professional Services	0	0	-	200	-	-	
52241 Special Departmental Expense	522	2,030	110	3,900	3,900	3,900	
52242 Small Tools & Supplies	25	22	106	-	-	-	
52243 Travel & Training	3,900	1,486	1,597	3,670	4,845	4,845	
52244 Utilities	0	0	-	-	-	-	
Total Services & Supplies	14,082	10,593	7,769	24,027	24,027	24,027	
FIXED ASSETS							
53300 Equipment	0	0	0	0	0	0	
Total Fixed Assets	0	0	0	0	0	0	
TOTAL BUDGET	718,904	776,912	718,405	896,798	532,832	552,285	

4001 -- Public Works Administration

Mission Statement

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

Program Description

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

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

Budget Line Item Descriptions

52200 Safety Clothing

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

52221 Communications

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

52231 Equipment Maintenance

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

52233 Memberships

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

52234 Office Expense

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

52235 Professional Services

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

52241 Special Department Expense

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

52243 Travel and Training

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

Department/Division: 4002 Public Works--Street/Storm Drain/Lighting Maintenance General Fund
Fund 100

Account and Title:	2007/08 Actual Expended	2008/09 Actual Expended	2009/10 Actual Expended	2010/11 Approved Budget	2011/12 Recommended Budget	2012/13 Recommended Budget
SALARIES						
51101 Salaries	81,478	105,674	103,265	129,670	85,328	85,002
51201 Part-time Salaries	8,016	7,560				
51301 Overtime	7,767	8,911	6,780	10,000	8,000	8,000
Total Salaries	97,261	122,145	110,065	139,670	93,328	93,002
BENEFITS						
51502 City Pers Contribution	7,295	14,655	14,060	18,416	14,335	17,171
51506 Life Insurance	287	323	269	506	304	304
51507 Medicare Tax	1,209	1,589	1,421	1,880	1,237	1,233
51508 Social Security Tax	497	469	-	-	-	-
51509 Flexible Benefits	12,422	16,339	18,465	27,527	9,509	10,460
51510 Retiree Health	0	0	-	-	-	-
51511 Long-Term Disability	581	783	627	1,056	695	692
51602 Dental Insurance	1,068	1,169	1,168	1,425	855	855
51603 Vision Insurance	394	449	432	640	403	423
51605 Employee Assistance Program	33	50	40	157	30	30
51704 Auto Allowance	0	0	-	-	-	-
51705 Housing Allowance	0	0	-	-	-	-
51706 Phone Allowance	0	0	-	-	210	210
Total Benefits	29,786	36,826	36,483	51,607	27,578	31,377
INSURANCE						
51800 Liability Insurance	4,568	5,136	6,290	6,969	5,531	6,107
51810 Worker's Compensation	3,918	4,405	5,395	5,978	4,937	5,451
Total Insurance	8,486	9,541	11,685	12,947	10,468	11,558
SERVICES AND SUPPLIES						
52200 Safety Clothing	1,730	1,855	1,540	1,200	1,200	1,200
52221 Communications	859	387	70	650	650	650
52231 Equipment Maintenance	20,144	17,275	16,698	12,579	12,579	12,579
52232 Maint. Structures/Improvement.Grounds	87,024	74,838	66,813	91,030	91,030	91,030
52233 Memberships	100	455	267	375	232	232
52234 Office Expense	2,599	2,929	442	1,000	1,125	1,125
52235 Professional Services	12,784	22,201	17,719	12,100	12,100	12,100
52236 Equipment Rental	7,974	11,002	2,571	10,000	10,000	10,000
52241 Special Department Expense	987	68,988	106	-	-	-
52242 Small Tools & Supplies	17,345	8,520	8,204	13,110	13,110	13,110
52243 Travel & Training	923	2,027	600	500	500	500
52244 Utilities	52,352	58,402	62,912	58,000	58,000	58,000
Total Services & Supplies	204,821	258,879	177,943	200,544	200,526	200,526
FIXED ASSETS						
53300 Equipment	253	3,991				
53100 Improvements	0					
Total Fixed assets	253	3,991				
TOTAL BUDGET	334,607	490,382	336,176	404,767	331,900	336,464

4002 -- Public Works Streets/Storm Drains/Lighting

Mission Statement

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

Program Description

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

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

Budget Line Item Descriptions

52200 Safety Clothing

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

52221 Communications

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

52231 Equipment Maintenance

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

52232 Maintenance—Structures, Improvements and Grounds

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

52233 Memberships

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

52234 Office Expense

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

52235 Professional Services

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

52236 Equipment Rental

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

52241 Special Department Expenses

	2009/10	2010/2011	2011/2012	2012/2013
Annual Maintenance of Visitacion Avenue	0	0	0	0
Hanging Flower Baskets				

