

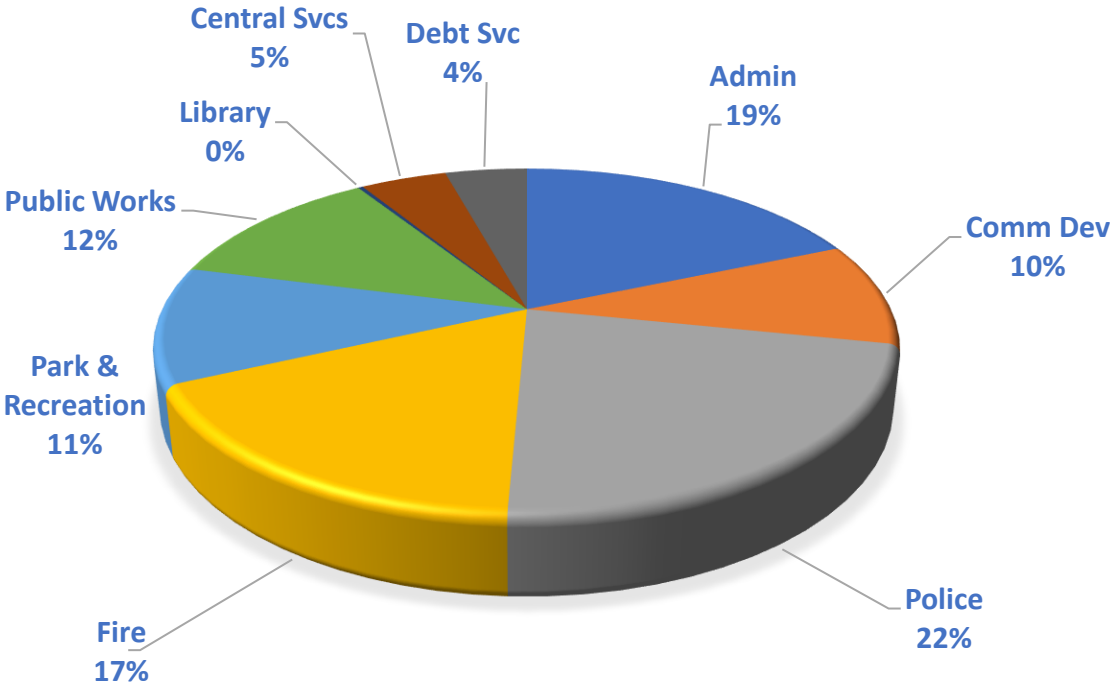
Attachment 3

Department Budgets
FY2023/24

| Cost Center Name | General Fund | Utilities | Marina | SPLLD | NPDES | TOTAL |
|------------------------------------|-------------------|------------------|------------------|----------------|----------------|-------------------|
| 1000 - City Council | \$307,940 | | | | | |
| 2100 - City Manager | \$1,548,140 | | | | | |
| 2110 - City Clerk | \$420,306 | | | | | |
| 2111 - Co-Sponsorships | \$25,894 | | | | | |
| 2112 - Open Space | \$530,663 | | | | | |
| 2200 - Finance | \$1,676,968 | | | | | |
| 2210 - Human Resources | \$851,613 | | | | | |
| 2300 - Legal | \$450,000 | | | | | |
| 3000 - Community Development | \$2,721,664 | | | | | |
| 4101 - Police Administration | \$1,037,697 | | | | | |
| 4110 - Police Records | \$841,570 | | | | | |
| 4120 - Patrol | \$4,470,024 | | | | | |
| 4501 - Fire | \$4,914,324 | | | | | |
| 6001 - Public Works Admin | \$761,764 | | | | | |
| 6005 - Streets and Storm Drains | \$1,034,745 | | | | | |
| 6010 - Building and Grounds | \$401,220 | | | | | |
| 6015 - Parks Maintenance | \$268,732 | | | | | |
| 6020 - Landscape Maintenance | \$211,058 | | | | | |
| 6035 - SPLLD | | | | \$493,380 | | |
| 6110 - Water | | \$2,264,342 | | | | |
| 6115 - Water Quality Monitoring | | \$115,972 | | | | |
| 6120 - GVMID | | \$2,084,559 | | | | |
| 6130 - Sewer | | \$2,344,650 | | | | |
| 6140 - NPDES | | | | | \$446,581 | |
| 6300 - Emergency Operations Ctr | \$157,307 | | | | | |
| 7001 - P&R Administration | \$770,918 | | | | | |
| 7002 - Recreation Facilities | \$427,488 | | | | | |
| 7003 - Youth | \$822,886 | | | | | |
| 7004 - Adult | \$79,933 | | | | | |
| 7005 - Seniors | \$147,167 | | | | | |
| 7006 - Special Events | \$128,277 | | | | | |
| 7007 - Teens | \$90,676 | | | | | |
| 7008 - Aquatics | \$601,915 | | | | | |
| 7009 - Marina | | | \$1,379,195 | | | |
| 7100 - Library | \$70,600 | | | | | |
| 8001 - Central Svcs Administration | \$1,273,291 | | | | | |
| 9015 - Debt Service | \$1,209,663 | | | | | |
| Grand Total | 28,254,443 | 6,809,523 | 1,379,195 | 493,380 | 446,581 | 37,383,122 |
| <i>Transfers</i> | | | | | | |
| LIRA at 25% | 45,000 | | | | | 45,000 |
| Vehicle Replacement | 300,000 | 60,289 | 16,158 | | | 376,447 |
| Indirect Costs | | 1,567,823 | 380,769 | 174,547 | 135,796 | 2,258,936 |
| Admin Fee | | | 180,000 | | | 180,000 |
| Total Outlay | 28,599,443 | 8,437,635 | 1,956,122 | 667,927 | 582,377 | 40,243,505 |

General Fund Department Breakdown

Overall Budget - \$28,254,443



Administration includes:

| | |
|-----------------|-------|
| City Council | 1% |
| City Manager | 5% |
| City Clerk | 1% |
| Finance | 6% |
| Human Resources | 3% |
| Legal | 2% |
| | <hr/> |
| | 19% |

Department Background

Department/Division: 1000 City Council

Mission Statement –

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

| | |
|----------------------------|--|
| Overall Budget | \$307,940 |
| Number of Positions | 5 Council Members; 1 Part-time |
| Areas Covered | City Policy, Special Events, History Project |

General Fund

Fund 100

Department/Division: 1000 City Council

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|-------------------|-------------------|------------------|------------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 201,115 | 205,140 | 4,026 | 2% |
| Total Salaries & Benefits | 201,115 | 205,140 | 4,026 | 2% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | - | - | - | |
| 52005 Communications | - | - | - | |
| 52010 Equipment Maintenance | - | - | - | |
| 52015 Maint. Structures/Improvement.Grounds | - | - | - | |
| 52020 Memberships | - | - | - | |
| 52025 Office Expense | 6,400 | 6,400 | - | 0% |
| 52030 Professional Services | - | 35,000 | 35,000 | |
| 52035 Equipment Rental | - | - | - | |
| 52045 Special Department Expense | 47,700 | 47,700 | - | 0% |
| 52050 Small Tools & Supplies | - | - | - | |
| 52055 Travel & Training | 13,700 | 13,700 | - | 0% |
| 52060 Utilities | - | - | - | |
| Total Services & Supplies | 67,800 | 102,800 | 35,000 | 52% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | |
| 53030 Equipment | - | - | - | |
| 54010 Administrative Charges | - | - | - | |
| 54025 Indirect Costs | - | - | - | |
| 55961 Transfers to Other Funds | - | - | - | |
| Total Other | - | - | - | |
| TOTAL BUDGET | \$ 268,915 | \$ 307,940 | \$ 39,026 | 15% |

City of Brisbane
FY24 Budget Requests
Department/Division: 1000 City Council

| Request Description | FY24 cost | Purpose |
|---------------------|-----------|---------|
|---------------------|-----------|---------|

| | | |
|-----------------------|--------|-----------------------------|
| Professional Services | 35,000 | Potential Ceremonial Events |
|-----------------------|--------|-----------------------------|

| |
|---------------|
| <u>35,000</u> |
|---------------|

General Fund

Fund 100

Department/Division: 1000 City Council

Costs by Program

| Program | Program \$\$ | Program %% |
|--|-------------------------|-----------------------|
| 004.0000 City Council/Commission Support | 212,104 | 69 |
| 005.0000 Citizen Engagement | 53,903 | 18 |
| 004.0001 Council Events | 32,433 | 10 |
| 006.0000 Workforce Development | <u>9,500</u> | 3 |
| | <u>307,940</u> | |

Department Background

Department/Division: 2100 City Manager

Mission Statement –

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

| | |
|----------------------------|---|
| Overall Budget | \$1,548,140 |
| Number of Positions | 6 - Full time |
| Areas Covered | City Administration, Communications, Economic Development, Risk Management |

General Fund

Fund 100

Department/Division: 2100 City Manager

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|---------------------|---------------------|-------------------|------------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 1,117,376 | 1,438,070 | 320,695 | 29% |
| Total Salaries & Benefits | 1,117,376 | 1,438,070 | 320,695 | 29% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | - | - | - | |
| 52005 Communications | - | - | - | |
| 52010 Equipment Maintenance | 100 | 100 | - | 0% |
| 52015 Maint. Structures/Improvement.Grounds | - | - | - | |
| 52020 Memberships | 3,460 | 3,460 | - | 0% |
| 52025 Office Expense | 4,000 | 4,000 | - | 0% |
| 52030 Professional Services | 50,000 | 62,500 | 12,500 | 25% |
| 52035 Equipment Rental | - | - | - | |
| 52045 Special Department Expense | 15,000 | 36,000 | 21,000 | 140% |
| 52050 Small Tools & Supplies | - | - | - | |
| 52055 Travel & Training | 3,010 | 4,010 | 1,000 | 33% |
| 52060 Utilities | - | - | - | |
| Total Services & Supplies | 75,570 | 110,070 | 34,500 | 46% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | |
| 53030 Equipment | - | - | - | |
| 54010 Administrative Charges | - | - | - | |
| 54025 Indirect Costs | - | - | - | |
| 55961 Transfers to Other Funds | - | - | - | |
| Total Other | - | - | - | |
| TOTAL BUDGET | \$ 1,192,946 | \$ 1,548,140 | \$ 355,195 | 30% |

City of Brisbane

FY24 Budget Requests

Department/Division: 2100 City Manager

| Request Description | FY24 cost | Purpose |
|-----------------------|-----------|---|
| Staffing | 20,000 | Net increase for transfer of Asst City Manager (3/4 of position) from other departments (vacant for half of year) |
| Staffing | 34,301 | Staffing upgrade to Assistant to City Manager for succession planning and retention opportunities |
| Staffing cost | 216,324 | Senior Management Analyst hired in early 2023 |
| Staffing cost | 46,024 | Allocation increase for Workers Comp & Gen Liability |
| Professional Services | 12,500 | EPIC Professional Dev & Coordination |
| Special Dept Exp | 20,000 | Innovations Committee and Projects; transferred from Central Svcs |
| Training | 1,000 | Increase for new City Manager |
| Pending | | Got Wheels! Contribution |
| | 350,149 | |

General Fund

Fund 100

Department/Division: 2100 City Manager

Costs by Program

| Program | Program \$\$ | Program %% |
|--|-------------------------|-----------------------|
| 001.0000 Administration | 427,515 | 28 |
| 004.0000 City Council/Commission Support | 258,444 | 17 |
| 001.0008 City Manager Support | 252,546 | 16 |
| 005.0005 City Manager's Weekly Update | 120,432 | 8 |
| 005.0000 Citizen Engagement | 115,983 | 8 |
| 005.0009 City-Administered Social Media Accounts | 88,233 | 6 |
| 260.0000 Economic Development | 75,435 | 5 |
| 006.0000 Workforce Development | 49,405 | 3 |
| 430.0000 Public Education | 40,734 | 3 |
| 005.0007 City Website | 34,363 | 2 |
| 005.0017 STAR Newsletter | 33,970 | 2 |
| 180.0001 Buzz Internal Newsletter | 21,690 | 1 |
| Other Programs <1% | <u>29,389</u> | 2 |
| | <u>1,548,140</u> | |

Department Background

Department/Division: 2110 City Clerk

Mission Statement –

It is the mission of the City Clerk’s Office to help engage the community in local government and promote openness in government by processing and recording City Council actions, coordinating municipal government elections, and managing all official records of the Council promptly and efficiently.

