

**CITY COUNCIL  
AGENDA REPORT**



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

<b>SUBJECT:</b> Second Budget Study Session for the Fiscal Years 2016-17 and 2017-18  <b>ATTACHMENTS:</b> Final Preliminary Budget and Supporting Attachments for the Fiscal Years 2016-17 and 2017-18	<b>Report No.</b> 5737
	<b>For Agenda of:</b> June 14, 2016
	<b>Department:</b> Finance
	<b>Originator:</b> Kenneth Spray <i>AK</i>
<b>Approved:</b> <i>MR</i>	
Budget Action      Yes: <input checked="" type="checkbox"/> No: <input type="checkbox"/> Finance Review: _____	

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

**RECOMMENDATION:**

Staff recommends that the City Council approve the Final Preliminary Budget for the Fiscal Years 2016-17 and 2017-18 as submitted.

**BACKGROUND:**

City staff has prepared a preliminary budget for the fiscal years 2016-17 and 2017-18 and reviewed it with the City Council in its budget workshop on May 24, 2016. Comments were received and have been incorporated into the attached final preliminary budget. Millbrae’s budget has experienced stress in recent years but has gradually shown improvement after measures to adjust its cost structure and improve revenues. The City is projecting an approximate \$14.7M general fund balance to close out the fiscal year 2015-16 and enter into the new fiscal year 2016-17. The City is entering 2016-17 in relatively strong position after completing transition to contracted services for public safety and adoption of the Successor Agency to replace the former Redevelopment Agency. This year’s budget contemplates a robust capital program to improve levels of service through replacing aging infrastructure and will utilize fund balance as a financing source to complete these changes leaving a projected general fund balance of approximately \$7.7M, or 26%, in conformity with the City’s reserve policy of 15% at minimum for the general fund.

**ANALYSIS:**

The attached preliminary budget presents City-Wide funding requirements and sources for the fiscal years 2016-17 and 2017-18. Also attached are supporting schedules for personnel costs, services, supplies, debt service and insurance (included in other operating expenditures), capital, revenues and other financing sources, and fund balance reconciliation. Amounts have been carefully considered subject to review by the City Manager and Finance Director. Upon review and comment after the first and second budget study sessions of May 24, 2016 and June 14, 2016, respectively, a complete budget document will be prepared and submitted for approval at the regularly scheduled meeting of the City Council on June 28, 2016.

### *Highlights*

- The budget reflects overall growth of approximately 1% from the fiscal year 2015-16 to the fiscal year 2016-17 and 3% from 2016-17 to 2017-18, respectively.
- Budgeted base salaries reflect adopted salary schedules for the fiscal years 2016-17 and 2017-18
- Position control changes in total by the net change of both position additions and retirements
- Payout amounts are provided for estimated retirements within the fiscal year
- Retirement costs reflect a very small increase over the prior year of less than one-half percent for current active employees in the miscellaneous group, with ongoing payments, expressed as a cash amount, for miscellaneous and public safety past service costs
- Health care costs rise for employer share negotiated at 90% Kaiser North rate versus prior fixed cap
- Retiree health benefit capped at \$1,385 per month for eligible retirees hired before June 1, 2013
- General operating cost decreases for materials and supplies, services, and other operating expenses due to paring down accounts that had grown through “creep”
- This budget contains adequate provision for City owned tree maintenance at approximately \$150K
- One-time payment to Successor Agency of approximately \$2.3M for prior disallowed Redevelopment Agency activity
- Other Post Employment Benefits (OPEB) prefunding to the City OPEB fund is complete pending transfer to a separate OPEB trust to manage the plan assets in accordance with a Section 115 trust
- Revenue augmentation through initiating a study to evaluate the master user fee schedule of all fees and audits of hotel taxes, business licenses, and sales tax revenues
- Redevelopment Agency (RDA) Successor Agency debt service decreased upon completion of refinancing July 1, 2016
- Property taxes are up 3% over prior year actual
- Hotel taxes show continued strong performance for local hotel occupancy
- Interest earnings continue to be low at approximately 40 to 80 basis points for shorter or slightly longer term investments, respectively.
- Rate-based revenues for utilities are stable and will increase for scheduled wastewater rate increases through the fiscal year 2020 for base charges as well as the flat-rate sewer overflow charge
- Water rates have not changed since the 2013-14 fiscal year and a water rate study is in order to evaluate the water utility with respect to its financing structure
- Other financing sources increase to reflect debt service proceeds in connection with sanitation
- The capital program will be financed from debt proceeds, carryover funding, and fund balance usage

### *Personnel (Attachments A and E)*

Funded positions decreased by four retiring Fire employees and increased by a change from contracted service to full-time regular employee for an Administrative Services Director, addition of some part-time employees, and some engineering staff to assist with capital projects. Total full-time headcount changed from 83.35 full time equivalents (FTE's) to 81.00 FTE's. The City carefully monitors its organizational position-structure and strives to modify responsibilities where possible to meet changing needs without increasing total staff headcount. The new positions in the budget were created for organizational development purposes to improve service delivery for human resources, parks, administrative functions, and engineering. The City further utilizes temporary staffing for certain of its administrative and recreation staffing needs as a cost effective means to keep personnel costs down. Personnel costs decrease overall a small amount from the fiscal year 2015-16 to 2016-17 due to changing costs (see Attachment A personnel costs) and increase from 2016-17 to 2017-18 in the usual manner for increases in costs. When compared with other cities in San Mateo County in terms of population (20,000 – 40,000), the City of Millbrae ranks near bottom in the number of full-time equivalent (FTE) staff members.

Retirement costs for the miscellaneous plan decreased from the fiscal year 2015-16 to 2016-17 due to the prior year budgeted high net of the employee 5.5% share and revisions of California Public Employees' Retirement System's (CalPERS') long-term funding strategies. Employer rates for the miscellaneous plan for each of the fiscal years 2016-17 and 2017-18 are 22.7% and 24.2%, respectively. What raises PERS costs for each of the fiscal years is the unfunded liability portion related to safety plans for police and fire in the amounts of \$670,927 and \$1,230,492 for each of the fiscal years 2016-17 and 2017-18, respectively. These unfunded liability portions of PERS retirement costs will continue until respective plans are fully funded at which time the rate will be the "normal" cost only. Employees cost share 5.5% of the employer cost for reduced employer rates. The large increase in total PERS costs was due to actuarial assumption changes adopted by the CalPERS Board of Administration in February 2014 as part of a goal to fully fund its retirement plans that includes employer rate increases phased-in over a six year period beginning in 2015-16. The assumption changes maintain the assumed 7.5% rate of return on investment assets and are spread in total over a twenty year amortization period. These projections could change should there be positive market changes that improve PERS's investment position. Two components make up the employer rate, the "normal cost" for current active employees and the "unfunded liability cost" to fund benefit plan increases. Public safety partners provide for current retirement costs while the City retains responsibility for payment of unfunded liability past service costs. Provision for public safety past service costs are included within this budget.

Health care costs continue to increase at approximately 6% to 8% per year, but are capped at the maximum allowance per labor agreements for represented and unrepresented groups. The excess over the capped amount is paid for by the employee thereby reducing the City's cost. Capped amounts are 90% Kaiser North rate of total health insurance premiums, a shift of approximately 30% more cost to the City from the 2015-16 fiscal year. There were only minor changes in costs of other employee benefits for employee assistance program, vision, and life insurance plans. Represented employees pay amounts for state disability insurance (SDI) for non-work related disability claims and the City provides a fully insured program for the unrepresented management group. The City self-insures for unemployment insurance claims administered through the Employment Development Department. The budget includes provision for these programs.

In the area of workers' compensation for work-related injuries, the City self-insures these claims through a dedicated internal service fund. The City retains risk to the extent of \$300K per injury and transfers risk to commercial insurance for claims in excess of \$300K. The City periodically receives an actuarial valuation from the workers' compensation administrator, California State Association of Counties (CSAC), wherein contains the actuarially accrued liability for what is known as the "ultimate cost of claims". The City fully funds its' claims liability to the amount determined by the actuary. The budget includes amounts for the excess insurance premium as well as estimates of budgeted claims paid in connection with the 2016-17 and 2017-18 fiscal years. The number of on-the-job injuries has decreased from prior years as well as incident severity of certain claims per review of program information. This is largely due to the transfer of public safety employees to the San Mateo County Sheriff and the Central County Fire Department. Human resources is working actively with the administrator, CSAC, to close claims sooner, thereby reducing costs. There is various recent legislation that affects the development of loss claims liabilities contained in AB749, AB227, SB228, SB899, SB863 and recent Workers Compensation Adjustment Board (WCAB) court decisions based upon information provided by the Workers' Compensation Insurance Rating Bureau (WCIRB). All claims liabilities have taken into account the new legislation.

Statement No. 68 of the Governmental Accounting Standards Board is effective for the fiscal year ended June 30, 2015 and will be included in the respective annual audit report. Statement 68 requires reporting the net pension liability, i.e., the excess of pension benefit obligation over assets available to pay benefits, on the face of the balance sheet, a change from past reporting that did not require said disclosure. The Statement will also require more robust disclosures in the notes to the financial statements. The new disclosures will enhance transparency particularly with respect to the funded status of the plan. As assets available to pay benefits rises, the liability for unfunded benefit obligations decreases. Fiscal year 2014-15 is the first year of implementation of the new financial reporting standard and will require what is called a prior-period adjustment to beginning net position for the period. The prior-period adjustment is necessary to begin reporting under the new standard, is for financial reporting purposes only, and has no effect on annual budgeting for the City. Employer rates for pension benefit obligations are actuarially determined by CalPERS actuaries and are reflected in each annual actuarial valuation received.

The City is subject to the provisions of the Governmental Accounting Standards Board's Statement Number 45 (GASB 45) – *Accounting and Financial Reporting by Employers for Post Employment Benefits Other than Pensions*. Under this Statement, governments are required to actuarially calculate an annual amount called the Actuarially Required Contribution (ARC) to fund retiree benefit obligations. Through collective bargaining agreements, the City has agreed to provide medical insurance benefits to its retirees who meet certain eligibility requirements. GASB 45 requires calculation of the ARC, requires financial statement footnote disclosure of the funding status of the plan, and requires recording a liability for portions of the ARC not paid as full funding of the ARC is not required. The City reflects a liability on its balance sheet for amounts not paid that will decrease and go to zero when plan assets exceed the benefit obligation at which time the plan will be fully funded. The schedule of plan funding is provided in the Notes to the Comprehensive Annual Financial Report (CAFR). We estimate full funding in approximately ten to thirteen years. The City uses a separate OPEB fund for the accumulation of funding that will be transferred to an OPEB trust when the OPEB trust setup is complete. The OPEB fund contains approximately \$6M for transfer to an OPEB trust. Like GASB 68 that puts retirement obligations on the face of the balance sheet, there is also a new GASB Statement No. 75 that will put OPEB obligations also on the face of the balance sheet. This Statement is effective for the 2017-18 fiscal year. It is believed that additional transparency is needed for users of financial statements.

#### *Services and Supplies (Attachment A)*

The largest services costs are for public safety police and fire services contracted with the San Mateo County Sheriff's department and with the Central County Fire Department, respectively. These contracts make up approximately \$11M of the total approximate \$15M contractual services amounts. The balance of contractual services accounts pay for the costs of staff augmentation consultants and various other forms of contractual services. Contracted services are utilized in the Community Development department for planning and permitting processes in connection with the BART and Site 1 projects and also for new development surrounding the BART site. Revenues for these new developments have been considered and are included in applicable revenue budgets to be recognized for each of the two fiscal years 2016-17 and 2017-18. Services also contains provision for a one-time payment of approximately \$2.3M to the Successor Agency for disallowed transactions in connection with the former redevelopment agency. Department managers manage their own budgets and meet with the City Manager and Finance Director to review and approve budgets. Accounts increase where there are specific reasons to do so and decrease where it appears that account funding may be reduced because amounts are not being fully utilized. Most supplies and services accounts have been pared down to reflect actual spending and can be adjusted, if needed. Departments may transfer amounts between accounts within the same department authorized by the City Manager, but may not exceed the department budget without approval of the City Council. Most department amounts are consistent between years or have minor budget amount variations.

Budgeting for the supplies accounts is very consistent between years with very little variation. The most significant account within supplies is the wholesale purchase of water for distribution and sale to water connections within the City. With the ongoing drought conditions, we can expect increases up to 20% to 25% for the wholesale purchase of water from the San Francisco Public Utilities District. Adequate provision has been included within the budget for estimated water units and estimated unit prices.