52242 Small Tools and Supplies

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

52243 Travel and Training

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

52244 Utilities

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

Department/Division: 4003 Building & Grounds Maintenance						General Fund Fund 100
Account and Title:	2007/08 Actual Expended	2008/09 Actual Expended	2009/10 Actual Expended	2010/11 Approved Budget	2011/12 Recommended Budget	2012/13 Recommended Budget
SALARIES						
51101 Salaries	133,649	139,092	142,613	148,194	84,553	84,230
51201 Part-time Salaries	0	0	-	-		
51301 Overtime	5,841	3,892	3,659	6,000	6,000	6,000
Total Salaries	139,490	142,983	146,272	154,194	90,553	90,230
BENEFITS						
51502 City Pers Contribution	12,883	19,754	19,625	21,047	14,205	17,014
51506 Life Insurance	549	556	487	769	405	405
51507 Medicare Tax	1,041	1,058	1,147	2,149	1,226	1,221
51508 Social Security Tax	0	0	-	-	-	-
51509 Flexible Benefits	22,223	23,710	24,839	30,492	8,269	9,096
51510 Retiree Health	0	0	-	-	-	-
51511 Long-Term Disability	980	1,003	877	1,206	688	686
51602 Dental Insurance	2,280	2,265	2,287	2,280	1,140	1,140
51603 Vision Insurance	842	837	845	1,024	538	564
51605 Employee Assistance Program	90	92	78	251	40	40
51704 Auto Allowance	0	0	-	-	-	-
51705 Housing Allowance	0	0	-	-	-	-
51706 Phone Allowance	423	417	421	420	420	420
Total Benefits	41,312	49,692	50,604	59,637	26,930	30,586
INSURANCE						
51800 Liability Insurance	5,703	6,107	7,188	7,965	5,481	6,052
51810 Worker's Compensation	4,892	5,238	6,166	6,831	4,892	5,401
Total Insurance	10,595	11,345	13,354	14,796	10,373	11,453
SERVICES AND SUPPLIES						
52200 Safety Clothing	1,578	1,577	1,379	2,400	1,200	1,200
52221 Communications	167	298	476	200	200	200
52231 Equipment Maintenance	17,457	12,236	7,506	16,600	16,600	16,600
52232 Maint. Structures/Improvement Grounds	46,866	38,626	26,064	11,536	20,736	20,736
52233 Memberships			-	200	200	200
52234 Office Expense	213	274	185	300	300	300
52235 Professional Services	23,106	26,837	9,140	28,000	20,000	20,000
52236 Equipment Rental	0	0	-	-	-	-
52240 Rent-Real Property	0	0	-	-	-	-
52241 Special Department Expense	676	232	65	-	-	-
52242 Small Tools & Supplies	8,004	3,683	4,328	5,000	5,000	5,000
52243 Travel & Training	656	99	110	50	50	50
52244 Utilities	37,579	37,880	36,525	42,250	42,250	42,250
Total Services & Supplies	136,304	121,743	85,779	106,536	106,536	106,536
FIXED ASSETS						
53100 Improvements						
53300 Equipment	2,201	32,270				
Total Fixed Assets	2,201	32,270	-	-	-	-
TOTAL BUDGET	329,902	358,034	296,009	335,163	234,392	238,806

4003 -- Public Works Buildings & Grounds Maintenance

Mission Statement

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

Program Description

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

- Building maintenance
- Landscape maintenance
- Equipment maintenance

Budget Line Item Descriptions

52200 Safety Clothing

	2009/10	2010/2011	2011/2012	2012/2013
Laundry service and uniform supply	1,200	1,200	600	600
Rain gear	0	0	0	0
Safety clothing	200	200	100	100
Boots	<u>1,000</u>	<u>1,000</u>	<u>500</u>	<u>500</u>
Total	2,400	2,400	1,200	1,200

52221 Communications

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

52231 Equipment Maintenance

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

52232 Maintenance-Structures/Improvements/Grounds

	2009/10	2010/2011	2011/2012	2012/2013
<u>Structures-Maintenance/Improvements</u>				
Fences, Gates, Doors, and Locks	3,500	0	1,200	1,200
Toilet rental	0	0	0	0
Janitorial Services and Supplies	800	0	1,300	1,300
Electrical and plumbing	2,000	0	750	750
Roof repairs (skylights-caulking)	2,000	0	750	750
Pest control services	0	0	720	720
Light supplies	1,000	0	1,280	1,280
<u>Grounds-Improvements</u>				
Irrigation supplies,	7,480	3,536	3,536	3,536
Right-of-way Weed Abatement	8,000	8,000	11,200	11,200
Revegetation Supplies	2,500	0	0	0
Walkway Maintenance/Supplies	<u>2,500</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	29,780	11,536	20,736	20,736

52233 Memberships

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

52234 Office Expense

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

52235 Professional Services

	2009/10	2010/2011	2011/2012	2012/2013
Graffiti abatement services provided by San Mateo County	3,000	3,000	3,000	3,000
City Hall elevator and genset maint.	3,950	15,800	3,860	3,860
HVAC Maintenance (City Hall)	1,800	7,200	6,400	6,400
Miscellaneous Repairs			4,940	4,940
Fire Alarm Maintenance (City Hall)	<u>500</u>	<u>2,000</u>	<u>1,800</u>	<u>1,800</u>
Total	9,250	28,000	20,000	20,000

