

**CITY COUNCIL  
AGENDA REPORT**



**CITY OF MILLBRAE  
621 Magnolia Avenue  
Millbrae, CA 94030**

<b>SUBJECT:</b> Adoption of the Fiscal Year 2011-2012 Budget  <b>EXHIBITS:</b> Resolution Detail Budget Documents: Attachments A through E	<b>Report No.</b> 5136
	<b>For Agenda of:</b> May 24, 2011
	<b>Department:</b> Finance
	<b>Originator:</b> LaRae Brown <i>LR</i>
<b>Approved:</b> <i>MR</i>	
Budget Action?      Yes: <input checked="" type="checkbox"/> No: <input type="checkbox"/> Finance Review: _____	

<b>REPORT TYPE:</b> ACTION <input checked="" type="checkbox"/> INFORMATIONAL _____
<b>ITEM TYPE:</b> CONSENT _____ PUBLIC HEARING _____ OLD BUSINESS _____ NEW BUSINESS <input checked="" type="checkbox"/>

**RECOMMENDATION:**

Staff recommends that the City Council and the Redevelopment Agency Board adopt a Resolution approving the Fiscal Year 2011-2012 Budget.

**BACKGROUND:**

The global financial crisis has affected or influenced every corner of the world and all of our lives. The U.S. economy and the State of California are still in a financial crisis; experiencing the largest economic downturn since the Great Depression. In the City of Millbrae, this has resulted in declines or tepid growth in our most important revenues, and we continue to respond as soon as possible to this ever-changing environment and financial crisis.

The Fiscal Year 2011-2012 Budget was developed utilizing the City Council's goals and objectives of promoting public health and safety; fostering economic prosperity; ensuring the physical, cultural, and social well being of the City; and maintaining and operating the City's public facilities and infrastructure, in order to serve and support the public and private sectors within the City.

In keeping with the City's policy of maintaining a balanced budget, the City and the Redevelopment Agency Budgets for Fiscal Year 2011-2012 are balanced at a total of \$ 51,679,326.

**Budget Development:**

Three Special Budget Workshops Study Sessions were held to discuss the development of the Fiscal Year 2011-2012 Budget.

April 19, 2011: The first Special Budget Workshop Study Session was held to convey the budget development process; detail the budget development assumptions; and discuss the projected General Fund revenues and expenditures.

April 26, 2011: The second Special Budget Workshop Study Session outlined the five percent (5%) reduction requirement by each department; clarified items both included and not included in the Fiscal Year 2011-2012 Budget; discussed the itemized list of operating transfers; reviewed the Debt Schedule; and provided a projection of the Ending Fund Balance for the General Fund.

May 10, 2011: The third Special Budget Workshop Study Session provided additional budget information requested by Council; again clarified items both included and not included in the Fiscal Year 2011-2012 Budget; discussed all Special Revenue, Enterprise and Internal Service Funds and their funding sources; and presented a revised Ending Fund Balance for the General Fund.

**ANALYSIS:**

1) Departmental required five percent (5%) Budget Reduction:

All Departments except Police were able to reduce their departmental budgets by five percent (5%)

The Police department proposed the following reductions to meet the five percent (5%) requirement:

- ▶ Discontinue 1/2 Share of the Crossing Guard Program
- ▶ Eliminate Saturday Counter Hours
- ▶ Eliminate one non sworn position

2) Memorandum of Understanding (MOU):

The Fiscal Year 2011-2012 Budget was developed incorporating the current Memorandum of Understanding (MOU) Employee concessions that will expire on June 30, 2011.

In July 2011, staff will return to Council to report on the agreements reached with each labor unit and outline additional actions including specific personnel reductions that may be required to ensure a balanced budget.

3) Redevelopment Agency Funding:

The Fiscal Year 2011-2012 Budget was developed assuming the continuation of Redevelopment Agency tax increment revenue. Staff will return to Council to report on State budget adoptions or actions regarding changes to the funding or elimination of Redevelopment Agencies.

4) Expenditures Not Included in the Fiscal Year 2011-2012 Budget:

Description		Estimated Expenditures
Replace: HVAC at Recreation Center (designed) \$312,000		250,000
Roundabout Shuttle Bus		50,198
Millbrae Youth Center / ADA, Lighting & Security		60,000
Millbrae Youth Center / Programs & Maintenance		27,082
Berkshire Slide		
Capital Outlay		
Other Post Employment Benefit Obligations (OPEB) 6/30/10	1,796,854	
Other Post Employment Benefit (OPEB) Annual Required Contribution (ARC) 6/30/11	992,388	
Reserve: Other Post Employment Benefit (OPEB) / PERS Retiree Medical Insurance	(1,532,462)	
Total Other Post Employment Benefit Obligations (OPEB) Projected at 6/30/11		1,256,780
<b>Grand Total</b>		<b>1,644,060</b>

5) Budget Reserve Requirement for the General Fund:

The Fiscal Year 2011-2012 General Fund Budget is balanced (revenues equal expenditures) although, the fifteen percent (15%) reserve requirement has not been attained, and has a deficit of \$ 950,666.

6) Five Year Budget Projection:

In July 2011, staff will return to Council and provide a five-year budget projection, including detailed future budget assumptions. This will provide the opportunity to begin the development of a long-range plan to ensure the long-term fiscal health and viability of the City of Millbrae.

**FISCAL IMPACT:**

The Fiscal Year 2011-2012 Projected Revenues and Expenditures for the General Fund and all other Funds are summarized below:

<b>GENERAL FUND</b>	
Budget / Projected Revenues	17,777,184
Budget / Projected Expenditures	<u>17,777,184</u>
Variance	0
<b>ALL OTHER FUNDS</b>	
Budget / Projected Revenues	38,470,306
Budget / Projected Expenditures	<u>33,902,142</u>
Variance	4,568,164
<b>TOTAL ALL FUNDS COMBINED</b>	
Budget / Projected Revenues	56,247,490
Budget / Projected Expenditures	<u>51,679,326</u>
Variance	4,568,164

We will continue to monitor and report Federal and State Grant opportunities, the State Budget and the actions that will affect our City.

**COUNCIL ACTION:**

Adopt the resolution, approving the Fiscal Year 2011-2012 Budget.

**ATTACHMENTS**

- Resolution
- Attachment A - Budget Development Assumptions / All Funds
- Attachment B - General Fund Fiscal Year End Fund Balance
- Attachment C - Change in Fund Balance: General Fund and Special Revenue Funds
- Attachment D - Change in Fund Balance: Enterprise and Internal Service Funds
- Attachment E - Position Allocation

**CITY OF MILLBRAE, COUNTY OF SAN MATEO  
STATE OF CALIFORNIA**

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**JOINT RESOLUTION OF THE CITY OF MILLBRAE AND THE MILLBRAE  
REDEVELOPMENT AGENCY ADOPTING THE BUDGET FOR  
FISCAL YEAR 2011-2012**

**WHEREAS**, the City Manager/Executive Director presented a Proposed Annual Budget for Fiscal Year 2011-2012 detailing anticipated revenues, expenditures, contributions, debt service and authorized full-time equivalent positions; and,

**WHEREAS**, the City Council/Agency Board conducted study sessions on April 19, April 26, and May 10, 2011, for the purpose of reviewing the Fiscal Year 2011-2012 Proposed Annual Budget and discussion of the critical financial issues facing the City of Millbrae, and inviting public comment on the items contained within: and,

**WHEREAS**, the City Council has now considered the Proposed Budget for Fiscal Year 2011-2012 thereto,

**NOW, THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF MILLBRAE AND THE MILLBRAE REDEVELOPMENT AGENCY** does hereby adopted the Proposed Budget for Fiscal Year 2011-2012.

**Scope**

This resolution defines the authority and responsibilities of the City Manager/Executive Director in implementing the Fiscal Year 2011-2012 Approved Budget of the City of Millbrae and the Millbrae Redevelopment Agency. Former budget resolutions for the City of Millbrae and the Millbrae Redevelopment Agency are hereby superseded in their entirety.

**Definitions**

- 1.1 “Approved Budget” is the budget adopted by the City Council/Agency Board on May 24, 2011 for Fiscal Year 2011-2012, including subsequent transfers, labor agreements as well as employee service changes due to promotions, merit increases, and re-allocations through June 30, 2012.
- 1.2 “Revenue” includes Property Tax, License and Franchise Fees, Other Fines, Forfeitures and Penalties, Federal and State, Services, and Operating Transfers.
- 1.3 “Appropriation” includes expenditures for Salary and Benefits, Services and Supplies, Capital Outlay and Operating Transfers.
- 1.4 “Departments” are City Council, City Administration, Community Development, Finance, Fire, Police and Public Works.
- 1.5 “Full Time Employee” is one full – time regular position.

### **Authorized Staffing**

- 2.1 The full-time staffing depicts the level of authorized full-time staffing in the Approved Budget by Department.
- 2.2 An increase or decrease, in full-time staffing levels as authorized by the Approved or Amended Budget must be approved by the City Council/Agency Board.
- 2.3 A reassignment of authorized full-time employees and the personnel service funding associated with a reassignment may be made at the discretion of the Department Head with the approval of the City Manager/Executive Director.

### **Appropriations**

- 3.1 The approved expenditures for Fiscal Year 2011-2012 shall be set forth in the Proposed Budget Documents and incorporated within.
- 3.2 The City Manager/Executive Director is authorized to increase appropriations of the budget only when funds are received in the form of Developer fees. These funds, by their nature, must be expended in accordance with Council policy in relation to development of the project. This authority is limited to only the portion of Developer fees set aside for reimbursement of City expenditures for processing the required permits and other approvals as well as project oversight.
- 3.3 All Fiscal Year 2011-2012 appropriations remaining unexpended at June 30, 2012 shall revert to the Fund Balance of their respective Funds.

### **Appropriation Transfers from Contingency**

- 4.1 Appropriation transfers from contingency reserve up to and including \$100,000 may be approved by the City Manager/Executive Director. Transfers in excess of \$100,000 shall be approved by the City Council/Agency Board by resolution, except for payments to employees for vacation and sick leave termination, which may be approved by the City Manager/Executive Director.