Overall Budget

\$420,306

Number of Positions

Full Time; 1 Part-time 1

Areas Covered

Council Support, Agenda Administration, Records
Management

General Fund

Fund 100

Department/Division: 2110 City Clerk

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|-------------------|-------------------|------------------|-----------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 328,883 | 344,181 | 15,299 | 5% |
| Total Salaries & Benefits | 328,883 | 344,181 | 15,299 | 5% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | - | - | - | |
| 52005 Communications | - | - | - | |
| 52010 Equipment Maintenance | 225 | 225 | - | 0% |
| 52015 Maint. Structures/Improvement.Grounds | - | - | - | |
| 52020 Memberships | 1,100 | 1,100 | - | 0% |
| 52025 Office Expense | 9,900 | 12,900 | 3,000 | 30% |
| 52030 Professional Services | - | - | - | |
| 52035 Equipment Rental | - | - | - | |
| 52045 Special Department Expense | 56,301 | 51,300 | (5,001) | -9% |
| 52050 Small Tools & Supplies | - | - | - | |
| 52055 Travel & Training | 8,600 | 10,600 | 2,000 | 23% |
| 52060 Utilities | - | - | - | |
| Total Services & Supplies | 76,126 | 76,125 | (1) | 0% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | |
| 53030 Equipment | - | - | - | |
| 54010 Administrative Charges | - | - | - | |
| 54025 Indirect Costs | - | - | - | |
| 55961 Transfers to Other Funds | - | - | - | |
| Total Other | - | - | - | |
| TOTAL BUDGET | \$ 405,009 | \$ 420,306 | \$ 15,298 | 4% |

City of Brisbane

FY24 Budget Requests

Department/Division: 2110 City Clerk

| Request Description | FY24 cost | Purpose |
|---------------------|---------------|---|
| Staffing cost | 15,000 | Full year of Office Assistant and fully allocated to City Clerk |
| Training | 1,000 | Increase in cost for travel |
| | <u>16,000</u> | |

General Fund

Fund 100

Department/Division: 2110 City Clerk

Costs by Program

| Program | Program \$\$ | Program %% |
|---|-------------------------|-----------------------|
| 004.0000 City Council/Commission Support | 152,779 | 36 |
| 250.0000 Records Management | 93,317 | 22 |
| 001.0004 City Clerk Support | 37,980 | 9 |
| 005.0012 Elections | 33,632 | 8 |
| 005.0018 Notary Services | 15,533 | 4 |
| 005.0019 Special Events | 15,533 | 4 |
| 001.0003 City Attorney and Legal Counsel Administrative Support | 12,434 | 3 |
| 001.0009 Supporting City Clerk Network | 12,434 | 3 |
| 006.0003 Summer Internship Program | 12,434 | 3 |
| 150.0003 Liability Claims, Car Claims, and Certificate of Insurance | 12,434 | 3 |
| 250.0001 Records Search for Public Records requests and Staff | 12,434 | 3 |
| 006.0000 Workforce Development | 7,398 | 2 |
| 001.0000 Administration | 1,966 | <1% |
| | <u>420,306</u> | |

General Fund

Fund 100

Department/Division: 2111 Co-Sponsorships

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|------------------|------------------|-------------|-----------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | | - | - | |
| Total Salaries & Benefits | - | - | - | |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | - | - | - | |
| 52005 Communications | - | - | - | |
| 52010 Equipment Maintenance | - | - | - | |
| 52015 Maint. Structures/Improvement.Grounds | - | - | - | |
| 52020 Memberships | - | - | - | |
| 52025 Office Expense | - | - | - | |
| 52030 Professional Services | 17,571 | 17,571 | - | 0% |
| 52035 Equipment Rental | - | - | - | |
| 52045 Special Department Expense | 8,323 | 8,323 | - | 0% |
| 52050 Small Tools & Supplies | - | - | - | |
| 52055 Travel & Training | - | - | - | |
| 52060 Utilities | - | - | - | |
| 52900 Contributions | - | - | - | |
| Total Services & Supplies | 25,894 | 25,894 | - | |
| OTHER | | | | |
| 53010 Improvements | - | - | - | |
| 53030 Equipment | - | - | - | |
| 54010 Administrative Charges | - | - | - | |
| 54025 Indirect Costs | - | - | - | |
| 55961 Transfers to Other Funds | - | - | - | |
| Total Other | - | - | - | |
| TOTAL BUDGET | \$ 25,894 | \$ 25,894 | \$ - | |

Department Background

Department/Division: 2200 Finance

Mission Statement –

Finance delivers reliable financial and information technology services. We are responsible for facilitating the planning, organization, implementation, control, coordination, and direction of the financial and technological policies and programs of the City, as established by City Council and the City Manager.

| | |
|----------------------------|--|
| Overall Budget | \$1,676,968 |
| Number of Positions | 7 Full Time |
| Areas Covered | Accounting, Financial Management, Budget, Audit, Cashiering, Billing, Payables, Payroll, Treasury Management, Business Licenses, Information Services, Risk Management |

General Fund

Fund 100

Department/Division: 2200 Finance

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|---------------------|---------------------|------------------|------------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 1,399,265 | 1,427,383 | 28,118 | 2% |
| Total Salaries & Benefits | 1,399,265 | 1,427,383 | 28,118 | 2% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | - | - | - | |
| 52005 Communications | 2,800 | 2,800 | - | 0% |
| 52010 Equipment Maintenance | | - | - | |
| 52015 Maint. Structures/Improvement.Grounds | | - | - | |
| 52020 Memberships | 1,640 | 1,640 | - | 0% |
| 52025 Office Expense | 9,300 | 9,300 | - | 0% |
| 52030 Professional Services | 160,880 | 188,880 | 28,000 | 17% |
| 52035 Equipment Rental | - | - | - | |
| 52045 Special Department Expense | 17,675 | 17,675 | - | 0% |
| 52050 Small Tools & Supplies | | - | - | |
| 52055 Travel & Training | 25,090 | 29,290 | 4,200 | 17% |
| 52060 Utilities | | - | - | |
| Total Services & Supplies | 217,385 | 249,585 | 32,200 | 15% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | |
| 53030 Equipment | - | - | - | |
| 54010 Administrative Charges | - | - | - | |
| 54025 Indirect Costs | - | - | - | |
| 55961 Transfers to Other Funds | - | - | - | |
| Total Other | - | - | - | |
| TOTAL BUDGET | \$ 1,616,650 | \$ 1,676,968 | \$ 60,318 | 4% |

City of Brisbane

FY24 Budget Requests

Department/Division: 2200 Finance

| Request Description | FY24 cost | Purpose |
|---------------------|---------------|---|
| Staffing | 7,000 | Increase of Office staff to full-time |
| Staffing | 35,000 | Upgrade of Accounting staff for succession planning and retention opportunities |
| Staffing | (31,715) | Moved 1/4 Assistant City Manager to City Manager Division |
| Staffing | 9,823 | Allocation increase for Workers Comp & Gen Liability |
| Professional Svc | 17,380 | Implementation of new Business License software |
| Professional Svc | 13,000 | Implementation of Budget Transparency & Compliance software |
| Professional Svc | (10,000) | Transfer of Short Term Rental Compliance to Planning |
| Professional Svc | 5,000 | Renewal of Contract Management & GASB Compliance software |
| Professional Svc | 2,500 | Actuarial Study for OPEB programs (audit requirement) |
| Training | 4,200 | Increase in cost for travel and training for new employees |
| | <u>52,188</u> | |

General Fund

Fund 100

Department/Division: 2200 Finance

Costs by Program

| Program | Program \$\$ | Program %% |
|--|-------------------------|-----------------------|
| 110.0000 Accounting | 838,064 | 50 |
| 140.0000 Computer System | 248,016 | 15 |
| 160.0003 Payroll processing | 171,027 | 10 |
| 130.0002 Cashiering and Payment Receipt Processing | 148,930 | 9 |
| 110.0001 Accounts Payable Processing and Maintenance | 84,955 | 5 |
| 110.0003 Annual External Audit | 58,565 | 3 |
| 006.0000 Workforce Development | 34,582 | 2 |
| 120.0000 Forecasting and Budgeting | 30,654 | 2 |
| Programs <1% | <u>62,176</u> | 4 |
| | <u>1,676,968</u> | |

Department Background

Department/Division: 2210 Human Resources

Mission Statement –

The City of Brisbane prides itself on being an employee-oriented organization, which emphasizes our desire to “provide for today and prepare for tomorrow.” As we continue to serve current and future generations, we aim to use the city’s mission statement as a guide for our human resources-related processes. As the Human Resources team, we are committed to providing excellent customer service and supporting the needs of our staff and community. We will uphold our unified commitment to serving others and ensure that our employees,

| | |
|----------------------------|--------------------------|
| Overall Budget | \$851,613 |
| Number of Positions | 3 full-time, 1 part-time |
| Areas Covered | Human Resources |

General Fund

Fund 100

Department/Division: 2210 Human Resources

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|-------------------|-------------------|-------------------|------------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 680,087 | 732,273 | 52,186 | 8% |
| Total Salaries & Benefits | 680,087 | 732,273 | 52,186 | 8% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | - | - | - | |
| 52005 Communications | - | - | - | |
| 52010 Equipment Maintenance | - | - | - | |
| 52015 Maint. Structures/Improvement.Grounds | - | - | - | |
| 52020 Memberships | 1,440 | 1,440 | - | 0% |
| 52025 Office Expense | 4,200 | 4,200 | - | 0% |
| 52030 Professional Services | 32,500 | 79,000 | 46,500 | 143% |
| 52035 Equipment Rental | - | - | - | |
| 52045 Special Department Expense | 6,750 | 8,500 | 1,750 | 26% |
| 52050 Small Tools & Supplies | - | - | - | |
| 52055 Travel & Training | 26,200 | 26,200 | - | 0% |
| 52060 Utilities | - | - | - | |
| Total Services & Supplies | 71,090 | 119,340 | 48,250 | 68% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | |
| 53030 Equipment | - | - | - | |
| 54010 Administrative Charges | - | - | - | |
| 54025 Indirect Costs | - | - | - | |
| 55961 Transfers to Other Funds | - | - | - | |
| Total Other | - | - | - | |
| TOTAL BUDGET | \$ 751,177 | \$ 851,613 | \$ 100,436 | 13% |

City of Brisbane

FY24 Budget Requests

Department/Division: 2210 Human Resources

| Request Description | FY24 cost | Purpose |
|------------------------|---------------|---|
| Staffing | 62,000 | Staffing upgrade positions for succession planning and retention opportunities |
| Staffing | (31,715) | Moved 1/4 Assistant City Manager to City Manager Division |
| Staffing cost | 19,375 | Allocation increase for Workers Comp & Gen Liability |
| Professional Svs | 33,000 | Org-wide Safety Program |
| Professional Svs | 12,500 | EPIC Professional Dev & Coordination - 50% of allocation for staff DEI training |
| Special Department Exp | 1,500 | Health and Wellness Program increase for wellness activities to employees; employee engagement tool |
| | <u>96,660</u> | |

General Fund

Fund 100

Department/Division: 2210 Human Resources

Costs by Program

| Program | Program \$\$ | Program %% |
|---|-------------------------|-----------------------|
| 006.0000 Workforce Development | 96,269 | 11 |
| 170.0002 Workers Comp Administration | 93,658 | 11 |
| 170.0000 Safety | 92,519 | 11 |
| 180.0000 Employee/Labor Relations | 79,619 | 9 |
| 180.0006 Employment Policy and Procedure Administration | 65,869 | 8 |
| 180.0004 Employee Grievance Investigations and Response | 65,769 | 8 |
| 180.0003 Labor Relations Negotiations | 59,519 | 7 |
| 180.0002 Hiring & Applicant Tracking System | 40,798 | 5 |
| 160.0001 Employee Benefits Administration | 36,898 | 4 |
| 006.0005 Employee Performance Evaluation Coordination and Support | 36,798 | 4 |
| 180.0005 New Employee On Boarding and Orientation | 36,798 | 4 |
| 150.0000 Risk Management | 33,506 | 4 |
| 160.0000 Compensation and Benefits | 33,406 | 4 |
| 160.0002 Classification and Compensation | 33,406 | 4 |
| 006.0002 Employee Development Training | 28,772 | 3 |
| 001.0000 Administration | <u>18,008</u> | 2 |
| | <u>851,613</u> | |

Department Background

Department/Division: 2300 Legal

Mission Statement –

Provide the City Council, Commissions, Committees , and City Staff with the best available legal information related to the topics brought up in front of each. We do this in order for the public to know what issues are being deliberated by the Council, Commissions, and Committees and to ensure that decisions are made in the best interest of the Community.