52242 Small Tools and Supplies

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

52243 Travel and Training

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

52244 Utilities

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

Department/Division: 4004 Park Maintenance Parks and Recreation Fund
Fund 550

Account and Title:	2007/08 Actual Expended	2008/09 Actual Expended	2009/10 Actual Expended	2010/11 Approved Budget	2011/12 Recommended Budget	2012/13 Recommended Budget
SALARIES						
51101 Salaries	60,385	63,159	63,739	64,148	64,054	63,809
51201 Part-time Salaries	19,234	9,164	9,925	16,758	16,349	16,349
51301 Overtime	404	1,564	1,042	3,000	1,500	1,500
Total Salaries	80,023	73,886	74,707	83,906	81,903	81,659
BENEFITS						
51502 City Pers Contribution	5,819	8,970	8,965	9,110	10,761	12,889
51506 Life Insurance	250	255	223	346	346	345
51507 Medicare Tax	1,181	1,066	1,089	1,173	1,166	1,162
51508 Social Security Tax	1,192	568	626	1,039	1,014	1,014
51509 Flexible Benefits	16,186	17,142	15,237	22,022	16,537	18,191
51510 Retiree Health	0	0	-	-	-	-
51511 Long-Term Disability	449	456	399	522	521	519
51602 Dental Insurance	1,150	1,133	1,143	1,140	1,140	1,140
51603 Vision Insurance	425	418	422	512	538	564
51605 Employee Assistance Program	43	47	39	125	40	40
51704 Auto Allowance	0	0	-	-	-	-
51705 Housing Allowance	0	0	-	-	-	-
51706 Phone Allowance	423	417	421	420	420	420
Total Benefits	27,118	30,472	28,564	36,410	32,483	36,285
INSURANCE						
51800 Liability Insurance	3,114	3,334	3,924	4,348	5,212	10,900
51810 Worker's Compensation	2,671	2,860	3,366	3,730	4,652	5,140
Total Insurance	5,785	6,194	7,290	8,078	9,864	16,040
SERVICES AND SUPPLIES						
52200 Safety Clothing	3,288	3,196	1,988	2,400	2,400	2,400
52221 Communications	0	0	-	-	-	-
52231 Equipment Maintenance	5,432	5,790	7,828	12,770	12,770	12,770
52232 Maint. Structures/Improvement.Grounds	15,021	19,056	10,134	10,560	10,560	10,560
52233 Memberships	0	0	-	125	125	125
52234 Office Expense	32	2	19	-	-	-
52235 Professional Services	9,875	7,670	8,170	10,560	7,000	7,000
52236 Equipment Rental	106	1,313	239	2,000	2,000	2,000
52240 Rent-Real Property	0	0	-	-	-	-
52241 Special Department Expense	23,489	19,241	4,740	-	-	-
52242 Small Tools & Supplies	3,078	3,988	2,470	66	3,626	3,626
52243 Travel & Training	133	0	-	-	-	-
52244 Utilities	0	0	-	-	-	-
Total Services & Supplies	60,454	60,265	35,588	38,481	38,481	38,481
FIXED ASSETS						
53100 Improvements	5,250	6,320	3,334	-	-	-
53300 Equipment	-	-	-	-	-	-
54500 Depreciation	2,724	2,724	2,724	4,179	2,724	2,724
Total Fixed Assets	7,974	9,044	6,058	4,179	2,724	2,724
TOTAL BUDGET	181,354	179,851	162,207	171,054	165,456	175,188

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

Budget Line Item Descriptions

52200 Safety Clothing

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

52231 Equipment Maintenance

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

52232 Maintenance—Structures/Improvements/Grounds

	2009/10	2010/2011	2011/2012	2012/2013
School Athletic Fields	1,000	1,000	1,000	1,000
Mission Blue Center				
Repairs and maintenance of Mission Blue Center	2,350	2,400	2,400	2,400
Athletic Field maintenance	1,000	1,000	1,000	1,000
Teen Center				
Repairs and Maintenance	2,000	2,000	2,000	2,000
Community Park				
Repairs and Maintenance	1,000	1,000	1,000	1,000
Community Center Library Park				
Repairs and Maintenance	1,260	1,260	1,260	1,260
Landscaping Improvements	0	0	0	0
Community Swimming Pool				
Repairs and Maintenance	1,900	1,900	1,900	1,900
Landscaping Improvements	0	0	0	0
Total	10,510	10,560	10,560	10,560