#### *Other Operating Expenditures (Attachment B)*

Other operating expenditures consist mainly of debt service costs and insurance. Debt service costs are amortized on a level debt service basis for consistency and ease of budgeting. For 2016-17, budgeted debt service is very consistent with the prior year. The City refinanced its series 2005 Tax Allocation Refunding Bonds to become Series 2015 Tax Allocation Refunding bonds. The 2015 bonds will be used to refinance the previously issued Millbrae Redevelopment Agency Tax Allocation Bonds for economic savings in the amount of approximately \$60K per year through 2035. The net present value savings of the refinancing amounts to approximately \$325K or 4.5% of the par value of the 2005 bonds refunded. The refinancing transaction closed on July 16, 2015 placing the 2005 bonds in escrow and the 2005 bonds are callable on any date on or after August 1, 2015 at par with no call premium. For accounting purposes, the transaction is considered a current refunding wherein the refunded bonds will be cancelled and replaced by the 2015 refunding bonds. The 2015 refunding bonds will be secured by the property tax revenues from the Agency's project area in accordance with provisions of the RDA Dissolution Act.

The City utilizes an internal service fund to account for its general liability insurance, and participates in ABAG, the Association of Bay Area Governments, a pooled risk management authority, to manage its general liability needs. The City has ongoing and pending liability type claims that occur in the normal course of operating activity. The City has a \$100K deductible and pays claims below the deductible, while the pool shares and retains the risks of loss for claims above \$100K. Except in rare instances, settled claims in any one fiscal year have not exceeded the budget provision of \$370K. Should this occur, there would be an assessment to each participating city fund to make the difference.

#### *Operating Transfers (Attachment C)*

Operating transfers consist of debt service transfer amounts from the general fund to other applicable funds. All transfer amounts are per debt amortization schedules. OPEB funding also represents transfer from various funds to the OPEB fund. The City as yet does not have an OPEB administrator, but is in the process of selecting one at such time the City will transfer all accumulated OPEB funding to the administrator for investment management. A full description of the details of OPEB and the role and responsibilities of the OPEB administrator will be forthcoming with the proposed selection of an OPEB administrator.

#### *Capital Program (Attachment D)*

There are numerous capital projects scheduled for commencement on the five-year summary of the capital improvement program (CIP) shown as Attachment D. The CIP lists nine separate tables for street improvements, storm drains, water system, sewer collection system, water pollution control plant, public facilities, parks, studies and technology, and garage. Keeping streets resurfaced and in good condition is a high priority for most citizens. Street improvements are budgeted at \$2M - \$3M for prioritized streets with the highest need. System reliability is a key issue in connection with the support of 24 / 7 / 365 uninterrupted service for user-fee based utilities. For this reason, there are extensive system improvements and upgrades scheduled for the water and wastewater utility systems. For water, the larger projects are a water main replacement and a water tank replacement. For sewer, there is also a sewer main replacement, lift station upgrades to increase capacity, sewer lateral replacements, and construction of a storage basin.

There is also need for refurbishment of certain equipment to effectively reuse methane gas from the plant digester to cogenerate electricity. Funding for the utility system improvements will be exclusively from utility fees from rates. There are numerous other projects for public facilities and parks that are important but smaller in dollar value. Some of the more significant projects from studies and technology that are non-routine in nature are system replacement and conversion of the City's aging financial hardware / software, IT infrastructure upgrades, installation of an electric vehicle charging station, and installation of a Council Chamber sound system. The garage fund also schedules replacement of utility vehicles, equipment, and heavy equipment for the term of the rolling five-year CIP.

The City entered into a settlement agreement with the San Francisco Bay Keeper for issues as they relate to sanitary sewer overflows. Line replacements and rehabilitation within the sanitary sewer collection system are for the purpose of reducing sources of inflow & infiltration (I&I) into the system to reduce or eliminate sewer overflows, and to improve conveyance and system capacity. Financing sources for wastewater improvements are from two sources, internal financing from fund reserves in the amount of approximately \$3M and anticipated proceeds from debt issuance in the amount of approximately \$30M in the 2016-17 fiscal year. Fund reserves will be utilized in the 2015-16 fiscal year. Annual debt service is estimated at approximately \$2.3M in accordance with the consultant report. User fee rates to support the increase in debt service will be discussed in revenues and rates.

#### *Revenues and Rates*

Revenues and rates in total are generally very consistent between years with small increases in many of the revenues. The decrease in other revenues and financing sources is the corresponding decrease in other expenses and transfers. Transfers represent an expenditure in one fund and a revenue to another fund. Property taxes have shown slight gains over the prior year of approximately 3%. The reason for the decrease in property taxes is that the prior year amount was budgeted low. Sales taxes are projected to increase 3% based upon economic information received by the City. Franchise taxes are expected to increase somewhat based upon increased cell phone usage. Hotel taxes are consistently high for each year. Revenues for water and sanitation increase a little because reductions in water usage also reduce sewer usage for charges based upon consumption. Rates adjust with the wastewater rate increases that went into effect for the 2015-16 fiscal year. Water has no scheduled rate increase for the 2015-16 fiscal year. However, a water rate study is in order to establish a series of water rate increases to cover the increased operating costs of providing water service in addition to the capital improvements for water. Water consumption decreased at least an estimated ten percent due to mandatory drought regulations in effect with the 2015-16 fiscal year that also reduced sewer charges.

The general fund is healthy with a projected ending fund balance of approximately \$7.9M depending upon how much is spent for capital. The sanitation and water funds also are healthy with projected fund balances in the amount of approximately \$14M and \$10M for each fund respectively. The storm drain fund is a problem in that rate-based revenues do not cover the operating costs of the fund, as is a basic principle of enterprise funds. Currently the general fund subsidizes the storm drain fund to perform its operating, maintenance, and capital activities. Changing the rate for the storm drain fund requires majority approval versus majority protest required to change water and wastewater rates. Further work will be required to restructure the revenue-cost structure of the storm drain fund. Some further work with other funds will be to establish policies for reserve levels in connection with the general fund and enterprise funds, and to establish policies for funding levels for the internal service funds. Through establishing policies for reserve levels and funding levels, where applicable, funds can work to their greatest effectiveness.

Attached is Attachment F which is the Classification and Compensation Plan for the Fiscal Year 2016-17,

which the City Council will be asked to approve with adoption of the 2016-17 and 2017-18 budget anticipated for June 28, 2016.

**FISCAL IMPACT:**

Revenues and expenditures per fund as budgeted.

**COUNCIL ACTION:**

Approve the Final Preliminary Budget for the Fiscal Years 2016-17 and 2017-18 as submitted.

**RESOLUTION NO. 16-18**

**A RESOLUTION TO APPROVE THE FINAL  
PRELIMINARY BUDGET AND THE CLASSIFICATION  
AND COMPENSATION PLAN FOR THE FISCAL  
YEARS 2016-17 AND 2017-18 AS SUBMITTED**

**WHEREAS**, the City Manager presented a Preliminary Budget and Supporting Attachments for the fiscal years 2016-17 and 2017-18 detailing anticipated revenues, expenditures, contributions, debt service, authorized full-time positions, and the Classification and Compensation Plan; and

**WHEREAS**, the City Council conducted a study session on May 24, 2016 for the purpose of reviewing the fiscal year 2016-17 and 2017-18 Preliminary Budget and Supporting Attachments and discussion of the same, and inviting public comment on the same; and

**WHEREAS**, comments were received and have been incorporated into the attached final preliminary budget; and

**WHEREAS**, the City Council has now considered the Preliminary Budget and Supporting Attachments for the fiscal year 2016-17 and 2017-18 thereto;

**NOW, THEREFORE, BE IT RESOLVED**, by the Millbrae City Council to approve the Final Preliminary Budget for the fiscal years 2016-17 and 2017-18 as submitted, and to approve the Classification and Compensation Plan for the fiscal year 2016-17 as submitted.

**REGULARLY PASSED** and adopted this 14<sup>th</sup> day of June, 2016



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MAYOR

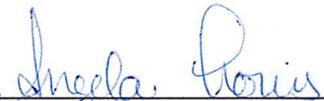
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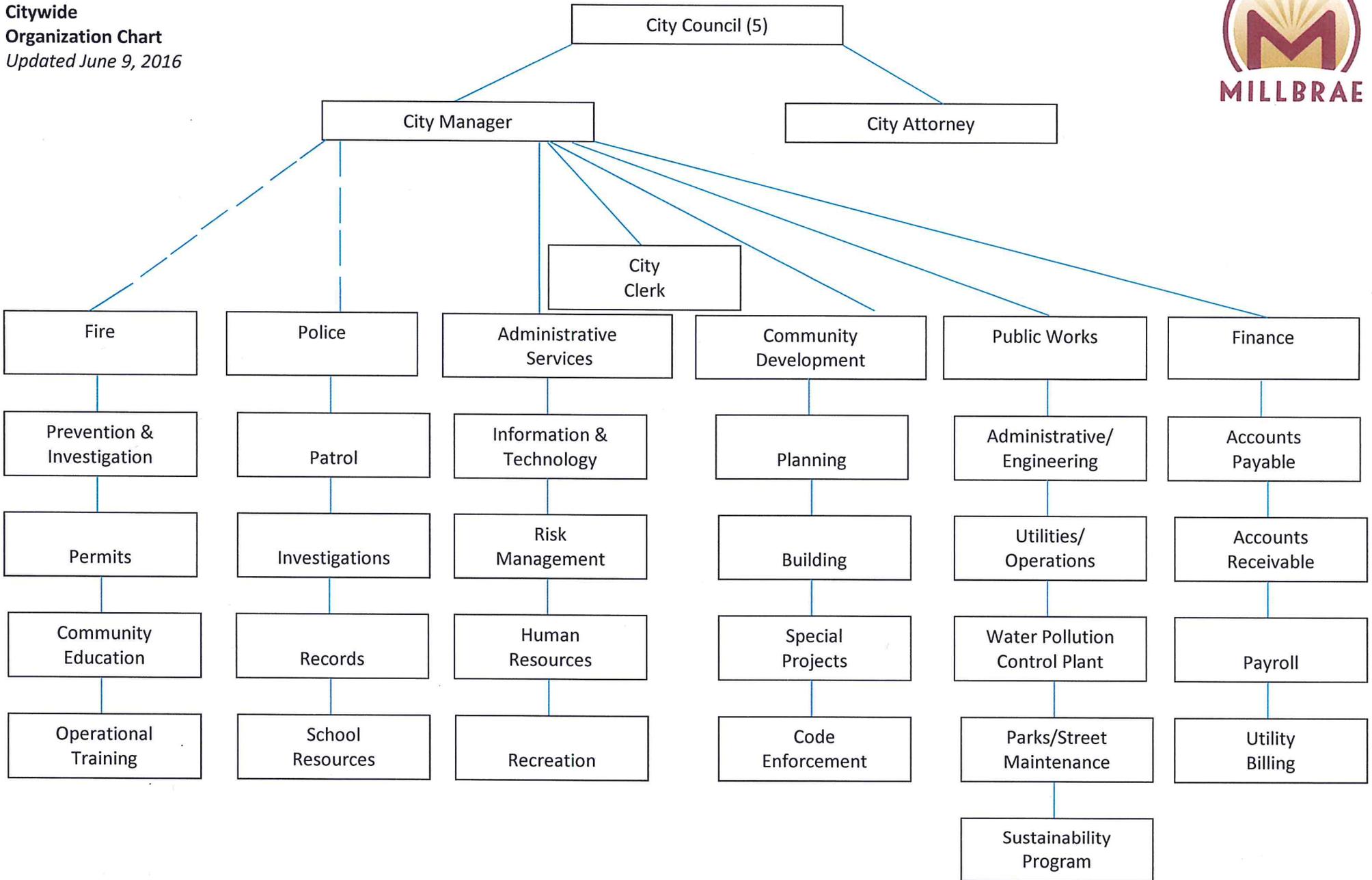


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CITY CLERK

I do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of Millbrae this 14<sup>th</sup> day of June, 2016, by the following vote:

AYES:	COUNCILMEMBERS:	Oliva, Holober, Papan, Schneider, and Lee
NOES:	COUNCILMEMBERS:	None
ABSENT:	COUNCILMEMBERS:	None
ABSTAIN:	COUNCILMEMBERS:	None
EXCUSED:	COUNCILMEMBERS:	None

  
\_\_\_\_\_  
CITY CLERK



**Key**  
 Contracts: - - - - -

**CITY OF MILLBRAE**  
Preliminary Budget for the Fiscal Year 2016-17  
**CITY-WIDE FUNDING REQUIREMENTS AND SOURCES SUMMARY**