Overall Budget

\$450,000

Number of Positions

None – Contracted Services²

Areas Covered

Contract Reviews, Resolutions, Ordinances, Litigation

General Fund

Fund 100

Department/Division: 2300 Legal

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|-------------------|-------------------|-------------|-----------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | | - | - | |
| Total Salaries & Benefits | - | - | - | |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | - | - | - | |
| 52005 Communications | - | - | - | |
| 52010 Equipment Maintenance | | - | - | |
| 52015 Maint. Structures/Improvement.Grounds | | - | - | |
| 52020 Memberships | | - | - | |
| 52025 Office Expense | | - | - | |
| 52030 Professional Services | 450,000 | 450,000 | - | 0% |
| 52035 Equipment Rental | | - | - | |
| 52045 Special Department Expense | | - | - | |
| 52050 Small Tools & Supplies | | - | - | |
| 52055 Travel & Training | | - | - | |
| 52060 Utilities | | - | - | |
| 52300 Contributions | | - | - | |
| Total Services & Supplies | 450,000 | 450,000 | - | 0% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | |
| 53030 Equipment | - | - | - | |
| 54010 Administrative Charges | - | - | - | |
| 54025 Indirect Costs | - | - | - | |
| 55961 Transfers to Other Funds | - | - | - | |
| Total Other | - | - | - | |
| TOTAL BUDGET | \$ 450,000 | \$ 450,000 | \$ - | 0% |

Department Background

Department/Division: 3000 Community Development

Mission Statement –

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

| | |
|----------------------------|--|
| Overall Budget | \$2,721,664 |
| Number of Positions | 7 Full-time (6 current + 1 open) |
| Areas Covered | Planning Services, Building Development, Housing |

General Fund

Fund 100

Department/Division: 3000 Community Development

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|---------------------|---------------------|---------------------|-------------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 1,338,429 | 1,572,524 | 234,095 | 17% |
| Total Salaries & Benefits | 1,338,429 | 1,572,524 | 234,095 | 17% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | - | - | - | |
| 52005 Communications | - | - | - | |
| 52010 Equipment Maintenance | - | 1,540 | 1,540 | |
| 52015 Maint. Structures/Improvement.Grounds | - | - | - | |
| 52020 Memberships | - | - | - | |
| 52025 Office Expense | 5,560 | 5,560 | - | 0% |
| 52030 Professional Services | 209,480 | 1,115,880 | 906,400 | 433% |
| 52035 Equipment Rental | - | - | - | |
| 52045 Special Department Expense | 66,700 | 4,160 | (62,540) | -94% |
| 52050 Small Tools & Supplies | - | - | - | |
| 52055 Travel & Training | 7,000 | 22,000 | 15,000 | 214% |
| 52060 Utilities | - | - | - | |
| Total Services & Supplies | 288,740 | 1,149,140 | 860,400 | 298% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | |
| 53030 Equipment | - | - | - | |
| 54010 Administrative Charges | - | - | - | |
| 54025 Indirect Costs | - | - | - | |
| 55961 Transfers to Other Funds | - | - | - | |
| Total Other | - | - | - | |
| TOTAL BUDGET | \$ 1,627,169 | \$ 2,721,664 | \$ 1,094,495 | 67% |

City of Brisbane

FY24 Budget Requests

Department/Division: 3000 Community Development

| Request Description | FY24 cost | Purpose |
|--|------------------|--|
| Staff: New Building Tech Position | 135,550 | Previously requested as part of Technology Project |
| Staff: Upgrade currently underfilled Principal Planner | 18,000 | Retention opportunities |
| Staffing cost allocation increase | 36,000 | Workers Comp & Gen Liability |
| Prof Svcs: E-permitting | 650,000 | Operations part of Technology Project; \$500K already approved |
| Prof Svcs: B of A/ Parkside Planning Program | 150,000 | Planning program |
| Prof Svcs: NCRO-2 ODDs | 50,000 | Planning Program |
| Prof Svcs: Safety Element Update | 40,000 | General Plan Update |
| Prof Svcs: Granicus ST Rental compliance | 11,000 | Transfer from Finance budget |
| CEQA Training | 7,000 | Operations |
| | <u>1,097,550</u> | |

General Fund

Fund 100

Department/Division: 3000 Community Development

Costs by Program

| Program | Program \$\$ | Program %% |
|--|-------------------------|-----------------------|
| 210.0000 Building Permitting | 556,190 | 20 |
| 230.0001 City-Initiated Planning Programs and Projects | 367,379 | 14 |
| 220.0000 Processing of Private Planning Applications and Environmental Reviews | 320,939 | 12 |
| 004.0000 City Council/Commission Support | 203,571 | 8 |
| 240.0001 Enterprise Support | 152,433 | 6 |
| 005.0000 Citizen Engagement | 149,299 | 5 |
| 001.0000 Administration | 142,183 | 5 |
| 430.0000 Public Education | 118,897 | 4 |
| 250.0000 Records Management | 116,467 | 4 |
| 430.0002 Public Information | 116,422 | 4 |
| 240.0000 Regional Planning/Coordination | 114,964 | 4 |
| 230.0001 Housing | 101,625 | 4 |
| 570.0001 New Development Stormwater Regulation Compliance | 96,348 | 4 |
| 210.0002 Building Construction Inspection | 86,943 | 3 |
| 006.0000 Workforce Development | 78,005 | 3 |

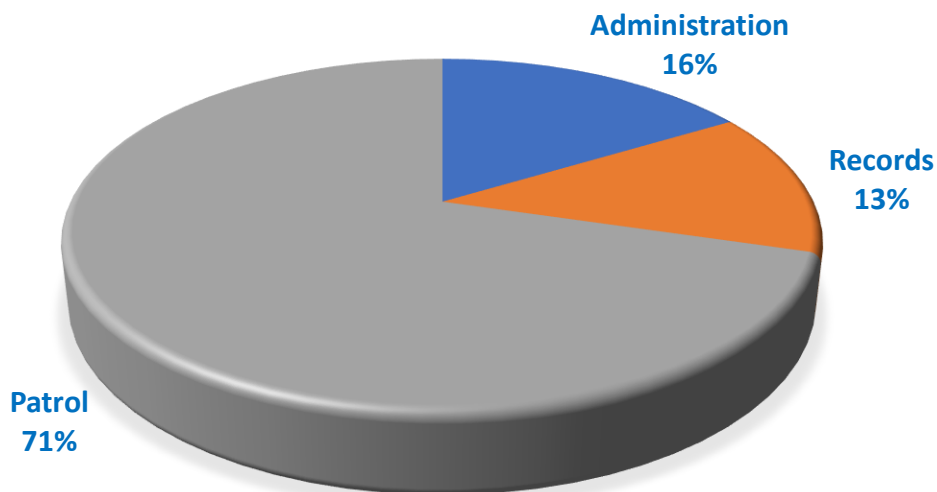
Department Background

Department/Division: Police

Mission Statement –

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

| | |
|----------------------------|--|
| Overall Budget | \$6,349,291 |
| Number of Positions | 21 Full-time |
| Areas Covered | Patrol, Investigative Services, Traffic Enforcement, Parking Enforcement, Records Management, Code Enforcement |



General Fund

Fund 100

Department/Division: 4101 Police Administration

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|---------------------|---------------------|------------------|-------------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 978,443 | 1,017,523 | 39,080 | 4% |
| Total Salaries & Benefits | 978,443 | 1,017,523 | 39,080 | 4% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | - | - | - | |
| 52005 Communications | - | - | - | |
| 52010 Equipment Maintenance | 320 | 320 | - | 0% |
| 52015 Maint. Structures/Improvement.Grounds | - | - | - | |
| 52020 Memberships | 530 | 1,530 | 1,000 | 189% |
| 52025 Office Expense | 944 | 944 | - | 0% |
| 52030 Professional Services | - | - | - | |
| 52035 Equipment Rental | - | - | - | |
| 52045 Special Department Expense | 27,310 | - | (27,310) | -100% |
| 52050 Small Tools & Supplies | 320 | 320 | - | 0% |
| 52055 Travel & Training | 3,610 | 3,610 | - | 0% |
| 52060 Utilities | - | - | - | |
| Total Services & Supplies | 33,034 | 6,724 | (26,310) | -80% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | |
| 53030 Equipment | - | 13,450 | 13,450 | |
| 54010 Administrative Charges | - | - | - | |
| 54025 Indirect Costs | - | - | - | |
| 55961 Transfers to Other Funds | - | - | - | |
| Total Other | - | 13,450 | 13,450 | |
| TOTAL BUDGET | \$ 1,011,477 | \$ 1,037,697 | \$ 26,220 | 3% |

General Fund

Fund 100

Department/Division: 4110 Police Records

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|-------------------|-------------------|------------------|-------------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 426,624 | 333,397 | (93,227) | -22% |
| Total Salaries & Benefits | 426,624 | 333,397 | (93,227) | -22% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | - | - | - | |
| 52005 Communications | 27,120 | 27,120 | - | 0% |
| 52010 Equipment Maintenance | 2,238 | 2,238 | - | 0% |
| 52015 Maint. Structures/Improvement.Grounds | - | - | - | |
| 52020 Memberships | 260 | 260 | - | 0% |
| 52025 Office Expense | 2,550 | 2,550 | - | 0% |
| 52030 Professional Services | 323,165 | 323,165 | - | 0% |
| 52035 Equipment Rental | - | - | - | |
| 52045 Special Department Expense | - | - | - | |
| 52050 Small Tools & Supplies | - | - | - | |
| 52055 Travel & Training | 7,840 | 7,840 | - | 0% |
| 52060 Utilities | - | - | - | |
| Total Services & Supplies | 363,173 | 363,173 | - | 0% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | |
| 53030 Equipment | - | 145,000 | 145,000 | |
| 54010 Administrative Charges | - | - | - | |
| 54025 Indirect Costs | - | - | - | |
| 55961 Transfers to Other Funds | - | - | - | |
| Total Other | - | 145,000 | 145,000 | |
| TOTAL BUDGET | \$ 789,797 | \$ 841,570 | \$ 51,773 | 7% |

General Fund

Fund 100

Department/Division: 4120 Patrol

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|---------------------|---------------------|-------------------|-------------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 3,339,662 | 3,781,814 | 442,152 | 13% |
| Total Salaries & Benefits | 3,339,662 | 3,781,814 | 442,152 | 13% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | 21,650 | 21,650 | - | 0% |
| 52005 Communications | - | - | - | |
| 52010 Equipment Maintenance | 77,890 | 77,890 | - | 0% |
| 52015 Maint. Structures/Improvement.Grounds | - | - | - | |
| 52020 Memberships | 570 | 570 | - | 0% |
| 52025 Office Expense | 3,890 | 3,890 | - | 0% |
| 52030 Professional Services | 131,730 | 131,730 | - | 0% |
| 52035 Equipment Rental | - | 27,500 | 27,500 | |
| 52045 Special Department Expense | 29,620 | 296,620 | 267,000 | 901% |
| 52050 Small Tools & Supplies | 520 | 520 | - | 0% |
| 52055 Travel & Training | 25,640 | 25,740 | 100 | 0% |
| 52060 Utilities | - | - | - | |
| Total Services & Supplies | 291,510 | 586,110 | 294,600 | 101% |
| OTHER | | | | |
| 53010 Improvements | - | - | | |
| 53030 Equipment | 24,000 | 102,100 | 78,100 | 325% |
| 54010 Administrative Charges | - | - | | |
| 54025 Indirect Costs | - | - | | |
| 55961 Transfers to Other Funds | - | - | | |
| Total Other | 24,000 | 102,100 | 78,100 | 325% |
| TOTAL BUDGET | \$ 3,655,172 | \$ 4,470,024 | \$ 814,852 | 22% |

City of Brisbane
 FY24 Budget Requests
 Department/Division: Police

| Request Description | FY24 cost | Purpose |
|---|------------------|--|
| Admin - Server Upgrade | \$13,450.00 | One-time for end of life on server |
| Records - Infrastructure upgrade for encryption | \$145,000 | One-time for AG mandate encryption |
| <u>Patrol:</u> | | |
| Staffing | \$32,726 | Increase Officer to Corporal (1 per shift) for Development/Retention |
| Staffing cost allocation increase | 249,840 | Promotions, Workers Comp, Gen Liability |
| Staffing transfer | 155,000 | Move Code Enforcement from Records to Patrol |
| Flock ALPR's annual rental cost | \$27,500 | Annual lease for Investigations |
| Turbo Data Auto Cite software | \$17,000 | Annual lease for Uploads cites into RMS |
| Overtime | \$250,000 | Not budgeted in previous year |
| SWAT/Day/Night Vision Binoculars | \$11,500 | One-time County SWAT Commitment |
| In-Car Camera Replacement-Axon | \$31,800 | Annual lease for Replacements due to wear/tear |
| Handgun replacement | \$19,500 | One-time for Wear/Tear Replacement |
| Rifles for motors/training rifles | \$11,800 | One-time for Wear/Tear Replacement |
| Active Shooter kits for each vehicle | \$3,500 | One-time Safety plates for officers |
| Total Patrol | <u>\$810,166</u> | |

General Fund

Fund 100

Department/Division: 4101 Police Administration

Costs by Program

| Program | Program \$\$ | Program %% |
|--------------------------------|---------------------|-------------------|
| 001.0007 Department Management | 132,468 | 13 |
| 001.0006 Professional Services | 118,669 | 11 |
| 320.0000 Investigations | 113,845 | 11 |
| 006.0000 Workforce Development | 111,401 | 11 |
| 250.0000 Records Management | 109,534 | 11 |
| 430.0000 Public Education | 108,502 | 10 |
| 330.0002 Canine Engagement | 103,315 | 10 |
| 005.0000 Citizen Engagement | 102,645 | 10 |
| 330.0000 Patrol Services | 96,918 | 9 |
| 330.0004 Code Enforcement | 40,399 | 4 |

General Fund

Fund 100

Department/Division: 4110 Police Records

Costs by Program

| Program | Program \$\$ | Program %% |
|--------------------------------|---------------------|-------------------|
| 001.0006 Professional Services | 408,102 | 48 |
| 001.0007 Department Management | 104,464 | 12 |
| 330.0000 Patrol Services | 88,287 | 10 |
| 250.0000 Records Management | 68,575 | 8 |
| 006.0000 Workforce Development | 48,178 | 6 |
| 005.0000 Citizen Engagement | 47,154 | 6 |
| 535.0000 Emergency Response | 43,500 | 5 |
| 350.0000 Traffic Enforcement | 33,310 | 4 |

General Fund

Fund 100

Department/Division: 4120 Patrol

Costs by Program

| Program | Program \$\$ | Program %% |
|--------------------------------|---------------------|-------------------|
| 330.0000 Patrol Services | 2,193,633 | 49 |
| 320.0000 Investigations | 538,157 | 12 |
| 350.0000 Traffic Enforcement | 456,360 | 10 |
| 005.0000 Citizen Engagement | 329,134 | 7 |
| 006.0000 Workforce Development | 282,612 | 6 |
| 430.0000 Public Education | 275,526 | 6 |
| 535.0000 Emergency Response | 166,116 | 4 |
| 250.0000 Records Management | 111,768 | 3 |
| 330.0001 Animal Services | 59,000 | 1 |
| Other Programs <1% | 57,719 | 1 |

Department Background

Department/Division: 4501 Fire

Mission Statement –

Be Kind. Always prepared. Care for others.