### **Other Appropriation Transfers**

- 5.1 An Appropriation transfer within the same Department must be approved by the City Manager/Executive Director.
- 5.2 Appropriation transfers between two or more Departments and/or Funds up to and including \$100,000 may be approved by the City Manager/Executive Director. Appropriation transfers in excess of \$100,000 shall be approved by the City Council/Agency Board by resolution.

### **Encumbrances**

- 6.1 All purchase order commitments encumbered at June 30, 2011 are hereby re-encumbered in Fiscal Year 2011-2012. The exact dollar amount of such re-encumbrances shall be determined after the City / Agency accounts have been closed and reconciled for the 2010-2011 Fiscal Year and such amounts shall be reflected as adjustments to the Approved Budget.

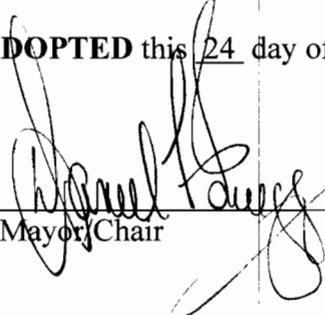
**Miscellaneous Controls**

- 7.1 Expenditures at the Department and Fund level shall not exceed the Approved or Amended Budget by Fund.
- 7.2 Deficiencies in an expenditure class at the Department and Fund level must be corrected by an intra or inter-departmental appropriation transfer or an appropriation transfer from the contingency reserve budget. If such additional funds are not available, the City Manager/Executive Director shall take such steps as are necessary to reduce expenditures in said Department including restriction on purchase orders.

**Mid-year Budget Review**

- 8.1 On or before February 29, 2012, the City Council/Agency Board shall receive a Mid-year Budget Review including the following information:
  - ✓ The-re-estimate of the Fiscal Year 2011-2012 financial condition of all Funds including the Revenues and Expenditures projected by June 30, 2012. The projected Fund Balance and recommendations for eliminating any projected June 30, 2012 Fund deficits.

**REGULARLY PASSED AND ADOPTED** this 24 day of May, 2011.



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Mayor/Chair

ATTEST:



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City Clerk/Secretary - Acting

Resolution No. 11-14

I do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of Millbrae this 24<sup>th</sup> day of May 2011, by the following vote:

AYES:	COUNCILMEMBERS:	Quigg, Colapietro, Papan, Holober, and Seto
NOES:	COUNCILMEMBERS:	None
ABSENT:	COUNCILMEMBERS:	None
ABSTAIN:	COUNCILMEMBERS:	None
EXCUSED:	COUNCILMEMBERS:	None



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ACTING CITY CLERK

Budget Development Assumptions / All Funds

Employee Salary and Benefits			
A	Description	Current Rate FY 2010-2011	New Rate FY 2011-2012
	Worker's Compensation - Miscellaneous	0.48%	4.59%
	Worker's Compensation - Public Works	0.84%	4.95%
	Worker's Compensation - Maintenance	7.87%	11.98%
	Worker's Compensation - Police	11.59%	15.70%
	Worker's Compensation - Fire	7.89%	12.00%
	Unemployment	0.16%	0.32%
	All Vacant Positions - Beginning Step	3	1

California Public Employee Retirement System (PERS) / Employer Paid Contribution Rates			Employee Paid Contribution Rate	
B	Bargaining Unit	Current Rate FY 2010-2011	New Rate FY 2011-2012	
	Miscellaneous	12.26%	15.25%	13.50%
	Police	18.57%	23.42%	9.00%
	Fire	20.96%	25.75%	9.00%

Leave Accruals					
C	Fund Number and Description	Liability Current Employee June 30, 2010	Liability 20 % Reduction over 5 Years	FY 2010-2011 Projected Increase	FY 2011-2012 Total Budget
	1101: General Fund	1,296,862.28	259,372.46	57,546.99	316,919.45
	1120: Joint Fire Training Program	10,018.05	2,003.61	13,718.48	15,722.09
	1211: Highway Users Tax: 2105 / 2107 / 2107.5	<b>6,298.50</b>	1,259.70	(747.02)	<b>6,298.50</b>
	1215: Recreation	86,343.16	17,268.63	26,824.46	44,093.09
	1227: Integrated Waste Management	24,801.31	4,960.26	4,937.18	9,897.44
	1231: State: SLESF COPS	<b>7,107.94</b>	1,421.59	(1,450.02)	<b>7,107.94</b>
	1661: Sanitation	337,023.95	67,404.79	32,858.74	100,263.53
	1662: Water	415,741.07	83,148.21	27,557.76	110,705.97
	1664: Storm Drain	22,509.79	4,501.96	4,258.96	8,760.92
	1770: Insurance: Workers' Compensation	<b>4,449.76</b>	889.95	1,394.75	<b>4,449.76</b>
	1771: Insurance: General Liability	<b>3,968.02</b>	793.60	736.67	<b>3,968.02</b>
	1773: Garage Revolving	<b>18,968.67</b>	3,793.73	4,377.50	<b>18,968.67</b>
	2416: Redevelopment Agency	<b>25,623.87</b>	5,124.78	7,627.42	<b>25,623.87</b>
	<b>GRAND TOTAL</b>	<b>2,259,716.37</b>	<b>451,943.27</b>	<b>179,641.87</b>	<b>672,779.25</b>

## Budget Development Assumptions / All Funds

## Retiree Medical Insurance / Employer Paid Yearly Contribution Rates (Per Retiree)

D	Bargaining Unit	Current Rate	New Rate
		FY 2010-2011	FY 2011-2012
	Management	12,090.00	13,290.00
	Fire	2,658.00	2,658.00
	Police	1,296.00	1,344.00
	Sanitation	1,296.00	1,344.00

## Bond and Loan Payment Obligations

E	Description	Principle & Interest	Principle & Interest
		FY 2010-2011	FY 2011-2012
<b>General Fund</b>			
	1999 Certificates of Participation / Police Remodel	318,272.50	320,877.50
	2001 Public Library General Obligation Bonds	620,718.76	627,656.26
	2004 Pension Obligation Bond	830,000.00	865,000.00
<b>Redevelopment Agency</b>			
	2005 Redevelopment Tax Allocation Bonds	534,050.00	533,575.00
<b>Sanitation Fund</b>			
	2009 Wastewater Certificates of Participation Series A	269,767.22	269,767.22
	2009 Wastewater Certificates of Participation Series B	1,990,331.26	1,988,031.26

City of Millbrae

## General Fund Fiscal Year End Fund Balance

A	<b>July 01, 2007 Beginning Fund Balance</b>		<u>4,696,259</u>
	Fiscal Year 07-08 Actual Revenues	16,812,171	
	Fiscal Year 07-08 Actual Expenditures	(18,607,641)	
	Revenues Less Expenditures	(1,795,470)	
	<b>June 30, 2008 Ending Fund Balance</b>		<u>2,900,789</u>

B	<b>July 01, 2008 Beginning Fund Balance</b>		<u>2,900,789</u>
	Fiscal Year 08-09 Actual Revenues	17,461,827	
	Fiscal Year 08-09 Actual Expenditures	(17,613,650)	
	Revenues Less Expenditures	(151,823)	
	<b>June 30, 2009 Ending Fund Balance</b>		<u>2,748,966</u>

C	<b>July 01, 2009 Beginning Fund Balance</b>		<u>2,748,966</u>
	Fiscal Year 09-10 Actual Revenues	18,004,270	
	Fiscal Year 09-10 Actual Expenditures	(17,890,903)	
	Revenues Less Expenditures	113,367	
	<b>June 30, 2010 Ending Fund Balance</b>		<u>2,862,333</u>

D	<b>July 01, 2010 Beginning Fund Balance</b>		<u>2,862,333</u>
	Fiscal Year 10-11 Projected Revenues	18,497,919	
	Fiscal Year 10-11 Projected Expenditures	(18,111,878)	
	Revenues Less Expenditures	386,041	
	<b>June 30, 2011 Projected Ending Fund Balance</b>		<u>3,248,374</u>

E	<b>July 01, 2011 Projected Beginning Fund Balance</b>		<u>3,248,374</u>
	Fiscal Year 11-12 Projected Revenues	17,777,184	
	Fiscal Year 11-12 Projected Expenditures	With Concessions (17,777,184)	
	Revenues Less Expenditures	0	
	<b>June 30, 2012 Projected Ending Fund Balance</b>		<u>3,248,374</u>

<b>June 30, 2012 Projected Ending Fund Balance</b>	<b>3,248,374</b>
Reserve: PERS Retiree Medical Insurance	(1,532,462)
<b>June 30, 2012 Projected Fund Balance Less PERS Reserves</b>	<u><b>1,715,912</b></u>

**General Fund Reserve Requirement**

Projected Ending Fund Balance Less Reserves	1,715,912
Reserve: Expenditures / 17,790,509 x 15%	<u>2,666,578</u>
<b>General Fund Reserve Shortage</b>	<b>(950,666)</b>