	Fiscal Year 2015-16 Budget	Fiscal Year 2016-17 Budget	Amount Increase / (Decrease)	Percent Increase / (Decrease)
<u>Funding Requirements</u>				
Operating:				
Personnel Costs (Attach A & E)	\$ 14,086,446	\$ 14,075,135	\$ (11,311)	(0.08%)
Services (Attach A)	23,677,519	23,433,334	(244,185)	(1.03%)
Supplies (Attach A)	4,807,805	4,460,050	(347,755)	(7.23%)
Other Operating Exp. (Attach A & B)	5,964,408	5,930,773	(33,635)	(0.56%)
Operating Transfers (Attach C)	2,671,747	2,275,821	(395,926)	(14.82%)
Subtotal Operating	<u>51,207,925</u>	<u>50,175,113</u>	<u>(1,032,812)</u>	(2.02%)
Capital Expenditures (Attach D)	13,643,000	15,633,600	1,990,600	14.59%
Total Requirements	<u>\$ 64,850,925</u>	<u>\$ 65,808,713</u>	<u>\$ 957,788</u>	1%
<u>Funding Sources</u>				
Taxes	\$ 10,873,605	\$ 12,135,786	\$ 1,262,181	11.61%
Other Taxes Revenues	3,042,220	3,533,372	491,152	16.14%
Franchise Taxes	1,030,000	1,029,029	(971)	(0.09%)
Hotel Taxes	7,640,000	7,467,020	(172,980)	(2.26%)
Licenses	346,000	346,000	-	0.00%
Permits	1,733,534	1,700,000	(33,534)	(1.93%)
Fines & Forfeitures	1,034,500	1,613,731	579,231	55.99%
Use of Money & Property	874,897	1,189,412	314,515	35.95%
State, County, Federal Grants	902,400	1,257,148	354,748	39.31%
Recreation Fees	719,380	671,355	(48,025)	(6.68%)
Engineer & Planning Fee	839,650	1,931,425	1,091,775	130.03%
Public Safety Services	639,595	640,000	405	0.06%
Water & Sanitation Services	14,807,882	14,830,436	22,554	0.15%
Other Revenues	2,879,579	3,387,078	507,499	17.62%
Rev. & Other Financing Sources	2,671,747	9,025,821	6,354,074	237.82%
Subtotal Funding Sources	<u>50,034,988</u>	<u>60,757,613</u>	<u>10,722,625</u>	21.43%
Fund Balance (Increase) Usage	<u>14,815,937</u>	<u>5,051,100</u>	<u>(9,764,837)</u>	(65.91%)

**City of Millbrae**  
Preliminary Budget for the Fiscal Year 2016-17  
City-Wide Revenues & Expenditures by Fund

Account Type	Total All Funds	General Fund Budget	Other Governmental Funds Budget	Enterprise Funds		
				Sanitation - 1661	1662 - Water	1664 - Storm Drain
410- Personnel Costs	\$ 14,075,135	\$ 8,672,391	\$ 936,934	\$ 2,619,063	\$ 1,628,620	\$ 218,127
411- Services	23,433,334	19,943,424	1,455,910	1,446,000	439,100	148,900
412- Supplies	4,460,050	138,350	104,700	151,000	4,052,500	13,500
413- Other Operating Expense	5,930,773	(393,374)	3,310,647	2,599,000	404,500	10,000
480- Operating Transfers	2,275,821	1,820,821	455,000			
<b>Operating Expenses</b>	<b>50,175,113</b>	<b>30,181,612</b>	<b>6,263,191</b>	<b>6,815,063</b>	<b>6,524,720</b>	<b>390,527</b>
415- Capital Expenditures	15,633,600	6,254,000	479,600	7,170,000	1,005,000	725,000
<b>400- Total Expenditures</b>	<b>\$ 65,808,713</b>	<b>\$ 36,435,612</b>	<b>\$ 6,742,791</b>	<b>\$ 13,985,063</b>	<b>\$ 7,529,720</b>	<b>\$ 1,115,527</b>
301- Taxes	\$ 12,135,786	\$ 10,747,218	\$ 1,388,568			
302- Other Taxes	3,533,372	2,966,331	567,041			
303- Franchise Taxes	1,029,029	1,029,029				
304- Hotel Taxes	7,467,020	7,467,020				
310- Licenses	346,000	346,000				
320- Permits	1,700,000	1,386,863	310,744	2,393		
325- Fines & Forfeitures	1,613,731	1,613,731				
330- Use of Money & Property	1,189,412	548,012	486,418	99,243	55,739	
335- State, County, Federal Grants	1,257,148	220,948	1,036,200			
340- Recreation Fees	671,355	-	671,355			
345- Engineer & Planning Fee	1,931,425	1,386,260	540,564	4,601		
350- Public Safety Services	640,000	569,389	70,611			
355- Water & Sanitation Services	14,830,436	121,685		8,653,013	5,799,969	255,769
370- Other Revenues	3,387,078	1,037,563	2,319,404	11,762	17,761	588
380- Rev & Other Financing Sources	9,025,821	-	1,285,821	6,750,000		990,000
<b>300- Revenues</b>	<b>\$ 60,757,613</b>	<b>\$ 29,440,049</b>	<b>\$ 8,676,726</b>	<b>\$ 15,521,012</b>	<b>\$ 5,873,469</b>	<b>\$ 1,246,357</b>
Revenues less Operating Expenses	\$ 10,582,500	\$ (741,563)	\$ 2,413,535	\$ 8,705,949	\$ (651,251)	\$ 855,830
<b>Net Activity</b>	<b>(5,051,100)</b>	<b>(6,995,563)</b>	<b>1,933,935</b>	<b>1,535,949</b>	<b>(1,656,251)</b>	<b>130,830</b>
Fund Balance - Beginning (projected)	51,154,660	14,761,796	10,779,972	12,913,010	12,296,049	403,833
<b>Fund Balance - Ending (projected)</b>	<b>\$ 46,103,560</b>	<b>\$ 7,766,233</b>	<b>\$ 12,713,907</b>	<b>\$ 14,448,959</b>	<b>\$ 10,639,798</b>	<b>\$ 534,663</b>

**CITY OF MILLBRAE**  
Preliminary Budget for the Fiscal Year 2016-17  
CITY-WIDE EXPENDITURES

**ATTACHMENT A**

	Fiscal Year 2015-16	Fiscal Year 2016-17	Amount Increase (Decrease)	Percent Increase (Decrease)
410101 - SALARY: REGULAR	7,105,848	7,628,461	522,613	7.35%
410102 - SALARY: TEMP AND PART TIME	315,262	599,708	284,446	90.23%
410103 - SALARY: SPECIAL	10,000	100,000	90,000	900.00%
410105 - SALARY: FINAL SICK LEAVE PAY	285,500	25,000	(260,500)	-91.24%
410106 - SALARY: FINAL VACATION LEAVE PAY	291,081	90,000	(201,081)	-69.08%
410107 - SALARY: OVERTIME	162,300	108,000	(54,300)	-33.46%
410149 - RETIREMENT HEALTH SAVING PLAN (RHS)	5,100	0	(5,100)	-100.00%
410150 - WORKER'S COMPENSATION	0	361,920	361,920	100.00%
410151 - P.E.R.S.: GENERAL	2,284,751	2,378,387	93,636	4.10%
410152 - PART TIME: LINCOLN NATIONAL RETIREM	2,650	3,756	1,106	41.74%
410153 - INSURANCE: HEALTH	1,407,047	1,607,555	200,508	14.25%
410154 - INSURANCE: DENTAL	43,104	58,680	15,576	36.14%
410155 - INSURANCE: VISION CARE	10,751	18,059	7,308	67.97%
410156 - INSURANCE: LIFE	32,177	34,711	2,534	7.87%
410157 - INSURANCE: SDI & LTD	33,612	62,000	28,388	84.46%
410158 - INSURANCE: MEDICARE	104,826	114,031	9,205	8.78%
410159 - INSURANCE: UNEMPLOYMENT	23,631	24,629	998	4.22%
410160 - ALLOWANCE: UNIFORM	14,529	5,740	(8,789)	-60.50%
410161 - ALLOWANCE: CELL PHONE	1,800	1,500	(300)	-16.67%
410162 - PART TIME: PARS RETIREMENT	4,290	3,000	(1,290)	-30.07%
410163 - PAYROLL: RETIREE HEALTH INSURANCE	694,105	850,000	155,895	22.46%
410187 SALARY: OVERTIME SHARED STAFFING	10,080	0	(10,080)	-100.00%
410190 P.E.R.S.: PENSION OBLIGATION/TRANSFER IN	1,000,000	0	(1,000,000)	-100.00%
410191 - OPEB: OTHER POST EMPLOYMNT BENEFITS LIABILITY	244,000	0	(244,000)	-100.00%
<b>410 - PERSONNEL COSTS</b>	<b>14,086,444</b>	<b>14,075,135</b>	<b>(11,309)</b>	<b>-0.08%</b>
411201 - ADVERTISING	11,958	31,500	19,542	163.42%
411202 - COMMUNICATIONS	319,025	292,745	(26,280)	-8.24%
411203 - CONTRACTUAL SERVICES	14,591,098	15,904,241	1,313,143	9.00%
411204 - DUES & PUBLICATIONS	59,408	65,000	5,592	9.41%
411205 - CONFERENCE & MEETINGS	44,125	48,929	4,804	10.89%
411206 - MAINTENANCE: BUILDING & GROUNDS	187,034	240,650	53,616	28.67%
411207 - MAINTENANCE: VEHICLE	70,700	79,500	8,800	12.45%
411208 - MAINTENANCE: OTHER EQUIPMENT	380,218	254,500	(125,718)	-33.06%
411209 - EQUIPMENT RENTAL (CITY OWNED)	300,000	45,000	(255,000)	-85.00%
411211 - LAUNDRY AND LINEN SERVICE	21,128	19,000	(2,128)	-10.07%
411212 - PRINTING AND POSTAGE	119,415	106,487	(12,928)	-10.83%
411213 - RENTS, LEASES & TAXES	341,722	293,200	(48,522)	-14.20%
411214 - TRAINING AND SAFETY	87,053	48,600	(38,453)	-44.17%
411215 - CREDIT CARD SERVICE CHARGE	50,000	39,000	(11,000)	-22.00%
411216 - SOFTWARE LICENSE AND MAINTENANCE	147,947	150,500	2,553	1.73%
411217 - MAINTENANCE: INFRASTRUCTURE	782,015	410,000	(372,015)	-47.57%
411220 - REBATE: WATER CONSERVATION	37,315	22,000	(15,315)	-41.04%
411230 - SPECIAL DEPARTMENT EXPENSE	2,725,651	2,982,227	256,576	9.41%
411231 - COMMERCIAL WASTE PREVENTION	1,962	2,000	38	1.94%
411232 - FEES AND ASSESSMENTS	1,193,223	508,455	(684,768)	-57.39%
411233 - VIDEO SUPPLIES	1,637	1,000	(637)	-38.91%
411240 - LEGAL SERVICE: GENERAL	620,929	532,500	(88,429)	-14.24%
411241 - LEGAL SERVICE: LABOR RELATION	120,000	25,000	(95,000)	-79.17%
411242 - TREE SERVICES	159,268	151,000	(8,268)	-5.19%
411250 - AUDIT SERVICES	176,200	90,000	(86,200)	-48.92%
411251 - ADMINISTRATION	177,662	310,000	132,338	74.49%
411261 - ELECTRICITY	445,074	413,000	(32,074)	-7.21%
411262 - NATURAL GAS	132,730	104,100	(28,630)	-21.57%
411263 - WATER AND SEWER	180,768	104,500	(76,268)	-42.19%
411276 - GRADING AND HAULING	77,900	76,700	(1,200)	-1.54%
411280 - PAYROLL PROCESSING	114,354	80,000	(34,354)	-30.04%
411281 - COLLECTION BUREAU	0	2,000	2,000	100.00%
<b>411 - SERVICES</b>	<b>23,677,519</b>	<b>23,433,334</b>	<b>(244,185)</b>	<b>-1.03%</b>
412301 - MOTOR FUEL	160,600	77,000	(83,600)	-52.05%
412302 - PARTS AND TIRES	500	500	0	0.00%
412303 - SMALL TOOLS AND EQUIPMENT	66,487	62,600	(3,887)	-5.85%
412304 - OFFICE SUPPLIES	48,203	38,650	(9,553)	-19.82%
412305 - WEARING APPAREL	9,900	11,500	1,600	16.16%
412306 - WATER PURCHASE: SFPUD	4,261,100	4,000,000	(261,100)	-6.13%
412307 - SCHOOL EDUCATION RECYCLE PROGRAM	5,145	1,000	(4,145)	-80.56%
412308 - CONSERVATION SUPPLIES	16,359	18,500	2,141	13.09%