52233 Memberships

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

52235 Professional Services

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

52236 Equipment Rental

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

52242 Small Tools & Supplies

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

Department/Division: 4005 Landscape Maintenance						General Fund Fund 100	
Account and Title:	2007/08 Actual Expended	2008/09 Approved Budget	2009/10 Approved Budget	2010/11 Approved Budget	2011/12 Recommended Budget	2012/13 Recommended Budget	
SALARIES							
51101 Salaries	115,188	123,300	104,844	134,708	64,054	63,809	
51201 Part-time Salaries		0	-	-			
51301 Overtime	3,956	4,476	4,134	-	4,000	4,000	
Total Salaries	119,144	127,776	108,979	134,708	68,054	67,809	
BENEFITS							
51502 City Pers Contribution	11,105	17,511	13,023	19,131	10,761	12,889	
51506 Life Insurance	472	498	319	727	346	345	
51507 Medicare Tax	1,724	933	1,007	1,953	929	925	
51508 Social Security Tax	0	0	-	-	-	-	
51509 Flexible Benefits	28,637	19,161	17,007	33,880	21,499	23,649	
51510 Retiree Health	0	0	-	-	-	-	
51511 Long-Term Disability	843	890	570	1,097	521	519	
51602 Dental Insurance	2,299	2,265	1,635	2,280	1,140	1,140	
51603 Vision Insurance	849	837	587	1,024	538	564	
51605 Employee Assistance Program	85	92	56	251	40	40	
51704 Auto Allowance	0	0	-	-	-	-	
51705 Housing Allowance	0	0	-	-	-	-	
51706 Phone Allowance	0	0	-	-	-	-	
Total Benefits	46,015	42,187	34,204	60,343	35,774	40,072	
INSURANCE							
51800 Liability Insurance	4,820	5,419	6,534	7,240	4,152	4,585	
51810 Worker's Compensation	4,134	4,648	5,604	6,210	3,706	4,092	
Total Insurance	8,954	10,067	12,138	13,450	7,858	8,676	
SERVICES AND SUPPLIES							
52200 Safety Clothing	0	2,036	1,804	2,400	1,200	1,200	
52221 Communications	6	420	895	500	500	500	
52231 Equipment Maintenance	10,412	9,580	7,572	14,379	14,379	14,379	
52232 Maint. Structures/Improvement.Grounds	37,352	29,216	23,477	22,362	22,362	22,362	
52233 Memberships	0	-	-	-	-	-	
52234 Office Expense	0	4	-	-	-	-	
52235 Professional Services	0	-	-	-	-	-	
52236 Equipment Rental	88	529	-	4,000	4,000	4,000	
52240 Rent-Real Property	0	-	-	-	-	-	
52241 Special Department Expense	0	105	113	-	-	-	
52242 Small Tools & Supplies	204	3,524	4,584	4,720	5,920	5,920	
52243 Travel & Training	4,129	0	-	-	-	-	
52244 Utilities	0	-	-	-	-	-	
Total Services & Supplies	52,191	45,414	38,444	48,361	48,361	48,361	
FIXED ASSETS							
53100 Improvements							
53300 Equipment	253	2,270	-	-	-	-	
Total Fixed Assets	253	2,270	-	-	-	-	
TOTAL BUDGET	226,557	227,713	193,765	256,861	160,046	164,919	

4005 PUBLIC WORKS — TURF & LANDSCAPE MAINTENANCE

Mission Statement

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

Program Description

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

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

Budget Line Item Descriptions

52200 Safety Clothing

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

52221 Communication

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

52231 Equipment Maintenance

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

52232 Maintenance—Grounds

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

52236 Equipment Rental

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

52242 Small Tools & Supplies

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

Department/Division: 4009 Public Works - SPLLD		Sierra Point Lighting and Landscaping Fund Fund 210				
Account and Title:	2007/08 Actual Expended	2008/09 Actual Expended	2009/10 Actual Expended	2010/11 Approved Budget	2011/12 Recommended Budget	2012/13 Recommended Budget
SALARIES						
51101 Salaries	61,280	6,316	63,739	67,354	76,188	75,897
51201 Part-time Salaries						
51301 Overtime	1,766	1,250	1,078	3,000	2,000	2,000
Total Salaries	63,046	7,566	64,817	70,354	78,188	77,897
BENEFITS						
51502 City Pers Contribution	5,904	8,970	8,960	9,566	12,800	15,331
51506 Life Insurance	250	255	223	364	386	385
51507 Medicare Tax	990	971	968	977	1,105	1,101
51508 Social Security Tax	0	0	0	0	-	-
51509 Flexible Benefits	12,451	14,927	17,952	16,940	22,326	24,558
51510 Retiree Health	0	0	0	0		
51511 Long-Term Disability	449	456	399	548	620	618
51602 Dental Insurance	1,150	1,133	1,143	1,140	1,254	1,254
51603 Vision Insurance	425	418	422	512	591	621
51605 Employee Assistance Program	43	47	39	125	44	44
51704 Auto Allowance	0	0	0	0	-	-
51705 Housing Allowance	0	0	0	0	-	-
51706 Phone Allowance	0	0	0	0	42	42
Total Benefits	21,662	27,177	30,106	30,171	39,168	43,954
INSURANCE						
51800 Liability Insurance	2,592	2,776	3,267	3,620	4,939	5,453
51810 Worker's Compensation	2,223	2,381	2,802	3,105	4,408	4,722
Total Insurance	4,816	5,157	6,069	6,725	9,347	10,175
SERVICES AND SUPPLIES						
52200 Safety Clothing	1,423	1,977	1,609	1,200	1,200	1,200
52221 Communications	835	553	506	750	750	750
52231 Equipment Maintenance	8,714	7,212	8,786	12,000	12,000	12,000
52232 Maint. Structures/Improvement Grounds	107,876	102,413	176,511	93,035	93,035	93,035
52233 Memberships	100	243	-	225	100	225
52234 Office Expense	279	23	5	200	200	200
52235 Professional Services	388	1,025	405	3,000	2,800	2,800
52236 Equipment Rental	0	2,563	-	3,000	3,000	3,000
52240 Rent-Real Property	0	0	0	0		
52241 Special Department Expense	2	0	6	0		
52242 Small Tools & Supplies	2,578	884	295	0	325	200
52243 Travel & Training	63	47	-	100	100	100
52244 Utilities	100,201	117,776	140,672	150,000	150,000	150,000
Total Services & Supplies	222,459	234,716	328,795	263,510	263,510	263,510
FIXED ASSETS						
53300 Equipment	253	6,536				
54500 Depreciation						
Total Fixed Assets	253	6,536	0	0	0	0
EXPENDITURE TRANSFERS						
54250 Indirect Costs	111,548	124,901	118,602	113,696	104,163	112,996
Total Expenditure Transfers	111,548	124,901	118,602	113,696	104,163	112,996
TOTAL BUDGET	423,783	406,052	548,389	484,456	494,375	508,531

