

**CITY COUNCIL
AGENDA REPORT**



CITY OF MILLBRAE
621 Magnolia Avenue
Millbrae, CA 94030

SUBJECT: Second Budget Study Session Fiscal Year 2013-2014 Proposed Budget EXHIBITS: Resolution and Revised Attachment A and Attachment X	Report No. 5376
	For Agenda of: May 28, 2013
	Department: Finance
	Originator: LaRae Brown <i>LR</i>
Approved: <i>MR</i>	
Budget Action? Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/> Finance Review: _____	

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

Staff recommends that the City Council adopt a Resolution approving the Fiscal Year 2013-2014 Budget

BACKGROUND:

This is the second informational study session for the Fiscal Year 2013-2014 Proposed Budget. The first budget study session was held on May 21, 2013, and an overall review of the budget development process and budget assumptions were discussed. The following items were presented:

- Attachment A: Fund Balance History & Projection: General Fund & Special Revenue Funds
- Attachment B: Fund Balance History & Projection: Enterprise & Internal Service Funds
- Attachment C: Various Budget Assumptions
- Attachment D: General Fund Projected Revenues and Expenditures
- Attachment E: General Fund Detailed Revenues
- Attachment F: General Fund Detailed Expenditures
- Attachment G: Operating Transfers
- Attachment H: General Fund: Fiscal Year End Fund Balance
- Attachment I: All Funds: Revenues and Expenditures
- Attachment J: City Council
- Attachment K: City Administration
- Attachment L: Community Development
- Attachment M: Finance Department
- Attachment N: Fire Department

- Attachment O: Parks
- Attachment P: Public Works
- Attachment Q: Recreation
- Attachment R: Debt Schedule
- Attachment S: Capital Improvement Program
- Attachment T: Contract Vendors
- Attachment U: Position Allocation (By Department)
- Attachment V: Salary Schedules
- Attachment W: Property Tax Allocation
- Attachment X: Sales Tax Allocation

ANALYSIS:

The Proposed Budget was developed using information received from Federal, State, and County entities as of May 07, 2013. A comprehensive analysis has taken place for all City Funds. Every Department completed an extensive review of their projected Revenues and Expenditures for Fiscal Year 2013-2014.

The Proposed Budget for Fiscal Year 2013-2014 was developed and reflects the following known changes and assumptions:

- 1) The Employer paid Public Employee Retirement System (PERS) rate:

Employee Group	FY 12-13	FY 13-14
Miscellaneous	16.23%	17.25%
Fire	25.81%	26.76%

- 2) The Employer paid retiree medical insurance maximum yearly contribution rate (per retiree):

Employee Group	FY 12-13	FY 12-13
Management	\$ 14,490	\$ 15,690
Fire	\$ 2,658	\$ 2,658
Police	\$ 1,344	\$ 1,380
Sanitation	\$ 1,344	\$ 1,380

- 3) The Proposed FY 13-14 Budget does not include a 5% employee concession. The Memorandum of Understanding (MOU's) for all represented employee groups expires on June 30, 2013.
- 4) Revised Attachment A: Attachment A has been revised to reflect the correct title of "Successor Agency"
- 5) Revised Attachment X: Attachment X has been revised to reflect the correct allocation of Sales Tax for San Mateo County.
- 6) Salary Schedule for Fire

FISCAL IMPACT:

The Fiscal Year 2013-2014 Projected Revenues and Expenditures for the General Fund and all other Funds are summarized below:

GENERAL FUND	
Budget: Projected Revenues	20,963,424
Budget: Projected Expenditures	<u>18,782,034</u>
Variance	2,181,390
ALL OTHER FUNDS	
Budget: Projected Revenues	24,205,459
Budget: Projected Expenditures	<u>30,480,611</u>
Variance	-6,275,152
TOTAL ALL FUNDS COMBINED	
Budget: Projected Revenues	45,168,883
Budget: Projected Expenditures	<u>49,262,645</u>
Variance	-4,093,792

All Other Funds Variance Negative amount of \$6,275,152:

The negative variance shown above is due to projected expenditures exceeding projected revenues for various funds in fiscal year 13-14. The negative variance will reduce the "Fund Balance" in those funds. A positive "Fund Balance" is created when actual revenues exceed actual expenditures at the end of each fiscal year. At the close of the each fiscal year, actual excess revenues are added to the accumulating "Fund Balance". However, if actual expenditures exceed actual revenues in any given year then the "Fund Balance" will be reduced for that fund. All funds currently maintain a positive "Fund Balance". The accumulated positive "Fund Balance" from any fund can be re-appropriated for future use and is done through the budget process, although ongoing restrictions on that particular fund continue to apply to the re-appropriated funds.

For example Highway Users Tax / Gas Tax (Fund 1211): Money received from gas tax can only be utilized for street and highway maintenance and improvements. On June 30, 2012, the "Fund Balance" in Fund 1121 was \$575 thousand. If the actual expenditures do exceed the actual revenues by \$28,500 in FY 13-14, on June 30, 2014, the "Fund Balance" for Fund 1211 would be reduced by the \$28,500, but the fund will still have a positive "Fund Balance"

For example Measure "A" (Fund 1205): Money received from Measure "A" can only be utilized for the improvement of local transportation, including street and road improvements. On June 30, 2012, the "Fund Balance" in Fund 1205 was \$1.5 million. If the actual revenues exceed the actual expenditures by \$135 thousand in FY 13-14, on June 30, 2014, the "Fund Balance" for Fund 1205 will be increased by the \$135 thousand.

Budget Reserve Requirement for the General Fund:

The Fiscal Year 2013-2014 General Fund Budget is balanced (revenues exceed expenditures) and the fifteen percent (15%) reserve requirement of \$2,817,305 has been attained.

Five-Year Budget Projection:

In July 2013, staff will return to Council and provide a five-year budget projection, including detailed future budget assumptions. This will provide the opportunity to continue the development of a long-range plan to ensure the long-term fiscal health and viability of the City of Millbrae.

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 2013-2014 Budget.

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

RESOLUTION ADOPTING THE BUDGET FOR FISCAL YEAR 2013-2014

WHEREAS, the City Manager presented a Proposed Annual Budget for Fiscal Year 2013-2014 detailing anticipated revenues, expenditures, contributions, debt service and authorized full-time equivalent positions; and,

WHEREAS, the City Council conducted study sessions on May 21, and May 28, for the purpose of reviewing the Fiscal Year 2013-2014 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 2013-2014 thereto,

NOW, THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF MILLBRAE does hereby adopt the Proposed Budget for Fiscal Year 2013-2014.

Scope

This resolution defines the authority and responsibilities of the City Manager in implementing the Fiscal Year 2013-2014 Approved Budget of the City of Millbrae. Former budget resolutions for the City of Millbrae are hereby superseded in their entirety.

Definitions

- 1.1 "Approved Budget" is the budget adopted by the City Council on May 28, 2013 for Fiscal Year 2013-2014, including subsequent transfers, labor agreements as well as employee service changes due to promotions, merit increases, and re-allocations through June 30, 2014.
- 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, 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.

- 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.

Appropriations

- 3.1 The approved expenditures for Fiscal Year 2013-2014 shall be set forth in the Proposed Budget Documents and incorporated within.
- 3.2 The City Manager 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 2013-2014 appropriations remaining unexpended at June 30, 2014 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. Transfers in excess of \$100,000 shall be approved by the City Council by resolution, except for payments to employees for vacation and sick leave termination, which may be approved by the City Manager.

Other Appropriation Transfers

- 5.1 An Appropriation transfer within the same Department must be approved by the City Manager.
- 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. Appropriation transfers in excess of \$100,000 shall be approved by the City Council by resolution.

Encumbrances

- 6.1 All purchase order commitments encumbered at June 30, 2013 are hereby re-encumbered in Fiscal Year 2013-2014. The exact dollar amount of such re-encumbrances shall be determined after the City accounts have been closed and reconciled for the 2012-2013 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 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 28, 2014, the City Council shall receive a Mid-year Budget Review including the following information:

- ✓ The-re-estimate of the Fiscal Year 2013-2014 financial condition of all Funds including the Revenues and Expenditures projected by June 30, 2014. The projected Fund Balance and recommendations for eliminating any projected June 30, 2014 Fund deficits.

REGULARLY PASSED AND ADOPTED this 28 day of May 2013.

Mayor

ATTEST:

City Clerk

City of Millbrae

ATTACHMENT A
REVISED 05-28-13

Fund Balance History and Projection: 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 ENDING BALANCE	2011-2012 ENDING BALANCE	2012-2013 Budgeted Revenues	2012-2013 Budgeted Expenditures	2012-2013 Projected Balance	2013-2014 Proposed Revenues	2013-2014 Proposed Expenditures	2013-2014 Projected Balance
GENERAL FUND												
1101	GENERAL FUND	2,900,789	2,748,966	2,862,333	4,093,656	5,493,200	18,955,860	18,722,220	5,726,840	20,963,424	18,782,034	7,908,230
SPECIAL REVENUE FUNDS												
1103	DEVELOPER: PERMITS	2,351,075	4,058,646	2,044,103	2,240,059	2,572,167	790,756	165,436	3,197,467		350,000	2,847,487
1120	JOINT FIRE TRAINING PROGRAM	747	82,698	97,319	0	11,722	246,488	246,488	11,722	244,985	244,985	11,722
1205	MEASURE A	1,666,420	735,670	1,048,911	1,343,226	1,495,960	386,000	336,068	1,545,892	386,000	251,268	1,680,624
1211	HIGHWAY USERS TAX: 2105/2106/2107/2107.5	538,273	536,486	545,801	541,439	574,907	341,385	343,147	573,146	336,733	365,234	544,645
1215	RECREATION	(94,502)		(300)	40,175	65,035	998,889	1,017,090	46,834	1,012,853	1,012,853	46,834
1217	ASSET FORFEITURE	1,234	1,186	1,166	3,451	8,939	0	0	8,939	0	0	8,939
1227	INTEGRATED WASTE MANAGEMENT	211,564	151,005	96,179	109,003	147,818	251,566	218,355	181,029	251,566	218,394	214,201
1228	SAM TRANS: (ECR) / VICTORIA AVE	9,021	3,911	3,669	3,597	921	22,483	467,325	(443,940)	0	0	(443,940)
1244	STATE: TRAFFIC CONGESTION RELIEF	400,568	1,088,887	1,009,128	1,210,636	1,435,006	240,455	253,616	1,421,845	314,366	1,596,275	139,936
1250	SMC: STREET SWEEP / CONGESTION	35,694	51,540	71,567	26,671	16,696	74,647	93,867	(2,524)	183,827	181,303	(0)
1260	SENIOR: PROGRAM DONATIONS	34,620	55,357	47,492	35,540	28,627	100	2,000	26,727	1,000	2,000	25,727
1530	FIELD LICENSE AGREEMENT		1,279,975	460,777	2,025	57,082	363,191	363,191	57,082	366,139	366,139	57,082
1531	DEVELOPER: HOUSING FEES			1,683,902	3,277,214	3,269,325	256,236	256,236	3,269,325	14,000	13,019	3,270,306
1532	GENERAL PLAN UPDATE						155,368	0	155,368	15,000	150,000	20,368
1540	DOCUMENT IMAGING FEES	146,139	168,900	173,459	162,944	194,380	24,727	24,474	194,633	20,000	20,000	194,633
1542	PEG PROGRAMMING CAPITAL	216,805	209,183	186,658	188,138	152,763	1,000	16,022	137,740	1,000	17,840	120,900
1550	SISTER CITY	18,524	7,807	7,813	11,456	11,820	2,000	2,000	11,820	2,275	2,275	11,820
	TOTAL: SPECIAL REVENUE FUNDS	5,534,181	8,431,329	7,522,831	9,195,574	10,043,167	4,155,271	3,805,315	10,393,124	3,149,743	4,791,584	8,751,282

City of Millbrae

Fund Balance History and Projection: General Fund and Special Revenue Funds

ATTACHMENT A
REVISED 05-28-13

Fund Type	Fund Number and Description	2007-2008 ENDING BALANCE	2008-2009 ENDING BALANCE	2009-2010 ENDING BALANCE	2010-2011 ENDING BALANCE	2011-2012 ENDING BALANCE	2012-2013 Budgeted Revenues	2012-2013 Budgeted Expenditures	2012-2013 Projected Balance	2013-2014 Proposed Revenues	2013-2014 Proposed Expenditures	2013-2014 Projected Balance
DEBT SERVICE FUNDS												
1354	1999 LOAN: POLICE REMODEL	387,717	383,215	395,230	401,839	105,571	266,400	265,400	105,571	269,624	269,624	105,571
1355	2001 GOB: LIBRARY	654,274	679,445	702,190	726,251	754,956	634,775	634,031	755,699	658,525	641,450	772,774
1366	2004 TPO: PENSION						895,000	895,000	0	930,000	930,000	0
	TOTAL: DEBT SERVICE FUNDS	1,041,990	1,062,660	1,097,420	1,128,090	860,526	1,796,175	1,795,431	861,270	1,858,149	1,841,073	873,346
DEVELOPER PROJECT FUNDS												
1104	DEVELOPER: FEES	1,069,736	825,167	826,054	1,277,881	1,277,881		1,019,847	258,035		250,000	8,035
1150	PINDERA - 120 SOUTH ECR								0			0
1160	BELAMOR HOMEOWERSHIP PROGRAM					2,883	0	576	2,307			2,307
1170	SAFEWAY				9,427	(8,183)	33,126	26,568	(1,626)			(1,626)
	TOTAL: CAPITAL PROJECT FUNDS	1,069,736	825,167	826,054	1,287,308	1,272,581	33,126	1,046,992	258,715	0	250,000	8,715
SUCCESSOR AGENCY- PRIOR REDEVELOPMENT												
2238	RDA: SUCCESSOR HOUSING (LMIHF 20%)	1,878,030	(59,150)	(1,080,994)	(580,817)	(23,248)	153,246	3,992	126,006	0	0	126,006
2328	RDA: SUCCESSOR (DEBT SERVICE) (80%)	3,728,398	5,080,777	5,284,638	5,870,759	3,177,512	970,927	970,927	3,177,512	990,711	990,711	3,177,512
2416	RDA: SUCCESSOR OPERATIONS	131,810	278,797	271,098	551,782	464,588	489,812	515,445	438,955	506,421	506,421	438,955
	TOTAL: SECESSOR AGENCY	5,738,038	5,300,424	4,474,743	5,841,724	3,618,853	1,613,985	1,490,364	3,742,474	1,497,132	1,497,132	3,742,474

City of Millbrae

ATTACHMENT B

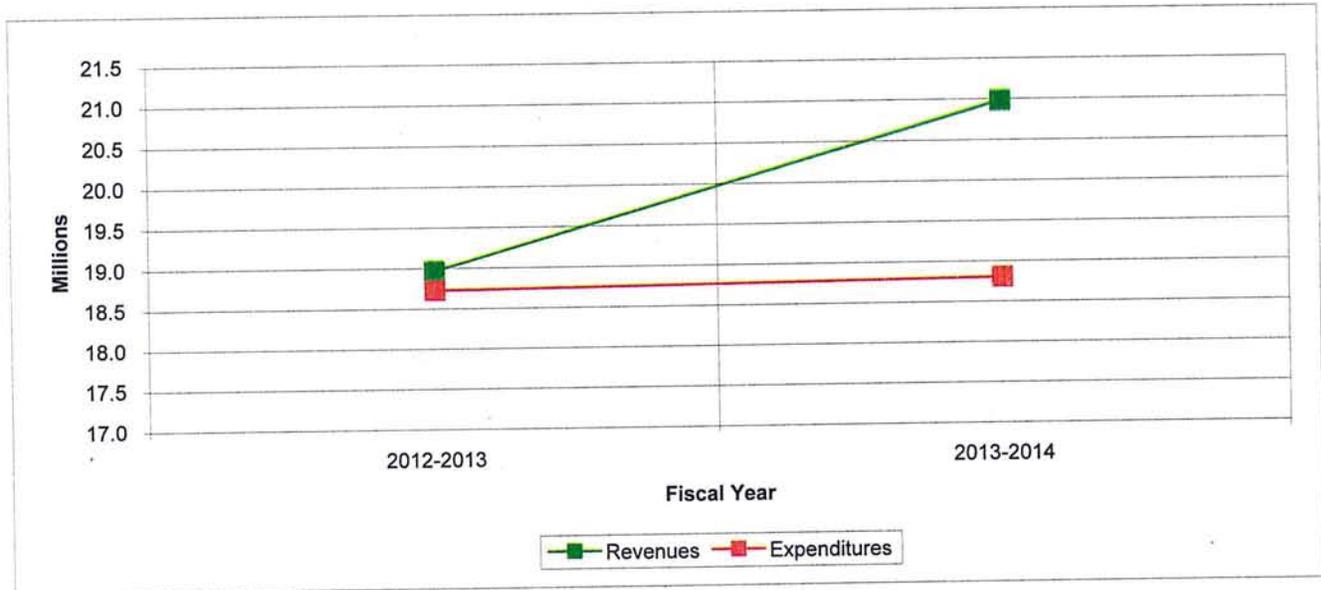
Fund Balance History and Projection: Enterprise and Internal Service Funds