City of Millbrae

Change in Fund Balance: General Fund and Special Revenue Funds

Fund Type	Fund Number and Description	2007-2008 Ending Balance	2008-2009 Ending Balance	2009-2010 Ending Balance	2010-2011 Budgeted Revenues	2010-2011 Budgeted Expenditures	2010-2011 Projected Balance	2011-2012 Proposed Revenues	2011-2012 Proposed Expenditures	2011-2012 Projected Balance
<b>General Fund</b>										
1101	<b>GENERAL FUND</b>	2,900,789	2,748,966	2,862,333	18,497,919	18,111,878	3,248,374	17,777,184	17,777,184	3,248,374
<b>Special Revenue Funds</b>										
1103	DEVELOPER: PERMITS	2,351,075	4,058,646	2,044,103	46,698	142,172	1,948,629	130	130	1,948,629
1120	JOINT FIRE TRAINING PROGRAM	747	82,696	97,319	229,007	325,668	658	244,151	244,151	658
1205	MEASURE A	1,666,420	735,670	1,048,911	386,000	466,916	967,995	386,000	261,395	1,092,600
1211	HIGHWAY USERS TAX: 2105/2106/2107/2107.5	538,273	536,486	545,801	358,929	411,805	492,925	363,364	363,364	492,925
1215	RECREATION	(94,502)		(300)	1,249,469	1,249,169	0	1,096,164	1,096,164	0
1217	ASSET FORFEITURE	1,234	1,186	1,186			1,186			1,186
1218	NOISE INSULATION: V	26,099	18,669	18,669		18,669	0			0
1227	INTEGRATED WASTE MANAGEMENT	211,564	151,005	96,179	251,566	279,059	68,686	251,566	230,518	89,735
1228	SAM TRANS: (ECR) / VICTORIA AVE	9,021	3,911	3,869			3,869			3,869
1231	STATE: SLESF / (COP)	(222)	94,284	16,192	100,000	100,000	16,192	101,752	101,752	16,192
1244	STATE: TRAFFIC CONGESTION RELIEF PROP 1B	400,568	1,098,967	1,009,128	214,979	101,065	1,123,041	458,388	141,573	1,439,856
1246	FEMA	15	15	15			15			15
1249	FEDERAL: PUBLIC SAFETY EQUIPMENT GRANT			0	200,000	200,000	0			0
1250	SMC: STREET SWEEP / CONGESTION	35,694	51,540	71,567	36,000	86,020	21,547	123,397	95,367	49,576
1280	SENIOR: PROGRAM DONATIONS	34,620	55,357	47,492	2,800	15,000	35,292	100	8,000	27,392
1530	FIELD LICENSE AGREEMENT		1,279,975	460,777	688,886	1,149,662	0	379,167	379,167	0
1531	DEVELOPER: HOUSING FEES			1,683,902	1,530,000		3,213,902			3,213,902
1540	DOCUMENT IMAGING FEES	146,139	158,900	173,459	20,000	20,000	173,459	20,000	20,000	173,459
1542	PEG PROGRAMMING CAPITAL	216,805	209,183	186,658	1,000	16,004	171,654	1,000	16,022	156,631
1545	PARKS SPECIAL REVENUE		6,625	10,093	6,300	16,393	0			0
1550	SISTER CITY	16,524	7,807	7,813	3,087	3,087	7,813	2,000	2,000	7,813
	<b>Total: Special Revenue Funds</b>	<b>5,560,073</b>	<b>8,550,922</b>	<b>7,522,831</b>	<b>5,324,720</b>	<b>4,600,689</b>	<b>8,246,863</b>	<b>3,427,179</b>	<b>2,959,604</b>	<b>8,714,438</b>

## City of Millbrae

## Change in Fund Balance: General Fund and Special Revenue Funds

Fund Type	Fund Number and Description	2007-2008 Ending Balance	2008-2009 Ending Balance	2009-2010 Ending Balance	2010-2011 Budgeted Revenues	2010-2011 Budgeted Expenditures	2010-2011 Projected Balance	2011-2012 Proposed Revenues	2011-2012 Proposed Expenditures	2011-2012 Projected Balance
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**Debt Service Funds**

1354	1999 COP: POLICE REMODEL	387,717	383,215	395,230	318,592	318,592	395,230	321,171	321,171	395,230
1355	2001 GOB: LIBRARY	654,274	679,445	702,190	667,020	621,318	747,892	634,775	628,218	754,449
<b>Total: Debt Service Funds</b>		<b>1,041,990</b>	<b>1,062,660</b>	<b>1,097,420</b>	<b>985,612</b>	<b>939,910</b>	<b>1,143,122</b>	<b>955,946</b>	<b>949,389</b>	<b>1,149,679</b>

**Developer Project Funds**

1104	DEVELOPER: FEES	1,069,736	825,167	826,054		248	825,806			825,806
1171	STARWOOD HOTELS	10,000	9,258	8,928		8,928	0			0
1191	BRADDOCK / LOGAN DEVELOPMENT	24,051	229,963	291,027	3,520	4,966	289,581	1,000	1,000	289,581
1435	PLAZA BAY	36,516	35,083	35,083			35,083			35,083
<b>Total: Capital Project Funds</b>		<b>1,140,303</b>	<b>1,099,470</b>	<b>1,161,092</b>	<b>3,520</b>	<b>14,141</b>	<b>1,150,470</b>	<b>1,000</b>	<b>1,000</b>	<b>1,150,470</b>

**Redevelopment Agency Funds (RDA)**

2236	RDA: LMIHF 20% TAX INCREMENT	1,878,030	(59,150)	(1,080,994)	1,118,955	681,992	(644,031)	1,102,349	599,083	(140,765)
2326	RDA: 80% TAX INCREMENT (DEBT SERVICE)	3,728,398	5,080,777	5,284,638	4,563,946	3,860,485	5,988,099	4,508,496	3,236,651	7,259,944
2416	RDA: OPERATIONS	131,610	278,797	271,098	1,150,285	950,783	470,600	778,616	778,619	470,597
2420	RDA: DEVELOPMENT OPPORTUNITY	2,339,820	1,890,122	1,884,238		16,000	1,868,238			1,868,238
<b>Total: Redevelopment Agency (RDA)</b>		<b>8,077,858</b>	<b>7,190,546</b>	<b>6,358,981</b>	<b>6,833,186</b>	<b>5,509,260</b>	<b>7,682,907</b>	<b>6,389,461</b>	<b>4,614,354</b>	<b>9,458,014</b>

City of Millbrae  
Change in Fund Balance: Enterprise and Internal Service Funds

Fund Type	Fund Number and Description	2007-2008 Ending Fund Balance	2008-2009 Ending Fund Balance	2009-2010 Actual Revenues	2009-2010 Actual Expenditures	2009-2010 Ending Fund Balance	2009-2010 Components of Ending Fund Balance					2009-2010 CASH less Short-Term Liabilities	2010-2011 Budgeted Revenues	2010-2011 Budgeted Expenditures (No Depreciation)	2010-2011 Projected Ending Fund Balance	2010-2011 CASH Projected Balance	2011-2012 Proposed Revenues	2011-2012 Proposed Expenditures (No Depreciation)	2011-2012 Projected Ending Fund Balance	2011-2012 CASH Projected Balance
							2009-2010 Total Fixed Assets	2009-2010 Long Term Liabilities	2009-2010 Short Term Liabilities	2009-2010 CASH and Receivables										

**Enterprise Funds**

1661	SANITATION	635,610	578,792	8,428,024	11,726,980	(2,720,165)	6,124,569	(14,638,444)	(2,318,186)	8,111,896	5,793,710	6,827,000	8,618,289	(4,511,454)	4,002,421	7,672,100	7,766,523	(4,605,876)	3,907,998
1663	SANITATION: CAPITAL FACILITY	142,962	2,451,695	5,021,547	361,614	7,111,628	11,313,436	(1,952,508)	(2,639,419)	390,120	(2,249,299)	15,098,796	15,098,796	7,111,628	(2,249,299)	10,658,965	8,409,666	9,360,927	0
1666	SANITATION: DEBT SERVICE	89,167	88,704	426,076	387,195	127,585				127,584	127,584			127,585	127,584			127,585	127,584
1665	SANITATION: CO-GENERATION PROJECT	4,665,392	4,314,693	2,968	601,033	3,716,628	3,494,032			222,598	222,598	685	695	3,716,618	222,587	431	432	3,716,617	222,587
1662	WATER	10,304,911	11,480,016	5,495,097	5,057,795	11,917,318	7,472,335	(65,922)	(634,771)	5,145,675	4,510,904	5,891,000	7,593,219	10,215,099	2,808,686	6,261,000	5,104,700	11,371,399	3,964,985
1664	STORM DRAIN	472,554	585,662	470,880	508,502	548,040	453,753	(8,920)	(17,761)	120,969	103,209	489,773	644,400	393,413	(51,418)	476,649	436,061	434,001	(10,830)
<b>Total: Enterprise Funds</b>		<b>16,310,597</b>	<b>19,499,561</b>	<b>19,844,593</b>	<b>18,643,119</b>	<b>20,701,034</b>	<b>28,858,125</b>	<b>(16,665,794)</b>	<b>(5,610,137)</b>	<b>14,118,842</b>	<b>8,508,705</b>	<b>28,307,254</b>	<b>31,955,399</b>	<b>17,052,889</b>	<b>4,860,560</b>	<b>25,069,145</b>	<b>21,717,381</b>	<b>20,404,653</b>	<b>8,212,324</b>

**Internal Service Funds**

1770	INSURANCE: WORKERS' COMPENSATION	220,766	(149,025)	1,512,665	1,363,640	0		(963,169)	(383,831)	1,347,000	963,169	862,463	861,414	1,049	964,218	1,276,836	1,276,836	1,049	964,218
1771	INSURANCE: GENERAL LIABILITY	26,597	(12,499)	530,864	518,365	0		(8,871)	(138,112)	146,982	8,871	502,392	502,392	0	8,871	516,518	516,518	0	8,871
1772	INSURANCE: UNEMPLOYMENT	9,673		32,731	32,731	0					0	22,725	22,725	0	0	40,247	40,247	0	0
1773	GARAGE REVOLVING	995,137	1,101,923	836,797	645,960	1,292,759	897,021	(32,856)	(100,351)	528,945	428,593	776,430	869,859	1,199,330	335,164	651,921	489,298	1,361,952	497,787
1774	POLICE VEHICLE MAINTENANCE	154,202	289,437	111,309	144,161	256,585	248,718		(2,577)	10,444	7,867	97,896	71,996	282,485	33,767	142,053	83,679	340,858	92,140
<b>Total: Internal Service Funds</b>		<b>1,406,375</b>	<b>1,229,835</b>	<b>3,024,366</b>	<b>2,704,858</b>	<b>1,549,344</b>	<b>1,145,740</b>	<b>(1,004,896)</b>	<b>(624,872)</b>	<b>2,033,371</b>	<b>1,408,500</b>	<b>2,261,907</b>	<b>2,328,387</b>	<b>1,482,863</b>	<b>1,342,020</b>	<b>2,627,575</b>	<b>2,406,579</b>	<b>1,703,860</b>	<b>1,563,016</b>