4009 -- Sierra Point Lighting and Landscaping

Mission Statement

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

Program Description

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

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

Budget Line Item Descriptions

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

52200 Safety Clothing

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

52221 Communications

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

52231 Equipment Maintenance

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

52232 Maintenance-Structures/Improvements/Grounds

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

52233 Memberships

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

52234 Office Expense

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

52235 Professional Services

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

52236 Equipment Rental

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

52242 Small Tools and Supplies

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

52243 Travel and Training

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

52244 Utilities

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

Department/Division: 4020 Water						Utility Fund	
						Fund 540	
Account and Title:	2007/08 Actual Expended	2008/09 Actual Expended	2009/10 Actual Expended	2010/11 Approved Budget	2011/12 Recommended Budget	2012/13 Recommended Budget	
SALARIES							
51101 Salaries	156,650	166,240	173,363	200,066	173,266	172,605	
51201 Part-time Salaries				-			
51301 Overtime	16,702	15,490	14,501	15,000	15,000	15,000	
Total Salaries	173,361	181,731	187,863	215,066	188,266	187,605	
BENEFITS							
51502 City Pers Contribution	14,342	22,457	23,562	28,413	29,109	34,866	
51506 Life Insurance	597	601	560	971	852	851	
51507 Medicare Tax	2,318	2,454	2,640	2,901	2,512	2,503	
51509 Flexible Benefits	22,671	23,643	27,537	36,421	30,181	33,199	
51510 Retiree Health	0	0	-	-			
51511 Long-Term Disability	1,094	1,121	1,051	1,629	1,410	1,405	
51602 Dental Insurance	2,573	2,524	2,636	2,850	2,565	2,565	
51603 Vision Insurance	951	932	974	1,280	1,210	1,270	
51605 Employee Assistance Program	90	102	78	314	90	90	
51704 Auto Allowance	0	0	-	-	-		
51705 Housing Allowance	0	0	-	-	-		
51706 Phone Allowance	423	417	421	420	420	420	
Total Benefits	45,058	54,252	59,459	75,198	68,349	77,169	
51800 Liability Insurance	7,325	8,068	9,549	10,752	11,232	12,402	
51810 Worker's Compensation	6,282	6,921	8,190	9,223	10,024	11,068	
Total Insurance	13,607	14,989	17,739	19,975	21,256	23,470	
SERVICES AND SUPPLIES							
52200 Safety Clothing	3,278	3,192	2,868	3,340	3,340	3,340	
52221 Communications	1,235	713	476	1,380	1,380	1,380	
52231 Equipment Maintenance	20,614	20,415	18,094	15,300	15,300	15,300	
52232 Maint. Structures/Improvement.Grounds	59,655	73,185	26,038	54,991	53,169	51,549	
52233 Memberships	13,817	17,063	17,269	20,398	28,005	27,230	
52234 Office Expense	11,932	13,318	11,609	12,000	12,000	12,000	
52235 Professional Services	27,558	28,649	28,250	46,440	47,250	47,280	
52236 Equipment Rental	0	239	-	-			
52240 Rent-Real Property							
52241 Special Department Expense	44,388	20,521	14,948	4,200	-	-	
52242 Small Tools & Supplies	7,013	7,757	4,857	6,830	6,830	6,830	
52243 Travel & Training	110	2,877	113	1,000	1,000	1,000	
52244 Utilities	11,560	10,606	20,941	12,233	12,233	12,233	
52245 Water Purchases	179,929	243,845	210,576	306,632	330,000	340,000	
Total Services & Supplies	381,091	442,381	356,040	484,744	510,507	518,142	
OTHER							
54500 Depreciation	153,596	189,068	189,532	171,669	190,000	190,000	
55200 Interest							
Total Other	153,596	189,068	189,532	171,669	190,000	190,000	
FIXED ASSETS							
53300 Equipment	35,258	50,567	22,651	37,682	37,682	37,682	
Total Fixed Assets	35,258	50,567	22,651	37,682	37,682	37,682	
EXPENDITURE TRANSFERS							
54250 Indirect Costs	295,728	332,334	323,000	322,960	286,833	313,182	
Total Expenditure Transfers	295,728	332,334	323,000	322,960	286,833	313,182	
TOTAL BUDGET	1,097,700	1,265,321	1,156,285	1,327,294	1,302,893	1,347,249	