2008-2009 ENDING FUND BALANCE	2009-2010 ENDING FUND BALANCE	2010-2011 ENDING FUND BALANCE	2011-2012 ENDING FUND BALANCE	2011-2012 Ending Fund Balance Components					2012-2013 Budgeted Revenues	2012-2013 Budgeted Expenditures (No Depreciation)	2012-2013 Projected Ending Fund Balance	2012-2013 CASH Projected Balance	2013-2014 Proposed Revenues	2013-2014 Proposed Expenditures (No Depreciation)	2013-2014 Projected Ending Fund Balance	2013-2014 CASH Projected Balance
				2011-2012 Total Fixed Assets	2011-2012 Long Term Liabilities	2011-2012 Short Term Liabilities	2011-2012 CASH and Receivables	2011-2012 CASH Less Short-Term Liabilities								
7,433,883	8,235,679	11,211,289	12,977,351	38,455,959	(38,884,801)	(2,703,691)	13,557,242	10,853,551	10,365,335	13,263,962	10,078,724	7,954,924	8,711,854	10,635,040	8,155,538	6,031,738
11,480,016	11,917,318	12,636,447	13,041,753	7,604,685	(128,581)	(776,059)	6,341,708	5,565,649	5,715,637	7,054,973	11,702,417	4,226,313	6,463,148	8,081,712	10,083,853	2,607,749
585,662	548,040	503,864	505,154	434,924	(13,575)	(23,751)	107,038	83,287	518,170	478,100	545,223	123,356	486,207	442,810	588,620	166,753
19,499,560	20,701,034	24,351,600	26,524,258	46,495,569	(39,026,957)	(3,503,501)	20,005,988	16,502,487	16,599,142	20,797,035	22,326,365	12,304,594	15,661,209	19,159,563	18,828,011	8,806,241
(149,025)	0	0	15,676	0	(640,365)	(767,817)	1,423,858	656,041	836,393	841,833	10,236	650,601	848,477	848,477	10,236	650,601
(12,499)	0	20,624	6,303	0	(18,040)	(172,330)	196,673	24,343	467,666	472,788	1,181	19,221	455,550	455,550	1,181	19,221
	0	0	0	0	0	0	0	0	29,401	29,401	0	0	28,278	28,278	0	0
1,101,923	1,292,759	1,457,610	1,569,654	732,087	(11,882)	(30,838)	880,286	849,448	651,921	457,910	1,763,665	1,043,459	706,921	398,372	2,072,214	1,352,008
		(404,391)	0	0	(1,372,371)	(511,113)	1,883,484	1,372,371	316,919	0	316,919	1,689,290			316,919	1,689,290
940,399	1,549,344	1,073,843	1,591,633	732,087	(2,042,657)	(1,482,099)	4,384,301	2,902,203	2,302,300	1,801,932	2,092,001	3,402,571	2,039,226	1,730,677	2,400,550	3,711,120

FY 2013-2014 Various Budget Assumptions

Assumptions	2012-2013	2012-2013
Personnel costs (Subject to Council Approval and Meet and Confer)		
No Furloughs		
No Salary Freezes		
No Increase in Employer Paid Medical		
Personnel Changes (Not all costs are General Fund Related)		
Additions:		
Administrative Services / Human Resources	Contract	1 Full Time
Administrative Analyst	Unfilled	1 Full Time
Fire Chief		25% Time Position
Fire Marshall		50% Time Position
Fire Prevention Officer		50% Time Position
Firefighters	Unfilled	2 Full Time
Community Development Director		1 Full Time
Public Works: Environmental Program Manager		1 Full Time
Public Works: Environmental Program Coordinator	Unfilled	40% Position
Public Works: Associate Engineer	Unfilled	1 Full Time
Deletions:		
Fire Chief		50% Position
Fire Marshall		1 Full Time
Community Development Director	Contract	75% Time Position
Public Works: Environmental Program Manager		80% Time Position
Public Works: Environmental Program Coordinator	Unfilled	80% Time Position
Public Works: Engineering Technician	Unfilled	1 Full Time
Public Works: Supervisor II	Unfilled	1 Full Time
Public Works: Office Assistant II	Unfilled	1 Full Time
General Fund		
Revenue Increase (Decrease) Included in the FY 13-14 Proposed Budget		
Due to Safeway and the Increase in Sales Tax and Hotel Occupancy Tax	(238,850)	1,237,173
General Fund Subsidy / Included in the FY 13-14 Proposed Budget		
Storm Drain (Fund 1664)	200,238	235,827
Fields (Fund 1530)	108,191	109,139
Recreation (Fund 1215)	88,389	42,853
General Fund Expenditures Included in the FY 13-14 Proposed Budget		
Tree Trimming City Wide	26,750	70,000
Capital: Joint Fire Station	250,000	
Election Costs		25,000
Police Building Gates		20,000
Website: Update / Upgrade and Yearly Support		31,200
Website: Facebook		5,000
Economic Development Plan Implementation		325,000
Other Funds		
Electronic Device for each Council Per Term @ \$350.00		1,750
Lyons, Green Hills, and Meadows Playground Equipment		250,000
Capital: Joint Fire Station		250,000
General Plan Update		150,000
Fee Study		100,000

General Fund: Projected Revenues and Expenditures



Description	2012-2013	2013-2014
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REVENUES

Property Taxes	6,053,902	6,343,402
ERAF and RPTTF	518,888	920,331
Fire Assessment	1,420,800	1,210,000
Other Taxes	7,320,227	8,622,500
Permits, Fines, Interest and Rent	2,855,638	2,791,113
Fed, State, and County Grants		100,000
Other Revenues	786,405	976,078
Total Revenues	18,955,860	20,963,424

EXPENDITURES

Personnel Costs	6,485,410	6,904,492
Overtime and Stand By Pay	612,092	550,000
Earned Sick and Vacation Leave	316,919	30,829
Retiree Medical Insurance	302,302	456,490
P.E.R.S. Pension Obligation Bond Payment - General Fund	540,871	477,258
OPEB: Other Post Employment Benefits		244,000
Supplies and Services	4,512,633	3,950,163
San Mateo County Sheriff's Contract	4,966,277	4,916,459
Other Operating Expenditures	76,170	460,693
Capital: Joint Fire Station		
Operating Transfers	909,455	791,649
Total Expenditures	18,722,128	18,782,033

Revenues less Expenditures	233,732	2,181,391
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Budget Fiscal Year 2013 / 2014

ATTACHMENT E

GENERAL FUND / DETAILED REVENUES

Revenue Description	Proposed Budget	Grand Total
Revenues		
Prop Tax: Current Year Secured	4,275,000	
Prop Tax: Current Year Unsecured	222,000	
Prop Tax: Homeowner's Tax Relief	31,000	
Prop Tax: SB 813 Supplemental	100,000	
Prop Tax: In Lieu Of Vehicle License Fee	1,760,402	
Prop Tax: Administration Fee (San Mateo County)	-45,000	
		6,343,402 Property Tax
Prop Tax: ERAF	615,276	
Prop Tax: Redemptions /RPTTF (Redevelopment Property Tax Trust Fund)	305,055	
		920,331 ERAF & RPTTF
Prop Tax: Special Assessments (Fire)	1,210,000	
		1,210,000 Fire Assessment
Sales And Use Tax	1,671,000	
Sales And Use Tax: 1/2 Cent Public Safety	74,000	
Prop Tax: Triple Flip	584,000	
Property Transfer Tax	116,000	
Parking Tax	86,500	
Telecommunications	280,000	
Garbage: South San Francisco Scavenger	492,000	
Utilities: Pacific Gas And Electric	230,000	
Transient Occupancy Tax	4,749,000	
Business License	340,000	
		8,622,500 Other Taxes
Interest Income	131,913	
Rental Income: Cell Towers (9 Sites)	259,501	
Airport Commission (Noise Monitoring)	120	
Office Depot (License Agreement)	3,666	
Permits / Inspections / Engineer / Planning	922,110	
Other Permits / Services / Fines	1,473,803	
		2,791,113 Permits, Fines, Interest & Rent
County Grant: SLESF	100,000	
		100,000 Fed, State, and County Grants
Interdepartmental Services (RDA Successor Agency)	753,733	
Current Service Charges: Shared Services	180,685	
Miscellaneous Revenue	41,660	
		976,078 Other Revenues
		20,963,424 TOTAL REVENUES

Property Tax - San Mateo County is on the Teeter Plan

First enacted in 1949, the Teeter Plan provides California counties with an optional alternative method for allocating delinquent property tax revenues. Using the accrual method of accounting under the Teeter Plan, counties allocate property tax revenues based on the total amount of property taxes billed, but not yet collected. The Teeter Plan allows counties to finance property tax receipts for local agencies by borrowing money to advance cash to each taxing jurisdiction in an amount equal to the current year's delinquent property taxes. In exchange, the counties receive the penalties and interest on the delinquent taxes when collected.

Cell Tower Sites

The City of Millbrae receives income for nine cell tower sites. The sites are located at: La Prenda Tank, Madrone Pump, Helen Tank and on the Spur Trail just west of Taylor Field near Richmond Drive.

Sales and Use Tax: 1/2 Cent Public Safety

Proposition 172 was passed in 1992, to cushion the impact of the ERAF (Education Revenue Augmentation Fund) property tax shift. The purpose of Proposition 172 was not necessarily to increase public safety funding, but to maintain public safety funding levels in spite of ERAF property tax shifts. Proposition 172 revenues are collected by the State Board of Equalization and apportioned to each County based on proportionate shares of statewide taxable sales. Each County then allocates the revenue to cities essentially in proportion to their loss due to the 1993-94 Phase II ERAF property tax shifts. Phase II of ERAF is based on each agency's estimated receipt of property tax revenues under AB8 of 1980.

Telecommunications

Revenue in this account is from both AT&T and Comcast

Budget Fiscal Year 2013 / 2014

GENERAL FUND / DETAILED EXPENDITURES

ATTACHMENT F

Expenditure Description	Proposed Budget	Grand Total
EXPENDITURES		
Salary: Regular	4,390,792	
Salary: Special	4,200	
Salary: Holiday	105,294	
Fire: Paramedic Education		
Incentive Pay: Ed Cert		
Incentive Pay: Certified Pay		
Worker's Compensation	430,362	
P.E.R.S.: General	997,783	
Part Time: Lincoln National Retirement Part Time	1,555	
Insurance: Health	790,218	
Insurance: Dental	46,750	
Insurance: Vision Care	9,612	
Insurance: Life	19,020	
Insurance: SDI & LTD	12,934	
Insurance: Medicare	61,564	
Insurance: Unemployment	14,401	
Allowance: Uniform	16,491	
Allowance: Cell Phone	3,516	
		6,904,492 Personnel Costs
Salary: Overtime	550,000	550,000 Overtime and Stand By Pay
Salary: Final Vacation Leave Pay	30,829	30,829 Earned Sick and Vacation Leave
Insurance: Health (Retiree)	456,490	456,490 Retiree Medical Insurance
P.E.R.S. Pension Obligation Bond Payment	477,258	477,258 2004 Pension Obligation Bond
OPEB: Other Post Employment Benefits	244,000	244,000 OPEB
Services and Supplies	2,833,434	3,334,163 Services and Supplies
Legal Services	546,000	546,000 Legal Services
Tree Services (City Wide)	70,000	70,000 Tree Services
San Mateo County Sheriff's Contract	4,991,479	
Less PERS / San Mateo County Sheriff's Contract	(10,020)	
Less Fuel Usage / San Mateo County Sheriff's Contract	(65,000)	4,916,459 SMC Sheriff's Contract
ADA Transition Plan / Implementation	110,400	
Economic Development Plan Implementation	325,000	
Website Update / Upgrade and Yearly Support	31,200	
Facebook set up	5,000	
Election	29,129	
Insurance: General Liability	159,693	
Claims Settlement	300,000	
Solar Energy Rebates	1,000	
		460,693 Other Operating Expenditures
Operating Transfer Out		
Debt Service: Audit (1999- Police Dept Remodel)	7,446	
Loan: Principle Payment (1999 - Police Dept Remodel)	166,000	
Loan: Interest Payment (1999 - Police Dept Remodel)	96,178	
Joint Fire Training	134,207	
Storm Drain	235,827	
Fields Maintenance	109,139	
Recreation	42,853	
		791,649 Operating Transfers
		18,782,034 TOTAL EXPENDITURES
		2,181,390 Revenues Less Expenditures

City of Millbrae

ATTACHMENT G

Budget Fiscal Year 2013 / 2014

OPERATING TRANSFERS

GF: General Fund	DS: Debt Service
SR: Special Revenue	IS: Internal Service
RDA: Successor Agency	EF: Enterprise

Fund Number	Description of Transaction	General Fund Expenditure Transfer Out 480970	Special Revenue Revenue Interdepartmental 370960	Special Revenue Revenue Transfer In 380970	Special Revenue Expenditure Transfer Out 480970	Debt Service Revenue Transfer In 380970	Enterprise Funds Revenue Transfer In 380970	RDA Successor Expenditure Fees & Assessments 411232	RDA Successor Expenditure Transfer Out 480970	RDA Successor Revenue Transfer In 380970
1101	General Fund (GF) / Joint Fire Training (SR)	134,207								
1120	General Fund (GF) / Joint Fire Training (SR)			134,207						
1101	General Fund (GF) / Fields Maintenance (SR)	109,139								
1530	General Fund (GF) / Fields Maintenance (SR)			109,139						
1101	General Fund (GF) / 1999 COP (Certificates of Participation) Bonds (DS)	269,624								
1354	General Fund (GF) / 1999 COP (Certificates of Participation) Bonds (DS)					269,624				
1101	General Fund (GF) / Storm Drain (EF)	235,827								
1664	General Fund (GF) / Storm Drain (EF)						235,827			
1101	General Fund (GF) / Recreation (SR)	42,853								
1215	General Fund (GF) / Recreation (SR)			42,853						
1280	Senior Donation (SR) / Recreation (SR)				2,000					
1215	Senior Donation (SR) / Recreation (SR)			2,000						
2326	RDA / Field License Agreement (SR)							180,000		
1530	RDA / Field License Agreement (SR)		180,000							
2326	RDA / Operations (SR)								455,061	
2416	RDA / Operations (SR)									455,061
Grand Total		791,649	180,000	288,198	2,000	269,624	235,827	180,000	455,061	455,061

Total Transfers In: Revenue Account 380970
 Total Transfers Out: Expenditure Account 480970

1,248,710
 1,248,710

**RESOLUTION 08-61
RDA RESOLUTION 08 10**

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

**JOINT RESOLUTION OF THE CITY OF MILLBRAE AND THE MILLBRAE
REDEVELOPMENT AGENCY ESTABLISHING BUDGET RESERVES**

WHEREAS, the City of Millbrae and Millbrae Redevelopment Agency (RDA) adopt annual budgets through a two year financial plan process; and

WHEREAS, the City of Millbrae and RDA Board have not had a formal budget reserve requirement for general or special funds; and

WHEREAS, establishing a formal reserve requirement is both a sound fiscal policy and management practice; and

NOW THEREFORE BE IT RESOLVED that the City Council of Millbrae and RDA Board that the annual budget and 2 year fiscal plans shall include a 15% general fund and an additional 10% reserve for other operating funds including redevelopment and utilities; and

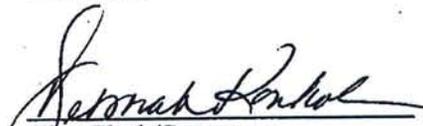
BE IT FURTHER RESOLVED that such reserves can only be utilized by a City Council/RDA Board action and use is limited to providing stability in economic downturns such as a recession or unforeseen major events such as an earthquake; and

BE IT FURTHER RESOLVED that when the City Council/RDA Board of Directors authorizes the use of reserve funds it shall be the responsibility of the City Manager/Executive Director to address replacement of utilized funds and reestablishment of reserves in the next fiscal/budget cycle.

REGULARLY PASSED AND ADOPTED this 25th day of November, 2008.