City of Millbrae  
Position Allocation

Department	Job Title / Classification	Approved Budget 2007-2008	Approved Budget 2008-2009	Approved Budget 2009-2010	Approved Budget 2010-2011	Proposed Budget 2011-2012
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## CITY ADMINISTRATION

Council Member		5.00	5.00	5.00	5.00	5.00
City Manager		1.00	1.00	1.00	1.00	1.00
Assistant City Manager		1.00	1.00	1.00	1.00	1.00
City Clerk		1.00	1.00	1.00	1.00	1.00
Executive Assistant					1.00	1.00
Administrative Assistant / Human Resource		1.00	1.00	1.00		
Deputy City Clerk / Administrative Assistant		1.00	1.00	1.00		
Information Systems Supervisor		1.00	1.00	1.00		
<b>Total</b>		<b>11.00</b>	<b>11.00</b>	<b>11.00</b>	<b>9.00</b>	<b>9.00</b>

**Part Time Temporary Positions / Full Time Equivalent**

Office Assistant I	(1/2 Time Position)			0.50		
<b>Total - Part Time</b>				<b>0.50</b>	<b>0.00</b>	<b>0.00</b>

## COMMUNITY DEVELOPMENT

Community Development / Parks Director		1.00	1.00	1.00	1.00	1.00
City Planner		1.00	1.00	1.00	1.00	1.00
Building Official		1.00	1.00	1.00	0.50	0.50
Plan Checker / Building Inspector		1.00	1.00	1.00	1.00	1.00
Administrative Assistant		1.00	1.00	1.00	1.00	1.00
Code Enforcement Officer	(1/2 Time Position)	0.50	0.50	0.50	0.50	0.50
Associate Planner	(.80 Position)	0.80	0.80	0.80		
<b>Total</b>		<b>6.30</b>	<b>6.30</b>	<b>6.30</b>	<b>5.00</b>	<b>5.00</b>

**Part Time Temporary Positions / Full Time Equivalent**

Project Manager - Housing	(1/2 Time Position)				0.50	0.50
<b>Total - Part Time</b>					<b>0.50</b>	<b>0.50</b>

## FINANCE

Finance Director		1.00	1.00	1.00	1.00	1.00
Financial Services Manager						1.00
Financial System Analyst II		1.00	1.00	1.00	1.00	1.00
Accounting Technician			2.00	2.00	3.00	3.00
Senior Accounting Technician		1.00	1.00	1.00	1.00	1.00
Information Systems Supervisor					1.00	1.00
Accounting Clerk III		3.00	1.00	1.00		
Senior Accountant		1.00	1.00	1.00		
City Treasurer		1.00	1.00	1.00		
<b>Total</b>		<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>7.00</b>	<b>8.00</b>

**Part Time Temporary Positions / Full Time Equivalent**

Project Manager	(1/2 Time Position)				1.00	0.50
<b>Total - Part Time</b>					<b>1.00</b>	<b>0.50</b>

City of Millbrae  
Position Allocation

Department	Job Title / Classification	Approved Budget 2007-2008	Approved Budget 2008-2009	Approved Budget 2009-2010	Approved Budget 2010-2011	Proposed Budget 2011-2012
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## FIRE

Fire Chief		1.00	1.00	1.00	1.00	1.00
Administrative Assistant	(1/2 Time Position)	0.50	0.50	0.50	0.50	0.50
Division Chief		2.00	2.00	2.00	2.00	2.00
Division Chief - Fire Marshall		1.00	1.00	1.00	1.00	1.00
Division Chief - Fire Training		1.00	1.00	1.00	1.00	1.00
Fire Captain		6.00	6.00	6.00	6.00	6.00
Firefighter		15.00	15.00	15.00	15.00	15.00
<b>Total</b>		<b>26.50</b>	<b>26.50</b>	<b>26.50</b>	<b>26.50</b>	<b>26.50</b>

## PARKS

Parks Superintendent		1.00	1.00	1.00	1.00	1.00
Parks Field Supervisor		1.00	1.00	1.00	1.00	1.00
Senior Maintenance Worker P/W and Parks		1.00	1.00	1.00	1.00	1.00
Parks Maintenance Technician		3.00	3.00	3.00	2.00	2.00
Maintenance Worker		2.00	2.00	2.00	3.00	3.00
Office Assistant I	(1/2 Time Position)	0.50	0.50	0.50		
<b>Total</b>		<b>8.50</b>	<b>8.50</b>	<b>8.50</b>	<b>8.00</b>	<b>8.00</b>

**Part Time Temporary Positions / Full Time Equivalent**

Parks Maintenance Worker				2.00		
<b>Total - Part Time</b>				<b>2.00</b>		

## POLICE

Police Chief	(1/2 Time Position)	0.50	0.50	0.50	0.50	0.50
Administrative Assistant		1.00	1.00	1.00	0.50	0.50
Crime Analyst		1.00	1.00	1.00	1.00	1.00
Police Commander		1.00	1.00	1.00	0.50	0.50
Police Sergeant		6.00	6.00	6.00	6.00	6.00
Police Officer		14.00	14.00	14.00	14.00	14.00
Records Manager		1.00	1.00	1.00	1.00	1.00
Records Officer		1.00	1.00	1.00	1.00	1.00
Records Officer	(1/2 Time Position)	1.00	1.00	1.00	0.50	0.50
Special Services Coordinator		1.00	1.00	1.00	1.00	1.00
<b>Total</b>		<b>27.50</b>	<b>27.50</b>	<b>27.50</b>	<b>26.00</b>	<b>26.00</b>

**Part Time Temporary Positions / Full Time Equivalent**

Police Chief Interim	(1/2 Time Position)				0.25	
Police Commander	(1/2 Time Position)				0.50	0.50
Detective	(1/2 Time Position)			1.10	1.00	1.00
Community Service Officer	(1/2 Time Position)				0.50	0.50
Parking Enforcement	(1/2 Time Position)			3.53	2.75	2.75
<b>Total - Part Time</b>				<b>4.63</b>	<b>5.00</b>	<b>4.75</b>

City of Millbrae  
Position Allocation

Department	Job Title / Classification	Approved Budget 2007-2008	Approved Budget 2008-2009	Approved Budget 2009-2010	Approved Budget 2010-2011	Proposed Budget 2011-2012
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## PUBLIC WORKS

Director of Public Works		1.00	1.00	1.00	1.00	1.00
City Engineer		1.00	1.00	1.00	1.00	1.00
Engineering Technician		1.00	1.00	1.00	1.00	1.00
Administrative Assistant		1.00	1.00	1.00	1.00	1.00
Senior Office Assistant		3.00	3.00	3.00	3.00	2.00
Office Assistant I				1.00	1.00	1.00
Office Assistant II		1.00	1.00			1.00
Environmental Programs Manager	(.80 Position)				0.80	0.80
Environmental Programs Coordinator	(.80 Position)				0.80	0.80
Lab and Source Control Supervisor		1.00	1.00	1.00	1.00	1.00
Senior Industrial Waste Inspector		1.00	1.00	1.00	1.00	1.00
Laboratory Analyst/Chemist		1.00	1.00	1.00	1.00	1.00
WPCP Superintendent		1.00	1.00	1.00	1.00	1.00
Public Works Superintendent		1.00	1.00	1.00	1.00	1.00
Public Works Supervisor I		2.00	2.00	2.00	2.00	2.00
Public Works Supervisor II		1.00	1.00	1.00	1.00	1.00
Public Works Foreman		1.00	1.00	1.00	1.00	1.00
Chief Treatment Operator II		1.00	1.00	1.00	1.00	1.00
Sr Treatment Plant Operator		1.00	1.00	1.00	1.00	1.00
WWTP Plant Operator I		1.00	1.00	1.00	1.00	1.00
WWTP Plant Operator II		3.00	3.00	3.00	3.00	3.00
Public Works Lead Worker II		2.00	2.00	2.00	2.00	2.00
Plant Maintenance Worker II				1.00	1.00	1.00
Senior Maintenance Worker P/W and Parks		3.00	3.00	4.00	5.00	5.00
Sr Plant Maintenance Worker		1.00	1.00	1.00	1.00	1.00
Maintenance Worker		12.00	12.00	11.00	9.00	9.00
Equipment Mechanic III		1.00	1.00	1.00	1.00	1.00
Pump Mechanic I				1.00	1.00	1.00
Street Sweeper Operator		1.00	1.00	1.00	1.00	1.00
Associate Engineer		1.00	1.00	1.00		
Equipment Mechanic I		1.00	1.00			
Industrial Waste Inspector II		1.00	1.00	1.00		
Plant Maintenance Worker I		1.00	1.00			
Recycling Assistant	(.80 Position)	0.80	0.80	0.80		
Solid Waste/Recycle Manager	(.80 Position)	0.80	0.80	0.80		
Sr Water Maintenance Worker		1.00	1.00	1.00		
<b>Total</b>		<b>49.60</b>	<b>49.60</b>	<b>49.60</b>	<b>45.60</b>	<b>45.60</b>
<b>Part Time Temporary Positions / Full Time Equivalent</b>						
Maintenance Worker				2.00		
<b>Total - Part Time</b>				<b>2.00</b>		

City of Millbrae  
Position Allocation

Department	Job Title / Classification	Approved Budget 2007-2008	Approved Budget 2008-2009	Approved Budget 2009-2010	Approved Budget 2010-2011	Proposed Budget 2011-2012
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## RECREATION

Recreation Superintendent		1.00	1.00	1.00	1.00	1.00
Recreation Services Manager		1.00	1.00	1.00	1.00	1.00
Recreation Coordinator		2.00	2.00	2.00	2.00	1.00
Administrative Assistant		1.00	1.00	1.00	1.00	
Senior Office Assistant						1.00
Tiny Tot Teacher	(1/2 Time Position)	0.50	0.50	0.50	0.50	0.50
Office Assistant II		1.00	1.00	1.00		
<b>Total</b>		<b>6.50</b>	<b>6.50</b>	<b>6.50</b>	<b>5.50</b>	<b>4.50</b>

Part Time Temporary Positions / Full Time Equivalent						
Recreation Temporary				11.98	8.16	8.16
<b>Total - Part Time</b>				<b>11.98</b>	<b>8.16</b>	<b>8.16</b>