**CITY OF MILLBRAE**  
Preliminary Budget for the Fiscal Year 2016-17  
CITY-WIDE EXPENDITURES

**ATTACHMENT A**

	Fiscal Year 2015-16	Fiscal Year 2016-17	Amount Increase (Decrease)	Percent Increase (Decrease)
412309 - IRRIGATION SUPPLIES	25,000	25,000	0	0.00%
412310 - PUBLIC EDUCATION MATERIAL	1,000	1,500	500	50.00%
412311 - MEDICAL AND LABORATORY SUPPLIES	119,596	130,000	10,404	8.70%
412330 - SPECIAL DEPARTMENT SUPPLIES	49,194	33,800	(15,394)	-31.29%
412331 - OFFICE EQUIPMENT (UNDER 5,000)	44,721	60,000	15,279	34.17%
<b>412 - SUPPLIES</b>	<b>4,807,805</b>	<b>4,460,050</b>	<b>(347,755)</b>	<b>-7.23%</b>
413330 - DEBT SERVICE: ADMINISTRATION FEE	10,800	10,500	(300)	-2.78%
413401 - INSURANCE: GENERAL LIABILITY	449,624	352,626	(96,998)	-21.57%
413402 - CLAIMS SETTLEMENT	315,000	370,000	55,000	17.46%
413403 - INSURANCE: PREMIUM	390,000	485,000	95,000	24.36%
413405 - BOND & LOAN: PRINCIPLE PAYMENT	3,072,886	2,982,000	(90,886)	-2.96%
413406 - BOND & LOAN: INTEREST PAYMENT	1,690,486	1,578,147	(112,339)	-6.65%
413409 - OVERHEAD ALLOCATION	0	87,500	87,500	100.00%
413410 - BAD DEBTS / WRITE OFFS	9,612	15,000	5,388	56.05%
413421 - REBATE: SOLAR ENERGY	1,000	0	(1,000)	-100.00%
413422 - REBATE: SEWER LATERAL	25,000	50,000	25,000	100.00%
<b>413 - OTHER OPERATING EXP.</b>	<b>5,964,408</b>	<b>5,930,773</b>	<b>(33,635)</b>	<b>-0.56%</b>
415203 - CAPITAL: CONTRACTUAL SERVICE	2,261,000	15,534,000	13,273,000	587.04%
415502 - CAPITAL: BUILDING IMPROVEMENT	490,000	0	(490,000)	-100.00%
415504 - CAPITAL: EQUIPMENT, MACHINE AND FUR	909,000	99,600	(809,400)	-89.04%
415505 - CAPITAL: IMPROVEMENT OTHER THAN BUILDING	8,800,000	0	(8,800,000)	-100.00%
415506 - CAPITAL: ENGINEERING AND DESIGN	763,000	0	(763,000)	-100.00%
415507 - CAPITAL: FLEET	420,000	0	(420,000)	-100.00%
415522 - CAPITAL: SITE STUDIES	0	0	0	100.00%
<b>415 - CAPITAL EXPENDITURES</b>	<b>13,643,000</b>	<b>15,633,600</b>	<b>1,990,600</b>	<b>14.59%</b>
480970 - OPERATING TRANSFERS	2,671,747	2,275,821	(395,926)	-14.82%
<b>480 - OPERATING TRANSFERS</b>	<b>2,671,747</b>	<b>2,275,821</b>	<b>(395,926)</b>	<b>-14.82%</b>
<b>- 400 - Total Expenditures</b>	<b>64,850,923</b>	<b>65,808,713</b>	<b>957,790</b>	<b>1.48%</b>

**CITY OF MILLBRAE**  
Preliminary Budget for the Fiscal Year 2017-18  
**CITY-WIDE FUNDING REQUIREMENTS AND SOURCES SUMMARY**

	Fiscal Year 2016-17 Budget	Fiscal Year 2017-18 Budget	Amount Increase / (Decrease)	Percent Increase / (Decrease)
<u>Funding Requirements</u>				
Operating:				
Personnel Costs (Attach A & E)	\$ 14,075,135	\$ 15,174,239	\$ 1,099,104	7.81%
Services (Attach A)	23,433,334	21,368,553	(2,064,781)	(8.81%)
Supplies (Attach A)	4,460,050	4,660,207	200,157	4.49%
Other Operating Exp. (Attach A & B)	5,930,773	5,982,393	51,620	0.87%
Operating Transfers (Attach C)	2,275,821	2,281,499	5,678	0.25%
Subtotal Operating	<u>50,175,113</u>	<u>49,466,891</u>	<u>(708,222)</u>	(1.41%)
Capital Expenditures (Attach D)	15,633,600	18,300,000	2,666,400	17.06%
Total Requirements	<u>\$ 65,808,713</u>	<u>\$ 67,766,891</u>	<u>\$ 1,958,178</u>	3%
<u>Funding Sources</u>				
Taxes	\$ 12,135,786	\$ 12,499,860	\$ 364,074	3.00%
Other Taxes Revenues	3,533,372	3,604,039	70,667	2.00%
Franchise Taxes	1,029,029	1,049,610	20,581	2.00%
Hotel Taxes	7,467,020	7,616,360	149,340	2.00%
Licenses	346,000	356,380	10,380	3.00%
Permits	1,700,000	1,700,000	-	0.00%
Fines & Forfeitures	1,613,731	1,629,868	16,137	1.00%
Use of Money & Property	1,189,412	1,200,000	10,588	0.89%
State, County, Federal Grants	1,257,148	1,250,000	(7,148)	(0.57%)
Recreation Fees	671,355	700,000	28,645	4.27%
Engineer & Planning Fee	1,931,425	1,900,000	(31,425)	(1.63%)
Public Safety Services	640,000	640,000	-	0.00%
Water & Sanitation Services	14,830,436	15,130,000	299,564	2.02%
Other Revenues	3,387,078	3,399,999	12,921	0.38%
Rev. & Other Financing Sources	9,025,821	9,125,821	100,000	1.11%
Subtotal Funding Sources	<u>60,757,613</u>	<u>61,801,937</u>	<u>1,044,324</u>	1.72%
Fund Balance (Increase) Usage	<u>5,051,100</u>	<u>5,964,954</u>	<u>913,854</u>	18.09%

**City of Millbrae**  
Preliminary Budget for the Fiscal Year 2017-18  
City-Wide Revenues & Expenditures by Fund

Account Type	Total All Funds	General Fund Budget	Other Governmental Funds Budget	Enterprise Funds		
				Sanitation - 1661	1662 - Water	1664 - Storm Drain
410- Personnel Costs	\$ 15,174,239	\$ 9,554,531	\$ 965,123	\$ 2,723,581	\$ 1,701,918	\$ 229,086
411- Services	21,368,553	17,798,678	1,630,875	1,446,000	344,100	148,900
412- Supplies	4,660,207	138,350	104,857	151,000	4,252,500	13,500
413- Other Operating Expense	5,982,393	(388,374)	3,357,267	2,599,000	404,500	10,000
480- Operating Transfers	2,281,499	1,826,499	455,000			
<b>Operating Expenses</b>	<b>49,466,891</b>	<b>28,929,684</b>	<b>6,513,122</b>	<b>6,919,581</b>	<b>6,703,018</b>	<b>401,486</b>
415- Capital Expenditures	18,300,000	6,595,000	455,000	7,620,000	3,355,000	275,000
<b>400- Total Expenditures</b>	<b>\$ 67,766,891</b>	<b>\$ 35,524,684</b>	<b>\$ 6,968,122</b>	<b>\$ 14,539,581</b>	<b>\$ 10,058,018</b>	<b>\$ 676,486</b>
301- Taxes	\$ 12,499,860	\$ 11,069,635	\$ 1,430,225			
302- Other Taxes	3,604,039	3,025,657	578,382			
303- Franchise Taxes	1,049,610	1,049,610				
304- Hotel Taxes	7,616,360	7,616,360				
310- Licenses	356,380	356,380				
320- Permits	1,700,000	1,360,376	337,028	2,596		
325- Fines & Forfeitures	1,629,868	1,629,868				
330- Use of Money & Property	1,200,000	552,891	490,748	100,126	56,235	
335- State, County, Federal Grants	1,250,000	219,692	1,030,308			
340- Recreation Fees	700,000		700,000			
345- Engineer & Planning Fee	1,900,000	1,363,705	531,769	4,526		
350- Public Safety Services	640,000	570,720	69,280			
355- Water & Sanitation Services	15,130,000	124,143		8,827,798	5,917,124	260,935
370- Other Revenues	3,399,999	1,041,521	2,328,252	11,807	17,829	590
380- Rev & Other Financing Sources	9,125,821		1,285,821	6,850,000		990,000
<b>300- Revenues</b>	<b>\$ 61,801,937</b>	<b>\$ 29,980,558</b>	<b>\$ 8,781,813</b>	<b>\$ 15,796,853</b>	<b>\$ 5,991,188</b>	<b>\$ 1,251,525</b>
Revenues less Operating Expenses	\$ 12,335,046	\$ 1,050,874	\$ 2,268,691	\$ 8,877,272	\$ (711,830)	\$ 850,039
<b>Net Activity</b>	<b>(5,964,954)</b>	<b>(5,544,126)</b>	<b>1,813,691</b>	<b>1,257,272</b>	<b>(4,066,830)</b>	<b>575,039</b>
Fund Balance - Beginning (projected)	46,103,560	7,766,233	12,713,907	14,448,959	10,639,798	534,663
Fund Balance - Ending (projected)	\$ 40,138,606	\$ 2,222,107	\$ 14,527,598	\$ 15,706,231	\$ 6,572,968	\$ 1,109,702

**CITY OF MILLBRAE**  
Preliminary Budget for the Fiscal Year 2017-18  
CITY-WIDE EXPENDITURES

**ATTACHMENT A**

	Fiscal Year 2016-17	Fiscal Year 2017-18	Amount Increase (Decrease)	Percent Increase (Decrease)
410101 - SALARY: REGULAR	7,628,461	7,845,566	217,106	2.85%
410102 - SALARY: TEMP AND PART TIME	599,708	599,708	0	0.00%
410103 - SALARY: SPECIAL	100,000	100,000	0	
410105 - SALARY: FINAL SICK LEAVE PAY	25,000	25,000	0	
410106 - SALARY: FINAL VACATION LEAVE PAY	90,000	92,700	2,700	3.00%
410107 - SALARY: OVERTIME	108,000	111,240	3,240	3.00%
410149 - RETIREMENT HEALTH SAVING PLAN (RHS)	0	0	0	
410150 - WORKER'S COMPENSATION	361,920	371,618	9,698	2.68%
410151 - P.E.R.S.: GENERAL	2,378,387	3,103,126	724,740	30.47%
410152 - PART TIME: LINCOLN NATIONAL RETIREM	3,756	3,756	0	
410153 - INSURANCE: HEALTH	1,607,555	1,735,828	128,273	7.98%
410154 - INSURANCE: DENTAL	58,680	62,328	3,648	6.22%
410155 - INSURANCE: VISION CARE	18,059	18,439	380	2.10%
410156 - INSURANCE: LIFE	34,711	36,391	1,681	4.84%
410157 - INSURANCE: SDI & LTD	62,000	63,860	1,860	3.00%
410158 - INSURANCE: MEDICARE	114,031	117,136	3,106	2.72%
410159 - INSURANCE: UNEMPLOYMENT	24,629	27,213	2,584	10.49%
410160 - ALLOWANCE: UNIFORM	5,740	5,740	(0)	0.00%
410161 - ALLOWANCE: CELL PHONE	1,500	1,500	0	0.00%
410162 - PART TIME: PARS RETIREMENT	3,000	3,090	90	3.00%
410163 - PAYROLL: RETIREE HEALTH INSURANCE	850,000	850,000	0	0.00%
410187 - SALARY: OVERTIME SHARED STAFFING	0	0	0	
410190 - P.E.R.S.: PENSION OBLIGATION/TRANSFER IN	0	0	0	
410191 - OPEB: OTHER POST EMPLOYMNT BENEFITS LIABILITY	0	0	0	
<b>410 - PERSONNEL COSTS</b>	<b>14,075,135</b>	<b>15,174,239</b>	<b>1,099,104</b>	<b>7.81%</b>
411201 - ADVERTISING	31,500	31,500	0	
411202 - COMMUNICATIONS	282,745	307,245	24,500	8.67%
411203 - CONTRACTUAL SERVICES	15,904,241	16,142,903	238,662	1.50%
411204 - DUES & PUBLICATIONS	65,000	65,562	562	0.86%
411205 - CONFERENCE & MEETINGS	48,929	49,260	331	0.68%
411206 - MAINTENANCE: BUILDING & GROUNDS	240,650	240,655	5	0.00%
411207 - MAINTENANCE: VEHICLE	79,500	79,500	0	
411208 - MAINTENANCE: OTHER EQUIPMENT	254,500	254,530	30	0.01%
411209 - EQUIPMENT RENTAL (CITY OWNED)	45,000	45,000	0	
411211 - LAUNDRY AND LINEN SERVICE	19,000	19,000	0	
411212 - PRINTING AND POSTAGE	106,487	108,087	1,600	1.50%
411213 - RENTS, LEASES & TAXES	293,200	293,420	220	0.08%
411214 - TRAINING AND SAFETY	48,600	48,610	10	0.02%
411215 - CREDIT CARD SERVICE CHARGE	39,000	39,575	575	1.47%
411216 - SOFTWARE LICENSE AND MAINTENANCE	150,500	151,300	800	0.53%
411217 - MAINTENANCE: INFRASTRUCTURE	410,000	410,000	0	
411220 - REBATE: WATER CONSERVATION	22,000	22,000	0	
411230 - SPECIAL DEPARTMENT EXPENSE	2,982,227	657,656	(2,324,571)	-77.95%
411231 - COMMERCIAL WASTE PREVENTION	2,000	2,000	0	
411232 - FEES AND ASSESSMENTS	498,455	508,900	10,445	2.10%
411233 - VIDEO SUPPLIES	1,000	1,000	0	
411240 - LEGAL SERVICE: GENERAL	532,500	532,500	0	
411241 - LEGAL SERVICE: LABOR RELATION	25,000	25,000	0	
411242 - TREE SERVICES	151,000	151,000	0	
411250 - AUDIT SERVICES	90,000	90,000	0	
411251 - ADMINISTRATION	310,000	310,500	500	0.16%
411261 - ELECTRICITY	413,000	414,025	1,025	0.25%
411262 - NATURAL GAS	104,100	104,500	400	0.38%
411263 - WATER AND SEWER	104,500	104,625	125	0.12%
411276 - GRADING AND HAULING	76,700	76,700	0	
411280 - PAYROLL PROCESSING	80,000	80,000	0	
411281 - COLLECTION BUREAU	2,000	2,000	0	
<b>411 - SERVICES</b>	<b>23,413,334</b>	<b>21,368,553</b>	<b>(2,044,781)</b>	<b>-8.73%</b>
412301 - MOTOR FUEL	77,000	77,000	0	
412302 - PARTS AND TIRES	500	500	0	
412303 - SMALL TOOLS AND EQUIPMENT	62,600	62,600	0	
412304 - OFFICE SUPPLIES	38,650	38,767	117	0.30%
412305 - WEARING APPAREL	11,500	11,500	0	