Mayor/Chair

ATTEST:


City Clerk/Secretary

General Fund Fiscal Year End Fund Balance

ATTACHMENT H

A	July 01, 2012 Beginning Fund Balance		<u>5,493,202</u>
	Fiscal Year 12-13 Projected Revenues	18,955,860	
	Fiscal Year 12-13 Projected Expenditures	With Concessions (18,722,220)	
	Revenues Less Expenditures	233,640	
	June 30, 2013 Projected Ending Fund Balance		<u>5,726,842</u>
	Assigned: Encumbrances	638,992	
	Assigned: OPEB Reserve	1,532,462	
	Assigned: OPEB for FY 11/12	357,000	
	Assigned: OPEB for FY 12/13	295,000	
	Total: Assigned	2,823,454	
June 30, 2013 Projected Unassigned Fund Balance		<u>2,903,388</u>	
15% Reserve Requirement	2,080,333		
June 30, 2013 Projected Available Fund Balance		<u>823,055</u>	

B	July 01, 2013 Projected Beginning Fund Balance		<u>5,726,842</u>
	Fiscal Year 13-14 Projected Revenues	20,963,424	
	Fiscal Year 13-14 Projected Expenditures	No Concessions (18,782,034)	
	Revenues Less Expenditures	2,181,390	
	June 30, 2014 Projected Ending Fund Balance		<u>7,908,232</u>
	Assigned: Encumbrances	638,992	
	Assigned: OPEB Reserve & FY 11/12 & 12/13	2,184,462	
	Total: Assigned	2,823,454	
	June 30, 2014 Projected Unassigned Fund Balance		<u>5,084,778</u>
	15% Reserve Requirement	2,817,305	
June 30, 2014 Projected Available Fund Balance		<u>2,267,473</u>	

C	July 01, 2014 Projected Beginning Fund Balance		<u>7,908,232</u>
	Fiscal Year 14-15 Projected Revenues	19,744,507	
	Less Fire Assessment	(1,210,000)	
	Less Triple Flip	(584,000)	
	Fiscal Year 14-15 Total Projected Revenues	17,950,507	
	Fiscal Year 14-15 Projected Expenditures	(18,782,034)	
	FY 14-15 OPEB Expenditures	(211,000)	
	FY 14-15 Pension Bond Increase Expenditure	(35,000)	
	PERS Increase	(85,000)	
	Inflation @ 3.0 %	(563,461)	
	Fiscal Year 14-15 Total Projected Expenditures	(19,676,495)	
	Revenues Less Expenditures	(1,725,988)	
	June 30, 2015 Projected Ending Fund Balance		<u>6,182,244</u>
	Assigned: Encumbrances	638,992	
	Assigned: OPEB Reserve & FY 11/12 & 12/13	2,184,462	
	Total: Assigned	2,823,454	
June 30, 2015 Projected Unassigned Fund Balance		<u>3,358,790</u>	
15% Reserve Requirement	2,947,724		
June 30, 2015 Projected Ending Fund Balance		<u>411,066</u>	

General Fund Fiscal Year End Fund Balance

ATTACHMENT H

D	July 01, 2015 Projected Beginning Fund Balance		<u>6,182,244</u>
	Fiscal Year 15-16 Total Projected Revenues	20,336,842	
	Fiscal Year 15-16 Projected Expenditures	(19,651,495)	
	FY 15-16 OPEB Expenditures	(202,000)	
	FY 15-16 Pension Bond Increase Expenditure	(35,000)	
	PERS Increase	(170,000)	
	Inflation @ 3.0 %	(589,545)	
	Fiscal Year 15-16 Total Projected Expenditures	<u>(20,648,040)</u>	
	Revenues Less Expenditures	(311,198)	
	June 30, 2016 Projected Ending Fund Balance		<u>5,871,046</u>
	Assigned: Encumbrances	638,992	
Assigned: OPEB Reserve & FY 11/12 & 12/13	<u>2,184,462</u>		
Total: Assigned	2,823,454		
June 30, 2016 Projected Unassigned Fund Balance		<u>3,047,592</u>	
15% Reserve Requirement	3,086,706		
June 30, 2016 Projected Ending Fund Balance		<u>(39,114)</u>	
E	July 01, 2016 Projected Beginning Fund Balance		<u>5,871,046</u>
	Fiscal Year 16-17 Total Projected Revenues	20,946,947	
	Fiscal Year 16-17 Projected Expenditures	(20,578,040)	
	FY 16-17 OPEB Expenditures	(255,000)	
	FY 16-17 Pension Bond Increase Expenditure	(35,000)	
	PERS Increase	(255,000)	
	Inflation @ 3.0 %	(617,341)	
	Fiscal Year 16-17 Total Projected Expenditures	<u>(21,740,381)</u>	
	Revenues Less Expenditures	(793,434)	
	June 30, 2017 Projected Ending Fund Balance		<u>5,077,612</u>
	Assigned: Encumbrances	638,992	
Assigned: OPEB Reserve & FY 11/12 & 12/13	<u>2,184,462</u>		
Total: Assigned	2,823,454		
June 30, 2017 Projected Unassigned Fund Balance		<u>2,254,158</u>	
15% Reserve Requirement	3,236,757		
June 30, 2017 Projected Ending Fund Balance		<u>(982,599)</u>	
F	July 01, 2017 Projected Beginning Fund Balance		<u>5,077,612</u>
	Fiscal Year 17-18 Total Projected Revenues	21,575,355	
	Fiscal Year 17-18 Projected Expenditures	(21,578,381)	
	FY 17-18 OPEB Expenditures	(196,000)	
	FY 17-18 Pension Bond Increase Expenditure	(35,000)	
	PERS Increase	(340,000)	
	Inflation @ 3.0 %	(647,351)	
	Fiscal Year 17-18 Total Projected Expenditures	<u>(22,796,732)</u>	
	Revenues Less Expenditures	(1,221,377)	
	June 30, 2018 Projected Ending Fund Balance		<u>3,856,235</u>
	Assigned: Encumbrances	638,992	
Assigned: OPEB Reserve & FY 11/12 & 12/13	<u>2,184,462</u>		
Total: Assigned	2,823,454		
June 30, 2018 Projected Unassigned Fund Balance		<u>1,032,781</u>	
15% Reserve Requirement	3,391,000		
June 30, 2018 Projected Ending Fund Balance		<u>(2,358,219)</u>	

**Fiscal Year 2013-2014
ALL FUNDS - REVENUE AND EXPENDITURES**

ATTACHMENT I

Account Number Account Description	General Fund	Special Revenue	Debt Service	Capital Project	Enterprise Internal Service	Successor Agency	GRAND TOTAL ALL FUNDS
REVENUES							
301010 - Prop Tax: Current Year Secured	4,275,000		629,000				4,904,000
301020 - Prop Tax: Current Year Unsecured	222,000		10,250				232,250
301030 - Prop Tax: Homeowner's Tax Relief	31,000		5,525				36,525
301050 - Prop Tax: Other Prior Year	615,276						615,276
301051 - Prop Tax: Redemptions / RPTTF	305,055					979,711	1,284,766
301060 - Prop Tax: Administration Fee SMCO	-45,000		-2,000		-9,000		-56,000
301070 - Prop Tax: Special Assessments	1,210,000						1,210,000
301080 - Prop Tax: SB 813 Supplemental	100,000		15,750				115,750
301090 - Prop Tax: In Lieu of Vehicle License Fe	1,760,402						1,760,402
301 - Taxes	8,473,733	0	658,525	0	-9,000	979,711	10,102,969
302110 - Sales and Use Tax	1,671,000						1,671,000
302111 - Measure A Tax		380,000					380,000
302112 - Sales and Use Tax: 1/2 Cent Public Sa	74,000						74,000
302113 - Prop Tax: Triple Flip	584,000						584,000
302120 - Property Transfer Tax	116,000						116,000
302132 - Parking Tax: Aloft	80,000						80,000
302136 - Parking Tax: Westin	6,500						6,500
302 - Other Taxes Revenues	2,531,500	380,000	0	0	0	0	2,911,500
303101 - Telecommunications	280,000						280,000
303102 - Garbage: South San Francisco Scaven	492,000						492,000
303103 - Utilities: Pacific Gas and Electric	230,000						230,000
303 - Franchise Taxes	1,002,000	0	0	0	0	0	1,002,000
304101 - Tot: The Dylan at SFO	250,000						250,000
304102 - Tot: The Aloft Hotel	800,000						800,000
304103 - Tot: El Rancho Inn	860,000						860,000
304104 - Tot: Millwood	130,000						130,000
304105 - Tot: La Quinta Inn & Suites	275,000						275,000
304106 - Tot: Westin	2,000,000						2,000,000
304107 - Tot: Fairfield Inn & Suites	434,000						434,000
304 - Hotel Taxes	4,749,000	0	0	0	0	0	4,749,000
310210 - Business License	310,000						310,000
319210 - Business License: Application / Renewa	30,000						30,000
310 - Licenses	340,000	0	0	0	0	0	340,000
320310 - Permit: Building	380,000						380,000
320320 - Permit: Plumbing	55,000						55,000
320330 - Permit: Electrical	33,000						33,000
320340 - Permit: Gas	18,000						18,000
320345 - Permit: Document Imaging		20,000					20,000
320390 - Permit: Departmental Review Fee	55,000						55,000
320 - Permits	541,000	20,000	0	0	0	0	561,000
325410 - Civil Fines / Bail Forfeiture	270,000						270,000
325420 - Parking Citation	240,000						240,000
325430 - State Officers Citations	700,000						700,000
325490 - Other Fines	2,000						2,000
325 - Fines/Forfeitures	1,212,000	0	0	0	0	0	1,212,000
330510 - Interest Income	131,713	26,075			91,500	5,000	254,288
330512 - Fiscal Agent: Interest Earned	200				30,000	6,000	36,200
330520 - Rent & Concession: Parks & Recreation		257,000					257,000
330530 - Rent & Concession: Government	263,287					51,360	314,647
330 - Use of Money & Property	395,200	283,075	0	0	121,500	62,360	862,135
335631 - Highway Users Tax: 2103		312,366					312,366
335640 - Highway Users Tax: 2106		73,144					73,144
335650 - Highway Users Tax: 2107 & 2107.5		158,493					158,493
335660 - Grant: State		5,500					5,500
335661 - Highway Users Tax: 2105		103,096					103,096
335663 - Millbrae Elementary School District		60,000					60,000
335664 - City/County Association of Governments		183,827					183,827
335680 - Grant: County	100,000	0					100,000
335 - State, Co., Fed. Grants	100,000	896,426	0	0	0	0	996,426
340740 - Recreation: Registration		728,000					728,000
340 - Recreation Fees	0	728,000	0	0	0	0	728,000
345610 - Planning: Development Application	10,000						10,000

**Fiscal Year 2013-2014
ALL FUNDS - REVENUE AND EXPENDITURES**

ATTACHMENT I

Account Number Account Description	General Fund	Special Revenue	Debt Service	Capital Project	Enterprise Internal Service	Successor Agency	GRAND TOTAL ALL FUNDS
345620 - Planning: Use Permits	6,000						6,000
345630 - Planning: Variance	2,000						2,000
345640 - Planning: Design Review	40,000						40,000
345641 - Planning: Zoning Clearance	100						100
345650 - Planning: Antenna/Wireless-Commercial	10,000						10,000
345660 - Planning: Environmental Determination	2,160						2,160
345670 - Planning: Misc. Review/Action	1,200						1,200
345671 - Planning: General Plan Update		15,000					15,000
345680 - Planning: Document Copies	50						50
345710 - Engineer: Services	65,000				8,000		73,000
345711 - Planning: Fees & Service	11,000						11,000
345712 - Building: Plan Check	150,000						150,000
345713 - Sale of Maps & Ordinances	100						100
345714 - Engineer: Integrated Waste Management		245,566					245,566
345720 - Building: Technology Fee	11,400						11,400
345 - Engineer & Planning Fee	309,010	260,566	0	0	8,000	0	577,576
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 - Public Safety: DUI - Driving Under the I	3,500						3,500
350780 - Public Safety: Services	20,000						20,000
350781 - Public Safety: False Alarm	23,000						23,000
350782 - Public Safety: Alarm Monitoring	20,000						20,000
350783 - Public Safety: Parking Permit	21,000						21,000
350 - Pub. Safety Services	214,817	110,778	0	0	0	0	325,595
355762 - Treatment: Groundwater					80,000		80,000
355781 - Sanitation Services					8,288,854		8,288,854
355782 - Water: Sales					5,144,000		5,144,000
355784 - In Lieu: Water and Sewer	119,086				0		119,086
355785 - Water: Penalty Charge					15,000		15,000
355786 - Water: Installation Charge					50,000		50,000
355787 - Water: Meter Charge					1,200,148		1,200,148
355790 - Sewer: #290 Surcharge					52,000		52,000
355791 - Sewer: #291 Surcharge					147,000		147,000
355795 - Storm Drain Fee					255,380		255,380
355770 - Grease Services					46,000		46,000
355 - Water & Sanitation Svc	119,086	0	0	0	15,278,382	0	15,397,468
370820 - Sale of Equipment					5,000		5,000
370830 - Gifts and Donations		2,700					2,700
370910 - Equipment Rental (City Own)					646,921		646,921
370960 - Interdepartmental Services	753,733	180,000	930,000		1,386,805		3,250,537
370980 - Current Service Charges	180,685				27,000		207,685
370990 - Miscellaneous Revenue	3,000						3,000
370 - Other Revenues	937,418	182,700	930,000	0	2,065,726	0	4,115,843
380962 - Refunds / Rebates	35,000						35,000
380963 - Rebate: Solar Project	3,660						3,660
380970 - Operating Transfer In		288,198	269,624		235,827	455,061	1,248,710
380 - Rev.- Other Fin. Source	38,660	288,198	269,624	0	235,827	455,061	1,287,370
TOTAL REVENUES	20,963,424	3,149,743	1,858,149	0	17,700,435	1,497,132	45,168,882

**Fiscal Year 2013-2014
ALL FUNDS - REVENUE AND EXPENDITURES**

ATTACHMENT I

Account Number Account Description	General Fund	Special Revenue	Debt Service	Capital Project	Enterprise Internal Service	Successor Agency	GRAND TOTAL ALL FUNDS
410101 - Salary: Regular	4,390,792	707,984			3,481,373		8,580,149
410102 - Salary: Temp and Part Time		141,440					141,440
410103 - Salary: Special	4,200				5,800		10,000
410104 - Salary: Holiday	105,294						105,294
410106 - Salary: Final Vacation Leave Pay	30,830	6,640			35,647		73,116
410107 - Salary: Overtime	490,000	300			82,000		572,300
410150 - Worker's Compensation	430,362	60,443			357,172		847,977
410151 - P.E.R.S.: General	997,783	136,147			602,582		1,736,512
410152 - Part Time: Lincoln National Retirement	1,555						1,555
410153 - Insurance: Health	790,218	149,454			764,348		1,704,020
410154 - Insurance: Dental	46,750	6,623			28,016		81,389
410155 - Insurance: Vision Care	9,612	1,333			6,902		17,848
410156 - Insurance: Life	19,020	3,609			14,367		36,996
410157 - Insurance: SDI & LTD	12,934	3,822			11,722		28,478
410158 - Insurance: Medicare	61,564	10,375			51,311		123,250
410159 - Insurance: Unemployment	14,401	2,718			11,159		28,278
410160 - Allowance: Uniform	16,491	1,464			6,009		23,964
410161 - Allowance: Cell Phone	3,516	1,830			2,304		7,651
410163 - Payroll: Retiree Health Insurance	456,490	29,360			180,569	27,686	694,105
410187 - Salary: Overtime Shared Staffing	60,000						60,000
410190 - P.E.R.S.: Pension Obligation	477,258	68,423			349,271	35,047	930,000
410191 - OPEB: Other Post Employment Benefit	244,000						244,000
410 - Personnel Costs	8,663,070	1,331,965	0	0	5,990,552	62,733	16,048,320
411201 - Advertising	3,007	3,049			4,700		10,756
411202 - Communications	299,510	2,265			28,630		330,405
411203 - Contractual Services	6,039,216	682,035			512,904		7,234,155
411204 - Dues & Publications	39,277	1,770			21,093		62,140
411205 - Conference & Meetings	25,298	1,965			7,106		34,369
411206 - Maintenance: Building & Grounds	119,188	47,748			11,724		178,659
411207 - Maintenance: Vehicle	23,609				70,600		94,209
411208 - Maintenance: Other Equipment	17,488	5,000			318,439		340,927
411209 - Equipment Rental (City Owned)	100,150	54,337			451,233		605,720
411211 - Laundry and Linen Service	3,497				17,631		21,128
411212 - Printing and Postage	29,255	18,291			33,940		81,486
411213 - Rents, Leases & Taxes	18,554	180,040			130,317		328,911
411214 - Training and Safety	28,670	1,263			36,500		66,433
411215 - Credit Card Service Charge	13,713	15,080			7,353		36,146
411216 - Software License and Maintenance	78,298	6,400			34,614		119,312
411217 - Maintenance: Infrastructure	194,187	223,100			241,235		658,522
411220 - Rebate: Water Conservation					42,315		42,315
411230 - Special Department Expense	376,921	41,524			4,000		422,444
411231 - Commercial Waste Prevention		1,962					1,962
411232 - Fees and Assessments	287,466	85,132			194,500	180,000	747,098
411233 - Video Supplies		1,637			0		1,637
411240 - Legal Service: General	426,000	2,729			49,200	50,000	527,929
411241 - Legal Service: Labor Relation	120,000						120,000
411242 - Tree Services	70,000				1,000		71,000
411250 - Audit Services	61,000	6,914	8,927		61,270	13,688	151,800
411251 - Administration						177,662	177,662
411261 - Electricity	136,029	169,474			153,400		458,903
411262 - Natural Gas	25,000	6,500			100,600		132,100
411263 - Water and Sewer	110,500	52,268			18,000		180,768
411276 - Grading and Hauling	2,000				75,900		77,900
411280 - Payroll Processing	34,354						34,354
411 - Services	8,682,186	1,610,485	8,927	0	2,628,204	421,350	13,351,152