<b>Grand Total Permanent</b>		<b>143.90</b>	<b>143.90</b>	<b>143.90</b>	<b>132.60</b>	<b>132.60</b>
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<b>Grand Total Part Time Temporary</b>		<b>0.00</b>	<b>0.00</b>	<b>21.11</b>	<b>14.66</b>	<b>13.91</b>
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## ALL CITY AND REDEVELOPMENT AGENCY REVENUES

Fiscal Year 2011-2012

Account Number	GENERAL FUND	Other Funds	All Funds
301010 - Prop Tax: Current Year Secured	3,955,544	5,800,099	9,755,643
301020 - Prop Tax: Current Year Unsecured	225,000	214,250	439,250
301030 - Prop Tax: Homeowner's Tax Relief	33,000	5,525	38,525
301050 - Prop Tax: Other Prior Year	100,000		100,000
301060 - Prop Tax: Administration Fee Smco	(56,500)	(47,237)	(103,737)
301070 - Prop Tax: Special Assessments	1,410,800		1,410,800
301080 - Prop Tax: Sb 813 Supplemental	82,000	117,250	199,250
301090 - Prop Tax: In Lieu Of Vehicle License Fee	1,740,402		1,740,402
<b>301 - Taxes</b>	<b>7,490,246</b>	<b>6,089,887</b>	<b>13,580,133</b>
302110 - Sales And Use Tax	1,579,209		1,579,209
302111 - Measure A Tax		380,000	380,000
302112 - Sales And Use Tax: 1/2 Cent Public Safety	65,000		65,000
302113 - Prop Tax: Triple Flip	549,000		549,000
302120 - Property Transfer Tax	110,000		110,000
302132 - Parking Tax: Clarion	95,000		95,000
302136 - Parking Tax: Westin	6,400		6,400
<b>302 - Other Taxes Revenues</b>	<b>2,404,609</b>	<b>380,000</b>	<b>2,784,609</b>
303101 - Telecommunications	260,000		260,000
303102 - Garbage: South San Francisco Scavenger	572,641		572,641
303103 - Utilities: Pacific Gas And Electric	250,000		250,000
<b>303 - Franchise Taxes</b>	<b>1,082,641</b>		<b>1,082,641</b>
304101 - Transient Occupancy Tax (TOT)	3,306,927		3,306,927
<b>304 - Hotel Taxes</b>	<b>3,306,927</b>		<b>3,306,927</b>
310210 - Business License	307,000		307,000
319210 - Business License: Applicaton / Renewal Fee	29,000		29,000
<b>310 - Licenses</b>	<b>336,000</b>		<b>336,000</b>
320310 - Permit: Building	256,000		256,000
320320 - Permit: Plumbing	27,000		27,000
320330 - Permit: Electrical	23,000		23,000
320340 - Permit: Gas	8,000		8,000
320345 - Permit: Document Imaging		20,000	20,000
320350 - Permit: Sewer Connection Fee		5,000	5,000
320390 - Permit: Departmental Review Fee	32,000		32,000
<b>320 - Permits</b>	<b>346,000</b>	<b>25,000</b>	<b>371,000</b>
325410 - Civil Fines / Bail Forfeiture	245,000		245,000
325420 - Parking Citation	245,000		245,000
325430 - State Officers Citations	617,000		617,000
325490 - Other Fines	6,000		6,000
<b>325 - Fines/Forfeitures</b>	<b>1,113,000</b>		<b>1,113,000</b>
330510 - Interest Income	160,000	125,031	285,031
330512 - Fiscal Agent: Interest Earned	450	5,450	5,900
330520 - Rent & Concession: Parks And Recreation		288,325	288,325
330530 - Rent & Concession: Government	226,000	51,360	277,360
<b>330 - Use Of Money &amp; Property</b>	<b>386,450</b>	<b>470,166</b>	<b>856,616</b>
335630 - State Motor Vehicle License Fees	68,000		68,000
335631 - Highway Users Tax: 2103		243,409	243,409
335640 - Highway Users Tax: 2106		86,398	86,398
335650 - Highway Users Tax: 2107 & 2107.5		159,140	159,140
335660 - Grant: State		5,500	5,500
335661 - Highway Users Tax: 2105		115,826	115,826
335663 - Millbrae Elementary School District	18,169	60,000	78,169
335664 - City/County Association Of Governments		123,397	123,397
<b>335 - State,Co., Fed. Grants</b>	<b>86,169</b>	<b>793,670</b>	<b>879,839</b>
340740 - Recreation: Registration		689,070	689,070
<b>340 - Recreation Fees</b>		<b>689,070</b>	<b>689,070</b>
345610 - Planning: Development Application	50,000		50,000
345620 - Planning: Use Permits	15,000		15,000
345630 - Planning: Variance	2,000		2,000
345640 - Planning: Design Review	30,000		30,000

## ALL CITY AND REDEVELOPMENT AGENCY REVENUES

Fiscal Year 2011-2012

Account Number	GENERAL FUND	Other Funds	All Funds
345650 - Planning: Antenna/Wireless-Commercial	10,000		10,000
345660 - Planning: Environment Determination	4,160		4,160
345670 - Planning: Misc. Review/Action	500		500
345671 - Planning: General Plan Update	10,000		10,000
345680 - Planning: Document Copies	50		50
345710 - Engineer: Services	83,000	6,000	89,000
345711 - Planning: Fees & Service	2,000		2,000
345712 - Building: Plan Check	147,510		147,510
345713 - Sale Of Maps & Ordinances	100		100
345714 - Engineer: Intergrated Waste Management		245,566	245,566
345720 - Building: Technology Fee	10,000		10,000
345641 - Planning: Zoning Clearance	100		100
<b>345 - Engineer &amp; Planning Fee</b>	<b>364,420</b>	<b>251,566</b>	<b>615,986</b>
350774 - Fire: Joint Training Reimbursement		110,778	110,778
350775 - Fire: Inspection / Service	72,100		72,100
350776 - Fire: Paramedic / First Responder	55,217		55,217
350778 - Police: DUI	1,500		1,500
350779 - Police: P.O.S.T. Reimbursement	2,500		2,500
350780 - Police: Services	40,000		40,000
350781 - Police: False Alarm	19,000		19,000
350782 - Police: Alarm Monitoring	25,000		25,000
350783 - Police: Parking Permit	13,000		13,000
<b>350 - Pub. Safety Services</b>	<b>228,317</b>	<b>110,778</b>	<b>339,095</b>
355762 - Treatment: Groundwater		20,000	20,000
355781 - Sanitation Services		7,358,000	7,358,000
355782 - Water: Sales		4,981,000	4,981,000
355784 - In Lieu: Water And Sewer	112,249		112,249
355785 - Water: Penalty Charge		20,000	20,000
355786 - Water: Installation Charge		5,000	5,000
355787 - Water: Meter Charge		1,194,000	1,194,000
355790 - Sewer: #290 Surcharge		42,100	42,100
355791 - Sewer: #291 Surcharge		122,000	122,000
355795 - Storm Drain Fee		280,000	280,000
355770 - Grease Services		80,000	80,000
<b>355 - Water &amp; Sanitation Svc</b>	<b>112,249</b>	<b>14,102,100</b>	<b>14,214,349</b>
370820 - Sale Of Equipment		5,000	5,000
370830 - Gifts And Donations		2,000	2,000
370910 - Equipment Rental (City Own)		788,974	788,974
370960 - Interdepartmental Services	346,655	1,830,601	2,177,256
370980 - Current Service Charges	153,500	69,283	222,783
370990 - Miscellaneous Revenue	20,000		20,000
<b>370 - Other Revenues</b>	<b>520,155</b>	<b>2,695,858</b>	<b>3,216,013</b>
380960 - Proceeds: Bond/Loan Financing		10,658,965	10,658,965
380970 - Operating Transfer In		1,990,267	1,990,267
<b>380 - Rev.- Other Fin. Source</b>		<b>12,649,232</b>	<b>12,649,232</b>
<b>Total Revenues</b>	<b>17,777,184</b>	<b>38,257,327</b>	<b>56,034,511</b>