4020 -- Water

Mission Statement

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

Program Description

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

- Water system maintenance and operations

Budget Line Item Descriptions

52200 Safety Clothing

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

52221 Communications

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

52231 Equipment Maintenance

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

52232 Maintenance-Structures/Improvements/Grounds

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

52233 Memberships

	2009/10	2010/2011	2011/2012	2012/2013
Health Department fees	8,740	9,000	9,000	9,000
Quarterly assessments from the San Francisco Bay Area Water Supply and Conservation Agency	5,300	5,777	5,800	5,800
BAWSCA Conservation Program Fees	0	0	6,000	6,000
BAAQMD Emergency Generator Permit Fee	1,000	1,000	900	0
Cross Connection Control Fee	3,569	3,676	4,620	4,620
PE License for Associate Civil Engineer	0	125	0	125
AWWA Standards Renewal	250	255	250	250
Underground Service Alert	550	565	560	560
WaterCAD Software Maintenance	<u>0</u>	<u>0</u>	<u>875</u>	<u>875</u>
Total	19,409	20,398	28,005	27,230

52234 Office Expense

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

52235 Professional Services

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

52241 Special Departmental Expense

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

52242 Small Tools and Supplies

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

52243 Travel and Training

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

52244 Utilities

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

52245 Water Purchases

	2009/10	2010/2011	2011/2012	2012/2013
Cost to purchase water from SFPUC	274,171	306,632	330,000	340,000

53300 Equipment

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

Department/Division: 4025 Guadalupe Valley Municipal Utility District						Utility Fund
						Fund 540
Account and Title:	2007/08 Actual Expended	2008/09 Actual Expended	2009/10 Actual Expended	2010/11 Approved Budget	2011/12 Recommended Budget	2012/13 Recommended Budget
SALARIES						
51101 Salaries	136,589	142,564	146,677	160,645	152,767	152,184
51301 Overtime	3,022	5,610	6,904	6,000	6,000	6,000
Total Salaries	139,611	148,174	153,581	166,645	158,767	158,184
BENEFITS						
51502 City Pers Contribution	13,102	20,230	20,904	22,815	25,665	30,741
51506 Life Insurance	541	549	501	829	793	790
51507 Medicare Tax	2,121	2,265	2,316	2,329	2,215	2,207
51508 Social Security Tax	0	0	-	-	-	-
51509 Flexible Benefits	26,313	27,815	29,460	35,997	35,142	38,657
51510 Retiree Health	0	0	-	-	-	-
51511 Long-Term Disability	997	1,020	930	1,308	1,244	1,239
51602 Dental Insurance	2,577	2,536	2,573	2,565	2,565	2,565
51603 Vision Insurance	952	937	951	1,152	1,210	1,270
51605 Employee Assistance Program	97	102	88	282	90	90
51704 Auto Allowance	0	0	-	-	-	-
51705 Housing Allowance	0	0	-	-	-	-
51706 Phone Allowance	0	0	-	-	-	-
Total Benefits	46,700	55,453	57,721	67,277	68,923	77,569
INSURANCE						
51800 Liability Insurance	5,819	6,658	7,637	8,634	9,903	10,934
51810 Worker's Compensation	4,991	5,492	6,550	7,405	8,838	9,759
Total Insurance	10,810	12,150	14,187	16,039	18,741	20,693
SERVICES AND SUPPLIES						
52200 Safety Clothing	2,675	3,102	2,920	2,900	2,400	2,400
52221 Communications	501	420	476	500	500	500
52231 Equipment Maintenance	13,872	8,782	8,819	11,682	11,682	11,682
52232 Maint. Structures/Improvement.Grounds	62,863	64,908	48,697	42,803	42,305	43,635
52233 Memberships	6,928	8,899	14,458	13,465	20,533	19,203
52234 Office Expense	7,365	9,420	9,120	8,240	8,240	8,240
52235 Professional Services	46,854	55,697	84,832	79,385	74,015	74,065
52236 Equipment Rental	0	0	-	-	-	-
52240 Rent-Real property	0	0	-	-	-	-
52241 Special Department Expense	11,043	15,378	5,868	750	-	-
52242 Small Tools & Supplies	2,576	13,860	3,772	2,121	2,121	2,121
52243 Travel & Training	0	117	34	300	300	300
52244 Utilities	48,558	50,356	66,371	50,000	50,000	50,000
52245 Water Purchases	181,468	133,949	96,933	245,133	197,000	197,000
52246 Sewer Processing	285,216	271,064	286,932	313,951	308,278	319,600
Total Services & Supplies	669,919	635,953	629,233	771,230	717,374	728,746
FIXED ASSETS						
53100 Improvements	4,122	-	-	-	-	-
53300 Equipment	682	-	-	-	-	-
Total Fixed Assets	4,804	0	-	-	-	-
OTHER						
54500 Depreciation	338,899	338,899	338,899	338,819	338,899	338,899
55100 Principal	-	-	-	-	-	-
55200 Interest	-	-	-	-	-	-
Total Other	338,899	338,899	338,899	338,819	338,899	338,899
EXPENDITURE TRANSFERS						
54250 Indirect Costs	216,898	247,304	257,576	258,364	227,756	241,032
Total Expenditure Transfers	216,898	247,304	257,576	258,364	227,756	241,032
TOTAL BUDGET	1,427,641	1,437,933	1,453,197	1,618,374	1,530,461	1,565,113