**Fiscal Year 2013-2014
ALL FUNDS - REVENUE AND EXPENDITURES**

ATTACHMENT I

Account Number Account Description	General Fund	Special Revenue	Debt Service	Capital Project	Enterprise Internal Service	Successor Agency	GRAND TOTAL ALL FUNDS
412301 - Motor Fuel	73,222				99,500		172,722
412302 - Parts and Tires	500						500
412303 - Small Tools and Equipment	14,036	1,070			27,393		42,499
412304 - Office Supplies	31,090	3,821			16,900		51,811
412305 - Wearing Apparel	17,247				3,251		20,498
412306 - Water Purchase: SFPUD					3,223,160		3,223,160
412307 - School Education Recycle Program		5,145					5,145
412308 - Conservation Supplies		9,317			2,042		11,359
412309 - Irrigation Supplies	2,000						2,000
412310 - Public Education Material	3,996				1,000		4,996
412311 - Medical and Laboratory Supplies	200				116,896		117,096
412330 - Special Department Supplies	36,146	2,185			1,750		40,081
412331 - Office Equipment (Under 5,000)	5,997	1,750			3,000		10,747
412 - Supplies	184,435	23,288	0	0	3,494,891	0	3,702,614
413330 - Debt Service: Administration Fee			5,795		3,000	2,000	10,795
413401 - Insurance: General Liability	159,693	43,238			230,281	22,338	455,550
413402 - Claims Settlement	300,000				732,466		1,032,466
413403 - Insurance: Premium					299,025		299,025
413405 - Bond & Loan: Principle Payment			1,236,000		1,466,914	200,000	2,902,914
413406 - Bond & Loan: Interest Payment			590,351		874,224	333,650	1,798,225
413407 - Depreciation					1,210,582		1,210,582
413409 - Overhead Allocation					576,071		576,071
413410 - Bad Debts / Write Offs					9,612		9,612
413421 - Rebate: Solar Energy	1,000						1,000
413422 - Rebate: Sewer Lateral					25,000		25,000
413430 - Contingency		10,609					10,609
413 - Other Operating Exp.	460,693	53,847	1,832,146	0	5,427,174	557,988	8,331,848
415240 - Capital: Legal Services					35,000		35,000
415504 - Capital: Equipment, Machine and Furniture		250,000			505,000		755,000
415505 - Capital: Improvement Other Than Building		1,520,000			4,020,000		5,540,000
415510 - Capital: New Construction				250,000			250,000
415 - Capital Expenditures	0	1,770,000	0	250,000	4,560,000	0	6,580,000
480970 - Operating Transfer Out	791,649	2,000				455,061	1,248,710
480 - Operating Transfers	791,649	2,000	0	0	0	455,061	1,248,710
TOTAL EXPENDITURES	18,782,034	4,791,584	1,841,073	250,000	22,100,821	1,497,132	49,262,645

CITY COUNCIL EXPENDITURES
Fiscal Year 2013-2014

Account Number	GENERAL FUND	Other Funds	All Funds
410101 - Salary: Regular	19,665		19,665
410150 - Worker's Compensation	903		903
410151 - P.E.R.S.: General	101		101
410153 - Insurance: Health	24,616		24,616
410154 - Insurance: Dental	2,268		2,268
410155 - Insurance: Vision Care	114		114
410156 - Insurance: Life	120		120
410158 - Insurance: Medicare	285		285
410159 - Insurance: Unemployment	63		63
410 - Personnel Costs	48,134	0	48,134
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	2,570		2,570
411 - Services	27,175	0	27,175
413401 - Insurance: General Liability	1,548		1,548
413 - Other Operating Exp.	1,548	0	1,548
Total Expenditures	76,857	0	76,857

CITY ADMINISTRATION EXPENDITURES

Fiscal Year 2013-2014

Account Number	GENERAL FUND	Other Funds	All Funds
410101 - Salary: Regular	265,272	329,958	595,230
410103 - Salary: Special	4,200	5,800	10,000
410106 - Salary: Final Vacation Leave Pay	7,762	10,026	17,789
410150 - Worker's Compensation	23,808	31,224	55,032
410151 - P.E.R.S.: General	55,827	56,973	112,800
410153 - Insurance: Health	38,218	44,176	82,395
410154 - Insurance: Dental	2,994	3,486	6,480
410155 - Insurance: Vision Care	316	436	751
410156 - Insurance: Life	1,671	2,081	3,752
410157 - Insurance: SDI & LTD	2,067	2,573	4,640
410158 - Insurance: Medicare	4,040	5,038	9,078
410159 - Insurance: Unemployment	862	1,074	1,937
410161 - Allowance: Cell Phone	756	1,044	1,800
410163 - Payroll: Retiree Health Insurance	456,490	237,615	694,105
410191 - OPEB: Other Post Employment Benefits Liability	244,000		244,000
410 - Personnel Costs	1,108,285	731,505	1,839,790
411201 - Advertising	614		614
411202 - Communications	259,612		259,612
411203 - Contractual Services	5,626,418	99,255	5,725,673
411204 - Dues & Publications	13,585		13,585
411205 - Conference & Meetings	8,132	506	8,638
411206 - Maintenance: Building & Grounds	20,000		20,000
411208 - Maintenance: Other Equipment	88		88
411212 - Printing And Postage	19,062		19,062
411213 - Rents, Leases & Taxes	10,000		10,000
411214 - Training And Safety	500		500
411215 - Credit Card Service Charge	13,713		13,713
411216 - Software License And Maintenance	38,800	1,940	40,740
411230 - Special Department Expense	353,265		353,265
411232 - Fees And Assessments	274,975	180,000	454,975
411240 - Legal Service: General	425,000	59,200	484,200
411241 - Legal Service: Labor Relation	120,000		120,000
411250 - Audit Services		13,688	13,688
411251 - Administration		177,662	177,662
411261 - Electricity	111,000		111,000
411262 - Natural Gas	25,000		25,000
411263 - Water And Sewer	110,500		110,500
411 - Services	7,430,264	532,251	7,962,515
412301 - Motor Fuel	55,000		55,000
412304 - Office Supplies	11,737		11,737
412331 - Office Equipment (under 5,000)		1,750	1,750
412 - Supplies	66,737	1,750	68,487
413401 - Insurance: General Liability	15,171	25,054	40,225
413402 - Claims Settlement	300,000	732,466	1,032,466
413403 - Insurance: Premium		299,025	299,025
413407 - Depreciation		1,210,582	1,210,582
413 - Other Operating Exp.	315,171	2,267,127	2,582,298
480970 - Operating Transfer Out	548,304	455,061	1,003,365
480 - Operating Transfers	548,304	455,061	1,003,365
Total Expenditures	9,468,761	3,987,694	13,456,456

COMMUNITY DEVELOPMENT EXPENDITURES

Fiscal Year 2013-2014

Account Number	GENERAL FUND	Other Funds	All Funds
410101 - Salary: Regular	631,698		631,698
410106 - Salary: Final Vacation Leave Pay	6,356		6,356
410150 - Worker's Compensation	32,749		32,749
410151 - P.E.R.S.: General	101,943		101,943
410152 - Part Time: Lincoln National Retirement	1,555		1,555
410153 - Insurance: Health	85,260		85,260
410154 - Insurance: Dental	5,184		5,184
410155 - Insurance: Vision Care	1,127		1,127
410156 - Insurance: Life	2,398		2,398
410157 - Insurance : SDI & LTD	2,777		2,777
410158 - Insurance: Medicare	9,270		9,270
410159 - Insurance: Unemployment	2,021		2,021
410161 - Allowance: Cell Phone	300		300
410 - Personnel Costs	882,636	0	882,636
411201 - Advertising	1,800		1,800
411202 - Communications	550		550
411203 - Contractual Services	95,000	269,986	364,986
411204 - Dues & Publications	3,250		3,250
411205 - Conference & Meetings	1,500		1,500
411209 - Equipment Rental (City Owned)	6,768		6,768
411212 - Printing and Postage	1,500		1,500
411214 - Training and Safety	550		550
411216 - Software License and Maintenance	7,500		7,500
411232 - Fees And Assessments	5,000	13,000	18,000
411233 - Video Supplies			
411 - Services	123,418	282,986	406,404
412303 - Small Tools and Equipment	100		100
412304 - Office Supplies	1,250		1,250
412331 - Office Equipment (Under 5,000)	500		500
412 - Supplies	1,850	0	1,850
413401 - Insurance: General Liability	14,850		14,850
413421 - Rebate: Solar Energy	1,000		1,000
413 - Other Operating Exp.	15,850	0	15,850
Total Expenditures	1,023,754	282,986	1,306,741

FINANCE DEPARTMENT EXPENDITURES

Fiscal Year 2013-2014

Account Number	GENERAL FUND	Other Funds	All Funds
410101 - Salary: Regular	503,208	335,334	838,542
410106 - Salary: Final Vacation Leave Pay	8,488	4,477	12,965
410150 - Worker's Compensation	23,097	15,392	38,489
410151 - P.E.R.S.: General	79,202	57,950	137,152
410153 - Insurance: Health	87,305	84,734	172,039
410154 - Insurance: Dental	4,147	2,333	6,480
410155 - Insurance: Vision Care	810	545	1,355
410156 - Insurance: Life	2,419	1,508	3,927
410157 - Insurance: SDI & LTD	2,597	1,361	3,958
410158 - Insurance: Medicare	7,449	4,944	12,392
410159 - Insurance: Unemployment	1,610	1,073	2,683
410161 - Allowance: Cell Phone	390	210	600
410190 - P.E.R.S.: Pension Obligation	477,258	452,742	930,000
410 - Personnel Costs	1,197,981	962,602	2,160,583
411202 - Communications	7,395	200	7,595
411203 - Contractual Services	32,000	200	32,200
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	13,459	43,459
411250 - Audit Services	61,000	77,111	138,111
411280 - Payroll Processing	34,354		34,354
411 - Services	176,324	112,970	289,294
412303 - Small Tools and Equipment	1,500		1,500
412304 - Office Supplies	5,074	9,000	14,074
412331 - Office Equipment (Under 5,000)	2,000	2,000	4,000
412 - Supplies	8,574	11,000	19,574
413330 - Debt Service: Administration Fee		7,795	7,795
413401 - Insurance: General Liability	10,630		10,630
413405 - Bond & Loan: Principle Payment		1,436,000	1,436,000
413406 - Bond & Loan: Interest Payment		924,001	924,001
413 - Other Operating Exp.	10,630	2,367,796	2,378,426
Total Expenditures	1,393,509	3,454,368	4,847,877

FIRE DEPARTMENT EXPENDITURES

Fiscal Year 2013-2014

Account Number	GENERAL FUND	Other Funds	All Funds
410101 - Salary: Regular	2,362,415	145,644	2,508,059
410104 - Salary: Holiday	105,294		105,294
410106 - Salary: Final Vacation Leave Pay	3,444		3,444
410107 - Salary: Overtime	490,000		490,000
410150 - Worker's Compensation	280,896	17,477	298,374
410151 - P.E.R.S.: General	655,145	39,139	694,284
410153 - Insurance: Health	388,987	16,627	405,615
410154 - Insurance: Dental	28,188	1,296	29,484
410155 - Insurance: Vision Care	6,385	376	6,761
410156 - Insurance: Life	10,040	919	10,959
410157 - Insurance: SDI & LTD	3,777	1,136	4,914
410158 - Insurance: Medicare	31,540		31,540
410159 - Insurance: Unemployment	7,897	466	8,363
410160 - Allowance: Uniform	14,273	642	14,915
410161 - Allowance: Cell Phone	1,950	600	2,550
410187 - Salary: Overtime Shared Staffing	60,000		60,000
410 - Personnel Costs	4,450,233	224,322	4,674,555
411202 - Communications	23,853		23,853
411203 - Contractual Services	123,633		123,633
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	23,509		23,509
411208 - Maintenance: Other Equipment	6,037		6,037
411212 - Printing and Postage	2,035		2,035
411214 - Training and Safety	21,974		21,974
411230 - Special Department Expense	10,502		10,502
411261 - Electricity	17,100		17,100
411 - Services	244,560	0	244,560
412301 - Motor Fuel	17,122		17,122
412303 - Small Tools and Equipment	1,069		1,069
412304 - Office Supplies	7,233		7,233
412305 - Wearing Apparel	14,647		14,647
412310 - Public Education Material	3,996		3,996
412330 - Special Department Supplies	7,287		7,287
412 - Supplies	51,354	0	51,354
413401 - Insurance: General Liability	85,214	4,000	89,214
413 - Other Operating Exp.	85,214	4,000	89,214
415510 - Capital: New Construction		250,000	250,000
415 - Other Operating Exp.	0	250,000	250,000
480970 - Operating Transfer Out	134,207		134,207
480 - Operating Transfers	134,207	0	134,207
Total Expenditures	4,965,568	478,322	5,443,890

PARKS EXPENDITURES

Fiscal Year 2013-2014

Account Number	GENERAL FUND	Other Funds	All Funds
410101 - Salary: Regular	433,068	45,576	478,644
410106 - Salary: Final Vacation Leave Pay	3,282		3,282
410150 - Worker's Compensation	51,882	5,460	57,342
410151 - P.E.R.S.: General	75,136	7,940	83,076
410153 - Insurance: Health	121,035	18,348	139,383
410154 - Insurance: Dental	3,564		3,564
410155 - Insurance: Vision Care	751		751
410156 - Insurance: Life	1,742	115	1,857
410157 - Insurance: SDI & LTD	1,332		1,332
410158 - Insurance: Medicare	6,397	665	7,063
410159 - Insurance: Unemployment	1,386	146	1,532
410160 - Allowance: Uniform	1,600	320	1,920
410 - Personnel Costs	701,175	78,571	779,746
411202 - Communications	3,000		3,000
411203 - Contractual Services	8,000		8,000
411204 - Dues & Publications	550		550
411206 - Maintenance: Building & Grounds	28,776	47,748	76,524
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	70,000		70,000
411261 - Electricity	6,729		6,729
411263 - Water and Sewer		48,268	48,268
411 - Services	188,319	276,016	464,335
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
412 - Supplies	12,167	0	12,167
413401 - Insurance: General Liability	14,095	5,407	19,502
413 - Other Operating Exp.	14,095	5,407	19,502
415504 - Capital: Equipment, Machine and Furniture		250,000	250,000
415 - Capital Expenditures	0	250,000	250,000
480970 - Operating Transfer Out	109,139		109,139
480 - Operating Transfers	109,139	0	109,139
Total Expenditures	1,024,895	609,994	1,634,889

PUBLIC WORKS DEPARTMENT EXPENDITURES

Fiscal Year 2013-2014

Account Number	GENERAL FUND	Other Funds	All Funds
410101 - Salary: Regular	175,465	3,003,565	3,179,030
410106 - Salary: Final Vacation Leave Pay	1,497	22,869	24,366
410107 - Salary: Overtime		82,300	82,300
410150 - Worker's Compensation	17,027	326,455	343,483
410151 - P.E.R.S.: General	30,429	520,152	550,581
410153 - Insurance: Health	44,796	687,386	732,182
410154 - Insurance: Dental	405	23,636	24,041
410155 - Insurance: Vision Care	109	6,128	6,238
410156 - Insurance: Life	630	11,588	12,219
410157 - Insurance: SDI & LTD	384	8,479	8,864
410158 - Insurance: Medicare	2,583	44,082	46,665
410159 - Insurance: Unemployment	561	9,611	10,173
410160 - Allowance: Uniform	618	6,511	7,129
410161 - Allowance: Cell Phone	120	1,080	1,200
410 - Personnel Costs	274,625	4,753,843	5,028,468
411201 - Advertising	592	7,749	8,342
411202 - Communications	5,100	28,430	33,530
411203 - Contractual Services	152,500	638,987	791,486
411204 - Dues & Publications	1,007	22,193	23,200
411205 - Conference & Meetings	1,600	8,200	9,800
411206 - Maintenance: Building & Grounds	62,587	11,724	74,310
411207 - Maintenance: Vehicle	100	70,600	70,700
411208 - Maintenance: Other Equipment	4,000	317,439	321,439
411209 - Equipment Rental (City Owned)	34,664	505,570	540,234
411211 - Laundry and Linen Service	3,497	17,631	21,128
411212 - Printing and Postage	700	19,661	20,361
411213 - Rents, Leases & Taxes	5,054	130,317	135,371
411214 - Training and Safety	1,800	36,505	38,305
411215 - Credit Card Service Charge		7,433	7,433
411216 - Software License and Maintenance	1,998	19,215	21,213
411217 - Maintenance: Infrastructure	194,187	464,335	658,522
411220 - Rebate: Water Conservation	0	42,315	42,315
411230 - Special Department Expense	2,956	4,249	7,205
411231 - Commercial Waste Prevention		1,962	1,962
411232 - Fees and Assessments	7,491	266,632	274,123
411233 - Video Supplies		1,637	1,637
411240 - Legal Service: General	1,000	42,729	43,729
411242 - Tree Services		1,000	1,000
411261 - Electricity	1,200	301,329	302,529
411262 - Natural Gas		100,600	100,600
411263 - Water and Sewer		18,000	18,000
411276 - Grading and Hauling	2,000	75,900	77,900
411 - Services	484,033	3,162,342	3,646,374