## ALL CITY AND REDEVELOPMENT AGENCY EXPENDITURES

Fiscal Year 2011-2012

Account Number	GENERAL FUND	Other Funds	All Funds
410101 - Salary: Regular	6,341,382	4,444,327	10,785,709
410102 - Salary: Temp And Part Time	20,541	176,800	197,341
410103 - Salary: Special	43,794	129,498	173,292
410104 - Salary: Holiday	173,168		173,168
410106 - Salary: Final Vacation Leave Pay	316,919	355,860	672,779
410107 - Salary: Overtime	909,652	88,946	998,598
410111 - Fire: Paramedic Education	75,720		75,720
410113 - Incentive Pay: Ed Cert	290,141	12,729	302,870
410114 - Incentive Pay: Certified Pay	4,074	37,026	41,100
410150 - Worker's Compensation	885,984	389,810	1,275,794
410151 - P.E.R.S.: General	1,449,624	698,150	2,147,774
410152 - Part Time: Lincoln National Retirement Part	4,899	6,935	11,834
410153 - Insurance: Health	1,593,380	1,117,381	2,710,762
410154 - Insurance: Dental	54,351	17,505	71,856
410155 - Insurance: Vision Care	13,523	6,819	20,342
410156 - Insurance: Life	28,531	18,868	47,399
410157 - Insurance: SDI & LTD	13,980	15,434	29,414
410158 - Insurance: Medicare	97,292	66,320	163,612
410159 - Insurance: Unemployment	24,732	15,440	40,172
410160 - Allowance: Uniform	13,261	8,874	22,135
410161 - Allowance: Cell Phone	3,516	2,484	6,000
410162 - Part Time: PARS Retirement	2,269		2,269
410190 - P.E.R.S.: Pension Obligation		346,655	346,655
<b>410 - Personnel Costs</b>	<b>12,360,733</b>	<b>7,955,861</b>	<b>20,316,594</b>
411201 - Advertising	7,984	4,749	12,734
411202 - Communications	99,930	32,040	131,969
411203 - Contractual Services	1,506,905	1,336,225	2,843,130
411204 - Dues & Publications	43,053	26,338	69,391
411205 - Conference & Meetings	29,293	18,879	48,172
411206 - Maintenance: Building & Grounds	74,122	68,252	142,375
411207 - Maintenance: Vehicle	19,770	106,216	125,986
411208 - Maintenance: Other Equipment	30,809	341,553	372,362
411209 - Equipment Rental (City Owned)	283,404	505,570	788,974
411211 - Laundry And Linen Service	6,064	22,833	28,898
411212 - Printing And Postage	26,250	53,480	79,729
411213 - Rents, Leases & Taxes	23,565	301,949	325,515
411214 - Training And Safety	57,637	37,279	94,916
411215 - Credit Card Service Charge	13,713	21,524	35,237
411216 - Software License And Maintenance	51,498	56,969	108,467
411217 - Maintenance: Infrastructure	59,101	416,217	475,318
411220 - Rebate: Water Conservation		67,315	67,315
411230 - Special Department Expense	96,546	93,825	190,372
411231 - Commercial Waste Prevention		1,962	1,962
411232 - Fees And Assessments	80,000	186,337	266,337
411233 - Video Supplies		4,637	4,637
411240 - Legal Service: General	350,000	149,929	499,929
411241 - Legal Service: Labor Relation	45,000		45,000
411242 - Tree Services	25,250	1,500	26,750
411250 - Audit Services	61,000	47,005	108,005
411261 - Electricity	116,029	308,195	424,224
411262 - Natural Gas	28,076	108,600	136,676
411263 - Water And Sewer	111,136	79,000	190,136
411276 - Grading And Hauling	3,000	76,200	79,200
<b>411 - Services</b>	<b>3,249,135</b>	<b>4,474,580</b>	<b>7,723,715</b>
412301 - Motor Fuel	16,122	151,623	167,745
412302 - Parts And Tires	4,240		4,240
412303 - Small Tools And Equipment	14,511	29,158	43,669

## ALL CITY AND REDEVELOPMENT AGENCY EXPENDITURES

Fiscal Year 2011-2012

Account Number	GENERAL FUND	Other Funds	All Funds
412304 - Office Supplies	43,941	25,810	69,751
412305 - Wearing Apparel	30,469	6,269	36,738
412306 - Water Purchase: SFPUD		2,058,628	2,058,628
412307 - School Education Recycle Program		5,145	5,145
412308 - Conservation Supplies		13,235	13,235
412309 - Irrigation Supplies	2,000		2,000
412310 - Public Education Material	3,996		3,996
412311 - Medical And Laboratory Supplies	1,200	116,087	117,287
412330 - Special Department Supplies	34,029	62,426	96,455
412331 - Office Equipment (Under 5,000)	18,123	13,000	31,123
<b>412 - Supplies</b>	<b>168,631</b>	<b>2,481,381</b>	<b>2,650,012</b>
413330 - Debt Service: Administration Fee	5,000	7,795	12,795
413401 - Insurance: General Liability	273,388	235,280	508,668
413402 - Claims Settlement	400,000	776,507	1,176,507
413403 - Insurance: Premium		342,862	342,862
413405 - Bond & Loan: Principle Payment	860,000	2,085,000	2,945,000
413406 - Bond & Loan: Interest Payment		1,748,518	1,748,518
413407 - Depreciation		1,253,838	1,253,838
413409 - Overhead Allocation	(543,002)	543,002	
413410 - Bad Debts / Write Offs		9,612	9,612
413421 - Solar Energy Rebates	1,000		1,000
413430 - Contingency		510,609	510,609
<b>413 - Other Operating Exp.</b>	<b>996,386</b>	<b>7,513,022</b>	<b>8,509,409</b>
414440 - Property Tax Pass Through		2,049,000	2,049,000
<b>414 - Eraf/Prop.Tax Pass Thru</b>		<b>2,049,000</b>	<b>2,049,000</b>
415240 - Capital: Legal Services		30,000	30,000
415505 - Capital: Improvement Other Than Building		8,364,793	8,364,793
<b>415 - Capital Expenditures</b>		<b>8,394,793</b>	<b>8,394,793</b>
480970 - Operating Transfer Out	1,002,298	987,969	1,990,267
<b>480 - Operating Transfers</b>	<b>1,002,298</b>	<b>987,969</b>	<b>1,990,267</b>
<b>Total Expenditures</b>	<b>17,777,184</b>	<b>33,856,607</b>	<b>51,633,790</b>

City of Millbrae  
**CITY COUNCIL EXPENDITURES**  
 Fiscal Year 2011-2012

Account Number	GENERAL FUND	Other Funds	All Funds
410102 - Salary: Temp And Part Time	20,541	3,721	24,262
410150 - Worker's Compensation	943	171	1,114
410151 - P.E.R.S.: General	6,012	1,089	7,101
410153 - Insurance: Health	50,203	9,095	59,298
410154 - Insurance: Dental	4,115	745	4,860
410155 - Insurance: Vision Care	386	70	456
410156 - Insurance: Life	125	23	147
410158 - Insurance: Medicare	235	54	289
<b>410 - Personnel Costs</b>	<b>82,560</b>	<b>14,968</b>	<b>97,527</b>
411204 - Dues & Publications	16,020		16,020
411205 - Conference & Meetings	6,500		6,500
411212 - Printing And Postage	2,086		2,086
411230 - Special Department Expense	4,000		4,000
<b>411 - Services</b>	<b>28,606</b>		<b>28,606</b>
413401 - Insurance: General Liability	1,902		1,902
<b>413 - Other Operating Exp.</b>	<b>1,902</b>		<b>1,902</b>
<b>Total Expenditures</b>	<b>113,067</b>	<b>14,968</b>	<b>128,035</b>

## CITY ADMINISTRATION EXPENDITURES

Fiscal Year 2011-2012

Account Number	GENERAL FUND	Other Funds	All Funds
410101 - Salary: Regular	172,090	315,952	488,042
410103 - Salary: Special	8,905	17,330	26,235
410106 - Salary: Final Vacation Leave Pay	316,919	355,860	672,779
410107 - Salary: Overtime	452	681	1,133
410150 - Worker's Compensation	7,881	14,512	22,393
410151 - P.E.R.S.: General	26,268	48,219	74,487
410153 - Insurance: Health	408,057	164,146	572,203
410154 - Insurance: Dental	370	590	960
410155 - Insurance: Vision Care	70	280	350
410156 - Insurance: Life	1,080	1,990	3,071
410157 - Insurance: SDI & LTD	1,336	2,461	3,797
410158 - Insurance: Medicare	2,632	4,828	7,460
410159 - Insurance: Unemployment	580	1,065	1,646
410161 - Allowance: Cell Phone	216	384	600
<b>410 - Personnel Costs</b>	<b>946,857</b>	<b>928,299</b>	<b>1,875,155</b>
411201 - Advertising	5,592		5,592
411202 - Communications	20,126		20,126
411203 - Contractual Services	158,841	53,357	212,198
411204 - Dues & Publications	14,897		14,897
411205 - Conference & Meetings	8,132		8,132
411208 - Maintenance: Other Equipment	1,042		1,042
411212 - Printing And Postage	12,062		12,062
411215 - Credit Card Service Charge	13,713		13,713
411216 - Software License And Maintenance		2,910	2,910
411230 - Special Department Expense	36,136		36,136
411240 - Legal Service: General	342,502	84,700	427,202
411241 - Legal Service: Labor Relation	45,000		45,000
411261 - Electricity	99,000		99,000
411262 - Natural Gas	23,676		23,676
411263 - Water And Sewer	107,736		107,736
<b>411 - Services</b>	<b>888,456</b>	<b>140,967</b>	<b>1,029,423</b>
412304 - Office Supplies	12,870		12,870
<b>412 - Supplies</b>	<b>12,870</b>		<b>12,870</b>
413401 - Insurance: General Liability	7,107		7,107
413402 - Claims Settlement	400,000	676,507	1,076,507
413403 - Insurance: Premium		342,862	342,862
413407 - Depreciation		569,658	569,658
413409 - Overhead Allocation	(543,002)		(543,002)
413430 - Contingency		500,000	500,000
<b>413 - Other Operating Exp.</b>	<b>(135,895)</b>	<b>2,089,026</b>	<b>1,953,131</b>
480970 - Operating Transfer Out	641,331		641,331
<b>480 - Operating Transfers</b>	<b>641,331</b>		<b>641,331</b>
<b>Total Expenditures</b>	<b>2,353,619</b>	<b>3,158,292</b>	<b>5,511,911</b>

## COMMUNITY DEVELOPMENT EXPENDITURES

Fiscal Year 2011-2012

Account Number	GENERAL FUND	Other Funds	All Funds
410101 - Salary: Regular	406,253	276,670	682,923
410103 - Salary: Special	4,475	2,381	6,856
410107 - Salary: Overtime	1,267	1,549	2,816
410150 - Worker's Compensation	18,697	12,767	31,464
410151 - P.E.R.S.: General	35,380	37,963	73,343
410152 - Part Time: Lincoln National Retirement Part Time		1,057	1,057
410153 - Insurance: Health	45,349	40,061	85,410
410154 - Insurance: Dental	600	360	960
410155 - Insurance: Vision Care	612	437	1,049
410156 - Insurance: Life	1,421	846	2,267
410157 - Insurance: SDI & LTD	1,723	912	2,636
410158 - Insurance: Medicare	5,767	3,926	9,693
410159 - Insurance: Unemployment	1,281	872	2,153
410162 - Part Time: PARS Retirement	2,269		2,269
<b>410 - Personnel Costs</b>	<b>525,094</b>	<b>379,801</b>	<b>904,896</b>
411201 - Advertising	1,800		1,800
411202 - Communications	550	500	1,050
411203 - Contractual Services	60,000	211,989	271,989
411204 - Dues & Publications	3,250	3,000	6,250
411205 - Conference & Meetings	1,500	1,000	2,500
411208 - Maintenance: Other Equipment		1,000	1,000
411209 - Equipment Rental (City Owned)	6,768		6,768
411212 - Printing And Postage	1,500	500	2,000
411214 - Training And Safety	550		550
411216 - Software License And Maintenance	7,500		7,500
411240 - Legal Service: General		25,000	25,000
<b>411 - Services</b>	<b>83,418</b>	<b>242,989</b>	<b>326,407</b>
412303 - Small Tools And Equipment	100	200	300
412304 - Office Supplies	1,250	1,000	2,250
412331 - Office Equipment (Under 5,000)	500	1,000	1,500
<b>412 - Supplies</b>	<b>1,850</b>	<b>2,200</b>	<b>4,050</b>
413401 - Insurance: General Liability	11,286	16,361	27,647
413421 - Solar Energy Rebates	1,000		1,000
<b>413 - Other Operating Exp.</b>	<b>12,286</b>	<b>16,361</b>	<b>28,647</b>
480970 - Operating Transfer Out		852,973	852,973
<b>480 - Operating Transfers</b>		<b>852,973</b>	<b>852,973</b>
<b>Total Expenditures</b>	<b>622,648</b>	<b>1,494,325</b>	<b>2,116,973</b>