Overall Budget

\$4,914,324

Number of Positions

14 Full-time

Areas Covered

Fire Response, Medical Response, Fire Code Compliance, Administration, Personnel Training, Public Education and Community Outreach

General Fund

Fund 100

Department/Division: 4501 Fire

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|---------------------|------------------|-------------------|------------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 3,570,451 | 3,541,557 | (28,894) | -1% |
| Total Salaries & Benefits | 3,570,451 | 3,541,557 | (28,894) | -1% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | 18,190 | 21,790 | 3,600 | 20% |
| 52005 Communications | 32,870 | 37,670 | 4,800 | 15% |
| 52010 Equipment Maintenance | 117,350 | 117,350 | - | 0% |
| 52015 Maint. Structures/Improvement.Grounds | 39,750 | 39,750 | - | 0% |
| 52020 Memberships | 1,900 | 1,900 | - | 0% |
| 52025 Office Expense | 2,500 | 7,650 | 5,150 | 206% |
| 52030 Professional Services | 501,400 | 501,400 | - | 0% |
| 52035 Equipment Rental | | - | - | |
| 52045 Special Department Expense | 44,382 | 564,677 | 520,295 | 1172% |
| 52050 Small Tools & Supplies | 5,150 | 5,150 | - | 0% |
| 52055 Travel & Training | 18,000 | 18,000 | - | 0% |
| 52060 Utilities | 17,430 | 17,430 | - | 0% |
| Total Services & Supplies | 798,922 | 1,332,767 | 533,845 | 67% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | |
| 53030 Equipment | - | - | - | |
| 53040 Sinking Fund Equipment | 40,000 | 40,000 | - | 0% |
| 54010 Administrative Charges | - | - | - | |
| 54025 Indirect Costs | - | - | - | |
| 55961 Transfers to Other Funds | | - | - | |
| Total Other | 40,000 | 40,000 | - | 0% |
| TOTAL BUDGET | \$ 4,409,373 | 4,914,324 | \$ 504,951 | 11% |

City of Brisbane
 FY24 Budget Requests
 Department/Division: 4501 Fire

| Request Description | FY24 cost | Purpose |
|-------------------------------------|-----------|--|
| Staffing cost allocation increase | | Workers Comp & Gen Liability increase offset by retirement |
| Portable Radio Equipment | 88,873 | To pay with Sinking Fund |
| Structural Turnout Gear Replacement | 81,422 | To pay with Sinking Fund |
| Overtime | 350,000 | Was not budgeted in FY23 |
| | 520,295 | |

General Fund

Fund 100

Department/Division: 4501 Fire

Costs by Program

| Program | Program \$\$ | Program %% |
|---|---------------------|-------------------|
| 535.0001 Emergency Medical Paramedic Response | 1,955,389 | 40% |
| 001.0000 Administration | 923,096 | 19% |
| 535.0002 Public Assist Incident Response | 684,916 | 14% |
| 006.0000 Workforce Development | 473,558 | 10% |
| 410.0000 Fire and Life Safety Code Compliance & Inspections | 429,973 | 9% |
| 535.0011 All Other Incident Response | 224,795 | 5% |
| 535.0005 Fire Incident Response | 210,572 | 4% |
| 430.0001 Emergency Preparedness Outreach and Training | 12,025 | <1% |
| | <u>4,914,324</u> | |

Department Background

Department/Division: Public Works & Utilities

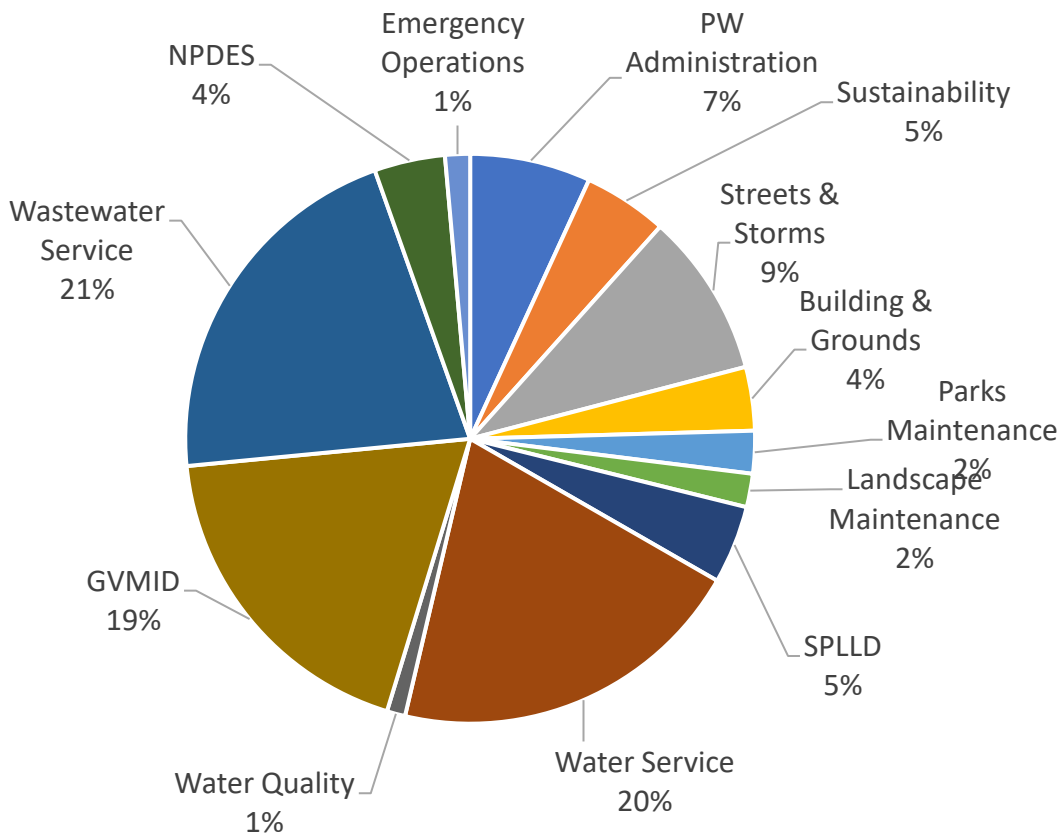
Mission Statement –

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

Overall Budget **\$11,114,973**

Number of Positions 22 Full-time, 1 Part-time

Areas Covered Building and Grounds Maintenance, Landscape Maintenance, Sustainability, Emergency Operations Center, Water Service, Wastewater Service, Street & Storm Drain Maintenance, NPDES, GVMID



General Fund

Fund 100

Department/Division: 6001 Public Works Administration

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|----------------|------------------|---------------|-----------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 706,861 | 732,149 | 25,288 | 4% |
| Total Salaries & Benefits | 706,861 | 732,149 | 25,288 | 4% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | 500 | 500 | - | 0% |
| 52005 Communications | 1,600 | 1,600 | - | 0% |
| 52010 Equipment Maintenance | 4,425 | 4,425 | - | 0% |
| 52015 Maint. Structures/Improvement.Grounds | - | - | - | 0% |
| 52020 Memberships | 940 | 940 | - | 0% |
| 52025 Office Expense | 6,900 | 6,900 | - | 0% |
| 52030 Professional Services | 5,000 | 5,000 | - | 0% |
| 52035 Equipment Rental | 3,500 | 3,500 | - | 0% |
| 52045 Special Department Expense | 2,900 | 2,900 | - | 0% |
| 52050 Small Tools & Supplies | - | - | - | 0% |
| 52055 Travel & Training | 3,850 | 3,850 | - | 0% |
| 52060 Utilities | - | - | - | 0% |
| Total Services & Supplies | 29,615 | 29,615 | - | 0% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | 0% |
| 53030 Equipment | - | - | - | 0% |
| 54010 Administrative Charges | - | - | - | 0% |
| 54025 Indirect Costs | - | - | - | 0% |
| 55961 Transfers to Other Funds | - | - | - | 0% |
| Total Other | - | - | - | 0% |
| TOTAL BUDGET | 736,476 | 761,764 | 25,288 | 3% |

General Fund

Fund 100

Department/Division: 2112 Open Space

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|----------------|------------------|---------------|------------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 274,969 | 321,413 | 46,444 | 17% |
| Total Salaries & Benefits | 274,969 | 321,413 | 46,444 | 17% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | - | - | - | 0% |
| 52005 Communications | - | - | - | 0% |
| 52010 Equipment Maintenance | - | - | - | 0% |
| 52015 Maint. Structures/Improvement.Grounds | - | - | - | 0% |
| 52020 Memberships | - | 5,250 | 5,250 | 0% |
| 52025 Office Expense | 500 | 500 | - | 0% |
| 52030 Professional Services | 40,000 | 40,000 | - | 0% |
| 52035 Equipment Rental | - | - | - | 0% |
| 52045 Special Department Expense | 128,000 | 154,500 | 26,500 | 21% |
| 52050 Small Tools & Supplies | - | - | - | 0% |
| 52055 Travel & Training | 2,500 | 2,500 | - | 0% |
| 52060 Utilities | 6,500 | 6,500 | - | 0% |
| Total Services & Supplies | 177,500 | 209,250 | 31,750 | 18% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | 0% |
| 53030 Equipment | - | - | - | 0% |
| 54010 Administrative Charges | - | - | - | 0% |
| 54025 Indirect Costs | - | - | - | 0% |
| 55961 Transfers to Other Funds | - | - | - | 0% |
| Total Other | - | - | - | 0% |
| TOTAL BUDGET | 452,469 | 530,663 | 58,250 | 13% |

General Fund

Fund 100

Department/Division: 6005 Streets & Storms

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %%% |
|---|----------------|------------------|----------------|------------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 449,947 | 533,095 | 83,148 | 18% |
| Total Salaries & Benefits | 449,947 | 533,095 | 83,148 | 18% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | 800 | 800 | - | 0% |
| 52005 Communications | 1,650 | 1,650 | - | 0% |
| 52010 Equipment Maintenance | 7,100 | 7,100 | - | 0% |
| 52015 Maint. Structures/Improvement.Grounds | 84,900 | 104,900 | 20,000 | 24% |
| 52020 Memberships | 620 | 620 | - | 0% |
| 52025 Office Expense | 1,280 | 1,280 | - | 0% |
| 52030 Professional Services | 130,200 | 160,200 | 30,000 | 23% |
| 52035 Equipment Rental | 1,200 | 1,200 | - | 0% |
| 52045 Special Department Expense | 238,400 | 222,400 | (16,000) | -7% |
| 52050 Small Tools & Supplies | 300 | 300 | - | 0% |
| 52055 Travel & Training | 1,200 | 1,200 | - | 0% |
| 52060 Utilities | - | - | - | 0% |
| Total Services & Supplies | 467,650 | 501,650 | 34,000 | 7% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | 0% |
| 53030 Equipment | - | - | - | 0% |
| 54010 Administrative Charges | - | - | - | 0% |
| 54025 Indirect Costs | - | - | - | 0% |
| 55961 Transfers to Other Funds | - | - | - | 0% |
| Total Other | - | - | - | 0% |
| TOTAL BUDGET | 917,597 | 1,034,745 | 117,148 | 13% |

General Fund

Fund 100

Department/Division: 6010 Building & Grounds

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|----------------|------------------|---------------|------------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 202,065 | 226,570 | 24,505 | 12% |
| Total Salaries & Benefits | 202,065 | 226,570 | 24,505 | 12% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | 1,800 | 1,800 | - | 0% |
| 52005 Communications | 2,750 | 2,750 | - | 0% |
| 52010 Equipment Maintenance | 4,500 | 10,500 | 6,000 | 133% |
| 52015 Maint. Structures/Improvement.Grounds | 42,600 | 57,900 | 15,300 | 36% |
| 52020 Memberships | - | - | - | 0% |
| 52025 Office Expense | 200 | 200 | - | 0% |
| 52030 Professional Services | 71,100 | 84,400 | 13,300 | 19% |
| 52035 Equipment Rental | - | - | - | 0% |
| 52045 Special Department Expense | 15,000 | 15,000 | - | 0% |
| 52050 Small Tools & Supplies | 2,100 | 2,100 | - | 0% |
| 52055 Travel & Training | - | - | - | 0% |
| 52060 Utilities | - | - | - | 0% |
| Total Services & Supplies | 140,050 | 174,650 | 34,600 | 25% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | 0% |
| 53030 Equipment | - | - | - | 0% |
| 54010 Administrative Charges | - | - | - | 0% |
| 54025 Indirect Costs | - | - | - | 0% |
| 55961 Transfers to Other Funds | - | - | - | 0% |
| Total Other | - | - | - | 0% |
| TOTAL BUDGET | 342,115 | 401,220 | 59,105 | 17% |