PUBLIC WORKS DEPARTMENT EXPENDITURES

Fiscal Year 2013-2014

Account Number	GENERAL FUND	Other Funds	All Funds
412301 - Motor Fuel	100	99,500	99,600
412303 - Small Tools and Equipment	8,200	28,462	36,662
412304 - Office Supplies	4,796	9,504	14,300
412305 - Wearing Apparel	1,100	3,251	4,351
412306 - Water Purchase: SFPUD		3,223,160	3,223,160
412307 - School Education Recycle Program		5,145	5,145
412308 - Conservation Supplies		11,359	11,359
412310 - Public Education Material		1,000	1,000
412311 - Medical and Laboratory Supplies	200	116,896	117,096
412330 - Special Department Supplies	25,859	3,335	29,194
412331 - Office Equipment (Under 5,000)	3,497	1,000	4,497
412 - Supplies	43,753	3,502,612	3,546,365
413330 - Debt Service: Administration Fee		3,000	3,000
413401 - Insurance: General Liability	18,185	244,005	262,190
413405 - Bond & Loan: Principle Payment		1,466,914	1,466,914
413406 - Bond & Loan: Interest Payment		874,224	874,224
413409 - Overhead Allocation		576,071	576,071
413410 - Bad Debts / Write Offs		9,612	9,612
413422 - Rebate: Sewer Lateral		25,000	25,000
413430 - Contingency		10,609	10,609
413 - Other Operating Exp.	18,185	3,209,434	3,227,619
415240 - Capital: Legal Services		35,000	35,000
415504 - Capital: Equipment, Machine and Furniture		505,000	505,000
415505 - Capital: Improvement Other Than Building		5,540,000	5,540,000
415 - Capital Expenditures	0	6,080,000	6,080,000
Total Expenditures	820,596	20,708,230	21,528,826

RECREATION EXPENDITURES

Fiscal Year 2013-2014

Account Number	GENERAL FUND	Other Funds	All Funds
410101 - Salary: Regular		329,281	329,281
410102 - Salary: Temp and Part Time		141,440	141,440
410106 - Salary: Final Vacation Leave Pay		4,914	4,914
410150 - Worker's Compensation		21,606	21,606
410151 - P.E.R.S.: General		56,575	56,575
410153 - Insurance: Health		62,530	62,530
410154 - Insurance: Dental		3,888	3,888
410155 - Insurance: Vision Care		751	751
410156 - Insurance: Life		1,765	1,765
410157 - Insurance: SDI & LTD		1,994	1,994
410158 - Insurance: Medicare		6,956	6,956
410159 - Insurance: Unemployment		1,506	1,506
410161 - Allowance: Cell Phone		1,200	1,200
410 - Personnel Costs	0	634,407	634,407
411202 - Communications		2,265	2,265
411203 - Contractual Services	1,665	186,511	188,176
411204 - Dues & Publications		670	670
411205 - Conferences & Meetings		365	365
411208 - Maintenance: Other Equipment		5,000	5,000
411212 - Printing and Postage		12,570	12,570
411213 - Rents, Leases & Taxes		40	40
411214 - Training and Safety		258	258
411215 - Credit Card Service Charge		15,000	15,000
411216 - Software License and Maintenance		6,400	6,400
411230 - Special Department Expense	6,428	41,275	47,703
411261 - Electricity		21,546	21,546
411262 - Natural Gas		6,500	6,500
411263 - Water and Sewer		4,000	4,000
411 - Services	8,093	302,401	310,493
412304 - Office Supplies		2,217	2,217
412330 - Special Department Supplies		600	600
412 - Supplies	0	2,817	2,817
413401 - Insurance: General Liability		17,391	17,391
413 - Other Operating Exp.	0	17,391	17,391
480970 - Operating Transfer Out		2,000	2,000
480 - Operating Transfers	0	2,000	2,000
Total Expenditures	8,093	959,016	967,109

City of Millbrae
Debt Schedule

ATTACHMENT R

Type of Issue	Issue Date	Date of Maturity	Original Issue Amount	Balance June 30, 2012	FY 12-13 Additions	FY 12-13 Retirements	Balance June 30, 2013	FY 13-14 Principle & Interest
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General Fund Obligations

2001 General Obligation Bonds: Public Library Interest Rate: 5.12% - 8.5%	08/07/05	08/01/36	10,600,000	10,045,000		130,000	9,915,000	639,174
2004 Pension Obligation Bonds Series A-2 Interest Rate: 4.35% - 6.58%	06/01/04	06/01/34	11,521,630	14,889,318		890,000	13,999,318	925,000
2011 Direct Lender Tax Exempt Loan Interest Rate: 4.25%	08/25/11	03/01/24	2,555,000	2,426,000		163,000	2,263,000	262,178
Total General Fund Obligations				27,360,318		1,183,000	26,177,318	1,826,352

Successor Agency Obligations

2005 Tax Allocation Bonds: Redevelopment Agency Interest Rate: 3.0% - 4.7%	08/01/05	08/01/35	8,590,000	7,800,000		190,000	7,610,000	533,650
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Enterprise Fund Obligations

2009 Wastewater - Certification of Participation Series A / Interest Rate: 7.423%	06/01/10	12/01/39	5,560,000	5,560,000			5,560,000	412,719
Series B / Interest Rate: 2.0% - 5.125%	06/01/10	12/01/34	10,250,000	7,020,000		150,000	6,870,000	488,406
2009 California State Water Resources Revolving Loan Interest Rate: 1%	11/30/12	11/30/31	28,397,180	27,405,675	1,196,751	1,308,041	27,294,385	1,584,464
Total Enterprise Fund Obligations				39,985,675	1,196,751	1,458,041	39,724,385	2,485,589

Grand Total				75,145,993	1,196,751	2,831,041	73,511,703	4,845,591
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City of Millbrae

**ATTACHMENT
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**CAPITAL
IMPROVEMENT
PROGRAM**

CITY OF MILLBRAE
CAPITAL IMPROVEMENT PROGRAM

FIVE YEAR SUMMARY

TABLE 1

CAPITAL IMPROVEMENT CATEGORIES	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	TOTAL ALL FY
Thousands of Dollars						
STREET IMPROVEMENTS Table 3	\$ 1,450	\$ 1,700	\$ 1,725	\$ 1,825	\$ 4,825	\$ 11,525
STORM DRAINS Table 4	\$ 155	\$ 550	\$ 515	\$ 525	\$ 530	\$ 2,275
WATER SYSTEM Table 5	\$ 1,770	\$ 2,050	\$ 2,300	\$ 2,675	\$ 2,800	\$ 11,595
SEWER COLLECTION SYSTEM Table 6	\$ 2,250	\$ 2,450	\$ 8,860	\$ 4,375	\$ 3,125	\$ 21,060
WATER POLLUTION CONTROL PLANT Table 7	\$ 505	\$ 400	\$ 350	\$ 450	\$ 400	\$ 2,105
PUBLIC FACILITIES Table 8	\$ 380	\$ 515	\$ 460	\$ 340	\$ 310	\$ 2,005
PARKS Table 9	\$ 340	\$ 300	\$ 430	\$ 635	\$ 560	\$ 2,265
STUDIES AND TECHNOLOGY Table 10	\$ 280	\$ 350	\$ 200	\$ 400	\$ 300	\$ 1,530
Total	\$ 7,130	\$ 8,315	\$ 14,840	\$ 11,225	\$ 12,850	\$ 54,360

FUNDING SOURCE:	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	TOTAL ALL FY
Thousands of Dollars						
C/CAG City/County Association of Governments	\$ 75	\$ 100	\$ 100	\$ 100	\$ 100	\$ 475
Developer Fees	\$ 600	\$ 15	\$ 15	\$ -	\$ -	\$ 630
Gas Tax	\$ 20	\$ 620	\$ 320	\$ 620	\$ 620	\$ 2,200
General Fund	\$ 220	\$ 160	\$ 50	\$ 50	\$ 50	\$ 530
General Plan Fees	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ 150
Gift	\$ 20	\$ -	\$ -	\$ -	\$ -	\$ 20
Grants	\$ 20	\$ 445	\$ -	\$ -	\$ -	\$ 465
Measure A	\$ 50	\$ 680	\$ 855	\$ 850	\$ 850	\$ 3,285
Prop 42	\$ 1,450	\$ 30	\$ -	\$ -	\$ -	\$ 1,480
Rule 20A	\$ -	\$ -	\$ -	\$ 300	\$ 3,000	\$ 3,300
Sanitation Fund	\$ 2,755	\$ 2,865	\$ 9,225	\$ 4,825	\$ 3,525	\$ 23,195
Storm Drain	\$ -	\$ 100	\$ 100	\$ 100	\$ -	\$ 300
Unfunded	\$ -	\$ 1,235	\$ 1,860	\$ 1,705	\$ 1,905	\$ 6,705
Water Fund	\$ 1,770	\$ 2,065	\$ 2,315	\$ 2,675	\$ 2,800	\$ 11,625
Total	\$ 7,130	\$ 8,315	\$ 14,840	\$ 11,225	\$ 12,850	\$ 54,360

CITY OF MILLBRAE
CAPITAL IMPROVEMENT PROGRAM

NEW APPROPRIATION FISCAL YEAR 2013-2014

TABLE 2

FUNDING SOURCE:	FY 13-14 Budget Request	Prior Year Appropriation	FY 13-14 Requested New Appropriation
Thousands of Dollars			
C/CAG City/County Association of Governments	\$ 75,000		\$ 75,000
Developer Fees	\$ 600,000		\$ 600,000
Gas Tax	\$ 20,000		\$ 20,000
General Fund	\$ 220,000	\$ 420,000	\$ (200,000)
General Plan Fees	\$ 150,000		\$ 150,000
Gift and Grant	\$ 40,000	\$ 20,000	\$ 20,000
Measure A	\$ 50,000		\$ 50,000
Prop 42	\$ 1,450,000	\$ 267,900	\$ 1,182,100
Sanitation Fund	\$ 2,755,000	\$ 80,000	\$ 2,675,000
Water Fund	\$ 1,770,000		\$ 1,770,000
Total	\$ 7,130,000	\$ 787,900	\$ 6,342,100

General Fund FY 12-13 Appropriations		
Canal Cleaning and Repairs		\$ 30,000
New Temporary Fire Station		\$ 250,000
ADA Improvements		\$ 110,000
Citywide: New Telephone System		\$ 30,000
Total		\$ 420,000

Sanitation Fund FY 12-13 Appropriations		
Water Pollution Control Plant (WPCP)		\$ 80,000
Total		\$ 80,000

Prop 42 FY 12-13 Appropriations		
Street: Resurfacing		\$ 64,500
Signal: Millwood Traffic Signal		\$ 203,400
Total		\$ 267,900

CITY OF MILLBRAE
CAPITAL IMPROVEMENT PROGRAM
STREET IMPROVEMENTS
TABLE 3

FUNDING USE:	DESCRIPTION	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	TOTAL ALL FY
		Thousands of Dollars					
	ADA Ramps	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 125
	Downtown Street Banners		\$ 25				\$ 25
	ECR Lighting/Safety Enhancement Study	\$ 100					\$ 100
	Signal: Millwood Traffic Signal	\$ 250					\$ 250
	Signal: New Traffic Signal				\$ 50	\$ 300	\$ 350
	Rule 20A Undergrounding				\$ 300	\$ 3,000	\$ 3,300
	Sidewalk Program		\$ 150		\$ 150		\$ 300
	Street: Re-Construction		\$ 250	\$ 500	\$ 500	\$ 600	\$ 1,850
	Street: Repairs / Seals	\$ 250	\$ 250	\$ 250	\$ 100	\$ 200	\$ 1,050
	Street: Resurfacing	\$ 750	\$ 750	\$ 750	\$ 700	\$ 700	\$ 3,650
	5KW Streetlight Conversion	\$ 75	\$ 250	\$ 200			\$ 525
Total		\$ 1,450	\$ 1,700	\$ 1,725	\$ 1,825	\$ 4,825	\$ 11,525

FUNDING SOURCE:	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	TOTAL ALL FY
	Thousands of Dollars					
Gas Tax		\$ 600	\$ 300	\$ 600	\$ 600	\$ 2,100
Grant		\$ 445				\$ 445
Measure A		\$ 625	\$ 800	\$ 800	\$ 800	\$ 3,025
Prop 42	\$ 1,450	\$ 30				\$ 1,480
Rule 20A				\$ 300	\$ 3,000	\$ 3,300
Unfunded			\$ 625	\$ 125	\$ 425	\$ 1,175
Total	\$ 1,450	\$ 1,700	\$ 1,725	\$ 1,825	\$ 4,825	\$ 11,525

CITY OF MILLBRAE
CAPITAL IMPROVEMENT PROGRAM

STORM DRAINS
TABLE 4

FUNDING USE:	DESCRIPTION	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	TOTAL ALL FY
		Thousands of Dollars					
	Canal Cleaning and Repairs	\$ 30	\$ 20	\$ 50	\$ 20	\$ 50	\$ 170
	GIS Mapping/System Inventory		\$ 50	\$ 65	\$ 10	\$ 5	\$ 130
	Inlet Replacements	\$ 25	\$ 50	\$ 15	\$ 15	\$ 15	\$ 120
	New storm Drains/Repairs	\$ 75	\$ 160	\$ 200	\$ 250	\$ 250	\$ 935
	Pump Station Rehabilitation	\$ 25	\$ 125	\$ 25			\$ 175
	Storm Master Plan		\$ 100				\$ 100
	Tide Gates			\$ 150	\$ 200	\$ 200	\$ 550
	Trash Capture		\$ 35		\$ 20		\$ 55
	Valley Gutters		\$ 10	\$ 10	\$ 10	\$ 10	\$ 40
Total		\$ 155	\$ 550	\$ 515	\$ 525	\$ 530	\$ 2,275

FUNDING SOURCE:	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	TOTAL ALL FY
	Thousands of Dollars					
General Fund	\$ 30					\$ 30
C/CAG	\$ 75	\$ 100	\$ 100	\$ 100	\$ 100	\$ 475
Measure A	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 250
Storm Drain		\$ 100	\$ 100	\$ 100		\$ 300
Unfunded		\$ 300	\$ 265	\$ 275	\$ 380	\$ 1,220
Total	\$ 155	\$ 550	\$ 515	\$ 525	\$ 530	\$ 2,275

CITY OF MILLBRAE
CAPITAL IMPROVEMENT PROGRAM

WATER SYSTEM
TABLE 5

FUNDING USE:	DESCRIPTION	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	TOTAL ALL FY
		Thousands of Dollars					
	Fire Hydrant Replacement	\$ 25	\$ 25	\$ 25		\$ 25	\$ 100
	Meter Upgrade / Replacement	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 125
	Pump Station Rehabilitation	\$ 250				\$ 250	\$ 500
	Water Main Replacement	\$ 1,300	\$ 1,600	\$ 1,600	\$ 100	\$ 2,000	\$ 6,600
	Water Service Transfers	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 250
	Water Tank: Cleaning	\$ 100		\$ 100		\$ 100	\$ 300
	Water Tank: New			\$ 500	\$ 2,500		\$ 3,000
	Water Tank: Recoating / Inspection	\$ 20	\$ 350			\$ 350	\$ 720
	Total	\$ 1,770	\$ 2,050	\$ 2,300	\$ 2,675	\$ 2,800	\$ 11,595

FUNDING SOURCE:	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	TOTAL ALL FY
	Thousands of Dollars					
Water Fund	\$ 1,770	\$ 2,050	\$ 2,300	\$ 2,675	\$ 2,800	\$ 11,595
Total	\$ 1,770	\$ 2,050	\$ 2,300	\$ 2,675	\$ 2,800	\$ 11,595

CITY OF MILLBRAE
CAPITAL IMPROVEMENT PROGRAM
SEWER COLLECTION SYSTEM
TABLE 6

FUNDING USE:	DESCRIPTION	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	TOTAL ALL FY
		Thousands of Dollars					
	Flow Monitoring	\$ 50	\$ 50	\$ 50			\$ 150
	Madrone Pump Station	\$ 200	\$ 300	\$ 6,760			\$ 7,260
	Manhole Program	\$ 100	\$ 100	\$ 100	\$ 150	\$ 150	\$ 600
	Sewer Lateral Program	\$ 300	\$ 300	\$ 325	\$ 500	\$ 500	\$ 1,925
	Sewer Main Replacement / Repair	\$ 1,400	\$ 1,400	\$ 1,425	\$ 1,675	\$ 2,425	\$ 8,325
	Smoke Testing	\$ 50	\$ 50	\$ 50			\$ 150
	Storage Basin		\$ 100	\$ 100	\$ 2,000		\$ 2,200
	Video Inspection	\$ 150	\$ 150	\$ 50	\$ 50	\$ 50	\$ 450
	Total	\$ 2,250	\$ 2,450	\$ 8,860	\$ 4,375	\$ 3,125	\$ 21,060

FUNDING SOURCE:	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	TOTAL ALL FY
	Thousands of Dollars					
Sanitation Fund	\$ 2,250	\$ 2,450	\$ 8,860	\$ 4,375	\$ 3,125	\$ 21,060
Total	\$ 2,250	\$ 2,450	\$ 8,860	\$ 4,375	\$ 3,125	\$ 21,060

CITY OF MILLBRAE
CAPITAL IMPROVEMENT PROGRAM

WATER POLLUTION CONTROL PLANT

TABLE 7

FUNDING USE:	DESCRIPTION	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	TOTAL ALL FY
Thousands of Dollars							
	Chlorine System	\$ 175					\$ 175
	Plant Air System	\$ 250					\$ 250
	WPCP-O&M	\$ 80					\$ 80
	Dewatering System		\$ 300				\$ 300
	Electrical controls		\$ 100				\$ 100
	Biogas System & Flare			\$ 350			\$ 350
	#1 Digester Repairs				\$ 450		\$ 450
	Study: Reclaimed Water					\$ 100	\$ 100
	Study: Class A Bio-solids					\$ 100	\$ 100
	#3 Water Pumps					\$ 100	\$ 100
	Secondary Tank Area Repair					\$ 100	\$ 100
Total		\$ 505	\$ 400	\$ 350	\$ 450	\$ 400	\$ 2,105