4025 -- Guadalupe Valley Municipal Improvement District (GVMID)

Mission Statement

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

Program Description

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

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

Budget Line Item Descriptions

52200 Safety Clothing

	2009/10	2010/2011	2011/2012	2012/2013
Laundry service and uniform supply of public works crew uniforms	1,754	1,754	1,254	1254
Rain gear	240	240	240	240
Boots	534	534	534	534
Safety clothing	<u>372</u>	<u>372</u>	<u>372</u>	<u>372</u>
Total	2,900	2,900	2,400	2,400

52221 Communications

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

52231 Equipment Maintenance

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

52232 Maintenance-Structures/Improvements/Grounds

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

52233 Memberships

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

52234 Office Expense

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

52235 Professional Services

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

52242 Small Tools and Supplies

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

52243 Travel and Training

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

52244 Utilities

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

52245 Water Purchase

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

52246 Sewage Treatment

	2009/10	2010/2011	2011/2012	2012/2013
SFPUC for treatment of wastewater	300,682	313,951	308,278	319,600

Department/Division: 4026 NPDES						NPDES Fund Fund 220	
Account and Title:	2007/08 Actual Expended	2008/09 Actual Expended	2009/10 Actual Expended	2010/11 Approved Budget	2011/12 Recommended Budget	2012/13 Recommended Budget	
SALARIES							
51101 Salaries					77,097	76,802	
51201 Part-time Salaries							
51301 Overtime	0	137	-	1,000			
Total Salaries	0	137	-	1,000	77,097	76,802	
BENEFITS							
51502 City Pers Contribution	0	0	0	0	12,952	15,514	
51506 Life Insurance	0	0	0	0	223	223	
51507 Medicare Tax	0	0	0	0	1,118	1,114	
51508 Social Security Tax	0	0	0	0	0		
51509 Flexible Benefits	0	0	0	0	11,824	13,007	
51510 Retiree Health	0	0	0	0			
51511 Long-Term Disability	0	0	0	0	628	625	
51602 Dental Insurance	0	0	0	0	627	627	
51603 Vision Insurance	0	0	0	0	296	310	
51605 Employee Assistance Program	0	0	0	0	22	22	
51704 Auto Allowance	0	0	0	0	900	900	
51705 Housing Allowance	0	0	0	0	750	750	
51706 Phone Allowance	0	0	0	0	165	165	
Total Benefits	0	0	0	0	29,504	33,257	
INSURANCE							
51800 Liability Insurance	0	0	0	0	4,998	5,518	
51810 Worker's Compensation	0	0	0	0	4,460	4,925	
Total Insurance	0	0	0	0	9,458	10,443	
SERVICES AND SUPPLIES							
52200 Safety Clothing	0	4	-	-			
52221 Communications	170	67	29	-			
52231 Equipment Maintenance	13	26	28	-			
52232 Maint. Structures/Improvement.Grounds	614	79	-	-			
52233 Memberships	9,956	10,832	10,934	11,380	11,249	11,405	
52234 Office Expense	404	504	391	450	450	450	
52235 Professional Services	23,797	16,615	15,816	15,993	-	-	
52236 Equipment Rental	0	0	-	-			
52241 Special Departmental Expense	1,388	7,895	925	10,838	25,028	24,872	
52242 Small Tools & Supplies	196	101	38	-			
52243 Travel & Training	20	10	30	-			
Total Services & Supplies	36,558	36,133	28,192	38,661	36,727	36,727	
FIXED ASSETS							
53100 Improvements							
Total Expenditure Transfers	0	0	-	-	-	-	
EXPENDITURE TRANSFERS							
54250 Indirect Costs	27,527	30,511	27,941	28,337	40,020	44,036	
Total Expenditure Transfers	27,527	30,511	27,941	28,337	40,020	44,036	
TOTAL BUDGET	64,085	66,781	56,133	67,998	192,806	201,265	

4026 -- National Pollution Discharge Elimination System (NPDES)