**CITY OF MILLBRAE**  
Preliminary Budget for the Fiscal Year 2017-18  
CITY-WIDE EXPENDITURES

**ATTACHMENT A**

	Fiscal Year 2016-17	Fiscal Year 2017-18	Amount Increase (Decrease)	Percent Increase (Decrease)
412306 - WATER PURCHASE: SFPUD	4,000,000	4,200,000	215,000	5.38%
412307 - SCHOOL EDUCATION RECYCLE PROGRAM	1,000	1,000	0	
412308 - CONSERVATION SUPPLIES	18,500	18,500	0	
412309 - IRRIGATION SUPPLIES	25,000	25,000	0	
412310 - PUBLIC EDUCATION MATERIAL	1,500	1,500	0	
412311 - MEDICAL AND LABORATORY SUPPLIES	130,000	130,000	0	
412330 - SPECIAL DEPARTMENT SUPPLIES	33,800	33,840	40	0.12%
412331 - OFFICE EQUIPMENT (UNDER 5,000)	60,000	60,000	0	
<b>412 - SUPPLIES</b>	<b>4,460,050</b>	<b>4,660,207</b>	<b>200,157</b>	<b>4.49%</b>
413330 - DEBT SERVICE: ADMINISTRATION FEE	10,500	10,500	0	
413401 - INSURANCE: GENERAL LIABILITY	352,626	358,166	5,540	1.57%
413402 - CLAIMS SETTLEMENT	370,000	370,000	0	
413403 - INSURANCE: PREMIUM	485,000	485,000	0	
413405 - BOND & LOAN: PRINCIPLE PAYMENT	2,982,000	3,052,000	70,000	2.35%
413406 - BOND & LOAN: INTEREST PAYMENT	1,578,147	1,554,227	(23,920)	-1.52%
413409 - OVERHEAD ALLOCATION	87,500	87,500	0	
413410 - BAD DEBTS / WRITE OFFS	15,000	15,000	0	
413421 - REBATE: SOLAR ENERGY	0	0	0	
413422 - REBATE: SEWER LATERAL	50,000	50,000	0	
<b>413 - OTHER OPERATING EXP.</b>	<b>5,930,773</b>	<b>5,982,393</b>	<b>51,620</b>	<b>0.87%</b>
415203 - CAPITAL: CONTRACTUAL SERVICE	15,534,000	18,300,000	2,766,000	17.81%
415502 - CAPITAL: BUILDING IMPROVEMENT	0	0	0	
415504 - CAPITAL: EQUIPMENT, MACHINE AND FUR	99,600	0	(99,600)	100.00%
415505 - CAPITAL: IMPROVEMENT OTHER THAN BUILDING	0	0	0	
415506 - CAPITAL: ENGINEERING AND DESIGN	0	0	0	
415507 - CAPITAL: FLEET	0	0	0	
415522 - CAPITAL: SITE STUDIES	0	0	0	#DIV/0!
<b>415 - CAPITAL EXPENDITURES</b>	<b>15,633,600</b>	<b>18,300,000</b>	<b>2,666,400</b>	<b>17.06%</b>
480970 - OPERATING TRANSFERS	2,275,821	2,281,499	5,678	0.25%
<b>480 - OPERATING TRANSFERS</b>	<b>2,275,821</b>	<b>2,281,499</b>	<b>5,678</b>	<b>0.25%</b>
<b>- 400 - Total Expenditures</b>	<b>65,788,713</b>	<b>67,766,891</b>	<b>1,978,178</b>	<b>3.01%</b>

## City of Millbrae

Preliminary Bi-Annual Budget for the Fiscal Years 2016-17 and 2017-18

## SCHEDULE OF ANNUAL DEBT SERVICE

Description	Principal Outstanding	Date of Maturity	Interest Rate	Annual Debt Service
<b>Fiscal Year 2016-17</b>				
<i>Governmental Activity Debt:</i>				
2004 Pension Obligation Bonds Series A-2	\$ 14,910,811	06/01/34	4.35% - 6.58%	\$ 1,030,000
2011 Direct Lender Tax Exempt Loan	1,743,000	03/01/24	4.25%	261,077
2013 General Obligation Refunding Bonds	9,190,000	08/01/37	1.0% - 5.0%	593,188
Total governmental activity debt	<u>\$ 25,843,811</u>			<u>\$ 1,884,265</u>
<i>Business-Type Activity Debt:</i>				
2009 State Revolving Fund Loan	\$ 23,319,946	04/01/32	1.00%	\$ 1,584,464
2009-A Certificates of Participation	5,560,000	12/01/39	7.42%	412,719
2009-B Certificates of Participation	6,390,000	12/01/34	2.0% - 5.125%	491,181
Total business-type activity debt	<u>\$ 35,269,946</u>			<u>\$ 2,488,364</u>
<i>Successor Agency Obligations</i>				
2015 Tax Allocation Bonds: Redevelopment Agency	<u>\$ 6,505,000</u>	08/01/35	2.0% - 5.0%	<u>\$ 465,376</u>
Grand total city-wide debt service for FY 17	<u>\$ 67,618,757</u>			<u>\$ 4,838,005</u>
<b>Fiscal Year 2017-18</b>				
<i>Governmental Activity Debt:</i>				
2004 Pension Obligation Bonds Series A-2	\$ 14,835,322	06/01/34	4.35% - 6.58%	\$ 1,070,000
2011 Direct Lender Tax Exempt Loan	1,556,000	03/01/24	4.25%	263,130
2013 General Obligation Refunding Bonds	8,990,000	08/01/37	1.0% - 5.0%	595,988
Total governmental activity debt	<u>\$ 25,381,322</u>			<u>\$ 1,929,118</u>
<i>Business-Type Activity Debt:</i>				
2009 State Revolving Fund Loan	\$ 21,968,681	04/01/32	1.00%	\$ 1,584,464
2009-A Certificates of Participation	5,560,000	12/01/39	7.42%	412,719
2009-B Certificates of Participation	6,215,000	12/01/34	2.0% - 5.125%	489,081
Total business-type activity debt	<u>\$ 33,743,681</u>			<u>\$ 2,486,264</u>
<i>Successor Agency Obligations</i>				
2015 Tax Allocation Bonds: Redevelopment Agency	<u>\$ 6,300,000</u>	08/01/35	2.0% - 5.0%	<u>\$ 473,926</u>
Grand total city-wide debt service for FY 18	<u>\$ 65,425,003</u>			<u>\$ 4,889,308</u>

**City of Millbrae  
Budget Fiscal Years 2017 and 2018  
OPERATING TRANSFERS**

GF: General Fur DS: Debt Service	DS: Debt Service	DS: Debt Service
SR: Special Rev IS: Internal Service	IS: Internal Service	IS: Internal Service
RDA: Successor EF: Enterprise	EF: Enterprise	EF: Enterprise

Fund Number	Description of Transaction	General Fund	Special Revenue	Special Revenue	Debt Service	RDA	Enterprise	Enterprise	RDA	Internal	Internal
		Expenditure	Revenue	Expenditure	Revenue	Successor	Funds	Funds	Successor	Service	Service
		Transfer Out	Transfer In	Transfer Out	Transfer In	Transfer Out	Transfer In	Transfer Out	Transfer In	Transfer Out	Transfer In
		480970	380970	480970	380970	480970	380970	480970	380970	480970	380970

<i>Fiscal Year 2016-17</i>											
1101	General Fund (GF) / Fields Maintenance (SR)	125,000									
1530	General Fund (GF) / Fields Maintenance (SR)		125,000								
1101	General Fund (GF) / 2011 Direct Lender Tax Exempt Loan (DS)	261,077									
1354	General Fund (GF) / 2011 Direct Lender Tax Exempt Loan (DS)				261,077						
1101	General Fund (GF) / Storm Drain (EF)	990,000									
1664	General Fund (GF) / Storm Drain (EF)						990,000				
1101	General Fund (GF) / Recreation (SR)	444,744									
1215	General Fund (GF) / Recreation (SR)		444,744								
2326	RDA / Field License Agreement (SR)										
1530	RDA / Field License Agreement (SR)										
2326	RDA / Operations (SR)					455,000					
2416	RDA / Operations (SR)								455,000		
	<b>Total FY17 transfers (out) in</b>	(2,275,821)	2,275,821								

<i>Fiscal Year 2017-18</i>											
1101	General Fund (GF) / Fields Maintenance (SR)	125,000									
1530	General Fund (GF) / Fields Maintenance (SR)		125,000								
1101	General Fund (GF) / 2011 Direct Lender Tax Exempt Loan (DS)	263,130									
1354	General Fund (GF) / 2011 Direct Lender Tax Exempt Loan (DS)				263,130						
1101	General Fund (GF) / Storm Drain (EF)	990,000									
1664	General Fund (GF) / Storm Drain (EF)						990,000				
1101	General Fund (GF) / Recreation (SR)	448,369									
1215	General Fund (GF) / Recreation (SR)		448,369								
2326	RDA / Field License Agreement (SR)										
1530	RDA / Field License Agreement (SR)										
2326	RDA / Operations (SR)					455,000					
2416	RDA / Operations (SR)								455,000		
	<b>Total FY18 transfers (out) in</b>	(2,281,499)	2,281,499								

CITY OF MILLBRAE  
CAPITAL IMPROVEMENT PROGRAM

ATTACHMENT D

**FIVE YEAR SUMMARY**

**TABLE 1**

CAPITAL IMPROVEMENT CATEGORIES		FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 21-22	TOTAL ALL FY
STREET IMPROVEMENTS	Table 2	\$ 2,050	\$ 3,300	\$ 5,800	\$ 5,300	\$ 1,800	\$ 18,250
STORM DRAINS	Table 3	\$ 725	\$ 275	\$ 175	\$ 175	\$ 175	\$ 1,525
WATER SYSTEM	Table 4	\$ 1,005	\$ 3,355	\$ 3,230	\$ 5,430	\$ 3,230	\$ 16,250
SEWER COLLECTION SYSTEM	Table 5	\$ 6,750	\$ 6,850	\$ 6,850	\$ 6,850	\$ 4,850	\$ 32,150
WATER POLLUTION CONTROL PLANT	Table 6	\$ 420	\$ 770	\$ 3,020	\$ 3,020	\$ 2,520	\$ 9,750
PUBLIC FACILITIES	Table 7	\$ 1,099	\$ 745	\$ 390	\$ 570	\$ 370	\$ 3,174
PARKS	Table 8	\$ 450	\$ 1,025	\$ 475	\$ 275	\$ 275	\$ 2,500
STUDIES AND TECHNOLOGY	Table 9	\$ 2,655	\$ 1,525	\$ 350	\$ 300	\$ 300	\$ 5,130
GARAGE	Table 10	\$ 380	\$ 455	\$ 220	\$ 470	\$ -	\$ 1,525
<b>Total</b>		<b>\$ 15,534</b>	<b>\$ 18,300</b>	<b>\$ 20,510</b>	<b>\$ 22,390</b>		<b>\$ 90,254</b>