FUNDING SOURCE:	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	TOTAL ALL FY
Thousands of Dollars						
Sanitation Fund	\$ 505	\$ 400	\$ 350	\$ 450	\$ 400	\$ 2,105
Total						
	\$ 505	\$ 400	\$ 350	\$ 450	\$ 400	\$ 2,105

CITY OF MILLBRAE
CAPITAL IMPROVEMENT PROGRAM

PUBLIC FACILITIES

TABLE 8

FUNDING USE:	DESCRIPTION	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	TOTAL ALL FY
		Thousands of Dollars					
	ADA Transition Plan / Implementation	\$ 110	\$ 110				\$ 220
	Chetcuti Room Flooring		\$ 50				\$ 50
	City Hall		\$ 60	\$ 80	\$ 20	\$ 40	\$ 200
	Community Center		\$ 120	\$ 195	\$ 185	\$ 30	\$ 530
	Fire Tower					\$ 15	\$ 15
	Library		\$ 60	\$ 60	\$ 60	\$ 40	\$ 220
	Museum		\$ 25	\$ 45	\$ 10		\$ 80
	New Temporary Fire Station	\$ 250					\$ 250
	Parking Lots		\$ 65	\$ 65		\$ 65	\$ 195
	Police Department		\$ 10		\$ 65	\$ 120	\$ 195
	Police Department Gates	\$ 20					\$ 20
	Taylor Concession		\$ 15	\$ 15			\$ 30
Total		\$ 380	\$ 515	\$ 460	\$ 340	\$ 310	\$ 2,005

FUNDING SOURCE:	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	TOTAL ALL FY
	Thousands of Dollars					
Developer Fees	\$ 250					\$ 250
General Fund	\$ 110	\$ 110				\$ 220
General Fund / ABAG Grant	\$ 20					\$ 20
Unfunded		\$ 405	\$ 460	\$ 340	\$ 310	\$ 1,515
Total	\$ 380	\$ 515	\$ 460	\$ 340	\$ 310	\$ 2,005

CITY OF MILLBRAE
CAPITAL IMPROVEMENT PROGRAM

PARKS
TABLE 9

FUNDING USE:	DESCRIPTION	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	TOTAL ALL FY
		Thousands of Dollars					
	Lights: LED Palm Lights Downtown		\$ 35	\$ 10			\$ 45
	Lights: Taylor Field / Wire Replacement	\$ 20	\$ 20				\$ 40
	Park: Central Playground		\$ 50	\$ 150			\$ 200
	Park: Green Hills Playground	\$ 80					\$ 80
	Park: Lions Playground	\$ 90					\$ 90
	Park: Master Plan / Implementation		\$ 100		\$ 490	\$ 490	\$ 1,080
	Park: Meadows Playground	\$ 80			\$ 75		\$ 155
	Park: Mills Park			\$ 200			\$ 200
	Tree: Citywide Trimming	\$ 70	\$ 70	\$ 70	\$ 70	\$ 70	\$ 350
	Tree: Master Plan / Inventory		\$ 25				\$ 25
	Total	\$ 340	\$ 300	\$ 430	\$ 635	\$ 560	\$ 2,265

FUNDING SOURCE:	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	TOTAL ALL FY
	Thousands of Dollars					
Developer Fees	\$ 250					\$ 250
Gas Tax	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 100
General Fund	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 250
Gift	\$ 20					\$ 20
Unfunded		\$ 230	\$ 360	\$ 565	\$ 490	\$ 1,645
Total	\$ 340	\$ 300	\$ 430	\$ 635	\$ 560	\$ 2,265

CITY OF MILLBRAE
CAPITAL IMPROVEMENT PROGRAM
STUDIES AND TECHNOLOGY

TABLE 10

FUNDING USE:	DESCRIPTION	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	TOTAL ALL FY
		Thousands of Dollars					
	Citywide: Aerial and Mapping		\$ 50	\$ 50			\$ 100
	Citywide: GIS				\$ 100	\$ 100	\$ 200
	Citywide: New Telephone System	\$ 30					\$ 30
	Study: Downtown Street Enhancement		\$ 50				\$ 50
	Study: Fee	\$ 100					\$ 100
	Update: Financial Software				\$ 300		\$ 300
	Update: General Plan	\$ 150	\$ 200	\$ 100			\$ 450
	Update: IT Upgrades					\$ 200	\$ 200
	Update: Specific Plan		\$ 50	\$ 50			\$ 100
	Total	\$ 280	\$ 350	\$ 200	\$ 400	\$ 300	\$ 1,530

FUNDING SOURCE:	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	TOTAL ALL FY
	Thousands of Dollars					
Developer Fees	\$ 100	\$ 15	\$ 15			\$ 130
General Fund	\$ 30					\$ 30
General Plan Fees	\$ 150					\$ 150
Measure A		\$ 5	\$ 5			\$ 10
Sanitation Fund		\$ 15	\$ 15			\$ 30
Unfunded		\$ 300	\$ 150	\$ 400	\$ 300	\$ 1,150
Water Fund		\$ 15	\$ 15			\$ 30
Total	\$ 280	\$ 350	\$ 200	\$ 400	\$ 300	\$ 1,530

Contract Vendors

ATTACHMENT T

Not inclusive of all expenditures in each account

Vendor Name Name	Description of Service	Fund Number	Department Number / Name	Account Number / Title	Approximate Contract
ABAG	General Liability Insurance	1771-Insurance: General	L 0262-General Liability	413403 Insurance: Premium	246,461
Action Sports	Sports officiating, uniforms	1215-Recreation	0811-Youth Sports	411203 Contractual Service	17,557
Active.net "Class"	Reservation / Payment System	1215-Recreation	0809-Recreation	411206 Software License & N	5,766
ADP	Payroll Processing Services	1101-General Fund	0610-Finance	411203 Contractual Service	32,000
American Traffic Solutions	Red Light Cameras	1101-General Fund	0275-Public Safety Contracts	411203 Contractual Service	300,000
Arkeia	Network Backup	1101-General Fund	0264-Data Processing	412331 Office Equipment (un	2,800
Assetworks Inc.	Fixed Asset System Access	1101-General Fund	0264-Data Processing	411216 Software License & N	1,400
Barracuda	Email Firewall	1101-General Fund	0264-Data Processing	412331 Office Equipment (un	2,844
Bay Area Water Supply & Conservation	Assessment fees	1662-Water	6030-Water Distribution	411232 Fees & Assessments	39,504
C/CAG	Gas Tax Congestion relief Fund	1101-General Fund	2320-Engineering	411232 Fees & Assessments	7,491
C/CAG	Gas Tax Congestion relief Fund	1205-Measure A	2320-Engineering	411232 Fees & Assessments	60,419
C/CAG	Gas Tax Congestion relief Fund	1211-Highway Tax	2320-Engineering	411232 Fees & Assessments	11,713
C/CAG	Countywide Housing Update	1531-Developer Housing F	0544-BMR Housing Admin	411232 Fees & Assessments	5,000
CalPERS	Prior Police Officer's Liability	1101-General Fund	0275-Public Safety Contracts	410151 PERS	10,020
Capital Accounting Partners	Annual Report of Financial Transaction/S	1101-General Fund	0610-Finance	411250 Audit Services	5,000
Central Maintenance Company	Janitorial Services	1101-General Fund	2370-Facility Maintenance	411203 Contractual Service	85,722
Chrisman & Associates Inc.	Dental Plan Management	1101-General Fund	1110-Non Departmental	411203 Contractual Service	11,930
City of Millbrae	Sheriff Fuel Usage	1101-General Fund	0275-Public Safety Contracts	412301 Motor Fuel	65,000
City of San Mateo	Red Light Traffic Photo Review	1101-General Fund	0275-Public Safety Contracts	411203 Contractual Service	47,500
City of South San Francisco	North Bay System Operations cost	1661-Sanitation	5030-Waste Water Treatment	411203 Contractual Service	84,638
CORA (Comm Overcoming Relationship	Annual Service Contribution	1101-General Fund	0275-Public Safety Contracts	411232 Fees & Assessments	3,475
CRW Systems	Trakit Software/Building	1101-General Fund	0520-Building	411216 Software License & N	7,000
CSAC Excess Insurance Authority	Employee Assistance Program	1101-General Fund	0221-Personnel	411203 Contractual Service	9,839
CSAC Excess Insurance Authority	Excess Worker's Comp Policy	1770-Insurance: Worker's	0261-Worker's Compensation	413403 Insurance: Premium	52,564
CSG Consultants	Building Official plan check review	1101-General Fund	0520-Building	411203 Contractual Service	172,991
Department of Health Services	Environmental Laboratory Fee	1661-Sanitation	5030-Waste Water Treatment	411232 Fees & Assessments	2,811
Dept of Transportation	Electric & Maint. Traffic Signals	1101-General Fund	2510-Streets	411217 Infrastructure	17,192
Dept. of Health Services	Water System Fees	1662-Water	6030-Water Distribution	411232 Fees & Assessments	9,746
Doug Cameron	Guitar Instructor	1215-Recreation	0816-Contract Classes	411203 Contractual Service	2,566
Electro Motion In	Maintenance on Generators	1773-Garage Revolving	1710-Garage	411208 Maintenance: Other E	10,512
Fastlane Tek, Inc	PACP Training & Certification	1661-Sanitation	5050-Waste Water Collection	411203 Contractual Service	4,050
Golden State Flow Measurement	Meters & Registers	1662-Water	6030-Water Distribution	411217 Infrastructure	34,997
Golden West Travel	Seniors activities	1215-Recreation	0870-Senior Programs	411203 Contractual Service	18,893
Harris Computer Systems	Financial Software Maintenance	1101-General Fund	0264-Data Processing	411216 Software License & N	31,466
HDL	Property Tax, Business Lic.,	1101-General Fund	0264-Data Processing	411216 Software License & N	4,000
HDL	Sales Tax Analysis	1101-General Fund	0610-Finance	411203 Contractual Service	4,200
Heart of San Mateo County	Housing Endowment	1531-Developer Housing F	0545-Heart Housing Endowment	411203 Contractual Service	8,000

Contract Vendors

ATTACHMENT T

Not inclusive of all expenditures in each account

Vendor Name Name	Description of Service	Fund Number	Department Number / Name	Account Number / Title	Approximate Contract
Hitech Systems	Safety Net Software Maintenance	1101-General Fund	0275-Public Safety Contracts	411216 Software License & M	1,700
HSQ Technology	SCADA system support, parts	1662-Water	6030-Water Distribution	411208 Maintenance: Other E	3,382
HSQ Technology	SCADA system support	1662-Water	6030-Water Distribution	411216 Software License & M	6,772
Human Investment Project	Housing Assistance	1101-General Fund	0547-Human Investment Project	411232 Fees & Assessments	5,000
IBM	Software Maintenance-TM1	1101-General Fund	0264-Data Processing	411216 Software License & M	14,715
Imedd Inc.	DMV Physicals	1101-General Fund	0221-Personnel	411203 Contractual Service	5,455
Infor Global Solutions	MP 2 Maintenance Prog	1661-Sanitation	5030-Waste Water Treatment	411216 Software License & M	1,500
Innovative Claim Solutions	Worker's Comp Admin Fee	1770-Insurance: Worker's	0261-Worker's Compensation	411203 Contractual Service	38,072
Kidz Love Soccer	Soccer Instruction	1215-Recreation	0816-Contract Classes	411203 Contractual Service	6,974
LAFCO-San Mateo County Controllers	Agency Formation Commission	1101-General Fund	0510-Planning	411203 Contractual Service	3,379
Lamonte D. Mack	Code Enforcement	1101-General Fund	0570-Code Enforcement	411203 Contractual Service	35,000
Laurie Loo	Gymnastics Instructor	1215-Recreation	0816-Contract Classes	411203 Contractual Service	4,038
Local Government Consultants	SB 90 Claims	1101-General Fund	0610-Finance	411203 Contractual Service	3,000
Locateplus	Person Search Database	1101-General Fund	0275-Public Safety Contracts	411203 Contractual Service	1,500
LSA Associates Inc.	Contract Planner	1101-General Fund	0510-Planning	411203 Contractual Service	37,109
LSA Associates Inc.	Contract Planner	1170-Safeway	0510-Planning	411203 Contractual Service	18,268
Mad Science of the Bay Area	Science Instructor	1215-Recreation	0816-Contract Classes	411203 Contractual Service	3,920
Marian Kong	Daily Academic Support System	1215-Recreation	0816-Contract Classes	411203 Contractual Service	33,733
Maze & Associates	Auditing Services	1101-General Fund	0610-Finance	411250 Audit Services	65,224
Megapath	T1 Line Charge	1101-General Fund	0264-Data Processing	411203 Contractual Service	9,895
Michael Joseph Castro	Kids Kajokumbo Instructor	1215-Recreation	0816-Contract Classes	411203 Contractual Service	1,122
Mika Obaya	Zumba Instructor	1215-Recreation	0816-Contract Classes	411203 Contractual Service	675
Millbrae Community Television Inc.	Television Service Contract	1101-General Fund	0233-Cable Communications	411203 Contractual Service	84,941
Millbrae Elementary School District	Field License Agreement	1530- Field License Agree	0834-Fields	411213 Rents, Leases & Tax	180,000
Narcotics Trak Flyer Keller	Contribution	1101-General Fund	0275-Public Safety Contracts	411232 Fees & Assessments	120,000
Neopost USA inc	Postage Meter Rental/maint fee	1101-General Fund	1110-Non Departmental	411213 Rents, Leases & Tax	2,899
Norcal Alarm	Alarm testing	1101-General Fund	2370-Facility Maintenance	411206 Building & Grounds M	8,295
OneSource	Copier lease	1101-General Fund	1110-Non Departmental	411213 Rents, Leases & Tax	4,710
OneSource	Copier lease	1661-Sanitation	5030-Waste Water Treatment	411213 Rents, Leases & Tax	1,567
OneSource	Copier lease	1662-Water	6030-Water Distribution	411213 Rents, Leases & Tax	943
PARS	Admin. Fees	1101-General Fund	1110-Non Departmental	411203 Contractual Service	4,800
Payflex Systems USA, Inc	Flex Spending Admin Fee	1101-General Fund	1110-Non Departmental	411203 Contractual Service	3,075
Peninsula TV	Broadcast & Programming	1101-General Fund	0233-Cable Communications	411203 Contractual Service	5,989
Preferred Alliance Inc.	Random Alcohol & Drug Test	1101-General Fund	0221-Personnel	411203 Contractual Service	2,392
Premier Security	Building Security Software	1101-General Fund	0275-Public Safety Contracts	411216 Software License & M	500
Regional Government Services Authority	Human Resource Services	1101-General Fund	0221-Personnel	411203 Contractual Service	6,501
Republic Intelligent Transportation Serv.	Streetlight Maintenance	1101-General Fund	2510-Streets	411217 Infrastructure	27,227

Contract Vendors

ATTACHMENT T

Not inclusive of all expenditures in each account

Vendor Name Name	Description of Service	Fund Number	Department Number / Name	Account Number / Title	Approximate Contract
Ricoh Americas Corp	Color Copier/fax lease	1101-General Fund	2210-Fire	411213 Rents, Leases & Tax	4,882
S.F. Public Utilities Commission	Water Quality Sample Test	1662-Water	6030-Water Distribution	411203 Contractual Service	31,880
San Francisco Estuary Institute	Regional Monitoring	1661-Sanitation	5030-Waste Water Treatment	411232 Fees & Assessments	8,691
San Mateo Co. Public Health Lab	Water Quality Testing	1662-Water	6030-Water Distribution	411203 Contractual Service	12,000
San Mateo County	Parking Citation Allocation	1101-General Fund	0275-Public Safety Contracts	411232 Fees & Assessments	120,000
San Mateo County Emergency Services	District Admin. Service & Hazmat	1101-General Fund	2250-Earthquake Emergency	411203 Contractual Service	29,000
San Mateo County Environmental Health	Generator, recycles waste,hazmat	1661-Sanitation	5030-Waste Water Treatment	411232 Fees & Assessments	5,000
San Mateo County Environmental Health	Oversight, storm water fee, cross connec	1662-Water	6030-Water Distribution	411232 Fees & Assessments	22,980
San Mateo County Health Services	Animal Control	1101-General Fund	0275-Public Safety Contracts	411203 Contractual Service	101,978
San Mateo County Public Safety Comm.	Safety Dispatch Services	1101-General Fund	0275-Public Safety Contracts	411202 Communications	240,000
San Mateo County Sherriff's Office	Police Services Contract	1101-General Fund	0275-Public Safety Contracts	411203 Contractual Service	4,916,459
Scott Selig	Recreation Tennis Instructor	1215-Recreation	0816-Contract Classes	411203 Contractual Service	10,345
Sharp Business Systems	Copier Maintenance	1661-Sanitation	5030-Waste Water Treatment	411208 Maintenance: Other E	1,724
Six Skills Culture & Language School	Mandarin & English Classes	1215-Recreation	0816-Contract Classes	411203 Contractual Service	20,697
SpringBrook	Utility Billing Software	1661-Sanitation	0620-Utility Billing	411216 Software License & M	4,334
SpringBrook	Utility Billing Software	1662-Water	0620-Utility Billing	411216 Software License & M	4,334
Star Visa	First Chance, Sobering Station	1101-General Fund	0275-Public Safety Contracts	411232 Fees & Assessments	15,000
SWRCB-State Water Resources Control	Permit fees	1661-Sanitation	5030-Waste Water Treatment	411232 Fees & Assessments	22,252
SWRCB-State Water Resources Control	Permit fees	1664-Storm Drain	4020-NPEDS Maintenance	411232 Fees & Assessments	7,279
Telecommunications	Facilities mgmnt & maintenance radios	1101-General Fund	2510-Streets	411208 Maintenance: Other E	4,784
Telecommunications	Facilities mgmnt & maintenance radios	1661-Sanitation	5050-Waste Water Collection	411208 Maintenance: Other E	3,192
Telecommunications	Facilities mgmnt & maintenance radios	1662-Water	6030-Water Distribution	411208 Maintenance: Other E	3,192
Turbo Data Systems	Citation Processing	1101-General Fund	0275-Public Safety Contracts	411203 Contractual Service	20,000
Turbo Data Systems	Ticket pro Maintenance	1101-General Fund	0275-Public Safety Contracts	411216 Software License & M	2,600
Two Brothers Cathodic Services	Cathodic Protection	1662-Water	6030-Water Distribution	411203 Contractual Service	21,000
Valentino Isidro	Senior Dance Instructor	1215-Recreation	0816-Contract Classes	411203 Contractual Service	3,000
Vision Internet Providers	Web Hosting Fee	1101-General Fund	0264-Data Processing	411203 Contractual Service	2,400
Zoll Data Systems	Licenses for fire rooms	1101-General Fund	2220-Fire Operations	411216 Software License & M	1,260