City of Millbrae  
**FINANCE DEPARTMENT EXPENDITURES**  
 Fiscal Year 2011-2012

Account Number	GENERAL FUND	Other Funds	All Funds
410101 - Salary: Regular	376,808	353,721	730,529
410103 - Salary: Special	8,072	5,639	13,711
410107 - Salary: Overtime	858	3,870	4,728
410150 - Worker's Compensation	17,329	16,409	33,737
410151 - P.E.R.S.: General	53,691	50,179	103,870
410153 - Insurance: Health	66,138	72,149	138,287
410154 - Insurance: Dental	1,284	972	2,256
410155 - Insurance: Vision Care	472	227	699
410156 - Insurance: Life	2,041	1,560	3,601
410157 - Insurance: SDI & LTD	2,377	1,505	3,882
410158 - Insurance: Medicare	5,473	5,243	10,715
410159 - Insurance: Unemployment	1,211	1,158	2,368
410161 - Allowance: Cell Phone	300	300	600
410190 - P.E.R.S.: Pension Obligation		346,655	346,655
<b>410 - Personnel Costs</b>	<b>536,052</b>	<b>859,586</b>	<b>1,395,639</b>
411202 - Communications	7,395	200	7,595
411203 - Contractual Services	38,522	1,142	39,663
411204 - Dues & Publications	1,340		1,340
411205 - Conference & Meetings	3,000		3,000
411208 - Maintenance: Other Equipment	2,863	1,000	3,863
411212 - Printing And Postage	3,872	20,000	23,872
411214 - Training And Safety	500	1,000	1,500
411216 - Software License And Maintenance	30,000	21,459	51,459
411250 - Audit Services	61,000	47,005	108,005
<b>411 - Services</b>	<b>148,492</b>	<b>91,806</b>	<b>240,297</b>
412303 - Small Tools And Equipment	1,500		1,500
412304 - Office Supplies	5,074	10,000	15,074
412331 - Office Equipment (Under 5,000)	2,000	4,000	6,000
<b>412 - Supplies</b>	<b>8,574</b>	<b>14,000</b>	<b>22,574</b>
413330 - Debt Service: Administration Fee	5,000	4,795	9,795
413401 - Insurance: General Liability	13,406		13,406
413405 - Bond & Loan: Principle Payment	860,000	455,000	1,315,000
413406 - Bond & Loan: Interest Payment		1,123,720	1,123,720
<b>413 - Other Operating Exp.</b>	<b>878,406</b>	<b>1,583,515</b>	<b>2,461,920</b>
414440 - Property Tax Pass Through		2,049,000	2,049,000
<b>414 - Eraf/Prop.Tax Pass Thru</b>		<b>2,049,000</b>	<b>2,049,000</b>
480970 - Operating Transfer Out		126,996	126,996
<b>480 - Operating Transfers</b>		<b>126,996</b>	<b>126,996</b>
<b>Total Expenditures</b>	<b>1,571,524</b>	<b>4,724,903</b>	<b>6,296,427</b>

## FIRE DEPARTMENT EXPENDITURES

Fiscal Year 2011-2012

Account Number	GENERAL FUND	Other Funds	All Funds
410101 - Salary: Regular	2,318,013	143,751	2,461,764
410103 - Salary: Special	8,374	145	8,519
410104 - Salary: Holiday	77,839		77,839
410107 - Salary: Overtime	596,070		596,070
410111 - Fire: Paramedic Education	75,720		75,720
410113 - Incentive Pay: Ed Cert	111,508		111,508
410150 - Worker's Compensation	370,207	17,250	387,457
410151 - P.E.R.S.: General	664,512	37,111	701,623
410153 - Insurance: Health	386,734	16,960	403,694
410154 - Insurance: Dental	24,931	245	25,176
410155 - Insurance: Vision Care	6,229	350	6,579
410156 - Insurance: Life	11,488	907	12,395
410157 - Insurance: SDI & LTD	1,362	28	1,390
410158 - Insurance: Medicare	35,904		35,904
410159 - Insurance: Unemployment	10,120	459	10,579
410160 - Allowance: Uniform	7,940	352	8,292
410161 - Allowance: Cell Phone	1,800	600	2,400
<b>410 - Personnel Costs</b>	<b>4,708,752</b>	<b>218,157</b>	<b>4,926,909</b>
411202 - Communications	23,853		23,853
411203 - Contractual Services	85,285		85,285
411204 - Dues & Publications	3,526		3,526
411205 - Conference & Meetings	4,566		4,566
411206 - Maintenance: Building & Grounds	7,825		7,825
411207 - Maintenance: Vehicle	19,770		19,770
411208 - Maintenance: Other Equipment	6,037		6,037
411209 - Equipment Rental (City Owned)	41,201		41,201
411211 - Laundry And Linen Service	2,266		2,266
411212 - Printing And Postage	2,035		2,035
411213 - Rents, Leases & Taxes	4,882		4,882
411214 - Training And Safety	11,974		11,974
411230 - Special Department Expense	12,502		12,502
411261 - Electricity	9,300		9,300
411262 - Natural Gas	4,400		4,400
411263 - Water And Sewer	3,400		3,400
<b>411 - Services</b>	<b>242,821</b>		<b>242,821</b>
412301 - Motor Fuel	15,122		15,122
412302 - Parts And Tires	3,740		3,740
412303 - Small Tools And Equipment	1,069		1,069
412304 - Office Supplies	4,808		4,808
412305 - Wearing Apparel	14,647		14,647
412310 - Public Education Material	3,996		3,996
412330 - Special Department Supplies	7,287		7,287
412331 - Office Equipment (Under 5,000)	2,425		2,425
<b>412 - Supplies</b>	<b>53,094</b>		<b>53,094</b>
413401 - Insurance: General Liability	92,142	4,142	96,284
<b>413 - Other Operating Exp.</b>	<b>92,142</b>	<b>4,142</b>	<b>96,284</b>
480970 - Operating Transfer Out	133,373		133,373
<b>480 - Operating Transfers</b>	<b>133,373</b>		<b>133,373</b>
<b>Total Expenditures</b>	<b>5,230,181</b>	<b>222,299</b>	<b>5,452,480</b>

City of Millbrae  
**PARKS EXPENDITURES**  
 Fiscal Year 2011-2012

Account Number	GENERAL FUND	Other Funds	All Funds
410101 - Salary: Regular	402,966	49,011	451,976
410103 - Salary: Special	3,920		3,920
410107 - Salary: Overtime	4,318		4,318
410150 - Worker's Compensation	48,756	5,871	54,628
410151 - P.E.R.S.: General	61,622	7,498	69,120
410153 - Insurance: Health	121,970	18,900	140,870
410154 - Insurance: Dental	480		480
410156 - Insurance: Life	1,621	124	1,745
410157 - Insurance: SDI & LTD	1,240		1,240
410158 - Insurance: Medicare	6,011	715	6,726
410159 - Insurance: Unemployment	1,330	158	1,488
410160 - Allowance: Uniform	2,240	320	2,560
<b>410 - Personnel Costs</b>	<b>656,473</b>	<b>82,598</b>	<b>739,071</b>
411202 - Communications	3,000		3,000
411203 - Contractual Services	8,000		8,000
411204 - Dues & Publications	550		550
411206 - Maintenance: Building & Grounds	19,683	48,000	67,683
411208 - Maintenance: Other Equipment	4,500		4,500
411209 - Equipment Rental (City Owned)	58,718		58,718
411213 - Rents, Leases & Taxes	3,500	180,000	183,500
411214 - Training And Safety	3,346		3,346
411230 - Special Department Expense	1,200		1,200
411242 - Tree Services	25,250		25,250
411261 - Electricity	6,729		6,729
411263 - Water And Sewer		60,000	60,000
<b>411 - Services</b>	<b>134,476</b>	<b>288,000</b>	<b>422,476</b>
412301 - Motor Fuel	1,000		1,000
412302 - Parts And Tires	500		500
412303 - Small Tools And Equipment	3,167		3,167
412304 - Office Supplies	1,000		1,000
412305 - Wearing Apparel	1,500		1,500
412309 - Irrigation Supplies	2,000		2,000
412330 - Special Department Supplies	3,000		3,000
<b>412 - Supplies</b>	<b>12,167</b>		<b>12,167</b>
413401 - Insurance: General Liability	16,630	5,651	22,280
<b>413 - Other Operating Exp.</b>	<b>16,630</b>	<b>5,651</b>	<b>22,280</b>
480970 - Operating Transfer Out	125,842		125,842
<b>480 - Operating Transfers</b>	<b>125,842</b>		<b>125,842</b>
<b>Total Expenditures</b>	<b>945,589</b>	<b>376,248</b>	<b>1,321,837</b>