General Fund

Fund 100

Department/Division: 6015 Parks Maintenance

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|----------------|------------------|------------------|-------------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 339,395 | 198,975 | (140,420) | -41% |
| Total Salaries & Benefits | 339,395 | 198,975 | (140,420) | -41% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | 1,450 | 1,450 | - | 0% |
| 52005 Communications | 1,500 | 1,500 | - | 0% |
| 52010 Equipment Maintenance | 4,300 | 4,300 | - | 0% |
| 52015 Maint. Structures/Improvement.Grounds | 27,660 | 27,660 | - | 0% |
| 52020 Memberships | 200 | 200 | - | 0% |
| 52025 Office Expense | - | - | - | 0% |
| 52030 Professional Services | 9,900 | 9,900 | - | 0% |
| 52035 Equipment Rental | 3,500 | 3,499 | (1) | 0% |
| 52045 Special Department Expense | 73,000 | 18,000 | (55,000) | -75% |
| 52050 Small Tools & Supplies | 3,040 | 3,040 | - | 0% |
| 52055 Travel & Training | - | 208 | 208 | 100% |
| 52060 Utilities | - | - | - | 0% |
| Total Services & Supplies | 124,550 | 69,757 | (54,793) | -44% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | 0% |
| 53030 Equipment | - | - | - | 0% |
| 54010 Administrative Charges | - | - | - | 0% |
| 54025 Indirect Costs | - | - | - | 0% |
| 55961 Transfers to Other Funds | - | - | - | 0% |
| Total Other | - | - | - | 0% |
| TOTAL BUDGET | 463,945 | 268,732 | (195,213) | -42% |

General Fund

Fund 100

Department/Division: 6020 Landscape Maintenance

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|----------------|------------------|------------------|-------------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 188,247 | 50,008 | (138,239) | -276% |
| Total Salaries & Benefits | 188,247 | 50,008 | (138,239) | -73% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | - | 350 | 350 | 100% |
| 52005 Communications | - | 250 | 250 | 100% |
| 52010 Equipment Maintenance | - | 3,100 | 3,100 | 100% |
| 52015 Maint. Structures/Improvement.Grounds | - | 10,400 | 10,400 | 100% |
| 52020 Memberships | - | 300 | 300 | 100% |
| 52025 Office Expense | - | - | - | 0% |
| 52030 Professional Services | - | 144,400 | 144,400 | 100% |
| 52035 Equipment Rental | - | 1,000 | 1,000 | 100% |
| 52045 Special Department Expense | - | - | - | 0% |
| 52050 Small Tools & Supplies | - | 1,000 | 1,000 | 100% |
| 52055 Travel & Training | - | 250 | 250 | 100% |
| 52060 Utilities | - | - | - | 0% |
| Total Services & Supplies | - | 161,050 | 161,050 | 100% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | 0% |
| 53030 Equipment | - | - | - | 0% |
| 54010 Administrative Charges | - | - | - | 0% |
| 54025 Indirect Costs | - | - | - | 0% |
| 55961 Transfers to Other Funds | - | - | - | 0% |
| Total Other | - | - | - | 0% |
| TOTAL BUDGET | 188,247 | 211,058 | 22,811 | 12% |

Sierra Point Light & Landscape District Fund

Fund 210

Department/Division: 6035 Sierra Point Light & Landscape District

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|----------------|------------------|-----------------|-------------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 23,794 | 116,230 | 92,436 | 388% |
| Total Salaries & Benefits | 23,794 | 116,230 | 92,436 | 388% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | 330 | 330 | - | 0% |
| 52005 Communications | 300 | 300 | - | 0% |
| 52010 Equipment Maintenance | 1,350 | 1,500 | 150 | 11% |
| 52015 Maint. Structures/Improvement.Grounds | 76,000 | 76,000 | - | 0% |
| 52020 Memberships | 150 | 200 | 50 | 33% |
| 52025 Office Expense | 201 | 251 | 50 | 25% |
| 52030 Professional Services | 123,300 | 138,000 | 14,700 | 12% |
| 52035 Equipment Rental | - | - | - | 0% |
| 52045 Special Department Expense | - | 80,269 | 80,269 | 0% |
| 52050 Small Tools & Supplies | 200 | 200 | - | 0% |
| 52055 Travel & Training | 100 | 100 | - | 0% |
| 52060 Utilities | 200,000 | 80,000 | (120,000) | -60% |
| Total Services & Supplies | 401,931 | 377,150 | (24,781) | -6% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | 0% |
| 53030 Equipment | - | - | - | 0% |
| 54010 Administrative Charges | - | - | - | 0% |
| 54025 Indirect Costs | 122,082 | 174,547 | 52,465 | 43% |
| 55961 Transfers to Other Funds | - | - | - | 0% |
| Total Other | 122,082 | 174,547 | 52,465 | 43% |
| TOTAL BUDGET | 547,807 | 842,474 | 120,120 | 22% |

Utilities Fund

Fund 540

Department/Division: 6110 Water

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|------------------|------------------|----------------|------------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 533,024 | 876,484 | 343,460 | 64% |
| Total Salaries & Benefits | 533,024 | 876,484 | 343,460 | 64% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | 2,550 | 2,550 | - | 0% |
| 52005 Communications | 4,450 | 4,450 | - | 0% |
| 52010 Equipment Maintenance | 11,400 | 11,400 | - | 0% |
| 52015 Maint. Structures/Improvement.Grounds | 63,563 | 63,563 | - | 0% |
| 52020 Memberships | 37,085 | 53,443 | 16,358 | 44% |
| 52025 Office Expense | 20,704 | 20,704 | - | 0% |
| 52030 Professional Services | 68,120 | 210,620 | 142,500 | 209% |
| 52035 Equipment Rental | - | - | - | 0% |
| 52045 Special Department Expense | 51,500 | 71,500 | 20,000 | 39% |
| 52050 Small Tools & Supplies | 7,387 | 7,387 | - | 0% |
| 52055 Travel & Training | 3,241 | 3,241 | - | 0% |
| 52060 Utilities | 22,000 | 22,000 | - | 0% |
| 52065 Water Purchases | 917,000 | 917,000 | - | 0% |
| Total Services & Supplies | 1,209,000 | 1,387,858 | 178,858 | 15% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | 0% |
| 53030 Equipment | - | - | - | 0% |
| 54010 Administrative Charges | - | - | - | 0% |
| 54025 Indirect Costs | 346,290 | 556,871 | - | 0% |
| 55961 Transfers to Other Funds | - | 20,096 | - | 0% |
| Total Other | 346,290 | 576,967 | - | 0% |
| TOTAL BUDGET | 2,088,314 | 2,841,309 | 752,995 | 36% |

Utilities Fund

Fund 540

Department/Division: 6115 Water Quality Monitoring

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|---------------|------------------|---------------|-------------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 28,832 | 55,972 | 27,140 | 94% |
| Total Salaries & Benefits | 28,832 | 55,972 | 27,140 | 94% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | - | - | - | 0% |
| 52005 Communications | - | - | - | 0% |
| 52010 Equipment Maintenance | - | - | - | 0% |
| 52015 Maint. Structures/Improvement.Grounds | - | - | - | 0% |
| 52020 Memberships | - | - | - | 0% |
| 52025 Office Expense | - | - | - | 0% |
| 52030 Professional Services | - | 60,000 | 60,000 | 100% |
| 52035 Equipment Rental | - | - | - | 0% |
| 52045 Special Department Expense | - | - | - | 0% |
| 52050 Small Tools & Supplies | - | - | - | 0% |
| 52055 Travel & Training | - | - | - | 0% |
| 52060 Utilities | - | - | - | 0% |
| 52065 Water Purchases | - | - | - | 0% |
| Total Services & Supplies | - | 60,000 | 60,000 | 0% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | 0% |
| 53030 Equipment | - | - | - | 0% |
| 54010 Administrative Charges | - | - | - | 0% |
| 54025 Indirect Costs | - | - | - | 0% |
| 55961 Transfers to Other Funds | - | - | - | 0% |
| Total Other | - | - | - | 0% |
| TOTAL BUDGET | 28,832 | 115,972 | 87,140 | 302% |

Utilities Fund

Fund 540

Department/Division: 6120 GVMID

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|------------------|------------------|----------------|-------------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 150,104 | 675,383 | 525,279 | 350% |
| Total Salaries & Benefits | 150,104 | 675,383 | 525,279 | 350% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | 2,550 | 2,550 | - | 0% |
| 52005 Communications | 3,450 | 3,450 | - | 0% |
| 52010 Equipment Maintenance | 12,000 | 12,000 | - | 0% |
| 52015 Maint. Structures/Improvement.Grounds | 39,382 | 62,382 | 23,000 | 58% |
| 52020 Memberships | 30,796 | 36,577 | 5,781 | 19% |
| 52025 Office Expense | 23,929 | 23,929 | - | 0% |
| 52030 Professional Services | 106,138 | 141,138 | 35,000 | 33% |
| 52035 Equipment Rental | - | - | - | 0% |
| 52045 Special Department Expense | 78,780 | 60,000 | (18,780) | -24% |
| 52050 Small Tools & Supplies | 2,809 | 2,809 | - | 0% |
| 52055 Travel & Training | 3,341 | 3,341 | - | 0% |
| 52060 Utilities | 65,000 | 65,000 | - | 0% |
| 52065 Water Purchases | 157,000 | 157,000 | - | 0% |
| 52070 Sewage Treatment | 807,000 | 807,000 | - | 0% |
| Total Services & Supplies | 1,332,175 | 1,377,176 | 45,001 | 3% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | 0% |
| 53030 Equipment | - | 32,000 | 32,000 | 0% |
| 54010 Administrative Charges | - | - | - | 0% |
| 54025 Indirect Costs | 380,262 | 495,541 | 115,279 | 30% |
| 55961 Transfers to Other Funds | - | 20,096 | 20,096 | 0% |
| Total Other | 380,262 | 515,637 | 167,375 | 44% |
| TOTAL BUDGET | 1,862,541 | 2,600,196 | 737,655 | 40% |

Utilities Fund

Fund 540

Department/Division: 6130 Sewer

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|------------------|------------------|----------------|-------------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 170,489 | 521,071 | 350,582 | 206% |
| Total Salaries & Benefits | 170,489 | 521,071 | 350,582 | 206% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | 3,250 | 3,250 | - | 0% |
| 52005 Communications | 3,600 | 3,600 | - | 0% |
| 52010 Equipment Maintenance | 11,400 | 11,400 | - | 0% |
| 52015 Maint. Structures/Improvement.Grounds | 18,360 | 18,360 | - | 0% |
| 52020 Memberships | 6,762 | 7,914 | 1,152 | 17% |
| 52025 Office Expense | 17,687 | 17,687 | - | 0% |
| 52030 Professional Services | 5,166 | 56,666 | 51,500 | 997% |
| 52035 Equipment Rental | - | - | - | 0% |
| 52045 Special Department Expense | 69,500 | 62,000 | (7,500) | -11% |
| 52050 Small Tools & Supplies | 5,410 | 5,410 | - | 0% |
| 52055 Travel & Training | 1,664 | 1,664 | - | 0% |
| 52060 Utilities | 25,600 | 25,600 | - | 0% |
| 52065 Water Purchases | - | - | - | 0% |
| 52070 Sewage Treatment | 1,562,030 | 1,562,028 | (2) | 0% |
| Total Services & Supplies | 1,730,429 | 1,775,579 | 45,150 | 3% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | 0% |
| 53030 Equipment | - | 48,000 | 48,000 | 0% |
| 54010 Administrative Charges | - | - | - | 0% |
| 54025 Indirect Costs | 337,027 | 515,411 | 178,384 | 53% |
| 55961 Transfers to Other Funds | - | 20,096 | 20,096 | 0% |
| Total Other | 337,027 | 535,507 | 246,480 | 73% |
| TOTAL BUDGET | 2,237,945 | 2,880,157 | 642,212 | 29% |

NPDES Fund

Fund 220

Department/Division: 6140 NPDES

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|----------------|------------------|----------------|------------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 243,853 | 346,980 | 103,127 | 42% |
| Total Salaries & Benefits | 243,853 | 346,980 | 103,127 | 42% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | 1,850 | 1,850 | - | 0% |
| 52005 Communications | 1,550 | 1,550 | - | 0% |
| 52010 Equipment Maintenance | 5,110 | 10,100 | 4,990 | 98% |
| 52015 Maint. Structures/Improvement.Grounds | 2,000 | 18,000 | 16,000 | 800% |
| 52020 Memberships | 15,700 | 15,700 | - | 0% |
| 52025 Office Expense | - | - | - | 0% |
| 52030 Professional Services | 45,001 | 45,001 | - | 0% |
| 52035 Equipment Rental | - | - | - | 0% |
| 52045 Special Department Expense | 6,000 | 6,000 | - | 0% |
| 52050 Small Tools & Supplies | - | - | - | 0% |
| 52055 Travel & Training | 1,400 | 1,400 | - | 0% |
| 52060 Utilities | - | - | - | 0% |
| 52065 Water Purchases | - | - | - | 0% |
| 52070 Sewage Treatment | - | - | - | 0% |
| Total Services & Supplies | 78,611 | 99,601 | 20,990 | 27% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | 0% |
| 53030 Equipment | - | - | - | 0% |
| 54010 Administrative Charges | - | - | - | 0% |
| 54025 Indirect Costs | 128,135 | 135,796 | - | 0% |
| 55961 Transfers to Other Funds | - | - | - | 0% |
| Total Other | 128,135 | 135,796 | - | 0% |
| TOTAL BUDGET | 450,600 | 582,377 | 131,778 | 29% |