FUNDING SOURCE:	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 21-22	TOTAL ALL FY
C/CAG (OBAG) City/County Association of Governments	\$ 445					\$ 445
Developer Fees & Permits	\$ 1,025	\$ -	\$ -	\$ -	\$ -	\$ 1,025
Garage	\$ 290	\$ 455	\$ 220	\$ 470	\$ -	\$ 1,435
Gas Tax	\$ 650	\$ 650	\$ 650	\$ 650	\$ 650	\$ 3,250
General Fund	\$ 3,969	\$ 3,810	\$ 5,455	\$ 5,135	\$ 1,435	\$ 19,804
General Liability	\$ -	\$ -	\$ -	\$ -		\$ -
General Plan Fees	\$ -	\$ -	\$ -	\$ -		\$ -
Grants	\$ 80	\$ -	\$ -	\$ -		\$ 80
Integrated Waste	\$ -	\$ -	\$ -	\$ -		\$ -
Measure A	\$ 485	\$ 485	\$ 485	\$ 485	\$ 485	\$ 2,425
Measure M	\$ 90	\$ -	\$ -	\$ -		\$ 90
PEG	\$ 75	\$ -	\$ -	\$ -	\$ -	
Recreation	\$ -	\$ -	\$ -	\$ -		\$ -
Rule 20A	\$ -	\$ -	\$ -	\$ -		\$ -
Sanitation Fund	\$ 7,170	\$ 6,850	\$ 6,850	\$ 6,850	\$ 4,850	\$ 32,570
Storm Drain	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 1,250
Traffic Congestion Relief Fund	\$ -	\$ -	\$ -	\$ -		\$ -
Unemployment	\$ -	\$ -	\$ -	\$ -		\$ -
Downtown BID	\$ -	\$ -	\$ -	\$ -		\$ -
Workers Comp		\$ -	\$ -	\$ -		\$ -
Water Fund	\$ 1,005	\$ 3,405	\$ 3,230	\$ 5,430	\$ 3,230	\$ 16,300
<b>Total</b>	<b>\$ 15,534</b>	<b>\$ 15,905</b>	<b>\$ 17,140</b>	<b>\$ 19,270</b>		<b>\$ 78,674</b>

CITY OF MILLBRAE  
**CAPITAL IMPROVEMENT PROGRAM**  
**STREET IMPROVEMENTS**  
**TABLE 2**

DESCRIPTION	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	TOTAL ALL FY
5KW Streetlight Conversion	\$ 250					\$ 250
Millbrae Avenue Bike Bridge		\$ 1,200	\$ 2,500	\$ 2,000		\$ 5,700
Rule 20A Undergrounding		\$ 300	\$ 1,500	\$ 1,500		\$ 3,300
Sidewalk Program	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 1,500
Street Reconstruction/Resurfacing	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 7,500
<b>Total</b>	<b>\$ 2,050</b>	<b>\$ 3,300</b>	<b>\$ 5,800</b>	<b>\$ 5,300</b>	<b>\$ 1,800</b>	<b>\$ 18,250</b>

FUNDING SOURCE:	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	TOTAL ALL FY
Gas Tax (1211)	\$ 650	\$ 650	\$ 650	\$ 650	\$ 650	\$ 3,250
OBAG Grant	\$ 445					\$ 445
Measure A (1205)	\$ 485	\$ 485	\$ 485	\$ 485	\$ 485	\$ 2,425
General Fund	\$ 470	\$ 2,165	\$ 4,665	\$ 4,165	\$ 665	\$ 12,130
<b>Total</b>	<b>\$ 2,050</b>	<b>\$ 3,300</b>	<b>\$ 5,800</b>	<b>\$ 5,300</b>	<b>\$ 1,800</b>	<b>\$ 18,250</b>

CITY OF MILLBRAE  
CAPITAL IMPROVEMENT PROGRAM

**STORM DRAINS**  
**TABLE 3**

DESCRIPTION	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	TOTAL ALL FY
Canal Cleaning & Repairs	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 150
Repair/Replace/New Storm Drains & Inlets	\$ 85	\$ 85	\$ 85	\$ 85	\$ 85	\$ 425
Storm System GIS Mapping/System Inventory	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 50
Cowan Canal Pump Station Rehab	\$ 450					\$ 450
Stormwater Pump Station Rehabilitation	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 250
Tide Gates ( Study & Environ.)	\$ 100	\$ 100				\$ 200
	<b>\$ 725</b>	<b>\$ 275</b>	<b>\$ 175</b>	<b>\$ 175</b>	<b>\$ 175</b>	<b>\$ 1,525</b>

FUNDING SOURCE:	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	TOTAL ALL FY
Storm Drain (1664)	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 1,250
General Fund	\$ 385	\$ 225	\$ 125	\$ 125	\$ 125	\$ 985
Measure M	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	\$ 450
<b>Total</b>	<b>\$ 725</b>	<b>\$ 475</b>	<b>\$ 375</b>	<b>\$ 375</b>	<b>\$ 375</b>	<b>\$ 2,235</b>

CITY OF MILLBRAE  
CAPITAL IMPROVEMENT PROGRAM

**WATER SYSTEM**  
**TABLE 4**

DESCRIPTION	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	TOTAL ALL FY
Fire Hydrant Upgrade/Replacement	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 300
Valve Replacements & Refurbishing	\$ 65	\$ 65	\$ 65	\$ 65	\$ 65	\$ 325
Pump Station Rehabilitation (Larkspur)		\$ 275				\$ 275
Geographic Information System (GIS) and Asset Information Management System (AIMS) for Water Distribution System	\$ 50					\$ 50
Water Main Replacement	\$ 300	\$ 2,500	\$ 300	\$ 2,500	\$ 300	\$ 5,900
Water Meter Upgrades/Replacements	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 250
Water Service Transfers	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 375
Water Tank: New	\$ 235	\$ 200	\$ 2,500	\$ 2,500	\$ 2,500	\$ 7,935
Water Tanks/Pumps Maintenance & Repair	\$ 100	\$ 100	\$ 150	\$ 150	\$ 150	\$ 650
Capital Equipment Outlay	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 150
Water Conservation Drought Response Plan	\$ 40					\$ 40
<b>Total</b>	<b>\$1,005</b>	<b>\$3,355</b>	<b>\$3,230</b>	<b>\$5,430</b>	<b>\$3,230</b>	<b>\$16,250</b>

FUNDING SOURCE:	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	TOTAL ALL FY
Water Fund (1662)	\$ 1,005	\$ 3,405	\$ 3,230	\$ 5,430	\$ 3,230	\$16,300
<b>Total</b>	<b>\$ 1,005</b>	<b>\$ 3,405</b>	<b>\$ 3,230</b>	<b>\$ 5,430</b>	<b>\$ 3,230</b>	<b>\$16,300</b>

CITY OF MILLBRAE  
**CAPITAL IMPROVEMENT PROGRAM**  
**SEWER COLLECTION SYSTEM**  
**TABLE 5**

DESCRIPTION	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	TOTAL ALL FY
Flow Monitoring	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 250
Smoke Testing	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 250
CCTV Inspection	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 1,000
I/I Reduction Per Baykeeper Consent Decree	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 10,000
Madrone Pump Station Station/Forcemain	\$ 1,000	\$ 2,000	\$ 2,000	\$ 2,000		\$ 7,000
Emergency Sewer Lateral & Main Replacements	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 2,500
Sewer Main Replacement/Repair	\$ 2,900	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 10,900
Capital Equipment Outlay	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 250
<b>Total</b>	<b>\$ 6,750</b>	<b>\$ 6,850</b>	<b>\$ 6,850</b>	<b>\$ 6,850</b>	<b>\$ 4,850</b>	<b>\$ 32,150</b>

FUNDING SOURCE:	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	TOTAL ALL FY
Sanitation Fund (1661)	\$ 6,750	\$ 6,850	\$ 6,850	\$ 6,850	\$ 4,850	\$ 32,150
<b>Total</b>	<b>\$ 6,750</b>	<b>\$ 6,850</b>	<b>\$ 6,850</b>	<b>\$ 6,850</b>	<b>\$ 4,850</b>	<b>\$ 32,150</b>

CITY OF MILLBRAE  
**CAPITAL IMPROVEMENT PROGRAM**

**WATER POLLUTION CONTROL PLANT**

**TABLE 6**

DESCRIPTION	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	TOTAL ALL FY
#3 Water Pumps	\$ 100					\$ 100
Biogas System & Flare All methane piping flare		\$ 350				\$ 350
Co-Gen System Replacement		\$ 300	\$ 3,000			\$ 3,300
Electrical Controls	\$ 100					\$ 100
Secondary Tank Area Repair		\$ 100				\$ 100
Study: Class A Bio-solids	\$ 100				\$ 2,500	\$ 2,600
Study: Reclaimed Water	\$ 100			\$ 3,000		\$ 3,100
Operation and Maintenance Manual	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 100
<b>Total</b>	<b>\$ 420</b>	<b>\$ 770</b>	<b>\$ 3,020</b>	<b>\$ 3,020</b>	<b>\$ 2,520</b>	<b>\$ 9,750</b>

FUNDING SOURCE:	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	TOTAL ALL FY
Sanitation Fund	\$ 420	\$ 770	\$ 3,020	\$ 3,020	\$ 2,520	\$ 9,750
<b>Total</b>	<b>\$ 420</b>	<b>\$ 770</b>	<b>\$ 3,020</b>	<b>\$ 3,020</b>	<b>\$ 2,520</b>	<b>\$ 9,750</b>

CITY OF MILLBRAE  
**CAPITAL IMPROVEMENT PROGRAM**

**PUBLIC FACILITIES**

**TABLE 7**

DESCRIPTION	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	TOTAL ALL FY
ADA Transition Plan/Implementation	\$ 110	\$ 110	\$ 110	\$ 110	\$ 110	\$ 550
City Hall Campus Maintenance	\$ 120	\$ 120	\$ 120	\$ 120	\$ 120	\$ 600
Community Center Projects	\$ 394	\$ 100	\$ 100	\$ 100	\$ 100	\$ 794
Public Works Ops Center Maintenance	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 100
Fire Station No. 38 Maintenance	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 100
City Hall Carpet Replacement		\$ 150				\$ 150
Council Chamber HVAC Replacement	\$ 50		\$ 20			\$ 70
Community Center Kitchen Remodel	\$ 125					\$ 125
Council Chambers Accessible Entry	\$ 100					\$ 100
Fire Tower Refurbishment		\$ 25				\$ 25
Fire Station 37 Electrical Repairs		\$ 100				\$ 100
Fire Station 38 Major Repairs	\$ 100	\$ 100				\$ 200
City Hall Electronic Message Board	\$ 10					
City Hall Bathroom	\$ 50					\$ 50
Library Carpeting (Main Area)				\$ 200		\$ 200
<b>Total</b>	<b>\$1,099</b>	<b>\$745</b>	<b>\$390</b>	<b>\$570</b>	<b>\$370</b>	<b>\$3,164</b>

FUNDING SOURCE:	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	TOTAL ALL FY
General Fund (1101)	\$ 1,099	\$ 745	\$ 390	\$ 570	\$ 370	\$ 3,174
General Fund / ABAG Grant						\$ -
<b>Total</b>	<b>\$ 1,099</b>	<b>\$ 745</b>	<b>\$ 390</b>	<b>\$ 490</b>	<b>\$ 490</b>	<b>\$ 3,174</b>

CITY OF MILLBRAE  
**CAPITAL IMPROVEMENT PROGRAM**

**PARKS**  
**TABLE 8**

DESCRIPTION	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	TOTAL ALL FY
Park: Central Park Playground	\$ 50	\$ 250				\$ 300
Park: Bayside Manor Playground			\$ 100			\$ 100
Park: Marina Vista Playground		\$ -	\$ 100			\$ 100
Park: Master Plan / Implementation		\$ 200	\$ 200	\$ 200	\$ 200	\$ 800
Tree Grates	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 250
"BIG BELLY" Trash Receptacle/Compactor	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 125
El Camino Real Median Water Wise Landscape	\$ 75	\$ 300				\$ 375
Park: Mills Park		\$ 200				\$ 200
Park: Tennis Court Resurfacing	\$ 250					\$ 250
<b>Total</b>	<b>\$ 450</b>	<b>\$ 1,025</b>	<b>\$ 475</b>	<b>\$ 275</b>	<b>\$ 275</b>	<b>\$ 2,500</b>