City of Millbrae  
**POLICE DEPARTMENT EXPENDTURES**  
 Fiscal Year 2011-2012

Account Number	GENERAL FUND	Other Funds	All Funds
410101 - Salary: Regular	2,437,533	58,338	2,495,871
410103 - Salary: Special	5,275		5,275
410104 - Salary: Holiday	95,329		95,329
410107 - Salary: Overtime	297,560	1,160	298,721
410113 - Incentive Pay: Ed Cert	178,633		178,633
410150 - Worker's Compensation	403,386	3,528	406,914
410151 - P.E.R.S.: General	566,713	7,895	574,608
410152 - Part Time: Lincoln National Retirement Part Time	4,899	269	5,168
410153 - Insurance: Health	456,976	15,120	472,096
410154 - Insurance: Dental	22,320		22,320
410155 - Insurance: Vision Care	5,755		5,755
410156 - Insurance: Life	9,777	130	9,907
410157 - Insurance: SDI & LTD	5,113		5,113
410158 - Insurance: Medicare	37,821	870	38,690
410159 - Insurance: Unemployment	9,446	190	9,636
410160 - Allowance: Uniform	2,220	480	2,700
410161 - Allowance: Cell Phone	1,200		1,200
<b>410 - Personnel Costs</b>	<b>4,539,955</b>	<b>87,980</b>	<b>4,627,936</b>
411202 - Communications	38,845		38,845
411203 - Contractual Services	949,072		949,072
411204 - Dues & Publications	2,100		2,100
411205 - Conference & Meetings	3,339		3,339
411206 - Maintenance: Building & Grounds	1,000		1,000
411207 - Maintenance: Vehicle		32,028	32,028
411208 - Maintenance: Other Equipment	8,300		8,300
411209 - Equipment Rental (City Owned)	142,053		142,053
411212 - Printing And Postage	3,400		3,400
411213 - Rents, Leases & Taxes	8,700		8,700
411214 - Training And Safety	37,919		37,919
411216 - Software License And Maintenance	12,000		12,000
411230 - Special Department Expense	23,924	345	24,269
411232 - Fees And Assessments	80,000		80,000
411240 - Legal Service: General	5,000		5,000
<b>411 - Services</b>	<b>1,315,652</b>	<b>32,373</b>	<b>1,348,025</b>
412301 - Motor Fuel		50,000	50,000
412303 - Small Tools And Equipment	2,500		2,500
412304 - Office Supplies	13,384		13,384
412305 - Wearing Apparel	11,060		11,060
412311 - Medical And Laboratory Supplies	1,000		1,000
412330 - Special Department Supplies	2,500		2,500
412331 - Office Equipment (Under 5,000)	9,701		9,701
<b>412 - Supplies</b>	<b>40,144</b>	<b>50,000</b>	<b>90,144</b>
413401 - Insurance: General Liability	108,103	3,396	111,499
<b>413 - Other Operating Exp.</b>	<b>108,103</b>	<b>3,396</b>	<b>111,499</b>
480970 - Operating Transfer Out	101,752		101,752
<b>480 - Operating Transfers</b>	<b>101,752</b>		<b>101,752</b>
<b>Total Expenditures</b>	<b>6,105,606</b>	<b>173,749</b>	<b>6,279,356</b>

## PUBLIC WORKS DEPARTMENT EXPENDITURES

Fiscal Year 2011-2012

Account Number	GENERAL FUND	Other Funds	All Funds
410101 - Salary: Regular	227,718	2,935,637	3,163,355
410103 - Salary: Special	4,772	98,645	103,417
410107 - Salary: Overtime	9,126	81,005	90,132
410113 - Incentive Pay: Ed Cert		12,729	12,729
410114 - Incentive Pay: Certified Pay	4,074	37,026	41,100
410150 - Worker's Compensation	18,785	296,372	315,158
410151 - P.E.R.S.: General	35,426	457,000	492,427
410153 - Insurance: Health	57,954	719,231	777,186
410154 - Insurance: Dental	252	13,872	14,124
410155 - Insurance: Vision Care		4,756	4,756
410156 - Insurance: Life	978	11,598	12,576
410157 - Insurance: SDI & LTD	828	8,598	9,426
410158 - Insurance: Medicare	3,449	43,713	47,162
410159 - Insurance: Unemployment	764	9,989	10,754
410160 - Allowance: Uniform	862	7,721	8,583
<b>410 - Personnel Costs</b>	<b>364,989</b>	<b>4,737,894</b>	<b>5,102,884</b>
411201 - Advertising	592	4,749	5,342
411202 - Communications	6,161	29,074	35,235
411203 - Contractual Services	205,521	888,686	1,094,207
411204 - Dues & Publications	1,371	23,038	24,409
411205 - Conference & Meetings	2,256	17,879	20,135
411206 - Maintenance: Building & Grounds	45,614	20,252	65,867
411207 - Maintenance: Vehicle		72,100	72,100
411208 - Maintenance: Other Equipment	8,067	329,605	337,672
411209 - Equipment Rental (City Owned)	34,664	505,570	540,234
411211 - Laundry And Linen Service	3,798	22,833	26,632
411212 - Printing And Postage	1,294	19,360	20,654
411213 - Rents, Leases & Taxes	6,484	121,949	128,433
411214 - Training And Safety	3,348	36,005	39,353
411215 - Credit Card Service Charge		7,353	7,353
411216 - Software License And Maintenance	1,998	27,400	29,398
411217 - Maintenance: Infrastructure	59,101	416,217	475,318
411220 - Rebate: Water Conservation		67,315	67,315
411230 - Special Department Expense	12,356	41,804	54,159
411231 - Commercial Waste Prevention		1,962	1,962
411232 - Fees And Assessments		186,337	186,337
411233 - Video Supplies		4,637	4,637
411240 - Legal Service: General	2,498	40,229	42,727
411242 - Tree Services		1,500	1,500
411261 - Electricity	1,000	280,649	281,649
411262 - Natural Gas		100,600	100,600
411263 - Water And Sewer		15,000	15,000
411276 - Grading And Hauling	3,000	76,200	79,200

## PUBLIC WORKS DEPARTMENT EXPENDITURES

Fiscal Year 2011-2012

Account Number	GENERAL FUND	Other Funds	All Funds
<b>411 - Services</b>	<b>399,122</b>	<b>3,358,306</b>	<b>3,757,427</b>
412301 - Motor Fuel		100,500	100,500
412303 - Small Tools And Equipment	6,175	28,958	35,133
412304 - Office Supplies	5,555	12,593	18,147
412305 - Wearing Apparel	3,263	6,269	9,532
412306 - Water Purchase: SFPUD		2,058,628	2,058,628
412307 - School Education Recycle Program		5,145	5,145
412308 - Conservation Supplies		13,235	13,235
412311 - Medical And Laboratory Supplies	200	116,087	116,287
412330 - Special Department Supplies	21,242	62,426	83,668
412331 - Office Equipment (Under 5,000)	3,497	8,000	11,497
<b>412 - Supplies</b>	<b>39,932</b>	<b>2,411,840</b>	<b>2,451,772</b>
413330 - Debt Service: Administration Fee		3,000	3,000
413401 - Insurance: General Liability	22,813	182,738	205,551
413402 - Claims Settlement		100,000	100,000
413405 - Bond & Loan: Principle Payment		1,630,000	1,630,000
413406 - Bond & Loan: Interest Payment		624,798	624,798
413407 - Depreciation		684,180	684,180
413409 - Overhead Allocation		543,002	543,002
413410 - Bad Debts / Write Offs		9,612	9,612
413430 - Contingency		10,609	10,609
<b>413 - Other Operating Exp.</b>	<b>22,813</b>	<b>3,787,939</b>	<b>3,810,752</b>
415240 - Capital: Legal Services		30,000	30,000
415505 - Capital: Improvement Other Than Building		8,364,793	8,364,793
<b>415 - Capital Expenditures</b>		<b>8,394,793</b>	<b>8,394,793</b>
<b>Total Expenditures</b>	<b>826,856</b>	<b>22,690,771</b>	<b>23,517,628</b>

City of Millbrae  
**RECREATION EXPENDITURES**  
 Fiscal Year 2011-2012

Account Number	GENERAL FUND	Recreation Fund	Other Funds	All Funds
410101 - Salary: Regular		311,276		311,276
410102 - Salary: Temp And Part Time		173,050		173,050
410103 - Salary: Special		5,358		5,358
410107 - Salary: Overtime		681		681
410150 - Worker's Compensation		22,930		22,930
410151 - P.E.R.S.: General		51,196		51,196
410152 - Part Time: Lincoln National Retirement Part Time		5,609		5,609
410153 - Insurance: Health		61,719		61,719
410154 - Insurance: Dental		720		720
410155 - Insurance: Vision Care		699		699
410156 - Insurance: Life		1,690		1,690
410157 - Insurance: SDI & LTD		1,930		1,930
410158 - Insurance: Medicare		6,972		6,972
410159 - Insurance: Unemployment		1,549		1,549
410161 - Allowance: Cell Phone		1,200		1,200
<b>410 - Personnel Costs</b>		<b>646,578</b>		<b>646,578</b>
411202 - Communications		2,265		2,265
411203 - Contractual Services	1,665	181,051		182,716
411204 - Dues & Publications		300		300
411207 - Maintenance: Vehicle		2,088		2,088
411208 - Maintenance: Other Equipment		9,948		9,948
411212 - Printing And Postage		13,620		13,620
411214 - Training And Safety		274		274
411215 - Credit Card Service Charge		14,171		14,171
411216 - Software License And Maintenance		5,200		5,200
411230 - Special Department Expense	6,428	49,677	2,000	58,105
411261 - Electricity		27,546		27,546
411262 - Natural Gas		8,000		8,000
411263 - Water And Sewer		4,000		4,000
<b>411 - Services</b>	<b>8,093</b>	<b>318,140</b>	<b>2,000</b>	<b>328,233</b>
412301 - Motor Fuel		1,123		1,123
412304 - Office Supplies		2,217		2,217
<b>412 - Supplies</b>		<b>3,341</b>		<b>3,341</b>
413401 - Insurance: General Liability		22,993		22,993
<b>413 - Other Operating Exp.</b>		<b>22,993</b>		<b>22,993</b>
480970 - Operating Transfer Out			8,000	8,000
<b>480 - Operating Transfers</b>			<b>8,000</b>	<b>8,000</b>
<b>Total Expenditures</b>	<b>8,093</b>	<b>991,052</b>	<b>10,000</b>	<b>1,009,144</b>