City of Millbrae
Position Allocation

ATTACHMENT U

Dept	Job Title / Classification	Approved Budget 2007-2008	Approved Budget 2008-2009	Approved Budget 2009-2010	Approved Budget 2010-2011	Approved Budget 2011-2012	Approved Budget 2012-2013	Proposed Budget 2013-2014
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CITY ADMINISTRATION

Council Member		5.00	5.00	5.00	5.00	5.00	5.00	5.00
City Manager		1.00	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Services / Human Resource								1.00
Administrative Analyst								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	1.00	1.00
Executive Assistant					1.00	1.00	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				
Total		11.00	11.00	11.00	9.00	9.00	8.00	10.00

Part Time Temporary Positions / Full Time Equivalent								
Office Assistant I	(1/2 Time Position)			0.50				
Total - Part Time				0.50	0.00	0.00	0.00	0.00

COMMUNITY DEVELOPMENT

Community Development Director		1.00	1.00	0.75	0.75	0.75	0.75	1.00
City Planner		1.00	1.00	1.00	1.00	1.00	1.00	1.00
Building Official	(.50 Position)	1.00	1.00	1.00	0.50	0.50	0.50	0.50
Plan Checker / Building Inspector		1.00	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant		1.00	1.00	1.00	1.00	1.00	1.00	1.00
Code Enforcement Officer	(.50 Position)	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Associate Planner	(.80 Position)	0.80	0.80	0.80				
Total		6.30	6.30	6.05	4.75	4.75	4.75	5.00

Part Time Temporary Positions / Full Time Equivalent								
Project Manager - Housing	(1/2 Time Position)				0.50	0.50	0.50	0.25
Total - Part Time					0.50	0.50	0.50	0.25

FINANCE

Finance Director		1.00	1.00	1.00	1.00	1.00	1.00	1.00
Financial Services Manager						1.00	1.00	1.00
Financial System Analyst II		1.00	1.00	1.00	1.00	1.00	1.00	1.00
Accounting Technician			2.00	2.00	3.00	3.00	3.00	3.00
Senior Accounting Technician		1.00	1.00	1.00	1.00	1.00	1.00	1.00
Information Systems Supervisor					1.00	1.00	1.00	1.00
Permits Officer							1.00	1.00
Office Assistant	(.50 Position)						0.65	0.65
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				
Total		8.00	8.00	8.00	7.00	8.00	9.65	9.65

Part Time Temporary Positions / Full Time Equivalent								
Project Manager	(.50 Position)				1.00	0.50	0.50	0.50
Total - Part Time					1.00	0.50	0.50	0.50

City of Millbrae
Position Allocation

ATTACHMENT U

Dept	Job Title / Classification	Approved Budget 2007-2008	Approved Budget 2008-2009	Approved Budget 2009-2010	Approved Budget 2010-2011	Approved Budget 2011-2012	Approved Budget 2012-2013	Proposed Budget 2013-2014
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FIRE

Fire Chief		0.50	0.50	0.50	0.50	0.50	0.50	0.25
Millbrae Deputy Chief								0.50
Administrative Assistant	(.50 Position)	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Division Chief		2.00	2.00	2.00	2.00	2.00	2.00	2.00
Division Chief - Fire Marshall		1.00	1.00	1.00	1.00	1.00	1.00	0.50
Division Chief - Fire Training		1.00	1.00	1.00	1.00	1.00	1.00	1.00
Fire Captain		6.00	6.00	6.00	6.00	6.00	6.00	6.00
Fire Prevention								0.50
Firefighter		15.00	15.00	15.00	15.00	13.00	11.00	12.00
Total		26.00	26.00	26.00	26.00	24.00	22.00	23.25

PARKS

Parks Superintendent		1.00	1.00	1.00	1.00	1.00	1.00	1.00
Parks Field Supervisor		1.00	1.00	1.00	1.00	1.00	1.00	1.00
Parks Maintenance Technician		3.00	3.00	3.00	2.00	2.00	2.00	2.00
Senior Maintenance Worker		1.00	1.00	1.00	1.00	1.00	1.00	1.00
Maintenance Worker		2.00	2.00	2.00	3.00	3.00	3.00	3.00
Office Assistant I	(.50 Position)	0.50	0.50	0.50				
Total		8.50	8.50	8.50	8.00	8.00	8.00	8.00
Part Time Temporary Positions / Full Time Equivalent								
Parks Maintenance Worker				2.00				
Total - Part Time				2.00				

RECREATION

Recreation Superintendent		1.00	1.00	1.00	1.00	1.00	1.00	1.00
Recreation Services Manager		1.00	1.00	1.00	1.00	1.00	1.00	1.00
Recreation Coordinator		2.00	2.00	2.00	2.00	1.00	1.00	1.00
Senior Office Assistant							1.00	1.00
Tiny Tot Teacher	(.50 Position)	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Administrative Assistant		1.00	1.00	1.00	1.00			
Office Assistant I						1.00		
Office Assistant II		1.00	1.00	1.00				
Total		6.50	6.50	6.50	5.50	4.50	4.50	4.50
Part Time Temporary Positions / Full Time Equivalent								
Recreation Temporary				11.98	8.16	8.29	8.29	8.29
Total - Part Time				11.98	8.16	8.29	8.29	8.29

City of Millbrae
Position Allocation

ATTACHMENT U

Dept	Job Title / Classification	Approved Budget 2007-2008	Approved Budget 2008-2009	Approved Budget 2009-2010	Approved Budget 2010-2011	Approved Budget 2011-2012	Approved Budget 2012-2013	Proposed Budget 2013-2014
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PUBLIC WORKS

Public Works Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
City Engineer	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Associate Engineer	1.00	1.00	1.00					1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Senior Office Assistant	3.00	3.00	3.00	3.00	3.00	2.00	2.00	2.00
Office Assistant I			1.00	1.00	1.00	1.00	1.00	1.00
Environmental Programs Manager				0.80	0.80	0.80	0.80	1.00
Environmental Programs Coordinator (.80 Position)				0.80	0.80	0.80	0.80	0.50
Lab and Source Control Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Senior Industrial Waste Inspector	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Laboratory Analyst / Chemist	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Plant: Superintendent	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Public Works: Superintendent	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Public Works: Supervisor I	2.00	2.00	2.00	2.00	2.00	2.00	1.00	1.00
Public Works: Foreman	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Plant: Chief Treatment Operator II	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Plant: Senior Treatment Operator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Plant: Operator I	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Plant: Operator II	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Plant: Senior Maintenance Worker	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Plant: Maintenance Worker II			1.00	1.00	1.00	1.00	1.00	1.00
Public Works: Lead Worker II	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Senior Maintenance Worker	3.00	3.00	4.00	5.00	5.00	5.00	5.00	5.00
Maintenance Worker	12.00	12.00	11.00	9.00	9.00	9.00	9.00	9.00
Equipment Mechanic III	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Pump Mechanic I			1.00	1.00	1.00	1.00	1.00	1.00
Street Sweeper Operator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Office Assistant II	1.00	1.00				1.00	1.00	
Engineering Technician	1.00	1.00	1.00	1.00	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						
Public Works: Supervisor II	1.00	1.00	1.00	1.00	1.00	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					
Senior Water Maintenance Worker	1.00	1.00	1.00					
Total	49.60	49.60	49.60	45.60	45.60	44.60	42.50	

Part Time Temporary Positions / Full Time Equivalent								
Maintenance Worker			2.00					
Total - Part Time			2.00					

Grand Total Permanent *	115.90	115.90	115.65	105.85	103.85	101.50	102.90	
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Grand Total Part Time Temporary	0.00	0.00	15.98	9.66	9.29	9.29	9.04	
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* Totals do not include the Police / Law Enforcement Staff

City of Millbrae

ATTACHMENT V

SALARY SCHEDULE

CITY OF MILLBRAE

TEAMSTERS

EFFECTIVE DATE: JULY 01, 2012

CLASSIFICATION JOB TITLE	EARNINGS PER HOUR / MONTH				
	A	B	C	D	E
ACCOUNT CLERK I	3,265	3,428	3,600	3,780	3,969
ACCOUNT CLERK II	3,630	3,812	4,002	4,202	4,412
ACCOUNT CLERK II (HALF TIME)	1,815	1,906	2,001	2,101	2,206
ACCOUNT CLERK III	3,812	4,003	4,203	4,413	4,634
ACCOUNTING TECHNICIAN	4,368	4,586	4,816	5,057	5,309

EARNINGS PER YEAR				
A	B	C	D	E
39,180	41,136	43,200	45,360	47,628
43,560	45,744	48,024	50,424	52,944
21,780	22,872	24,012	25,212	26,472
45,744	48,036	50,436	52,956	55,608
52,416	55,032	57,792	60,684	63,708

OFFICE ASSISTANT I	3,043	3,195	3,355	3,523	3,699
OFFICE ASSISTANT II	3,755	3,943	4,140	4,347	4,564
OFFICE ASSISTANT II (HALF TIME)	1,878	1,972	2,070	2,174	2,283
SENIOR OFFICE ASSISTANT	4,130	4,337	4,553	4,781	5,020
ADMINISTRATIVE ASSISTANT	4,543	4,770	5,009	5,259	5,522

36,516	38,340	40,260	42,276	44,388
45,060	47,316	49,680	52,164	54,768
22,536	23,664	24,840	26,088	27,396
49,560	52,044	54,636	57,372	60,240
54,516	57,240	60,108	63,108	66,264

PERMIT OFFICER	4,596	4,826	5,067	5,320	5,586
OFFICE ASSISTANT SPECIAL SERVICES (65%)	2,988	3,137	3,294	3,459	3,632
SPECIAL SERVICES COORDINATOR	4,596	4,826	5,067	5,320	5,586

55,152	57,912	60,804	63,840	67,032
35,856	37,644	39,528	41,508	43,584
55,152	57,912	60,804	63,840	67,032

ENGINEERING TECHNICIAN	4,608	4,838	5,080	5,334	5,601
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55,296	58,056	60,960	64,008	67,212
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TINY TOT TEACHER (HALF TIME)	12.97
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CITY OF MILLBRAE
TEAMSTERS MAINTENANCE

EFFECTIVE DATE: JULY 01, 2012

CLASSIFICATION JOB TITLE	EARNINGS PER HOUR / MONTH				
	A	B	C	D	E
PARKS: MAINTENANCE TECHNICIAN	4,160	4,368	4,586	4,816	5,057
MAINTENANCE WORKER	3,617	3,798	3,988	4,187	4,396
SENIOR MAINTENANCE WORKER	3,962	4,160	4,368	4,587	4,816
PUBLIC WORKS: LEAD WORKER II	4,577	4,806	5,046	5,298	5,563
EQUIPMENT MECHANIC III	5,303	5,568	5,847	6,139	6,446
PUMP MECHANIC I	4,578	4,807	5,047	5,300	5,565
STREET SWEEPER OPERATOR	4,137	4,344	4,561	4,789	5,029
EQUIPMENT MECHANIC I	4,129	4,335	4,552	4,779	5,018
SR. WATER MAINTENANCE WORKER	4,160	4,368	4,586	4,816	5,057

EARNINGS PER YEAR				
A	B	C	D	E
49,920	52,416	55,032	57,792	60,684
43,404	45,576	47,856	50,244	52,752
47,544	49,920	52,416	55,044	57,792
54,924	57,672	60,552	63,576	66,756
63,636	66,816	70,164	73,668	77,352
54,936	57,684	60,564	63,600	66,780
49,644	52,128	54,732	57,468	60,348
49,548	52,020	54,624	57,348	60,216
49,920	52,416	55,032	57,792	60,684

	WEEKDAY	WEEKEND	HOLIDAY
STAND BY PAY	30.39	38.82	40.02

ADDITIONAL INCENTIVE PAY:

DEPARTMENT OF HEALTH SERVICES (DHS) CERTIFICATION

- (1) \$150.00 PER MONTH FOR GRADE 1 OR GRADE 2 WATER DISTRIBUTION CERTIFICATE
- (2) \$200.00 PER MONTH FOR GRADE 3 WATER DISTRIBUTION CERTIFICATE

CALIFORNIA WATER ENVIRONMENT ASSOCIATION (CWEA) CERTIFICATION

- (1) \$150.00 PER MONTH FOR GRADE 1 OR GRADE 2 COLLECTION SYSTEM CERTIFICATE
- (2) \$200.00 PER MONTH FOR GRADE 3 COLLECTION SYSTEM CERTIFICATE

CITY OF MILLBRAE
SANITATION

EFFECTIVE DATE: JULY 01, 2012

CLASSIFICATION JOB TITLE	EARNINGS PER HOUR / MONTH				
	A	B	C	D	E
INDUSTRIAL WASTE INSPECTOR (TRAINEE)	4,743	4,980	5,229	5,491	5,765
INDUSTRIAL WASTE INSPECTOR I	5,187	5,446	5,719	6,005	6,305
INDUSTRIAL WASTE INSPECTOR II	5,523	5,799	6,089	6,394	6,713
SENIOR INDUSTRIAL WASTE INSPECTOR	6,081	6,385	6,704	7,040	7,391
LABORATORY ANALYST (TECHNICIAN)	4,803	5,043	5,295	5,560	5,838
LABORATORY CHEMIST	5,147	5,404	5,675	5,958	6,256
PLANT: MAINTENANCE WORKER I	4,756	4,994	5,243	5,506	5,781
PLANT: MAINTENANCE WORKER II	5,188	5,447	5,720	6,006	6,306
PLANT: SENIOR MAINTENANCE WORKER	5,707	5,992	6,292	6,607	6,937
PLANT: OPERATOR (TRAINEE)	4,355	4,573	4,801	5,041	5,294
PLANT: OPERATOR I	4,756	4,994	5,243	5,506	5,781
PLANT: OPERATOR II	5,187	5,446	5,719	6,005	6,305
PLANT: SENIOR TREATMENT OPERATOR	5,707	5,992	6,292	6,607	6,937

EARNINGS PER YEAR				
A	B	C	D	E
56,916	59,760	62,748	65,892	69,180
62,244	65,352	68,628	72,060	75,660
66,276	69,588	73,068	76,728	80,556
72,972	76,620	80,448	84,480	88,692
57,636	60,516	63,540	66,720	70,056
61,764	64,848	68,100	71,496	75,072
57,072	59,928	62,916	66,072	69,372
62,256	65,364	68,640	72,072	75,672
68,484	71,904	75,504	79,284	83,244
52,260	54,876	57,612	60,492	63,528
57,072	59,928	62,916	66,072	69,372
62,244	65,352	68,628	72,060	75,660
68,484	71,904	75,504	79,284	83,244

	WEEKDAY	WEEKEND	HOLIDAY
STAND BY PAY	38.56	49.01	51.64

ADDITIONAL INCENTIVE PAY:

CALIFORNIA WATER ENVIRONMENT ASSOCIATION (CWEA) CERTIFICATION

- (1) 2.5% FOR TECHNICAL CERTIFICATION ONE LEVEL ABOVE REQUIRED BY JOB CLASSIFICATION
- (2) 3.0% FOR TECHNICAL CERTIFICATION TWO LEVELS ABOVE REQUIRED BY JOB CLASSIFICATION

STATE WATER RESOURCES CONTROL BOARD (SWRCB) CERTIFICATION

- (1) 5.0% FOR WASTEWATER TREATMENT PLANT OPERATOR CERTIFICATION ONE LEVEL ABOVE REQUIRED BY JOB CLASSIFICATION
- (2) 5.0% FOR WASTEWATER TREATMENT PLANT OPERATOR CERTIFICATION TWO LEVELS ABOVE REQUIRED BY JOB CLASSIFICATION
- (3) 5.0% FOR WASTEWATER TREATMENT PLANT OPERATOR CERTIFICATION THREE LEVELS ABOVE REQUIRED BY JOB CLASSIFICATION