FUNDING SOURCE	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	TOTAL ALL FY
Developer Fees & Permits	\$ 350					\$ 350
General Fund	\$ 100	\$ 675	\$ 275	\$ 275	\$ 275	\$ 1,600
Unfunded						\$ -
<b>Total</b>	<b>\$ 450</b>	<b>\$ 675</b>	<b>\$ 275</b>	<b>\$ 275</b>	<b>\$ 275</b>	<b>\$ 1,950</b>

CITY OF MILLBRAE  
**CAPITAL IMPROVEMENT PROGRAM**  
**STUDIES AND TECHNOLOGY**  
**TABLE 9**

DESCRIPTION	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	TOTAL ALL FY
AD: Document Management	\$ 100	\$ 100	\$ 25	\$ 25	\$ 25	\$ 275
AD: Council Chamber Sound System	\$ 75					\$ 75
Citywide: Fiber Optic Backbone	\$ 100					\$ 100
Citywide: GIS	\$ -	\$ 100	\$ 100	\$ 50	\$ 50	\$ 300
ED: Economic Development Implementation	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ 625
ED: Downtown Improvement District	\$ 300	\$ 300				\$ 600
ED: Tourism SFO Project	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 500
FD: Financial Software	\$ 200	\$ 200				\$ 400
IT: IT Upgrades	\$ 200	\$ 200				\$ 400
MSASP CIP	\$ 125	\$ 50				\$ 175
Multimodal Comp. Sta. Agency Access Plan	\$ 350					\$ 350
Citywide Development Impact Fees	\$ 250					\$ 250
Update: General Plan 2040	\$ 300	\$ 250				\$ 550
Housing Element Implementation	\$ 100	\$ 100				\$ 200
Update: Zoning Code	\$ 250					\$ 250
Electric Vehicle Charging Station	\$ 80					\$ 80
<b>Total</b>	<b>\$ 2,655</b>	<b>\$ 1,525</b>	<b>\$ 350</b>	<b>\$ 300</b>	<b>\$ 300</b>	<b>\$ 5,130</b>

FUNDING SOURCE:	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	TOTAL ALL FY
Developer Fees & Permits	\$ 125	\$ 100				\$ 225
Developer Impact Fees	\$ 550					\$ 550
General Fund	\$ 1,825					\$ 1,825
General Plan Fees						\$ -
Grant	\$ 80					\$ 80
Sanitation Fund						\$ -
Water Fund						\$ -
Gas Tax						\$ -
Recreation						\$ -
Integrated Waste						\$ -
Traffic Congestion Relief Fund						\$ -
Workers Comp						\$ -
General Liability						\$ -
Unemployment						\$ -
Garage						\$ -
PEG	\$ 75					\$ 75
Downtown BID	\$ -					\$ -
<b>Total</b>	<b>\$ 2,655</b>	<b>\$ 100</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,680</b>

CITY OF MILLBRAE  
**CAPITAL IMPROVEMENT PROGRAM**

**GARAGE**  
**TABLE 10**

DESCRIPTION	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	TOTAL ALL FY
Backhoe (Replace VEH#468)		\$ 130				\$ 130
Ford F150 Super Cab Pick-up (Replace VEH#634)		\$ 30				\$ 30
Ford F250 Super Cab Pick-up Truck (Replace VEH#485)	\$ 35					\$ 35
Ford F250 Super Cab Pick-up Truck w/ Lift Gate (Replace VEH#479)	\$ 35					\$ 35
Ford F250 Super Cab Pick-up Truck w/ Lift Gate (Replace VEH#508)			\$ 30			\$ 30
Ford F250 Super Cab Pick-up Truck w/ Lift Gate (Replace VEH#627)			\$ 30			\$ 30
Ford F250 Super Cab Pick-up Truck w/ Lift Gate (Replace VEH#709)			\$ 30			\$ 30
Ford F350 Crew Cab Utility Truck (Replace VEH#628)	\$ 65					\$ 65
Ford F350 Crew Cab Utility Truck (Replace VEH#755)	\$ 65					\$ 65
Ford F550 Dump Truck (Replace VEH#629)	\$ 90					\$ 90
Ford F650 Dump Truck (Replace VEH#328)		\$ 95				\$ 95
Generator (Replace VEH#383)		\$ 200				\$ 200
Generator (Replace VEH#482)			\$ 90			\$ 90
Utility Van (Replace VEH#635)			\$ 40			\$ 40
Ford F250 Super Cab Pick-up Truck w/ Lift Gate (Replace VEH#309)				\$ 30		\$ 30
VacCon Hydrostatic Combination Machine (Replace VEH#342)				\$ 350		\$ 350
Compressor (Replace VEH#384)				\$ 30		\$ 30
Ford F250 Super Cab Pick-up Truck w/ Lift Gate (Replace VEH#388)				\$ 30		\$ 30
Ford F250 Super Cab Pick-up Truck (Replace VEH#636)				\$ 30		\$ 30
Forklift	\$ 50					\$ 50
Lawn Mower	\$ 40					\$ 40
<b>Total</b>	<b>\$380</b>	<b>\$455</b>	<b>\$220</b>	<b>\$470</b>	<b>\$0</b>	<b>\$ 1,525</b>
<b>FUNDING SOURCE:</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>TOTAL ALL FY</b>
Garage Revolving (1773)	\$ 290	\$ 455	\$ 220	\$ 470		\$ 1,435
General Fund	\$ 90					\$ 90
<b>Total</b>	<b>\$ 380</b>	<b>\$ 455</b>	<b>\$ 220</b>	<b>\$ 470</b>	<b>\$ -</b>	<b>\$ 1,525</b>

**City of Millbrae  
Position Control Table**

Department	Job Title / Classification	Approved Budget 2011-2012	Approved Budget 2012-2013	Approved Budget 2013-2014	Approved Budget 2014-2015	Approved Budget 2015-2016	Proposed Budget 2016-2017
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**CITY ADMINISTRATION**

Council Member		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
Assistant City Manager		1.00			1.00	1.00	1.00
Administrative Services / Human Resource				1.00	1.00	1.00	1.00
City Clerk		1.00	1.00	1.00	1.00	1.00	1.00
Administrative Analyst				1.00	1.00	1.00	1.00
Executive Assistant		1.00	1.00	1.00	1.00		
Management Assistant						1.00	1.00
Senior Office Assistant (shared with Fin)						0.20	0.50
Administrative Assistant / Human Resource							
Deputy City Clerk / Administrative Assistant							
<b>Total</b>		<b>9.00</b>	<b>8.00</b>	<b>10.00</b>	<b>11.00</b>	<b>11.20</b>	<b>11.50</b>
<b>Part Time Temporary Positions / Full Time Equivalent</b>							
Office Assistant I	(1/2 Time Position)						0.50
<b>Total - Part Time</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.50</b>

**COMMUNITY DEVELOPMENT**

Community Development Director		0.75	0.75	1.00	1.00	1.00	1.00
City Planner		1.00	1.00	1.00	1.00		
Plan Checker / Building Inspector		1.00	1.00	1.00	1.00	1.00	1.00
Assistant/Assoc/Senior Planner						1.00	1.00
Administrative Assistant		1.00	1.00	1.00	1.00	1.00	1.00
<b>Total</b>		<b>3.75</b>	<b>3.75</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>
<b>Part Time Temporary Positions / Full Time Equivalent</b>							
Project Manager - Housing	(1/4 Time Position)	0.50	0.50	0.25	0.25	0.25	0.25
Building Official	(1/2 Time Position)	0.50	0.50	0.50	0.50	0.50	0.50
Code Enforcement Officer	(1/2 Time Position)	0.50	0.50	0.50	0.50	0.50	0.50
<b>Total - Part Time</b>		<b>1.50</b>	<b>1.50</b>	<b>1.25</b>	<b>1.25</b>	<b>1.25</b>	<b>1.25</b>

**FINANCE**

Finance Director		1.00	1.00	1.00	1.00	1.00	1.00
Financial Services Manager		1.00	1.00	1.00	1.00	1.00	1.00
Financial System Analyst II		1.00	1.00	1.00	1.00	1.00	
Senior Accountant							1.00
Senior Accounting Technician		1.00	1.00	1.00	1.00	1.00	1.00
Accounting Technician		3.00	3.00	3.00	3.00	3.00	3.00
Senior Office Assistant			0.65	0.65	0.65	0.65	0.50
Information Systems Supervisor		1.00	1.00	1.00	1.00	1.00	1.00
Permits Officer	(Moved to Police)		1.00	1.00			
<b>Total</b>		<b>8.00</b>	<b>9.65</b>	<b>9.65</b>	<b>8.65</b>	<b>8.65</b>	<b>8.50</b>
<b>Part Time Temporary Positions / Full Time Equivalent</b>							
Project Manager	(1/2 Time Position)	0.50	0.50	0.50			
<b>Total - Part Time</b>		<b>0.50</b>	<b>0.50</b>	<b>0.50</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**City of Millbrae  
Position Control Table**

Department	Job Title / Classification	Approved Budget 2011-2012	Approved Budget 2012-2013	Approved Budget 2013-2014	Approved Budget 2014-2015	Approved Budget 2015-2016	Proposed Budget 2016-2017
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**FIRE**

Fire Chief		0.50	0.50	0.25			
Millbrae Deputy Chief				0.50	1.50		
Division Chief		2.00	2.00	2.00			
Division Chief - Fire Marshall		1.00	1.00	0.50			
Division Chief - Fire Training		1.00	1.00	1.00			
Fire Captain		6.00	6.00	6.00	6.00	4.00	0.00
Fire Prevention				0.50	0.50		
Firefighter		13.00	11.00	12.00	12.00		
<b>Total</b>		<b>23.50</b>	<b>21.50</b>	<b>22.75</b>	<b>20.00</b>	<b>4.00</b>	<b>0.00</b>
<b>Part Time Temporary Positions / Full Time Equivalent</b>							
Administrative Assistant	(1/2 Time Position)	0.50	0.50	0.50	1.00		
<b>Total - Part Time</b>		<b>0.50</b>	<b>0.50</b>	<b>0.50</b>	<b>1.00</b>	<b>0.00</b>	<b>0.00</b>

**POLICE**

Permits Officer	(Moved from Finance)				1.00	1.00	1.00
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

**PARKS**

Parks Superintendent	(Moved under PW)	1.00	1.00	1.00	1.00	*	*
Parks Field Supervisor	(Moved under PW)	1.00	1.00	1.00	1.00	*	*
Parks Maintenance Technician	(Moved under PW)	2.00	2.00	2.00	2.00	*	*
Senior Maintenance Worker	(Moved under PW)	1.00	1.00	1.00	1.00	*	*
Maintenance Worker	(Moved under PW)	3.00	3.00	3.00	3.00	*	*
Office Assistant I	(1/2 Time Position)						
<b>Total</b>		<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Part Time Temporary Positions / Full Time Equivalent</b>							
Administrative Assistant	(Moved under PW)				0.50	*	*
Parks Maintenance Worker							
<b>Total - Part Time</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.50</b>	<b>0.00</b>	<b>0.00</b>

\* All 8.5 positions moved under Public Works

**RECREATION**

Recreation Superintendent		1.00	1.00	1.00	1.00	1.00	1.00
Recreation Services Manager	(1/2 Time Position)	1.00	1.00	1.00			0.50
Recreation Coordinator		1.00	1.00	1.00	2.00	2.00	2.00
Senior Office Assistant			1.00	1.00	1.00	1.00	1.00
Office Assistant I		1.00					
<b>Total</b>		<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.50</b>
<b>Part Time Temporary Positions / Full Time Equivalent</b>							
Recreation Specialist (part-time)					0.75	1.25	1.00
Tiny Tot Teacher	(1/2 Time Position)	0.50	0.50	0.50	0.50		
Recreation Temporary		8.29	8.29	8.29	8.29	8.29	8.75
<b>Total - Part Time</b>		<b>8.79</b>	<b>8.79</b>	<b>8.79</b>	<b>9.54</b>	<b>9.54</b>	<b>9.75</b>

**City of Millbrae  
Position Control Table**

Department	Job Title / Classification	Approved Budget 2011-2012	Approved Budget 2012-2013	Approved Budget 2013-2014	Approved Budget 2014-2015	Approved Budget 2015-2016	Proposed Budget 2016-2017
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**PUBLIC WORKS**