General Fund

Fund 100

Department/Division: 6300 Emergency Operations Center

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|----------------|------------------|--------------|-----------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 85,604 | 92,007 | 6,403 | 7% |
| Total Salaries & Benefits | 85,604 | 92,007 | 6,403 | 7% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | 150 | 150 | - | 0% |
| 52005 Communications | 7,750 | 7,750 | - | 0% |
| 52010 Equipment Maintenance | 4,250 | 5,850 | 1,600 | 38% |
| 52015 Maint. Structures/Improvement.Grounds | - | - | - | 0% |
| 52020 Memberships | - | - | - | 0% |
| 52025 Office Expense | - | 750 | 750 | 0% |
| 52030 Professional Services | - | - | - | 0% |
| 52035 Equipment Rental | - | - | - | 0% |
| 52045 Special Department Expense | 50,000 | 50,000 | - | 0% |
| 52050 Small Tools & Supplies | - | - | - | 0% |
| 52055 Travel & Training | 800 | 800 | - | 0% |
| 52060 Utilities | - | - | - | 0% |
| 52065 Water Purchases | - | - | - | 0% |
| 52070 Sewage Treatment | - | - | - | 0% |
| Total Services & Supplies | 62,950 | 65,300 | 2,350 | 4% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | 0% |
| 53030 Equipment | - | - | - | 0% |
| 54010 Administrative Charges | - | - | - | 0% |
| 54025 Indirect Costs | - | - | - | 0% |
| 55961 Transfers to Other Funds | - | - | - | 0% |
| Total Other | - | - | - | 0% |
| TOTAL BUDGET | 148,554 | 157,307 | 8,753 | 6% |

City of Brisbane

FY24 Budget Requests

Department/Division: Public Works

| Request Description | FY24 cost | Division |
|--|-------------------|------------------------|
| Climate Corps Fellowship - Cost in increase from \$50K | \$ 25,000 | Sustainability |
| Sustainable San Mateo County Membership - Transfer from Central Services | \$ 5,000 | Sustainability |
| Engineering Speed Survey | \$ 25,000 | Streets & Storm Drains |
| Weed Abatement & Tree Trimming - Increase in cost | \$ 20,000 | Streets & Storm Drains |
| HVAC & Elevator maintenance - Increase in cost | \$ 20,000 | Building & Grounds |
| Evaporative coolers for NBL | \$ 5,000 | Building & Grounds |
| Stormwater pump upgrade @ Corp Yard | \$ 5,000 | Building & Grounds |
| Sanitary Sewer Master Plan Update | \$ 45,000 | Sewer & GVMID |
| Water Shortage Contingency Plan Update | \$ 25,000 | Water & GVMID |
| AWIA Incident Action Checklist | \$ 15,000 | Water & GVMID |
| Methane Monitoring at Sierra Point | \$ 25,000 | Water & Sewer |
| Guadalupe Tank Roof | \$ 22,000 | Water |
| Water turnout at San Bruno replacement | \$ 30,000 | Water |
| Water vault lid replacement at SPP/101 offramp | \$ 50,000 | Water |
| Maintenance Management Emergency Response Plan | \$ 60,000 | Water Quality |
| Sierra Point Lift Station Methane Monitoring | \$ 12,000 | Sewer |
| Big Belly trash bin for Fisherman's Park | \$ 5,000 | NPDES |
| | <u>\$ 394,000</u> | |

General Fund

Fund 100

Department/Division: 6000 Public Works

Costs by Program

| Division / Program | Program \$\$ | Program %% |
|--|--------------|------------|
| Public Works Administration | | |
| 001.0000 Administration | 532,726 | 70% |
| 005.0000 Citizen Engagement | 117,855 | 15% |
| 004.0000 City Council/Commission Support | 44,841 | 6% |
| 006.0000 Workforce Development | 38,194 | 5% |
| 430.0000 Public Education | 24,923 | 3% |
| 510.0000 Transportation and Mobility Options | 2,725 | <1% |
| 535.0000 Emergency Response | 500 | <1% |
| Sustainability | | |
| 525.0000 Stewardship of Natural Environment | 184,793 | 35% |
| 520.0000 Stewardship of Built Environment | 183,281 | 35% |
| 004.0000 City Council/Commission Support | 67,861 | 13% |
| 525.0002 Building Efficiency | 30,356 | 6% |
| 006.0000 Workforce Development | 24,406 | 5% |
| 001.0000 Administration | 21,542 | 36% |
| 005.0000 Citizen Engagement | 16,164 | 3% |
| 430.0000 Public Education | 2,261 | <1% |
| Streets and Storms | | |
| 001.0000 Administration | 533,895 | 52% |
| 520.0000 Stewardship of Built Environment | 439,030 | 42% |
| 525.0000 Stewardship of Natural Environment | 60,000 | 6% |
| 006.0000 Workforce Development | 1,820 | <1% |
| Building and Grounds | | |
| 001.0000 Administration | 241,320 | 60% |
| 520.0000 Stewardship of Built Environment | 132,900 | 33% |
| 525.0000 Stewardship of Natural Environment | 21,700 | 5% |
| 520.0011 Structural (walls, windows, roof, foundation) | 5,300 | 1% |

Parks Maintenance

| | | |
|---|---------|-----|
| 520.0000 Stewardship of Built Environment | 102,440 | 38% |
| 525.0000 Stewardship of Natural Environment | 85,954 | 32% |
| 001.0000 Administration | 60,156 | 22% |
| 005.0000 Citizen Engagement | 14,124 | 5% |
| 006.0000 Workforce Development | 6,058 | 2% |

Landscape Maintenance

| | | |
|---|---------|-----|
| 525.0000 Stewardship of Natural Environment | 160,025 | 76% |
| 001.0000 Administration | 50,132 | 24% |
| 006.0000 Workforce Development | 550 | <1% |
| 535.0000 Emergency Response | 350 | <1% |

Emergency Operations

| | | |
|--|--------|-----|
| 535.0000 Emergency Response | 85,542 | 54% |
| 001.0000 Administration | 43,243 | 27% |
| 004.0000 City Council/Commission Support | 10,121 | 6% |
| 005.0000 Citizen Engagement | 9,201 | 6% |
| 006.0000 Workforce Development | 4,600 | 3% |
| 430.0000 Public Education | 4,600 | 3% |

Sierra Point Lighting & Landscape Fund

Fund 210

Department/Division: 6035 Sierra Point Lighting & Landscape District

Costs by Program

| Program | Program \$\$ | Program %% |
|---|--------------|------------|
| 525.0000 Stewardship of Natural Environment | 325,755 | 66% |
| 001.0000 Administration | 116,570 | 24% |
| 520.0000 Stewardship of Built Environment | 50,726 | 10% |
| 535.0000 Emergency Response | 330 | <1% |

Utility Fund

Fund 540

Department/Division: 6115 Water Service

Costs by Program

| Program | Program \$\$ | Program %% |
|---|--------------|------------|
| 540.0000 Purchase of Utilities | 939,000 | 41% |
| 001.0000 Administration | 837,877 | 37% |
| 550.0000 Provide Portable Water | 401,392 | 18% |
| 130.0000 Revenue Collection | 22,684 | 1% |
| 520.0000 Stewardship of Built Environment | 22,000 | 1% |
| 550.0011 Provide Potable Water -Water services and meters | 20,000 | 1% |
| 130.0002 Cashiering and Payment Receipt Processing | 18,147 | 1% |
| 006.0000 Workforce Development | 3,241 | <1% |

Department/Division: 6110 Water Quality Monitoring

Costs by Program

| Program | Program \$\$ | Program %% |
|------------------------|--------------|------------|
| 550.0006 Water Testing | 115,972 | 100% |

Department/Division: 6120 GVMID

Costs by Program

| Program | Program \$\$ | Program %% |
|--|--------------|------------|
| 540.0000 Purchase of Utilities | 1,029,000 | 49% |
| 001.0000 Administration | 647,379 | 31% |
| 550.0000 Provide Portable Water | 123,355 | 6% |
| 525.0000 Stewardship of Natural Environment | 92,700 | 4% |
| 510.0000 Transportation and Mobility Options | 45,102 | 2% |
| 560.0000 Provide Wastewater Collection | 32,207 | 2% |
| 560.0003 Provide Wastewater Collection - Main Inspection and Cle | 32,000 | 2% |
| 520.0000 Stewardship of Built Environment | 27,780 | 1% |
| 130.0000 Revenue Collection | 22,684 | 1% |
| 130.0002 Cashiering and Payment Receipt Processing | 18,147 | 1% |
| 570.0000 Operate a Storm Drain | 10,065 | <1% |
| 006.0000 Workforce Development | 3,341 | <1% |
| 510.0001 Traffic Signals | 800 | <1% |

Department/Division: 6130 Wastewater / Sewer

Costs by Program

| Program | Program \$\$ | Program %% |
|--|---------------------|-------------------|
| 540.0000 Purchase of Utilities | 1,587,628 | 68% |
| 001.0000 Administration | 516,909 | 22% |
| 560.0000 Provide Wastewater Collection | 179,235 | 8% |
| 560.0002 Provide Wastewater Collection - Lift Stations | 30,000 | 1% |
| 560.0003 Provide Wastewater Collection - Main Inspection and Cle | 12,000 | 1% |
| 006.0000 Workforce Development | 11,476 | <1% |
| 004.0000 City Council/Commission Support | 7,403 | <1% |

National Pollutant Discharge Elimination System Fund

Fund 220

Department/Division: 6140 NPDES

Costs by Program

| Program | Program \$\$ | Program %% |
|--|--------------|------------|
| 001.0000 Administration | 275,624 | 62% |
| 570.0000 Operate a Storm Drain System | 69,775 | 16% |
| 005.0000 Citizen Engagement | 40,029 | 9% |
| 430.0000 Public Education | 19,828 | 4% |
| 525.0000 Stewardship of Natural Environment | 18,829 | 4% |
| 570.0002 Storm Drain System - Catch Basin and Sediment Basin | 16,000 | 4% |
| 006.0000 Workforce Development | 6,495 | 1% |

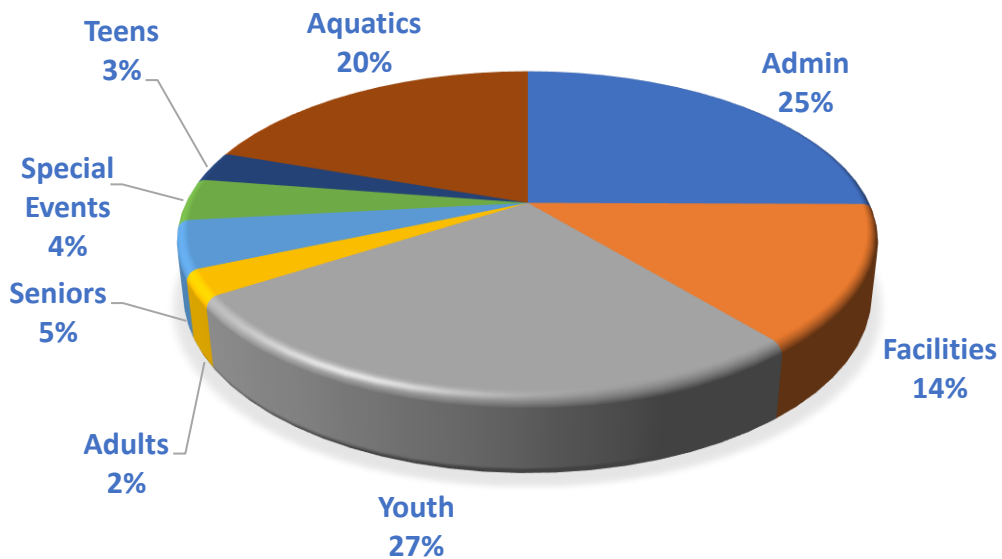
Department Background

Department/Division: Park & Recreation

Mission Statement –

The mission of Parks & Recreation in Brisbane is to engage and inspire a healthier community by providing fun, inclusive, innovative and safe parks, facilities and programs.

| | |
|----------------------------|---|
| Overall Budget | \$3,069,260 |
| Number of Positions | 7 Full-time 50 Part-time |
| Areas Covered | Administration, Facilities, Youth, Teens, Adults, Special Events, Seniors, Aquatics |



General Fund

Fund 100

Department/Division: 7001 Park & Recreation Administration

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|-------------------|-------------------|--------------------|------------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 754,463 | 722,325 | (32,138) | -4% |
| Total Salaries & Benefits | 754,463 | 722,325 | (32,138) | -4% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | - | - | - | |
| 52005 Communications | - | - | - | |
| 52010 Equipment Maintenance | 104 | 104 | - | 0% |
| 52015 Maint. Structures/Improvement.Grounds | - | - | - | |
| 52020 Memberships | 1,732 | 1,732 | - | 0% |
| 52025 Office Expense | 3,488 | 3,488 | - | 0% |
| 52030 Professional Services | 16,646 | 21,646 | 5,000 | 30% |
| 52035 Equipment Rental | - | - | - | |
| 52045 Special Department Expense | 2,223 | 3,417 | 1,194 | 54% |
| 52050 Small Tools & Supplies | 204 | 204 | - | 0% |
| 52055 Travel & Training | 10,542 | 18,002 | 7,460 | 71% |
| 52060 Utilities | - | - | - | |
| Total Services & Supplies | 34,939 | 48,593 | 13,654 | 39% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | |
| 53030 Equipment | - | - | - | |
| 54010 Administrative Charges | - | - | - | |
| 54025 Indirect Costs | - | - | - | |
| 55961 Transfers to Other Funds | - | - | - | |
| Total Other | - | - | - | |
| TOTAL BUDGET | \$ 789,402 | \$ 770,918 | \$ (18,484) | -2% |