CITY OF MILLBRAE
MANAGEMENT AND CONFIDENTIAL

EFFECTIVE DATE: January 1, 2013

CLASSIFICATION JOB TITLE	EARNINGS PER HOUR / MONTH				
	A	B	C	D	E
CITY MANAGER	16,083				
CITY CLERK	7,376	7,745	8,132	8,539	8,966
EXECUTIVE ASSISTANT	5,299	5,564	5,842	6,134	6,441
COMMUNITY DEVELOPMENT DIRECTOR	11,936	12,533	13,159	13,817	14,508
CITY PLANNER	9,167	9,625	10,106	10,611	11,142
BUILDING OFFICIAL	8,466	8,889	9,334	9,801	10,291
PLAN CHECK / BUILDING INSPECTOR	6,608	6,939	7,286	7,650	8,032
CODE ENFORCEMENT OFFICER	5,142	5,399	5,669	5,953	6,250
FINANCE DIRECTOR	11,440	12,012	12,612	13,243	13,905
FINANCIAL SERVICES MANAGER	7,852	8,245	8,657	9,090	9,544
INFORMATION SYSTEM SUPERVISOR	6,857	7,199	7,559	7,937	8,334
FINANCIAL SYSTEM ANALYST II	5,913	6,209	6,519	6,845	7,187
SENIOR ACCOUNTING TECHNICIAN	5,173	5,432	5,703	5,988	6,288
FIRE: CHIEF	12,687	13,322	13,988	14,687	15,421
FIRE: DIVISION CHIEF	9,077	9,531	10,008	10,508	11,034
FIRE: DIVISION CHIEF - FIRE MARSHALL	9,985	10,484	11,009	11,559	12,137
FIRE: DIVISION CHIEF - TRAINING	9,985	10,484	11,009	11,559	12,137
CENTRAL COUNTY DEPUTY FIRE CHIEF	12,705	13,340	14,008	14,707	15,442
PARKS: SUPERINTENDENT	7,159	7,517	7,893	8,287	8,702
PARKS: FIELD SUPERVISOR	5,208	5,469	5,742	6,029	6,331

EARNINGS PER YEAR				
A	B	C	D	E
193,000				
88,512	92,938	97,585	102,464	107,587
63,585	66,764	70,102	73,607	77,288
143,229	150,390	157,910	165,805	174,095
109,998	115,498	121,273	127,337	133,703
101,594	106,673	112,007	117,607	123,488
79,300	83,265	87,428	91,799	96,389
61,707	64,792	68,032	71,433	75,005
137,277	144,141	151,348	158,916	166,861
94,225	98,936	103,883	109,077	114,531
82,279	86,393	90,713	95,248	100,011
70,955	74,502	78,228	82,139	86,246
62,076	65,180	68,439	71,861	75,453
152,247	159,860	167,853	176,245	185,057
108,929	114,375	120,094	126,099	132,403
119,822	125,813	132,104	138,709	145,644
119,822	125,813	132,104	138,709	145,644
152,464	160,082	168,090	176,488	185,302
85,905	90,200	94,710	99,446	104,418
62,501	65,626	68,908	72,353	75,971

CITY OF MILLBRAE
MANAGEMENT AND CONFIDENTIAL

EFFECTIVE DATE: January 1, 2013

CLASSIFICATION JOB TITLE	EARNINGS PER HOUR / MONTH				
	A	B	C	D	E
PUBLIC WORKS DIRECTOR	11,922	12,518	13,144	13,802	14,492
CITY ENGINEER	9,425	9,896	10,391	10,911	11,456
ASSOCIATE ENGINEER	7,026	7,378	7,747	8,134	8,541
PUBLIC WORKS: SUPERINTENDENT	9,170	9,628	10,110	10,615	11,146
PLANT: SUPERINTENDENT	9,170	9,628	10,110	10,615	11,146
PUBLIC WORKS: SUPERVISOR II	8,069	8,472	8,896	9,341	9,808
PUBLIC WORKS: SUPERVISOR I	6,384	6,703	7,039	7,390	7,760
LAB & SOURCE CONTROL SUPERVISOR	7,104	7,459	7,832	8,224	8,635
PUBLIC WORKS: FOREMAN	5,545	5,822	6,113	6,419	6,740
PLANT: CHIEF TREATMENT OPERATOR II	7,841	8,233	8,644	9,077	9,530
PLANT: CHIEF TREATMENT OPERATOR I	6,487	6,811	7,151	7,509	7,885
ENVIRONMENTAL PROGRAM MANAGER 100%	6,992	7,342	7,709	8,094	8,499
ENVIRONMENTAL COORDINATOR 80%	4,204	4,414	4,634	4,866	5,109
RECREATION: SUPERINTENDENT	7,231	7,593	7,973	8,371	8,790
RECREATION: SERVICES MANAGER	6,213	6,524	6,850	7,192	7,552
RECREATION: COORDINATOR	4,279	4,493	4,718	4,954	5,201
PROJECT MANAGER	50.00				101.00

EARNINGS PER YEAR				
A	B	C	D	E
143,067	150,220	157,731	165,618	173,899
113,101	118,756	124,694	130,929	137,475
84,316	88,532	92,959	97,607	102,487
110,036	115,538	121,315	127,381	133,750
110,036	115,538	121,315	127,381	133,750
96,827	101,669	106,752	112,090	117,695
76,609	80,440	84,462	88,685	93,119
85,246	89,508	93,983	98,683	103,617
66,539	69,866	73,359	77,027	80,878
94,088	98,793	103,732	108,919	114,365
77,843	81,737	85,815	90,104	94,616
83,904	88,104	92,508	97,128	101,988
50,443	52,965	55,613	58,394	61,313
86,777	91,116	95,672	100,455	105,478
74,556	78,284	82,198	86,308	90,623
51,348	53,915	56,611	59,442	62,414

Note: The positions listed above are designated as "at will" employees and are exempt from classified service as provided in Rule 2, Subsection 3 of the Millbrae Personnel Rules and Regulations.

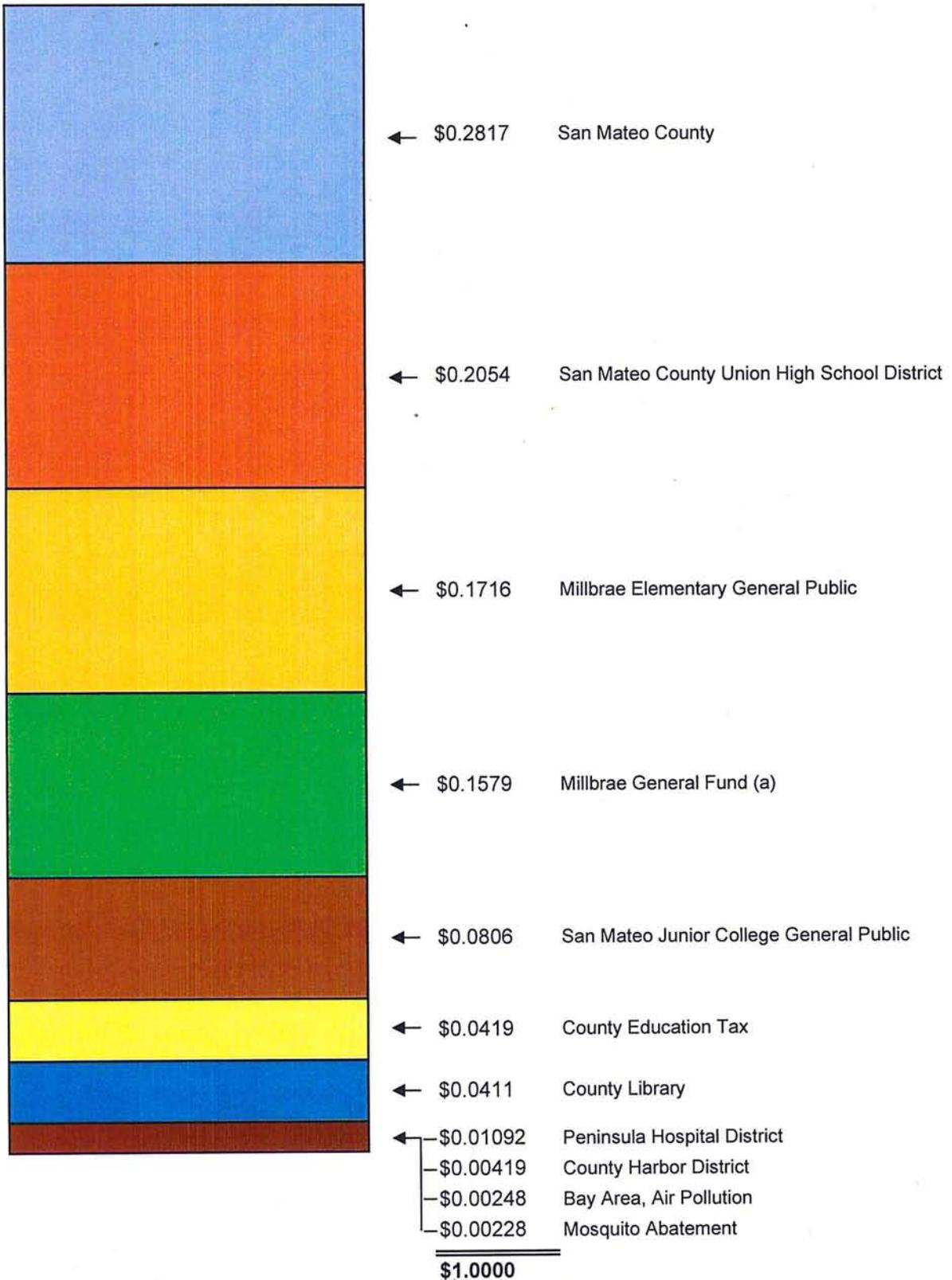
CITY OF MILLBRAE
FIRE
 EFFECTIVE DATE: JULY 01, 2012

POSITION CODE	CLASSIFICATION JOB TITLE	EARNINGS PER HOUR / MONTH					EARNINGS PER YEAR				
		A	B	C	D	E	A	B	C	D	E
FR01	FIRE: FIREFIGHTER BASE SALARY	5,903	6,198	6,508	6,833	7,175	70,836	74,376	78,096	81,996	86,100
FR02	+ 2.5% Education Incentive	6,050	6,352	6,670	7,004	7,354	72,600	76,224	80,040	84,048	88,248
FR03	+ 5.0% Education Incentive	6,198	6,508	6,833	7,175	7,534	74,376	78,096	81,996	86,100	90,408
FR04	+ 7.5% Education Incentive	6,346	6,663	6,996	7,346	7,714	76,152	79,956	83,952	88,152	92,568
FR05	+ 10.0% Education Incentive	6,493	6,818	7,159	7,516	7,892	77,916	81,816	85,908	90,192	94,704
FR06	+ 10.0% Temp Assignment	6,493	6,818	7,159	7,516	7,892	77,918	81,814	85,905	90,200	94,710
FR07	+ 10.0% Temp Assignment + 5.0% Incentive	6,818	7,159	7,517	7,893	8,287	81,814	85,905	90,200	94,710	99,446
FR11	FIRE: CAPTAIN	7,547	7,924	8,321	8,737	9,173	90,564	95,088	99,852	104,844	110,076

ADDITIONAL INCENTIVE PAY:

- (1) \$631 PER MONTH FOR PARAMEDIC CERTIFICATE

PROPERTY TAX DOLLAR BREAKDOWN



Annual Tax Increment (ATI) Ratios for Tax Rate Area 014-001, Excluding Redevelopment Factors and Additional Debt Service

(a) Educational Revenue Augmentation Fund (ERAF) General Fund tax shifts are not included in tax ratio figures

Source: San Mateo County Assessor 2011-12 Annual Tax Increment Tables

Hdl Companies

SALES TAX PERCENTAGE BREAKDOWN

REVISED 05-28-13

SALES TAX ALLOCATION FOR ITEMS SOLD IN THE CITY OF MILLBRAE

The sales tax rate for the City of Millbrae is: **9.00%**

Listed below is the allocation of 9.00% Sales Tax:

6.00%	State of California
0.50%	State Local Public Safety Fund
0.75%	San Mateo County
0.50%	San Mateo Transportation Authority (SMTA)
0.50%	San Mateo County Transit District (SMCT)
<u>0.75%</u>	City of Millbrae
9.00%	Total Sales Tax Allocation

To put this in perspective:

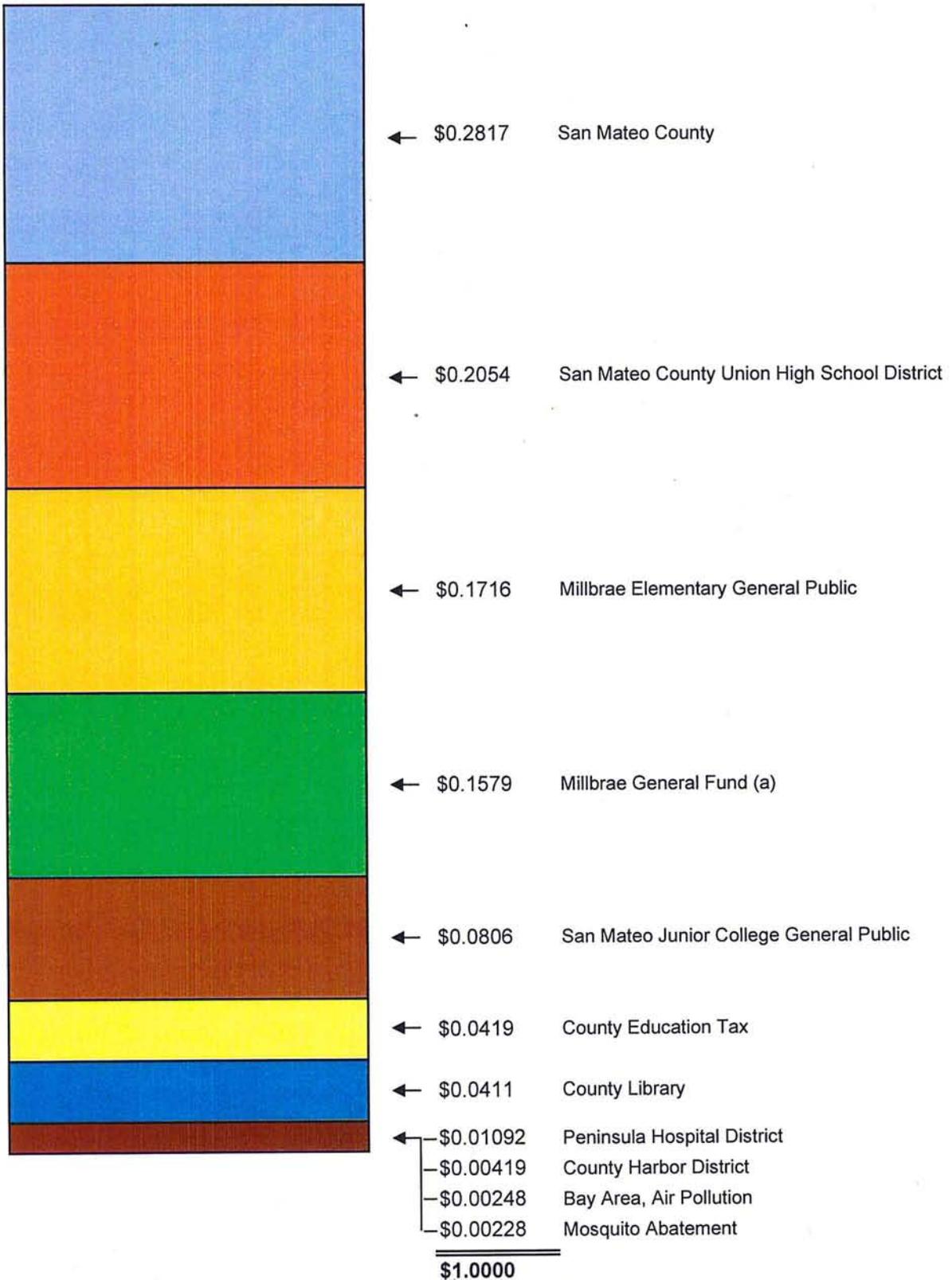
If a taxable item purchased in the City of Millbrae is \$100.00 the sales tax will be \$9.00 rounded

The allocation of the \$9.00 will be:

Entity Receiving The Sales Tax	Allocation of Sales Tax	Total Sales Tax
State of California	6.00%	\$ 6.00
State Local Public Safety Fund	.50%	\$ 0.50
San Mateo County	.75%	\$ 0.75
San Mateo Transportation Authority (SMTA)	.50%	\$ 0.50
San Mateo County Transit District (SMCT)	.50%	\$ 0.50
City of Millbrae	.75%	\$ 0.75
Total Sales Tax Allocation		\$ 9.00

The City of Millbrae will receive \$ 0.75 (seventy-five cents), from the total \$ 9.00 paid in sales tax.

PROPERTY TAX DOLLAR BREAKDOWN



Annual Tax Increment (ATI) Ratios for Tax Rate Area 014-001, Excluding Redevelopment Factors and Additional Debt Service

(a) Educational Revenue Augmentation Fund (ERAF) General Fund tax shifts are not included in tax ratio figures

Source: San Mateo County Assessor 2011-12 Annual Tax Increment Tables