Public Works Director		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
Senior Engineer				1.00	1.00	1.00	1.00
Assistant Engineer							2.00
Administrative Assistant		1.00	1.00	1.00	1.00	1.00	1.00
Senior Office Assistant		2.00	2.00	2.00	2.00	3.00	2.00
Office Assistant I		1.00	1.00	1.00	1.00		
Environmental Programs Manager		0.80	0.80	1.00	1.00	1.00	1.00
Environmental Programs Coordinator (.50 Position)		0.80	0.80	0.50	0.50	0.50	0.50
Plant: Superintendent		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
Plant: Senior Treatment Operator		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
Plant: Operator I		1.00	1.00	1.00	1.00	1.00	1.00
Plant: Senior Maintenance Worker		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
Plant Maintenance Worker I							
Lab and Source Control Supervisor		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
Lab Industrial Waste Ins II		1.00	1.00	1.00	1.00		
Industrial Waste Inspector II							1.00
Industrial Waste Inspector						1.00	
Public Works: Superintendent		1.00	1.00	1.00	1.00	1.00	1.00
Public Works: Supervisor II		1.00	1.00				
Public Works: Supervisor I		2.00	1.00	1.00	2.00	2.00	2.00
Public Works: Foreman		1.00	1.00	1.00			
Public Works: Lead Worker II		2.00	2.00	2.00	2.00	3.00	3.00
Parks Superintendent (Moved from Parks)						1.00	1.00
Parks Field Supervisor (Moved from Parks)						1.00	1.00
Parks Maintenance Technician (Moved from Parks)						1.00	1.00
Senior Maintenance Worker		5.00	5.00	5.00	5.00	5.00	5.00
Maintenance Worker		9.00	9.00	9.00	9.00	13.00	13.00
Equipment Mechanic III		1.00	1.00	1.00	1.00	1.00	1.00
Equipment Mechanic I						1.00	1.00
Pump Mechanic I		1.00	1.00	1.00	1.00		
Street Sweeper Operator		1.00	1.00	1.00	1.00	1.00	1.00
Office Assistant II		1.00	1.00				
Engineering Technician		1.00	1.00				
Recycling Assistant (.80 Position)							
Solid Waste/Recycle Manager (.80 Position)							
Senior Water Maintenance Worker							
<b>Total</b>		<b>45.60</b>	<b>44.60</b>	<b>42.50</b>	<b>42.50</b>	<b>50.50</b>	<b>51.50</b>

Part Time Temporary Positions / Full Time Equivalent							
Maintenance Worker							
Administrative Assistant (Moved from Parks)					0.50	0.50	0.50
<b>Total - Part Time</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.50</b>	<b>0.50</b>	<b>0.50</b>

<b>Grand Total Permanent *</b>	<b>101.85</b>	<b>99.50</b>	<b>100.90</b>	<b>99.15</b>	<b>83.35</b>	<b>81.00</b>
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<b>Grand Total Part Time / Temporary</b>	<b>11.29</b>	<b>11.29</b>	<b>11.04</b>	<b>12.79</b>	<b>11.29</b>	<b>12.00</b>
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CITY OF MILLBRAE  
**MANAGEMENT AND CONFIDENTIAL**  
 EFFECTIVE JULY 1, 2016

POSITION CODE	CLASSIFICATION JOB TITLE	EARNINGS PER HOUR / MONTH				
		A	B	C	D	E
MH 01	CITY MANAGER	20,436				
MA02	ASST CITY MANAGER	13,435	14,107	14,812	15,553	16,330
MA03	CITY CLERK	8,296	8,711	9,147	9,604	10,084
MA04	MANAGEMENT ASSISTANT	6,048	6,351	6,668	7,002	7,352
MA06	ADMINISTRATIVE SERVICES DIRECTOR	13,018	13,669	14,353	15,070	15,824

MH11	COMMUNITY DEVELOPMENT DIRECTOR	13,425	14,096	14,801	15,541	16,318
MA13	BUILDING OFFICIAL	9,522	9,998	10,498	11,023	11,574
MA14	PLAN CHECK / BUILDING INSPECTOR	7,433	7,804	8,195	8,604	9,035
MA15	CODE ENFORCEMENT OFFICER	5,784	6,073	6,377	6,695	7,030
MA 16	ASSISTANT PLANNER	6,439	6,761	7,099	7,454	7,306
MA 17	ASSOCIATE PLANNER	7,092	7,446	7,819	8,209	8,047
MA18	SENIOR PLANNER	8,187	8,596	9,026	9,478	9,290

MH21	FINANCE DIRECTOR	12,867	13,510	14,186	14,895	15,640
MA22	FINANCIAL SERVICES MANAGER	8,832	9,273	9,737	10,224	10,735
MA23	INFORMATION SYSTEM SUPERVISOR	7,712	8,098	8,503	8,928	9,374
MA24	SENIOR ACCOUNTANT	7,068	7,421	7,792	8,182	8,591
	ACCOUNTANT	6,146	6,453	6,776	7,115	7,471
MA25	SENIOR ACCOUNTING TECHNICIAN	5,818	6,109	6,415	6,735	7,072

MH31	FIRE: CHIEF	13,591	14,270	14,984	15,733	16,519
MA32	FIRE: DIVISION CHIEF	11,026	11,578	12,157	12,764	12,512
MA33	FIRE: DIVISION CHIEF - FIRE MARSHALL	12,130	12,736	13,373	14,041	14,744
MA33	FIRE: DIVISION CHIEF - TRAINING	12,130	12,736	13,373	14,041	14,744
MA34	CENTRAL COUNTY DEPUTY FIRE CHIEF	13,609	14,289	15,003	15,754	16,541

MA42	PARKS: SUPERINTENDENT	8,052	8,454	8,877	9,321	9,787
MA43	PARKS: FIELD SUPERVISOR	5,858	6,151	6,459	6,782	7,121

MH61	PUBLIC WORKS DIRECTOR	13,409	14,079	14,783	15,523	16,299
MA62	CITY ENGINEER	10,601	11,131	11,688	12,272	12,886
MA64	PUBLIC WORKS: SUPERINTENDENT	10,314	10,829	11,371	11,939	12,536
MA65	PLANT: SUPERINTENDENT	10,314	10,829	11,371	11,939	12,536
MA66	PUBLIC WORKS: SUPERVISOR II	9,076	9,529	10,006	10,506	11,032
MA67	PUBLIC WORKS: SUPERVISOR I	7,182	7,542	7,919	8,315	8,730
MA68	LAB & SOURCE CONTROL SUPERVISOR	7,990	8,390	8,809	9,250	9,712
MA69	PUBLIC WORKS: FOREMAN	6,237	6,548	6,876	7,220	7,581
MA72	PLANT: CHIEF TREATMENT OPERATOR II	8,819	9,260	9,723	10,209	10,719

EARNINGS PER YEAR				
A	B	C	D	E
245,232				
161,221	169,282	177,746	186,634	195,965
99,555	104,532	109,759	115,247	121,009
72,579	76,208	80,018	84,019	88,220
156,221	164,032	172,233	180,845	195,584

161,098	169,153	177,610	186,491	195,815
114,268	119,982	125,981	132,280	138,894
89,192	93,652	98,335	103,251	108,414
69,405	72,875	76,519	80,345	84,362
77,263	81,127	85,183	89,442	93,914
85,100	89,355	93,823	98,514	103,439
98,245	103,157	108,315	113,731	119,417

154,404	162,124	170,230	178,741	187,679
105,981	111,280	116,844	122,686	128,820
92,545	97,172	102,031	107,132	112,489
84,816	89,057	93,510	98,185	103,095
73,753	77,441	81,313	85,378	89,647
69,820	73,311	76,977	80,826	84,867

163,087	171,241	179,803	188,793	198,233
132,316	138,932	145,879	153,173	160,831
145,554	152,832	160,474	168,497	176,922
145,554	152,832	160,474	168,497	176,922
163,303	171,468	180,041	189,043	198,496

96,622	101,453	106,525	111,852	117,444
70,300	73,815	77,505	81,381	85,450

160,907	168,953	177,400	186,270	195,584
127,212	133,572	140,251	147,263	154,626
123,765	129,953	136,450	143,273	150,437
123,765	129,953	136,450	143,273	150,437
108,908	114,354	120,071	126,075	132,379
86,189	90,499	95,024	99,775	104,764
95,881	100,675	105,709	110,995	116,544
74,840	78,582	82,511	86,637	90,968
105,827	111,118	116,674	122,508	128,633

**ATTACHMENT F**

MA73	PLANT: CHIEF TREATMENT OPERATOR I	7,296	7,661	8,044	8,446	8,868
MA74	ENVIRONMENTAL PROGRAM MANAGER	7,864	8,258	8,671	9,104	9,559
MA75	ENVIRONMENTAL COORDINATOR	4,728	4,964	5,213	5,473	5,747
	SENIOR ENGINEER	9,335	9,802	10,292	10,806	11,016
	ASSOCIATE ENGINEER	7,993	8,393	8,813	9,253	9,433
MA76	ASSISTANT ENGINEER	7,358	7,726	8,113	8,518	8,944
MA82	RECREATION: SUPERINTENDENT	8,134	8,540	8,967	9,416	9,886
MA84	RECREATION: COORDINATOR	4,813	5,054	5,306	5,571	5,850

87,552	91,930	96,526	101,353	106,420
94,374	99,093	104,047	109,250	114,712
56,736	59,572	62,551	65,678	68,962
112,017	117,618	123,499	129,674	136,158
95,920	100,716	105,752	111,040	116,592
88,300	92,715	97,350	102,218	107,329
97,603	102,483	107,608	112,988	118,637
57,754	60,642	63,674	66,858	70,201

**PART TIME HOURLY**

ADP CODE	CLASSIFICATION JOB TITLE	EARNINGS PER HOUR				
		A	B	C	D	E
PT03	PT - TINY TOT TEACHER	12.97				
PT05	PT - PROJECT MANAGER	43.00				101.00
PT11	PT - RECREATION SPECIALIST II	19.61	20.59	21.62	22.70	23.84
PT12	PT - JUNIOR RECREATION LEADER	10.00	10.50	11.03	11.58	12.52
PT13	PT - RECREATION LEADER I	10.82	11.36	11.92	12.52	13.15
PT14	PT - RECREATION LEADER II	11.36	11.92	12.52	13.15	13.80
PT15	PT - RECREATION LEADER III	12.33	12.95	13.60	14.28	14.99
PT16	PT - RECREATION SPECIALIST I	13.47	14.14	14.85	15.59	16.37
PT24	PT - ADMINISTRATIVE INTERN	20.00	21.00	22.05	23.15	24.31



# TEAMSTERS SANITATION

Effective July 1, 2016

CLASSIFICATION JOB TITLE	EARNINGS PER HOUR / MONTH				
	A	B	C	D	E

INDUSTRIAL WASTE INSPECTOR (TRAINEE)	5,335	5,601	5,881	6,175	6,484
INDUSTRIAL WASTE INSPECTOR I	5,834	6,126	6,432	6,754	7,092
INDUSTRIAL WASTE INSPECTOR II	6,212	6,522	6,849	7,191	7,551
SENIOR INDUSTRIAL WASTE INSPECTOR	6,839	7,181	7,540	7,917	8,313
LABORATORY ANALYST (TECHNICIAN)	5,402	5,672	5,956	6,254	6,566
LABORATORY CHEMIST	5,789	6,078	6,382	6,701	7,036
PLANT: MAINTENANCE WORKER I	5,349	5,617	5,898	6,193	6,502
PLANT: MAINTENANCE WORKER II	5,835	6,127	6,433	6,755	7,093
PLANT: SENIOR MAINTENANCE WORKER	6,419	6,740	7,077	7,431	7,802
PLANT: OPERATOR (TRAINEE)	4,899	5,144	5,401	5,671	5,954
PLANT: OPERATOR I	5,349	5,617	5,898	6,193	6,502
PLANT: OPERATOR II	5,834	6,126	6,432	6,754	7,092
PLANT: SENIOR TREATMENT OPERATOR	6,419	6,740	7,077	7,431	7,802

EARNINGS PER YEAR				
A	B	C	D	E

64,015	67,216	70,577	74,106	77,811
70,011	73,512	77,188	81,047	85,099
74,542	78,269	82,182	86,292	90,606
82,071	86,174	90,483	95,007	99,757
64,826	68,067	71,470	75,044	78,796
69,467	72,941	76,588	80,417	84,438
64,193	67,403	70,773	74,311	78,027
70,023	73,524	77,200	81,060	85,113
77,029	80,881	84,925	89,171	93,630
58,785	61,724	64,811	68,051	71,454
64,193	67,403	70,773	74,311	78,027
70,011	73,512	77,188	81,047	85,099
77,029	80,881	84,925	89,171	93,630