General Fund

Fund 100

Department/Division: 7002 Recreation Facilities

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|-------------------|-------------------|------------------|-------------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 138,999 | 200,744 | 61,745 | 44% |
| Total Salaries & Benefits | 138,999 | 200,744 | 61,745 | 44% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | 312 | 312 | - | 0% |
| 52005 Communications | - | 2,032 | 2,032 | |
| 52010 Equipment Maintenance | - | - | - | |
| 52015 Maint. Structures/Improvement.Grounds | 19,508 | 21,008 | 1,500 | 8% |
| 52020 Memberships | - | - | - | |
| 52025 Office Expense | 260 | 260 | - | 0% |
| 52030 Professional Services | 89,702 | 89,702 | - | 0% |
| 52035 Equipment Rental | 7,178 | 7,178 | - | 0% |
| 52045 Special Department Expense | 65,850 | 20,540 | (45,310) | -69% |
| 52050 Small Tools & Supplies | 759 | 2,500 | 1,741 | 229% |
| 52055 Travel & Training | - | - | - | |
| 52060 Utilities | 83,960 | 82,712 | (1,248) | -1% |
| Total Services & Supplies | 267,529 | 226,244 | (41,285) | -15% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | |
| 53030 Equipment | - | 500 | 500 | |
| 54010 Administrative Charges | - | - | - | |
| 54025 Indirect Costs | - | - | - | |
| 55961 Transfers to Other Funds | - | - | - | |
| Total Other | - | 500 | 500 | |
| TOTAL BUDGET | \$ 406,528 | \$ 427,488 | \$ 20,960 | 5% |

General Fund

Fund 100

Department/Division: 7003 Youth

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|-------------------|-------------------|------------------|-------------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 568,373 | 627,162 | 58,789 | 10% |
| Total Salaries & Benefits | 568,373 | 627,162 | 58,789 | 10% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | 1,836 | 1,836 | - | 0% |
| 52005 Communications | - | - | - | |
| 52010 Equipment Maintenance | - | - | - | |
| 52015 Maint. Structures/Improvement.Grounds | - | - | - | |
| 52020 Memberships | - | - | - | |
| 52025 Office Expense | - | - | - | |
| 52030 Professional Services | 54,164 | 56,164 | 2,000 | 4% |
| 52035 Equipment Rental | 22,113 | 22,113 | - | 0% |
| 52045 Special Department Expense | 63,110 | 76,810 | 13,700 | 22% |
| 52050 Small Tools & Supplies | 156 | 2,000 | 1,844 | 1182% |
| 52055 Travel & Training | - | - | - | |
| 52060 Utilities | - | - | - | |
| 52900 Contributions | 36,101 | 36,101 | - | 0% |
| Total Services & Supplies | 141,379 | 195,024 | 53,645 | 149% |
| OTHER | | | | |
| 53010 Improvements | - | - | | |
| 53030 Equipment | - | 700 | 700 | |
| 54010 Administrative Charges | - | - | | |
| 54025 Indirect Costs | - | - | | |
| 55961 Transfers to Other Funds | - | - | | |
| Total Other | - | 700 | 700 | |
| TOTAL BUDGET | \$ 745,853 | \$ 822,886 | \$ 77,033 | 10% |

General Fund

Fund 100

Department/Division: 7004 Adult

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|------------------|------------------|-----------------|------------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 12,530 | 16,608 | 4,078 | 33% |
| Total Salaries & Benefits | 12,530 | 16,608 | 4,078 | 33% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | - | - | - | |
| 52005 Communications | - | - | - | |
| 52010 Equipment Maintenance | - | - | - | |
| 52015 Maint. Structures/Improvement.Grounds | - | - | - | |
| 52020 Memberships | 510 | 510 | - | 0% |
| 52025 Office Expense | 208 | 208 | - | 0% |
| 52030 Professional Services | 55,772 | 55,772 | - | 0% |
| 52035 Equipment Rental | - | - | - | |
| 52045 Special Department Expense | 4,835 | 4,835 | - | 0% |
| 52050 Small Tools & Supplies | 156 | 2,000 | 1,844 | 1182% |
| 52055 Travel & Training | - | - | - | |
| 52060 Utilities | - | - | - | |
| 52900 Contributions | - | - | - | |
| Total Services & Supplies | 61,481 | 63,325 | 1,844 | 3% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | |
| 53030 Equipment | - | - | - | |
| 54010 Administrative Charges | - | - | - | |
| 54025 Indirect Costs | - | - | - | |
| 55961 Transfers to Other Funds | - | - | - | |
| Total Other | - | - | - | |
| TOTAL BUDGET | \$ 74,011 | \$ 79,933 | \$ 5,922 | 8% |

General Fund

Fund 100

Department/Division: 7005 Seniors

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|-------------------|------------------|------------------|-------------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 78,880 | 85,586 | 6,706 | 9% |
| Total Salaries & Benefits | 78,880 | 85,586 | 6,706 | 9% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | - | - | - | |
| 52005 Communications | 1,080 | 1,080 | - | 0% |
| 52010 Equipment Maintenance | - | - | - | |
| 52015 Maint. Structures/Improvement.Grounds | - | - | - | |
| 52020 Memberships | - | - | - | |
| 52025 Office Expense | - | - | - | |
| 52030 Professional Services | 9,364 | 9,364 | - | 0% |
| 52035 Equipment Rental | - | - | - | |
| 52045 Special Department Expense | 10,273 | 50,273 | 40,000 | 389% |
| 52050 Small Tools & Supplies | - | 500 | 500 | |
| 52055 Travel & Training | - | - | - | |
| 52060 Utilities | - | - | - | |
| 52900 Contributions | 30,000 | - | (30,000) | -100% |
| Total Services & Supplies | 20,717 | 61,217 | 40,500 | 195% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | |
| 53030 Equipment | 364 | 364 | - | |
| 54010 Administrative Charges | - | - | - | |
| 54025 Indirect Costs | - | - | - | |
| 55961 Transfers to Other Funds | - | - | - | |
| Total Other | 364 | 364 | - | 0% |
| TOTAL BUDGET | \$ 129,961 | 147,167 | \$ 17,206 | 13% |

General Fund

Fund 100

Department/Division: 7006 Special Events

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|------------------|-------------------|------------------|------------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 52,219 | 60,545 | 8,326 | 16% |
| Total Salaries & Benefits | 52,219 | 60,545 | 8,326 | 16% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | - | - | - | |
| 52005 Communications | - | - | - | |
| 52010 Equipment Maintenance | - | - | - | |
| 52015 Maint. Structures/Improvement.Grounds | - | - | - | |
| 52020 Memberships | - | - | - | |
| 52025 Office Expense | - | - | - | |
| 52030 Professional Services | - | - | - | |
| 52035 Equipment Rental | - | - | - | |
| 52045 Special Department Expense | 41,722 | 67,732 | 26,010 | 62% |
| 52050 Small Tools & Supplies | - | - | - | |
| 52055 Travel & Training | - | - | - | |
| 52060 Utilities | - | - | - | |
| 52900 Contributions | - | - | - | |
| Total Services & Supplies | 41,722 | 67,732 | 26,010 | 62% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | |
| 53030 Equipment | - | - | - | |
| 54010 Administrative Charges | - | - | - | |
| 54025 Indirect Costs | - | - | - | |
| 55961 Transfers to Other Funds | - | - | - | |
| Total Other | - | - | - | |
| TOTAL BUDGET | \$ 93,941 | \$ 128,277 | \$ 34,336 | 37% |

General Fund

Fund 100

Department/Division: 7007 Teens

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|------------------|------------------|-----------------|-----------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 29,118 | 29,812 | 694 | 2% |
| Total Salaries & Benefits | 29,118 | 29,812 | 694 | 2% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | - | - | - | |
| 52005 Communications | - | - | - | |
| 52010 Equipment Maintenance | - | - | - | |
| 52015 Maint. Structures/Improvement.Grounds | - | - | - | |
| 52020 Memberships | - | - | - | |
| 52025 Office Expense | - | - | - | |
| 52030 Professional Services | 2,081 | 2,081 | - | 0% |
| 52035 Equipment Rental | - | - | - | |
| 52045 Special Department Expense | 7,583 | 8,283 | 700 | 9% |
| 52050 Small Tools & Supplies | - | - | - | |
| 52055 Travel & Training | 208 | 500 | 292 | 140% |
| 52060 Utilities | - | - | - | |
| 52900 Contributions | 50,000 | 50,000 | - | |
| Total Services & Supplies | 59,872 | 60,864 | 992 | 2% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | |
| 53030 Equipment | - | - | - | |
| 54010 Administrative Charges | - | - | - | |
| 54025 Indirect Costs | - | - | - | |
| 55961 Transfers to Other Funds | - | - | - | |
| Total Other | - | - | - | |
| TOTAL BUDGET | \$ 88,990 | \$ 90,676 | \$ 1,686 | 2% |

General Fund

Fund 100

Department/Division: 7008 Aquatics

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|-------------------|-------------------|------------------|-----------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 365,472 | 384,890 | 19,418 | 5% |
| Total Salaries & Benefits | 365,472 | 384,890 | 19,418 | 5% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | 2,164 | 2,164 | - | 0% |
| 52005 Communications | 6,158 | 6,158 | - | 0% |
| 52010 Equipment Maintenance | - | - | - | |
| 52015 Maint. Structures/Improvement.Grounds | 47,576 | 47,576 | - | 0% |
| 52020 Memberships | - | - | - | |
| 52025 Office Expense | 1,028 | 1,028 | - | 0% |
| 52030 Professional Services | 59,641 | 59,641 | - | 0% |
| 52035 Equipment Rental | - | - | - | |
| 52045 Special Department Expense | 1,483 | 7,300 | 5,817 | 392% |
| 52050 Small Tools & Supplies | 3,163 | 6,563 | 3,400 | 107% |
| 52055 Travel & Training | - | - | - | |
| 52060 Utilities | 86,595 | 86,595 | - | |
| 52900 Contributions | - | - | - | 0% |
| Total Services & Supplies | 207,808 | 217,025 | 9,217 | 4% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | |
| 53030 Equipment | - | - | - | |
| 54010 Administrative Charges | - | - | - | |
| 54025 Indirect Costs | - | - | - | |
| 55961 Transfers to Other Funds | - | - | - | |
| Total Other | - | - | - | |
| TOTAL BUDGET | \$ 573,280 | \$ 601,915 | \$ 28,635 | 5% |

City of Brisbane - FY24 Budget Requests

PARKS & RECREATION

| Request Description | FY24 cost | Purpose |
|--|------------------------|--|
| Staffing | | Declined with transfer of Assistant City Manager from P&R Admin to City Manager Division; increase of \$27K for change of Recreation Coordinator to Recreation Supervisor; increase in Workers Comp and General Liability allocations across divisions |
| Admin - BMI & ASCAP Music Licenses | \$800 | Requirement for music in/at City facilities. |
| Admin- Staff training expenses | \$1,200 | To support staff training efforts, speakers, supplies, etc. |
| Admin- First Aid supplies and PPE | \$300 | Health and safety of employees and the public |
| P&R-7001 | <u>\$2,300</u> | |
| Outdoor Facilities - Street pole banner replacements | \$4,000 | Replace damaged or worn street pole banners and accessories from existing sets as needed |
| Outdoor Facilities - Silverspot Tot Lot maintenance | \$1,000 | Maintenance for Tot Lot at Silverspot. |
| Outdoor Facilities - Community Garden maintenance | \$500 | (Responsibility is being transferred from Public Works) To maintain the community garden |
| P&R-7002 | <u>\$5,500</u> | |
| Youth - Increase to Summer Field Trips | \$13,000 | One-time. To improve safety and organization of supplies for all childcare programs |
| Youth - Storage racks for childcare shed at BES | \$700 | One-time. To improve safety and organization of supplies for all childcare programs |
| P&R-7003 | <u>\$13,700</u> | |
| Seniors - Printer & supplies for the Sunrise Room | \$500 | One-time. To support operations at the Sunrise Room and improve overall efficiency |
| Seniors - Blinds for the Sunrise Room | \$5,000 | One-time. Replace existing non-compliant blinds at the Sunrise Room with Fire Authority approved alternatives. |
| Seniors - Sunrise Room | \$30,000 | One-time. |
| P&R-7005 | <u>\$35,500</u> | |

| Request Description | FY24 cost | Purpose |
|---|------------------------------------|---|
| Special Events - Day in the Park P&R-7006 | <u>\$26,000</u> \$26,000 | Expect to be offset with donations |
| Aquatics - Replacement mats for Locker Rooms | \$1,800 | One-time. Public safety and facility cleanliness |
| Aquatics - Replacement Spinal | \$1,600 | One-time. Public safety |
| Aquatics - Pool deck Storage container | \$1,500 | One-time. Equipment/supply storage for pool users |
| Aquatics - Lifeguard Chair | \$800 | One-time. Public safety |
| Aquatics - (2) Lifeguard umbrellas | \$1,000 | One-time. Public / Staff safety |
| Aquatics - CPR Manikins P&R-7008 | <u>\$1,000</u> \$7,700 | One-time. Public safety |