Mission Statement

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

Program Description

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

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

Budget Line Item Descriptions

52233 Memberships

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

52234 Office Expense

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

52235 Professional Services

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

52241 Special Department Expense

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

Department/Division: 4030 Sewer						Utility Fund Fund 540
Account and Title:	2007/08 Actual Expended	2008/09 Actual Expended	2009/10 Actual Expended	2010/11 Approved Budget	2011/12 Recommended Budget	2012/13 Recommended Budget
SALARIES						
51101 Salaries	213,572	218,593	239,970	233,782	152,767	152,184
51301 Overtime	15,908	13,059	14,694	15,000	15,000	15,000
Total Salaries	229,481	231,652	254,663	248,782	167,767	167,184
BENEFITS						
51502 City Pers Contribution	19,968	29,888	30,867	33,202	25,665	30,741
51506 Life Insurance	770	751	647	1,072	793	790
51507 Medicare Tax	2,333	3,254	3,556	3,390	2,215	2,207
51509 Flexible Benefits	37,462	39,298	39,350	51,668	35,142	38,657
51510 Retiree Health	0	0	-	-	-	-
51511 Long-Term Disability	1,472	1,464	1,303	1,903	1,244	1,239
51602 Dental Insurance	3,109	3,039	2,983	3,135	2,565	2,565
51603 Vision Insurance	1,149	1,123	1,067	1,408	1,210	1,270
51605 Employee Assistance Program	114	122	64	345	90	90
51704 Auto Allowance						
51705 Housing Allowance						
51706 Phone Allowance	846	835	842	735		
Total Benefits	67,223	79,773	80,680	96,356	68,923	77,559
INSURANCE						
51800 Liability Insurance	9,123	9,769	11,340	12,564	9,903	10,934
51810 Worker's Compensation	7,825	8,379	9,726	33,202	8,838	9,759
Total Insurance	16,948	18,148	21,066	45,766	18,741	20,693
SERVICES AND SUPPLIES						
52200 Safety Clothing	2,808	3,272	3,018	2,900	2,900	2,900
52221 Communications	768	527	476	770	770	770
52231 Equipment Maintenance	15,862	15,663	14,403	13,701	13,701	13,701
52232 Maint. Structures/Improvement.Grounds	15,973	5,418	22,600	9,957	9,135	9,135
52233 Memberships	1,591	2,446	2,819	2,399	3,220	3,220
52234 Office Expense	7,999	9,328	8,758	8,240	8,240	8,240
52235 Professional Services	3,803	4,267	187	4,181	4,075	4,075
52236 Equipment Rental	0	239	-	-	-	-
52241 Special Department Expense	17,938	8,597	62,752	-	-	-
52242 Small Tools & Supplies	4,443	2,924	3,226	3,000	3,107	3,107
52243 Travel & Training	632	103	184	750	750	750
52244 Utilities	19,499	19,814	18,905	20,497	20,497	20,497
52246 Sewer Treatment	388,412	397,072	430,399	470,927	462,418	479,400
Total Services & Supplies	479,729	469,668	567,727	537,322	528,813	545,796
FIXED ASSETS						
53300 Equipment	253					
Total Fixed Assets	253	0	-	-	-	-
OTHER						
54500 Depreciation	101,666	104,485	103,985	83,464	104,000	104,000
Total Fixed Assets	101,666	104,485	103,985	83,464	104,000	104,000
EXPENDITURE TRANSFERS						
54250 Indirect Costs	289,370	320,340	319,407	319,599	264,398	292,146
Total Expenditure Transfers	289,370	320,340	319,407	319,599	264,398	292,146
TOTAL BUDGET	1,184,670	1,224,066	1,347,529	1,331,790	1,152,642	1,207,376

4030 -- Sewer

Mission Statement

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

Program Description

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

- Municipal sanitary sewer system maintenance and operations

Budget Line Item Descriptions

52200 Safety Clothing

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

52221 Communications

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

52231 Equipment Maintenance

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

52232 Maintenance-Structures/Improvements/Grounds

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

52233 Memberships

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

52234 Office Expense

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

52235 Professional Services

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

52242 Small Tools and Supplies

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

52243 Travel and Training

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

52244 Utilities

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

52246 Wastewater Treatment

	2009/10	2010/2011	2011/2012	2012/2013
Cost for SFPUC to treat wastewater	451,023	470,927	462,418	479,400

Department/Division: Emergency Operations Center 4050 General Fund
Fund 100

Account and Title:	2007/08 Actual Expended	2008/09 Actual Expended	2009/10 Actual Expended	2010/11 Approved Budget	2011/12 Recommended Budget	2012/13 Recommended Budget
SALARIES						
51101 Full-time Salaries			21,118	16,156	28,163	28,163
51201 Part-time Salaries			316			
51301 Overtime						
Total Salaries	0	0	21,434	16,156	28,163	28,163
BENEFITS						
51502 City Pers Contribution			3,065	2,295	4,731	5,669
51506 Life Insurance			80		152	152
51507 Medicare Tax			316	234	408	408
51509 Flexible Benefits			2,709		4,134	4,548
51510 Retiree Health						
51511 Long-Term Disability			139		229	229
51602 Dental Insurance			453		570	570
51603 Vision Insurance			168		269	282
51605 Employee Assistance Program			16		20	20
51704 Auto Allowance						
51705 Housing Allowance						
51706 Phone Allowance						
Total Benefits	0	0	6,947	2,529	10,514	11,899
INSURANCE						
51800 Liability Insurance			784	784	1,826	2,024
51810 Worker's Compensation			672	672	1,629	1,806
Total Insurance	0	0	1,456	1,456	3,455	3,829
SERVICES AND SUPPLIES						
52200 Safety Clothing						
52221 Communications			190			
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		492	29,859	7,867	6,109
52242 Small Tools & Supplies						
52243 Travel & Training						
52244 Utilities						
Total Services & Supplies	36,176	0	683	29,859	7,867	6,109
FIXED ASSETS						
53300 Equipment						
Total Fixed Assets	0	0	-	-	-	-
TOTAL BUDGET	36,176	0	30,519	50,000	50,000	50,000

4050 – Emergency Operations Center

Mission Statement

Program Description

Budget Line Item Descriptions

54421 Special Department Expense

2009/10	2010/2011	2011/2012	2012/2013
30,343	29,859	7,867	6,109