General Fund

Fund 100

Department/Division: 7001 Park & Recreation Administration

Costs by Program

| Program | Program \$\$ | Program %% |
|--|---------------------|-------------------|
| 001.0000 Administration | 408,787 | 53 |
| 004.0000 City Council/Commission Support | 184,554 | 24 |
| 005.0000 Citizen Engagement | 121,050 | 16 |
| 006.0000 Workforce Development | 56,527 | 7 |

General Fund

Fund 100

Department/Division: 7002 Recreation Facilities

Costs by Program

| Program | Program \$\$ | Program %% |
|--|---------------------|-------------------|
| 615.0000 Outdoor Facilities | 138,433 | 32 |
| 610.0000 Indoor Facilities | 110,833 | 26 |
| 610.0003 Mission Blue Center | 78,095 | 18 |
| 610.0002 Community Center | 49,612 | 12 |
| 001.0000 Administration | 33,215 | 8 |
| Programs <1% | 12,888 | 3 |
| Dog Park, Parks & Playgrounds, Tennis Courts, Picnic Areas, Volleyball Courts, Skatepark | | |

General Fund

Fund 100

Department/Division: 7003 Youth

Costs by Program

| Program | Program \$\$ | Program %% |
|--|---------------------|-------------------|
| 620.0005 Seasonal Camps | 261,400 | 32 |
| 620.0002 Preschool | 188,805 | 23 |
| 620.0001 Afterschool | 165,227 | 20 |
| 620.0004 Youth Contract Classes | 56,373 | 7 |
| 620.0007 Youth Sports (Afterschool) | 42,746 | 5 |
| 620.0008 Youth Sports (Baseball) | 39,269 | 5 |
| 620.0003 Brisbane School District Contribution | 36,101 | 4 |
| 001.0000 Administration | 32,964 | 4 |

General Fund

Fund 100

Department/Division: 7004 Adult

Costs by Program

| Program | Program \$\$ | Program %% |
|---------------------------------|---------------------|-------------------|
| 640.0001 Adult Contract Classes | 54,199 | 68 |
| 640.0002 Adult Sports | 18,543 | 23 |
| 640.0000 Adult Programs 20-59 | 7,190 | 9 |

General Fund

Fund 100

Department/Division: 7005 Seniors

Costs by Program

| Program | Program \$\$ | Program %% |
|----------------------------------|---------------------|-------------------|
| 650.0003 Senior Sunrise Room | 78,042 | 53 |
| 650.0000 Senior Programs 60+ | 29,718 | 20 |
| 650.0001 Senior Club | 22,565 | 15 |
| 650.0002 Senior Contract Classes | 16,842 | 12 |

General Fund

Fund 100

Department/Division: 7006 Special Events

Costs by Program

| Program | Program \$\$ | Program %% |
|-------------------------|---------------------|-------------------|
| 660.0000 Special Events | 128,277 | 100 |

General Fund

Fund 100

Department/Division: 7007 Teens

Costs by Program

| Program | Program \$\$ | Program %% |
|-----------------------------------|---------------------|-------------------|
| 001.0000 Teens 13-19 | 78,042 | 74 |
| 630.0002 Youth Advisory Committee | 29,718 | 19 |
| 630.0001 Teen Activities | 22,565 | 7 |

General Fund

Fund 100

Department/Division: 7008 Aquatics

Costs by Program

| Program | Program \$\$ | Program %% |
|------------------------------------|--------------|------------|
| 670.0000 Aquatics | 184,475 | 31 |
| 670.0004 Lap Swim | 111,229 | 18 |
| 670.0005 Recreational Swim | 111,229 | 18 |
| 670.0006 Swim Lessons | 111,229 | 18 |
| 670.0001 Aquatics Contract Classes | 56,032 | 9 |
| 670.0002 Aquatics Rentals | 23,482 | 4 |
| 670.0003 Aquatics Special Events | 4,238 | <1 |

Department Background

Department/Division: Marina

Mission Statement –

The mission of the Marina is to professionally operate a well-maintained, clean and secure facility with prompt, courteous customer service for boaters and the general public. department objectives to sustain and enhance the quality of life within the City of Brisbane by providing safe, well-maintained public infrastructure and facilities.

| | |
|----------------------------|-----------------------------|
| Overall Budget | \$1,379,195 |
| Number of Positions | Full time - 4 |
| Areas Covered | Marina Maintenance, Billing |

Marina Fund

Fund 550

Department/Division: 7009 Marina

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|------------------|------------------|----------------|------------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | 740,824 | 761,736 | 20,912 | 3% |
| Total Salaries & Benefits | 740,824 | 761,736 | 20,912 | 3% |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | 2,230 | 2,230 | - | 0% |
| 52005 Communications | 28,132 | 28,132 | - | 0% |
| 52010 Equipment Maintenance | 13,112 | 76,712 | 63,600 | 485% |
| 52015 Maint. Structures/Improvement.Grounds | 71,875 | 72,886 | 1,011 | 1% |
| 52020 Memberships | 1,100 | 1,100 | - | 0% |
| 52025 Office Expense | 43,764 | 43,764 | - | 0% |
| 52030 Professional Services | 15,681 | 67,738 | 52,057 | 332% |
| 52035 Equipment Rental | 2,185 | 2,185 | - | 0% |
| 52045 Special Department Expense | 244,764 | 180,710 | (64,054) | -26% |
| 52050 Small Tools & Supplies | 3,000 | 3,000 | - | 0% |
| 52055 Travel & Training | 3,750 | 3,750 | - | 0% |
| 52060 Utilities | 135,252 | 135,252 | (0) | 0% |
| 52065 Water Purchases | - | - | - | 0% |
| 52070 Sewage Treatment | - | - | - | 0% |
| Total Services & Supplies | 564,845 | 617,459 | 52,614 | 9% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | 0% |
| 53030 Equipment | - | - | - | 0% |
| 54010 Administrative Charges | - | - | - | 0% |
| 54025 Indirect Costs | - | 380,769 | - | 0% |
| 55961 Transfers to Other Funds | - | 196,158 | - | 0% |
| Total Other | - | 576,927 | - | 0% |
| TOTAL BUDGET | 1,305,669 | 1,956,122 | 650,453 | 50% |

City of Brisbane
FY24 Budget Requests
Department/Division: 7009 - Marina

| Request Description | FY24 cost |
|--------------------------------------|------------------|
| Marina Entrance Camera | \$ 16,000 |
| Marina Management Software | \$ 16,000 |
| Antibackflow inserts in catch basins | \$ 30,000 |
| | <u>\$ 62,000</u> |

General Fund

Fund 100

Department/Division: 7009 Marina

Costs by Program

| Program | Program \$\$ | Program %% |
|--|---------------------|-------------------|
| Marina | | |
| 001.0000 Administration | 470,002 | 34% |
| 590.0002 MARINA - Buildings and Grounds | 226,343 | 16% |
| 590.0001 MARINA - Billing and Accounting | 145,523 | 11% |
| 590.0004 MARINA - Docks | 141,450 | 10% |
| 590.0007 MARINA - Utilities | 141,227 | 10% |
| 590.0006 MARINA - Slips | 97,431 | 7% |
| 006.0000 Workforce Development | 39,515 | 3% |
| 590.0005 MARINA - Refuse | 35,023 | 3% |
| 430.0000 Public Education | 33,671 | 2% |
| 005.0000 Citizen Engagement | 27,391 | 2% |
| 590.0003 MARINA - CIP's | 11,719 | 1% |
| 004.0000 City Council/Commission Support | 9,900 | 1% |
| | <hr/> | |
| | 1,379,195 | |
| | <hr/> | |

Department Background

Department/Division: 7100 Library

Mission Statement –

San Mateo County Libraries strengthen our communities by creating an inclusive sense of place and environment for learning.

| | |
|----------------------------|--|
| Overall Budget | \$70,600 |
| Number of Positions | none |
| Areas Covered | Maintenance of the Library, allows for additional events held at the Library |

General Fund

Fund 100

Department/Division: 7100 Library

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|------------------|------------------|-------------|-----------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | | - | - | |
| Total Salaries & Benefits | - | - | - | |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | - | - | - | |
| 52005 Communications | - | - | - | |
| 52010 Equipment Maintenance | - | - | - | |
| 52015 Maint. Structures/Improvement.Grounds | 10,900 | 10,900 | - | 0% |
| 52020 Memberships | - | - | - | |
| 52025 Office Expense | - | - | - | |
| 52030 Professional Services | 29,200 | 29,200 | - | 0% |
| 52035 Equipment Rental | - | - | - | |
| 52045 Special Department Expense | - | - | - | |
| 52050 Small Tools & Supplies | - | - | - | |
| 52055 Travel & Training | - | - | - | |
| 52060 Utilities | 4,500 | 4,500 | - | 0% |
| 52300 Contributions | 26,000 | 26,000 | - | 0% |
| Total Services & Supplies | 70,600 | 70,600 | - | 0% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | |
| 53030 Equipment | - | - | - | |
| 54010 Administrative Charges | - | - | - | |
| 54025 Indirect Costs | - | - | - | |
| 55961 Transfers to Other Funds | - | - | - | |
| Total Other | - | - | - | |
| TOTAL BUDGET | \$ 70,600 | \$ 70,600 | \$ - | 0% |

Department Background

Department/Division: 8001 Central Services

Mission Statement –

Central Services covers the costs of general organization-wide services and programs not attributed to any one department, to implement policies and programs as established by City Council and the City Manager.

| | |
|----------------------------|--------------------------------------|
| Overall Budget | \$1,273,291 |
| Number of Positions | None |
| Areas Covered | General Citywide issues and services |

General Fund

Fund 100

Department/Division: 8001 Central Services

| Account and Title: | 2022/23 | 2023/24 | Change \$\$ | Change %% |
|---|---------------------|------------------|-------------------|------------|
| | Budget | Requested Budget | | |
| SALARIES & BENEFITS | | - | - | |
| Total Salaries & Benefits | - | - | - | |
| SERVICES AND SUPPLIES | | | | |
| 52001 Safety Clothing | - | - | - | |
| 52005 Communications | 70,000 | 70,000 | - | 0% |
| 52010 Equipment Maintenance | 2,000 | 3,000 | 1,000 | 50% |
| 52015 Maint. Structures/Improvement.Grounds | 57,000 | 57,000 | - | 0% |
| 52020 Memberships | 55,850 | 60,850 | 5,000 | 9% |
| 52025 Office Expense | 42,700 | 42,700 | - | 0% |
| 52030 Professional Services | 266,101 | 508,941 | 242,840 | 91% |
| 52033 Office Space Rental | 300,000 | 300,000 | - | 0% |
| 52035 Equipment Rental | 52,600 | 48,600 | (4,000) | -8% |
| 52045 Special Department Expense | 13,500 | 13,500 | - | 0% |
| 52050 Small Tools & Supplies | | - | - | |
| 52055 Travel & Training | | - | - | |
| 52060 Utilities | 70,000 | 70,000 | - | 0% |
| 52900 Contributions | 21,000 | 21,000 | - | 0% |
| Total Services & Supplies | 950,751 | 1,195,591 | 244,840 | 26% |
| OTHER | | | | |
| 53010 Improvements | - | - | - | |
| 53030 Equipment | 60,700 | 77,700 | 17,000 | 28% |
| 54010 Administrative Charges | - | - | - | |
| 54025 Indirect Costs | - | - | - | |
| 55961 Transfers to Other Funds | - | - | - | |
| Total Other | 60,700 | 77,700 | 17,000 | 28% |
| TOTAL BUDGET | \$ 1,011,451 | 1,273,291 | \$ 261,840 | 26% |

City of Brisbane

FY24 Budget Requests

Department/Division: 8001 Central Services

| Request Description | FY24 cost | Purpose |
|----------------------|----------------|---|
| Memberships | 5,000 | PenTV (Channel 26) |
| Professional Service | 140,000 | Additional Technology Service |
| Professional Service | 54,000 | Grant Writing Assistance |
| Professional Service | 16,000 | Credit Card processing Charges for non-Utility transactions (transfer from Utilities) |
| Professional Service | 31,500 | Consulting for Org-wide Technology Project |
| Professional Service | 1,100 | Increase in MCTV contract |
| Equipment | 10,000 | New widescreen projector and screen for Council Chambers |
| Equipment | 7,000 | Computer contingency and updates |
| | <u>264,600</u> | |

General Fund

Fund 100

Department/Division: 8001 Central Services

Costs by Program

| Program | Program \$\$ | Program %% |
|---|-------------------------|-----------------------|
| 520.0000 Stewardship of Built Environment | 427,000 | 34 |
| 140.0000 Computer System | 236,200 | 19 |
| 005.0000 Citizen Engagement | 218,650 | 17 |
| 001.0000 Administration | 159,176 | 13 |
| 130.0000 Revenue Collection | 70,000 | 5 |
| 004.0000 City Council/Commission Support | 65,150 | 5 |
| 005.0017 STAR Newsletter | 45,200 | 4 |
| 260.0000 Economic Development | 23,000 | 2 |
| Programs <1% | <u>28,915</u> | 2 |
| | <u>1,273,291</u> | |

Outstanding Debt (Governmental)

FY2023/24 - \$1,209,663

